

**INTERNATIONAL HYDROGRAPHIC
ORGANIZATION
CAPACITY BUILDING SUB-COMMITTEE**



**Training for Trainers (TFT) in Basic Hydrography
Programme (P-04)**

RESULT REPORT

August 2019

Korea Hydrographic and Oceanographic Agency

SUMMARY SHEET

Project Number: P-04

Project Name: Training for Trainers (TFT) in Basic Hydrography

Host Country: Republic of Korea

Venue / Date: Korea Hydrographic and Oceanographic Agency, Busan, Republic of Korea
/ 8 – 19 July 2019

Organized by: Korea Hydrographic and Oceanographic Agency (KHOA)

Supported by: IHO

No. of participants/countries: 8 / 7 (6 person supported by IHO)

Costs: 67,768 Euros

1. SUMMARY REPORT

The International Hydrographic Organization (IHO) Training for Trainers (TFT) in Basic Hydrography Programme sponsored by the Republic of Korea which is one of the 2019 IHO Capacity Building Programmes was taken place at the Korea Hydrographic and Oceanographic Agency (KHOA), Busan, Republic of Korea, from 8th to 19th July 2019.

The TFT in Basic Hydrography Programme aims to cultivate globally standardized hydrographic instructors and a total of 8 participants completed this programme. (6 of participants sponsored by the IHO Capacity Building Fund and 2 participants supported by ROK.)

This programme has been held among the member states of the East Asia Hydrographic Commission from 2013 to 2017, but the IHO recognized the importance and effectiveness of this programme, so the TFT Programme has been expanded to include IHO Member States for the first time this year.

Participants had a presentations & feedback session as well as theoretical lessons such as teaching methods, lecture planning, etc. They gave and received feedback to one other. At the end they had an opportunity to improve their teaching skills.

Also KHOA offered participants opportunities to board its hydrographic survey ship to help them understand the survey equipment, and learn to teach others to use the equipment.

2. PROGRAMME DETAIL

Dates		Lessons
DAY 1	2019-07-08	History of Training for Trainer Programme Aims & Objectives Hydrographic Education Training Philosophy What makes a good trainer? Managing the lesson Giving & Receiving Feedback
DAY 2	2019-07-09	Overview of TFT Course material
DAY 3	2019-07-10	Initial Group review of TFT Materials Presentations of Group Reviews Assignment of Hydro Modules for Revision Group work to revise the assigned module

DAY 4 to DAY 6	2019-07-11 to 2019-07-15	Develop & design basic hydro modules Presentations & Feedback Session
DAY 7	2019-07-16	Distance Education – The design and development of e-Learning material and implementation of existing resources Design of instructor assessment forms for the learner
DAY 8	2019-07-17	Course development methodologies and tools for hands-on technical education – onboard training materials prep Assign software and equipment Group work on basic hydro module lesson plan presentation/strategies
DAY 9	2019-07-18	Course development methodologies and tools for hands-on technical education Onboard Training
DAY 10	2019-07-19	Develop Question Bank Present & review questions

3. TOTAL COST

Items	Amount
	Euro
Flights (7 participants)	12,865
Accommodation (6 participants)	6,820
Food Expenses	1,700
Lecturer fee	42,678
Training Materials	3,027
Miscellaneous	678
Total	67,768

* Balance incurred due to absence of Filipino participant originally scheduled to attend. Remaining fund (2,232 Euros) to be used on CAT B according to IHO File No. TA/004.

Attachments (4) :

1. Procedure 5 Part 2, Report Model
2. Procedure 5 Part 3, Assessment Model
3. Procedure 8 Part 2, List of Participants
4. Procedure 8 Part 2, Flight Information



CAPACITY BUILDING SUB-COMMITTEE

PROCEDURE 5

Part 2

REPORT MODEL

IDENTIFICATION

Project Number	P-04
Project Name	Training for Trainers (TFT) in Basic Hydrography

FINANCIAL REPORT

	Resources			Comments
	Requested	Allocated	Spent	
Contribution by countries involved	None	None	None	
Contribution by other parties	None	None	None	
Contribution from CBSC Fund	70,000 Euros	70,000 Euros	67,768 Euros	Balance incurred due to the non-attendance of the Filipino participant.
Total Cost (Euros)	70,000 Euros	70,000 Euros	67,768 Euros	
- Flight	12,865	12,865	12,865	Remaining fund (2,232 Euros) to be used on CAT B according to IHO File No. TA/004
- Accommodation	8,330	8,330	6,820	
- Food Expenses	2,100	2,100	1,700	
- Lecturer Fee	42,678	42,678	42,678	
- Training Materials	3,027	3,027	3,027	
- Miscellaneous	1,000	1,000	678	

RESULTS

Results	Just one text, possible topics listed
	Assessment and Comments
Date of start	8 July 2019
Date of finish	19 July 2019
Changes in scope or focus	-
Results achieved (output, product, etc.)	Participants co-produced standardized lecture materials about hydrography. In addition, the participants learned the lecture skills so that they could work as instructors when they return to their home countries.
Comparison with the Achievements and benefits awaited	Accomplished the same results as expected.
Problems experienced	Unlike Category A or Category B programme, there was a lack of IHO standards, which pointed to the need for a curriculum review of this programme. The Filipino participant notified us of his non-attendance. So the full air

	ticket cost and penalty fee for cancelling accommodation were unnecessarily spent.
Suggestion for improvement for similar projects	It is recommended to impose restrictions for future attendance for the countries that do not attend due to personal circumstances after the decision of the attendance is made. Doing so can reduce unnecessary waste of budget and give other participants opportunities. It seems that a standard for the TFT process is needed.
Suggestion for follow-up projects	There was an opinion that it would be nice to add a boarding training time to the board to learn how to teach.
Valuation	89% (8 of 9 completed, one is the Filipino participant.)

장민준

CBSC Secretary

Project Leader



CAPACITY BUILDING SUB-COMMITTEE

PROCEDURE 5

Part 3

ASSESSMENT MODEL

IDENTIFICATION

Project Number	P-04
Project Name	Training for Trainers (TFT) in Basic Hydrography

	Performance indicator	Mark	Comments
-	Arrangements		
	Organisation of the project	5	
	Involvement(contribution) of		
	National partners	2	2 of 9 participants from the Republic of Korea
	Regional partners		
	RHC		
	IHB	3	7 of 9 participants from the IHO
-	Efficiency of the project		
	Goals achieved	5	
	Planned timing	5	
-	Future perspectives		
	Need of similar project (locally, regionally)	5	
	Impact on future development	5	
-	Procedure of CBSC		
	Application form	5	
	Support received	5	
	Follow up and reporting	5	

Each of the performance indicators indicated in the table is rated according to the scale provided:

- 0 = 0-20%
 1 = 20-40%
 2 = 40-60%
 3 = 60-80%
 4 = 80-90%
 5 = 90-100%

 CBSC Secretary


 Project Leader



CAPACITY BUILDING SUB-COMMITTEE

PROCEDURE 8
Part 2

LIST OF PARTICIPANTS

Project Number (CBWP):	P-04
Project Name:	Training for Trainers (TFT) in Basic Hydrography

Instructors

First Name	Family Name	Country	Agency	E-mail	Phone/Fax	Passport number
Deborah	LIVINGSTON	Canada	IIC	Deborah.livingston@iictechnologies.com	+1-902-403-3864	AC601538
David William	DODD	Canada	IIC	-	-	GG821020

Trainees

First Name	Family Name	Country	Agency	E-mail	Phone/Fax	Passport number
Javier	GOMEZ	Colombia	Maritime Authority of Colombia	jaengoto@gmail.com cginsem@dimar.mil.co	3193775943	AQ159516
Ana	BABIC	Croatia	Hydrographic Institute of the Republic of Croatia	ana.babic@hhi.hr	+00385-0917306787	334332454
Mohd Farhan	MOHD NORDIN	Malaysia	National Hydrographic	hannordan@gmail.com	+ 6019-3537786	A52913316

			Centre			
Myat	MYAT KYAW XIN HANT	Myanmar	Ministry of Transport and Communication	myatkyawzinthant@gmail.com	+95- 9443126106 /+95- 1374164	OM058981
Abubakar	AKKA IBRAHIM	Nigeria	Nigerian Navy Hydrographic School Borokiri Port Harbour	Sohma_sub_jefe@armada.mil.uy	+00598- 24875836	A10647862
Jose Pedro	DOMINGUEZ VILORIA	Uruguay	Hydrography Service of the Navy S.O.H.M.A.	sohma_sub_jefe@armada.mil.uy jpdomi@hotmail.com	+005982- 23093861	D314124
Yunsik	LEE	Republic of Korea	Korea Hydrographic and Oceanographic Agency	lysosd0120@korea.kr	+82-51- 400-4272	M22738652
Sungyong	PARK	Republic of Korea	Korea Hydrographic and Oceanographic Agency	yong0528@korea.kr	+82-51-400- 4262	M42517157



CAPACITY BUILDING SUB-COMMITTEE

PROCEDURE 8
Part 2

FLIGHT INFORMATION

(to be sent to mfa@iho.int, copy to adcc@iho.int)

(To be completed by the Project Leader only if the air tickets will be organized by the IHB)

Project number:	P-04
Project name:	Training for Trainers (TFT) in Basic Hydrography

Airport of destination:

First Name	Family name	Departure date	Airport of departure	Return date	Nationality	Observations
Javier	GOMEZ	2019-07-07	Busan-Gimhae (PUS)	2019-07-21	Colombia	
Ana	BABIC	2019-07-08	Busan-Gimhae (PUS)	2019-07-19	Croatia	
Mohd Farhan	MOHD NORDIN	2019-07-07	Busan-Gimhae (PUS)	2019-07-20	Malaysia	
Myat	MYAT KYAW XIN HANT	2019-07-06	Busan-Gimhae (PUS)	2019-07-20	Myanmar	
Abubakar	AKKA IBRAHIM	2019-07-08	Busan-Gimhae (PUS)	2019-07-20	Nigeria	
Jose Pedro	DOMINGUEZ VILORIA	2019-07-05	Busan-Gimhae (PUS)	2019-07-20	Uruguay	

Note: the name shall be the same as in the passport