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18 June 2003

**CHRIS Letter No. 3/2003**

**To: Chairman of the IHO Strategic Planning Working Group (SPWG)**  
(Mr Frode Klepsvik, Norway)

**Subject: Input to SPWG from CHRIS on Guidelines for Industry in co-operating with IHO.**

Dear Frode,

I am writing to you in your capacity as Chairman of the IHO Strategic Planning Working Group.

CHRIS at its 15<sup>th</sup> meeting in Monaco 10–13 June 2003, discussed “*Guidelines for Industry in co-operating with IHO*”. This action resulted from the deliberations at the 3<sup>rd</sup> SPWG Meeting, Lima, Peru, 12-14 May 2003.

The discussion focused on further developing the guidelines in order to improve the interaction between IHO and external organizations in furthering the work of IHO.

The attached document: “*A CHRIS proposal/discussion document on liaison mechanisms and guidelines for accredited organizations*”, is the outcome of the discussions.

Please note that:

- Paragraphs 1 to 3 of the document have been thoroughly discussed and all CHRIS 15 participants support the wording.
- Paragraphs 4 and 5 are not to be considered as final, but all CHRIS 15 participants support the principles contained therein. The main thrust of the principles in paragraphs 4 and 5 are: “*The IMO Guidelines are good and appropriate and should be adapted to the IHO purpose. However, they should be made less restrictive in order to accommodate the small companies typical to the hydrographic community, including the possible use of an “exception” clause.*”

- Paragraph 6 contains two alternative structures for the interaction. The majority of the CHRIS 15 participants was of the opinion that the model 2 would be the most effective one and most likely to be acceptable by industry.

The document was presented to a number of Industry representatives during the IHO Industry Days meeting, 16-17 June 2003. The reactions received can be summarized as follows:

- support for model 2 (many individual NGOs);
- the document : *“A CHRIS proposal/discussion document on liaison mechanisms and guidelines for accredited organizations”* should form the basis for the liaison, making use of the IMO accreditation guidelines;
- liaison mechanisms should be put into place as soon as possible.

Please consider this letter as the formal response to the SPWG request forwarded through the IHB to CHRIS 15 on the subject matter.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Ole Berg', with a stylized, cursive script.

Ole Berg  
Chairman of CHRIS

Enclosure: Annex A

Copy to: CHRIS Members

**A CHRIS proposal/discussion document on liaison mechanisms and guidelines for accredited organizations**

1. Intro phrase

During the past years the need to co-operate more effectively with manufacturers, academia, mariners, professional societies and others has been recognized.

2. Accredited organizations

- International (global and regional) non-governmental organizations affected by decisions of IHO and who can beneficially contribute to the work of IHO.
- Intergovernmental organizations.
- Universities/Academia organizations with relevant programs..
- etc.

3. Statement of purpose of interaction

- provide consolidated strategic advice on the technical work program of the IHO. Such advice includes but is not limited to
  - the needs of the user community,
  - emerging technologies,
  - required standards,
  - data requirements,
  - future requirements.
- co-operate with the IHO on technical programs of mutual interest including the proposal of new programs that fall under the responsibility of IHO,
- advise on the effectiveness of the implementation of the technical activities of IHO such as standards and specifications, and capacity building,
- provide, on request, information or expert advice on issues relevant to the IHO,
- support the technical programs of IHO for capacity building,
- provide representatives with special knowledge to the working groups of the IHO.<sup>1</sup> Such representatives may be provided on the initiative of the accredited organizations.
- Request from IHO information of interest to be distributed to their members.

4. Rights and duties of accredited organizations

Rights:

The right to receive the provisional agenda for sessions of the Assembly, the Council, the Committees, working groups [IHO structure].

The right to submit written statements on agenda items of meetings of the appropriate organs of IHO concerned, provided that such submission does not impede the smooth functioning of the IHO organs concerned. The accredited organization shall give due consideration to any comment which the [S-G/Chairman] may make in the course of such consultations before transmitting the statement in final form.

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<sup>1</sup> Experts may be invited by IHO to participate in working groups.

The right to propose items for the agenda of meetings of the appropriate organs of IHO, which may be accepted at the discretion of the appropriate chairman.

The right to be represented by an observer at meetings of the appropriate organs of the IHO at which matters of special interest to the accredited organizations concerned are to be considered.

The right to receive official documents of the IHO on matters of interest to the accredited organizations concerned and the appropriate supporting documents.

Request from IHO information of interest to be distributed to their members.

Normally one observer from each accredited organization shall be admitted to any session or meeting. Such observer shall have no voting rights but may, on the invitation of the Chairman, speak on any item of the agenda of special interest to the accredited organization of which he is the representative.

Duties:

Any accredited organization shall keep the [S-G] currently informed of those aspects of its own activities which are likely to be of interest to the IHO and accord to the IHO privileges corresponding to those which are granted to it by the IHO.

The responsibility to help advance the work of the IHO in harmony with the spirit, functions and principles of the IHO.

#### 5. Qualification for accreditation

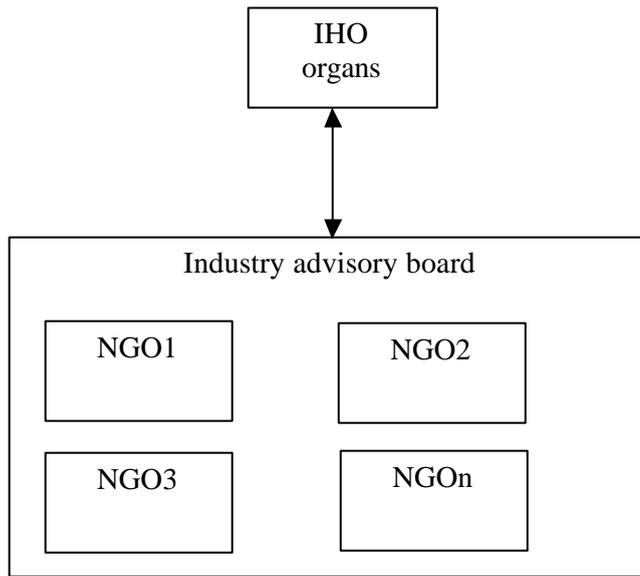
*[The IMO Guidelines are good and appropriate and should be adapted to the IHO purpose. However, they should be made less restrictive in order to accommodate the small companies typical to the hydrographic community, including the possible use of an "exception" clause.]*

- The activity of an accredited organization concerned is related directly to the purpose of the IHO.
- The objectives and functions of the accredited organization are fully in harmony with the spirit, functions and principles of the IHO.
- An accredited organization shall undertake to support the activities of the IHO and to promote the dissemination of its principles and work, bearing in mind the objectives and functions of the IHO on the one hand, and the competence and activities of the accredited organization on the other.
- An accredited organization shall have a permanent headquarters, a governing body and an executive officer. It must also be authorized under the constitution to speak for its members through accredited representatives.

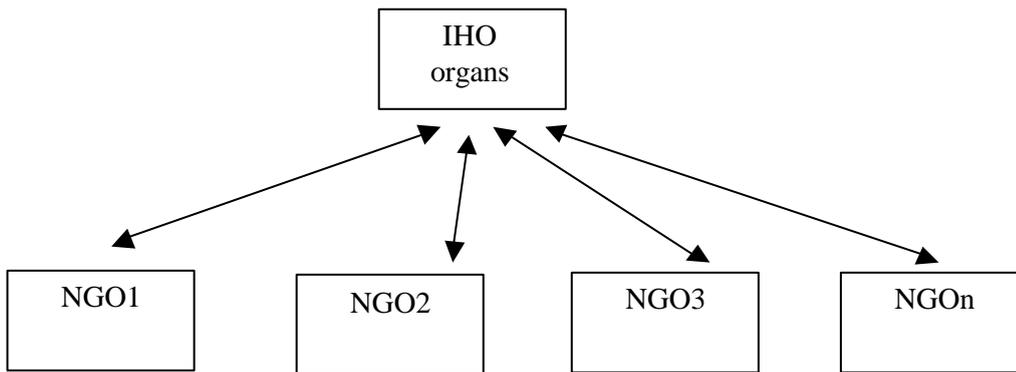
#### 6. Structure

Two alternative structures are proposed:

1: accredited organizations establish a common chamber or advisory board producing consolidated input to IHO. The chamber / advisory board presents this consolidated contributions to the appropriate organs of the IHO.



2: Similar to the construction of the IMO accredited organizations liaise directly with IHO organs.



*[The majority of CHRIS 15 was of the opinion that the model 2 would be the most effective one and most likely to be acceptable by industry.]*