



IHO File No. S1/6200/C-2

COUNCIL  
CIRCULAR LETTER 01/2018  
26 March 2018

**ANNOUNCEMENT OF THE SECOND MEETING OF THE IHO COUNCIL  
AND PROVISIONAL AGENDA**

References:

- A. IHO CL 55/2017 dated 31 October 2017 – *Outcome of the 1<sup>st</sup> Meeting of the IHO Council*
- B. Rules of Procedure of the IHO Council

Dear Hydrographer,

1. As reported in Reference A, the 2<sup>nd</sup> Meeting of the IHO Council (C-2) will be held in London, United Kingdom from Tuesday 9 to Thursday 11 October 2018.

**Participation of Member States**

2. Member States occupying a seat on the Council in accordance with the composition approved by Decision 26 of the first session of the Assembly (See Reference B and [www.iho.int](http://www.iho.int) > *IHO Council* > *Membership List*) should be represented preferably by the Head of the Hydrographic Office, in accordance with Rule 5 of the Rules of Procedure of the IHO Council.

3. Member States that are not Members of the Council may participate in the meeting, but shall not be entitled to vote (See Article VI of the IHO Convention).

4. Based on the experience from C-1, the Chair, Vice-Chair and Secretary-General have decided that no observer from the categories listed in Article 4 of the General Regulations of the IHO should be invited to this meeting of the Council.

5. C-2 will take place at the Double Tree by Hilton Hotel London – Tower of London. Based on previous attendance of C-1, this venue has been booked for a maximum of 80 delegates. Members of the Council are therefore invited to consider sending no more than two representatives per delegation, while other participants are invited to limit their delegation to one person. These limitations do not include the Chairs of subsidiary organs requested to report to the Council.

6. For budget reasons, please note that no additional meeting rooms can be assigned for side-meetings or bilateral talks.

**Provisional Agenda and Submission of Proposals**

7. As required by Rule 3 of the Rules of Procedure of the IHO Council, this letter of announcement includes a provisional agenda which is shown in Annex A.

8. Member States are invited to submit any proposal they wish to discuss at C-2, together with relevant supporting documentation. In accordance with Rule 7 of the Rules of Procedure of the IHO Council, proposals shall be submitted “*at least three months before the opening day of the meeting*”. Accordingly, Member States and the Chairs of the Hydrographic Services and Standards Committee

(HSSC) and the Inter-Regional Coordination Committee (IRCC) are requested to submit any proposals to the Secretariat at [cl-lc@iho.int](mailto:cl-lc@iho.int) as soon as possible after their respective meetings (See Reference A, Action C1/06), and **no later than 9 July 2018**.

9. In accordance with Rule 7 of the Rules of Procedure of the IHO Council, a revised provisional agenda together with supporting documents and timetable will be provided to Member States at least two months before the opening day of the meeting (9 August 2018).

### **Logistics Information and Registration**

10. General logistics information will soon be made available on the C-2 webpage of the IHO website: [www.iho.int](http://www.iho.int) > *IHO Council* > *Next Meeting* > *C-2* > *Registration/Documents*. Member States requiring invitation letters that may support visa requests are kindly invited to send their requests to the UKHO as soon as possible, noting that hotel reservations and visa requests remain the responsibility of each participant. The point of contact for C-2 at the UKHO is Mr Nigel Sutton, International Bodies & Technical Engagement Strategy Manager, email: [nigel.sutton@ukho.gov.uk](mailto:nigel.sutton@ukho.gov.uk), Phone: (+44) 1823-483896.

11. To facilitate the preparation of the C-2, Member States are invited to register via the IHO on-line registration facility: [www.iho.int](http://www.iho.int) > *Home* > *IHO Meetings/Events* > *Go to the IHO On-line Registration*, as soon as possible and **no later than 9 July 2018**.

### **Provisional Programme – Social Events**

12. The C-2 meeting is planned to start on Tuesday 9 October at 9:00 and end on Thursday 11 October at 12:00.

13. A welcome informal ice-breaker (non-host basis) is planned to be arranged at the SkyLounge bar of the hotel on the 12th floor, on Monday 8 October, between 18:00 and 19:30.

14. To celebrate the UK's World Hydrography Day "*Bathymetry – the foundation for sustainable seas, oceans and waterways*": John Humphrey, Chief Executive of the United Kingdom Hydrographic Office, will welcome C-2 guests on Tuesday 9th October, between 18:30 and 21:00. The celebrations will be held at Trinity House. Registration to this event is to be managed by the UKHO.

Yours sincerely,



Mathias JONAS  
Secretary-General

### **Distribution:**

- Council Chair/Vice-Chair, IHO Council Members, IHO Member States
- IHO Committees (Chair/Sec.): HSSC, IRCC

### **Annex:**

- A. Provisional Agenda

**2<sup>ND</sup> MEETING OF THE IHO COUNCIL**

**London, UK, 9-11 October 2018**

**PROVISIONAL AGENDA**

**Reference:** Rule 8 of the Rules of Procedure of the Council

**1. OPENING**

- 1.1 Opening remarks and introductions
- 1.2 Adoption of the Agenda
- 1.3 Administrative arrangements

**2. ITEMS REQUESTED BY THE 1<sup>ST</sup> IHO ASSEMBLY**

- 2.1 Revision of the IHO Strategic Plan (*to be considered under Agenda Item 6*)
- 2.2 Revision of the IHO Resolution 2/2007 (Decision A1/12) (*to be considered under Agenda Item 4, HSSC&IRCC Reports*)
- 2.3 Revision of the IHO Resolution 1/2005 (Decision A1/19) (*to be considered under Agenda Item 4, IRCC Report*)

**3. ITEMS REQUESTED BY THE 1<sup>ST</sup> IHO COUNCIL**

- 3.1 Review of the status of Decisions and Actions from C-1

**4. ITEMS REQUESTED BY SUBSIDIARY ORGANS**

- 4.1 Report and proposals from HSSC
- 4.2 Report and proposals from IRCC

**5. IHO ANNUAL WORK PROGRAMME AND BUDGET**

- 5.1 Review of the Current Financial Status of the IHO
- 5.2 Proposed IHO Work Programme for 2019
- 5.3 Proposed IHO Budget for 2019

**6. IHO STRATEGIC PLAN REVIEW**

- 6.1 Interim Report and Proposals from SPRWG

**7. OTHER ITEMS PROPOSED BY A MEMBER STATE OR BY THE SECRETARY-GENERAL**

- 7.1 Proposed theme for World Hydrography Day 2019

**8. NEXT MEETING**

8.1 Dates and venue for the 3<sup>rd</sup> Meeting of the IHO Council (15-17 October 2019, tbc)

**9. ANY OTHER BUSINESS**

**10. REVIEW OF ACTIONS AND DECISIONS OF THE MEETING**

**11. CLOSURE OF THE MEETING**