



INTERNATIONAL HYDROGRAPHIC ORGANIZATION
MESO AMERICAN & CARIBBEAN SEA
HYDROGRAPHIC COMMISSION



MACHC Letter 25/2017

Date: 12-10- 2017

To: Member States, Associate Members, Observers and other coastal States in the MACHC

Subject: I send you Preliminary Agenda for your review.

Dear Colleagues,

I am pleased to bring you the proposed preliminary agenda for the 18th MACHC to be held in Varadero, Cuba from 29th November to 02nd December.

The agenda is sent in order to provide participants with the proposed information on the agenda items, in order to prepare in advance.

I invite you to contribute to the MACHC Meeting with a brief presentation as indicated in the draft agenda with main achievements during the year, main challenges and / or obstructions, update of the statistics of publication C-55 "Status of Hydrographic Surveying and Charting Worldwide", bathymetric data made available to GEBCO, plans that affect the Region, requests for support and lessons learned to share. It is important to remember that the written national report should not be read. Written national reports should cover all issues described in IHO Resolution 2/1997 and should be submitted within 3 weeks prior to the Meeting.

I ask those in charge of each presentation to confirm their participation in advance. Also if there is any additional suggestion for this agenda please do it our knowledge as soon as possible.

Without another matter at the moment, I would like to extend my cordial greetings and await the valuable assistance of all of you.

Yours sincerely,

Rear Admiral

Mario Alberto Góngora Villarreal
Chair, MACHC

Deputy General Director Oceanography, Hydrography and Meteorology



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CARTA CIRCULAR MACHC 25/2017

Fecha. 12-10-2017

Para. Estados Miembros, Miembros Asociados y Observadores de la MACHC.

Asunto. Se envía Agenda Preliminar para su revisión

Estimados Representantes de los Estados Miembros, Miembros Asociados y Observadores de la MACHC. Tengo el gusto de dirigirme a Ustedes, para hacerles llegar la Agenda preliminar propuesta para la XVIII Reunión de la MACHC que se realizará en Varadero, Cuba del 29 de noviembre al 2 de diciembre del presente año.

La agenda se envía con el fin de brindar a los participantes la información propuesta de los temas del programa, para prepararse con anticipación.

Se les invita a contribuir a la Reunión de la MACHC con una breve presentación como se indica en el proyecto de agenda con principales logros durante el año, principales retos y/o obstrucciones, actualización de las estadísticas de la publicación C-55 "Estado de los Levantamientos Hidrográficos y de la Cartografía Náutica", datos batimétricos puestos a disposición de GEBCO, planes que afectan a la Región, solicitudes de apoyo y lecciones aprendidas para compartir. Es importante recordar que el informe nacional escrito no debe ser leído. Los informes nacionales escritos deben cubrir todos los temas descritos en la Resolución 2/1997 de la OHI y deben presentarse en un plazo de 3 semanas antes de la Reunión.

Solicito a los encargados de cada presentación que confirmen su participación con anticipación. Así mismo si existe alguna sugerencia adicional para esta agenda favor de hacerla de nuestro conocimiento lo antes posible.

Sin otro asunto por el momento, me permito enviarles un cordial saludo y en espera de la valiosa asistencia de todos Ustedes.

Sinceramente.

Contralmirante.

Mario Alberto Góngora Villarreal

Director General Adjunto de Oceanografía, Hidrografía y Meteorología.

Secretaría de Marina. México.

Presidente de la Comisión Hidrográfica de Mesoamérica y Mar Caribe.



**18th MEETING OF THE MESO AMERICAN & CARIBBEAN SEA HYDROGRAPHIC COMMISSION
(MACHC18)
Varadero, Cuba
27 November – 02 December 2017**

AGENDA AND TIMETABLE

Time		Responsible
09:00-17:30 09:00-16:30	MACHC Seminar on Hydrographic Governance and Managing Hydrography in Challenging Environments - Monday 27 November - Tuesday 28 November	CB Chair Mr Jeff Bryant

Time		Responsible
09:00-17:00	Tuesday (28 November) Demonstration and exhibitions, real-time surveys onboard visiting ships	
	YET TO BE CONFIRMED	

Time		Responsible
	DAY ONE OF MACHC18 Wednesday, 29 November 2017	
08:15-09:00	Registration MACHC18	
09:00-09:30	Formal Opening of the MACHC. Opening addresses	Chair, IHO Secretariat, Host
09:30-10:00	MACHC integrated Charting Committee (MICC) meeting Agenda by MICC Chair	MICC Chair
10:00-10:30	Coffee Break	
10:30-11:00	MACHC integrated Charting Committee (MICC) meeting (cont.)	MICC Chair
11:00-12:00	Marine Economic Infrastructure Program (MEIP) meeting Agenda by MEIP Chair	MEIP Chair
12:00-13:00	Risk assessment meeting Agenda by Chair RA-group	Chair RA-group
13:00-14:00	Lunch	
14:00-15:00	Risk assessment meeting (cont.) Agenda by Chair RA-group	Chair RA-group
15:00-15:30	Coffee Break	
15:30-17:00	Capacity Building Committee meeting Agenda by CBC Chair	CBC Chair
19:00	Welcome cocktail offered by SHGC to participants and invitees	SHGC

Time	<p style="text-align: center;">DAY TWO OF MACHC18 Thursday, 30 November 2017 Business Casual (Short sleeved navy whites/short sleeved wayabera/similar)</p>	Responsible
08:30-10:00	<p><u>1. MACHC Administration/organizational issues</u></p> <p>1.1 Introductions - Participants will be invited to introduce themselves - Establish the quorum necessary to hold a formal meeting 15 minutes</p> <p>1.2 Approval of Agenda and Timetable <i>Doc: MACHC18-01.2 Agenda and Timetable</i> - Chair invites participants to comment on the agenda and timetable in case updates are necessary. - Agenda is adopted. 15 minutes</p> <p>1.3 List of documents/Administrative Arrangements <i>Docs: MACHC18-01.3A List of Documents</i> <i>MACHC18-01.3B List of Participants</i> - List of Documents as on the IHO/18th MACHC site - List of Documents is updated as necessary - Logistic guidance and information as necessary 15 minutes</p> <p>1.4. Matters arising from Minutes of MACHC17 Meeting <i>Doc: MACHC18-01.4 Minutes of MACHC17</i> 10 minutes</p> <p>1.5. MACHC 17 Action list review <i>Doc: MACHC18-01.5 Action List from MACHC17</i> 20 minutes</p>	<p>All/Chair</p> <p>Chair</p> <p>Chair</p> <p>Chair</p> <p>Chair</p>
10:00-10:10	Official photograph session	All
10:10-10:30	Coffee Break	Hosts
10:30-11:30	<p><u>2. MACHC Developments, IHO bodies, policy aspects</u></p> <p>2.1 IHO Secretariat Report <i>Doc: MACHC18-02.1 IHO Secretariat Report</i> - IHO Secretariat provides a briefing on current IHO matters, including a background brief on the composition and roles of the Council 15 minutes</p> <p>2.2 IRCC9 Report <i>Doc: MACHC18-02.2 IRCC9 Report</i> 15 minutes</p> <p>2.3 HSSC9 Report <i>Doc: MACHC18-02.3 HSSC9 Report</i> 15 minutes</p>	<p>IHO Secretariat</p> <p>TBD</p> <p>TBD</p>

	<p>2.4 MSI/WWNWS <i>Doc: MACHC18-02.4 WWNWS9 Report</i> 15 minutes</p> <p><u>General remark</u> Chair invites the representatives of the above IHO bodies/working groups to present the key (policy) developments, decisions, actions or implications that affect the MACHC region.</p>	TBD
11:30-13:00	<p><u>3. National Reports from Members and Associate Members</u> Part I</p> <ul style="list-style-type: none"> • <i>MACHC18-03.A National Report Antigua and Barbuda</i> • <i>MACHC18-03.B National Report Barbados</i> • <i>MACHC18-03.C National Report Belize</i> • <i>MACHC18-03.D National Report Brazil</i> • <i>MACHC18-03.E National Report Colombia</i> • <i>MACHC18-03.F National Report Costa Rica</i> • <i>MACHC18-03.G National Report Cuba</i> • <i>MACHC18-03.H National Report Dominican Republic</i> • <i>MACHC18-03.I National Report El Salvador</i> • <i>MACHC18-03.J National Report France</i> • <i>MACHC18-03.K National Report Guatemala</i> • <i>MACHC18-03.L National Report Guyana</i> • <i>MACHC18-03.M National Report Haiti</i> <p>6 minutes each (including time for questions) – see comments in the end of this agenda item for guidance on the presentations.</p>	National delegates
13:00-14:00	Lunch	
14:00-15:00	<p><u>3. National Reports from Members and Associate Members</u> Part II</p> <ul style="list-style-type: none"> • <i>MACHC18-03.N National Report Honduras</i> • <i>MACHC18-03.O National Report Jamaica</i> • <i>MACHC18-03.P National Report Mexico</i> • <i>MACHC18-03.Q National Report Netherlands</i> • <i>MACHC18-03.R National Report Nicaragua</i> • <i>MACHC18-03.S1 National Report Panama-Panama Maritime Authority (PMA)</i> • <i>MACHC18-03.S2 National Report Panama-Panama Channel Authority (PCA)</i> • <i>MACHC18-03.T National Report Saint Kitts and Nevis</i> <p>6 minutes each (including time for questions) – see comments in the end of this agenda item for guidance on the presentations.</p>	National delegates
15:00-15:30	Coffee Break	
15:30-16:30	<p><u>3. National Reports from Members and Associate Members</u> Part III</p> <ul style="list-style-type: none"> • <i>MACHC18-03.U National Report Saint Lucia</i> • <i>MACHC18-03.V National Report Saint Vincent and the Grenadines</i> • <i>MACHC18-03.W National Report Suriname</i> 	National delegates

	<ul style="list-style-type: none"> • MACHC18-03.X National Report Trinidad and Tobago • MACHC18-03.Y National Report United Kingdom <ul style="list-style-type: none"> ○ Chair invites UK to provide an overview on the status and plans for surveys and charting in the autonomous UK overseas territories (5 min). • MACHC18-03.Z National Report United States of America • MACHC18-03.AA National Report Venezuela <p>6 minutes each (including time for questions) – see comments in the end of this agenda item for guidance on the presentations.</p> <p><u>Guidance for the presentations of the National Reports.</u> The presentation is not intended to replicate the content of the National Report but rather to present key matters like:</p> <ul style="list-style-type: none"> - Main achievements during the year, - Main challenges and/or obstructions, - Update on C-55 statistics plus prognoses (including no change reports), - Bathymetric data made available to GEBCO, - Plans that affect the region, - Specific requests for support, e.g. CB support, - Lessons learned to share. <p>Chair requests Members and Associate Members not to read verbally the written national report itself.</p>	
16:30-17:00	This time slot is reserved to the presentations of the CBC Report and of the Risk Assessment Report, advanced at the request of the UKHO. The remaining discussions and papers related to Capacity Building and Risk Assessment will be held in the respective agenda items.	

Time	DAY THREE OF MACHC18 Friday, 1 December 2017 Business Casual (Short sleeved navy whites/short sleeved wayabera/similar)	Responsible
08:30-09:30	<p><u>4. Reports from Observing States and Organizations</u></p> <p>4.1 Organisation of Eastern Caribbean States (OECS) <i>Doc: MACHC18-04.1 Organisation of Eastern Caribbean States (OECS)</i> 15 minutes</p> <p>4.2 Observer countries 15 minutes</p> <p>4.3 RTCM on AIS-i <i>Doc: MACHC18-04.3 Internet AIS Services (RTCM)</i> - Report on the latest work of the Radio Technical Commission for Maritime Services (RTCM) on Internet AIS services (AIS-i). 15 minutes</p>	Observers and National delegates

09:30-10:00	<p><u>5. Impact of international and regional bodies in the MACHC region</u> <i>Doc: MACHC18-05A CMA2</i> <i>MACHC18-05B REMPETC</i></p> <p>a) CMA 2 b) REMPETC 15 minutes each</p>	Chair
10:00-10:30	Coffee Break	
10:30-11:00	<p><u>5. Impact of international and regional bodies in the MACHC region (cont.)</u> <i>Doc: MACHC18-05C TBD</i> <i>MACHC18-05D TBD</i></p> <p>c) TBD 15 minutes each</p>	Chair
11:00-12:00	<p><u>6. Regional Capacity Building (CB)</u></p> <p>6.1 CBC Report <i>Doc: MACHC18-06.1 CBC Report (CBC Chair)</i> - CBC Chair introduces the CBC Report (see note on day 1)</p> <p>6.2 CB Opportunities <i>Doc: MACHC18-06.2A Professional Development and Hydrographic Certification (IIC Technologies)</i> - Papers on CB opportunities and related matters 60 minutes</p>	CBC Chair Chair
12:00-13:00	<p><u>7. Survey and Risk</u></p> <p>7.1 Risk Assessment Group Report <i>Doc: MACHC18-07.1 RA Group Report</i> - RA Group Chair introduces the CBC Report (see note on day 1)</p> <p>7.2 Survey and Risk Papers <i>Doc: MACHC18-07.2A Risk Assessment for the Great Caribbean Region (UWI)</i> <i>MACHC18-07.2B Data Acquisition - Panama Rio Indio Survey (IIC Technologies)</i> - Papers on survey, risk assessment and related matters 60 minutes</p>	RA Group Chair Chair
13:00-14:00	Lunch	
14:00-15:00	<p><u>8. DTM and SDI</u></p> <p>8.1 MEIP Report <i>Doc: MACHC18-08.1 MEIP Report (MEIP-WG)</i> - MEIP Chair introduces the MEIP Report 20 minutes</p> <p>8.2 DTM and (M)SDI Papers <i>Doc: MACHC18-08.2A TBD</i></p>	MEIP Chair Chair

	<ul style="list-style-type: none"> - Chair invites presentations and papers on Digital Terrain Models (DTM) and (M)SDI. - Chair invites discussions on how to improve the availability of hydrographic-related data in the region. <p>40 minutes</p>	
15:00-15:30	Coffee Break	
15:30-17:00	<p><u>9. Nautical Charts and Publications</u></p> <p>9.1 MICC Report <i>Doc: MACHC18-09.1 MICC Report</i> - MICC Chair introduces the MICC Report. 20 minutes</p> <p>9.2 Nautical Charts and Publications subjects <i>Doc: MACHC18-09.2A IHO Circular Letter 50/2017 Requirement to provide meaningful CATZOC information in ENCs</i> <i>MACHC18-09.2B Workflow Management for Nautical Charting and Digital Publications (IIC Technology)</i> - Chair calls for a discussion around IHO CL 50/2017 related to the provision of meaningful CATZOC information in ENCs - Chair invites presentations on nautical charts and publications 70 minutes</p>	<p>MICC Chair</p> <p>Chair</p>
19:00	CENA OFICIAL CON LA PRESIDENCIA DE LA MACHC, DIRECTIVOS DE LA OHI, JEFES DE LAS DELEGACIONES Y OTROS INVITADOS.	JEFE DEL SHGC

DAY FOUR OF MACHC18		
Saturday, 02 December 2017		
Time	Business Casual (Short sleeved navy whites/ short sleeved wayabera/similar)	Responsible
09:00-11:00	<p><u>10. MACHC response to Disasters (IHO resolution 1/2005)</u> <i>Doc: MACHC18-10A MACHC Response to Disasters (IHO Sec.)</i> <i>MACHC18-10B TBD</i> - Chair invites for presentations on recent MACHC region disasters. - Chair invites for papers on responses to disasters.</p> <p>60 minutes</p>	Chair
10:00-10:30	Coffee Break	
10:30-11:30	<p><u>10. MACHC response to Disasters (IHO resolution 1/2005)</u> (cont.) <i>Doc: MACHC18-10A MACHC Response to Disasters (IHO Sec.)</i> <i>MACHC18-10B TBD</i> - Chair invites discussion on the results of inclusion in the MACHC statutes of the principles of disaster responses - Participants are invited to consider the way ahead for preparing coastal States to respond to disasters and the role of the Chair in facilitating these responses.</p> <p>60 minutes</p>	Chair

11:30-12:30	<p><u>11. Closing activities</u></p> <p>11.1 AOB - Chair invites participants to present any other business</p> <p>11.2 Review actions and decisions - Chair reviews actions and decisions</p> <p>11.3 Lessons identified - Chair invites participants to provide (procedural) issues to be taken into account for future meetings</p> <p>11.4 Next meeting - Chair invites participants to offer to host the next MACHC meeting(s)</p> <p>11.5 Close of meeting</p>	Chair
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