



IHO File No. S1/6200/C-1

COUNCIL  
CIRCULAR LETTER 03/2017  
09 June 2017

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

References:

- A. IHO CL 66/2016 dated 16 December 2016 – *Notice of Dates for the first meeting of the IHO Council (C-1)*
- B. IHO Assembly document A.1/MISC/03/Rev1 – *List of Decisions of the 1<sup>st</sup> Session of the IHO Assembly*

Dear Hydrographer,

1. In accordance with Reference A and Rule 3 of the Rules of Procedure of the IHO Council, the 1<sup>st</sup> Meeting of the IHO Council (C-1) will be held in Monaco from Tuesday 17 to Thursday 19 October 2017.

**Participation of Member States**

2. The 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 > IHO Council > Membership List*) may be represented at the meeting of the IHO Council by one or more representatives, one of whom should preferably be 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. C-1 will take place in the Conference room at the IHO Headquarters in Monaco. This venue cannot accommodate more than 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.

**Provisional Agenda and Submission of Proposals**

5. 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.

6. Member States are invited to submit any proposal that they wish to be discussed at C-1, together with relevant supporting documentation.

7. 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 (HSCC) and the Inter-Regional

Coordination Committee (IRCC) are requested to submit any proposals to the Secretariat at *cl-lc@iho.int* as soon as possible and **no later than 17 July 2017**.

8. 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.

**Participation of Observers**

9. On the basis of the provisional agenda at Annex A, and considering the provisions of Rule 4 of the Rules of Procedure of the IHO Council it is the view of the Secretary-General that no observer from the categories listed in Article 4 of the General Regulations of the IHO should be invited to the first meeting of the Council. Member States who may have a different view are requested to propose a list of observers that they consider should be invited, together with a short justification. Such proposal, if any, should be submitted to the Secretariat at *cl-lc@iho.int* **no later than 17 July 2017**.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Robert Ward', is centered on the page.

Robert WARD  
Secretary-General

**Distribution:**

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

**Annex:**

- A. Provisional Agenda

**1<sup>TH</sup> MEETING OF THE IHO COUNCIL**

**Monaco, 17-19 October 2017**

**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 Confirmation of the results of the election of the Chair and Vice-Chair (election conducted in accordance with Decision 20 of the 1<sup>st</sup> Session of the IHO Assembly)
- 1.4 Administrative arrangements

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

- 2.1 Revision of the Strategic Plan (Assembly Decision 3): to be considered under Agenda Item 5
- 2.2 Revision of IHO Resolutions 5/1957, 1/1969, 9/1967, 5/1972, 1/2014, 4/1957, 8/1967, 1/1965 and 2/1965 (Assembly Decision 5)
- 2.3 Consideration of Rule 12 of the Rules of Procedure of the Council (Assembly Decision 20)
- 2.4 Methodology and timetable to deal with each year's financial statements and adjustments to the basic documents (Assembly Decision 24.d)

**3. ITEMS REQUESTED BY SUBSIDIARY ORGANS**

- 3.1 Report and proposals from IRCC
- 3.2 Report and proposals from HSSC

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

- 4.1 2018 Annual Work Programme
- 4.2 2018 Annual Budget
- 4.3 Financial Statement for 2017 (to be received in April 2018 by correspondence and dealt with in accordance with the outcome of Agenda item 2.4)

**5. IHO STRATEGIC PLAN**

- 5.1 Review of the Strategic Plan (Assembly Decision 3)
- 5.2 Consideration of the establishment of a working group for the revision of the Strategic Plan (Assembly Decision 3)

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

**GENERAL**

**7. NEXT MEETING**

7.1 Dates and venue for the 2<sup>nd</sup> Meeting of the IHO Council

**8. ANY OTHER BUSINESS**

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

**10. CLOSURE OF THE MEETING**