



IHO File No. S1/6200/C-3

COUNCIL  
CIRCULAR LETTER 01/2019  
28 March 2019

**ANNOUNCEMENT OF THE 3<sup>RD</sup> MEETING OF THE IHO COUNCIL  
AND PROVISIONAL AGENDA**

References:

- A. IHO CL 51/2018 dated 29 October 2018 – *Outcome of the 2<sup>nd</sup> Meeting of the IHO Council*
- B. Rules of Procedure of the IHO Council

Dear Hydrographer,

1. As reported in Reference A, the 3<sup>rd</sup> Meeting of the IHO Council (C-3) will be held at the IHO Secretariat in Monaco from Tuesday 15 to Thursday 17 October 2019.

**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 > 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 and C-2, 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-3 will take place in the Conference room at the IHO Secretariat 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 (See also paragraphs 8 and 9 of IHO CL 36/2018). These limitations do not include the Chairs of subsidiary organs requested to report to the Council.

6. In accordance with Decision C1/51, it is reminded that delegations wishing to arrange bilateral or regional meetings prior to or after the Council meeting, should inform the Secretariat ([info@iho.int](mailto:info@iho.int)) and confirm their meeting rooms<sup>1</sup> reservations and requirements at their earliest convenience. Planning will be made on a first come first served basis.

**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

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<sup>1</sup> Two meeting rooms are available, with limited capacity.

includes a provisional agenda which is enclosed as Annex A.

8. Member States are invited to submit any proposal they wish to discuss at C-3, 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 C2/17), and **no later than 15 July 2019**.

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 (15 August 2019).

### **Logistics Information and Registration**

10. General logistics information will soon be made available on the C-3 webpage of the IHO website: [www.iho.int](http://www.iho.int) > *IHO Council* > *Next Meeting* > *C-3* > *Registration/Documents*. Member States requiring invitation letters that may support visa requests are kindly invited to send their requests to the IHO Secretariat as soon as possible, noting that hotel reservations and visa requests remain the responsibility of each participant.

11. To facilitate the preparation of the C-3, 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 15 September 2019**.

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

12. The C-3 meeting is planned to start on Tuesday 15 October at 09:00 and end on Thursday 17 October at 12:00.

13. The Chartroom at the IHO Secretariat will be available on Monday 14 October, from 16:00 to 18:00 for an informal, voluntary gathering of C-3 participants to brainstorm and talk through the upcoming week, if so desired.

14. A reception will be held at the IHO Secretariat, on Tuesday 15 October, from 18:00 to 20:00.

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

**3<sup>RD</sup> MEETING OF THE IHO COUNCIL**  
**IHO Secretariat, Monaco, 15 – 17 October 2019**

**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 Report*)
- 2.3 Revision of the IHO Resolution 1/2005 (Decision A1/19) (*to be considered under Agenda Item 4, IRCC Report*)
- 2.4 Revision of the IHO Resolution 2/1997 (Decision A1/05(o)) (*to be considered under Agenda Item 4, IRCC Report*)

**3. ITEMS REQUESTED BY THE IHO COUNCIL**

- 3.1 Review of the status of Decisions and Actions from C-2
- 3.2 Follow-on Action C2/06 (former C1/17): Proposal to be submitted by the Council to A-2 to revise RoP 12 of the IHO Council (Election of Chair/Vice-Chair)
- 3.3 Follow-on Action C2/07 (former C1/46): Proposal to be submitted by the Council to A-2 to amend the General Regulations (medical fitness of candidates for election)
- 3.4 Follow-on Action C2/08 (former C1/47): Proposal to be submitted by the Secretary-General to A-2, requesting guidance if any on the objectives for reconsidering the definition of hydrographic interest (Reference clause (c) of Art 16 of the General Regulations)
- 3.5 Follow-on Action C2/29: showcase of S-100 based products and test beds (*to be considered under Agenda Item 4, HSSC Report*)
- 3.6 Follow-on Action C2/31: Proposal to be submitted by the Council to A-2 for the approval of an S-100 Implementation Strategy.
- 3.7 Follow-on Action C2/50: Proposal to be submitted by the Council to A-2 on the interpretation of the RoP 8(i) of the IHO Council and the Art. VI(g)(vii) of the IHO Convention

- 4. ITEMS REQUESTED BY SUBSIDIARY ORGANS**
  - 4.1 Report and proposals from HSSC (including S-100 based products showcase)
  - 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 2020
  - 5.3 Proposed IHO Budget for 2020
  - 5.4 Proposal to be submitted to A-2 for the IHO Work Programme and Budget 2021-2023
- 6. IHO STRATEGIC PLAN REVIEW**
  - 6.1 Report and Proposals from SPRWG
- 7. OTHER ITEMS PROPOSED BY A MEMBER STATE OR BY THE SECRETARY-GENERAL**
  - 7.1 Preparation of the 2<sup>nd</sup> Session of the IHO Assembly
  - 7.2 ...
- 8. NEXT MEETING**
  - 8.1 Dates and venue for the 4<sup>th</sup> meeting of the IHO Council (20-22 October 2020, tbc)
- 9. ANY OTHER BUSINESS**
- 10. REVIEW OF ACTIONS AND DECISIONS OF THE MEETING**
- 11. CLOSURE OF THE MEETING**