



IHO File No S1/6200/C-7

**COUNCIL CIRCULAR LETTER**  
**02/2023**  
**16 May 2023**

**ANNOUNCEMENT OF THE 7<sup>TH</sup> MEETING OF THE IHO COUNCIL  
AND PROVISIONAL AGENDA**

## References:

- A. Summary Report of the 6<sup>th</sup> Meeting of the IHO Council.
- B. Rules of Procedure of the IHO Council.

Dear Hydrographer,

1. As reported in Reference A (Decision C6/69), the 7<sup>th</sup> Meeting of the IHO Council (C-7) will be held at the IHO Secretariat in Monaco from Tuesday 17 to Thursday 19 October 2023 as a face-to-face only event<sup>1</sup>.

**Participation of Member States**

2. Member States occupying a seat on the Council in accordance with the composition approved by Decision A3/32 of the third Session of the Assembly (A-3) should be represented preferably by the Head of the Hydrographic Office (See Reference B, Rule 5 and *iho.int* > *About IHO* > *Council* > *Basic Documents* > *Membership List 2023-2026*).

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 previous Council meetings, the Secretary-General (as Acting Chair until the nomination and election of Chair and Vice-Chair) has 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. However, an invitation to subject matter experts and/or key note speakers might be considered at a later stage if it is deemed appropriate to support some specific agenda items. As a matter of fact, it is envisaged to welcome the French Ambassador for the Poles and Maritime Issues for an introduction to the next United Nations Ocean Summit planned in Nice, France in 2025 in which the IHO would expect to make key contributions.

5. C-7 will take place in the Conference room at the IHO Secretariat in Monaco. This venue can only accommodate 70 delegates at maximum under normal health conditions.

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<sup>1</sup> In accordance with Decision A3/21, mechanisms and options to ensure greater inclusion and participation in IHO meetings, including Council meetings, are planned to be discussed at C-7 under agenda item 7.1.

6. 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.

7. 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>2</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**

8. As required by Rule 3 of the Rules of Procedure of the IHO Council, this letter of announcement includes a provisional agenda enclosed as Annex A.

9. Member States are invited to submit any proposal they wish to discuss at C-7, 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 C6/20), and **no later than 17 July 2023**.

10. 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*” (**17 August 2023**). For ease of convenience, the provisional list of Decisions from A-3 is provided in Annex B.

### **Logistics Information and Registration**

11. General logistics information will be made available on the C-7 webpage of the IHO website in June. 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.

12. Member States are invited to register via the IHO on-line registration system: [iho.int](http://iho.int) > *Events&News* > [Online Registration](#), as soon as possible, and **no later than 17 September 2023**.

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

13. The C-7 meeting is planned to start on Tuesday 17 October at 09:00 and end on Thursday 19 October at 12:00.

14. The Chartroom at the IHO Secretariat will be available on Monday 16 October, from 16:00 to 18:00 for an informal, voluntary gathering of C-7 participants to brainstorm and talk through the upcoming week, if so desired.

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<sup>2</sup> Two meeting rooms are available, with limited capacity.

15. A reception is planned to be held at the IHO Secretariat, on Tuesday 17 October, from 18:00 to 20:00.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Mathias Jonas', with a stylized flourish at the end.

Mathias JONAS  
Secretary-General, and Acting Chair of the Council

**Distribution:**

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

**Annex:**

- A. Provisional Agenda
- B. List of Decisions from A-3

**7<sup>TH</sup> MEETING OF THE IHO COUNCIL**  
**IHO Secretariat, Monaco, 17 – 19 October 2023**

**PROVISIONAL AGENDA**

- References:** A. Rule 8 of the Rules of Procedure of the Council.  
B. IHO Resolution 12/2002 as amended – *Planning Cycle*.

**1. OPENING**

- 1.1 Secretary-General Opening Remarks.
- 1.2 Adoption of the Agenda and Timetable
- 1.3 Formal establishment of the new Council, confirmation of the election of the Chair and Vice-Chair
- 1.4 Chair's Opening Remarks.
- 1.5 Administrative Arrangements.

**2. ITEMS REQUESTED BY THE 3<sup>RD</sup> IHO ASSEMBLY**

- 2.1 Review of the List of Assembly Decisions affecting the Council and discussion on the way forward and effective implementation.
- 2.2 Cumulative List of A-3 Decisions affecting the Council (Decisions A3/05, A3/08 (a) to (e), A3/13, A3/14, A3/15, A3/20 (c), A3/21, A3/28 (c)).

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

- 3.1 Review of the status of Decisions and Actions from C-6.

**4. ITEMS REQUESTED BY SUBSIDIARY ORGANS**

- 4.1 Report and proposals from HSSC.
- 4.2 Report and proposals from IRCC.
- 4.3 ...
- 4.4 ...
- 4.5 ...

**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 2024.
- 5.3 Proposed IHO Budget for 2024.

**6. IHO STRATEGIC PLAN REVIEW**

- 6.1 Implementation and discussion of adaptations of the IHO Work programme and other affected IHO instruments resulting from the Strategic Plan 2021-2026 and Decisions A3/08 (a) to (d). Status report on the appropriateness and applicability of the Strategic Performance Indicators.
- 6.2 Initial discussion and way forward (C-9 countdown) for the preparation of a Revised Strategic Plan in preparation of A-4 in 2026 (Decision A3/08 (e)).

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

- 7.1 Inclusive participation in IHO meetings (Decision A3/21 refers).
- 7.2 ...
- 7.3 ...

**8. NEXT MEETING**

- 8.1 Dates and venue for the 8<sup>th</sup> meeting of the IHO Council (xx xx October 2024, Monaco) (*dates to be confirmed*).

**9. ANY OTHER BUSINESS**

- 9.1 Introduction to the United Nations Ocean Conference 2025.

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

**11. CLOSURE OF THE MEETING**

List of Decisions from the 3<sup>rd</sup> Session of the Assembly

<b>DECISIONS OF THE 3<sup>rd</sup> SESSION OF THE IHO ASSEMBLY</b>	
<b>Decision No.</b>	<b>Decision</b>
<b>1</b>	The Assembly confirmed the election of Mrs Pia Dahl Højgaard (Denmark) as Assembly Chair by acclamation.
<b>2</b>	The Assembly elected Mr Adam Greenland (New Zealand) as Assembly Vice-Chair by acclamation.
<b>3</b>	The Assembly adopted the Agenda (Doc. A3_2023_G_01_EN_Rev4).
<b>4</b>	The Assembly endorsed the Council Report subject to the specific approval of the proposals submitted, namely PRO 1.1, 1.2, 1.3, 1.4, 2.1, 3.1 and 3.2.
<b>5</b>	The Assembly endorsed that the item related to a revised definition of hydrographic interest is closed until a new submission or proposal by Member State(s) is put forward to the Council/Assembly.
<b>6</b>	The Assembly endorsed the Report of the Work Programme 1.
<b>7</b>	PRO 1.1: The Assembly approved the new Resolution on S-100 Implementation including the editorial suggestions proposed by Canada.
<b>8</b>	<p>PRO 1.2: The Assembly:</p> <ul style="list-style-type: none"> <li>a) agreed on the continuation of conduct of the annual Work Programmes on the basis of the Strategic Plan in place for 2021 – 2026 and directed the Council accordingly.</li> <li>b) approved that Goal 1 of the IHO Strategic Plan and its targets shall have the highest priority in the implementation of the 2024–2026 Work Programme.</li> <li>c) directed IRCC to provide guidance to the MSDI Working Group on the implementation of Goal 2/Target 2.1 through supporting national and regional MSDIWG efforts via RHCs and the continued provision of global thematic layers by means of the existing IHO GIS infrastructure (trusted source, standardized, interoperable). Any proposed extension of the portfolio of global thematic layers by MSDIWG has to be brought forward to IRCC for endorsement and Council for approval.</li> <li>d) agreed to task the Secretariat, assisted by the HSSC and IRCC chairs, to continue to measure the effectiveness and the efficiency of the three Work</li> </ul>

	<p>Programmes implementation by means of the Strategic Performance Indicators as endorsed by the Council.</p> <p>e) tasked the Council with the development of the revised Strategic Plan to be put in place for 2027 – 2032 in compliance with the Planning Cycle and to submit the result for adoption by A-4 in 2026. The Council is empowered to establish a Working Group for this discrete purpose, if appropriate.</p>
<b>9</b>	<p>PRO 1.3: The Assembly:</p> <p>a) approved the proposed amendment to IHO Resolution on gender-inclusive language to be used in IHO documents and communications.</p> <p>b) directed the IHO Secretariat to implement the gender-inclusive language in M-1 as a first step and invited all IHO Committees, Sub-Committees, Working Groups, Project Teams and Regional Hydrographic Commissions to review their TORs and ROPs in application of the new IHO Resolution.</p> <p>c) endorsed that the application process of IHO Res.1/2020 will become part of the regular drafting and revision process of all IHO documents and communication.</p>
<b>10</b>	<p>PRO 1.5: The Assembly:</p> <p>a) approved the Revision of the IHO Publication M-7 Staff Regulations.</p> <p>b) endorsed to set the new Edition 9.0.0 in force by 1 July 2023 subject to a check of gender neutral language prior to its publication.</p>
<b>11</b>	<p>PRO 1.6: The Assembly:</p> <p>a) endorsed the Secretary-General's recommendation to postpone the consideration of the necessity of the subsequent development of basic guidelines for the allocation and display of attributes of sea areas to be applied to Geographic Information Systems after the S-130 Product Specification and the implementation as authoritative S-130 dataset will be finalized.</p> <p>b) endorsed the Secretary-General's recommendation to postpone the consideration of subsequent amendments to the relevant IHO Resolutions, for endorsement by the Council, if appropriate, after the S-130 Product Specification and the implementation as authoritative S-130 dataset will be finalized.</p>
<b>12</b>	The Assembly endorsed the Report of the Work Programme 2.
<b>13</b>	PRO 2.1: The Assembly took note and approved the fundamental strategic change introduced by the S-100 framework and approved the Dual Fuel Concept for S-100 ECDIS.
<b>14</b>	<p>PRO 2.2: The Assembly:</p> <p>a) recognized the need to establish the S-100 Infra Center and approved the foundation of a new Project Team under HSSC with a three-year work plan</p>

	<p>including the establishment of the S-100 Infra Center and to prepare for the actual implementation period with consideration of the possible location of the Center.</p> <p>b) requested HSSC to propose to the Council to establish the S-100 Infra Center and how it can support the S-100 framework.</p> <p>c) tasked Council to report to the 4<sup>th</sup> IHO Assembly the progress of its three-year operation including the establishment of the S-100 Infra Center.</p>
<b>15</b>	PRO 2.3: The Assembly was not able to reach an agreement but anticipate that the UK will keep Council and HSSC informed on the progress achieved with IMO and other interested partners.
<b>16</b>	The Assembly endorsed the Report of the Work Programme 3.
<b>17</b>	PRO 3.1: The Assembly approved the revision of clause (e) of Article 8 of the General Regulations of the IHO.
<b>18</b>	PRO 3.2: The Assembly approved and adopted the revised Capacity Building Strategy.
<b>19</b>	<p>PRO 3.3: The Assembly:</p> <p>a) approved the proposed IHO Resolution on the recognition of the Southern Ocean.</p> <p>b) took note of the consequences on the limits of some global sea areas as a result of recognition of the Southern Ocean.</p> <p>c) endorsed the fact that this new Resolution is without prejudice to or limitation of the views of the IHO, any other international body or any IHO Member State regarding the subject matter addressed.</p>
<b>20</b>	<p>PRO 3.5: The Assembly:</p> <p>a) Recognized the important global maritime issues facing the hydrographic community worldwide and that addressing these issues will require expanded global hydrographic capacity.</p> <p>b) Approved the proposal to establish an ad hoc Project Team under IRCC to explore the possible establishment of reliable alternative funding for activities including capacity building and GEBCO.</p> <p>c) Authorized Council via IRCC to review progress reports from the Project Team at least annually and provide guidance to the Project Team in preparation to report out to 4<sup>th</sup> Assembly (A4).</p>
<b>21</b>	The Assembly tasked the Council to discuss the request from the SWPHC for the provision of mechanisms to ensure greater inclusion and participation of all Member States at IHO meetings, in particular the IHO Assembly and come up with solutions as soon as possible.
<b>22</b>	The Assembly approved the Finance Report 2020 – 2022.
<b>23</b>	The Assembly approved the Annual Finance Report 2022 (Annual Report 2022 Part II) and noted the Annual Report 2022 (draft Edition 1.1.0, April 2023) (Doc. A3_2023_G_09 refers).



<b>24</b>	The Assembly approved the Secretary-General's recommendations for A3 for the use of the 2022 surplus to add it to the Assembly Fund.
<b>25</b>	The Assembly endorsed the appointment of CABINET TARMAZZO (Monaco) <ul style="list-style-type: none"> <li>• to audit the 2022 IHO's accounts ex post facto</li> <li>• to audit the fiscal years 2023 – 2025.</li> </ul>
<b>26</b>	The Assembly approved the 3 years' budget 2024 – 2026.
<b>27</b>	The Assembly approved the increase of the value of the Member States contribution share by 3% to 4,145.05 Euro ( ~ 120 Euro per share) in one step taking effect in 2024.
<b>28</b>	PRO 1.4: The Assembly: <ol style="list-style-type: none"> <li>a) approved the 3 years' Work Programme 2024 – 2026;</li> <li>b) approved the 3 years' budget estimates 2024 – 2026;</li> <li>c) tasked the Council to adapt the Work Programme 2024 – 2026 and Budget Estimates 2024 – 2026 according to the applying decisions made at A3.</li> </ol>
<b>29</b>	The Assembly approved the Table of Tonnages, Shares, Contribution and Votes (Doc A3_2023_G03_EN/FR_V3) as prepared according to IHO Financial Regulations, Articles 5 and 6.
<b>30</b>	The Assembly elected successively: Dr Mathias Jonas (Germany) to the post of Secretary-General, for a term of office of three years starting on 1 September 2023, Dr John Nyberg (USA) to a post of Director for a term of office of six years starting on 1 September 2023.
<b>31</b>	The Assembly endorsed the selection process of the Members of the Council 2023-2026 (Doc. A3_2023_G_07_EN_v3).
<b>32</b>	The Assembly approved the Members of the Council 2023-2026 (Doc. A3_2023_G_08_EN_v3).
<b>33</b>	The Assembly agreed to plan the 4 <sup>th</sup> Session of the Assembly (A-4) for 20-24 April 2026.
<b>34</b>	The Assembly agreed to start the seating order of 4 <sup>th</sup> Session of the Assembly (A-4) with Character A of the French alphabet.
<b>35</b>	The Assembly: <i>Recognizing</i> the continued close association and significant support of His Serene Highness Prince Albert II and the Government of the Principality of Monaco in hosting the International Hydrographic Organization,

*Appreciating* the kind generosity of His Serene Highness and the Government of the Principality of Monaco in providing premises for the Organization,

*Further appreciating* the provision of a reception to the participants of the 3rd Session of the Assembly,

*Further appreciating* the provision of the Port Facilities of Monaco for the ships that called during the 3rd Session of the Assembly,

*Expresses* its profound gratitude to His Serene Highness Prince Albert II and the Government of the Principality of Monaco for their graciousness and kind hospitality extended to the Organization, and

*Requests* the delegation of the Principality of Monaco to convey to His Serene Highness and the Government of the Principality of Monaco the sincere sentiments of the Assembly expressed above.