

**IHO File No S1/6200/C-5**

**COUNCIL CIRCULAR LETTER  
03/2021  
01 June 2021**

**CALL FOR COMMENTS ON THE PROPOSALS TO BE CONSIDERED  
AT THE 5<sup>th</sup> MEETING OF THE IHO COUNCIL (C-5) AND PRELIMINARY  
ORGANIZATIONAL ARRANGEMENTS**

References:

- A. Council Circular Letter 01/2021 dated 09 April – *Announcement of the fifth meeting of the IHO Council and provisional agenda.*
- B. Rules of Procedure of the IHO Council - *Rule 7.*
- C. IHO Resolution 8/1967 as amended – *Procedure for considering proposals submitted by Member States ... to the Council.*

Dear Hydrographer,

1. C-5 is an important meeting as it is already the 2<sup>nd</sup> Council meeting in the row before C-6 in 2022 which will be mainly devoted to the preparation of the 3<sup>rd</sup> Session of the IHO Assembly in 2023. As announced in Reference A, the 5<sup>th</sup> meeting of the IHO Council (C-5) will be held from Tuesday 19 to Thursday 21 October 2021. It was also indicated in Reference A (paragraphs 1 and 12 refer), that a decision for having a face-to-face meeting, hybrid or virtual, would be made early June. This Council Circular Letter provides you with more information on the final arrangements decided for C-5.
2. Recognizing that the evolution of the pandemic and the development of some variants affect the IHO Member States having a seat at the Council very differently, recognizing also the heterogeneous pace of vaccination campaigns in the world, noting the varying conditions that Council Members may face for travelling (inbound and outbound quarantine periods, tests, vaccinations pass, etc.), the IHO Secretariat concluded that the situation is not stable and predictable enough yet to envisage a plenary meeting with the physical presence of about 80 persons in the IHO Secretariat's Conference room for three days.
3. For these reasons and after careful consideration with Council Chair and Vice-Chair, HSSC and IRCC Chairs, the IHO Secretariat is of the view that C-5 should be, once again, conducted mainly virtual, with the exception of the physical presence of Council Chair, Vice-Chair and HSSC and IRCC Chairs, if they can travel.

4. Under these conditions, it is proposed to hold C-5 for three full days through 6 plenary sessions as depicted in the table below.

C-5 (UTC+2, CEST)		
Monday 18 October	14:00 – 15:00	Rapporteurs and précis-writers briefing
Monday 18 October	15:00 -16:30	Optional VTC testing and optional open brainstorming sessions with Chair ( <i>to be confirmed</i> )
Tuesday 19 October	C-5 Session 1, 10:00-12:30	C-5 Session 2, 14:00-16:30
Wednesday 20 October	C-5 Session 3, 10:00-12:30	C-5 Session 4, 14:00-16:30
Thursday 21 October	C-5 Session 5, 10:00-12:30	C-5 Session 6, 14:00-16:30

5. This Council Circular Letter is also to remind you that, in accordance with Reference B, the deadline for submitting proposals is **19 July 2021**. All documents received after the deadline will be considered as information papers only.

6. In order for the IHO Secretariat to prepare the C-5 *Red Book* and make it available on the C-5 webpage at least two months before the opening day of the meeting of the Council (in accordance with Reference B), Member States are invited to monitor the updates made on the list of proposals on the C-5 webpage on a regular basis and to forward any comments that they may have, so they reach the IHO Secretariat (by e-mail: [cl-lc@iho.int](mailto:cl-lc@iho.int), Word version in arial font preferable or converted pdf file) **no later than 10 August 2021** (“...ten weeks before the opening...”, in accordance with Reference C, paragraph 1).

7. To facilitate the preparation of the organization of C-5 and based on the experience from previous Council meetings, Member States having a seat at the Council are also invited to nominate rapporteurs by email to: [ves.guillam@iho.int](mailto:ves.guillam@iho.int), **by 10 August 2021**. Instructions for rapporteurs will be provided on request. For planning purposes, it should be noted that the rapporteur(s) in charge of Thursday sessions 5 and 6 may need to work with the IHO Secretariat until Friday afternoon (close of business), when the summary report/proceedings from the précis-writers for these two last sessions become available for checking and validation.

Yours sincerely,



Mathias JONAS  
Secretary-General

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