

**17th MEETING OF THE IHO CAPACITY BUILDING SUB-COMMITTEE
IHO-CBSC17
Genoa, Italy, 29-31 May 2019**

DRAFT AGENDA AND TIMETABLE

Note: Presenters of papers in parentheses ()

Time	Tuesday 28 May	Action
-	Arrival	All
19h00	Ice Breaking Cocktail at Hotel Savoia	All
Time	DAY ONE OF CBSC17 – Wednesday 29 May	Action
08h00	Registration	All
09h00	<p>1. a. Opening Remarks Opening of the meeting and welcome by the Italian National Hydrographer, RAdm Luigi Sinapi</p> <p>b. Introductions Participants will be invited to introduce themselves.</p> <p>c. Administrative Arrangements <i>Docs: CBSC17-01A List of Documents (Chair)</i> <i>CBSC17-01B List of Participants (Chair)</i> <i>CBSC17-01C CBSC Membership (Chair)</i> <i>CBSC17-01D ToR and RoP (Chair)</i> <i>CBSC17-01E ToR for the CB Coordinators (Chair)</i></p> <p>Logistic guidance and information. Documents are presented and updated as necessary.</p>	<p>Chair/Host</p> <p>All</p> <p>Chair/Host</p>
09h50	<p>2. Approval of Agenda <i>Doc: CBSC17-02 Agenda and Timetable (Chair)</i></p> <p>Participants are invited to comment the agenda and timetable in case updates are necessary. Agenda is adopted.</p>	Chair
10h00	<p>3. Matters arising from Minutes of CBSC16 Meeting <i>Docs: CBSC17-03A Minutes of CBSC16 (Chair)</i> <i>CBSC17-03B Status of Action List from CBSC16 (Secretary)</i></p> <p>Approval of the CBSC16 Minutes. List of Actions from CBSC16 is reviewed and updated.</p>	Chair / Secretary
10h30	Coffee break	Host
11h00	<p>4. Reports by the Chair and the IHO Secretariat <i>Docs: CBSC17-04A Report by the Chair (Chair)</i> <i>CBSC17-04B Report by the IHO Secretariat (Secretary)</i></p> <p>Highlights from the Chair and the Secretariat on ongoing issues and the future of the IHO Capacity Building Programme. Chair reports on the Coordination of CB activities with ROK and Japan and the work of the Joint IHO/IMO/WMO/IOC/IALA/IAEA/FIG/IMPA CB Coordination Meeting.</p>	Chair/ Secretary
11h30	<p>5. Regional Assessment of CB Activities 5.1 Reports of the Regional Hydrographic Commissions (RHC) <i>Docs: CBSC17-05.1A NSHC Report</i> <i>CBSC17-05.1B MBSHC Report</i></p>	

	<p><i>CBSC17-05.1C BSHC Report</i> <i>CBSC17-05.1D USCHC Report</i> <i>CBSC17-05.1E EAHC Report</i> <i>CBSC17-05.1F EAHC Report</i> <i>CBSC17-05.1G SEPRHC Report</i> <i>CBSC17-05.1H SWPHC Report</i> <i>CBSC17-05.1I MACHC Report</i> <i>CBSC17-05.1J SAIHC Report</i> <i>CBSC17-05.1K NIOHC Report</i> <i>CBSC17-05.1L RSAHC Report</i> <i>CBSC17-05.1M SWAtHC Report</i></p> <p>RHC Members and CB Coordinators will update the meeting on the status of surveys, charts and MSI (C-55), report on visits (high-level, technical and follow-up) and report on courses, workshops and seminars.</p>	RHC Reps.
12h30	Group photo followed by lunch break	Host
14h00	<p>5. Regional Assessment of CB Activities (continued) 5.2 Update and closure of the 2018 CBWP <i>Doc: CBSC17-05.2 Closed 2018 CBWP</i> CBSC will review, update and close the 2018 CBWP.</p>	Chair / Secretary
14h30	<p>6. Regional or other projects for CB <i>Docs: CBSC17-06A Risk Assessment at SWPHC (SWPHC)</i> <i>CBSC17-06B Risk Assessment in the GCR (MACHC)</i> <i>CBSC17-06C CME Project (UK)</i> <i>CBSC17-06D EAHC-TRDC (EAHC)</i> <i>CBSC17-06E HydroMOWCA Project (EAHC)</i> <i>CBSC17-06F FOCAHIMECA (MACHC, Mexico)</i> <i>CBSC17-06G Italian CB Activities (Italy)</i> <i>CBSC17-06H SDB Training (EOMAP)</i></p> <p>Reports and presentations on ongoing/new developments in regional or other projects (Maximum 20 minutes each).</p>	All
15h30	Coffee break	Host
16h00	<p>6. Regional projects for CB (continued) Continuation of item 6.</p>	All
17h30	END OF DAY ONE	Chair
Time	DAY TWO OF CBSC17 – Thursday 30 May	Action
09h00	<p>7. Outcomes of the 2nd meeting of the IHO Council and the Strategic Issues of the CBSC <i>Docs: CBSC17-07A IHO Capacity Building Strategy (Chair)</i> <i>CBSC17-07B Decisions and Actions from C-2 (Secretary)</i></p> <p>The meeting will discuss the IHO CB Strategy and the way ahead for the CB Strategy, including the development of projects to seek donor funds, the measures of success of the CB Programme. The outcome of C-2 will be considered.</p>	Chair/ Secretary
10h30	Coffee break	Host
11h00	<p>8. Operational issues of the CBSC 8.1 Draft CB Procedures 9 <i>Doc: CBSC17-08.1 Draft CB Procedure 9 on Technical Visits (Secretariat)</i> Revision of the draft CB Procedures 9 (<i>Technical Visits</i>).</p>	Secretary
12h30	Lunch break	Host

14h00	<p>8. Operational issues of the CBSC (Continued)</p> <p>8.2 CB Management System update <i>Doc: CBSC17-08.2 CB Management System update (Secretariat)</i> Status of development of the CB Management System.</p> <p>8.3 C-55 Status and Developments <i>Doc: CBSC17-08.3 C-55 Status and Developments (Secretariat)</i> Secretary will update on the status of C-55 and current developments.</p> <p>8.4 Performance Indicators and Statistics <i>Doc: CBSC17-08.4 Performance Indicators (Chair)</i> Discussion on the requirements for the Performance Indicators and the establishment of the relevant statistics related to CB. The ongoing revision of the IHO Strategic Plan will be considered.</p> <p>8.5 National Hydrographic (Coordinating) Committee (NHC/NHCC) <i>Doc: CBSC17-08.5 Legislation model for NHC/NHCC (Secretary)</i> Discussion on the importance of the establishment of the National Hydrographic (Coordinating) Committee (NHC/NHCC).</p>	<p>Secretary</p> <p>Secretariat</p> <p>Chair</p> <p>Chair / Secretariat</p>
15h30	Coffee break	Host
16h00	<p>8. Operational issues of the CBSC (Continued)</p> <p>8.6 Review of the 3-year RHC Work Plans 2018-2020 <i>Docs: CBSC17-08.6A MBSHC 3-year Work Plan</i> <i>CBSC17-08.6B EAHC 3-year Work Plan</i> <i>CBSC17-08.6C EAHC 3-year Work Plan</i> <i>CBSC17-08.6D SEPRHC 3-year Work Plan</i> <i>CBSC17-08.6E SWPHC 3-year Work Plan</i> <i>CBSC17-08.6F MACHC 3-year Work Plan</i> <i>CBSC17-08.6G SAIHC 3-year Work Plan</i> <i>CBSC17-08.6H NIOHC 3-year Work Plan</i> <i>CBSC17-08.6I RSAHC 3-year Work Plan</i> <i>CBSC17-08.6J SWAtHC 3-year Work Plan</i></p> <p>Updates of the 3-year Work Plans of the RHCs.</p>	All
17h00	END OF DAY TWO	Chair
17h30	Visit to the "Lanterna", Genoa Lighthouse – Bus transfer from Hotel Savoia	Host
Time	DAY THREE OF CBSC17 – Friday 31 May	Action
09h00	<p>9. CB Management</p> <p>9.1 Update of the 2019 CBWP <i>Doc: CBSC17-09.1 Updated 2019 CBWP (Secretary)</i> Assessment of and feedback to the 2019 CBWP. CBSC will review, update and approve the 2019 CBWP.</p> <p>9.2 Finance Report <i>Doc: CBSC17-09.2 Finance Report (Secretary)</i> Secretary to introduce the finance report for the approval of the CBSC.</p>	<p>Chair/ Secretary</p> <p>Secretary</p>
10h30	Coffee break	Host
11h00	<p>9. CB Management (continued)</p> <p>9.3 Management Plan <i>Doc: CBSC17-09.3 Draft 2020 CB Management Plan (Secretary)</i> CBSC will review, update and approve the 2020 CB Management Plan.</p> <p>9.4 Adoption of the 2020 CBWP</p>	Chair/ Secretary

	<i>Doc: CBSC17-09.4 Adopted 2020 CBWP (Secretary)</i> CBSC to adopt the 2020 CBWP. <i>Doc. CBSC17-09.4</i> will be drafted during the meeting following the approval of the 2020 CB Management Plan.	Chair/ Secretary
12h30	Lunch break	Host
14h00	10. Report from the CBSC to the IRCC11 Meeting Preparation and review of the CBSC Chair report to the IRCC11 Meeting.	Chair
14h30	11. Any other business CBSC discuss any other business.	Chair
15h00	12. Next CBSC Meetings (venue and date) Confirmation of the dates and venue for CBSC18, CBSC19 and CBSC20. Participants are expected to offer to host CBSC21. Current status is: CBSC18: May / June 2020 – Poland CBSC19: May / June 2021 – Ecuador CBSC20: May / June 2022 – Japan	Chair
15h30	Coffee break	Host
16h00	13. Review of the List of Actions <i>Doc: CBSC17-13 Draft list of actions from CBSC17 (Secretary)</i> CBSC reviews the List of Actions with deadlines and assigned lead. <i>Doc. CBSC17-13</i> will be drafted during the meeting.	Chair
17h00	14. Closure Chair ends the meeting.	Chair
17h30	END OF THE MEETING	Chair