

18th MEETING OF THE IHO CAPACITY BUILDING SUB-COMMITTEE**IHO-CBSC18**

Online meeting, 2-3 June 2020

DRAFT LIST OF ACTIONS AND DECISIONS AGREED DURING THE MEETING**1. Opening Remarks and Administrative Arrangements**

Action 1: Secretary to update the CBSC Membership with the inclusion of Indonesia (Captain Yanuar HANDWIONO) (deadline: 10 June 2020).

2. Approval of Agenda

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3. Matters arising from Minutes of CBSC17 Meeting

Decision 1: to approve the Minutes of CBSC17 (doc. CBSC18-03A).

Action 2: Secretary and NZ to incorporate the template for Technical Implementation Visits in the CB Procedure 9 and report to the CBSC (deadline: 31 August 2020).

Action 3: Secretary to update the list of actions from CBSC17 (doc. CBSC18-03B) (deadline: 30 June 2020).

4. Reports by the Chair and the IHO Secretariat

Decision 2: to note the reports under agenda item 4.

Action 4: Secretary to endeavour to make the seminar and workshops materials available in the new server devoted to training material (<https://cb.iho.int>) (deadline: CBSC19).

5. Regional Assessment of CB Activities**5.1 Reports of the Regional Hydrographic Commissions (RHC)**

Decision 3: to note the effort of the EAHC in encouraging Cambodia to join the IHO membership through technical (high-level) visits; the contribution of Brunei Darussalam to capacity building in EAHC and its own country for running a CB programme for the first time after joining the IHO; and the inter-regional cooperation through an MSI programme run by Indonesia by inviting Palau and Marshall Islands from SWPHC.

Decision 4: to acknowledge the efforts of Mr Saeed Parizi as the RSAHC CB Coordinator integrating the region in the IHO WP.

Decision 5: to note the value and effectiveness of preceding SWPHC meetings with CB related workshops.

Decision 6: to note SWPHC's commitment in carrying forward hydrographic, nautical cartographic and capacity building activities in close alignment with IHO objectives and goals.

Action 5: USCHC to prepare guidelines for countries to apply to Cat A and Cat B Navy programs (deadline: 30 June 2020).

Decision 7: to note the reports under agenda item 5.1 (docs. CBSC18-05.1A to K).

5.2 Update and closure of the 2019 CBWP

Decision 8: to approve the Closed 2019 CBWP (doc. CBSC18-05.2)

6. Regional or other projects for CB

Action 6: CB Coordinators to disseminate the information about the JICA/JHOD Cat B Program to the countries in the region, including non-IHO Member States (deadline: 30 June 2020).

7. Outcomes of the 3rd meeting of the IHO Council and the Strategic Issues of the CBSC

Decision 9: regarding PRO-3.3 to A-2 (Establishment of an IHO e-Learning Center), the CBSC:

- a) recognizes the importance and very high potential of distant learning or e-learning for the improvement and extension of Capacity Building activities in hydrography.
- b) specifies e-learning in this proposal as all forms of learning, where electronic or digital media are being used for presentation and distribution of learning material and/or to support communication in learning.
- c) is aware that the CoVID-19 pandemic and its consequences puts much more pressure on the development of e-learning means.
- d) sees that e-learning development is extremely limited with the current capabilities of the IHO CB Fund.
- e) therefore welcomes the initiative and generous offer from Republic of Korea to establish and support an IHO e-Learning Center, to provide the infrastructure and to cooperate with IHO, its Member States and industry.
- f) suggests to further develop the structure and framework of an IHO e-Learning Center together with ROK and IBSC by setting up a Project Team and to report to IRCC12, so this can be taken to A-2, where the inputs from the CBSC are expected as in ACL-19.

Decision 10: to establish Project Team (Brazil, France, ROK, Turkey, United Kingdom, Secretary) to further develop the structure and framework of an IHO e-Learning Center (PRO-3.3), PTe-Learning.

Action 7: CB Coordinators to provide input to the work of the PTe-Learning (deadline: 30 June 2020).

Action 8: PTe-Learning to work with IBSC and ROK on the development of the structure and framework of an IHO e-Learning Center and report to IRCC12 (deadline: IRCC12).

8. Operational issues of the CBSC

8.1 CB Procedures

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8.2 CB Management System update

Action 9: CB Assistant to work with ROK and prepare and invitation to CB Coordinators to test the CBMS and collect feedback them (deadline: 30 June 2020).

Action 10: CB Coordinators to test the CBMS using its Manual (doc. CBSC18-08.2B) and report to the Secretary (deadline: 30 November 2020).

8.3 C-55 Status and Developments

Action 11: Secretariat to investigate the implementation of an automatic process to update C-55 using CATZOC from the Secretariat's database in accordance with doc. CBSC18-08.3B and report to the C-55RPT (deadline: 30 June 2020).

Decision 11: to continue the work of the C-55RPT under a revised ToR to be agreed by the CBSC via correspondence, proposed by the C-55RPT.

Action 12: C-55RPT to meet and establish the way forward for C-55 beyond the framework in doc. CBSC18-08.3B (deadline: 30 June 2020).

8.4 Performance Indicators and Statistics

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8.5 National Hydrographic (Coordinating) Committee (NHC/NHCC)

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8.6 Review of the 3-year RHC Work Plans 2021-2023

Action 13: RHC CB Coordinators to organize activities to support the transition to S-100 and report back to the CBSC (deadline: CBSC19).

Decision 12: to note the reports under agenda item 8 (docs. CBSC18-08.2A, CBSC18-08.2B, CBSC18-08.3A, CBSC18-08.3B, CBSC18-08.4 and CBSC18-08.6A to J).

9. CB Management

9.1 Update of the 2020 CBWP

Decision 13: to approve additional funding for activities A-02 (TV to Bolivia) and A-09 (TV to Togo) in the 2020 CBWP (doc. CBSC18-09.1).

Action 14: Secretary to update the 2020 CBWP (doc. CBSC18-09.1) for activities A-02, A-09 and A-10 as agreed in the meeting (deadline: 10 June 2020).

9.2 Finance Report

Decision 14: to approve the Finance Report (doc. CBSC18-09.2 v2) with the inclusion of the IHO budget surplus (ref. CCL 3/2020) and the TFT budget from the 2020 CBWP to the 2021 CBWP.

Action 15: Secretary to update the Finance Report (doc. CBSC18-09.2 v2) for the IHO budget surplus and TFT fund, in accordance with Decision 13 (deadline: 10 June 2020).

9.3 Management Plan

Decision 15: to amend the weight in the CB Procedure 4, item 9 (value 3) regarding the TV to Cambodia in the Draft Management Plan (doc. CBSC18-09.3).

Action 16: NIOHC and RSAHC Coordinators to review the MBES Processing Course to be combined and inform the Secretary (deadline: 15 June 2020).

Decision 16: to approve the 2021 CBMP with the following changes:

- a) set activity of the MBSHC (Online Workshop on Airborne Lidar Bathymetry, 5 200 Euros) as the last funded activity in 2021.
- b) combine activities of the NIOHC and RSAHC (MBES Processing course) with the value to be provided by both CB Coordinators (ref. Action 17).
- c) changed weight 3 (item 9) of the CB Procedure 4 for the TV to Cambodia (ref. Decision 14).

9.4 Adoption of the 2021 CBWP

Decision 17: to adopt the 2021 CBWP (doc. CBSC18-09.4) derived from the approved 2021 CBMP (doc. CBSC18-09.3 v4).

10. Report from the CBSC to the IRCC12 Meeting

Action 17: Chair, Vice-Chair and Secretary to prepare the CBSC Report to IRCC12 (deadline: IRCC12).

11. Any other business

Action 18: Spain to issue a report to the Secretary with the availability of courses and the process to apply to them (deadline: 10 June 2020).

Action 19: Secretary to upload the report from Spain to the website (following Action 19).

12. Next CBSC Meetings (venue and date)

Decision 18: to hold the next CBSC meetings as:

- a) CBSC19: 14-16 June 2021 – Monaco, followed by the CB/IBSC Stakeholders' Seminar (17-18 June)
- b) CBSC20: May / June 2022 – Ecuador (pending confirmation, with Japan as the backup)
- c) CBSC21: May / June 2023 – Japan (pending confirmation for CBSC20)

Action 20: Secretary to contact Ecuador in order to obtain confirmation for hosting CBSC20 in 2022 and report to the CBSC (deadline: 10 June 2020).

13. Review of the List of Actions and Decisions

Decision 19: to approve the draft list of actions and decisions agreed during the meeting (doc. CBSC18-13, this document).

14. Election of Chair and Vice-Chair

Decision 20: to appoint Mr Evert Flier (Norway) as the Chair and Mr Luiz Claudio Fonseca (Brazil) as the Vice-Chair of the CBSC.

15. Closure

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