**22nd MEETING OF THE IHO CAPACITY BUILDING SUB-COMMITTEE**

**IHO-CBSC22**

**Santa Cruz Island - Galapagos, Ecuador**

**5-7 June 2024**

**List of Actions and Decisions**

**1. a. Opening Remarks**

XXX

**1. b. Introductions**

XXX

**1. c. Administrative Arrangements**

XXX

**2. Approval of Agenda**

Decision 01 – The Agenda was approved.

**3. Matters arising from Minutes of CBSC21 and CBSC22 Intersessional (CBSC22 Int) Meetings**

Action 01 – SWPHC to provide the information received from JICA on how to apply to the JICA Hydrographic Surveying Cat. B courses.

**4. Reports by the Chair and the IHO Secretariat**

XXX

**5. Regional Assessment of CB Activities**

**5.1 Reports of the Regional Hydrographic Commissions (RHC)**

Action 02 – Secretary to ask MBSHC CB Coordinator on the difference of the cost between two workshops held in Istanbul, since one, the Workshop on MSI Development & Implementation with more participants was almost five times less costly than the ENC Quality Assessment & Conversion Course.

Decision 02 – to allow SWAtHC to change the priority in the Region (Procedure 4 item 6) between two submissions. The submission of “MBES Acquisition and Processing Survey Course” to have priority 1 and the submission “S-57 to S-101 conversion and S-100 production Course (5 days)” to become priority2.

**6. Regional or other projects for CB**

XXX

**7 Outcomes of the IRCC 15 and 7th meeting of the Council**

**7.1 Outcomes of the IRCC 15**

Action 03 – Vice-chair to review the CBSC TOR and ROPs in terms of gender-inclusive language as stated in Decision 9b of the 3rd IHO Assembly (deadline: next intersessional meeting).

**7.2 Outcomes of the 7th meeting of the Council**

XXX

**8. Operational issues of the CBSC**

**8.1 IHO E-Learning Center**

XXX

**8.2 Framework for IHO Gender Balance**

Decision 03 – to create a Project Team under the CBSC in liaison with Canada, other potential stakeholders and interested CBSC Members to propose a framework for IHO Gender Balance by the end of 2024.

**8.3 IHO Empowering Women in Hydrography (EWH) Project**

Action 04 – CB coordinators to inform the members of the respective regions of the UK gender balance fund as announced in the IHO CL 25/2024.

**8.4 Update on Sponsored Courses in Hydrography and Nautical Cartography**

XXX

**8.5 CBSC Statistics**

XXX

**8.6 CB Procedures**

Decision 04 – Procedure 4 point 8 in relation with the TVs, an activity should be considered only similar if there was a TV to the same state.

Decision 05 – the paper submitted by the MBSHC CB Coordinator was considered and the MBSHC CB Coordinator is invited to present clarifications on how the current CB strategy and procedures are not adequate and on the recommendations provided, at the next CBSC intersessional meeting.

**8.6 Review of the 3-year RHC Work Plans 2024-2026**

XXX

**9. CB Management**

**9.1 Update on the 2024 CBWP**

XXX

**9.2 Finance Report**

Decision 06 – if additional funds are attributed to the CB Fund in 2024 they will be allocated to the 2025 CBWP.

Decision 07 – The Finance Report for 2023 was approved.

**9.3 Management Plan**

Decision 08 – on the preparation of submissions to CBSC an HLV is considered an activity similar to a TV on Procedure 4 item 8, if it is related with the same state.

Decision 09 – EAtHC decided to remove the submission for the Technical visit to Equatorial Guinea.

Decision 10: to increase the following submissions on the mentioned points in Procedure 4 item 9:

|  |  |  |
| --- | --- | --- |
| MBSHC | S57-S101 Conversion Training | 2 points |
| MACHC | Technical Visit - Bahamas | 2.1 points |

Decision 11 - The meeting decided to fund the following activities, if the activities in bold are funded by the IC-ENC:

|  |  |  |
| --- | --- | --- |
| EAtHC | Technical visit to Gabon | 7,000 |
| EAtHC | Training Center Visit (TCV) and International Cooperation Agency Visits (ICAV) in EAtHC countries | 25,000 |
| NIOHC | Seminar on Raising Awareness of Hydrography | 17,250 |
| SAIHC | Raising Hydrographic Awareness (for SAIHC Associate and Non-Members) | 20,100 |
| MACHC | Seminar on Raising Awareness of Hydrography | 33,000 |
| RSAHC | Technical Visit to Kuwait | 5,680 |
| SWPHC | Technical Workshop on Hydrographic Contracts and Maritime Law | 6,000 |
| EAtHC | Technical visit to S. Tomé e Príncipe | 7,000 |
| EAtHC | Technical Implementation Visit by UK | 7,000 |
| SAIHC | Technical Visit – Republic of Zambia | 4,000 |
| MACHC | High Level Technical Visit to Guatemala | 5,000 |
| **NIOHC / RSAHC** | **ENC Quality and conversion course (S-57 to S-101 Conversion)** | **32,900** |
| **SEPRHC** | **S-101 Workshop – Electronic Navigational Chart / S-102 Workshop Bathymetric Surfaces** | **30,247** |
| SWAtHC | MBES Acquisition and Processing Survey Course | 16,360 |
| **MBSHC** | **S57-S101 Conversion Training** | **20,650** |
| MACHC | Technical Visit - Bahamas | 5,000 |
| NIOHC / RSAHC | Marine Spatial Planning Workshop | 37,900 |

Decision 12 – USCHC CB Coordinator in liaison with Australia to explore GIS presentation options to present CB activities over the time.

Decision 13 - by 25 July CBSC to be informed by IC-ENC on the decision related with available funds for CB activities (Vice-chair and IHO Secretariat to liaise with IC-ENC), 1 August the decision will be circulated to the CB Coordinators and on 8 August the CBSC will decide on the adjustment of the 2025CBMP and 2025 CBWP.

**9.4 Adoption of the 2025 CBWP**

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**10. CBSC Report to IRCC16 Meeting**

Action 05 – the Secretary to send the draft Report to IRCC16 to the CBSC Members and participants of CBSC22 to receive eventual comments until the end of Saturday 08 June 2024 (UTC-6).

**11. Any other business**

Action 06 – the Chair team to investigate a possible change of the use of the term Capacity Building, to be discussed at the next intersessional meeting.

Action 07 – The CB coordinators are to reach out to the CSB/SB2030 coordinators in their region to discuss CSB opportunities.

**12. Next CBSC Meetings (venue and date)**

Decision 14 – Pending on the confirmation from IRCC to have the next meetings as follows:

2025 CBSC Intersessional: 6 February 2025

CBSC23: 28 to 30 May 2025 – Monaco

CBSC24: May / June 2026 – Peru

CBSC25: May / June 2027 – Nigeria

CBSC26: May / June 2028 – Australia or New Zealand

CBSC27: May / June 2029 – Denmark (TBC)

**13. Review of the List of Actions**

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**14. Closure**

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