

18th MEETING OF THE IHO CAPACITY BUILDING SUB-COMMITTEE
IHO-CBSC18
Online meeting, 2-3 June 2020

DRAFT AGENDA AND TIMETABLE

Notes: Presenters of papers in parentheses ()
 All times are CEST (UTC+2)

Time	Tuesday 26 May 2020	Action
09h00 16h00	<i>System will be open for testing. Details will be provided later</i>	All
Time	DAY ONE OF CBSC18 – Tuesday 2 June	Action
10h00	Opening of the Online System	All
10h30	<p>1. Opening Remarks and Administrative Arrangements</p> <p><i>Docs: CBSC18-01A List of Documents (Chair)</i> <i>CBSC18-01B List of Participants (Chair)</i> <i>CBSC18-01C CBSC Membership (Chair)</i> <i>CBSC18-01D ToR and RoP (Chair)</i> <i>CBSC18-01E ToR for the CB Coordinators (Chair)</i></p> <p>Opening of the meeting and welcome by the CBSC Chair and the IHO Director. Logistic guidance and information. Documents are presented and updated as necessary.</p>	Chair
10h40	<p>2. Approval of Agenda</p> <p><i>Doc: CBSC18-02 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
10h45	<p>3. Matters arising from Minutes of CBSC17 Meeting</p> <p><i>Docs: CBSC18-03A Minutes of CBSC17 (Chair)</i> <i>CBSC18-03B Status of Action List from CBSC17 (Secretary)</i></p> <p>Approval of the CBSC17 Minutes. List of Actions from CBSC17 is reviewed and updated.</p>	Chair / Secretary
11h00	<p>4. Reports by the Chair and the IHO Secretariat</p> <p><i>Docs: CBSC18-04A Report by the Chair (Chair)</i> <i>CBSC18-04B 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
11h15	<p>5. Regional Assessment of CB Activities</p> <p>5.1 Reports of the Regional Hydrographic Commissions (RHC)</p> <p><i>Docs: CBSC18-05.1A EAHC Report</i> <i>CBSC18-05.1B EAthC Report</i> <i>CBSC18-05.1C MACHC Report</i> <i>CBSC18-05.1D MBSHC Report</i> <i>CBSC18-05.1E NIOHC Report</i> <i>CBSC18-05.1F RSAHC Report</i> <i>CBSC18-05.1G SAIHC Report</i> <i>CBSC18-05.1H SEPRHC Report</i> <i>CBSC18-05.1I SWAtHC Report</i></p>	

	<p><i>CBSC18-05.1J SWPHC 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. Reports to be provided in advance, discussion points to be considered during the meeting.</p>	RHC Reps.
12h00	Group photo of day one (screen capture) and lunch break	Secretary
12h30	<p>5. Regional Assessment of CB Activities (continued)</p> <p>5.2 Update and closure of the 2019 CBWP</p> <p><i>Doc: CBSC18-05.2 Closed 2019 CBWP</i></p> <p>CBSC will review, update and close the 2019 CBWP.</p>	Chair / Secretary
12h40	<p>6. Regional or other projects for CB</p> <p><i>Docs: CBSC18-06A</i></p> <p>Reports and presentations on ongoing/new developments in regional or other projects (Maximum 5 minutes each).</p>	All
13h00	<p>7. Outcomes of the 3rd meeting of the IHO Council and the Strategic Issues of the CBSC</p> <p><i>Docs: CBSC18-07A IHO Capacity Building Strategy (Chair)</i> <i>CBSC18-07B Decisions and Actions from C-3 (Secretary)</i> <i>CBSC18-07C List of Proposals to A-2 (Secretary)</i> <i>CBSC18-07D Establishment of an IHO e-Learning Center (KHOA)</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 preparation for the A-2 will be considered, including the proposals that will impact the work of the CBSC.</p>	Chair/ Secretary
13h45	<p>8. Operational issues of the CBSC</p> <p>8.1 CB Procedures</p> <p>Participants are invited to consider improvements to the IHO CB Procedures.</p> <p>8.2 CB Management System update</p> <p><i>Doc: CBSC18-08.2 CB Management System update (Secretariat)</i></p> <p>Status of development of the CB Management System.</p> <p>8.3 C-55 Status and Developments</p> <p><i>Docs: CBSC18-08.3A C-55 Status and Developments (Secretariat)</i> <i>CBSC18-08.3B Report of C-55RPT (PT Chair)</i></p> <p>Secretary will update on the status of C-55 and current developments. Meeting will receive briefing from the C-55 Review Project Team (C-55RPT).</p> <p>8.4 Performance Indicators and Statistics</p> <p><i>Doc: CBSC18-08.4 Performance Indicators (Chair)</i></p> <p>The revised IHO Strategic Plan will be considered and the procedures for the Performance Indicators will be established.</p> <p>8.5 National Hydrographic (Coordinating) Committee (NHC/NHCC)</p> <p><i>Doc: CBSC18-08.5 Legislation model for NHC/NHCC (Secretary)</i></p> <p>Discussion on the importance of the establishment of the National Hydrographic (Coordinating) Committee (NHC/NHCC).</p> <p>8.6 Review of the 3-year RHC Work Plans 2021-2023</p> <p><i>Docs: CBSC18-08.6A EAHC 3-year Work Plan</i> <i>CBSC18-08.6B EAtHC 3-year Work Plan</i></p>	<p>Secretary</p> <p>Secretary</p> <p>Secretariat</p> <p>Chair</p> <p>Chair / Secretariat</p>

	<p>CBSC18-08.6C MACHC 3-year Work Plan CBSC18-08.6D MBSHC 3-year Work Plan CBSC18-08.6E NIOHC 3-year Work Plan CBSC18-08.6F RSAHC 3-year Work Plan CBSC18-08.6G SAIHC 3-year Work Plan CBSC18-08.6H SEPRHC 3-year Work Plan CBSC18-08.6I SWAtHC 3-year Work Plan CBSC18-08.6J SWPHC 3-year Work Plan</p> <p>Updates of the 3-year Work Plans of the RHCs.</p>	All
14h00	END OF DAY ONE	Chair
Time	DAY TWO OF CBSC18 – Wednesday 3 June	Action
10h30	<p>9. CB Management</p> <p>9.1 Update of the 2020 CBWP <i>Doc: CBSC18-09.1 Updated 2020 CBWP (Secretary)</i> Assessment of and feedback to the 2020 CBWP. CBSC will review and update the 2020 CBWP.</p> <p>9.2 Finance Report <i>Doc: CBSC18-09.2 Finance Report (Secretary)</i> Secretary to introduce the finance report for the approval of the CBSC.</p> <p>9.3 Management Plan <i>Doc: CBSC18-09.3 Draft 2021 CB Management Plan (Secretary)</i> CBSC will review, update and approve the 2021 CB Management Plan.</p> <p>9.4 Adoption of the 2021 CBWP <i>Doc: CBSC18-09.4 Adopted 2021 CBWP (Secretary)</i> CBSC to adopt the 2021 CBWP. <i>Doc. CBSC18-09.4</i> will be drafted during the meeting following the approval of the 2021 CB Management Plan.</p>	<p>Chair/ Secretary</p> <p>Secretary</p> <p>Chair/ Secretary</p> <p>Chair/ Secretary</p>
11h30	<p>10. Report from the CBSC to the IRCC12 Meeting Preparation and review of the CBSC Chair report to the IRCC12 Meeting.</p>	Chair
12h00	Group photo of day two (screen capture) and lunch break	Secretary
12h30	<p>11. Any other business CBSC discuss any other business.</p>	Chair
13h00	<p>12. Next CBSC Meetings (venue and date) Confirmation of the dates and venue for CBSC19, CBSC20 and CBSC21. Participants are expected to offer to host CBSC21. Current status is: CBSC19: 14-16 June 2021 – Monaco, followed by the CB/IBSC Stakeholders' Seminar (17-18 June) CBSC20: May / June 2022 – Ecuador or Japan CBSC21: May / June 2023 – TBD</p>	Chair
13h10	<p>13. Review of the List of Actions <i>Doc: CBSC18-13 Draft list of actions from CBSC18 (Secretary)</i> CBSC reviews the List of Actions with deadlines and assigned lead. <i>Doc. CBSC18-13</i> will be drafted during the meeting.</p>	Chair
13h40	<p>14. Election of Chair and Vice-Chair <i>Doc: CBSC18-14 Candidates for Chair and Vice-Chair (IHO Sec.)</i> Current CBSC Chair has indicated his intention to step down at the end of the CBSC18 and the CBSC Vice-Chair has also indicated his willingness to be candidate for CBSC Chair position. For the position of CBSC Vice-</p>	Chair

	Chair there is currently one nomination, Massimiliano Nannini from Italy.	
13h55	15. Closure Chair ends the meeting.	Chair
14h00	END OF THE MEETING	Chair