

**INTERNATIONAL  
HYDROGRAPHIC  
ORGANIZATION**



**INTERGOVERNMENTAL  
OCEANOGRAPHIC  
COMMISSION (of UNESCO)**



IHO File No. S3/2643

10 April 2025

**SCUFN Letter No. 01/2025**

**To:** SCUFN Members and Observers,  
SCUFN Proposers,  
SCUFN Undersea Feature Names Project Team (UFNPT) Chair

**Copy:** IOC Secretariat  
IHO Secretariat  
GEBCO Guiding Committee Chair/Secretary

**Subject:** Invitation to the 38<sup>th</sup> Meeting of SCUFN (SCUFN-38), Monday 10 to Friday 14  
November 2025 – Denpasar-Bali, Indonesia

**References:** A. Decisions SCUFN37/12/01 (SCUFN-37 dates and venue)  
B. Decision SCUFN37/12/02 (next SCUFN Meetings Venues and Dates)  
C. SCUFN Rules of Procedure  
D. IHO Circular Letter 44/2024 dated 13 November 2024 – Announcement of  
the new IHO Portal

**Annex:** A. SCUFN-38 Draft Timetable  
B. SCUFN-38 Logistic information paper (courtesy of Pushidrosal)

Dear colleagues,

1. As agreed at the last SCUFN meeting (Reference A), SCUFN-38 will be held as a face-to-face event in Denpasar-Bali, Indonesia, from Monday 10 to Friday 14 November 2025, thanks to the generous offer from the Indonesian Navy Hydro-Oceanographic Centre (Pushidrosal). In accordance with Reference C, all SCUFN Members are invited to be present. Proposers and Observers are more than welcome.

2. Following the usual practice that proved efficient (See Reference A), a provisional timetable for SCUFN-38 is provided as Annex A.

### **New IHO Portal**

3. As announced by IHO circular letter (Reference D), the new IHO Portal has been commissioned since 6 January 2025. This collaborative platform provides additional features a simple website is not able to deliver, in line with today's digital practices. Consequently, all information related to SCUFN-38 (logistic, information, documents, registration) will only be made available through the [IHO Portal](#).
4. All participants/delegates are reminded that an individual account will be necessary to access the IHO Portal and its [SCUFN section](#).
5. Please monitor the SCUFN-38 IHO Portal Section periodically, as updates will be published as soon as they are received.

### **Registration – Logistic Information**

6. All delegates intending to participate in SCUFN-38 are invited to register through [the IHO Portal](#) **no later than 10 June 2025**.
7. The Conference room capacity being limited, participants should register as early as possible. Priority for in-person participation will be for SCUFN Members. Other participants will be registered on a *first come, first registered basis*.
8. This letter constitutes a formal invitation to all SCUFN members, UFNPT, and observers/proposers to participate in SCUFN-38. In the meantime, delegates who need invitation letters to facilitate their visa requirements are kindly invited to contact the HSSC Secretariat ([adcs@iho.int](mailto:adcs@iho.int)). It is highly recommended not to wait for the approval of your travel requests at the national level to request these invitation letters: letters can be provided in advance of travel approvals.
9. A logistic Information brief kindly prepared by the host country is annexed to this letter and made available on the SCUFN-38 meeting section on the [IHO Portal](#) (see 'information' Tab).
10. Participants/Delegates are requested to provide our host (Pushidrosal) with their travel and ID information **no later than 1st October 2025** (refer to Annex B for points of contact).

### **Agenda**

11. A draft of the provisional **SCUFN-38** standard agenda and timetable will be available on the SCUFN-38 webpage in due time. SCUFN Members and Observers are invited to submit their suggestions to the SCUFN Chair/Secretariat, if any, **no later than 10 June 2025**.
12. Proposals to include new agenda items should reach the Secretariat as soon as possible and **no later than 10 June 2025**.

## Proposals

13. In accordance with Reference C (ROP 2.8), please be reminded that *“Proposals which are to be considered at SCUFN meetings must be submitted two months before meetings...”*. This applies in particular to naming proposals submitted by national naming boards, hydrographic offices, research institutes, etc. Deadline is therefore: **10 September 2025**. In accordance with Reference C, it is also reminded that the number of proposals to be reviewed by SCUFN Members once a year is now capped to 250 proposals.
14. Other documents intended for consideration and decision making at the meeting, e.g., letters to the sub-committee, white papers or reports, change proposals for strategy or generic definitions, support paper of cookbook, undersea feature names Project Team report, maintenance of web services, interoperability, maintenance of the GEBCO Gazetteer, should reach the Secretary as early as possible, and **no later than 10 September 2025** as well. It is highly recommended to use the standard format (summary, background information, analysis, conclusion, recommendations, justification/impact, actions to be taken/considered by SCUFN) and/or to provide associated presentations in the same format.
15. Other documents, provided for information only, should be provided **no later than 10 October 2025**
16. For budget planning, official offers from SCUFN Members’ supporting organization, IOC and IHO Member States, or Observers for hosting SCUFN-39 in 2026 (and SCUFN-40 in 2027 if possible) are welcome **no later than 10 September 2025** (See options already announced with Decision SCUFN37/12/02). Please provide the Secretariat with possible dates and venues at the same time.

I very much look forward to seeing all of you at the meeting.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Y. Ohara', written in a cursive style.

Dr Yasuhiko OHARA  
Chair of SCUFN

## **Annex A – SCUFN-38 Provisional Timetable**

<b>Date</b>	<b>Time (UTC+6)</b>	<b>Action</b>	<b>Comments / Lead</b>
10 November	09:00 – 10:00	Meeting room setting, layout, and IT testing	IHO Secretariat, Host
10 November	10:00 – 12:00	Chair's preparation meeting	Chair/Vice-Chair/Secretary
10 November	12:30 – 13:30	SCUFN Members Lunch	SCUFN Members only
10 November	13:30 – 16:30	SCUFN-38	Closed session – SCUFN Members only
10 November	13:30 – 16:30	Side <sup>1</sup> Technical Meeting on SCUFN Web services and Interoperability, GEBCO Gazetteer, SCUFN Archive	NOAA, KHOA, Marine Regions
10 November	18:00 – 20:00	Informal gathering, ice-breaker (TBC)	All participants
11 November	09:00 – 12:30	SCUFN-38 – Opening ceremony & address – Objectives – Adoption of agenda and timetable	Open session – Corporate matters
11 November	13:30 – 17:00	SCUFN-38	Open session – Naming proposals
11 November	18:30 – 21:00	Official Dinner (TBC)	All participants
12 November	09:00 – 17:00	SCUFN-38	Open session - Naming proposals
13 November	09:00 – 12:30	SCUFN-38	Open session - Naming proposals
13 November	14:00 – 17:00	SCUFN-38	Open session – Corporate matters (cont.), Reports from UFN PT and reports from side ad hoc meetings (SCUFN webservices, GEBCO Gazetteer)
13 November	18:30 – 21:00	Farewell Dinner (TBC)	All participants
14 November	08:30 – 10:30	SCUFN-38	Open session –SCUFN Naming 2030 - Review of decisions and actions.
14 November	11:00 – 12:30	SCUFN-38	Closed session if needed only – SCUFN Members only.
14 November	12:30 – 13:30	Farewell Lunch (TBC)	All participants by reservation

<sup>1</sup> Subject to availability of a side meeting room to be confirmed by host (5 people max.)



**THE 38<sup>th</sup> GEBCO SUB-COMMITTEE ON UNDERSEA FEATURE NAMES MEETING  
OF INTERNATIONAL HYDROGRAPHIC ORGANIZATION  
(SCUFN-38)**

**10-14 Nov 2025, Denpasar-Bali, Indonesia**

**Logistic Information**

Updated: 7th April 2025

**TO ALL SCUFN DELEGATES AND OBSERVERS**

The Indonesian Navy Hydro-Oceanographic Centre (Pushidrosal) is honored to welcome all delegates and interested observers to the beautiful island of Bali, Indonesia, for the SCUFN-38 meeting from 10 to 14 November 2025.

**BALI**

Bali Island, known as the "Island of the Gods," is a tropical paradise in Indonesia famous for its stunning beaches, lush rice terraces, and vibrant culture. The island offers a unique blend of traditional Balinese heritage and modern luxury, making it a top destination for travelers worldwide. Delegates can explore ancient temples, witness mesmerizing dance performances, and experience the island's rich spiritual and artistic traditions. Bali is also a haven for adventure seekers, with world-class surfing, diving, and hiking opportunities across its breathtaking landscape. The island's warm hospitality and diverse culinary scene, featuring delicious Balinese cuisine, add to its unforgettable charm.

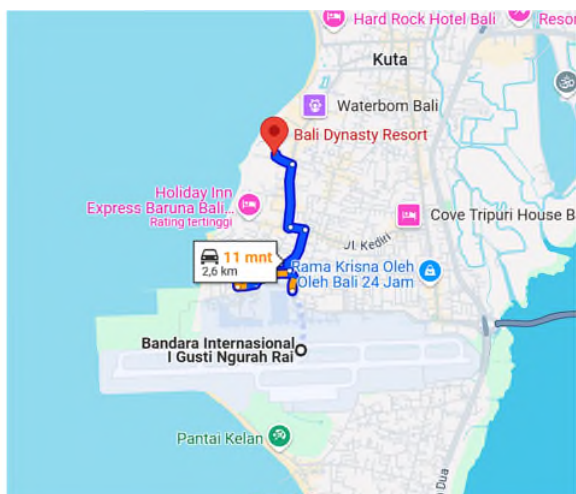
For more information visit: <https://visitbali.id/>

**VENUE**

Denpasar is the largest city and capital of the island of Bali, Indonesia. Denpasar is a bustling, multi-cultural city and bristling with temples, palaces, museums and its occupants are outstandingly friendly.

The meeting will be held at Bali Dynasty Resort, A 5-star luxury beach resort located in the centre of Kuta, Bali's most popular destinations. With an idyllic setting in bustling Kuta and inspired by the beauty of the Island of Gods, Bali Dynasty Resort highlights stylish, contemporary, authentic Balinese architecture featuring a gorgeous connection between the eras of the ancient Bali Aga, Hindu Bali and Modern Bali. Only about 2 kilometers from Bali's Ngurah Rai International Airport and 3 km from

connecting roads to the coastal and highland communities of Seminyak, Nusa Dua, Jimbaran Bay, Ubud and beyond.



## LUNCH AND WELCOME DINNER

Lunch will be provided free of charge every day during the meeting and one welcome dinner will be set during the meeting, provided by Pushidrosal.



## ACCOMMODATION

Participants are expected to make their own accommodation reservations at one of the two available hotel options: Bali Dynasty Resort or The Anvaya Hotel. The hotel information is provided for reference. However, we can assist participants in obtaining a lower rate. Therefore, please contact: Mrs. Dian Tri Wahyuni, at [diantriw15@gmail.com](mailto:diantriw15@gmail.com) or +62 87861999090.

### Bali Dynasty Resort and The Anvaya Beach Resort Bali

Bali Dynasty Resort	The Anvaya Beach Resort Bali
Jl. Kartika Plaza, Tuban, Bali 8036	Jl. Kartika Plaza, Tuban, Bali 8036
+62 361 752 403	+62 361 2090 477
<a href="http://bdr.pphotels.com">bdr.pphotels.com</a>	<a href="http://theanvayabali.com">theanvayabali.com</a>









**Bali Dynasty Resort**



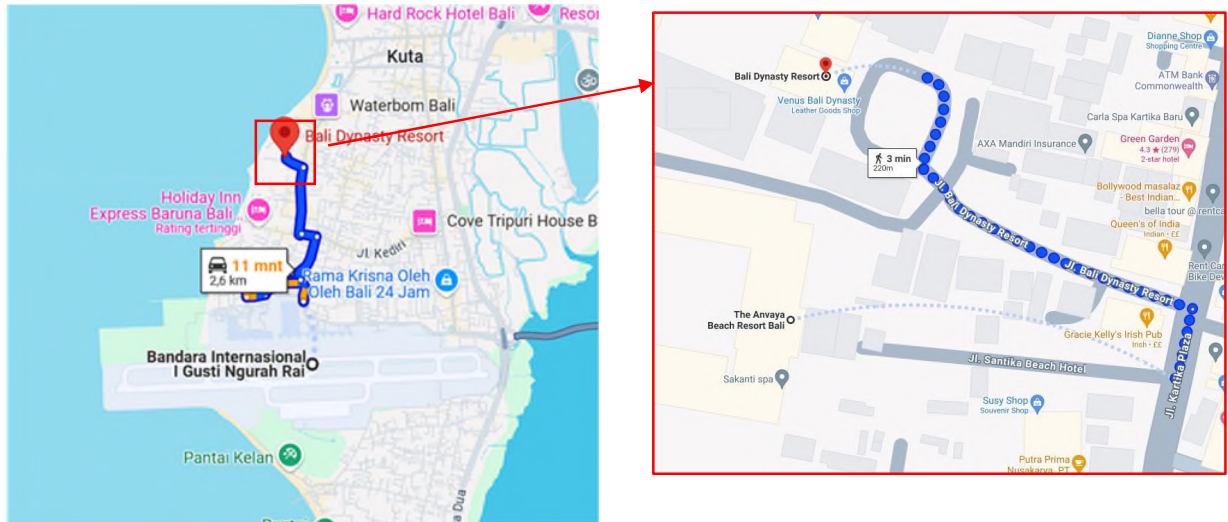
**The Anvaya Beach Resort Bali**

Bali Dynasty Resort	The Anvaya Hotel
<p><b>Deluxe Rooms</b></p> <p>Facilities: Room size: 33 m<sup>2</sup>, 1 king-size double bed or 2 single beds; free internet, free breakfast, mini bar, coffee and tea making facilities, private balcony, free use of bicycles and Gym, swimming pool.</p> <p>(Deluxe room on the 2<sup>nd</sup> and 3<sup>rd</sup> floor)</p>	<p><b>Deluxe Rooms</b></p> <p>Facilities: Room size: 30 m<sup>2</sup>, 1 king-size double bed or 2 single beds; free internet, free breakfast, mini bar, coffee and tea making facilities, private balcony, swimming pool.</p> <p>(Deluxe room on the upper floor)</p>

<p style="text-align: center;"><b>Deluxe Pool View Rooms</b></p> <p>Facilities: Room size: 33 m<sup>2</sup>, 1 king bed, free internet, free breakfast, mini bar, coffee and tea making facilities, Individual balcony overlook the pool, free use of bicycles and Gym, swimming pool</p> <p>(Deluxe room on the 2<sup>nd</sup> and 3<sup>rd</sup> floor)</p> 	<p style="text-align: center;"><b>Premiere Rooms</b></p> <p>Facilities: Room size: 35,5 m<sup>2</sup>, 1 king bed or 2 single beds, free internet, free breakfast, mini bar, coffee and tea making facilities, and private balcony with garden view or direct pool access.</p> <p>(Premiere room with direct pool access)</p> 
<p style="text-align: center;"><b>Family garden View Rooms</b></p> <p>Facilities: Room size: 42 m<sup>2</sup>, 1 king bed and 2 single bed, free internet, free breakfast, mini bar, coffee and tea making facilities, Individual terrace facing to the garden, free use of bicycles and Gym, swimming pool</p> <p>(Deluxe room on ground floor)</p> 	<p style="text-align: center;"><b>Family Premiere Room</b></p> <p>Facilities: room size: 62,20 m<sup>2</sup>, 1 king-size double bed and extra bed; free internet, free breakfast, mini bar, coffee and tea making facilities, and private balcony.</p> 



The distance from The Anvaya Hotel to the meeting venue can be reached with a 3-minute walk:



## TRANSPORTATION

**I Gusti Ngurah Rai International Airport (DPS)** to Bali Dynasty Resort, Bali Dynasty Resort is a short 3.3km drive from DPS airport and will take between 10 – 20 minutes in a taxi. Many taxi companies will be available outside the arrivals terminal. We recommend you use a metered taxi company such as Bluebird (pictured below). The journey will cost approximately IDR 120,000 one way.

Transportation in Bali offers various options for visitors to get around the island. Public transportation is limited, but some options are available:

- Taxis are widely used, with both metered and fixed-price options; popular companies include Blue Bird, which is known for reliable service.
- Gojek, a popular ride-hailing application service, provides motorbike and car rides, making it a convenient and affordable way to travel short distances (The application available in app store and Play Store).

Unlike major cities, Bali does not have a train or subway system, so travelers must rely on road transport for commuting. For convenience, most visitors prefer taxis, Gojek, or private car rentals to explore the island.



## CITY TOUR

Pushidrosal will provide and arrange a city tour for free on Thursday, 13th Nov 2025 for participants to the most stunning and attractive destination in Bali, such as: Tari Kecak Melasti Penglipuran Traditional Village, and Ubud (TBC).

## TRAVEL INFORMATION

To obtain the updated of travel information to Indonesia, please kindly visit:  
<https://indonesia.travel/gb/en/general-information/getting-to-indonesia> or  
<https://lovebali.baliprov.go.id/>

Please kindly to provide us the following documents **before 01 October 2025** and send to Pushidrosal, point of contact ([ardisumekta@gmail.com](mailto:ardisumekta@gmail.com) and [pabandya\\_kersam\\_in@pushidrosal](mailto:pabandya_kersam_in@pushidrosal)):

1. Scanned Passport (Colour),
2. Short CV with Photo,
3. Flights itinerary (as well as return flight),
4. Hotel Booking,

However, please let us know if you have any queries. Pushidrosal will continue to update the information of travel restrictions.

## OTHER INFORMATION

### a. Electricity/Socket type

The standard voltage in Indonesia is 220 V / 50 Hz. Indonesia holds a standard socket of 2 round pins plug without a ground pin (Type A). Participants are recommended to bring their adaptors to comply with electric current and plugs.



### b. Currency

The local currency is Indonesian Rupiah (IDR).  
USD 1 = ± IDR 16,300 (as per March 10<sup>th</sup>, 2025).

### c. Weather

In month November, the maximum temperature is 31°C and minimum temperature is 23°C (for an average temperature of 27°C). Bali's tropical climate creates an environment with temperatures that don't fluctuate much from one month to the next. The amount of rain increases as well as, the average rainfall for November is 70 mm, occurring over 13 days. The chance of seeing rain this month is relatively

high. The average humidity this month is 75%, which is on the uncomfortable side, especially paired with hot, rainy days.

#### **PUSHIDROSAL POINT OF CONTACT**

Should you require any further information or assistance, please do not hesitate to contact us.

<p><u>Indonesia Navy Hydro-Oceanographic Centre (Pushidrosal)</u> Office Phone: +62 21 64714810 Fax: +62 21 64714819 Email: <a href="mailto:infohid@pushidrosal.id">infohid@pushidrosal.id</a></p>	
<p><b>Commander Yuniardi Sumekta</b> Phone: (+62) 8121674576 Email: <a href="mailto:ardisumekta@gmail.com">ardisumekta@gmail.com</a></p>	<p><b>Lieutenant Lalu Kurnia</b> Phone: (+62) 81252222757 Email: <a href="mailto:pabandya_kersam_in@pushidrosal">pabandya_kersam_in@pushidrosal</a></p>

Please indicate **“SCUFN\_38 (Respective Country)”** in the subject of your email  
Example: **SCUFN\_38 (UK)**