

## HCA Letter No. 01/2023

**IHO Hydrographic Commission on Antarctica (HCA)  
19<sup>th</sup> Conference, Venice, Italy, 16 – 18 April 2024,  
and HPWG, Region M and S-100 Workshop on 15 April 2024****29 November 2023****To:** [HCA Members, Observers](#)Reference: [Summary Report of the 18th IHO HCA Conference](#), dated 2 August 2022.

Dear Sir or Madam,

**1. 19<sup>th</sup> Conference of the HCA**

As indicated at the 18<sup>th</sup> Conference of the HCA in May 2022 (See Reference, paragraph 24), the 19<sup>th</sup> Conference of the IHO Hydrographic Commission on Antarctica (HCA-19) will take place in Venice, Italy, from 16 to 18 April 2024, thanks to the kind offer of the Italian Hydrographic Institute (IIM). This in-person only Conference will be preceded on Monday 15 April afternoon, by a technical workshop (HPWG- Region M and S-100 ICCWG). The HCA Secretariat looks forward to the physical presence of at least half of HCA Members since it constitutes the quorum (HCA Statutes, Art. 4.4 refers).

**1.1 Agenda and Draft Programme**

A preliminary agenda and timetable for the Conference is proposed in Annex A. You are kindly requested to review this draft agenda and timetable and to provide your inputs, comments and suggestions for changes or improvements **no later than 15 January 2024** (HCA Statutes, Art. 6.2 refers). A provisional agenda will then be made available **by 4 March 2024** (HCA Statutes, Art. 6.3 refers).

The draft general programme of the HCA event is as follows.

Date	Time (UTC+2, CEST)	Action	Comments / Lead
15 April	11:00 – 12:00	Meeting room arrangements	IIM, HPWG Chair <sup>1</sup> , HCA Secretariat only
15 April	12:00 – 13:30	Lunch	
15 April	13:30 – 17:00	Workshop: HPWG – Region M S-100 ICCWG	HCA technical representatives
15 April	18:00	Antarctic informal gathering and ice-breaker	All
16 April	09:00 – 09:30	Welcome, Opening	Italian Navy representative tbd, HCA Chair
16 April	09:30 – 12:00	HCA-19 – Session 1	

<sup>1</sup> Mr Lee Truscott (UKHO).

16 April	12:00 – 13:30	Lunch	
16 April	13:30 – 17:00	HCA-19 – Session 2	
17 April	09:00 – 12:00	HCA-19 – Session 3	
17 April	12:00 – 13:30	Lunch	
17 April	13:30 – 17:00	HCA-19 – Session 4	
18 April	09:00 – 12:30	HCA-19 – Session 5	End of HCA-19

## 1.2 Venue and Accommodation

The HCA-19 will take place at the Italian Navy Junior Staff School, Venice. General and logistics information is posted on the HCA-19 webpage (<https://iho.int/en/hca19-2024>). Further updates on the programme and/or on logistic information will be uploaded on the HCA-19 webpage as and when it becomes available. You are kindly invited to monitor the updates on the HCA-19 webpage periodically.

## 1.3 Registration

Those who intend to participate in HCA-19 are requested to register [online](#), **no later than 15 March 2024**.

Based on previous attendance of HCA Conferences, and due to meeting room limitations, the venue has been booked for a maximum of 50 delegates. HCA Members are therefore invited to consider sending no more than two representatives<sup>2</sup> per delegation unless a Member bears a specific HCA office duty<sup>3</sup>. As a consequence, those HCA Members who will not be able to participate are more than welcome to provide their written comments to the various agenda items if they so wish.

## 2. **Actions from HCA-18**

The Summary Report of the 18<sup>th</sup> HCA Conference is available from the IHO website. An updated version of the Actions List from HCA-18 providing the current status of the actions is also made available on the HCA-19 webpage (Doc. HCA19-05A refers).

## 3. **National Reports to HCA-19**

3.1 HCA Members are reminded that they should provide the HCA Secretary with their national reports at least one month in advance of HCA conferences. This means that national reports should reach the IHO Secretariat **not later than 15 March 2024**.

3.2 **Format and content for national reports.** As the experimentation made at HCA-14 was successful, and in order to encourage an efficient meeting and at the same time reduce the preparation workload for participants, no written national reports are required. Instead, all Member States (whether attending the meeting or not) are invited to provide their national reports as Microsoft PowerPoint® presentations using the template which will be available as Doc. HCA19-07.2A on the IHO website (<https://iho.int/en/hca19-2024>)

3.3 The template is intended to cover all the key points that should be of mutual interest to all participants at the Conference, including S-100 update for the Region.

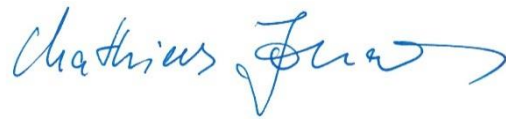
3.4 National representatives are furthermore requested to ensure that they are appropriately briefed on all relevant aspects of their respective national Antarctic programmes in order

<sup>2</sup> Head plus Subject Matter Expert, in particular for the technical workshop.

<sup>3</sup> UK (Chair of HPWG, Region M Coordinator) and USA (HCA Vice-Chair) for instance.

to contribute actively to the HCA Hydrographic Priorities Working Group that will meet and provide recommendations as part of the Conference.

Yours sincerely,

A handwritten signature in blue ink, reading "Mathias Jonas". The signature is fluid and cursive, with a long horizontal stroke extending to the right from the end of the name.

Dr Mathias JONAS  
Secretary-General  
Chair, HCA

Enclosure: Annex A – Draft Agenda / Timetable for HCA-19

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19<sup>th</sup> Conference, Venice, Italy, 16 – 18 April 2024,  
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**DRAFT AGENDA AND TIMETABLE**

Note: all time in UTC+2, CEST.

<b>Monday 15 April</b>	
1100	Meeting Room Arrangements (IIM, IHO Secretariat)
1200-1330	Lunch
	<b>HPWG, Region M ICCWG and S-100 Workshop</b>
1330-1700	Workshop
1800	Antarctic informal gathering and ice-breaker
<b>Tuesday 16 April</b>	<b>HCA-19 – Session 1</b>
0900	<b>1. Opening – Welcome Address by Italian Navy representative– Administrative Arrangements (IIM)</b> <i>Docs: HCA19-01A List of Documents HCA19-01B List of Participants HCA19-01C HCA Chair Introduction</i>
0920	<b>2.- Approval of Agenda and Timetable – HCA Chair Report</b> <i>Docs: HCA19-02A Agenda &amp; Timetable HCA19-02B HCA Chair Report (Art. 5.3 and 5.4 of the HCA Statutes refer, Decisions A3/17 and A3/19).</i>
0930	<b>3.- HCA Membership Status</b> <i>Docs: HCA19-03A HCA Membership and Observers List HCA19-03B HCA Statutes in force (since 24 May 2022) HCA19-03C General Regulations of the IHO (Follow-up Decision A3/17) (IHO Secretariat: implementation in progress).</i>
0950	<b>5.- Review of Status of List of Actions resulting from HCA-18</b> <i>Docs: HCA19-05A Status of Actions List from the 18<sup>th</sup> HCA Conference HCA19-05B Summary Report of the 18<sup>th</sup> HCA Conference</i>

1000	<b>7.- HCA activities in relation to the IHO Work Programme</b> 7.1 Interaction with IOC GEBCO /IBCSO/Seabed 2030 <i>Docs: HCA19-07.1A GEBCO/IBCSO 2.0/Seabed 2030 Project Report – Outcome of the Fifth Arctic-Antarctic and North Pacific Mapping Meeting</i>
1030-1050	Coffee Break
1050	7.2 HCA National Reports <i>Docs: HCA19-07.2A National Summary Reports (Argentina, Australia, Brazil, ...)</i>
1200-1330	<b>End Session 1 - Lunch Break – Session 2</b>
1330	7.3 HCA Hydrography Priorities Working Group <i>Docs: HCA17-07.3A HPWG Report and Outcome of the Workshop</i>
1500-1520	Coffee Break
1520	7.2 HCA National Reports (cont.) <i>Docs: HCA19-07.2A National Summary Reports (Argentina, Australia, Brazil, ...)</i>
1700	<b>End of Session 2</b>
<b>Wednesday 17 April</b>	<b>HCA-19 – Session 3</b>
0900	<b>6.- ATCM, COMNAP, SCAR, and IAATO</b> <i>Docs: HCA19-06.1A IHO Report to ATCM XLV, Helsinki, Finland 2023 and ATCM XLV Report HCA19-06.1B SCAR activities affecting the IHO HCA19-06.1C IAATO activities affecting the IHO HCA19-06.1D HCA Members participation/attendance in ATCM XLVI, Kochi, India, 2024</i>
0930	7.5 IHO HCA GIS and INTogIS III <i>Docs: HCA19-07.5A Update on the IHO HCA GIS and INTogIS III</i>
0950	7.2 HCA National Reports (cont.) <i>Docs: HCA19-07.2A National Summary Reports (Argentina, Australia, Brazil, ...)</i>
1030-1050	Coffee Break

1050	<b>7.4 Region M ICCWG</b> <i>Docs: HCA19-07.4A Region M ICCWG Report and Outcome of the Workshop</i>
1200-1330	<b>End Session 3 - Lunch Break – Session 4</b>
1330	<b>7.6 S-100 in Region M</b> <i>Docs: HCA19-07.4A Coordination, readiness status, outcome of the Workshop, of WENDWG-14.</i>
1500-1520	Coffee Break
1520	<b>7.2 HCA National Reports (cont.)</b> <i>Docs: HCA19-07.2A National Summary Reports (Argentina, Australia, Brazil, ...)</i>
1630	<b>8.- Any Other Business – Preparation of IRCC-16 and C-8</b> <i>Docs: HCA19-08.1A Open Discussion – Inputs to the next IHO Strategic Plan for Antarctica (Climate Change, etc.) (Decision C7/37 refers)</i>
	<b>End of Session 4</b>
<b>Thursday 18 April</b>	<b>HCA-19 – Session 5</b>
0900	Ad hoc Working Sessions, as appropriate (S-100, HPWG, ICCWG, Seabed Mapping Plans in Region M, etc.), or any other agenda item not known at the time of this letter.
1030-1050	Coffee Break
1050	<b>9.- Election of Vice-Chair</b> <i>Docs: HCA19-04A Election of Vice-Chair (Art. 5.2 of the HCA Statutes refer)</i>
1115	<b>10.- Date and Venue of Next Conferences</b> <i>HCA-20, in 2025, then 2027? (dates and venue to be discussed)</i>
1130	<b>11.- Review of the List of Decisions and Actions</b>
1215	<b>12.- Closure – End of Conference</b>
1230	<b>End of Session 5 – End of HCA-19</b>