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HCA Letter No. 3/2007

To: Members and Observers of the IHO Hydrographic Committee on Antarctica
(See Distribution List in Annex E)

Subject: 7th HCA Meeting, Buenos Aires, Argentina, 3-5 October 2007

References: a) HCA Letter No 1 dated 24 January 2007.
b) HCA Letter No 2 dated 14 June 2007

Dear Sir or Madam,

1. Next Meeting Agenda, Annotated Agenda and Timetable.

As announced in ref. b) we are providing as Annex A, B and C to this Letter the Final Agenda of the HCA7 (Doc. HCA7-3A) and its corresponding Annotated Agenda (Doc HCA7-3B) and the Timetable (Doc HCA7-3C), respectively.

2. List of Documents

In Annex D we are providing the List of Documents we anticipate we shall be dealing with at the meeting. Those responsible are kindly invited to provide their papers as soon as possible to the Secretary (mhuet@ihb.mc) in order to have them posted on the IHO website. Please verify on the IHO web site (www.iho.int > Regional Hydro. Commissions > HCA) the availability of these documents and their latest version as this will be the last HCA Letter before the meeting in Buenos Aires.

3. Registration

Participants that have not yet registered are invited to do so as soon as possible to facilitate our host the local planning. The Chairman has been informed that uniform is not mandatory for military personnel and that civilian cloths are welcome (tie and jacket) for all events (meeting and social).

I look forward to meeting you all in Argentina.

Hugo M. GORZIGLIA
Captain – Chilean Navy
IHB Director and Chairman of HCA

Enclosures: Annex A – Final Agenda (Doc. HCA7-3A)
Annex B – Annotated Agenda (Doc. HCA7-3B)
Annex C – Timetable (Doc. HCA7-3C)
Annex D – List of Documents (Doc. HCA7-1A)
Annex E – Distribution List

ANNEX A

**IHO Hydrographic Committee on Antarctica (HCA)
7th Meeting, Buenos Aires, Argentina, 03-05 October 2007**

AGENDA

- 1.- **Opening.**
 Docs: HCA7-1A *List of Documents*
 HCA7-1B *List of Participants*
 HCA7-INF1 *Outcomes of the XVII IHC*

- 2.- **HCA Membership Status.**
 Docs: HCA7-2A *HCA Membership and Observers List*
 HCA7-INF2 *Current HCA Statutes*

- 3.- **Approval of the Agenda.**
 Docs: HCA7-3A *Agenda*
 HCA7-3B *Annotated Agenda*
 HCA7-3C *Time Table*

- 4.- **Election of Vice-Chairman.**

- 5.- **Status of List of Actions resulting from the 6th HCA Meeting.**
 Docs: HCA7-5A *Status of Actions List from the 6th HCA Meeting*
 HCA7-5B *Proposed amendments to the HCA Statutes.*
 HCA7-INF3 *Minutes of the 6th HCA Meeting, Punta Arenas, Chile, 2006*
 HCA7-INF4 *IHO Report submitted to ATCM-30*

- 6.- **Relevant International Organizations' Report.**
 - 6.1 ATCM
 Docs: HCA7-6.1A *ATCM Report (including outcomes from ATCM 30)*

 - 6.2 COMNAP
 Docs: HCA7-6.2A *COMNAP Report*
 HCA7-INF5 *International Coordination of Hydrography in Antarctica: Significance to Safety of Antarctic Ship Operations – Paper submitted by COMNAP to ATCM-30.*

 - 6.3 IMO
 Docs: HCA7-6.3A *IMO Report*

 - 6.4 IAATO
 Docs: HCA7-6.4A *IAATO Report*

 - 6.5 SCAR
 Docs: HCA7-6.5A *SCAR Report*

 - 6.6 IOC
 Docs: HCA7-6.6A *IOC Report*

- 7.- **HCA Activities in the light of the IHO Work Program:**
 - 7.1 INT chart scheme: progress made since last meeting and actual charting status; new requirements and modifications proposed to the scheme (M-11).
 Docs: HCA7-7.1A *INT Chart Scheme and Production Status for Region 'M'*
 HCA7-7.1B *INT Charts in Progress or Not Produced*

7.2 ENC scheme and production status

Doc: HCA7-7.2A *ENC Production Status in Antarctica*
HCA7-7.2B *ENC Scheme for Small-Scales in Antarctica*
HCA7-7.2C *ENC Scheme for Medium-Scales in Antarctica*

7.3 Bilateral and Regional cooperation agreements and projects.

7.4 Interaction with IOC:

- The IOC/IHO GEBCO Project
Docs: HCA7-7.4A *GEBCO Report*
HCA7-7.4B *Undersea Feature Naming Status for Region 'M'*

- The IBCSO Project, an IOC/IHO/SCAR Project.
Docs: HCA7-7.4C *IBCSO Report*

7.5 Hydrographic surveying, nautical charting, nautical publications and information status.

- Presentation of National Reports. Experiences with new techniques and equipment. Project proposals to speed-up compilation and production.

- Hydrographic Survey status (S-55)
Docs: HCA7-7.5A *National Reports*
HCA7-7.5B *S-55 Status – Progress Report*

7.6 Nautical Publications and Information. IHO/HCA web page.

7.7 Capacity Building Issues. Needs, Initiatives and Projects.

8. HCA Survey Programme Working Group

Docs: HCA7-8A *HCA Survey Programme WG – Progress Report*
HCA7-8B *Prioritized Hydrographic Survey Plan for Antarctica*

9.- Any other business.

9.1 Preparation of the Seminar and Draft Resolution to be offered to the XXXI ATCM

10.- Time and Place of next Meeting

11.- Approval of Action List.

12.- Closure

ANNEX B**IHO Hydrographic Committee on Antarctica (HCA)
7th Meeting, Buenos Aires, Argentina, 03-05 October 2007****ANNOTATED AGENDA****1.- Opening.**

The HCA Chairman will open the meeting at 09:00 on 3rd October 2007, at the Centro Naval in Buenos Aires, Argentina, welcoming HCA Members and Observers. A representative of the Argentinean Government will welcome participants. The local organizer will provide information on local arrangements. The Chairman will provide a verbal report on the main activities executed by the Committee since the last Meeting and those trusted by the XVII International Hydrographic Conference when approving the 2007/2012 IHO Work Program.

2.- HCA Membership Status.

The Chairman will report on the existing situation as regards the signing of the Committee Statutes. In accordance with Article 2, only the representatives of those IHO Member States, whose governments have acceded to the Antarctic Treaty, and have signed the Statutes are formally recognized as HCA Members. Representatives willing to formalize their situation will be invited to sign the Statutes at this time and the number of HCA Members at the meeting will be established.

3.- Approval of the Agenda.

The Chairman will introduce the Final Agenda, as circulated and commented in advance. The Committee might wish to amend it as necessary. The Committee will be requested to approve the text of the Agenda and to agree with the proposed Timetable.

4.- Election of Vice-Chairman.

According to Art 5.2 of the Statutes, the Vice-Chairman shall be elected at the beginning of each Conference by a simple majority of those Members present. The Chairman will ask for name(s) of volunteers and will ask the Committee to decide.

5.- Status of List of Actions resulting from the 6th HCA Meeting.

The Chairman will provide an update on the status of the Actions arising from the 6th meeting. HCA Members who have been identified as responsible for these actions should be ready to provide additional information on actions taken, particularly, the Vice Chairman will propose for consideration amendments to the HCA Statutes based on the decisions made at the IHConference. The Committee should decide on the subject and should adopt the best course of action for those actions that have not been completed, if any.

6.- Relevant International Organizations' Report.

The following Organizations have been invited to attend the 7th HCA and to provide a report on their activities and experiences. These reports could be useful to the Committee to identify actions to fulfill its objective. The Committee will be invited to comment on the reports submitted and to identify actions that should be taken.

- 6.1 ATCM
- 6.2 COMNAP
- 6.3 IMO
- 6.4 IAATO
- 6.5 SCAR
- 6.6 IOC

7.- HCA Activities in the light of the IHO Work Program:

- 7.1 INT chart scheme; ENC scheme and production status.
The Secretary of the HCA will report on the status of the INT chart / ENC schemes and production.
The Committee will be invited to comment on the report and to provide guidance to the Chairman on actions to be fostered by the HCA.
- 7.2 Bilateral and Regional cooperation agreements and projects.
Participants will be invited to report on the experience gained in making cooperation agreements for conducting hydrographic surveys, training and exchange of hydrographic information. The Committee will be invited to identify tasks that the Committee should consider in its work, if any.
- 7.3 Interaction with IOC:
- ✓ The IOC/IHO GEBCO Project
The GEBCO representative will be invited to report on the main activities of SCUFN and SCDB Sub-Committees, as regards Antarctic issues. The Committee will be invited to comment on the report and to identify tasks that need to be considered by the Committee in its work program.
 - ✓ The IBCSO Project, an IOC/IHO/SCAR Project.
The IBCSO representative will report on the progress made with the new regional International Bathymetric Chart project. The Committee will be invited to comment on the report and provide guidance to the Chairman as to what actions should be taken by the Committee to improve cooperation with IBCSO.
- 7.4 Hydrographic surveying, nautical charting, nautical publications and information status.
- ✓ Presentation of National Reports.
Experience with new techniques and equipment. Project proposals to speed-up compilation and production.
HCA Members will be invited to report on their national activities and experience, as well as to submit proposals to improve the rate of production of INT charts and ENCs. These reports could be useful to the Committee in identifying actions to improve cooperation and collaboration among HCA Members in fulfilling the Committee's objective.
 - ✓ S-55 Status
HCA Secretary will report on the situation of this initiative. The Committee will be invited to comment on the report and to provide guidance to the Chairman on the way the HCA could best benefit from this effort and keep information updated on a permanent basis.
- 7.5 Nautical Publications and Information. IHO/HCA web page.
The Secretary of HCA will report on the content of the nautical publications and Information posted on the IHO web page. The Committee might identify ways to take advantage of this tool and to improve its content, bearing in mind the users' interest.
- 7.6 Capacity Building Issues.
The Chairman will report on the outcome of the last CBC meeting. The Committee shall discuss the needs, initiatives and projects related to

8. HCA Survey Programme Working Group

The Chairman of the WG shall present the Progress Report as regard to the Surveying Programme. The Committee will be invited to comment the report and to identify ways to improve the collection of hydrographic information.

9.- Any other business.

9.1 Preparation of the Seminar and Draft Resolution to be offered to the XXXI ATCM.

The Chairman will introduce this item explaining the objective of the Seminar, the arrangements so far made and the details that require HCA members advice. The Chairman will offer a table of content including the corresponding speakers and a draft resolution the text of which could be offered to the ATCM for consideration. The Committee will be invited to develop further these drafts and agree on the way forward.

10.- Time and Place of next Meeting

The Chairman will invite the Committee to fix the venue and dates for the 8th HCA Meeting.

11.- Approval of Action List.

Note: before the Closure there will be time available for the preparation of documentation and approval of the Action List agreed.

12.- Closure

The Chairman will close the Meeting at 16:00 on 05th October 2007.

ANNEX C

IHO Hydrographic Committee on Antarctica (HCA)
7th Meeting, Buenos Aires, Argentina, 03-05 October 2007

TIMETABLE

Tuesday	02OCT07	<i>Arrival of Participants</i>
Wednesday	03OCT07	
	0830	<i>Depart from Hotel</i>
	0900 – 0930	<i>Registration</i>
	0930 - 1000	1.- Opening.
	1000 – 1030	<i>Coffee Break</i>
	1030 – 1100	2.- HCA Membership Status.
		3.- Approval of the Agenda.
		4.- Election of Vice-Chairman.
	1100 – 1300	5.- Status of List of Actions resulting from the HCA6
	1300 – 1430	<i>Lunch</i>
	1430 - 1600	6.- Relevant International Organizations' Report. (15' each)
	1600 – 1630	<i>Coffee Break</i>
	1630 – 1700	<i>Presentation by Dr. Sergio Marensi from the Argentinean Antarctic Institute (probably shared with Dr. Mariano Memolli, National of the Antarctic - to be confirmed.)</i>
	1700	<i>End of the day. Back to Hotel.</i>
	Tbd	<i>Welcome cocktail offered by the Head of the SHN on board Fragata Sarmiento</i>
Thursday	04OCT07	
	0830	<i>Depart from Hotel</i>
	0900 – 1030	7.- HCA Activities in the light of the IHO Work Program (7.1)
	1030 – 1100	<i>Coffee Break</i>
	1100 – 1130	7.- HCA Activities in the light of the IHO Work Program (7.2)
	1130 - 1200	7.- HCA Activities in the light of the IHO Work Program (7.3)
	1200 – 1230	7.- HCA Activities in the light of the IHO Work Program (7.4)
	1300 – 1430	<i>Lunch</i>
	1430 – 1600	7.- HCA Activities in the light of the IHO Work Program (7.5)
	1600 – 1630	<i>Coffee Break</i>
	1630 – 1700	7.- Continuation HCA Activities - IHO Work Program (7.5)
	1700	<i>End of the day. Back to Hotel</i>
Friday	05OCT07	
	0830	<i>Depart from Hotel</i>
	0900 – 1000	8.- HCA Survey Programme WG – Progress Report
	1000 – 1030	9.- Any other business (9.1)
	1030 – 1100	<i>Coffee Break</i>
	1100 – 1230	9.- Any other business (continuation)
	1230 – 1300	10.- Time and Place of HCA7 Meeting
	1300 – 1430	<i>Lunch</i>
	1430 – 1530	Preparation of documentation
	1530 – 1600	Approval of Action List
	1600 – 1615	11.- Closure of the Meeting.
	1615	<i>End of the Meeting. Back to Hotel</i>
Saturday	06OCT07	<i>Departure of Participants.</i>

ANNEX D

**IHO Hydrographic Committee on Antarctica (HCA)
7th Meeting, Buenos Aires, Argentina, 03-05 October 2007**

LIST OF DOCUMENTS

Document	Content	Responsible
HCA7-1A	List of Documents	Chairman
HCA7-1B	List of Participants	Chairman
HCA7-2 A	HCA Membership and Observers List	Chairman
HCA7-3A	Agenda	Chairman
HCA7-3B	Annotated Agenda	Chairman
HCA7-3C	Time Table	Chairman
HCA7-5 A	Status of Actions List from the 6 th HCA Meeting	Chairman
HCA7-5B	Proposed amendments to the HCA Statutes.	Vice Chairman
HCA7-6.1A	ATCM Report (including outcomes from ATCM 30)	ATS
HCA7-6.2A	COMNAP Report	COMNAP
HCA7-6.3A	IMO Report	IMO
HCA7-6.4A	IAATO Report	IAATO
HCA7-6.5A	SCAR Report	SCAR
HCA7-6.6A	IOC Report	IOC
HCA7-7.1A	INT Chart Scheme and Production Status for Region 'M'	Secretary
HCA7-7.1B	INT Charts in Progress or Not Produced	Secretary
HCA7-7.2A	ENC Production Status in Antarctica	Secretary
HCA7-7.2B	ENC Scheme for Small-Scales in Antarctica	Secretary
HCA7-7.2C	ENC Scheme for Medium-Scales in Antarctica	Secretary
HCA7-7.4A	GEBSCO Report	GEBSCO Representative
HCA7-7.4B	Undersea Feature Naming Status for Region 'M'	Secretary
HCA7-7.4C	IBCSO Report	IBCSO
HCA7-7.5A	National Reports	HCA Member States
HCA7-7.5B	S-55 Status – Progress Report	Secretary
HCA7-8A	HCA Survey Programme WG – Progress Report	WG Chairman (UK)
HCA7-8B	Prioritized Hydrographic Survey Plan for Antarctica	WG Chairman (UK)
HCA7-9	Draft Program of the Seminar for the XXXI ATCM	Chairman
INFORMATION DOCUMENTS		
HCA7-INF1	Outcomes of the XVII IHC	Secretary
HCA7-INF2	Current HCA Statutes	Secretary
HCA7-INF3	Minutes of the 6 th HCA Meeting, Punta Arenas, Chile, 2006	Secretary
HCA7-INF4	IHO Report submitted to ATCM-30	Secretary
HCA7-INF5	International Coordination of Hydrography in Antarctica: Significance to Safety of Antarctic Ship Operations – Paper submitted by COMNAP to ATCM-30.	Secretary

ANNEX E

DISTRIBUTION LIST

I. Members	Name	E-mail
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