

EAtHC CL 03/2020

7 SEPT 2020

**16<sup>th</sup> EAtHC VIDEO TELE CONFERENCE (VTC) PROGRAM**  
**28 – 29 SEPTEMBER 2020**

Dear Colleagues,

Reference:

A. EAtHC CL 02/2020 dated 10 August - Approval of the Postponement of the 16<sup>th</sup> EAtHC and Associated Activities Resulting from Exceptional Circumstances due to COVID -19.

1. Considering the effects of the global COVID-19 pandemic, it has been concluded that, it is no longer a viable option to conduct the biennial EAtHC16 face to face meeting in Portugal as scheduled. As a result, it was decided to postpone the Conference and its associated activities to April 2021 and hold the Video Tele Conference (VTC) from 28-29 September 2020. This is to facilitate handover of the chairmanship of the Commission to Portugal and hold the 16<sup>th</sup> EAtHC ICCWG meeting and address important issues relating to the Commission, as indicated at Reference A.

2. Having considered the limitations of video conference meetings, the Agenda and timetable have been reduced to focus on the most priority and critical issues. Accordingly, the draft agenda and timetable of the EAtHC 16 VTC and ICCWG meeting are provided in Annex A for members attention. Any suggestion on the agenda should be forwarded to Commander Vicente (Instituto Hidrográfico – dt.hi.chf@hidrografico.pt; and Nigerian Navy Hydrographic Office - info@nnho.ng not later than 18 September 2020 for possible consideration.

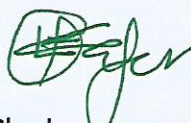


3. All documents for the meeting will be posted on the EAtHC web page as soon as they are available. The EAtHC members and Member states are invited to consult the IHO websites regularly. Members of the EAtHC and representatives of the Associate and Observer Member States who wish to attend the VTC meeting are requested to register online with the IHO Registration System or email to [dt.hi.chf@hidrografico.pt](mailto:dt.hi.chf@hidrografico.pt) not later than 18 September 2020.

4. Instructions for joining the meeting through VTC will be posted on the EAtHC web page and a VTC test session will commence on 25 September 2020 at 1200 GMT, Closing at 1230.

5. Please stay safe as we look forward to a hitch free VTC.

Yours Sincerely



Chukweuemeka E. Okafor  
Rear Admiral  
EAtHC Chairman

Annex:

A. EAtHC 16<sup>th</sup> Video Tele Conference (VTC) Program: 28-29 September.



**EAtHC16 Video Tele Conference (VTC) Program: 28 – 29 September 2020**

<b>Chair:</b>	RAdm Chukwuemeka Ebenezer Okafor (Nigeria)
<b>Vice-Chair:</b>	RAdm Carlos Ventura Soares (Portugal)
<b>Members:</b>	Cameroon, France, Ghana, Morocco, Nigeria, Portugal, Spain.
<b>Associate Members:</b>	Benin, Cabo Verde, Congo, Côte d'Ivoire, Guinea, Guinea-Bissau, Mauritania, Senegal, Togo.
<b>Observers:</b>	Angola, Democratic Republic of the Congo, Equatorial Guinea, Gabon, Gambia, Liberia, São Tome and Principe, Sierra Leone, UK, USA.
<b>IHO Secretariat Representatives:</b>	Director Abri KAMPFER Assistant Director Yves GUILLAM

**Note:**

- This VTC event is an EAtHC situation assessment event only and does not replace the EAtHC16 meeting planned for April 2021.
- VTC language: English.
- It is intended to have the draft agenda and timetable as a reference. No formal report is to be produced, (only a couple of slides if it is deemed necessary for better understanding, especially for non-English native speakers).
- This event will not be a comprehensive review of all statements / national reports / views by all participants as it is normally done in plenary Conferences, but simply highlights/issues that need to be considered and captured in a list of actions. Only short and concise statements are expected in short verbal interventions.

**1. 2020 EAtHC ICCWG Draft Agenda and Timetable for the VTC on 28th September**

(EAtHC\_2020\_VTC01)

<b>GMT time</b>	<b>Agenda</b>	<b>Action</b>	<b>Observations</b>
<b>1200</b>	Login and administrative update	All	
<b>1210</b>	Chair Intro (welcome, update, VTC conduct, questions)	Chair	
<b>1225</b>	Approval of Agenda Participants are invited to comment on the agenda and timetable in case updates are necessary. Agenda is adopted.	Chair	
<b>1230</b>	ICCWG	France	
<b>1430</b>	Break / questions Group photo (screen capture)		
<b>1445</b>	Update on INTToGIS II and WENDWG activities (development of WEND100 Principles. Impact for the Region).	IHO Secretariat	
<b>1530</b>	End of Day ONE	Chair	



## 2. 2020 EAtHC Draft Agenda and Timetable for the VTC on 29th September (EAtHC\_2020\_VTC02).

GMT time	Agenda	Action	Observations
1200	Login and administrative update	All	
1210	Chair Intro (welcome, update, VTC conduct, questions)	Chair	
1230	IHO Intro (overview of activities)	IHO Secretariat Rep	
1250	EAtHC activities, reports and action lists	Chair	
1320	ICCWG action list	France	
1340	Break		
1400	Capacity Building 2020/2021	IHO Secretariat Rep and France	
1420	Other matters (MSDI, MSI, NAVAREA II ...)	France	
1440	Chair handover / takeover	Chair	
1500	Forthcoming IHO events (IRCC, HSSC, A-2, C-4) --> EAtHC views	Chair	
1520	EAtHC 16 meeting: countdown (final decision in January), back-up solutions	Chair	EAtHC-16 planned 12-16 April 2021
1540	Closure		

## 3. General observations

- Registration via IHO website (NLT 18 September) or email to [dt.hi.chf@hidrografico.pt](mailto:dt.hi.chf@hidrografico.pt);
- VTC via GotoMeeting platform, link will be creating by Instituto Hidrográfico;
- VTC test: 25 September at 1200 GMT, closing at 1230;
- Comments and feedback: Commander Vicente (Instituto Hidrográfico – [dt.hi.chf@hidrografico.pt](mailto:dt.hi.chf@hidrografico.pt); and Nigerian Navy Hydrographic Office - [info@nnho.ng](mailto:info@nnho.ng)
- Proposal VTC Etiquette
  - Be punctual, dial in 10 minutes earlier for the meeting and keep to the set times for sessions and breaks.
  - Stay on mute when you're not talking to avoid background interference and echo on microphones.
  - Raise your hand using the GotoMeeting tool when you wish to make a comment or have any questions and wait to be addressed by the Chair.
  - Make any comments, questions in the group chat and these will be addressed during the meeting as far as possible.
  - Introduce yourself before speaking.
  - If connection is poor, please turn off video as this will use less bandwidth and hopefully still enable you to participate.
  - Prepare for the meeting and have an update on necessary actions.
  - Stand ready to share your screen on Chair's request in the case you have a couple of ppt slides (not more!) to illustrate your views and provide these slides and associated written statements if any to the Secretariat of the VTC event (email to [dt.hi.chf@hidrografico.pt](mailto:dt.hi.chf@hidrografico.pt), Cc: IHO Secretariat).
  - Participate and engage where applicable and once invited by the Chair.