

September 27, 2021.

MACHC Letter 10/2021

To: All MACHC Members and Observers  
IHO Director Luigi Sinapi  
IHO Assistant Director Leonel Manteigas

Subject: **Invitation to the 22<sup>nd</sup> Conference of the MACHC**

References: a) Statutes of the MACHC; and  
b) MACHC Letter 09/2021 – Virtual MACHC22 Conference.

Dear Esteemed Colleagues,

It is my pleasure to officially invite you to participate in the 22<sup>nd</sup> Conference of the Meso American - Caribbean Sea Hydrographic Commission, scheduled from November 30 to December 3, 2021. Once again, due to the pandemic, the Conference will be held virtually. More specific information about the videoconferencing platform and links will be provided later.

In order to minimize videoconference fatigue, the daily sessions will run for approximately three hours each day. To accommodate maximum participation across multiple time zones and to facilitate the administration of the event, the sessions will start at 09:00 (UTC/GMT -5 hours and United States Eastern Standard Time).

Due to the daily time constraints for the MACHC Plenary sessions, we are, as usual, also planning the pre-plenary meetings of the MACHC Working Groups and Committee in advance, that all MACHC Members and Observers are invited and encouraged to attend:

November 3	MACHC Marine Spatial Data Infrastructure Working Group (MMSDIWG)	10:00-12:00 (EDT*-US)
November 16	MACHC Seabed 2030 Project points of contact	10:00-12:00 (EST-US)
November 19	MACHC International Charting Coordination Working Group (MICC)	09:00-11:00 (EST-US)
November 24	Capacity Building Committee (CBC)	09:00-11:30 (EST-US)

\*US Eastern Daylight Time (EDT) ends on November 7 when US Eastern Standard Time (EST) begins

The Agendas for these meetings above will be posted to the “Initiatives of the MACHC” website (<https://www.iho-machc.org/>) and issued by the Chairs/Coordinator of the MACHC Committee/Working Groups.

So that you and your institutions can better prepare for MACHC22, I request you to pay attention to the following guidelines.

## **MACHC22 Registration**

Registration for the MACHC22 is strongly encouraged and available via the IHO Online Registration website (<https://online.iho-khoa.kr/registration>).

Please, by clicking, select in the upper left side the button “Open” (selection related to open events) then the event “MACHC”.

Additional guidelines for the MACHC22 registration through the IHO Online Registration system are provided at Annex A.

## **Provisional Agenda**

A Provisional Agenda is attached at Annex B. This also includes a high-level overview of all the scheduled pre-conference meetings and plenary, and an outline timetable for the Conference plenary week.

## **National Reports and Presentations**


Please note that the National Reports will be presented in three separate concurrent breakout groups to facilitate better engagement and discussion of the content, as well as generate outcomes to be considered by the Plenary. To this end, please use the:

- template for the written National Report, attached at Annex C, and
- template for the National Report presentation, attached at Annex D.

As this will be a virtual Conference, it is an imperative that you submit the National Reports, and any other reports/presentations, in advance so that they are available to all on the IHO MACHC website. This will also greatly help avoid last-minute challenges in queuing reports/presentations in a timely manner. Therefore, please submit these documents in advance to both [Leonel.Manteigas@iho.int](mailto:Leonel.Manteigas@iho.int) and [obino@marinha.mil.br](mailto:obino@marinha.mil.br) by no later than November 5, 2021. A few attendees did struggle to submit a report or a supporting presentation last year so I would ask that you begin work on these sooner rather than later.

Your thoughts and any further suggestions regarding the Agenda are welcome. Please provide them to me, at [machc.chair@marinha.mil.br](mailto:machc.chair@marinha.mil.br), and copy in [obino@marinha.mil.br](mailto:obino@marinha.mil.br). I look forward to progressing the important issues and goals of MACHC together with you and building on the success of previous MACHC Conferences.

Sincerely,

  
Edgar Luiz Siqueira Barbosa  
Vice Admiral

Director of Hydrography and Navigation, Brazil  
Chair, Meso American - Caribbean Sea Hydrographic Commission

Annexes:

- A - Additional Guidelines for MACHC22 Registration
- B - Provisional Agenda
- C - National Report (written) Template
- D - National Report Presentation Template