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**MESO AMERICAN - CARIBBEAN SEA HYDROGRAPHIC COMMISSION**

**2022 MACHC SEMINAR ON RAISING AWARENESS IN HYDROGRAPHY**

**CBC/MICC/MMSDIWG/Seabed 2030 PoC PRE-PLENARY CONFERENCE MEETINGS**

**23rd CONFERENCE OF THE MESO AMERICAN - CARIBBEAN SEA HYDROGRAPHIC COMMISSION**

**(MACHC23)**

**Saint Louis, Missouri, United States of America**

**November 28 - December 2, 2022**

**PROVISIONAL AGENDA**

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| **TIME** | **PRE-MACHC CONFERENCE ACTIVITIES****Monday, 28 November 2022** | **RESPONSIBLE** |
| 09:00-17:00 | **MACHC SEMINAR ON RAISING AWARENESS IN HYDROGRAPHY** | **CBC Coordinator** |
| 08:30-09:00 | Registration | All |
| 09:00-09:30 | OpeningObjectives of the Seminar | CBC Coordinator |
| 09:30-10:00 | International Organisations and Hydrographic Governance | IMO |
| *10:00-10:30* | ***Coffee Break / Group Photograph*** | All |
| 10:30-11:30 | International Organisations and Hydrographic Governance | IHO / IALA |
| 11:30-12:30 | Introduction to MSDI Workshop | CBC Coordinator/ MMSDIWG Chair |
| *12:30-14:00* | ***Lunch*** | All |
| 14:00-15:10 | MSDI Workshop | MMSDIWG Chair |
| *15:10-15:40* | ***Tea Break*** | All |
| 15:40-16:50 | MSDI Workshop | MMSDIWG Chair |
| 16:50-17:00 | Close of the Seminar | CBC Coordinator |

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| **TIME** | **PRE-MACHC CONFERENCE ACTIVITIES****Tuesday, 29 November 2022** | **RESPONSIBLE** |
| 08:30-12:00 | **PRE-PLENARY CONFERENCE WG MEETINGS** *(working level meetings to review annual progress and prepare summary reports with any resulting recommendations or issues for MACHC Plenary consideration)* | Chairs and Members |
| 08:30-09:15 | MACHC Marine Spatial Data Infrastructure Working Group (MMSDIWG) Meeting - Agenda by MMSDIWG Chair | MMSDIWG Chair |
| 09:15-10:00 | MACHC International Coordinating Charting Working Group (MICC) Meeting - Agenda by MICC Chair | MICC Chair |
| *10:00-10:30* | ***Coffee Break*** | All |
| 10:30-11:15 | MACHC Capacity Building Committee (CBC) Meeting - Agenda by CBC Coordinator | CBC Coordinator |
| 11:15-12:00 | MACHC Seabed 2030 Points of Contact Meeting - Agenda by MACHC Seabed 2030/CSB Coordinator | MACHC Seabed 2030/CSB Coordinator |
| *12:00-13:30* | ***Lunch*** | All |

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| **TIME** | **DAY ONE OF MACHC23****Tuesday, 29 November 2022** | **RESPONSIBLE** |
| 13:30-14:00 | **FORMAL OPENING OF THE MACHC23****Opening Addresses****Business Attire and Short sleeved Navy Whites** | Host, IHO Secretariat,Chair |
| 14:00-15:00 | **1. MACHC Administration/organizational issues****1.1 Introductions**- Participants will be invited to introduce themselves.**10 minutes****1.2 Approval of Agenda**Doc: MACHC23-01.2 Agenda- Chair invites participants to comment on the agenda and timetable in case updates are necessary.- Agenda is adopted.**5 minutes****1.3 List of documents/Administrative Arrangements**Docs: MACHC23-01.3A List of DocumentsMACHC23-01.3B List of Participants- List of Documents as on the IHO MACHC23 site.- List of Documents is updated as necessary.- Logistic guidance and information as necessary.**5 minutes****1.4. Matters arising from Minutes of MACHC22 Conference**Doc: MACHC23-01.4 Minutes of MACHC22**10 minutes****1.5. Review of the Action List from MACHC22**Doc: MACHC23-01.5 Action List from MACHC22**20 minutes****Official Photograph Session****10 minutes** | Chair/AllChair/AllChairHostChair/AllChair/AllAll |
| *15:00-15:30* | ***Coffee Break*** | All |
| 15:30-16:00 | **Presentation of the Mississippi River Commission** | TBC |
| 16:00-17:00 | **2. MACHC Developments, IHO bodies, Policy aspects****2.1 IHO Secretariat Report**Doc: MACHC23-02.1 IHO Secretariat Report- IHO Secretariat provides a briefing on current IHO matters.**15 minutes****2.2 Council Report**Doc: MACHC23-02.2 Council Report**10 minutes****2.2.1 Overview of election process for MACHC representatives to the IHO Council**Doc: MACHC23-02.2.1**5 minutes****2.3 IRCC update**Doc: MACHC23-02.3 IRCC update**10 minutes****2.4 Maritime Safety Information/WWNWS Report**Doc: MACHC23-02.4 WWNWS Report**10 minutes****General remark**Chair invites the representatives of the above IHO bodies to present the key (policy) developments, decisions, actions or implications that affect the MACHC region. | IHOBrazilChairTBATBC |

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| **TIME** | **DAY TWO OF MACHC23****Wednesday, 30 November 2022****Business Casual and Short sleeved Navy Whites** | **RESPONSIBLE** |
| 09:00-09:15 | **3. National Reports**Instructions and guidelines for National Report breakout groups.**General remark**Members will be divided into two or three parallel groups of approximately 10-15 each with a Chair in order to:1. Provide an opportunity for greater discussion and engagement about the content of National Reports
2. Provide an opportunity for greater discussion and engagement about the adoption of the S-100 based products
3. Synthesize the discussion results into priority recommendations for the MACHC to be considered by the plenary

The presentations are not intended to replicate the content of the National Report but rather to present key matters.Countries are asked to use the *National Reports PPT Template to summarize the following:** 1. Top three achievements
	2. Top three challenges
	3. Top three plans that effect the region

(charts, surveys, training, other)Chair requests Members not to read verbally the written National Report itself. | ChairMembers and ObserversBreakout groups will each have a Chair to guide them through this process*(observers, industry and regional organization representatives are invited to participate in the breakout group of their choice)* |
| 09:15-10:30 | Breakout groups/National Report presentations | All |
| *10:30-11:00* | ***Coffee Break*** | All |
| 11:00-12:30 | Breakout groups/National Report presentations continue | All |
| *12:30-13:30* | ***Lunch*** | All |
| 13:30-14:30 | **Industry activities****Presentations of Industry Partners** |  |
| 14:30-15:00 | Breakout groups individually engage to discuss about the adoption of the S-100 based products (Roadmap for the S-100 Implementation Decade, the transition from S-57 to S-101 and the Guidelines on the Implementation of the WEND-100 Principles). | All |
| *15:00-15:30* | ***Coffee Break*** | All |
| 15:30-17:00 | Breakout groups individually engage:- to discuss about the about the adoption of the S-100 based products, and- to summarize and develop final consensus top recommendations for plenary consideration. | All |

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| **TIME** | **DAY THREE OF MACHC23****Thursday, 1 December 2022****Business Casual and Short sleeved Navy Whites** | **RESPONSIBLE** |
| 09:00-09:30 | Breakout Group report the recommendations and other key messages from their group to plenary and engage in questions and answers. | All |
| 09:30-10:30 | **4. Reports from Observing States and Organizations****4.1 International Maritime Organization (IMO)**Doc: MACHC23-04.1**10 minutes****4.2 International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA)**Doc: MACHC23-04.2**10 minutes****4.3 IOC Sub-Commission for the Caribbean and Adjacent Regions (IOCARIBE)**Doc: MACHC23-04.3**10 minutes** | TBCTBCTBC |
| *10:30-11:00* | ***Coffee Break*** | All |
| 11:00-12:00 | **8. Marine Spatial Data Infrastructure****8.1 MMSDIWG Report***Chair is requested to present a brief summary of annual accomplishments, result of the pre-Plenary meeting and highlight any recommendations/issues that need to be addressed or approved by the Plenary.*Doc: MACHC23-08.1 MMSDIWG Report**15 minutes****8.2 Progress on DIMAR Spatial Data Infrastructure (IDE DIMAR)**Doc: MACHC23-08.2 Progress IDE DIMAR**10 minutes****Presentations on MSDI in MACHC region (CMA, WGMGI, Disaster Response)****Session summary and any implications for MMSDIWG Workplan** | MMSDIWG ChairColombiaMMSDIWG Chair |
| 12:00-12:30 | **Industry activities****Presentations of Industry Partners** |  |
| *12:30-13:30* | ***Lunch*** | All |
| 13:30-14:30 | **9. Nautical Charts and Publications****9.1 MICC Report**Doc: MACHC23-09.1 MICC Report*Chair is requested to present a brief summary of annual accomplishments, result of the pre-Plenary meeting and highlight any recommendations/issues that need to be addressed or approved by the Plenary.***15 minutes****Presentations on Charting (WENDWG, RENC, S-100)****Session summary and any implications for MICC Workplan** | MICC ChairMICC Chair |
| 14:30-15:00 | **Industry activities****Presentations of Industry Partners** |  |
| *15:00-15:30* | ***Coffee Break*** | All |
| 15:30-16:30 | **5. Capacity Building****5**.**1 CBC report***Coordinator is requested to present a brief summary of IHO CBSC Meeting, annual accomplishments, result of the pre-Plenary meeting and highlight any recommendations/issues that need to be addressed or approved by the Plenary.*Doc: MACHC23-05.1 CBC Report**15 minutes****5.2 MSI Workshop**Doc: MACHC23-05.2 MSI Workshop**10 minutes****Presentations on Capacity Building****Session summary and any implications for MACHC CB Plan** | Capacity Building CoordinatorColombiaCapacity Building Coordinator |
| 16:30-17:00 | **Industry activities****Presentations of Industry Partners** |  |
|  | **Final declaration of Full Members candidates for the MACHC seats on the IHO Council** | Full Members |

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| **TIME** | **DAY FOUR OF MACHC23****Friday, 2 December 2022****Business Casual and Short sleeved Navy Whites** | **RESPONSIBLE** |
| 09:00-09:30 | **6. Survey and Risk****6.1 MACHC Seabed 2030/CSB Report***Coordinator is requested to present a brief summary of annual accomplishments, result of the pre-Plenary meeting and highlight any recommendations/issues that need to be addressed or approved by the Plenary.*Doc: MACHC23-06.1 MACHC Seabed 2030/CSB Report**15 minutes****Presentation on Survey and Risk Assessment****Session summary and any implications for the Workplan for the MACHC Seabed 2030 Project Strategy** | MACHC Seabed 2030/CSB CoordinatorMACHC Seabed 2030/CSB Coordinator |
| 09:30-10:00 | **Industry activities****Presentations of Industry Partners** |  |
| *10:00-10:30* | ***Coffee Break*** | All |
| 10:30-12:00 | **10. Closing activities****10.1 Election of MACHC Representatives to IHO Council****10.2 Any other business**- Chair invites participants to present any other business.- Preparations for IHO Assembly.**10.3 Review actions and decisions**- Chair reviews actions and decisions.**10.4 Review results of Election****10.5 Next meeting**- Chair invites participants to offer to host the next MACHC Conference(s)**10.6 Close of meeting** | Full MembersChair/AllChair/AllChairChair/AllHost/IHO/Chair |