



October 10, 2022.

MACHC Letter 18/2022

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

Subject: **Registration, Logistics Information, Provisional Agenda and National Reports to the 23rd Conference of the MACHC**

References: a) Statutes of the MACHC; and
b) MACHC Letter 08/2022 – Invitation to the 23rd Conference of the MACHC.

Dear Esteemed Colleagues,

As announced in MACHC Letter 8/2022, the 23rd Conference of the Meso American - Caribbean Sea Hydrographic Commission (MACHC23) will be held in Saint Louis, Missouri, United States, from November 29 to December 2, 2022.

The venue for the 23rd Conference of the MACHC is the National Geospatial-Intelligence Agency's Moonshot Labs facility.

Note that the MACHC23 Conference will be preceded by the Seminar on Raising Awareness in Hydrography, held on November 28, and the CBC, MICC, MMSDIWG and Seabed 2030 points of contact pre-plenary meetings held on the morning of November 29, 2022, all at the same venue of the Conference. Invitations and agendas for these additional meetings will follow separately.

Registration for the Conference and logistics information, as hotel reservations, is provided below.

Registration for the MACHC23 Conference

Registration for the MACHC23 Conference is strongly encouraged and now 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 MACHC23 registration through the IHO Online Registration system are provided at Annex A.

Logistics Information

Logistics information, such as meeting venue, accommodations, transport and others, can be found in Annex B.

If you require a personalized invitation for Visa application process and your internal national administrative purposes, please let Dr. John Nyberg (john.nyberg@noaa.gov) and Ms. Alexis Maxwell (alexis.maxwell@noaa.gov) know immediately.

Provisional Agenda

A Provisional Agenda of the MACHC23 Conference is attached at Annex C based on comments received from MACHC Members and Observers to MACHC Letter 8/2022. This also includes the schedules for the Seminar on Raising Awareness in Hydrography and the CBC/MICC/MMSDIWG/Seabed2030 pre-plenary meetings.

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:

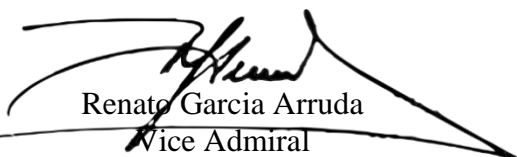
- template for the written National Report, attached at Annex D, and
- template for the National Report presentation, attached at Annex E.

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 and obino@marinha.mil.br by **no later than November 11, 2022**.

Your thoughts and any further suggestions regarding the Agenda are welcome. Please provide them to me, at machc.chair@marinha.mil.br , and copy in 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.

Please let me know if you have any further questions or concerns. I look forward to seeing you all in Saint Louis !

Sincerely,


Renato Garcia Arruda
Vice Admiral
Director of Hydrography and Navigation, Brazil
Chair, Meso American - Caribbean Sea Hydrographic Commission

Annexes:

- A - Additional Guidelines on the IHO Online Registration system
- B - Logistics Information
- C - Provisional Agenda
- D - National Report (written) Template
- E - National Report Presentation Template