



Agenda

for the

25th Conference

of

**The Meso American & Caribbean Sea
Hydrographic Commission
(MACHC25)**

in

Panama City, Panama

between

Monday 2 and Friday 6 December 2024



Version: **1.0**

Amendment Date: **22 Aug 24**

MACHC25

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Summary of Dress Code:

<u>Date</u>	<u>Military</u>	<u>Civilian</u>
Monday	Daily Working Uniform	Business Casual
Tuesday	Daily Working Uniform	Business Casual
Wednesday	Formal (for Photograph)	Business Casual
Thursday	Daily Working Uniform	Business Casual
Friday	Daily Working Uniform	Business Casual

Monday 2 December 2024

Seminar on Raising Awareness of Hydrography

Dress code: Business Casual or daily working uniform

Room Location: W Hotel Conference Centre TBC

Note:

1. TBC.

Time	Agenda Item/ Topic	Responsible/ Lead	Note(s)
08:30-09:00	Registration		
	09:00-09:45	To be confirmed	<i>Format to be agreed and disseminated</i>
	09:45-10:30	To be confirmed	<i>Format to be agreed and disseminated</i>
10:30-11:00	Coffee Break Location:		
	11:00-12:30	To be confirmed	<i>Format to be agreed and disseminated</i>
12:30-14:00	Lunch Location:		
	14:00-15:30	To be confirmed	<i>Format to be agreed and disseminated</i>
	15:30-17:00	To be confirmed	<i>Format to be agreed and disseminated</i>
End of Capacity Building Seminar			

Tuesday 3 December 2024

PRE-PLenary WORKING GROUP MEETINGS

Dress code: Business Casual or Daily Working Uniform

Room Location: W Hotel Conference Centre TBC

Note:

1. There will be no virtual participation for these Pre-Plenary Group Meetings.

Srl	Time	Agenda Item/ Topic	Responsible/ Lead	Note(s)
08:30-09:00		Registration for Plenary and Registration for Day One Evening Dinner		
WG1	09:00-09:45	MACHC Marine Spatial Data Infrastructure Working Group (MMSDIWG) (Agenda by MMSDIWG Chair) <u>Doc:</u>	MMSDIWG Chair	Desired Outcome (DO): Nations are apprised of the WG work activities in the past 12 months and proposed future plans, including issues for inclusion in MACHC25 Plenary and subsequent Report
WG2	09:45-10:30	MACHC Seabed 2030 (SB2030) Agenda (by MACHC SB2030/Crowd Sourcing Bathymetry (CSB) Coordinator) <u>Doc:</u>	MACHC SB2030/CSB Coordinator	DO: Nations are apprised of the work activities in the past 12 months and proposed future plans, including issues for inclusion in MACHC25 Plenary and subsequent Report
10:30-11:00		Coffee Break Location:		
WG3	11:00-12:30	MACHC Maritime Safety Information Working Group (MSIWG) Agenda (by MSIWG Chair) <u>Doc:</u>	MSIWG Chair	DO: Nations are apprised of the WG work activities in the past 12 months and proposed future plans, including issues for inclusion in MACHC24 Plenary and subsequent Report
12:00-13:30		Lunch Location:		
WG4	13:30-15:00	MACHC Capacity Building Committee (CBC) Agenda (by CBC Coordinator) <u>Doc:</u>	CBC Coordinator	DO: Nations are apprised of the Committee work activities in the past 12 months and proposed future plans,

Srl	Time	Agenda Item/ Topic	Responsible/ Lead	Note(s)
				including issues for inclusion in MACHC24 Plenary and subsequent Report
WG5	15:00-16:30	MACHC International Coordinating Charting Working Group (MICC) (Agenda by MICC Chair) <u>Doc: MICCCWG Agenda</u>	MICCCWG Chair	DO: Nations are apprised of the WG work activities in the past 12 months and proposed future plans, including issues for inclusion in MACHC24 Plenary and subsequent Report
End of Pre-Plenary WG meetings				
18:30 - 19:00		Delegates arrive for Opening Ceremony Location:	All	All MACHC in person delegates arrive for Opening Ceremony and Icebreaker event Dress code is Business Casual
19:00 - 21:00		Opening Ceremony & Hosts Address Icebreaker Location:		Invitation to all Attendees Dress code is Business Casual

Wednesday 4 December 2024 **DAY ONE (INCLUDING FORMAL OPENING)**

Dress code: Business Attire or Formal Uniform
Room Location: W Hotel Conference Centre TBC

Notes:

1. This Agenda will change up until the start date of the MACHC25; changes since the last formal issue will be highlighted accordingly.
2. The Microsoft Teams Links for the full plenary have previously been emailed to you. Virtual participation is in listen-only mode.
3. Simultaneous translation from English to Spanish and from Spanish to English will be provided throughout MACHC25. The Conference will also be recorded to support record keeping (see Note 5).
4. If you wish to speak during any Srl, then please make the fact known to the Secretary either by lifting your arm or standing up your printed Country Name on its end; the Secretary will acknowledge and maintain a record of sequence of requests.
5. For MACHC25, the intention is not to create a verbatim set of Minutes but to keep them short and focussed to complement the Record of Actions and Decisions; the current aim is to have the drafts with you for comment by Friday 31 January 2025.
6. All times are local; Panama is at **GMT-5**. If you are attending virtually, ensure that you align participation with your own local time.

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
08:00-08:30		Registration for Plenary and Registration for Day One Evening Dinner		
1		<u>Opening Administration and Organisational Issues</u>	Chair/ Sec	
1.0	08:30-08:35	<u>Welcome from MACHC Chair</u>	Chair	
1.1	08:35-08:45	<u>Introductions</u>	Chair/All	All face-to-face participants will be invited to introduce themselves. Chair will indicate which Nations are listening-in virtually (there will be no introductions)
1.2	08:45-08:55	<u>Approval of MACHC25 Agenda and List of Documents</u> Doc	Chair/All	Chair invites participants to comment on the agenda - will need to be formally adopted prior to Conference proceeding.

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
1.3	08:55-09:00	Review of MACHC Statutes Doc: MACHC Statutes	Chair/All	Desired Outcome (DO): To determine whether, in the past 12 months, Nations consider changes to the Statutes are necessary and, if so, to discuss and agree them
1.4	09:00-09:05	Matters Arising from MACHC24 Minutes Doc: MACHC24 Final Minutes V1.pdf (iho.int)	Chair	DO: To confirm that Nations agree and approve the record (Minutes) from MACHC24 held in Suriname 12-15 Dec 23
1.5	09:05-09:30	Review of Actions List from MACHC24 Doc:	Sec/All	
1.6	09:30-09:40	Official Photograph Session Location:	All	There will be a screen capture for those attending virtually
2		<u>Reports from Observing States and Contributing Organizations</u>		
2.1	09:45-10:00	<u>IALA update</u> Doc:	IALA	DO: To apprise MS of IALA updates.
2.2	10:00-10:15	*****		
2.3	10:15-10:30	*****		
10:30-10:50		Coffee Break Location:	All	
3		<u>MACHC Developments, IHO Bodies and Policy Aspects</u>	Chair	The Chair will invite the representatives of the below bodies to present the key developments, decisions and actions or implications that affect the MACHC region.

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
3.1	10:50-11:05	<u>IHO Secretariat Report</u> <u>Doc:</u>	IHO Director	DO: To complement the written Report, the IHO will provide a verbal update on current IHO matters post MACHC24
3.2	11:05-11:15	*****	*****	DO: *****
3.3	11:15-11:30	<u>IHO Council 8 Update</u> <u>Doc:</u>	Netherlands (Council Rep)	DO: To complement the written Report, the MACHC Council Representative will provide a verbal Oct 24 Council update
3.4	11:30-11:40	<u>IRCC16 Update</u> <u>Doc:</u>	UK (ICBM)	DO: To complement the written Report, the MACHC Council Representative will provide a verbal Jun 24 IRCC update
3.5	11:40-11:50	<u>Maritime Safety Information/WWNWS Report</u> <u>Doc:</u>	WWNWS-SC Chair	DO: To apprise MS of the NAVAREAS and the responsibilities within the MACHC region
4	11:50-12:05	<u>IHO Revised Strategic Plan - 2021-2026</u> <u>Doc:</u>	*****	DO: To summarise IHO Strategic Plan and proposals to update the MACHC SPIs
12:05-13:05		Lunch Location:	All	
5		<u>Activity Updates on S-100 Standards</u>	Chair	
5.1	13:05-13:25	<u>PRIMAR S-100 Developments</u> <u>Doc:</u>	PRIMAR	DO: To apprise Nations of PRIMAR S-100 updates and developments
5.2	13:25-13:45	<u>IC-ENC S-100 Update</u> <u>Doc:</u>	James Harper IC-ENC	DO: To inform Nations of the progress made by IC-ENC with respect to the introduction of S-100 standards and the support they can offer to Member States

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
5.3	13:45-14:00	***** presentation on <u>Doc:</u>		DO:
6 6.1	14:00-15:00	<u>National Reports</u>	Chair	<i>Format to be agreed and disseminated</i>
15:00-15:30		Coffee Break Location:	All	
6.2	15:30-16:30	<u>National Reports</u>	All	See SRL 6.1
End of Day One				
18:30-21:00		Hosted event		

Thursday 5 December 2024

DAY TWO

Dress code: Business Casual or Daily Working Uniform

Room Location: W Hotel Conference Centre TBC

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
08:00-08:30		Early Log In: Testing of Audio/Visual Equipment Reminders on use of Virtual Conference Platform		
7	08:30-09:00	Review of Actions from Day One of MACHC24 <u>Doc:</u>	Chair/Sec	Desired Outcome (DO): Nations are apprised of the proposed Day One Actions and comment and approve as necessary
8 8.1	09:00-09:45	National Report Breakout Group Key Points' Presentations	Chair	
9 9.1	09:45-10:00	Reports from Contributing Organizations ***** <u>Doc:</u>	Chair	DO: Nations are provided with the current status of the society, upcoming events, details of the Latin American Chapter and details of the US Hydro Conference scheduled for 17-20 Mar 25
9.2	10:00-10:15	The Hydrographic Society of America (THSOA) Presentation <u>Doc:</u>	Brian Connon	
10:15-10:45		Coffee Break Location:	All	
10 10.1	10:45-11:00	Marine Spatial Data Infrastructure (MSDI) MMSDIWG Report <u>Doc:</u>	Chair MMSDIWG Chair	DO: That the WG Chair provides the Plenary with a summary on annual accomplishments, results from pre-plenary WG meeting and highlights any recommendations/issues that need to be addressed or approved by the Plenary
	11:00-11:15	MMSDI Questions & Answers	All	

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
11		<u>Industry Activities</u>	Chair	
11.1	11:15-11:30	<u>Saildrone Presentation</u> <u>Doc:</u>	Brian Connon	DO: Nations are provided with an overview with an emphasis on coastal and ocean mapping capabilities relevant to the region - including a discussion of an ongoing hydrographic survey in the Cayman Islands
11.2	11:30-11:45	<u>Teledyne Geospatial Presentation ‘S-100 production and automated nautical paper chart production workflow’</u> <u>Doc:</u>	Juan Carballini	
11.3	11:45-12:05	<u>EXAIL presentation</u> <u>Doc:</u>	David Vincentelli	
12:05-13:15		Lunch Location:	All	
12		<u>Nautical Charts and Publications</u>	Chair	DO: That the WG Chair provides the Plenary with a summary on annual accomplishments, results from pre-plenary WG meeting and highlights any recommendations/issues that need to be addressed or approved by the Plenary
12.1	13:15-13:30	<u>MICCWG Report</u> <u>Doc:</u>	MICCWG Chair	
12.2	13:30-13:45	MICC Questions & Answers	All	
13		<u>Maritime Safety Information (MSI)</u>	Chair	DO: That the WG Chair provides the Plenary with a summary on annual accomplishments, results from pre-plenary WG meeting and highlights any recommendations/issues that need to be addressed or approved by the Plenary
13.1	13:45-14:00	<u>MSIWG Report</u> <u>Doc:</u>	MSIWG Chair	
13.2	14:00-14:15	MSI Questions & Answers	All	
14		<u>Industry Activities</u>	Chair	DO:
14.1	14:15-14:30	***** <u>Doc:</u>		

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
14.2	14:30-14:45	***** <u>Doc:</u>		
14:45-15:10		Coffee Break Location:	All	
15		Capacity Building	Chair	DO: That the Coordinator provides the Plenary with a summary on annual accomplishments, results from pre-plenary WG meeting and highlights any recommendations/issues that need to be addressed or approved by the Plenary
15.1	15:10-15:25	CBC Report <u>Doc:</u>	CBC Coordinator	
15.2	15:25-15:40	CB Questions & Answers	All	
16		Survey and Risk	Chair	DO: That the Coordinator provides the Plenary with a summary on annual accomplishments, results from pre-plenary WG meeting and highlights any recommendations/issues that need to be addressed or approved by the Plenary
16.1	15:40-15:55	<u>MACHC Seabed 2030 (SB2030)/Crowd Sourcing Bathymetry (CSB) Report</u> <u>Doc:</u>	SB2030/CSB Coordinator	
	15:55-16:10	SB2030/CSB Questions and Answers	All	
17		Industry Activities	Chair	DO: Nations provided with information regarding the vital role of collaborative and data-driven approaches in building adaptive capacities across the MACHC region *****
17.1	16:10-16:25	Oceanwise Presentation 'Resilience through Data: leveraging environmental monitoring data for extreme events' <u>Doc:</u>	OceanWise	
17.2	16:25-16:40	***** <u>Doc:</u>		
End of Day Two (No evening activity - Delegates free to make own plans)				

Friday 6 December 2024 DAY THREE (FINAL DAY)

Dress code: Business Casual or Daily Working Uniform

Location:

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
08:30-09:00		Early Login: Testing of Audio/Visual	All	Equipment/Visual Reminders on use of Virtual Conference Platform (MS Teams)
18	09:00-09:30	<u>Review of Actions from Day Two of MACHC24</u> <u>Doc:</u>	Chair/Sec	Desired Outcome (DO): That Nations are apprised of the proposed Day Two Actions and comment and approve as necessary
19		<u>Contributing Organizations and/or Industry Activities</u>	Chair	
19.1	09:30-09:45	***** <u>Doc:</u>		DO:
19.2	09:45-10:00	***** <u>Doc:</u>		DO:
10:00-10:30		Coffee Break Location:	All	
20		<u>Administration and Closure</u>		
20.1	10:30-10:45	<u>Any Other Business</u>	Chair	DO: Nations are offered an opportunity to raise AOB and to be notified as to any pertinent/timely updates with respect to A4 in 2026 - Chair invites participants to present any other business

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
20.2	10:45-11:00	Review of Actions from Day Three of MACHC24 <u>Doc:</u>	MACHC Sec	DO: Nations are apprised of the proposed Day Three Actions and comment and approve as necessary, and an outline given at the production, distribution and agreement of a final set of Minutes, Recommendations and Actions
20.3	11:00-11:10	Report to IRCC	Chair/All	
20.4	11:10-11:20	Nominations for next MACHC Chair and Vice Chair	Chair	DO: Nations agree next MACHC Chair and Vice-Chair (from expressions of interest already received)
20.5	11:20-11:30	Next MACHC Conference	Chair/All	DO: Chair will invite Nations to verbally offer to host the next MACHC Conference(s) in amplification of any written submissions
20.6	11:30-11:40	Short presentation by the Candidate Nations who wish to host <u>Doc:</u>	MACHC26 Proposed Hosts	DO: Nations agree the date for MACHC26 and the Host Nation, depending on nominations received ahead of MACHC25
21	11:40-12:00	Closing remarks and farewell	MACHC Chair/ VC and IHO Dir	
End of Plenary				