



INTERNATIONAL HYDROGRAPHIC ORGANIZATION  
MESO AMERICAN & CARIBBEAN SEA HYDROGRAPHIC COMMISSION



**19<sup>th</sup> Meso American & Caribbean Sea Hydrographic  
Commission Meeting  
26 November- 1 December 2018  
Cartagena de Indias, Colombia  
List of Actions**

Legend
White: open
Light Grey: continuous
Light Green: completed or closed

**Table 1: ACTION ITEMS FROM THE 19<sup>th</sup> MACHC**

No	Reference	Action	Responsible party	Due date	Status
<b>List of actions 19<sup>th</sup> MACHC meeting</b>					
19.1.5	Consolidate Actions	Review all the recent IHO, IRCC and HSSC actions in the context of the current MACHC list and determine how to consolidate, streamline, and take action on them.	Incoming Chair	ASAP	Open. (to be completed by MACHC 20)
19.2.3a	IRCC	Chair to circulate the amended Resolution 2/1997, including comments provided already by MACHC members states, for further input immediately after the meeting with a view to providing comments back to the IRCC by the end of the year.	MACHC Chair	ASAP	<b>Completed. Sent to IRCC Chair December 20, 2018.</b>

No	Reference	Action	Responsible party	Due date	Status
19.5a	Capacity Building	Develop a calendar of upcoming CBC training activities sponsored by other Member States, Committees, regional and other partners, such as FOCAHIMECA, COCATRAM, National training opportunities, IMarEST, etc.	CBC Chair	ASAP	<b>Open—in progress.</b>
19.5b	Capacity Building	Belize to request a cost estimate from the companies that provided the survey equipment from the Gulf of Honduras Project to see if repairs are viable.	Belize	ASAP	<b>Completed.</b>
19.5c	Capacity Building	Create a working group for the "certification of hydrographers".  <b>Alternative action:</b>  <b>Report on the efforts to develop an individual recognition scheme (for Latin American hydrographers graduated from CAT A and B programs)</b>	Mexico to lead with interested Member States, industry and HSOA/LA Chapter support  <b>Brazil (with Spain and Portugal)</b>	ASAP  <b>MACHC21</b>	<b>Open.</b>
19.6.4	Seabed 2030	Facilitate an introduction for Vicki Ferrini/Seabed 2030 RDC Coordinator to the Mexican hosted IBCCA to coordinate analysis of regional data gaps and catalyse contributions.	Mexico	ASAP	<b>Open. Completed.</b>
19.6.4a	Seabed 2030	Encourage IBCCA chart contribution completion.	Colombia	ASAP	<b>Open—in progress.</b> <b>On MACHC20 agenda</b>
19.7	Response to Disasters	Circulate the plenary-approved Disaster Response framework for further comment, elaboration and then finalize for implementation.	Incoming Chair	ASAP	<b>Open. Completed.</b> <b>Distributed via CL 6.</b>
19.8.7	MSDI	The MEIP Report and the proposal to change the name and status to the Marine Spatial Data Working Group were approved. <b>The first sentence has been moved to "List of Decisions" (Decision 5) in meeting minutes of MACHC19.</b>	MSDI Chair	31 Mar 2019	<b>Open.</b>

No	Reference	Action	Responsible party	Due date	Status
		The new MSDI draft TORs will be circulated to Members for further input with a view to finalize them - by April 2019.			<b>Completed.</b>
19.8.7a	MSDI	A Workplan is to be produced in early 2019 and will include short term activities, such as response to “low-hanging fruit” use cases, i.e. Economic Assessment of Risks in Maritime Navigation across the Greater Caribbean Region Project; the Tri-National MPA network (RedGolfo) and Disaster Management.	MSDI Chair	ASAP	<b>Open. On MACHC20 Agenda</b>
19.9	MICC	MICC Report was approved, including the change of Chair from U.S. to Suriname. <b>The first sentence has been moved to “List of Decisions” (Decision 6) in meeting minutes of MACHC19.</b>  The new MICC Work Plan should address the issue of a regional ENC scheme.	MICC Chair	ASAP	<b>Open. On MACHC20 agenda</b>
19.2.1	IHO Assembly 2	Identify potential MACHC Member States Proposals to IHO Assembly 2 (must be completed four months before the Assembly; thus the due date is 21 December 2019).	Member States	ASAP	<b>Open—in progress.</b>
19.10.4	Lessons Identified	Chair to shorten the duration of the MACHC meeting and consider restructuring of the agenda based on plenary feedback.	MACHC Chair	MACHC 20	<b>Open—in progress.</b>

**Table 2: STATUS OF PREVIOUS OPEN ACTIONS**

No	Subject mater	Action	Responsible party	Due date	Status after 19 <sup>th</sup> MACHC
<b>List of open actions 18<sup>th</sup> MACHC meeting (none)</b>					
No	Subject mater	Action	Responsible party	Due date	Status at the start of 18 <sup>th</sup> MACHC
<b>List of open actions 17<sup>th</sup> MACHC meeting (none)</b>					
<b>List of open actions 16<sup>th</sup> MACHC meeting (none)</b>					

No	Subject mater	Action	Responsible party	Due date	Status at the start of 18 <sup>th</sup> MACHC
<b>List of open actions 15<sup>th</sup> MACHC meeting</b>					
15.5.1.2		Haiti will send the Instrument of Accession to the IHO.	Haiti	ASAP	<b>Open</b> , Not deposited yet. Expect after elections in 2017.
15.6.3.4	MSI	Invite the Caribbean Disaster Emergency Management Agency (CDEMA) to attend the MACHC meetings.	MACHC Chair	MACHC 20	<b>Open</b> . Contact established. No attendance at 17 <sup>th</sup> , 18 <sup>th</sup> , 19 <sup>th</sup> , and 20 <sup>th</sup> MACHC meetings. (propose closing if no participation in MACHC21)

**Table 3: CONTINUOUS ACTION ITEMS**

No	Subject mater	Action	Responsible party	Due date	Status
<b>List of continuous actions 19<sup>th</sup> MACHC meeting</b>					
19.4.1a	Reports from Observing Organizations	Countries reach out to the <a href="#">National Tsunami Warning contacts</a> provide bathymetric data to support improved land-sea inundation models.	MACHC Member States	Annually	<b>Continuous.</b>
19.5	Capacity Building	Members to send capacity building and other requirements officially to the Chair to channel to others/committees who might help;	MACHC Member States	ASAP	<b>Continuous.</b>

No	Subject mater	Action	Responsible party	Due date	Status
19.8.1	SDI/MSDI (15.5.1.4)	Countries not participating directly in the UN-GGIM WG on Marine Geospatial Information are encouraged to contact their national representatives to the UN to make them aware of the importance of this initiative (contact John Nyberg for further information) and its benefits.	MACHC Member States	Annually	<b>Continuous.</b>
<b>List of continuous actions 18<sup>th</sup> MACHC meeting</b>					
18.6.1	Capacity Building	Countries that have received training are invited to send feedback to MACHC CBC on the impact of hydrographic capabilities.	MACHC Member States	ASAP	<b>Continuous.</b>
<b>List of continuous actions 17<sup>th</sup> MACHC meeting</b>					
17.2.1.1	IHO Secretariat (MSI)	Members States to review the MSI Status Matrix (now on the MACHC Initiative website) and report to the Chair WWNWS of any obstacles and challenges.	MACHC Member States	MACHC 20	<b>Continuous.</b>
17.2.1.4	IHO Secretariat (IRRC 8/32)	Member States review entries related to IHO C-55, (Status of Hydrographic Surveying and Nautical Charting Worldwide, P-5 (yearbook) and ECDIS backup up arrangements (iaw. IHO CL 61/15) and report annually to IHO secretariat, including reports of “no change”. <a href="https://www.iho.int/iho_pubs/CB/C-55/c55.pdf">https://www.iho.int/iho_pubs/CB/C-55/c55.pdf</a>	MACHC Member States	Annually	<b>Continuous.</b>
	IRCC 11/8	RHC Chair to request National Coordinators to review the contents of the relevant Annexes of the GMDSS Master Plan and of section C (MSI) of IHO Publication C-55 – <i>Status of Hydrographic Surveying and Nautical Charting Worldwide</i> to ensure consistency for their national entries.	MACHC Chair	Annually	<b>Continuous.</b>
17.2.2.3	IRCC 8/8	Encourage closer engagement of the National MSI Coordinators of Member States with the relevant NAVAREA Coordinator (7b).	National Authorities and	Annually	<b>Continuous.</b>

No	Subject mater	Action	Responsible party	Due date	Status
		Delegates to update their contact information in the NAVAREA IV list. (now found on the new MACHC initiative website/MSI page).	RHC Members to the NAVAREA Coordinator		
17.2.2.4	IRCC 8/31	Be attentive to opportunities to raise awareness on the role of hydrography and the importance of improving mankind's knowledge of the seas and oceans in support of the sustainable development goals, disaster risk reduction and the integrity of the oceans.	MACHC Chair in coordination with Member States		<b>Continuous.</b> (examples: UN-GGIM; Seabed 2030; UN Decade of Ocean Science)
17.5.2.3	Risk Assessment	Invite Ms. Dawn Seepersad to provide an update on her Risk Assessment project for the GCR. (see also action 17.5.2.1).	MACHC Chair	Annually till project completion.	<b>Continuous.</b>
17.6.4	DTM	Members States to consider making ENC bathymetric and contour information available for the IBCCA project via GEBCO (DCDB).	MACHC Member States		<b>Continuous.</b>
17.6.5	DTM	Members States are encouraged to participate actively in the GEBCO's Seabed 2030 project by providing bathymetric data to the IHO DCDB to support mapping ocean areas at high resolution and by providing shallow water bathymetric data from ENCs to the IHO DCDB.	MACHC Member States		<b>Continuous.</b>
<b>List of continuous actions 16<sup>th</sup> MACHC meeting</b>					
16.10.4.2	FOCAHIMECA	If additional funding is sought from CB-funds, Mexico to make bids through the established CB mechanism's.	Mexico	As required	<b>Continuous.</b>
<b>List of continuous actions 15<sup>th</sup> MACHC meeting</b>					

No	Subject mater	Action	Responsible party	Due date	Status
15.5.3	HSSC	Encouragement of the Spanish speaking countries to participate in the HSSC WG and the HDWG meetings.	MACHC Member States	As required	<b>Continuous</b> , unilateral activity.
15.6.2.2	National Report	States to make full use of sea-riding opportunities to gain experience and share knowledge.	MACHC Member States	As required	<b>Continuous</b> , bilateral activity.
15.6.2.7	National Report	Member states are urged to assist Haiti in setting up their hydrographic office and other hydrographic activities.	MACHC Member States	As required	<b>Continuous</b> , bilateral activity.

**ONLY FOR REFERENCE:**

List of MACHC19 Decisions: (separated from MACHC19 Actions below and now integrated into the MACHC19 Minutes):

MACHC 19 Decisions			
No.	Reference	Decision	Comments
1	19.1.2	The modified Agenda and Timetable of the 19 <sup>th</sup> MACHC were approved.	
2	19.1.4	The minutes of the 18 <sup>th</sup> MACHC Conference were approved.	
3	19.5.1	The 2019 CB Work programme and proposed priority activities for 2020 were approved by the Plenary.	
4	19.7	The Draft Disaster Response Plan Framework, developed during the pre-Seminar for consideration by the MACHC Plenary, was approved.	
5	19.8.7	The MEIP Report was approved including the proposal to change the MEIP name to be more reflective of the larger MSDI.	
6	19.8.7	The plenary agreed to the establishment of the new MMSDI WG.	
7	19.9	MICC Report was approved, including the change of Chair from the U.S. to Suriname.	

**Table 4: TABLE OF COMPLETED ACTIONS (For reference purposes)**

No	Subject mater	Action	Responsible party	Due date	Status after 19 <sup>th</sup> MACHC
<b>List of actions 18<sup>th</sup> MACHC meeting</b>					
18.2.3	IRCC	That the president carries out the corresponding actions to the IRCC which are listed attached to this table.	MACHC Chair	ASAP	<b>Completed. Superseded by new action 19.1.5.</b>
18.3.1	National Reports	Belize will send the report of the state of the hydrographic equipment that was delivered to them within the framework of the project of the Gulf of Honduras to know the possibility of reusing the equipment as spare parts for other countries.	Belize	ASAP	<b>Completed.</b>
18.6.2	Capacity Building Opportunities	Invitation to comment on creation of group work for the "certification of hydrographers"	MACHC Member States	ASAP	<b>Completed. Superseded by new action 19.5.c.</b>
18.8.1	MEIP	Task the MEIP Coordinator to investigate potential connections with the UN-GGIM Disaster Response Framework in order to create a GIS environment to support the work of the MACHC Chair in support of the affected coastal States in the region.	MEIP Coordinator	ASAP	<b>Completed.</b> UN-GGIM Working Group on Marine Geospatial Information and Services for Disasters is in transition and unable to assist at this time.
18.10.1	Response to disasters	Request Coastal States in the region to provide contact details in case of emergencies and instruct on the preparation of the contingency plan in accordance with IHO Resolution 1/2005.	MACHC Member States	ASAP	<b>Completed. Subsumed by Action 19.7.</b>
18.10.2	Response to disasters	Chair to report the discussions on response to disasters to IRCC10.	MACHC Chair	IRCC10	<b>Closed.</b>



No	Subject mater	Action	Responsible party	Due date	Status after 19 <sup>th</sup> MACHC
18.11.3	Closing activities	Chair to work with the Secretariat to find a suitable solution for the agenda and the duration of the meeting and report to the members by CL.	MACHC Chair	ASAP	<b>Completed</b> <b>Subsumed by</b> <b>Action 19.10.4</b>

No	Subject mater	Action	Responsible party	Due date	Status at the start of 18 <sup>th</sup> MACHC
<b>List of open actions 17<sup>th</sup> MACHC meeting</b>					
17.2.2.2	IRCC 8/7	Raise awareness of the impact of e-navigation on the provision of MSI in the respective regions and to highlight the use of the Joint Manual on MSI to ensure correct terminology and formats are used in MSI messages.	Not applicable for National Authorities or RHCs	Annually	<b>Completed.</b>
17.5.1	Risk Assessment	Suriname to present on their risk-assessment project at MACHC meeting in 2017.	Suriname	MACHC 18	<b>Completed.</b>
17.5.2.1	Risk Assessment	Member states are encouraged to take part actively in a User Support Group for the PhD work on “Risk Assessment in Maritime Navigation for the Greater Caribbean Region (GCR)” by Ms. Dawn Seepersad of the UWI.	MACHC Member States as coordinated by Chair RA group	ASAP	<b>Completed.</b> <b>Superseded by</b> <b>Action 19.8.7a</b>
17.5.2.2	Risk Assessment	User Support Group is to develop a ‘road map’ on how to effectively support the PhD work on “Risk Assessment in Maritime Navigation for the Greater Caribbean Region (GCR)”.	MACHC Member States as coordinated by Chair RA group	ASAP	<b>Completed.</b> <b>Superseded by</b> <b>Action 19.8.7a</b>
<b>List of open actions 16<sup>th</sup> MACHC meeting</b>					
16.1.6	Statutes	Member States to consider how to provide dual versions in Spanish and English of MACHC documents, for instance as a voluntary service by a Member State.	MACHC Member States	MACHC 18	<b>Completed.</b> MS doing this on a voluntary basis as they are able.

No	Subject mater	Action	Responsible party	Due date	Status at the start of 18 <sup>th</sup> MACHC
16.2.1.3	Capacity Building	Honduras, Guatemala and/or Belize to give an (annual) feedback at the MACHC Conference on the Gulf of Honduras project.	Honduras, Guatemala, Belize	MACHC 20	<b>Completed.</b> Guatemala does not control the equipment; Honduras is actively using it; new action 19.5b for Belize from 19 <sup>th</sup> meeting.
16.10.4.1	FOCAHIMECA	Mexico to make their FOCAHIMECA program available to the CB Coordinator (Chair and Vice Chair) with the aim to harmonies time schedules and/or CB-activities between programs.	Mexico	As required for the 2017 MACHC CB plan	<b>Completed. Superseded by Action 19.5a.</b>
<b>List of open actions 15<sup>th</sup> MACHC meeting</b>					
15.6.2.6	National Report	ESRI will try to make its data available to Haiti.	ESRI	MACHC 20	<b>Completed.</b>
15.8.1.3	OECS	OECS to work together with the MACHC to develop common areas of collaboration (e.g. donor ship for MACHC projects).	OECS	MACHC 20	<b>Closed, no activity ever initiated</b>