



List of Actions

for the

24th Conference

of

The Meso American & Caribbean Sea Hydrographic Commission (MACHC24)

in

Paramaribo, Suriname

between

Tuesday 12 and Friday 15 December 2023



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Legend:
Orange: New Actions for MACHC24
Highlighted Green: Proposed Action by MACHC Sec; response by exception
White: Open Actions
Grey: Ongoing/Continuous Actions

Version: **1.0**
Amendment Date: **11 Oct 23**

Table 1: Actions from IRCC15 (Jun 23):

Action #	Source	Action Detail	Responsible Party	Action Lead/s	Due Date	Status	MACHC24 Srl	Additional Comments
Recommendation 1	IRCC15	RHCs are encouraged to review the ROP and TOR based on Decision 9b of the Assembly on gender-inclusive language.	All members	MACHC Sec MACHC WG Chairs	31 Dec 23	In progress	1.3	1. Awaiting Glossary from IHO Secretariat (Action 11 from IRCC15). 2. The MACHC Sec has reviewed MACHC Statutes. There is very few gender specific terminology in the current statutes e.g. "he/she", MACHC Sec proposes we change these to state 'members' and not 'he/she' - Do MACHC MS agree? 3. Awaiting Glossary from IHO (Action 11 for IHO Secretariat from IRCC15).
Recommendation 2 (section 4)	IRCC15	RHCs to start producing S-101 and other s-100 Products by focusing on a specific part of the region.	All members	MICCCWG Chair/S100 Coordinator	Permanent	To Do	WG5 12.1 &	1. Update will be provided by MICCCWG Chair during MICCCWG on Tue 12 Dec 23.
Recommendation 2 (section 6) IRCC14 Recommendation 2	IRCC15 MACHC23 - 23.2.3.2	RHC to discuss how HO's can assume a geo-coordinating role to help ensure provision of data on a regional level.	All members	MMSDIWG Chair	Permanent	Ongoing	1.6	1. Ongoing Action. Unless a MS notifies the MACHC Sec to the contrary, the Sec will move this action to a continuous/ongoing action and, as/if necessary, consider embedding it into the next amendment to the MACHC Statutes.
Recommendation 3	IRCC15	RHC to ask the MS and potential contributors to consider the extended activities in the implementation of the S-100 Roadmap for HCA region.	All members	MACHC Chair All members	31 Dec 23	To Do	1.6	
Recommendation 4	IRCC15	RHCs and Subordinate Bodies to consider to open the debate on future engagement in climate change related activities in reference to strategic goal 3.	All members	MACHC Chair All members	Permanent	Ongoing	9.3	1. Ongoing Action. Unless a MS notifies the MACHC Sec to the contrary, the Sec will move this action to a continuous/ongoing action and, as/if necessary, consider embedding it into the next amendment to the MACHC Statutes.2. TBC MACHC24 Presentation on climate change initiatives/actions within the region.
Recommendation 5	IRCC15	RHC to encourage relevant Member States to report to the IMO Secretariat and the Chair of the EGC Coordinating Panel on the progress and status of implementation of newly recognized mobile satellite services by MSI providers.	All members	MSIWG Chair	31 Dec 23	To Do	1.6	1. Ongoing Action. Do MS agree this can be marked as a continuous/ongoing action?
Recommendation 6	IRCC15	RHCs to ensure representation of their region in the CBSC and encourage other IHO Member States to join in the work of the CBSC.	All members	CB Coordinator	Permanent	Ongoing	WG4 15.1 &	1. MACHC Sec proposes to mark action as Complete. MACHC CB Coordinator is CBSC Vice Chair and will provide CB updates during CBWG on Tue 12 Dec 23.
Recommendation 7	IRCC15	RHCs to prioritize their participation in the WENDWG through the RHC Chart Coordinator or S-100 Coordinator.	All members	MICCCWG Chair	31 Dec 23	To Do	WG5 12.1 &	1. Ongoing Action. Do MS agree this can be marked as a continuous/ongoing action?
Recommendation 8	IRCC15	RHCs, if not done already, establish the S-100 Coordinator role or assign S-	All members	MICCCWG Chair	Permanent	To Do	WG5 12.1 &	1. MS to be updated during MACHC24.

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Action #	Source	Action Detail	Responsible Party	Action Lead/s	Due Date	Status	MACHC24 Srl	Additional Comments
		100 Coordinator duties as appropriate.						
Recommendation 9	IRCC15	RHC S-100 Coordinators to update their WEND-100 IGIF Matrix submissions every year and share their schedule and roadmap to meeting the 2026 IMO target (S-100 ECDIS) at every WENDWG meeting.	All members	MICCWG Chair	Feb 24	Ongoing	WG5 12.1 &	1. Discussion to be had at WENDWG14 (Feb 24) if the new S100 Readiness Survey will replace the WENDWG IGIF Matrix.
Recommendation 10	IRCC15	RHC Chart Coordinators/S-100 Coordinators report their planned S-101 chart schemes, usage bands 1 - 4, by 30 September. Request that submissions use INTtoGIS III when commissioned.	All members	MICCWG Chair	30 Sep 23	To Do	WG5 12.1 &	1. MS to be updated during MACHC24.
Recommendation 11	IRCC15	RHCs to appoint MSDI ambassadors and inform the MSDIWG with contact details.	All members	MMSDWIG Chair	31 Dec 23	To Do	WG1 10.1 &	1. MS to be updated during MACHC24.
Recommendation 12	IRCC15	RHC to encourage Member States to have more CSBWG participation.	All members	CSBWG Chair	Permanent	Ongoing	WG2 18.1 &	1. MACHC Sec proposes to mark action as Complete. MACHC CSB Coordinator, Diego Billings, is already an active members of the CSBWG and attended CSBWG14 in Aug 23. 2. MS to be updated during MACHC24.
Recommendation 13	IRCC15	RHC to encourage Member States to support the CSB initiative with positive actions, such as requiring all research vessels to collect bathymetric data for late uploading, when on passage or when it does not interfere with other research activities.	All members	CSBWG Chair	Permanent	Ongoing	WG2 18.1 &	1. 1. Ongoing Action. Unless a MS notifies the MACHC Sec to the contrary, the Sec will move this action to a continuous/ongoing action and, as/if necessary, consider embedding it into the next amendment to the MACHC Statutes.
Recommendation 14	IRCC15	RHCs to encourage Member State and stakeholder bathymetric data contributions to the DCDB, regardless of origin.	All members	CSBWG Chair	Permanent	Ongoing	WG2 18.1 &	1. Ongoing Action. Unless a MS notifies the MACHC Sec to the contrary, the Sec will move this action to a continuous/ongoing action and, as/if necessary, consider embedding it into the next amendment to the MACHC Statutes.
Recommendation 15	IRCC15	RHCs to collaborate with the DCDB on developing and highlighting annual regional breakdowns of data holdings as part of SPI reporting.	All members	CSBWG Chair	Permanent	Ongoing	WG2 18.1 &	1. Ongoing Action. Unless a MS notifies the MACHC Sec to the contrary, the Sec will move this action to a continuous/ongoing action and, as/if necessary, consider embedding it into the next amendment to the MACHC Statutes.
Recommendation 16	IRCC15	To encourage RHCs to actively contribute with new data to GEBCO.	All members	CSBWG Chair	Permanent	Ongoing	WG2 18.1 &	1. Ongoing Action. Unless a MS notifies the MACHC Sec to the contrary, the Sec will move this action to a continuous/ongoing action and, as/if necessary, consider embedding it into the next amendment to the MACHC Statutes.
Recommendation 17	IRCC15	To invite RHCs to assign the INT paper chart scheme appropriateness check and	All members	MICCWG Chair	Permanent	Ongoing	WG5 12.1 &	1. Ongoing Action. Unless a MS notifies the MACHC Sec to the contrary, the Sec will move this action to a continuous/ongoing action and, as/if necessary, consider embedding it into the next amendment to the MACHC Statutes.

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Action #	Source	Action Detail	Responsible Party	Action Lead/s	Due Date	Status	MACHC24 Srl	Additional Comments
		possible amendment of the scheme.						
Recommendation 18	IRCC15	To encourage RHCs to invite Member States to consider the provision of paper chart updating procedures depending on the findings of NCWG.	All members	MICCWG Chair	31 Dec 23	To Do	WG5 12.1 &	1. NCWG taking place from 27 Nov 23. 2. MS to be updated during MACHC24.
Recommendation 19	IRCC15	To encourage RHCs to invite Member States to consider the requirements (including regulations) for non-ECDIS mandated vessels (e.g. small commercial, fishing, leisure, etc) within national, regional and global discussions on this topic (HSSC15 decision 7 regarding Electronic Chart Systems PT refers).	All members	MACHC Chair MACHC Sec	Permanent	Ongoing	9.2	1. Ongoing Action. Do MS agree this can be marked as a continuous/ongoing action? 2. MS to be updated during MACHC24 (Sub-ECDIS presentation by UKHO). 3. The UKHO will work with standards and regulatory bodies to make the case for a recognised standard for digital navigational data to be used by vessels which are below SOLAS Chapter V threshold to carry ECDIS/ECS users; this will focus on a digital charting service which overcomes the barriers to use of full ECDIS.
Decision 43	IRCC15	To agree to discuss RHC requirements regarding the future of all paper products (charts and publications) at IRCC16.	All members	MICCWG Chair	IRCC16	To Do	WG5 12.1 &	1. MS to be updated during MACHC24.

Table 2: Open Actions from MACHC23 (Dec 22):

Action #	Source	Action Detail	Responsible Party	Action Lead/s	Due Date	Status	MACHC24 Srl	Additional Comments
23.2.3.3	MACHC23	Members to start or proceed with the debate on how the climate change related activities can be further investigated and what can be the role of the IHO.	All members	MACHC Chair	Permanent	Ongoing	9.2	1. MACHC Sec proposes this action is now Closed as action now included in IRCC15 Recommendation 4 (above). 2. During MACHC24 we have Climate Change related presentations from key expert contributors
23.2.3.5	MACHC23	MACHC to reply to the WENDWG template Strategic Performance Indicator 1.3.1 (Ability and capability of Member States to meet the requirements and delivery phases of the S-100 implementation plan).	All members	MICCWG Chair	Feb 23	To Do	WG5 12.1 &	1. MS to be updated during MACHC24.
23.5.1.1	MACHC23	Members to inform CB Coordinator of any wider CB opportunities that the MACHC Region can benefit from, including on the implementation of S-100 products.	All members	CB Coordinator	Feb 23	To Do	WG4 15.1 &	1. Ongoing Action. Unless a MS notifies the MACHC Sec to the contrary, the Sec will move this action to a continuous/ongoing action and, as/if necessary, consider embedding it into the next amendment to the MACHC Statutes. 2. MS to be updated during MACHC24.

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Action #	Source	Action Detail	Responsible Party	Action Lead/s	Due Date	Status	MACHC24 Srl	Additional Comments
23.5.1.2	MACHC23	Members to review the Capacity Building Procedure 11 'MACHC Countries/Territories Capacity Building Phase Stage' within the MACHC CB Plan 2023-2025.	All members	CB Coordinator	Feb 23	To Do	WG4 15.1 &	1. Ongoing Action. Do MS agree this can be marked as a continuous/ongoing action? 2. MS to be updated during MACHC24.
23.9.3.1	MACHC23	MICC to review and adjust the WEND-100 IGIF Matrix (S-111 to high and S-122 to low) in order to conclude the final Matrix to be submitted to the next WENDWG meeting.	MICCCWG Chair	MICCCWG Chair	Feb 23	To Do	WG5 12.1 &	1. MS to be updated during MACHC24 2. WENDWG14 taking place in Feb 2024. Refer to IRCC15 Recommendation 9 (above) for further comments on IGIF Matrix.
23.9.4.1	MACHC23	MACHC representative to WENDWG to request WENDWG to provide guidance or clarification on the nature of the coordinator role by S-100 product.	MICCCWG Chair	MICCCWG Chair	Feb 23	To Do	WG5 12.1 &	1. MS to be updated during MACHC24
23.10.1.1	MACHC23	MACHC Chair to inform the selection of the new representatives of MACHC on IHO Council to the IHO Secretariat.	MACHC Chair	MACHC Chair MACHC Sec	1 May 23	Completed	3.3	1. MACHC Chair informed IHO Secretariat that Jamaica and The Netherlands are MACHC Council reps. 2. MACHC Sec proposes action now marked as completed/closed.

Table 3: Open Actions from MACHC22 (Nov/Dec 21):

Action #	Source	Action Detail	Responsible Party	Action Lead/s	Due Date	Status	MACHC24 Srl	Additional Comments
22.2.1.3 22.2.1.1.3	MACHC22	MACHC is invited to consider extending the role of Charting Regional Coordinators for the implementation of the S-100 Implementation Roadmap and the future role of the Coordinator of the S-100 products and services for Region B.	All members	MICCCWG Chair	MACHC24	To Do	WG5 12.1 &	1. MS to be updated during MACHC24.
22.2.1.5	MACHC22	Establish and maintain effective communications with the relevant NAVAREA and METAREA Coordinators to ensure the timely provision of MSI.	All members	MSIWG Chair	Permanent	Ongoing	WG3 13.1 &	1. Ongoing Action. Unless a MS notifies the MACHC Sec to the contrary, the Sec will move this action to a continuous/ongoing action and, as/if necessary, consider embedding it into the next amendment to the MACHC Statutes.
22.2.1.1.4 22.3.b.3.1	MACHC22	MACHC to coordinate the efforts on the implementation of S-100 and to promote the cooperation and exchange	CBC/MICC/All members	MICCCWG Chair	Permanent	Ongoing	WG5 12.1 &	1. MS to be updated during MACHC24 2. Ongoing Action. Do MS agree this can be marked as a continuous/ongoing action?

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		of experiences and best practices.							
22.2.1.1.7	MACHC22	Coastal States in the Region to review the IHO Strategic Plan and complete a high-level gap analysis for each goal (Ref: SWPHC18 IHO Strategic Plan 2021-2026 Gap Analysis template - Annex E to SWPHC CL 05/2020).	Coastal members	MACHC Chair/Coastal Members	MACHC24	Completed	1.6		1. IRCC Chair, Thomas Dehling, confirmed on 5 Sep 23 that SPI GAP analysis does not need to be completed as information can be pulled from C55s. 2. MACHC Sec will close action unless MS notify to the contrary.
22.3.b.3.2	MACHC22	Share and facilitate the sharing of findings on future hydrographic capability of new technologies.	All members	CB Coordinator	MACHC24	To Do	WG4 15.1	&	1. Ongoing Action. Unless a MS notifies the MACHC Sec to the contrary, the Sec will move this action to a continuous/ongoing action and, as/if necessary, consider embedding it into the next amendment to the MACHC Statutes.
22.3.b.3.3	MACHC22	Share CATZOC/C-55 policies, in order to gain insight and seek harmonisation.	MICC/All members	MICCWG Chair	MACHC24	To Do	WG5 12.1	&	1. Ongoing Action. Unless a MS notifies the MACHC Sec to the contrary, the Sec will move this action to a continuous/ongoing action and, as/if necessary, consider embedding it into the next amendment to the MACHC Statutes.

Table 4: Open Actions from MACHC21 (Nov/Dec 20):

Action #	Source	Action Detail	Responsible Party	Action Lead/s	Due Date	Status	MACHC24 Srl	Additional Comments
21.7.1.1 22.7.1.1	MACHC21 MACHC22	Follow up with CDEMA Executive Director to explore collaboration opportunities for disaster response and for CDEMA to participate in the next MMSDIWG Meeting.	MMSDIWG Chair	MMSDIWG Chair	MACHC24	To Do	WG1 10.1	& 1. MACHC Sec contacted CDEMA for MACHC24 presentation, but due to no funding available they are unable to finance themselves to attend. 2. MMSDIWG Chair to provide update to MS at MACHC24. During MACHC23 MMSDIWG Chair commented that several attempts have been made to contact CDEMA but with no success. 3. Consider closing action or marking as ongoing to ensure CDEMA regularly contribute to MACHC Disaster Response discussions.

Table 5: Open Actions from MACHC20 (Dec 19):

Action #	Source	Action Detail	Responsible Party	Action Lead/s	Due Date	Status	MACHC24 Srl	Additional Comments
20.5.2	MACHC20	COCATRAM 2020 Hydrography and Cartography Course content and logistics to be planned and participants from the region identified.	CB Coordinator/COCATRAM	CB Coordinator	31 Dec 23	To Do	WG4 15.1	& 1. MS to be updated during MACHC24 - Last update at MACHC23 stated "Delayed by the Pandemic, hope to hold in 2022 as part of the next IMO Biennium plan".
20.6.4.b.3	MACHC20	IHO to determine how to handle responses from non-IHO coastal States to IRCC CL 1/2020 .	IHO Secretariat/Seabed Coordinator	IHO Secretariat/Seabed Coordinator	MACHC24	To Do	WG2 16.1	& 1. MS to be updated during MACHC24 - Last update at MACHC23 stated "In process- contingent upon receipt of non-IHO coastal state responses".

Table 6: Ongoing/Continuous Actions from MACHC22 (Nov/Dec 21):

Action #	Source	Action Detail	Responsible Party	Action Lead/s	Due Date	Status	Additional Comments
22.2.1.1.5	MACHC22	Members and submitting institutions are encouraged to consult Guidelines, the FAQs and the White Paper early in the process of preparing submissions for programme recognition.	All members	All members	Permanent	Ongoing	1. Ongoing/Continuous action.
22.2.1.1.6	MACHC22	Members and submitting institutions are encouraged to engage with the IHO Secretariat early in the process of them preparing submissions for programme recognition.	All members	All members	Permanent	Ongoing	1. Ongoing/Continuous action.
22.5.1.1	MACHC22	Members are invited to consider participating on the Empowering Women in Hydrography Initiative hosted by NOAA OCS (for more information, contact: alexis.maxwell@noaa.gov) and providing proposals via the IHO EWH webpage (https://iho.int/en/basic-cbsc-ewh).	All members	CB Coordinator	Permanent	Ongoing	1. Ongoing/Continuous action.
22.5.1.2	MACHC22	Members to consider contributing to the IHO e-Learning Centre project. See https://iho.int/en/miscellaneous-2 .	All members	CB Coordinator	Permanent	Ongoing	1. Ongoing/Continuous action.

Table 7: Ongoing/Continuous Actions from MACHC21 (Nov/Dec 20):

Action #	Source	Action Detail	Responsible Party	Action Lead/s	Due Date	Status	Additional Comments
21.2.1.6	MACHC21	Members are invited to submit papers for publication in the International Hydrographic Review .	All members	MACHC Chair	Permanent	Ongoing	1. Ongoing/Continuous action.
21.2.1.1.11	MACHC21	Members are encouraged to promote the vital need to map the entire seabed.	All members	Seabed2030 Chair	Permanent	Ongoing	1. Ongoing/Continuous action.
21.2.1.1.12	MACHC21	Members are encouraged to make existing seabed mapping data available for use by	All members	Seabed2030 Chair	Permanent	Ongoing	1. Ongoing/Continuous action.

Action #	Source	Action Detail	Responsible Party	Action Lead/s	Due Date	Status	Additional Comments
		Seabed 2030 Project in the GEBCO Grid.					

Table 8: Ongoing/Continuous Actions from MACHC20 (Dec 19):

Action #	Source	Action Detail	Responsible Party	Action Lead/s	Due Date	Status	Additional Comments
20.5.1.2	MACHC20	Provide/update content for the Training Opportunities section in English and Spanish of the MACHC Initiative website. (Contact Percy Pacheco) Kongsberg, COCATRAM, Spain, etc.	All members/Industry/Regional Orgs'	CB Coordinator	Permanent	Ongoing	1. Ongoing/Continuous action.
20.5.3	MACHC20	Members to liaise with their IMO representatives to request joint technical visits with IALA and IHO (funded by the IMO) as part of the IMO MS Audit Scheme (VIMSAS).	All members	CB Coordinator	Permanent	Ongoing	1. Ongoing/Continuous action.
20.7.1.1	MACHC20	Provide/update senior and working level POCs for Disaster Response in English and Spanish on the MACHC Initiative website.	All members	MACHC Chair	Permanent	Ongoing	1. Ongoing/Continuous action.
20.8.1.3	MACHC20	Members and all coastal States are encouraged to make their other open marine spatial data available on the Caribbean Marine Atlas to take advantage of the excellent existing infrastructure and not have to recreate it individually.	All members	MSDIWG Chair	Permanent	Ongoing	1. Ongoing/Continuous action.