Agenda

for the

24th Conference

of

The Meso American & Caribbean Sea Hydrographic Commission (MACHC24)

in

Paramaribo, Suriname

between

Tuesday 12 and Friday 15 December 2023

Version: **3.0**
Amendment Date: **27 Nov 23**

Tuesday 12 December 2023
PRE-PLENARY WORKING GROUP MEETINGS
Dress code: Business casual or daily working uniform
Location: The Royal Ballroom, Torarica Resort

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

Srl	Time	Agenda Item/ Topic	Responsible/ Lead	Note(s)
30-09:00		**Registration for Plenary and Registration for Day One Evening Dinner**	MAS Secretary	- MAS will register delegates and provide name badges. - Registration table will be at entrance to The Royal Ballroom
WG1	09:00-09:45	**MACHC Marine Spatial Data Infrastructure Working Group (MMSDIWG)** (Agenda by MMSDIWG Chair) Doc: MMSDIWG Agenda	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 MACHC24 Plenary and subsequent Report
WG2	09:45-10:30	**MACHC Seabed 2030 (SB2030) Agenda** (by MACHC SB2030/Crowd Sourcing Bathymetry (CSB) Coordinator) Doc: Seabed2030 Agenda	MACHC SB2030/CSB Coordinator	Diego Billings is confirmed (45 mins) **DO:** Nations are apprised of the work activities in the past 12 months and proposed future plans, including issues for inclusion in MACHC24 Plenary and subsequent Report
10:30-11:00		**Coffee Break** **Location: Torarica Resort**	All	- MAS will direct delegates to location
WG3	11:00-12:30	**MACHC Maritime Safety Information Working Group (MSIWG) Agenda** (by MSIWG Chair) Doc: MACHC24-MSIWGTOR Doc: MACHC24-MSIWG Agenda Doc: Caribe EWS Presentation	MSIWG Chair	Chris Janus is confirmed (90 mins) **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

Srl	Time	Agenda Item/ Topic	Responsible/ Lead	Note(s)
12:30-14:00		**Lunch** **Location: Torarica Resort**	All	- All Torarica hotel guests will receive a complementary lunch.
WG4	14:00-15:30	**MACHC Capacity Building Committee (CBC) Agenda** (by CBC Coordinator) Doc: CBC Agenda	CBC Coordinator	Lucy Fieldhouse is confirmed (90 mins) **DO:** Nations are apprised of the Committee work activities in the past 12 months and proposed future plans, including issues for inclusion in MACHC24 Plenary and subsequent Report
WG5	15:30-17:00	**MACHC International Coordinating Charting Working Group (MICC)** (Agenda by MICC Chair) Doc: MICCWG Agenda	MICCWG Chair	Bernice Mahabier is confirmed (90 mins) **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				
17:30-18:00		**Delegates arrive for Opening Ceremony Location:** Maritime Authority of Suriname premises (next door to Torarica Resort at Cornelis Jongbawtstraat No.2)	All	- All MACHC in person participants arrive for Opening Ceremony and Icebreaker event - Dress code is Business Casual
18:00-21:00		**Opening Ceremony + Guest Speakers Address** **Icebreaker Location:** Maritime Authority of Suriname premises (next door to Torarica Resort at Cornelis Jongbawtstraat No.2)	Host	- Invitation to all Attendees - Dress code is Business Casual

Wednesday 13 December 2023
DAY ONE (INCLUDING FORMAL OPENING)
Dress code: Business attire or formal uniform
Location: The Royal Ballroom, Torarica Resort

Notes:
1.   This Agenda will change up until the start date of the MACHC24; changes since the last formal issue will be <mark>highlighted</mark> 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 by MAS throughout MACHC24. 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 MACHC24, 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 26 January 2024.
6.   All times are local; Suriname is at **GMT-3** 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**	MAS Secretary	- MAS will register delegates and provide name badges. - Registration table will be at entrance to The Royal Ballroom
1		**Opening Administration and Organizational Issues**	Chair/ Sec	
1.0	08:30-08:35	**Welcome from MACHC Chair**	Chair	
1.1	08:35-08:45	**Introductions**	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	**Approval of MACHC24 Agenda and List of Documents** Doc: MACHC24-01.1	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	Doc: MACHC24-01.2 **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 MACHC23 Minutes** Doc: MACHC24-01.4	Chair	**DO:** To confirm that Nations agree and approve the record (Minutes) from MACHC23 held in St Louis 29 Nov-2 Dec 23
1.5	09:05-09:30	**Review of Actions List from MACHC23** Doc: MACHC24-01.5	Sec/All	- Information to be provided by MAS. There will be a screen capture for those attending virtually
1.6	09:30-09:40	**Official Photograph Session** Location: The Royal Ballroom	All	
2		**Reports from Observing States and Contributing Organizations**		
2.1	09:45-10:00	**National Report and update from Spain (observing state)** Doc: MACHC24-02.1	Spain	**DO:** To apprise MS of Spain's National Report/presentation
2.2	10:00-10:15	**EMODNET Presentation** Doc: MACHC24-02.2	NL and/or FR	Leendert Dorst is confirmed (15 mins) **DO:** That Nations are aware of the European EMODNet bathymetry series of projects
2.3	10:15-10:30	**IALA update** Doc: MACHC24-02.3	IALA	Gerardine Delanoye is confirmed (15 mins) **DO:** To apprise MS of IALA updates.

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
10:30-10:50		**Coffee Break** **Location: Torarica Resort**	All	- MAS will direct delegates to location
3		**MACHC Developments, IHO Bodies and Policy Aspects**	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
3.1	10:50-11:05	**IHO Secretariat Report** Doc: MACHC24-03.1	IHO Director	**DO:** To complement the written Report, the IHO will provide a verbal update on current IHO matters post MACHC23
3.2	11:05-11:15	**Outcomes of the High-Level Visits (HLVs) in the MACHC** Doc: MACHC24-03.2	IHO Director	**DO:** Highlight results of the HLVs to Dominican Republic, Jamaica.
3.3	11:15-11:30	**IHO Council 7 Update** Doc: MACHC24-03.3	Netherlands (Council Rep)	**DO:** To complement the written Report, the MACHC Council Representative will provide a verbal Oct 23 Council update
3.4	11:30-11:40	**IRCC15 Update** Doc: MACHC24-03.4	UK (ICBM)	**DO:** To complement the written Report, the MACHC Council Representative will provide a verbal Jun 23 IRCC update
3.5	11:40-11:50	**Maritime Safety Information/WWNWS Report** Doc: MACHC24-03.5	WWNWS-SC Chair	Chris Janus is confirmed 10mins. **DO:** To apprise MS of the NAVAREAS and the responsibilities within the MACHC region
4	11:50-12:05	**IHO Strategic Plan - 2021-2026** Doc: MACHC24-04.1	USA (SPRWG member)	**DO:** To summarise IHO Strategic Plan and proposals to update the MACHC SPIs
12:05-13:05		**Lunch** **Location: Torarica Resort**	All	- All Torarica hotel guests will receive a complementary lunch.

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
5		**Activity Updates on S-100 Standards**	Chair	
5.1	13:05-13:25	**PRIMAR S-100 Developments** Doc: MACHC24-05.1	PRIMAR	Hans Chr. Lauritzen is confirmed for 20mins. **DO**: To apprise Nations of PRIMAR S-100 updates and developments
5.2	13:25-13:40	**IC-ENC S-100 Update** Doc: MACHC24-05.2	GM 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 are able to offer to Member States
5.3	13:40-13:55	**IIC Technologies presentation** on IIC deliveries on S5B and S-8B Training Programmes Doc: MACHC24-5.3	IIC Technologies	**DO:** To apprise nation states of IIC annual progress on their lines of development
6	13:55-14:00	**National Reports** Doc: MACHC24-06.1 Breakout Group Guidance Doc: MACHC24-06.2 Breakout Group Delegate List	Chair	- The Chair will give instructions on National Report Breakout Groups in amplification of the written guidance issued ahead of the Conference **General Remarks:** No translation will be provided in the breakout groups. Members will be divided into three parallel groups of approximately 10-15 each with a Chair in order to: - Provide an opportunity for greater discussion and engagement about the content of National Reports - Provide an opportunity for greater discussion and engagement about the adoption of the S-100 based products - Synthesise the discussion results into priority
6.1	14:00-15:00	**National Reports Breakout Groups Session 1** **Breakout Group A Location:** Multi-purpose room **Breakout Group B Location:** The Royal Ballroom section 1 **Breakout Group C Location:** The Royal Ballroom section 2 Only one representative from each nation in the Breakout Groups.	All	

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
		There is a maximum of 12 people per Breakout Group.		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 summarise the following:** - Top three achievements - Top three challenges - Top three plans that effect the region (charts, surveys, training, other) Chair requests Members not to read verbally the written National Report itself **Members and Observers:** - Each Breakout Group will have a Chair to guide them through - Observers, industry and regional organization representatives are invited to participate in the Breakout Group of their choice
	15:00-15:30	**Coffee Break** **Location: Torarica Resort**	All	- MAS will direct delegates to location
6.2	15:30-16:30	**National Reports Breakout Groups Session 2** **Breakout Group A Location:** Multi-purpose room **Breakout Group B Location:** The Royal Ballroom section 1 **Breakout Group C Location:** The Royal Ballroom section 2	All	- See SRL 6.1 **DO**: Final session of National Report Presentations
		End of Day One		
	19:00-21:00	**Evening Dinner** **Location: Lucky Twins Restaurant**	All	- Prior registration required - Industry sponsored dinner

Thursday 14 December 2023

DAY TWO

Dress code: Business casual or daily working uniform
Location: The Royal Ballroom, Torarica Resort

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
08:00-08:30		<mark>**Registration for plenary and Registration for Day Two Evening Activity**</mark>	MAS Secretary	- MAS will register delegates and provide name badges. - Registration table will be at entrance to The Royal Ballroom
7	08:30-09:00	**Review of Actions from Day One of MACHC24** Doc: MACHC24-A1	Chair/Sec	**Desired Outcome (DO):** That Nations are apprised of the proposed Day One Actions and comment and approve as necessary
8		**National Report Breakout Group Key Points' Presentations**	Chair	- Chair will invite Breakout Group Chairs to present the recommendations and other key messages to the plenary and engage in Questions and Answers. **DO:** That Nations are provided with a holistic summary (from each of the three Groups) of the main general themes, issues and proposed future Actions for considerations and possible inclusion in the MACHC24 Minutes
8.1	09:00-09:15	**Group A Breakout Group findings and key messages** Doc: MACHC24-08.1	Group A Chair	
8.2	09:15-09:30	**Group B Breakout Group findings and key messages** Doc: MACHC24-08.2	Group B Chair	
8.3	09:30-09:45	**Group C Breakout Group findings and key messages** Doc: MACHC24-08.3	Group C Chair	

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
9		**Reports from Contributing Organizations**	Chair	
9.1	09:45-10:00	**Oceanwise Marine Environmental Monitoring Systems (MEMS) update** Doc: MACHC24-09.1	OceanWise	**DO**: Nations provided with an update on OceanWise MEMS projects, particularly in the Caribbean
9.2	10:00-10:15	**Presentation on Climate Change Activities** – Caribbean Community Climate Change Centre Doc: MACHC24-09.2	CCCCCs	**DO:** To apprise MS of climate change initiatives and projects within the MACHC region. IRCC15 Recommendation 4 also achieved
	10:15-10:45	**Coffee Break Location: Torarica Resort**	All	- MAS will direct delegates to location
10		**Marine Spatial Data Infrastructure (MSDI)**	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
10.1	10:45-11:00	**MMSDIWG Report** Doc: MACHC24-10.1	MMSDIWG Chair	
	11:00-11:15	MMSDI Questions & Answers	All	
11		**Industry Activities**	Chair	
11.1	11:15-11:45	**EOMAP SDB Presentation** Doc: MACHC24-11.1	EOMAP	**DO:** That Nations receive an update on EOMAP to inform them of recent accomplishments and issues that need to be addressed or approved by the Plenary.
11.2	11:45-12:05	**Health Solutions Research presentation on** Federated Marine Spatial Data Infrastructure (FMSDI) – Caribbean Thread Doc: MACHC24-11.2	HSR	**DO:** Nations receive an update on OGC funded FMSDI project in the Caribbean region.
	12:05-13:15	**Lunch Location: Torarica Resort**	All	- All Torarica hotel guests will receive a complementary lunch.

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
12		**Nautical Charts and Publications**	Chair	
12.1	13:15-13:30	**MICCWG Report** Doc: MACHC24-12.1	MICCWG 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
12.2	13:30-13:45	MICC Questions & Answers	All	
13		**Maritime Safety Information (MSI)**	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	**MSIWG Report** Doc: MACHC24-13.1	MSIWG Chair	
13.2	14:00-14:15	MSI Questions & Answers	All	
14		**Industry Activities**	Chair	
14.1	14:15-14:35	**TCarta presentation** on Integration of Satellite and Marine Based Hydrographic Survey Methods in the MACHC Region Doc: MACHC24-14.1	TCarta	Kyle Goodrich is confirmed (20mins). **DO**: To apprise nation states of SDB methods in the MACHC region
14.2	14:35-14:50	**Fugro presentation** on Enhancing Coastal Mapping: Introducing RAMMS 2.0 for Fast, Accurate, and Sustainable Solutions Doc: MACHC24-14.2	Fugro	Jose Martinez-Diaz is confirmed (15mins)
	14:50-15:10	**Coffee Break** **Location: Torarica Resort**	All	- MAS will direct delegates to location

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
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** Doc: MACHC24-15.1	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	**MACHC Seabed 2030 (SB2030)/Crowd Sourcing Bathymetry (CSB) Report** Doc: MACHC24-16.1	SB2030/CSB Coordinator	
	15:55-16:10	SB2030/CSB Questions and Answers	All	
17		**Industry Activities**	Chair	
17.1	16:10-16:25	**Teledyne Geospatial presentation –** Latest developments in tools for S-100 Doc: MACHC24-17.1	Teledyne Geospatial	Juan Carballini is confirmed for 15mins. **DO**: To inform Nations of Teledyne S100 developments
17.2	16:25-16:40	**Kongsberg presentation** Doc: MACHC24-17.2	Kongsberg	Leonardo Figueroa is confirmed (15mins)
End of Day Two				
**17.00 – City Tour/ Evening Activity (un-hosted and at own cost). Prior registration required.**				

End of Day Two

17.00 – City Tour/ Evening Activity (un-hosted and at own cost). Prior registration required.

Friday 15 December 2023
DAY THREE (FINAL DAY)

Dress code: Business casual or daily working uniform
Location: The Banquet Hall, Torarica Resort

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
08:30-09:00		**Early Login: Testing of Audio/Visual**	All	- Equipment/Visual Equipment Reminders on use of Virtual Conference Platform (MS Teams)
18	09:00-09:30	**Review of Actions from Day Two of MACHC24** Doc: MACHC24-A2	Chair/Sec	**Desired Outcome (DO):** That Nations are apprised of the proposed Day Two Actions and comment and approve as necessary
19		**Contributing Organizations and/or Industry Activities**	Chair	
19.1	09:30-09:45	**UKHO paper chart update and IHO ECS Project Team** Doc: MACHC24-19.1	UK	**DO:** Nations provided with latest Sub-ECDIS updates and recommendations
19.2	09:45-10:00	**GeoCuba presentation** on Maritime Technical Services available to the Caribbean region Doc: MACHC24-19.2	GeoCuba	**DO:** To apprise Caribbean states of GeoCuba's Maritime Services
10:00-10:30		**Coffee Break Location: Torarica Resort**	All	- MAS will direct delegates
20		**Administration and Closure**	Chair	**DO:** That 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
20.1	10:30-10:45	**Review of Actions from Day Three of MACHC24** Doc: MACHC24-A3	MACHC Sec	

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)

				- Chair invites participants to present any other business. Could include (as an example):
				   - Preparations for IHO Assembly (A4) in 2026
				   - Consideration of MACHC Vice Chair and Chair candidate from Mar 25 ahead of formal call in Autumn 2024

20.2	10:45-11:00	**Any Other Business**	Chair/All	**DO:** That Nations are offered an opportunity to raise AOB and to be notified as to any pertinent/timely updates with respect to A4 in 2026
20.3	11.00-11.30	**Next MACHC Conference**	Chair/All	- Chair will invite Nations to verbally offer to host the next MACHC Conference(s) in amplification of any written submissions
		Short presentation by the Candidate Nations who wish to host Doc: MACHC24-20.3	MACHC25 Proposed Hosts	**DO:** That Nations agree the date for MACHC25 and the Host Nation, depending on nominations received ahead of MACHC24
21	11:30-11:40	**Closing remarks and farewell**	MACHC Chair/ VC and IHO Dir	
End of Plenary				
12.00 - Activity (un-hosted and at own cost). Prior registration required.				