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: **4.0**
Amendment Date: **28 Nov 24**

MACHC25
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Note:

1. Items in the document added or amended since it was last formally issued (on Tues 26 Nov 24) have been <mark>highlighted</mark>

Summary of Dress Code:

Date	Military	Civilian
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 Panama (Great Room 1)

Note: This is the framework of the day. There will be a separate agenda

Time		Agenda Item/ Topic	Responsible/ Lead	Note(s)
08:30-09:00		**Registration**		
	09:00-09:10	Opening Session		
	09:10-10:30	Session 1		
10:30-11:05		**Coffee Break** **Location:** W Hotel (Great Room 1)		
	11:05-12:30	Session 2		
12:30-14:00		**Lunch** **Location:** W Panama (Moro)		
	14:00-15:00	Session 3		
15:00-15:30		**Coffee Break** **Location:** W Hotel (Great Room 1)		
	15:30-16:30	Session 4		
	16:30-17:00	Closing Discussion		
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 Panama (Great Room 1)

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**	Sec	
WG1	09:00-09:45	**MACHC Seabed 2030 (SB2030) Agenda** (by MACHC SB2030/Crowd Sourcing Bathymetry (CSB) Coordinator) Doc:	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
WG2	09:45-10:30	**MACHC Marine Spatial Data Infrastructure Working Group (MMSDIWG)** (Agenda by MMSDIWG Chair) Doc: 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 MACHC25 Plenary and subsequent Report
10:30-11:00		**Coffee Break** **Location:** W Hotel (Great Room 1)	All	
WG3	11:00-12:30	**MACHC Maritime Safety Information Working Group (MSIWG) Agenda** (by MSIWG Chair) Doc: Agenda	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 MACHC25 Plenary and subsequent Report
12:30-13:30		**Lunch** **Location:** W Panama (Moro)	All	
WG4	13:30-15:00	**MACHC Capacity Building Committee (CBC) Agenda** (by CBC Coordinator) Doc: Agenda	CBC Coordinator	**DO:** Nations are apprised of the Committee work activities in the past 12 months and proposed future plans, including issues for inclusion in MACHC25 Plenary and subsequent Report

Srl	Time	Agenda Item/ Topic	Responsible/ Lead	Note(s)
15:00-15:15		**Coffee Break** **Location:** W Hotel (Great Room 1)	All	
WG5	15:15-16:45	**MACHC International Coordinating Charting Working Group (MICC)** (Agenda by MICC Chair) Doc: Agenda	MICCWG Vice Chair	**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
End of Pre-Plenary WG meetings				
18:40 – 18:55		**Delegates arrive for Opening Ceremony** **Location:** W Panama (Great Room II)	All	All MACHC in person delegates arrive for Opening Ceremony and Icebreaker event Dress code is Business Casual
18:55-19:00		**Hosts Address**	Chair	An Opening Address by RAdm Angus Essenhigh OBE (UK)
19:00 - 21:00		**Icebreaker Event** **Location:** W Panama (Great Room II)	Sec	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 Panama (Great Room 1)

Notes:
1. This Agenda will change up until the start date of the MACHC25
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		**Early Login: Testing of Audio/Visual**	All	Equipment/Visual Equipment Reminders on use of Virtual Conference Platform (MS Teams)
1		**Opening Administration and Organisational 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 MACHC25 Agenda and List of Documents**	Chair/All	Chair invites participants to comment on the agenda - will need to be formally adopted prior to Conference proceeding
1.3	08:55-09:00	**Matters Arising from MACHC24 Minutes** Doc: MACHC25-01.3	Chair/All	**DO:** To confirm that Nations agree and approve the record (Minutes) from MACHC24 held in Suriname 12-15 Dec 23

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
1.4	09:00-09:25	**Review of Actions List from MACHC24** Doc: Annex A	Chair/Sec/All	
1.5	09:25-09:40	**Official Photograph Session** Location: TBC	All	There will be a screen capture for those attending virtually
2		**MACHC Developments, IHO Bodies and Policy Aspects**	Chair	The Chair will invite the representatives of the below bodies to present key developments, decisions and actions or implications that affect the MACHC region
2.1	9:40-10:00	**IHO Secretariat Report** Doc: MACHC25-02.1	IHO Director	**DO:** To complement the written report, the IHO will provide a verbal update on current IHO matters post MACHC24
2.2	10:00-10:15	**IRCC16 Update** Doc:	UK (ICBM)	**DO:** To complement the written report, the MACHC Council Representative will provide a verbal Jun 24 IRCC update
2.3	10:15-10:30	**IHO Council 8 Update** Doc: MACH25-02.3	Jamaica/Netherlands (Council Reps)	**DO:** To complement the written report, the MACHC Council Representatives will provide a verbal Oct 24 Council update
2.4	10:30-10:45	**Maritime Safety Information/WWNWS Report** Doc:	WWNWS-SC Chair	**DO:** To apprise MS of the NAVAREAS and the responsibilities within the MACHC region
10:45-10:55		**Coffee Break** **Location:** W Hotel (Great Room 1)	All	
3	10:55-11:10	**IHO Revised Strategic Plan - 2021-2026** Doc:	Ben Evans (US)	**DO:** To summarise IHO Strategic Plan and proposals to update the MACHC SPIs
4 4.1	11:10-11:25	**National Presentations** **UK Presentation – Development of new (Virtual) Port Situational Awareness Service**	Nathanael Knapp UK	**DO:** Post the Digital Twin work shown by the UKHO at the IHO Assembly in May 23, this will outline to Nations the progress made in

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
4.2	11:25-11:40	**SEPRHC Report** Doc: MACHC25-04.2	Colombia	the development of virtual port software to support situational awareness and so enhance the safety global traffic entering/departing ports using existing data sources **DO:** To provide an update on the outcome of the recent South East Pacific Regional Hydrographic Commission
5	11:40-12:00	**Approval and signing of amended Statutes** Doc: MACHC25-05	Chair/All	**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
12:00-13:00		**Lunch** **Location:** W Panama (Moro)	All	
6	13:00-13:10	**National Reports** Doc: MACHC25-06a Breakout Group Guidance Doc: MACHC25-06b Breakout Group Delegate List & Locations	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
6.1	13:10-15:45	**National Reports Breakout Groups** **Breakout Group A Location:** Studio 4 **Breakout Group B Location:** W Hotel Great Room 1	All	Members will be divided into two parallel groups each with a Chair 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 recommendations for the MACHC to be considered by the plenary

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
				- 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
	15:45-16:30	**(Optional) Prepare for evening event**		Dress code - Casual
	16:30	**(Optional) Coaches depart for Panama Canal Visitor Centre (prompt departure required)**		
	17:00-19:00	**(Optional) VIP visit to Panama Canal Visitor Centre**		Dress code - Casual
	19:00	**(Optional) Coaches depart Panama Canal Visitor Centre for 'Os Segredos Da Carne' for industry hosted buffet Dinner**		
		End of Day One		
	19:30-21:30	**(Optional) Industry Hosted Dinner** **Location:** 'Os Segredos Da Carne'		Plaza World Trade Centre, Marbella, Calle 53 (5 min walk from hotel) Dress code - Casual

Thursday 5 December 2024
DAY TWO
Dress code: Business Casual or Daily Working Uniform
Room Location: W Hotel (Great Room 1)

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** Doc:	Chair/Sec	**DO:** Nations are apprised of the proposed Day One Actions and comment and approve as necessary
8	09:00-09:45	**National Report Breakout Group Key Points' Presentations** **Group A Breakout Group Presentation** Doc: **Group B Breakout Group Presentation** Doc:	Chair Mr Fermin Desdin (Cuba) Mr John Lowell (USA)	
9 9.1	09:45-10:00	**Reports from Contributing Organizations/Industry Activity** **Ocean Power Technology (DSS Corp) presentation 'Advanced Hydrographic Survey for Unmanned Surface Vehicles, using Artificial Intelligence'** Doc:	Thomas Meurling	**DO:** To apprise Nations on developments by DSS Corp
10 10.1	10:00-10:15	**Reports from Observing States and Contributing Organizations** **IALA update** Doc: MACHC25-10.1	IALA	**DO:** To apprise MS of IALA updates.
10:15-10:30		**Coffee Break** **Location:** W Hotel (Great Room 1)	All	

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
11		**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
11.1	10:30-10:45	**MMSDIWG Report** Doc:	MMSDIWG Chair	
11.2	10:45-11:00	MMSDI Questions & Answers	All	
12		**Nautical Charts and Publications**	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	11:00-11:15	**MICCWG Report** Doc:	MICCWG Chair	
12.2	11:15-11:30	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	11:30-11:45	**MSIWG Report** Doc:	MSIWG Chair	
13.2	11:45-12:00	MSI Questions & Answers	All	
12:00-13:00		**Lunch** **Location:** W Panama (Moro)	All	
14		**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
14.1	13:00-13:15	**CBC Report** Doc:	CBC Coordinator	
14.2	13:15-13:30	CB Questions & Answers	All	
15		**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
15.1	13:30-13:45	**MACHC Seabed 2030 (SB2030)/Crowd Sourcing Bathymetry (CSB) Report** Doc:	SB2030/CSB Coordinator	
15.2	13:45-14:00	SB2030/CSB Questions and Answers	All	

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
16		**IHO-EU Network Working Group**		
16.1	14:00-14:15	**IENWG Report** Doc: MACHC25-16.1	France - Pierre-Yves Dupuy	**DO**: MACHC representative of the IENWG provides the Plenary with summary of annual accomplishments and activities
17		**Activity Updates on S-100 Standards**	Chair	
17.1	14:15-14:30	**PRIMAR S-100 Developments** Doc: MACHC25-17.1	France - Pierre-Yves Dupuy	**DO:** To apprise Nations of PRIMAR S-100 updates and developments
17.2	14:30-14:45	**IC-ENC S-100 Update** Doc:	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
17.3	14:45-15:00	**IIC Technologies Presentation** Doc: MACHC25-17.3	Nuno Silva	**DO:** To apprise Nations on developments by IIC Technologies
15:00-15:10		**Coffee Break** **Location:** W Hotel (Great Room 1)	All	
18		**Industry Activities**	Chair	
18.1	15:10-15:25	**AXYS Technologies Presentation 'Environmental Monitoring Technology'** Doc: MACHC25-18.1	Julio Leal	**DO**: To apprise Nations on developments by AXYS Technologies
18.2	15:25-15:40	**Kongsberg Presentation 'Kongsberg Discovery 2024 year of technology development and collaboration in Latin America'** Doc:	Leonardo Figueroa	**DO:** To apprise Nations on developments by Kongsberg
19		**Industry Activities**	Chair	

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
19.1	15:40-15:55	**Saildrone Presentation** Doc: MACHC25-19.1	Brian Connon	**DO:** Recorded presentation - 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
19.2	15:55-16:10	**Teledyne Geospatial Presentation 'S-100 production and automated nautical paper chart production workflow'** Doc:	Juan Carballini	**DO:** To apprise Nations on developments by Teledyne Geospatial
19.3	16:10-16:25	**EXAIL Presentation** Doc: MACHC25-19.3	David Vincentelli/Nicolas Gracieux	**DO:** To apprise Nations on developments by EXAIL
19.4	16:25-16:40	**SevenCs presentation 'S-100 validation, S-100 Authentication, S-100 Exchange Set Creation'** Doc:	Juan Carballini	**DO:** To apprise Nations on developments by SevenCs
19.5	16:40-16:55	**HYPACK Presentation 'The art of the possible with Hydrospatial Information.** Doc:	Hypack	**DO:** To apprise Nations on developments by HYPACK
19.6	16:55-17:10	**Fugro Presentation** Doc:	Jose Martinez Diaz	**DO:** To apprise Nations on developments by Fugro
21.1	17:10-17:25	**NORBIT Oceans presentation 'Multibeam data acquisition and cartographic processing using open-source technologies'** Doc:	Alexis Cardenas	**DO:** To apprise Nations on developments by NORBIT Oceans
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: W Hotel Panama (Great Room 1)

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)
20	09:00-09:30	**Review of Actions from Day Two of MACHC25** Doc:	Chair/Sec	**Desired Outcome (DO):** That Nations are apprised of the proposed Day Two Actions and comment and approve as necessary
21		**Contributing Organizations and/or Industry Activities**	Chair	
21.2	09:30-09:45	**TCarta** Doc:	Kyle Goodrich/David Bautista	**DO:** To apprise Nations on developments by TCarta
21.3	09:45-10:00	**Esri presentation 'Automation of Cartographic Production, realizing the power of GIS'** Doc:	Esri	**DO:** To apprise Nations on developments by Esri
10:00-10:30		**Coffee Break** **Location:** W Hotel (Great Room 1)	All	
22		**Administration and Closure**		
22.1	10:30-10:45	**Any Other Business**	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)
22.3	10:45-10:55	**Report to IRCC**	Chair/All	**DO:** Chair to cover what might be reported at the next IRCC
22.4	10:55-11:05	**Nominations for next MACHC Chair and Vice Chair**	Chair	**DO:** Nations agree next MACHC Chair and Vice-Chair (from expressions of interest already received). Nominees will be given the floor if they wish to
22.5	11:05-11:15	**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
22.6	11:15-11:25	**Short presentation by the Candidate Nations who wish to host** Doc:	MACHC26 Proposed Hosts	**DO:** Nations agree the date for MACHC26 and the Host Nation, depending on nominations received ahead of MACHC25
22.2	11:25-11:40	**Review of Actions from Day Three of MACHC25** Doc:	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
23	11:40-12:00	**Closing remarks and farewell**	MACHC Chair/ VC and IHO Dir	
12:00 -12:45		**Lunch** **Location:** W Panama (Moro)	All	
End of Plenary				