



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: **2.0**

Amendment Date: **8 Nov 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 Panama (Great Room 1)

Note:

1. TBC.

Time	Agenda Item/ Topic	Responsible/ Lead	Note(s)
08:30-09:00	Seminar Location: W Hotel Panama Great Room 1 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: W Hotel (Great Room 1)		
	11:00-12:30	To be confirmed	<i>Format to be agreed and disseminated</i>
12:30-14:00	Lunch Location: W Panama (Moro)		
	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 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 Marine Spatial Data Infrastructure Working Group (MMSDIWG) (Agenda by MMSDIWG Chair) Doc:	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) 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
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:	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:	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)
WG5	15:00-16:30	MACHC International Coordinating Charting Working Group (MICC) (Agenda by MICC Chair) Doc: MICCCWG Agenda	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 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	
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 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	Matters Arising from MACHC24 Minutes Doc: MACHC24 Final Minutes_V1.pdf (iho.int)	Chair/All	DO: To confirm that Nations agree and approve the record (Minutes) from MACHC24 held in Suriname 12-15 Dec 23
1.4	09:00-09:25	Review of Actions List from MACHC24 Doc:	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	9:40-9:55	IHO Secretariat Report Doc:	IHO Director	DO: To complement the written report, the IHO will provide a verbal update on current IHO matters post MACHC24
2.2	9:55-10:10	IHO Council 8 Update Doc:	Jamaica/Netherlands (Council Reps)	DO: To complement the written report, the MACHC Council Representatives will provide a verbal Oct 24 Council update
2.3	10:10-10:25	IRCC16 Update Doc:	UK (ICBM)	DO: To complement the written report, the MACHC Council Representative will provide a verbal Jun 24 IRCC update
2.4	10:25-10:40	Maritime Safety Information/WWNWS Report Doc:	WWNWS-SC Chair	DO: To apprise MS of the NAVAREAS and the responsibilities within the MACHC region
10:40-10:50		Coffee Break Location: W Hotel (Great Room 1)	All	
3	10:50-11:05	IHO Revised Strategic Plan - 2021-2026 Doc:	TBC	DO: To summarise IHO Strategic Plan and proposals to update the MACHC SPIs

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
4	11:05-11:20	UKHO Presentation - Development of (Virtual) Port Situational Awareness Service	Nathanael Knapp UKHO	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 the development of virtual port software to support situational awareness and so enhance the safety global traffic entering/departing ports using existing data sources
5	11:20-12:00	Approval and signing of amended Statutes	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 Breakout Group Guidance Doc: MACHC25 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:
6.1	13:10-15:45	National Reports Breakout Groups Breakout Group A Location: W Hotel Great Room 1 Breakout Group B Location: TBC	All	No translation will be provided in the breakout groups. 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)
				<p>- The presentations are not intended to replicate the content of the National Report but rather to present key matters</p> <p>Countries are asked to use the National Reports PPT Template to summarise the following:</p> <ul style="list-style-type: none"> - Top three achievements - Top three challenges - Top three plans that effect the region (charts, surveys, training, other) <p>Chair requests Members not to read verbally the written National Report itself</p> <p>Members and Observers:</p> <ul style="list-style-type: none"> - 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 hosted buffet Dinner		
End of Day One				
19:30-21:30		Hosted Dinner Location: 'Os Segredos Da Carne'		Plaza World Trade Centre, Marbella, Calle 53 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	Chair	
9		Reports from Contributing Organizations		
9.1	09:45-10:00	The Hydrographic Society of America (THSOA) Presentation Doc:	Brian Connon	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
10		Reports from Observing States and Contributing Organizations		
10.1	10:00-10:15	IALA update Doc:	IALA	DO: To apprise MS of IALA updates.
10:15-10:30		Coffee Break Location: W Hotel (Great Room 1)	All	
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	
	10:45-11:00	MMSDI Questions & Answers	All	

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
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	
	13:45-14:00	SB2030/CSB Questions and Answers	All	
16		<u>IHO-EU Network Working Group</u>		DO: MACHC representative of the IENWG provides the Plenary with summary of annual accomplishments and activities
16.1	14:00-14:15	IENWG Report <u>Doc:</u>	Gabin Sogorb	

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
17		Activity Updates on S-100 Standards	Chair	
17.1	14:15-14:30	PRIMAR S-100 Developments Doc:	PRIMAR	DO: Possibly recorded (TBC). 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:	IIC Technologies	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:	AXYS Technologies	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:	Kongsberg	DO: To apprise Nations on developments by Kongsberg
19		Industry Activities	Chair	
19.1	15:40-15:55	Saildrone Presentation Doc:	Brian Connon	DO: Possibly recorded (TBC). 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

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
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:	David Vincentelli	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:	SevenCs	DO: To apprise Nations on developments by SevenCs
19.5	16:40-16:55	HYPACK Presentation 'The art of the possible with Hydrosatial Information.' Doc:	Hypack	DO: To apprise Nations on developments by HYPACK
19.6	16:55-17:10	Fugro Presentation Doc:	Fugro	DO: To apprise Nations on developments by Fugro
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 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	
21.1	09:30-09:45	NORBIT Oceans presentation 'Multibeam data acquisition and cartographic processing using open-source technologies' Doc:	Rui Orsini	DO: To apprise Nations on developments by NORBIT Oceans
21.2	09:45-10:00	TCarta Doc:	Kyle Goodrich	DO: To apprise Nations on developments by TCarta
21.3	10:00-10:15	Esri presentation 'Automation of Cartographic Production, realizing the power of GIS' Doc:	Esri	DO: To apprise Nations on developments by Esri
10:15-10:30		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

Srl	Time (Local)	Agenda Item/ Topic	Responsible/ Lead	Note(s)
22.2	10:45-11:00	Review of Actions from Day Three of MACHC25 Doc:	MACHC Sec	notified as to any pertinent/timely updates with respect to A4 in 2026 - Chair invites participants to present any other business 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
22.3	11:00-11:10	Report to IRCC	Chair/All	DO: Chair to cover what might be reported at the next IRCC
22.4	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)
22.5	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
22.6	11:30-11:40	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
23	11:40-12:00	Closing remarks and farewell	MACHC Chair/ VC and IHO Dir	
12-12:45		Lunch Location: W Panama (Moro)	All	
End of Plenary				