

**MSIWG Work Plan**

3-Dec-24

Work Item	Work Activity	Milestones	Start Date	End Date	Status P: Planned O:Ongoing C:Completed S: Suspended
1	Approval of the MSIWG Terms of Reference	*Members of the MSIWG Review draft TOR, *Members to propose edits to draft TOR * Distribute TOR for the wider comment from the MACHC; *Approve TOR	12-Dec-23	15-Dec-23	C
2	Election of Chair/Vice Chair of MSI WG	*Members of the MSIWG to accept nominations *Members of MSIWG to vote on Chair/Vice Chair Positions (If Needed), *Bring results to wider MACHC	12-Dec-23	05-Dec-24	C
3	MSIWG to develop a list of additional tasks needed to support MSI promulgation and development within the MACHC region	*Determine the subjects to be covered by meetings of the MACHC MSIWG, *Develop list; *Use list to determine agenda of further meetings	12-Dec-23		O

4	MSIWG to develop a S-124 plan for the MACHC	<ul style="list-style-type: none"> <li>*Determine the S-124 requirements for the MACHC Region</li> <li>*Determine the means of coastal states to produce s-124; *Develop an implementation plan in accordance with IMO/IHO guidelines</li> </ul>	12-Dec-23		O
5	Conduct Bi-Annual MSIWG Meetings	<ul style="list-style-type: none"> <li>*Plan a intersessional MSIWG meeting via telecon;</li> <li>*Plan one in person meeting prior to the MACHC meeting; *</li> <li>Determine if more MSIWG Meetings are necessary to accomplish the objectives and work plan</li> </ul>	12-Dec-23		O
6	Conduct Annual Virtual MSI Capacity Buidling Seminar	<ul style="list-style-type: none"> <li>*Plan a intersessional MSIWG meeting via telecon;</li> <li>*Dedicate meeting to reviewing MSI, MSI Policy and Guidance Documentation, and practical exercises</li> <li>*Report back to MSI WG and WWNWS-SC to share lessons learned</li> </ul>	03-Dec-24		P

Comments	Contact
