

## List of Actions and Decisions (meeting draft)

### Permanent Actions

Action	Responsible	Deadline and Status
Liaise with IMO, IALA and SPC to encourage coastal States that are not yet Members to join the SWPHC	Chair	Permanent
Consider identifying opportunities in national/regional/international donor agencies to incorporate hydrography in development projects.	All members	Permanent
Review their entries in the IHO Yearbook (P-5) and Status of Hydrographic Surveying and Charting Worldwide (C-55) and to provide the IHO Secretariat with the appropriate updates or to report no change.	All members	Permanent
Consider submitting papers for publication in the International Hydrographic Review. Submissions to Elizabeth de Bol ( <a href="mailto:elizabeth.debol@defence.gov.au">elizabeth.debol@defence.gov.au</a> ) IHR Regional Representative by July / January.	All members	Permanent
Members to provide images to the Seabed2030 <a href="#">Image Stream</a>	All	Permanent
Members to provide bathymetric data to the Seabed2030 Project using the <a href="#">Contributing data</a> form.	All	Permanent
Members are encouraged to participate in the Empowering Women in Hydrography project.	All	Permanent
SWPHC is invited to encourage and propose to the IHO Secretariat High Level visits to those States not yet IHO Member States	Chair	Permanent
Members are invited to provide contributions for the IHO e-Learning Centre at KHOA	All	Permanent

### Actions Carried From SWPHC20

SWPHC20 ACTIONS				
No	Agenda Item	Action	Responsible	Deadline and Status
17	5	IHO and SWPHC to engage with new IMO regional representative.	Chair IHO Secretariat	SWPHC22
18	5	SWPHC to engage with SPC to develop a consistent and coordinated approach to safety of navigation in the Pacific, between countries and interested partners and to engage with IMO through Pacific position papers and formal requests for support.	Chair, SPC, Members, Coastal States	SWPHC22
26	15	IMO, IALA and IHO to work together with SWPHC and SPC to address the capacity building needs of the Member states in the SWP region.	IMO, IHO, IALA, SWPHC, SPC	SWPHC22

1-Day SWPHC21 VTC Pre-Meeting				
No	Agenda Item	Action	Responsible	Deadline and Status
1	Pre-Meeting 1	SWPHC Secretariat to arrange VTC workshops aligned to the release of S-100 Implementation IHO Circular Letters to provide support to member states for response	SWPHC Secretariat	SWPHC-22
2	Pre-meeting 4	For increased communication between the SWPHC members of NAVAREA XI and the NAVAREA XI Co-ordinator in JHOD	Kiribati, Marshall Islands, Palau, FSM, Nauru facilitated through US and UK as PCAs	April 2024

3 Day SWPHC 21 Meeting				
No	Agenda Item	Action	Responsible	Deadline and Status
2	7.2	For all members to participate in the IHO Survey on Inclusive Meetings and respond to the CL	All Members	On release of CL
3	7.2	For SWPHC Secretariat to provide a workshop opportunity to discuss the Inclusive Meetings CL prior to deadline	SWPHC Sec	On release of CL
4	7.2	IHO Fund Generation Project Team – encourage participation from the SWPHC region	All members	ASAP – Aus member on the team.
5	8D	NZ National Report – post the results of the hydrographic risk assessment to the IHO website	NZ	July 24
6	8K	Consider inclusion of: Satellite Derived Bathymetry, Regulation of Autonomous Vessels and Electronic Chart System Regulations for future meetings	SWPHC Sec	SWPHC22
7	8K	Coastal states encouraged to respond to the ECS Project Team survey on ECS regulations in their maritime states	SWPHC Sec	June 24
8	10	SPC and SWPHC to collaborate to better synchronise training opportunities and capacity building in the region	SPC and Chair	SWPHC22
9	10	SPC encouraged to share data with the IHO DCDB	SPC	SWPHC22
10	10	SPC to advise SWPHC of the geographic extents of missing data from extended continental shelf claims so that members can see if they can assist or advise ships of opportunity for collection	SPC, UK and Chair	SWPHC22
11	10	JICA to provide details of how to apply for their hydrographic training programs to CB Co-ordinator and communicate to members	CB Co-ordinator	May 2024
12	11	IHO and SPC to commit to refresh the IHO SPC MOU to reflect current strategies and frameworks in the region – aim to sign in GEBCO Week in November (Fiji)	SPC, IHO and Chair	November 2024
13	11	Connect the gender programs – Women in Hydrography, Women in Maritime and PGSC Women in Spatial and	Chair	SWPHC22



**21st South West Pacific Hydrographic Commission Meeting**

**SWPHC21 Meetings**

**VTC – 16 February 2024**

**Nadi, Fiji – 28,29 February and 1 March 2024**



<b>3 Day SWPHC 21 Meeting</b>				
<b>No</b>	<b>Agenda Item</b>	<b>Action</b>	<b>Responsible</b>	<b>Deadline and Status</b>
		Women in Surveying		
14	12	Members to review the SWPHC Theory of Change Work Plan Narrative and provide comment back to Chair of the WPWG	All	End March 24
15	12	WP WG to provide updated draft WP to members and members to provide comments	WPWG Chair	End May 24
16	17	IBSC to request that Canada release their Future Hydrographer paper to the SWPHC members	Adam Greenland	Once Released
17	17	SWPHC Secretariat to engage with SPC to identify training and sea time opportunities to support professional hydrographic certification in the region	Secretary and SPC	SWPHC22
18	18	SWPHC to implement Cohort 2 of the Hydrographic Leaders Program	Chair	SWPHC22
19	18	Members to note the second round of the Hydrographic Leaders Program, consider nominees and respond to the CCL	All Members	SWPHC22
20	19	SWPHC Secretariat to add Disaster Response as a permanent agenda item for SWPHC meetings	Secretary	SWPHC22
21	19	Upload the Disaster Response Framework to the IHO Website	Secretary	April 24 <b>Complete</b>
22	19	SWPHC Capacity Building Strategy to be developed and presented (rolled over from SWPHC21)	CB-Coordinator	SWPHC22
23	19	Australasian Hydrographic Society to provide historic paper on Pacific Capacity Building opportunities to CB Coordinator	John Maschke	April 2024 <b>Complete</b>
24	19	All to provide capacity building ideas and concepts to the Capacity Building Coordinator for development into CB bids	All Members	By End of March 2024
25	19	Establish a Disaster Response Co-ordinator role	Chair	SWPHC22
26	19	Industry partners to articulate capacity building activity they can do to bridge the gaps – Chair to write to industry partners.	Chair	SWPHC22
27	19	SPC to provide inventory of survey equipment accessible to the SWPHC members and processes for access and deployment	SPC, Chair	SWPHC22
28	19	Consider inclusion of contract management and procurement training as a part of capacity building workshop	CB Coordinator	SWPHC22
29	22	AU/NZ to investigate the development of survey portal for the SWPHC region to request hydrographic surveys and identify areas of hydrographic interest	AU and NZ	SWPHC 22
30	24	SWPHC, SPC and PGSC to collaborate on potential World Bank projects in the region	SPC, SWPHC and PGSC	SWPHC22
31	24	Members to consider preparing an IGIF Baseline Assessment for their countries that could be collated and presented to Ministers in 2026 at the 6th PRETMM (SWPHC & SPC PGSC)	All and Chair	SWPHC22

<b>3 Day SWPHC 21 Meeting</b>				
<b>No</b>	<b>Agenda Item</b>	<b>Action</b>	<b>Responsible</b>	<b>Deadline and Status</b>
32	25	Publish the SWPHC International Chart Coordination Working Group Terms of Reference Revision 1.2	Secretary	1 March 2024 <b>Complete</b>
33	26	Secretariat to investigate royalty payments for data and provide information back to Solomon Islands	Chair	SWPHC22
34	30	Secretariat to include links to economic studies from SPC and P&O available into the Minutes	Secretary	May 24
35	31	Chair to acknowledge Republic of Marshall Islands request to be an Associate Member to the South West Pacific Hydrographic Commission	Chair	1 March 2024
36	32	Members to accept inclusion of the Republic of Marshall Islands as an Associate Member of the South West Pacific Hydrographic Commission	Members	1 March 2024
37	33	WPWG to consider providing words and slides for unified WHD Celebrations.	WPWG	May 24
38	30	Chair to reach out to interested potential CB Co-ordinators and advise members of appointed CB Co-ordinator	Chair	June 2024

**DECISIONS**

<b>1-Day SWPHC20 VTC Pre-Meeting</b>		
<b>No.</b>	<b>Agenda Item</b>	<b>Actions &amp; Decision</b>
1		To note the report of the highlights of HSSC15 and recommendations
2		To note the report of the highlights of IRCC15 and recommendations
3		To note the work done by the WPWG to develop the SWPHC Theory of Change
4		To note the report of the ICCWG and to table the revised Terms of Reference at the SWPHC21 meeting in Nadi Fiji
5		To note the reports from the NAVAREA Coordinators (X, XI and XIV)

<b>3-Day SWPHC20 Meeting</b>		
<b>No.</b>	<b>Agenda Item</b>	<b>Decision</b>
6	3	To approve the agenda of SWPHC21
7	4	To approve the Minutes of SWPHC20
8	7	To note the IHO Secretariat Report and recommendations, particularly encouraging members to engage with IHO Circular Letters and to Vote
9	7	To note the report from the IHO 7 <sup>th</sup> Council
10	8	To note all National Reports and presentations
11	8G	To note the excellent progress of the joint JICA, SIMA and AHO project in Solomon Islands
12	10	To note the reports provided by international and regional partner organisations IALA, IMO, SPC, PGSC and JICA
13	11	To acknowledge the progress of the Pacific One Maritime Framework and acknowledge the invitation for the SWPHC to attend the Pacific One Maritime Framework Steering Committee
14	12	To note the effort of the WP WG to develop the SWPHC Theory of Change as a key artefact to support the development of the SWPHC WorkPlan
15	13	To note the report from the WENDWG14



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16	14	To note the progress towards the implementation of S-100 in the SWPHC region
17	15	To note the presentation on the IHO MSDI WG 15
18	16	To note the report from Solomon Islands Maritime Authority on their progress and plans towards digitalisation
19	17	To note the presentations from the AHSCP, IBSC and the Australasian Hydrographic Society
20	18	To note the support of the United Kingdom Hydrographic Office to enable the second Hydrographic Leaders Program in 2024
21	19	To note the Capacity Building Co-ordinator Reports to the SWPHC
22	19	To note the report from the 2-Day Capacity Building workshop on Disaster Response
23	20	To note the reports of the SeaBed 2030 Pacific Regional Centre, SWPHC CSB and Seabed2030 Co-ordinator
24	21	To note the report from the IHO DCDB and the potential of this resource for the Pacific community
25	22	To acknowledge reports on the UNGGIM IGIF implementation including updates on projects in the Philippines, Kiribati and New Zealand.
26	23	To note the presentation from the Pacific Sea Level Rise Project
27	25	To note the report from the SWPHC International Chart Coordination WG and their progress to co-ordinating S100 efforts across the region
28	26	To note the report on the SWPHC MSDI WG and to acknowledge the achievement of the “Why we Should Share Data” publication
29	22.2	To note the presentations from Industry / Expert Contributors.
30	31	To hold the next meeting (SWPHC22) in Palau in Week of 24-28 February 2025
31	31	To hold the SWPHC23 meeting (2026) in New Caledonia