

WORLD-WIDE NAVIGATIONAL WARNING SERVICE – SUB-COMMITTEE

WWNWS-SC Letter No. 1/2023

18 May 2023

15th Meeting of the World-Wide Navigational Warning Service Sub Committee (WWNWS15)

Dear Colleagues,

On behalf of the Chair, I am pleased to announce that the Fifteenth Meeting of the WWNWS-SC (WWNWS15) will be held from 4 – 8 September 2023 at the IHO Secretariat, Monaco. It is the intention to hold this meeting in person, but there will be provision for virtual participation if required. It should be noted that in person participation is strongly encouraged to allow for full and efficient discussion.

Participants are requested to register using the IHO online registration system (<https://online.iho-khoa.kr/registration>) by the **18th August** at the latest.

A list of Hotels in close proximity to the secretariat can be found [here](#).

The Provisional Agenda for the Meeting is available on the WWNWS15 section of the IHO website (<https://iho.int/en/wwnws15-2023>). A more detailed programme together with specific logistic information will be circulated in due course. Templates for submitting papers, including the self assessment form to the WWNWS15 are available on the same website.

Please note that all documents should use the WWNWS15 document template with the exception of NAVAREA Self Assessments which should use the Self-Assessment Template. Documents should be numbered WWNWS15_Y/Y/Y-X where Y/Y/Y are the Agenda Item number. Self-Assessments by NAVAREA Co-ordinators should be numbered WWNWS15_3/2-X where in this case “X” is the NAVAREA number. It is important that documents are submitted in “Word” format and not as pdf files. Any documents for up-loading, submitted in pdf format, will be returned to the originator for re-submission. The documents will be converted to pdf files before they are loaded on to the WWNWS15 web page.

Please note that for Agenda Item 3.2 “Self Assessments by NAVAREA Co-ordinators”, NAVAREA Co-coordinators should prepare a NAVAREA assessment paper using the document template mentioned above and should outline existing and planned navigational warning facilities, SafetyNET, SafetyCast and NAVTEX, in their NAVAREA to meet the requirements of the GMDSS. **It is really important that a clear executive summary is provided as this will be included in the final meeting report.**

Submission deadlines for WWNWS15 are as follows:

- Suggestions for additional agenda items/topics: **15 July 2023**
- Submission for all papers (including Self Assessments): **18 August 2023**

Please note, that unless otherwise agreed before hand with the Chair Team, all agenda items requiring consideration of the Sub-Committee, must be accompanied by a paper provided before the deadline stipulated above to allow proper consideration by colleagues. Failure to do so may result in the Agenda item note being heard, or moved to AOB. All documents will be posted on the above website as soon as possible after their receipt by the IHO Secretariat.



If there are any other concerns, please feel free to contact:

Chris Janus – Chair - (christopher.g.janus@nga.mil).

Trond Ski – Vice Chair - (trond.ski@kystverket.no)

Sam Harper – Secretary - (samuel.harper@iho.int).

Very Best Regards,

Sam HARPER
Secretary, WWNWS-SC