

IHO File No. S1/1001

CIRCULAR LETTER 28/2024
19 June 2024

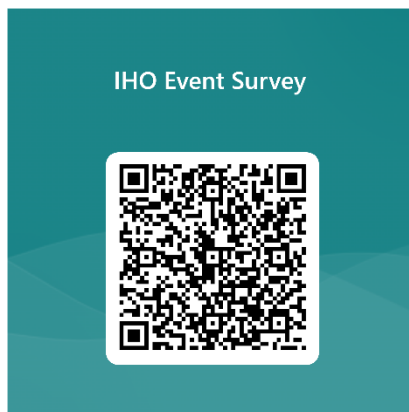
INCREASING PARTICIPATION IN ACTIVITIES OF IHO BODIES

References:

- A. 3rd Session of the Assembly - Decision A3/21.
- B. Summary Report of the 7th Meeting of the Council (C-7) – Decisions and Actions C7/39 and /40.

Dear Hydrographer,

1. Following the Decision A3/21 made at the 3rd Session of the Assembly (Reference A), the Council has been tasked to identify “*mechanisms to ensure greater inclusion and participation of all Member States at IHO meetings, in particular the IHO Assembly and come up with solutions as soon as possible.*”
2. The Council addressed this issue at its 7th meeting in October 2023, based on submission papers prepared by the IHO Secretariat (Doc. C7-07.1A refers) and by Australia, New Zealand and the United Kingdom (Doc. C7-07.1B refers). The outcome of the discussion is reported in the C-7 Summary Report (Reference B, paragraph 7.1 refers). Member States are kindly invited to take note of this outcome.
3. Since C-7, an ad hoc drafting group kindly led by New Zealand has been working on a draft IHO Resolution for *maximizing active participation in IHO events*. This draft proposed IHO Resolution is planned to be discussed at C-8, the next Council meeting in October 2024. In accordance with Action C7/40, the group also prepared a wide scope IHO Stakeholder Survey aiming to provide a comprehensive picture of the requirements and preferences of the Member States, Committees, Working Groups, Regional Hydrographic Commissions, and IHO Secretariat, prior to C-8. For ease of convenience, this questionnaire is provided in Annex A.
4. Categories identified in Section 1.4 of the questionnaire are kindly invited to participate in the survey and use the following QR code to respond **no later than 31 August 2024**.



[\(link to survey\)](#)

5. Presentation of the outcome of this survey will be made available on the C-8 webpage and discussed under agenda item 7.1 at C-8. A consolidated draft proposed IHO Resolution will be subsequently submitted to the Member States for their approval.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Mathias Jonas", with a long horizontal flourish extending to the right.

Dr Mathias JONAS
Secretary-General



IHO Stakeholder Survey - Event Participation

The IHO are keen to ensure you get the most benefit from Events by facilitating maximum active participation by all at a range of different IHO Events. To achieve this, we would like to understand your preferences for the optimal format of different types of IHO events. In addition, we would also like to ascertain which organisations would be able to support this goal by hosting IHO Events.

Within this survey a passive live stream is considered to be the ability to view and hear an event remotely but remote participants are unable to participate.

* Required

Section 1 Your Details

1. **What is your name? ***

2. **Which state or group are you responding for? ***

3. **What is your contact email address? ***

4. **Who are you responding for? ***

- IHO Member State
- Coastal State
- Chair of Committee/Sub-Committee/Working Group/Project Team
- Chair of Regional Hydrographic Commission
- IHO Secretariat

5. **How often do you or your colleagues currently attend Working Group or Project Team meetings? ***

These are the project teams and working groups conducting operational activity in support of IHO Programmes.
Reference <https://iho.int/en/iho-organigram>

- Never
- Occasionally
- Frequently
- Always

6. **How often do you or your colleagues currently attend Committee or Sub Committee meetings? ***

These are the main IHO bodies which coordinate and oversee delivery of IHO Programmes.
Reference <https://iho.int/en/iho-organigram>

- Never
- Occasionally
- Frequently
- Always

Section 2 Your Preference to Attend Events

Responses in this section should reflect the preferred type of events for your organization.

7. What is your preference to attend Working Group, Sub Committees and Project Team Meetings? *

You may select more than one option.

- Full Remote VTC
- Hybrid - in person and VTC
- In person + passive live stream
- In person only

8. What is your preference to attend HSSC and IRCC Meetings? *

You may select more than one option.

- Full Remote VTC
- Hybrid - in person and VTC
- In person + passive live stream
- In person only

9. What is your preference to attend the annual Council Meeting? *

You may select more than one option.

- Full Remote VTC
- Hybrid - in person and VTC
- In person + passive live stream
- In person only

10. What is your preference to attend Assembly selected sessions? *

(e.g. Thematic sessions) (every 3 years) You may select more than one option.

- a) Hybrid - in person and VTC + recorded
- b) In person + passive live stream + recorded
- c) In person only

11. If your preference included options a) or b) for question 10 which specific sessions would this apply to, please provide any reasons why?

Please use the agenda of Assembly 3 as a guide when responding to this question
https://www.iho.int/uploads/user/About%20IHO/Assembly/Assembly3/DOCUMENTS/A-3_2023_EN_G_01_Provisional_Agenda_Rev4.pdf

Section 3 Your Capacity to Host IHO Events

Responses in this section should reflect the capacity of your organization to host events.

12. **For Working Group, Sub Committees and Project Team Meetings which options can you provide? ***

You may select more than one option.

- Full remote VTC
- Hybrid - in person and VTC
- In person + passive live stream
- In person only

13. **What is your capacity to host Working Group, Sub Committees and Project Team Meetings? ***

- No capacity
- Less than once per year i.e. <12 months
- Once per year
- Twice per year
- More than twice per year

14. **Annual HSSC and IRCC Meetings which options can you provide? ***

You may select more than one option.

- Full remote VTC
- Hybrid - in person and VTC
- In person + passive live stream
- In person only

15. **What is your capacity to host the annual HSSC and/or IRCC meetings? ***

- No capacity
- Some capacity (could host one meeting in 5 years)
- Significant capacity (could host more than one meeting in 5 years)

Section 4 Additional Comments

Please use this section to add any additional comments in relation to IHO events.

16. Comments

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