

Dossiers de la OHI N.ºs S3/0104 & CBSC

CARTA CIRCULAR N.º 10/2020
10 de febrero del 2020

18.ª REUNIÓN DEL SUBCOMITÉ DE CREACIÓN DE CAPACIDADES (CBSC18)
Gdansk, Polonia, 3 - 5 de junio del 2020

y

12.ª REUNIÓN DEL COMITÉ DE COORDINACIÓN INTER-REGIONAL (IRCC12)
Gdansk, Polonia, 8 - 10 de junio del 2020

Referencia: CC de la OHI N.º 45/2019 del 25 de septiembre - *Resultado de la 11.ª Reunión del Comité de Coordinación Inter-Regional (IRCC11)*.

Estimado(a) Director(a),

- Según lo aprobado por el Comité de Coordinación Inter-Regional (IRCC) de la OHI y por el Subcomité de Creación de Capacidades, las reuniones del CBSC18 y del IRCC12 serán organizadas por el Servicio Hidrográfico de la Marina de Polonia, en Gdansk, Polonia, del 3 al 5 de junio y del 8 al 10 de junio del 2020, respectivamente (véase la Carta Circular de la referencia).
- Acciones resultantes del CBSC17 y del IRCC11.** La situación actual de las acciones resultantes del CBSC17 y del IRCC11 puede consultarse en las respectivas secciones del sitio web de la OHI (www.iho.int/en/cbsc y www.iho.int/en/ircc). Algunas acciones siguen pendientes. Se ruega a las personas designadas para llevar a cabo las acciones que tomen las medidas necesarias y que informen sobre el estado de las mismas al Secretario de la IRCC (dcoord@iho.int) y al Secretario del CBSC (adcc@iho.int) lo antes posible.
- Proyectos de los órdenes del día y los calendarios del CBSC18 y del IRCC12.** Se adjuntan los proyectos de los órdenes del día y de los calendarios del CBSC18 y del IRCC12 en los **Anexos A y B**, respectivamente. Se enumeran los documentos conexos, cuando se conocen. Se ruega a los Estados Miembros que examinen los proyectos de los órdenes del día y los calendarios de las reuniones y que proporcionen sus comentarios o propuestas de puntos del orden del día nuevos o enmendados a los Secretarios del IRCC y del CBSC **antes del 15 de abril del 2020**. De ser necesario, se prepararán proyectos de órdenes del día y de calendarios revisados para el CBSC18 y el IRCC12, que se publicarán en el sitio web de la OHI.
- Sumisión de documentos para el IRCC12.** Los documentos destinados al IRCC12, para su examen, deberán ser sometidos al Secretario del IRCC (dcoord@iho.int, con copia a adcc@iho.int) en conformidad con el documento: «*Instructions for the Submission of Reports and Proposals for Consideration by IRCC and its subordinate bodies*», que está disponible en la página web del IRCC arriba indicada (en la sección *Basic Documents*) como sigue:

Documentos	Fecha límite de sumisión
Documentos sustantivos - nuevos artículos Propuestas de nuevos puntos de trabajo y de sumisiones que requieran la consideración y la decisión del IRCC	Lo más tardar el 20 de abril del 2020 (siete semanas antes del comienzo de la reunión)
Comentarios y contribuciones posteriores Documentos posteriores (que no deberían ser de más de 4 páginas), comentando las sumisiones o propuestas presentadas tal y como se ha indicado anteriormente	Lo más tardar el 18 de mayo del 2020 (tres semanas antes del comienzo de la reunión)
Informes de los órganos de las CHRs y del IRCC.	
Documentos informativos.	

5. **Sumisión de documentos al CBSC18.** Los documentos destinados al CBSC18, deberán ser sometidos a la Secretaría del CBSC (adcc@iho.int, con copia a cba@iho.int), en conformidad con el documento: «*Instructions for the Submission of Reports and Proposals for Consideration by IRCC and its subordinate bodies*» como sigue:

Documentos	Fecha límite de sumisión
Solicitudes de apoyo al CBSC Las sumisiones deberán seguir los Procedimientos CB (www.iho.int → <i>Capacity Building</i> → <i>Procedures</i>)	Lo más tardar el 1 de abril del 2020
Documentos sustantivos - nuevos artículos Propuestas de nuevos puntos de trabajo y de sumisiones que requieran la consideración y la decisión del CBSC	Lo más tardar el 15 de abril del 2020 (siete semanas antes del comienzo de la reunión)
Comentarios y contribuciones posteriores Documentos posteriores (que no deberían ser de más de 4 páginas), comentando las sumisiones o propuestas presentadas tal y como se ha indicado anteriormente	Lo más tardar el 13 de mayo del 2020 (tres semanas antes del comienzo de la reunión)
Documentos informativos.	

6. Los documentos que se reciban después de la fecha límite correspondiente serán tratados únicamente como documentos informativos. Todos los documentos para las reuniones serán publicados en el sitio web de la OHI, en sus respectivas secciones, en cuanto estén disponibles. Se invita a los Estados Miembros a que consulten regularmente el sitio web de la OHI.

7. **Miembros.** Las listas de los miembros del IRCC y del CBSC se mantienen en el sitio web de la OHI, en sus páginas respectivas, en la sección *Basic Documents*. Ambas reuniones están abiertas a todos los Estados Miembros y a las organizaciones observadoras reconocidas que deseen participar, en conformidad con los Términos de Referencia del IRCC y del CBSC.

8. **Elección de los Presidentes y los Vice-Presidentes.** El CBSC18 y el IRCC12 serán las primeras reuniones del CBSC y del IRCC respectivamente, después de la segunda Sesión de la Asamblea de la OHI. Por lo tanto, en conformidad con las Reglas de Procedimiento pertinentes y, tal y como se indica en el proyecto de orden del día de cada reunión, se llevará a cabo una elección para los puestos de Presidente y Vice-Presidente de cada órgano justo antes de la clausura de cada reunión. En consecuencia, se invita a los Estados Miembros a designar a candidatos idóneos para los puestos de Presidente y Vice-Presidente del CBSC y del IRCC y a informar a la Secretaría (dcoord@iho.int, con copia a adcc@iho.int) lo antes posible y **lo más tardar el 20 de mayo del 2020**. Las candidaturas permanecerán abiertas hasta el primer día de cada reunión. A fin de facilitar el proceso de las elecciones, la Secretaría de la OHI se complace en informar a los Estados Miembros de que el Sr. Evert FLIER (Noruega), que actualmente es el Vice-Presidente del CBSC, y el Sr. Thomas DEHLING (Alemania), que es actualmente el Vice-Presidente del IRCC, ya han indicado su disponibilidad como candidatos a los puestos de Presidente del CBSC y del IRCC, respectivamente.

9. **Logística.** Se proporcionan en el Anexo C de esta Carta Circular: información de carácter general, persona de contacto para la logística, asistencia en materia de visados y alojamiento. Las reservas y las solicitudes de visados son responsabilidad de cada participante. Se proporcionará en el sitio web de la OHI información adicional relativa a temas administrativos y logísticos, de requerirse.

10. Inscripción. Se ruega a los miembros del CBSC y del IRCC, y también a los observadores, que deseen asistir a una o a ambas reuniones, que se inscriban utilizando el Sistema de Inscripción en línea de la OHI mediante el siguiente enlace: <https://iho.int/en/online-registration>, preferiblemente **antes del 15 de abril del 2020**. Esto facilitará la planificación logística general y la preparación de las reuniones. El enlace a las listas respectivas de participantes estará disponible en sus páginas web.

11. Según las disposiciones destacadas en la 11.^a reunión del IRCC, la celebración de las reuniones del CBSC19 y del IRCC13 está prevista en la Secretaría de la OHI, en Mónaco, en junio del 2021, junto con el día más importante, el de la Celebración del Centenario de la OHI (21 de junio del 2021). Las reuniones del CBSC20 y del IRCC14 están previstas en Ecuador o en Japón, en el 2022 (pendiente de confirmación). Se agradecerán en todo momento las propuestas para acoger las reuniones siguientes, en el 2023 (CBSC21 y IRCC15), pero preferiblemente en el IRCC12.

12. El 2.º Foro de Creación de Capacidades y de partes interesadas del IBSC, cuya celebración estaba prevista en el 2020, se ha vuelto a programar, y se organizará en junio del 2021, en Mónaco, junto con las reuniones del CBSC19 y del IRCC13 y la celebración del Centenario de la OHI. Las fechas exactas y el lugar de la celebración se anunciarán más adelante.

En nombre del Secretario General
Atentamente,



Mustafa IPTES
Director

Anexos: (en Inglés únicamente):

- Anexo A - Proyecto de orden del día y de calendario del CBSC18;
- Anexo B - Proyecto de orden del día y de calendario del IRCC12;
- Anexo C - Información Logística para el CBSC18 y el IRCC12.

18th MEETING OF THE IHO CAPACITY BUILDING SUB-COMMITTEE
IHO-CBSC18
Gdansk, Poland, 3-5 June 2020

DRAFT AGENDA AND TIMETABLE

Note: Presenters of papers in parentheses ()

Time	Tuesday 2 June 2020	Action
-	Arrival	All
19h00	<i>No host Ice Breaking Cocktail (details TBD)</i>	All
Time	DAY ONE OF CBSC18 – Wednesday 3 June	Action
08h00	Registration	All
09h00	1. a. Opening Remarks Opening of the meeting and welcome by the Polish National Hydrographer, Captain Dariusz Kolator and the IHO Director. b. Introductions Participants will be invited to introduce themselves. c. Administrative Arrangements <i>Docs: CBSC18-01A List of Documents (Chair)</i> <i>CBSC18-01B List of Participants (Chair)</i> <i>CBSC18-01C CBSC Membership (Chair)</i> <i>CBSC18-01D ToR and RoP (Chair)</i> <i>CBSC18-01E ToR for the CB Coordinators (Chair)</i> Logistic guidance and information. Documents are presented and updated as necessary.	Chair/Host All Chair/Host
09h50	2. Approval of Agenda <i>Doc: CBSC18-02 Agenda and Timetable (Chair)</i> Participants are invited to comment the agenda and timetable in case updates are necessary. Agenda is adopted.	Chair
10h00	3. Matters arising from Minutes of CBSC16 Meeting <i>Docs: CBSC18-03A Minutes of CBSC17 (Chair)</i> <i>CBSC18-03B Status of Action List from CBSC17 (Secretary)</i> Approval of the CBSC17 Minutes. List of Actions from CBSC17 is reviewed and updated.	Chair / Secretary
10h30	Coffee break	Host
11h00	4. Reports by the Chair and the IHO Secretariat <i>Docs: CBSC18-04A Report by the Chair (Chair)</i> <i>CBSC18-04B Report by the IHO Secretariat (Secretary)</i> Highlights from the Chair and the Secretariat on ongoing issues and the future of the IHO Capacity Building Programme. Chair reports on the Coordination of CB activities with ROK and Japan and the work of the Joint IHO/IMO/WMO/IOC/IALA/IAEA/FIG/IMPA CB Coordination Meeting.	Chair/ Secretary

11h30	5. Regional Assessment of CB Activities 5.1 Reports of the Regional Hydrographic Commissions (RHC) <i>Docs: CBSC18-05.1A NSHC Report</i> <i>CBSC18-05.1B MBSHC Report</i> <i>CBSC18-05.1C BSHC Report</i> <i>CBSC18-05.1D USCHC Report</i> <i>CBSC18-05.1E EAHC Report</i> <i>CBSC18-05.1F EAtHC Report</i> <i>CBSC18-05.1G SEPRHC Report</i> <i>CBSC18-05.1H SWPHC Report</i> <i>CBSC18-05.1I MACHC Report</i> <i>CBSC18-05.1J SAIHC Report</i> <i>CBSC18-05.1K NIOHC Report</i> <i>CBSC18-05.1L RSAHC Report</i> <i>CBSC18-05.1M SWAtHC Report</i> RHC Members and CB Coordinators will update the meeting on the status of surveys, charts and MSI (C-55), report on visits (high-level, technical and follow-up) and report on courses, workshops and seminars.	RHC Reps.
12h30	Group photo followed by lunch break	Host
14h00	5. Regional Assessment of CB Activities (continued) 5.2 Update and closure of the 2018 CBWP <i>Doc: CBSC18-05.2 Closed 2019 CBWP</i> CBSC will review, update and close the 2019 CBWP.	Chair / Secretary
14h30	6. Regional or other projects for CB <i>Docs: CBSC18-06A</i> Reports and presentations on ongoing/new developments in regional or other projects (Maximum 20 minutes each).	All
15h30	Coffee break	Host
16h00	6. Regional projects for CB (continued) Continuation of item 6.	All
17h30	END OF DAY ONE	Chair
	<i>Guided Tour (Guided Gdansk Old Town walk / museum) (details TBD)</i>	All
19h00	<i>No host Ice Breaking Cocktail (details TBD)</i>	All
Time	DAY TWO OF CBSC18 – Thursday 4 June	Action
09h00	7. Outcomes of the 2nd meeting of the IHO Council and the Strategic Issues of the CBSC <i>Docs: CBSC18-07A IHO Capacity Building Strategy (Chair)</i> <i>CBSC18-07B Decisions and Actions from A-2 (Secretary)</i> The meeting will discuss the IHO CB Strategy and the way ahead for the CB Strategy, including the development of projects to seek donor funds, the measures of success of the CB Programme. The outcome of A-2 will be considered.	Chair/ Secretary
10h30	Coffee break	Host
11h00	8. Operational issues of the CBSC 8.1 CB Procedures Participants will be invited to consider improvements to the IHO CB Procedures.	Secretary
12h30	Lunch break	Host

14h00	8. Operational issues of the CBSC (Continued) 8.2 CB Management System update <i>Doc: CBSC18-08.2 CB Management System update (Secretariat)</i> Status of development of the CB Management System. 8.3 C-55 Status and Developments <i>Docs: CBSC18-08.3A C-55 Status and Developments (Secretariat)</i> <i>CBSC18-08.3B Report of C-55RPT (PT Chair)</i> Secretary will update on the status of C-55 and current developments. Meeting will receive briefing from the C-55 Review Project Team (C-55RPT). 8.4 Performance Indicators and Statistics <i>Doc: CBSC18-08.4 Performance Indicators (Chair)</i> The revised IHO Strategic Plan will be considered and the procedures for the Performance Indicators established. 8.5 National Hydrographic (Coordinating) Committee (NHC/NHCC) <i>Doc: CBSC18-08.5 Legislation model for NHC/NHCC (Secretary)</i> Discussion on the importance of the establishment of the National Hydrographic (Coordinating) Committee (NHC/NHCC).	Secretary Secretariat Chair Chair / Secretariat
15h30	Coffee break	Host
16h00	8. Operational issues of the CBSC (Continued) 8.6 Review of the 3-year RHC Work Plans 2021-2023 <i>Docs: CBSC18-08.6A MBSHC 3-year Work Plan</i> <i>CBSC18-08.6B EAHC 3-year Work Plan</i> <i>CBSC18-08.6C EAtHC 3-year Work Plan</i> <i>CBSC18-08.6D SEPRHC 3-year Work Plan</i> <i>CBSC18-08.6E SWPHC 3-year Work Plan</i> <i>CBSC18-08.6F MACHC 3-year Work Plan</i> <i>CBSC18-08.6G SAIHC 3-year Work Plan</i> <i>CBSC18-08.6H NIOHC 3-year Work Plan</i> <i>CBSC18-08.6I RSAHC 3-year Work Plan</i> <i>CBSC18-08.6J SWAtHC 3-year Work Plan</i> Updates of the 3-year Work Plans of the RHCs.	All
17h00	END OF DAY TWO	Chair
19h00	<i>Host dinner (details TBD)</i>	All
Time	DAY THREE OF CBSC18 – Friday 5 June	Action
09h00	9. CB Management 9.1 Update of the 2019 CBWP <i>Doc: CBSC18-09.1 Updated 2020 CBWP (Secretary)</i> Assessment of and feedback to the 2020 CBWP. CBSC will review and update the 2020 CBWP. 9.2 Finance Report <i>Doc: CBSC18-09.2 Finance Report (Secretary)</i> Secretary to introduce the finance report for the approval of the CBSC.	Chair/ Secretary Secretary
10h30	Coffee break	Host

11h00	9. CB Management (continued) 9.3 Management Plan <i>Doc: CBSC18-09.3 Draft 2021 CB Management Plan (Secretary)</i> CBSC will review, update and approve the 2021 CB Management Plan. 9.4 Adoption of the 2020 CBWP <i>Doc: CBSC18-09.4 Adopted 2021 CBWP (Secretary)</i> CBSC to adopt the 2021 CBWP. <i>Doc. CBSC18-09.4</i> will be drafted during the meeting following the approval of the 2020 CB Management Plan.	Chair/ Secretary Chair/ Secretary
12h30	Lunch break	Host
14h00	10. Report from the CBSC to the IRCC12 Meeting Preparation and review of the CBSC Chair report to the IRCC12 Meeting.	Chair
14h30	11. Any other business CBSC discuss any other business.	Chair
15h00	12. Next CBSC Meetings (date and venue) Confirmation of the dates and venue for CBSC19, CBSC20 and CBSC21. Participants are expected to offer to host CBSC21. Current status is: CBSC19: 14-16 June 2021 – Monaco, followed by the CB/IBSC Stakeholders' Seminar (17-18 June) CBSC20: May / June 2022 – Ecuador or Japan (TBD) CBSC21: May / June 2023 – TBD	Chair
15h30	Coffee break	Host
16h00	13. Review of the List of Actions <i>Doc: CBSC18-13 Draft list of actions from CBSC18 (Secretary)</i> CBSC reviews the List of Actions with deadlines and assigned lead. <i>Doc. CBSC18-13</i> will be drafted during the meeting.	Chair
16h45	14. Election of Chair and Vice-Chair <i>Doc: CBSC18-14A Election of Chair and Vice-Chair (IHO Sec.)</i>	Chair
17h00	15. Closure Chair ends the meeting.	Chair
17h30	END OF THE MEETING	Chair

12th MEETING OF THE IHO INTER-REGIONAL COORDINATION COMMITTEE
IHO-IRCC12
Gdansk, Poland, 8-10 June 2020

DRAFT AGENDA AND TIMETABLE

Note: Presenters of papers in parentheses ()

Time	Sunday 7 June	Action
08h00	<i>Arrivals</i>	All
19h00	<i>No host Ice Breaking Cocktail (details TBD)</i>	All
Time	DAY ONE OF IRCC12 – Monday 8 June	Action
08h00	Registration	All
09h00	1. a. Opening Remarks Opening of the meeting and welcome. Chair will give the opening remarks and then invite the Polish Navy High Representative (TBD)/Polish National Hydrographer, Captain Dariusz Kolator and the IHO Secretary-General / Director to address the audience. b. Introductions Participants will be invited to introduce themselves. c. Administrative Arrangements <i>Docs: IRCC12-01A List of Documents (Secretariat)</i> <i>IRCC12-01B List of Participants (Secretariat)</i> <i>IRCC12-01C List of IRCC Members (Secretariat)</i> Logistic guidance and information. Documents are presented and updated as necessary.	Chair/Host/ Rep. of IHO Secretariat All Chair/Host/ Secretariat
09h30	2. Approval of Agenda <i>Doc: IRCC12-02 Agenda and Timetable (Secretariat)</i> Participants are invited to comment on the agenda and timetable in case updates are necessary. Agenda is adopted.	Chair
09h45	3. Matters arising from Minutes of IRCC11 Meeting <i>Docs: IRCC12-03A Minutes of IRCC11 (Secretariat)</i> <i>IRCC12-03B Status of Action List from IRCC11 (Secretariat)</i> Approval of the IRCC11 Minutes. List of Actions from IRCC11 is reviewed and updated.	Chair / Secretariat
10h15	4. Review of Terms of Reference and Rules of Procedure <i>Doc: IRCC12-04 IRCC TOR-ROP (Secretariat)</i> Meeting will review the IRCC Terms of Reference (ToR) and Rules of Procedure (RoP).	Chair / Secretariat
10h30	Coffee Break	Host
11h00	5. Report by the Chair and the Secretariat <i>Docs: IRCC12-05A IRCC Annual Report (Chair)</i> <i>IRCC12-05B IHO Secretariat Report (Secretariat)</i> Highlights from the activity reports are delivered by the Chair and the Secretariat.	Chair / Secretariat

11h30	6. Regional Hydrographic Commissions (RHCs) 6.1 RHC Reports Docs: IRCC12-06.1A Nordic HC (NHC Chair) IRCC12-06.1B North Sea HC (NSHC Chair) IRCC12-06.1C East Asia HC (EAHC Chair) IRCC12-06.1D US/Canada HC (USCHC Chair) IRCC12-06.1E Mediterranean and Black Seas HC (MBSHC Chair) IRCC12-06.1F Baltic Sea HC (BSHC Chair) IRCC12-06.1G Eastern Atlantic HC (EAtHC Chair) IRCC12-06.1H South-East Pacific Regional HC (SEPRHC Chair) IRCC12-06.1I South-West Pacific HC (SWPRHC Chair) IRCC12-06.1J Meso American - Caribbean Sea HC (MACHC Chair) IRCC12-06.1K Southern Africa and Islands HC (SAIHC Chair) IRCC12-06.1L North Indian Ocean HC (NIOHC Chair) IRCC12-06.1M ROPME Sea Area HC (RSAHC Chair) IRCC12-06.1N South West Atlantic HC (SWAtHC Chair) IRCC12-06.1O Arctic Regional HC (ARHC Chair) RHC Chairs are invited to summarize their report briefly and present the key achievements, the challenges faced and lessons learned in each Region (maximum 10 minutes each). The Committee will be invited to note the key achievements and discuss how to overcome some of the common challenges faced by the RHCs.	RHC Chairs
12h30	Group Photo followed by Lunch Break	Host
14h00	6.1 RHC Reports (continued) Continuation of item 6.1	RHC Chairs
15h30	Coffee Break	Host
16h00	6.1 RHC Reports (continued) Continuation of item 6.1	RHC Chairs
17h30	END OF DAY ONE	Chair
	<i>Guided Tour (Guided Gdansk Old Town walk / museum) (details TBD)</i>	All
19h00	<i>No host Ice Breaking Cocktail (details TBD)</i>	All
Time	DAY TWO OF IRCC12 – Tuesday 9 June	Action
09h00	7. Reports from IRCC Subordinate Bodies Docs: IRCC12-07A Hydrographic Commission on Antarctica (HCA Chair) IRCC12-07B World-Wide Navigational Warning Service Sub-Committee (WWNWS-SC Chair) IRCC12-07C Capacity Building Sub-Committee (CBSC Chair) IRCC12-07D WEND Working Group (WENDWG Chair) IRCC12-07E MSDI Working Group (MSDIWG Chair) IRCC12-07F IHO-EU Network Working Group (IENWG Chair) IRCC12-07G CSB Working Group (CSBWG Chair) IRCC12-07H FIG-IHO-ICA IBSC (IBSC Chair) IRCC12-07I IHO-IOC GEBCO Guiding Committee (GGC Chair) IRCC12-07J UN-GGIM Shared Guiding Principles for Geospatial Information Management (PPT) Chairs of the IRCC bodies will present the main achievements, challenges faced, lessons learned and work programs in the IRCC bodies, including the Project Team on the UN-GGIM Shared Guiding Principles for Geospatial Information Management (PPT) (maximum 10 minutes each). The Committee is invited to consider the inputs and to provide guidance of each body's work programme.	Chairs of the IRCC subordinate bodies

10h30	Coffee Break	Host
11h00	7. Reports from IRCC Subordinate Bodies (continued) Continuation of item 7.	Chairs of subordinate bodies
12h30	Lunch Break	Host
14h00	7. Reports from IRCC Bodies (continued) Continuation of item 7.	Chairs of subordinate bodies
15h00	8. Outcomes of the 3rd Meeting of the IHO Council (C-3) and the 2nd Session of the IHO Assembly (A-2) <i>Docs: IRCC12-08A Outcome of C-3 (Secretariat)</i> <i>IRCC12-08B Outcome of A-2 (Secretariat)</i> <i>IRCC12-08C Other documents (to be determined)</i> The Committee will consider the outcomes of the 3 rd Meeting of the IHO Council and of the 2 nd Session of the IHO Assembly, including the decisions in general and specifically those related to the IHO Resolutions, the 2021-2023 IHO Work Programme, the IHO Strategic Plan and others affecting the IRCC.	Chair / Secretariat
15h30	Coffee Break	Host
16h00	8. Outcomes of the 3rd Meeting of the IHO Council (C-3) and the 2nd Session of the IHO Assembly (A-2) (continued) Continuation of item 8.	Chair / Secretariat
17h30	END OF DAY TWO	Chair
19h30	<i>Host dinner (Details TBD)</i>	Host
Time	DAY THREE OF IRCC12 – Wednesday 10 June	Action
09h00	9. Inputs from Member States and other bodies affecting IRCC <i>Docs: IRCC12-09A Input from HSSC12 (HSSC Chair)</i> <i>IRCC12-09B Relations with IGOs, NGOs and IHO Stakeholders (Secretariat)</i> Highlights from the recent HSSC reports and how they impact the RHCs and the IRCC bodies. Representation of the IHO at international and regional events will be discussed and evaluated.	Chair / Secretariat
09h30	10. Data gathering and Management, Maximizing the use of Hydrographic Data <i>Docs: IRCC12-10A Update on Data Gathering and Management, Maximizing the use of Hydrographic Data (Secretariat)</i> Update on data gathering and management, crowd-sourced bathymetry, Satellite Derived Bathymetry, and maximizing the use of hydrographic data will be considered. IRCC will discuss the necessary actions to improve data gathering and also MSDI/NSDI at national and regional levels. Participants are invited to comment and contribute (papers / inputs are expected from the Member States and participants).	Chair / Secretariat
10h30	Coffee Break	Host
11h00	11. Developments on the Infrastructure of the IHO Secretariat <i>Doc: IRCC12-11A Infrastructure of the IHO Secretariat (Secretariat)</i> Presentation of the developments on the IHO website, GIS, databases, online registration system and how they impact the RHCs and the Member States' activities. Participants are invited to comment and contribute.	Chair / Secretariat

11h30	12. Other information papers Relevant information papers from the IRCC Members, Observers and invited Organizations will be provided, if any.	Chair
12h00	13. Next IRCC Meetings (Venue and Date) Definition of the dates and venue for IRCC13 and confirmation of the dates and venue for IRCC14. Participants are expected to offer to host IRCC15. The current status is: IRCC13: 22-24 June 2021 – Monaco IRCC14: May / June 2022 – Ecuador or Japan-TBD IRCC15: May / June 2023 – TBD	Chair
12h15	14. Any other business Participants are invited to present other business items (if any).	All
12h30	Lunch	Host
14h00	15. IRCC Administration (Draft Report from the IRCC to the C-4) Review the highlights of the draft IRCC report and proposals (if any) to the 4 th Council Meeting.	Chair / Secretariat / All
14h30	16. Review of the Actions and Decisions <i>Docs: IRCC12-16A Draft List of Actions from IRCC12 (Secretariat)</i> <i>IRCC12-16B Draft List of Decisions from IRCC12 (Secretariat)</i> <i>IRCC12-16C Draft List of Recommendations to RHCs (Secretariat)</i> Review of the actions, decisions and recommendations agreed during the meeting. Documents <i>IRCC12-16A</i> , <i>IRCC12-16B</i> and <i>IRCC12-16C</i> will be drafted during the meeting.	Chair / Secretariat / All
15h30	17. IRCC Work Programme Management <i>Docs: IRCC12-17A IHO Work Programme for 2021-2023 (Secretariat)</i> <i>IRCC12-17B Draft IRCC Work Programme (Secretariat)</i> Discussion to build the IRCC Work Programme for 2020-2021 considering the impact of the IHO Work Programme 2020 and 2021-2023. Document <i>IRCC12-17B</i> will be drafted during the meeting.	Chair / Secretariat / All
16h00	18. Election of Chair and Vice-Chair <i>Doc: IRCC12-18A Election of Chair and Vice-Chair (IHO Sec.)</i>	Chair
16h15	19. Closure Chair ends the meeting.	Chair
16h30	END OF THE MEETING	Chair



CBSC18 (3-5 June 2020) and IRCC12 (8-10 June 2020)

Gdansk, Poland

LOGISTICS INFORMATION

GENERAL

The 18th Meeting of the Capacity Building Sub-Committee (CBSC18) and the 12th Meeting of the Inter-Regional Coordination Committee (IRCC12) will take place at Radisson Blue Hotel, Gdansk, Poland, on 3-5 and 8-10 June 2020, respectively, hosted by the Hydrographic Office of the Polish Navy.

Distinguished Heads of Delegations with accompanying persons are cordially invited to attend the celebration of the 100th Anniversary of establishing the Polish Hydrographic Service. Celebrations will take place on 6 June, Saturday in Gdansk and Gdynia. More information will be delivered soon.

ACCOMMODATION

Radisson Blue Hotel is located at Długi Targ 19 / Powroznica 80-828, Gdansk, Poland. Attendees are requested to make their own accommodation arrangements. The cost of accommodation is the responsibility of individual participants to IRCC12 and CBSC18.

Preferential rates for accommodation, depending on the type of room, have been arranged with Radisson Blue Hotel Gdansk. Rooms will be available from 2 to 7 June (for CBSC18) and from 5 to 11 June 2020 (for IRCC12). Delegates are kindly requested to make their hotel reservations directly with the hotel by sending the completed reservation form (**Appendices 1 and 2**, for CBSC18 and IRCC12, respectively) by email (reservations.gdansk@radissonblue.com) or by telephone (+48 58 325 4414).

The Hotel website is: <https://www.radissonblu.com/pl/hotel-gdansk>

Alternatively, there are other hotels in Gdansk e.g.:

Hotel HANZA

Street: Tokarska 6
80-888 Gdansk
tel.: +48 58 305 34 27
fax.: +48 58) 305 33 86
e-mail: hotel@hotelhanza.pl
Website: www.hotelhanza.pl

Hotel HILTON

Street: Targ Rybny 1
80-838 GDANSK
Tel. :+ 48 58 77 87 200
Fax: + 48 58 77 87 300
e-mail : GDNHG_RES@hilton.com
Website: <https://hiltongdansk.pl>

MEALS

Lunch will be available in hotel restaurant at a cost of 65 PLN (around 16 Euros). Refreshments, including tea and coffee, will be available during meeting breaks throughout the day.

VENUE of CBSC18 AND IRCC12 MEETINGS:



CBSC18 and IRCC12 meetings will take place at “Rezydent” conference room inside Radisson Blue Hotel, street: Długi Targ 19 / Powroźnica, 80-828, Gdansk, Poland - see location map in **Appendix 3**.

Parking space for private vehicles is available at the fee 100 PLN per day. The number of parking spaces in the hotel garage is limited to 10. The area around the hotel is restricted for vehicles. Participants that plan to use personal or rented car are requested to print the confirmation of stay from the hotel.

SOCIAL EVENTS

There will be one non-hosted and two hosted events scheduled during the period of the meetings as below:

1) CBSC18:

- a. 3 June, 19:00 - non-hosted Icebreaker (meet and greet) – details TBD
- b. 3 June, Guided Tour (Guided Gdansk Old Town walk / museum) – details TBD
- c. 4 June, 19:00 - hosted Dinner – details TBD

2) IRCC12:

- a. 8 June, at 19:00 - non-hosted Icebreaker (meet and greet) – details TBD
- b. 8 June, Guided Tour (Guided Gdansk Old Town walk / museum) – details TBD
- c. 9 June, at 19:00 - hosted Dinner – details TBD

Participants are asked to provide any dietary restrictions or allergy concerns upon confirming attendance.

DRESS CODE

- a. Dress for the meetings will be business jacket and tie;
- b. Dress for the non-hosted Ice Breaker will be smart casual;
- c. Dress for the hosted dinner will be smart casual.

TRANSPORT

The city of Gdansk is located on the South Coast of the Baltic Sea. The most efficient way for international travellers to reach Gdansk is to fly to Gdansk Lech Walesa Airport (GDN). The website of the airport is:

<http://www.airport.gdansk.pl>

The hotel is located just 16 kilometers from Lech Walesa Airport (GDN). The train station (Gdansk Glowny) is a 20-minute walk from the hotel. The hotel is located in Gdansk city center, next to historical landmarks such as Artus Court and Old Town.

Transport from Airport to Hotel

The best way to travel to Hotel (Gdansk city centre) is to use a taxi from the Airport, the estimated cost is approximately 80 PLN (around 19 Euros) and travel time around 17 minutes, depending on traffic conditions. Higher rates apply for night hours and Sundays.

We recommend using hotel taxi. The fee is paid directly to the driver. If you want to include the taxi fee to the hotel invoice, the prices will be higher: PLN 110/120. The order must be conducted by the hotel reception.

You can also use a public transport from the Airport to the city centre – bus or metropolitan railway. The journey takes about 40-50 mins.

By bus

Bus line 210 of ZTM Gdansk takes 40-50 minutes from the Gdansk Airport (**Port Lotniczy**) to the main railway station of Gdansk (**Dworzec Główny**). Bus leaves in two directions, and participants must be careful to take bus line 210 in **Goscinna** direction.

Bus line 210 departs every 30 minutes on weekdays and every 60 minutes on Saturdays, Sundays and national holidays. A ticket costs 3.20 PLN and is available from the ticket machine at the Gdansk Airport bus stop.

The closest bus stop to the city centre are "Dworzec Główny" (Main Station) and "Brama Wyzynna" - just 700 meters from the hotel (see on the map in Appendix 3).

By metropolitan railway

The passengers may get to the Gdansk by train. The trains go from Airport to Gdansk Wrzeszcz then **change** the train to the Gdansk Główny station, trains depart every 30 minutes.

Available train tickets: tickets with distance-related price (incl. train change in Gdansk-Wrzeszcz to get to Gdansk Główny) and city zone tickets, PLN 3.50 (adult ticket), allowing for travelling to any station within Gdansk. The tickets are available in the ticket machine located in the east side of T2 Terminal. Time schedule and stations: skm.pkp.pl

From railway station GDANSK GLOWNY to Hotel Radisson Blue:

The first option is on foot:

The hotel is just 1.3 km from Gdansk's main train station; it's a quick walk past some popular attractions.

By bus:

Buses leave from various nearby stops to take you close to the hotel. One option is to take the 112, 178, or 186 bus from the Dworzec Główny 12 stop, then get off at the "Zabi Kruk 04" stop just 500 meters from the hotel.

By tram:

From the Dworzec Główny 02 station, hop on a tram to the "Brama Wyzynna 02 station". You'll be just 700 meters from the hotel.

LOCAL TOURISM

Information pertaining to tourism within the region of Gdansk can be found at:

<https://visitgdansk.com>

CLIMATE

The climate for Gdansk in early June:

< June >		
	Normal Max/ High Temperature	20°C (68°F)
	Average Temperature	15°C (59°F)
	Min/ Low Temperature	11°C (52°F)
	Normal Precipitation	58mm (2.3in)
	Number of Wet Days (probability of rain on a day)	8 (27%)
	Average Sunlight per day	08:21
	Average Daylight per day	17:07
	Sunny (Cloudy) Daylight Hours	50% (50%)
	Sun altitude at solar noon on the 21st day.	59.1°

Read more: <http://www.gdansk.climatemps.com>

CBSC18 and IRCC12 Meetings, Host Nation Point of Contact:



Lt Cdr Adam KLOSINSKI

@ a.klosinski@ron.mil.pl

☎ +48 501 940 908

Appendices:

- 1 - Radisson Hotel Registration Form for CBSC18
- 2 - Radisson Hotel Registration Form for IRCC12
- 3 - Location maps



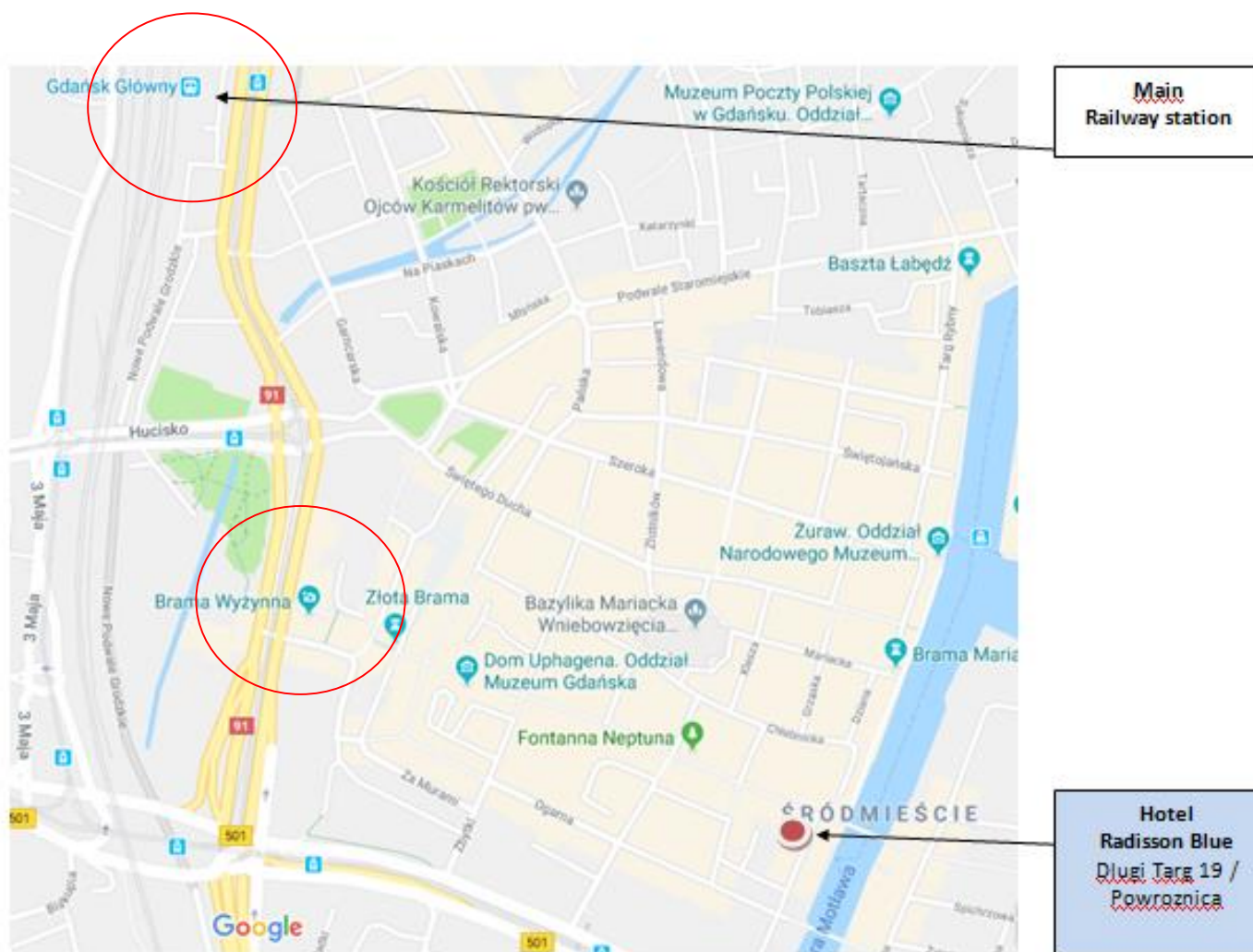
Conference IHO CBSC Gdansk 03-05 June 2020

Hotel Reservation Form			
To:	Radisson Blu Hotel Ul. Długi Targ 19 / Powroźnicza 80-828 Gdańsk, Poland		
Hotel guest:	Title:	Name:	Surname:
Telephone number:	E-mail Address:		
THE RESERVATION WILL BE GUARANTEED WITH THE FOLLOWING CREDIT CARD: I agree to charge my credit card by Radisson Blu Hotel Gdansk in case of cancellation or non show.			
Credit card type:	Expiry date:	Credit card number: please provide the number of credit card here or contact to Reservations Department to provide it by e-mail address: reservations.gdansk@radissonblu.com , Tel: + 48 58 325 4414	
Detail to invoice:	Company name:		Card holder signature:
	Address:		
	VAT number:		
Accommodation You can choose one of below possibility of reservation. Please mark with "x" your choice.			
1. Special prepaid price - available till 28.04.2020. Reservation guaranteed - held until 7 am on the following day. The Guests are obliged to guarantee their reservation with credit card details. In case of not receiving credit card the reservations will be cancelled automatically. There is no possibility of changes or free cancellation after 28.04.2020. Credit card will be charged by hotel 28.04.2020. ☐ Single room – 550 PLN per night with breakfast ☐ Standard Twin room – 590 PLN per night with breakfast 2. Flexible price – Guaranteed reservations - held until 7 am on the following day. Guaranteed reservation can be cancelled free of charge until 4 pm hotel time on the day of arrival. In case the Guest does not arrive and the cancellation has not been made on time the credit card will be charged with the first night room cost for each room reserved. ☐ 10% discount on the lowest price with breakfast on our website			
	Arrival date:	Departure date:	No. of nights:
Additional requests			

- All rooms have a free access to the internet, sauna and gym.
- The rooms can be upgraded to Premium option. Please contact the hotel directly to arrange the details.

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- The rooms can be upgraded to Premium option. Please contact the hotel directly to arrange the details.

Location Maps



By metropolitan railway:

Airport (Gdańsk Port Lotniczy) – Gdańsk Wrzeszcz [**change**] – Gdańsk Główny

Time schedule and stations: skm.pkp.pl/210.html

By bus:

Bus line 210

<https://www.ztm.gda.pl/rozklady/linia-210>



↓ Gdańsk Port Lotniczy
↓ Port Lotniczy
↓ Terminal - Cargo (n/ż)
↓ Firoga
↓ Szybowcowa (n/ż)
↓ Astronautów
↓ Agrarna
↓ Harfowa
↓ Słowackiego Działki (n/ż)
↓ Potokowa
↓ Ogrodowa (n/ż)
↓ Brętowo PKM
↓ Kolumba
↓ Warneńska
↓ Piecowska
↓ Kurpińskiego
↓ Otwarta
↓ Wagnera
↓ Cygańska Góra
↓ Focha (n/ż)
↓ Płowce
↓ Cmentarz Garnizonowy (n/ż)
↓ Dworzec Główny
↓ Brama Wyżynna
↓ Toruńska
↓ Elmet (n/ż)
↓ Zremb (n/ż)
↓ Sandomierska
↓ Rejtana
↓ Gościnną