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**ANNEXES TO PROPOSAL 1.7 SUBMITTED
TO THE 2nd SESSION OF THE IHO ASSEMBLY**

WORK PROGRAMME 1

CORPORATE AFFAIRS

Concept:

Programme 1 covers the provision of the services provided by the Secretariat of the IHO and, through the Secretary-General and the Directors, the management and fostering of relations with intergovernmental and other international organizations. Work Programme 1 is directed primarily by the Secretary-General. It is integral to the achievement of all the Strategic Directions; some directly, others indirectly.

Element 1.1	Cooperation with International Organizations and participation in relevant meetings
Element 1.2	Information Management
Element 1.3	Public Relations and Outreach
Element 1.4	Work Programme & Budget, Strategic Plan and Performance Monitoring
Element 1.5	Secretariat Services
Element 1.6	IHO Council and Assembly

Element 1.1 Co-operation with International Organizations and participation in relevant meetings

Objective: Maintain relationships with relevant international organizations in order to further the interests of the IHO by enlisting their support and cooperation, and participate in projects of common interest. Represent the IHO and participate in international forums dealing with matters of relevance to the objectives of the IHO and the IHO WP, including:

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.1.1	Maintain relationships with the Government of Monaco and the diplomatic corps accredited in Monaco	1.1 1.2 1.3 1.5 2.3 3.1 3.2 3.3 3.4 4.4			Continuous	Secretariat			
1.1.2	Maintain relationship with the Antarctic Treaty Consultative Meeting (ATCM)	1.1 1.2 1.3 1.4 1.5 3.1 3.2 3.3	3.2	Mariners, Ship operators, Marine scientific community	continuous	Secretariat	1 meeting annually Travel cost for SG or Dir		

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.1.3	Maintain relationship with the Comité International Radio Maritime (CIRM)	1.1 1.2 1.3 1.4 1.5 3.1 3.2 3.3	1.2	Navigation equipment manufacturers	continuous	Secretariat	1 meeting annually Travel cost for 1 SG/Dir/AD		
1.1.4	Maintain relationship with European Union Initiatives (such as INSPIRE and EMODnet)	1.1 1.2 1.3 1.4 1.5 3.1 3.2 3.3	3.2		continuous	Secretariat IENWG	2 meetings annually. Travel cost for 1 SG/Dir/AD per meeting		
1.1.5	Maintain relationship with the Group on Earth Observation (GEO)	1.1 1.2 1.3 1.4 1.5 3.1 3.2 3.3	2.3		continuous	Secretariat at GEBCO GC MSDIWG	1 meeting annually. Travel cost for 1 SG/Dir/AD		

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.1.6	Maintain relationship with the International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA) including the IALA e-NAV Committee and IALA World Wide Academy	1.1 1.2 1.3 1.4 1.5 3.1 3.2 3.3 4.4	3.1	Aids to Navigation authorities, e- Navigation data service providers, maritime community	continuous	Secretariat HSSC WGs CBSC	2 meetings annually. Travel cost for 1 SG/Dir/AD per meeting		
1.1.7	Maintain relationship with the International Electrotechnical Commission (IEC), including: IEC Technical Committee 80	1.1 1.2 1.3 1.4 1.5 3.1 3.2 3.3	1.1	Equipment manufacturers Type approval bodies	continuous	Secretariat HSSC WGs	1 meeting annually. Travel cost for 1 Dir/AD		

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.1.8	Maintain relationship with the International Maritime Organization (IMO), including: Assembly, Council, MSC, NCSR, TCC	1.1 1.2 1.3 1.4 1.5 3.1 3.2 3.3 4.4	1.1 3.1	Mariners, Ship Operators Maritime Administrations	continuous	Secretariat	5 meetings annually, Travel cost for each meeting for 1 SG/Dir + AD or 1 AD.		
1.1.9	Maintain relationship with the Intergovernmental Oceanographic Commission (IOC) of UNESCO, including: Assembly Council Specialized WGs	1.1 1.2 1.3 1.4 1.5 3.1 3.2 3.3	3.2	Marine scientific community	continuous	Secretariat GEBCO GC MSDIWG	2 meetings annually. Travel cost for 1 SG/Dir/AD		

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.1.10	Maintain relationship with the International Organization for Standardization (ISO), including: ISO Technical Committee 211	1.1 1.2 1.3 1.4 1.5 2.5 2.6 3.1 3.2 3.3	1.1 1.2		continuous	Secretariat	2 meetings annually. Travel cost for 1 Dir/AD		
1.1.11	Maintain relationship with the Joint Board of Geospatial Information Societies (JB-GIS)	1.1 1.2 1.3 1.4 1.5 2.6 3.1 3.2 3.3	1.1		annual	Secretariat	1 meeting annually if coinciding with other meetings. No significant additional cost		

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.1.12	<p>Maintain relationship with United Nations (UN) organizations based in New York, including:</p> <p>the UN Committee of Experts on Global Geospatial Information Management (UN-GGIM) and its Working Group on Marine Geospatial Information (WGMGI)</p> <p>the UN Division on Ocean Affairs and Law of the Sea (UN-DOALOS)</p> <p>the UN Group of Experts on Geographical Names (UNGEGN)</p>	1.1 1.2 1.3 1.4 1.5 2.5 2.6 3.1 3.2 3.3	2.3	Marine geospatial data providers and users	<p>continuous</p> <p>Standardization in toponymic matters</p>	Secretariat MSDIWG ABLOS	<p>3 meetings annually.</p> <p>Travel cost for 1 SG/Dir</p> <p>Travel cost for 1 AD (on case-by-case basis)</p>		

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.1.13	Maintain relationship with the World Meteorological Organization (WMO)	1.1 1.2 1.3 1.4 1.5 2.5 3.1 3.2 3.3		Mariners, Ship operators, Maritime Administrations	continuous	Secretariat	1 meeting annually. Travel cost for 1 SG/Dir/AD		
1.1.14	Maintain relationship with the Open Geospatial Consortium, including the Marine Domain Working Group (Marine DWG)	1.1 1.2 1.3 1.4 1.5 2.5 3.1 3.2 3.3	1.1 2.3	Mariners Oil and Gas industry UN-GGIM UN-WGMGI	continuous	Secretariat MSDIWG	1 meeting annually if coinciding with other meetings. No significant additional cost		

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.1.15	Maintain relationships with other international and observer organizations when their agendas have relevance to the programme of the IHO	1.1 1.2 1.3 1.4 1.5 2.5 2.6 3.1 3.2 3.3	3.2		continuous	Secretariat	Participation to be determined on an annual basis, subject to the agenda of the organization and its significance to the IHO WP Up to 10 meetings annually Travel cost for 1 SG/Dir/AD per meeting		

Element 1.2 Information Management

Objective: Provide Member States and IHO stakeholders with accurate and relevant information in a timely and accessible manner.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.2.1	Maintain and extend the IHO website	1.1 1.2 1.4 1.5 2.1 2.2 3.2 3.3 4.1	3.3		continuous	Secretariat	Use of commercial contract support Maintenance included in 1.2.4		
1.2.2	Maintain and extend the IHO GIS, webserver and web mapping services in support of RHCs, ENC production coordination, INT chart coordination, C-55 and other related activities	1.1 1.2 1.4 1.5 2.2 2.6 3.2 3.3 3.4 4.2	3.3		continuous	Secretariat	Use of commercial contract support Maintenance included in 1.2.3		

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.2.3	Maintain and extend the Secretariat Admin IT infrastructure, including in- house publishing facilities	1.1 1.2 1.3 1.4 3.3 4.1	3.3		continuous	Secretariat	80k€ annually (includes hardware, software and contract maintenance support)		
1.2.4	Maintain the IHO reference library collection including the incorporation of new material	1.5 3.2 3.3 3.4			continuous	Secretariat	1K€ annually		
1.2.5	Implement and maintain online forms for the input from Member States to the IHO databases and in response to circular letters	2.1 3.4 4.1 4.2			continuous	Secretariat	1K€ annually		

Element 1.3 Public Relations and Outreach

Objective: Raise awareness of the role of the IHO and the value and importance of hydrography and nautical charting services. Provide advice and guidance on States obligations under international regulations such as SOLAS Chapter V and highlight the importance of coordinated efforts in providing for safety of navigation, protection of the marine environment and the sustainable management and development of the oceans, seas and waterways. Stress the importance of becoming an IHO Member State.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.3.1	Promote the IHO through publicity and public relations initiatives	1.5 2.6 3.1 3.2 3.3	3.3		Continuous Preparation of the centenary of the establishment of the IHB in 2021	Secretariat Member States	10k€ annually		

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.3.2	Encourage new membership of the IHO	2.3 2.4			Participation of non- Member States in RHC and IHO activities New Member States	Secretariat RHC Chairs (except: ARHC, NHC, NSHC, USCHC)	Visits normally undertaken as side-trips in conjunction with travel to other meetings Some high-level visits funded by Capacity Building Fund (see programme 3)		
1.3.3	Celebrate World Hydrography Day including the preparation of information to support the themes	1.5 2.6 3.1 3.2 3.3	3.3		annual	Secretariat Member States	10K€ annually		

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.3.4	Compile and publish P-1 – International Hydrographic Review with the assistance of a paid editor	1.5 2.6 3.1 3.2 3.3	3.3		continuous	Secretariat Member States	10K€ annually		Lack of suitable papers provided by MS and other contributors
1.3.4.1	Maintain a digital repository for the overall collection of P-1 available for worldwide access	1.5 2.6 3.1 3.2 3.3	3.3		continuous	Secretariat Member States	1K€ annually		

Element 1.4 Work Programme & Budget, Strategic Plan and Performance Monitoring

Objective: Ensure that the formulation and the execution of the IHO Work Programme and Budget is managed, monitored and executed efficiently to best meet the requirements of Member States and the interests of stakeholders. This Element focuses on the implementation of the IHO's Strategic Plan particularly with regard to risk assessment and performance indicators.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.4.1	Execute the IHO Work Programme and Budget approved by the 2 nd Session of the Assembly, monitoring its progress and proposing or implementing any necessary adjustments according to the	All SDs	All Goals & Targets		continuous	Secretariat Council			
1.4.2	Develop and propose future IHO Work Programme, Budget and Strategic Plan		All Goals & Targets		continuous	Secretariat Council Assembly			

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.4.3	Conduct biennial IHO stakeholders' forums	1.2 1.3 1.4 1.5 2.6 3.1 3.2 3.3 3.4 4.4	2.2 3.1		2022	Secretariat	1 meeting every 2 years back-to-back with another meeting Cost subject to the venue	Travel cost, per diem. and working hours for MS and other representatives to prepare for and attend the	

Element 1.5 Secretariat Services

Objective: Ensure that the Secretariat meets the requirements set by the Member States, by providing the best service within the resources available.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.5.1	Maintain formal communication between the Secretariat and the Member States through Circular Letters	2.2 4.1 4.2 4.3 4.4	3.3		continuous	Secretariat			
1.5.2	Maintain, update and develop procedures to facilitate and improve the effectiveness of the finance and administrative work of the Secretariat	All SDs			continuous	Secretariat			

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.5.3	Provide in-house translation services English/French and French/English in support of the IHO WP Include Spanish translations as much as possible in accordance with the relevant IHO Resolutions	2.2 4.1 4.3 4.4			continuous	Secretariat		MS encouraged to volunteer to translate lower priority IHO publications from EN to FR and SP	Translation workload exceeds the translating capacity of the existing number of staff
1.5.4	Engage contract support to supplement the maintenance and development of IHO publications beyond the resources or competence of the Secretariat or the IHO WGs, including:	3.3 4.1			continuous	Secretariat	10k€ each year		

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.5.5	<p>Compile, maintain and publish IHO publications that are not allocated to a specific IHO body, including:</p> <p>P-5 – IHO Yearbook</p> <p>P-7 – IHO Annual Report</p> <p>P-6 – Proceedings of the Assembly and of the Council</p> <p>M-3 –Resolutions of the IHO</p>	<p>1.2</p> <p>3.3</p> <p>4.1</p>			As required	Secretariat			
1.5.6	Secretariat Staff training	<p>1.1</p> <p>4.1</p>					7k€ each year		

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
1.5.7	Monitor and maintain the Staff Regulations and the Job Descriptions of the Staff of the IHO Secretariat in step with the evolution of the IHO Work Programme and IHO requirements	4.1			continuous	Secretariat			
1.5.8	Maintain the premises and facilities of the IHO Secretariat as required as the occupant, including renovations or modifications as requirements arise	4.1			continuous	Secretariat	62K€ each year		

Element 1.6 IHO Council and Assembly

Objective: Ensure the successful functioning of sessions of the Council and the Assembly so that they fulfil their top-level governance and decision- making functions in accordance with the Convention and the other basic documents of the Organization.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Othe resources	Significant risk to delivery
1.6.1	Prepare and conduct the 3 rd Session of the IHO Assembly	2.1 2.2 4.1 4.4				Secretariat	Funded by the Conference Fund	Travel cost, per diem. and working hours for MS and other representatives to prepare for and attend the Assembly	
1.6.2	Prepare and conduct annual meetings of the IHO Council	2.1 2.2 4.1 4.4			annual	Secretariat	15K€ each year Travel for minimum of SG, 2 Dir, 2AD if session held outside Monaco	Travel cost, per diem. and working hours for MS and other representatives to prepare for and attend a meeting of the Council	

WORK PROGRAMME 2

HYDROGRAPHIC SERVICES AND STANDARDS

Concept:

Programme 2 focuses on the implementation of component 1.4 of Strategic Direction (SD) 1: “*developing, improving, promulgating and promoting clear, uniform, global hydrographic standards to enhance safety of navigation at sea, protection of the marine environment, maritime security and economic development*”.

Element 2.1	Programme Coordination
Element 2.2	Foundational Nautical Cartography Framework
Element 2.3	S-100 Framework
Element 2.4	S-57 Framework
Element 2.5	Support the implementation of e-navigation and Marine Spatial Data Infrastructures (MSDI)
Element 2.6	Hydrographic Surveying
Element 2.7	Hydrographic aspects of UNCLOS
Element 2.8	Other technical standards, specifications, guidelines and tools

Element 2.1 Programme Coordination

Objective: Monitor and implement Programme 2 through the Hydrographic Services & Standards Committee and its subordinate organs.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
2.1.1	Organize, prepare, and report annual meetings of HSSC	1.1 1.2 1.3 1.4 2.1	1.1 1.2		Monitor and approve HSSC Work Programme - Annual	HSSC Chair WG Chairs Secretariat	Travel cost for 1 Dir + 1 AD Travel cost and per diem for pre-meeting briefing of Chair	Travel cost, per diem. and working hours for MS and other representatives to prepare for and attend the meeting	Inability of MS and others to participate in meetings
2.1.2	Organize, prepare and report meetings of HSSC working groups	1.4	1.1 1.2		As defined in the HSSC Work Programme	WG Chairs Secretariat	Travel cost, per diem and working hours 1 AD / meeting	Travel cost, per diem. and working hours for MS and other participants to prepare for and attend the meeting	Inability of MS and others to participate in meetings

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
2.1.3	Prepare for and represent HSSC at meetings of the Council	1.1			Submit report and recommendations - Annual	HSSC Chair Secretariat	Travel cost and per diem for HSSC Chair		
2.1.4	Prepare for and represent HSSC at 3rd session of the IHO Assembly	1.1			Submit reports and recommendations (through the Council)	HSSC Chair Secretariat			
2.1.5	Monitor the development of related international standards, specifications and guidance	1.2	1 . 1 1 . 2	IALA IEC IMO ISO OGC	Identify and attend relevant meetings and activities and report outcome - as required (see also programme 1)	HSSC Chair Group Secretariat			
2.1.6	Provide technical outreach, advice and guidance in relation to IHO standards, specifications and guidance	4.1	1.1 1.2		Identify and attend relevant meetings and activities and report outcome - as required	HSSC Chair Group Secretariat	3 meetings per year Travel cost 1 Dir/AD per meeting		

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
2.1.7	Maintain and extend IHO Resolutions (M-3) related to technical issues	1.1	1.1 1.2		Draft proposed amendments for the consideration of the Council	HSSC & All WGs			

Element 2.2 Foundational Nautical Cartography Framework

Objective: Develop, maintain and promote the foundational standards, specifications, guidelines and services related to nautical cartography to meet the requirements of the stakeholders.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
2.2.1	Maintain S-4 (<i>Regulations for International (INT) Charts and Chart Specifications of the IHO</i>) and related publications (INT 1/2/3)	1.4	1.1 1.2			NCWG			Way forward and Maintenance of INT 1 to be decided
2.2.2	Maintain S-11 Part A - <i>Guidance for the Preparation and Maintenance of International Chart Schemes and Catalogue of International (INT) Charts</i>	1.4	1.1 1.2			NCWG			

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
2.2.3	Maintain the INTToGIS infrastructure	1.1	1.1			NCWG Secretariat		Support of the Republic of Korea	
2.2.4	Implement the decisions made following the report on the Future of the Nautical Paper Chart	1.4	1.1			NCWG			

Element 2.3 S-100 Framework

Objective: Develop, maintain and promote the S-100 framework in order to meet the requirements of the stakeholders.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
2.3.1	Maintain and extend the S-100 GI Registry	1.4	1.1 1.2			S-100WG Secretariat		Support of the Republic of Korea	
2.3.2	Maintain and extend S-100 - <i>IHO Universal Hydrographic Data Model</i>	1.4	1.1 1.2			S-100WG			Inability of MS and others to participate in the work
2.3.3	Develop and maintain S-99 - <i>Operational Procedures for the Organization and Management of the S-100 Geospatial Information Registry</i>	1.4	1.1 1.2			S-100WG			

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
2.3.4	Develop and maintain S-10x Product Specifications and engage on S-100 Implementation Strategy	1.4	1.1 1.2	ECDIS OEM GIS Community Data providers		Project teams Relevant WGs	Contract support funded by the Special Projects Fund		Inability of MS and others to participate in the work
2.3.5	Provide advice and guidance to other organizations developing S-100 based Product Specifications	1.2 1.3	1.1 1.2			S-100WG Secretariat	2 meetings per year Travel cost 1 AD	Travel cost and working hours MS Rep.	Limited expertise available

Element 2.4 S-57 Framework

Objective: Maintain the S-57 framework fit for purpose.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
2.4.1	Maintain S-52 - <i>Specifications for Chart Content and Display Aspects of ECDIS</i>	1.4	1.1 1.2	ECDIS OEM		ENCWG			
2.4.2	Maintain S-57 - <i>IHO Transfer Standard for Digital Hydrographic Data</i> , including ENC Product Specification	1.4	1.1 1.2	ECDIS OEM Data servers		ENCWG			Inability of MS and others to participate in the work
2.4.3	Maintain S-58 - <i>ENC Validation Checks</i>	1.4	1.1 1.2	RENCs		ENCWG			Inability of MS and others to participate in the work
2.4.4	Maintain S-61 - <i>Product Specification for Raster Navigational Charts (RNC)</i>	1.4	1.1	ECDIS OEM Data servers	No action expected	ENCWG			

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
2.4.5	Maintain S-63 - <i>IHO Data Protection Scheme</i>	1.4	1.2			ENCWG			Inability of MS and others to participate in the work
2.4.6	Maintain S-64 - <i>IHO Test Data Sets for ECDIS</i>	1.4	1.1 1.2			ENCWG			
2.4.7	Maintain S-65 - <i>ENCs: Production, Maintenance and Distribution</i>	1.4	1.1 1.2			ENCWG			
2.4.8	Maintain S-66 - <i>Facts about Electronic Charts and Carriage Requirements</i>	1.4	1.1			ENCWG			

Element 2.5 Support the implementation of e-navigation and Marine Spatial Data Infrastructures (MSDI)

Objective: Provide technical support to the development of new services and functionalities required by the implementation of e-navigation and MSDI.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
2.5.1	Monitor and assess requirements related to data flow, data security, data quality, backup arrangements, time-varying information, etc.	1.1 2.5	1.2		Implementation of S-100 Security Scheme	Secretariat			Inability of MS and others to participate in the work
2.5.2	Support the development and implementation of Maritime Services in relation to e-Navigation	1.1 2.5	1.1	IALA IMO	Maintenance of Maritime Service descriptions	NIPW G NCWG ENCWG TWCWG WWNWS-SC			Inability of MS and others to participate in the work

Element 2.6 Hydrographic Surveying**Objective:** Maintain S-44 and related IHO documents fit for purpose.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
2.6.1	Maintain and extend S-44 - <i>IHO Standards for Hydrographic Surveys</i>	1.4	1.1 2.2			HS PT / HSWG (to be confirmed)			

Element 2.7 Hydrographic aspects of UNCLOS

Objective: Monitor developments related to the hydrographic aspects of UNCLOS and maintain the relevant IHO publications fit for purpose.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
2.7.1	Organize the biennial ABLOS Conference	1.3 4.1			ABLOS Conference s			Self-funding	Lack of participation or insufficient volunteers to present papers
2.7.2	Maintain C-51 - <i>Manual on Technical Aspects of the UN Convention on the Law of the Sea</i>	1.4							

Element 2.8 Other technical standards, specifications, guidelines and tools

Objective: Maintain technical standards, specifications, guidelines and tools not included in the previous elements fit for purpose.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
2.8.1	Maintain S-12 - <i>Standardization of List of Lights and Fog Signals</i>	1.4	1.2		Revision as appropriate No action expected	NIPWG			
2.8.2	Maintain S-32- <i>Hydrographic Dictionary</i>	1.4	1.2		Database version to be expanded with multiple languages	HDWG Secretariat			Inability of MS and others to participate in the work
2.8.3	Maintain S-49 - <i>Standardization of Mariners' Routeing Guides</i>	1.4	1.2		Revision as appropriate	NIPWG			
2.8.4	Maintain the list of standard tidal constituent	1.4	2.2		Continuous	TWCWG			
2.8.5	Maintain the inventory of national tide gauges and current meters	1.1	2.2		Continuous	TWCWG			

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
2.8.6	Ensure that data quality aspects are addressed in an appropriate and harmonized way for all relevant standards	1.4	1.2		Continuous	DQWG			

WORK PROGRAMME 3

INTER-REGIONAL COORDINATION AND SUPPORT

Concept:

This programme refers primarily to the Organization's strategic direction "*Facilitate global coverage and use of official hydrographic data, products and services*" through enhancing and supporting cooperation on hydrographic activities among the IHO Member States (MS) under the aegis of the Regional Hydrographic Commissions (RHCs). It also contributes to the strategic direction "*Assist Member States to fulfil their roles*" through the IHO Capacity Building Work Programme in supporting MS as well as non-Member States to build national hydrographic capacities where they do not exist and to contribute to the improvement of the already established hydrographic infrastructure. The programme includes major topics that require a regionally coordinated approach, such as ENC adequacy, availability, coverage and distribution, maritime safety information and ocean mapping.

Element 3.1	Programme Coordination
Element 3.2	Regional Hydrographic Commissions and the HCA
Element 3.3	Capacity Building
Element 3.4	Coordination of Global Surveying and Charting Coverage
Element 3.5	Maritime Safety Information
Element 3.6	Ocean Mapping Programme
Element 3.7	Marine Spatial Data Infrastructures
Element 3.8	International Standards for Hydrographic Surveyors and Nautical Cartographers

Element 3.1 Programme Coordination

Objective: Promote and coordinate those activities that might benefit from a regional approach:

- establish, coordinate and enhance cooperation in hydrographic activities amongst States on a regional basis, and between regions;
- establish cooperation to enhance the delivery of the Capacity Building Work Programme;
- monitor the work of specified IHO inter-organizational bodies engaged in activities that require inter-regional cooperation and coordination.

The IRCC will foster coordination between all RHCs and other bodies that have a global/regional structure (including: HCA, GGC, CBSC, IBSC, WWNWS-SC, WEND-WG).

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.1.1	Organize, prepare and report annual meetings of IRCC	1.1 1.2 1.4 1.5 2.1 2.2 2.3 2.4 2.5 2.6 3.1 3.2 3.3 3.4 4.1 4.2 4.3 4.4	3.1		Monitor and approve IRCC Work Programme – Annual	IRCC Chair RHC Chairs Chairs of the IRCC Bodies Secretariat	Travel cost for 1 Dir + 1 AD Travel cost and per diem for pre-meeting briefing of Chair		Inability of MS and others to participate in meetings
3.1.2	Prepare for and represent IRCC at meetings of the Council	1.1			Submit report and recommendations - Annual	IRCC Chair Secretariat	Travel cost and per diem for IRCC Chair		
3.1.3	Prepare for and represent IRCC at 3 rd session of the IHO Assembly	1.1			Submit reports and recommendations (through the Council)	IRCC Chair Secretariat			

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.1.4	Maintain and extend IHO Resolutions (M-3) related to coordination issues	1.1	3.1 3.2		Draft proposed amendments for the consideration of the Council	IRCC			

Element 3.2 Regional Hydrographic Commissions and the HCA

Objective: Facilitate regional coordination, cooperation and collaboration to improve hydrographic services and the provision of hydro-cartographic products through the structure of the Regional Hydrographic Commissions and of the Hydrographic Commission on Antarctica.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.2.1	Prepare for and report meetings of the Regional Hydrographic Commissions (RHC): ARHC – Arctic Regional Hydrographic Commission BSHC - Baltic Sea Hydrographic Commission EAHC - East Asia Hydrographic Commission EAtHC - Eastern Atlantic Hydrographic Commission	2.1 2.2 2.3 2.5 2.6 3.2 3.3 4.3	3.1 1.3		Submit report and recommendations – normally Annually	RHC Chairs Secretariat	Most Commissions meet annually Travel cost for SG or Dir to each meeting. An AD also attends several of the RHC meetings – particularly the larger Commissions and those with significant CB requirements		Inability of MS and others, particularly non-IHO MS, to participate in meetings

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3.2.1	MACHC - Meso American and Caribbean Hydrographic Commission	2.1 2.2 2.3 2.5	3.1 1.3		Submit report and recommendations – normally Annually	RHC Chairs Secretariat	Most Commissions meet annually Travel cost for SG or Dir to each meeting. An AD also attends several of the RHC meetings – particularly the larger Commissions and those with significant CB requirements		Inability of MS and others, particularly non-IHO MS, to participate in meetings
	MBSHC - Mediterranean and Black Seas Hydrographic Commission	2.6 3.2 3.3 4.3							
	NHC - Nordic Hydrographic Commission								
	NIOHC - North Indian Ocean Hydrographic Commission								
	NSHC - North Sea Hydrographic Commission								
	RSAHC - ROPME Sea Area Hydrographic Commission								
	SAIHC - Southern Africa and Islands Hydrographic Commission								
	SEPRHC - South East Pacific Regional Hydrographic Commission								

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.2.1	SWAtHC - South West Atlantic Hydrographic Commission SWPHC - South West Pacific Hydrographic Commission USCHC - USA and Canada Hydrographic Commission	2.1 2.2 2.3 2.5 2.6 3.2 3.3 4.3	3.1 1.3		Submit report and recommendations – normally Annually	RHC Chairs Secretariat	Most Commissions meet annually Travel cost for SG or Dir to each meeting. An AD also attends several of the RHC meetings – particularly the larger Commissions and those with significant CB requirements		Inability of MS and others, particularly non-IHO MS, to participate in meetings
3.2.2	Organize, prepare for and report meetings of Hydrographic Commission on Antarctica (HCA)	2.1 2.2 2.5 2.6 3.2 3.3 4.3	3.2	COMNAP IAATO SCAR IALA	Submit report and recommendations	HCA Chair Observers Secretariat	2 meetings between two Assemblies Travel cost for SG or Dir +1 AD (on case by case basis)		Inability of Members and others to participate in meetings

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.2.3	Contribute to improving the framework of IHO response to marine disasters	3.3	3		Improve the relevant guidelines for disaster risk reduction. Continuous	RHC Chairs Secretariat			
3.2.4	Maintain and enhance the underlying database and IHO Publication C-55 – <i>Status of Hydrographic Surveying and Nautical Charting Worldwide</i>	4.4	3.1 2.2		Develop a new framework for the input, presentation and assessment of the survey and nautical cartography status in C-55	Secretariat			

Element 3.3 Capacity Building

Objective: Assess the hydrographic surveying, nautical charting and nautical information status of nations and regions where hydrography is developing.

Provide guidelines for the development of local hydrographic capabilities taking into account the regional context and possibilities of support for shared capabilities.

Identify regional requirements and study the possibilities for capacity building assistance and training from the CB Fund and other sources.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.3.1	Organize, prepare and report annual meetings of the Capacity Building Sub- Committee (CBSC)	2.3 2.4 3.3 3.4 4.4	3.1 1.3	IMO IALA	Monitor and approve CB Work Programme (CBWP) Annual	CBSC Chair CB Coordinators Secretariat	Travel cost for 1 Dir + 1 AD Travel cost and per diem for pre-meeting briefing of Chair		

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.3.2	Manage the IHO Capacity Building Fund	4.4	3.1 1.3			CBSC Chair Secretariat			
3.3.3	Develop and maintain a Capacity Building Management System	4.4	3.1 1.3		Support the implementation of CBWP Continuous	CBSC Chair Secretariat			
3.3.4	Review and maintain the IHO Capacity Building Strategy	4.4	3.1 1.3		Up to date CB Strategy Annually	CBSC Chair Secretariat			
3.3.5	Develop, monitor and update the Capacity Building Work Programme (CBWP), including: Reviewing and updating CB procedures Monitoring and assessing the progress and success of CB activities and initiatives as approved in the annual IHO CBWP	4.4	3.1 1.3		Develop and propose an annual CBWP to be included in the IHO WP Annually. Considered in conjunction with task 3.3.1	CBSC Chair Secretariat			

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.3.6	Organize, prepare and report on meetings with other organizations, funding agencies, private sector and academia, including: the Joint IHO/IMO/WMO/IOC/IAEA/IALA/FIG/IMPA Capacity Building Coordination meeting	4.3 4.4	3.1 1.3	World Bank UNDP UNEP Donor agencies	Investigate the new opportunities for CB activities Increase the CB Fund Annually	Secretariat	2 meetings annually Travel cost for 1 Dir or 1 AD		Budget constraints
3.3.7	Organize, prepare and report on a Capacity Building and IBSC Stakeholders' Forum	4.4	3.1 1.3	IMO IALA IOC WMO FIG ICA Academy	Obtain lessons learned from CB training activities Review the future of the IHO CB Work Programme and CB Strategy 2021, as part of the Centenary Celebrations	Secretariat CBSC Chair IBSC Chair	No significant cost expected		

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.3.8	Maintain IHO publication M-2 - <i>National Maritime Policies and Hydrographic Services</i>	3.1 3.2	3.3 2.2		Continuous	Secretariat			
3.3.9	Plan, administer and implement Capacity Building activities, including: Technical and advisory visits, Technical Workshops, Seminars, Short and long courses On the Job Training (ashore / on board)	2.3 2.4 3.3 3.4 4.4	3.1 1.3		Assess the status of hydrography, cartography and aids to navigation in developing States Provide the basic technical knowledge and to jointly explore initiatives to achieve a minimum level of response to national, regional and international obligations	CBSC Chair RHC Chairs Secretariat	In accordance with annual CBWP Funded by the CB Fund.		

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.3.10	Investigate and Develop Regional Hydrographic /Maritime Projects	2.3 2.4 3.3 3.4 4.4	3.1 2.1 2.2	IMO IALA IOC UN Agencies World Bank Funding Institutions	Ensure awareness of multilateral or bilateral projects with hydrographic and/or cartographic components, and to provide advice to governments, project managers and funding agencies Develop and support the Outline/Scope Studies on Regional Projects	CBSC Chair RHC Chairs Secretariat			
3.3.11	Develop and maintain an online repository of training material and references	2.3 2.4 3.3	3.1 3.3	Member States and other States RHCs Academia	Ensure all training material and references are available	CBSC Chair Secretariat			

Element 3.4 Coordination of Global Surveying and Charting Coverage

Objective: Facilitate the achievement of a world-wide quality nautical charting coverage to suit the needs of the mariner in support of safe and efficient navigation through the development of specifications and standards for the production, distribution and updating of cartographic products and supporting publications.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.4.1	Organize, prepare and report annual meetings of the WEND Working Group	2.1 2.2 2.6	1.1	CIRM RENC management	Foster the implementation of the WEND /WENS (to be confirmed) principles, monitor progress and report to IRCC Annually	WEND WG Chair Secretariat	1 meeting annually. Travel cost for 1 Dir+AD or 1 AD		Component of the S-100 Implementation Strategy (to be confirmed)
3.4.2	Maintain liaison with RENCs	2.1 2.2 2.6	1.1	RENC management RENC MS	Facilitate the promotion of RENC cooperation for the benefit of ENC end-users Annually	WEND WG Chair Secretariat	2 meetings annually. Travel cost for 1 Dir or 1 AD		

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.4.3	Maintain and coordinate ENC and INT schemes, including coverage, consistency, quality and availability	2.1	2.2 3.3		<p>Develop ENC schemes in the regions and coordinate the production and maintenance of ENC</p> <p>Maintain INT Chart schemes and coordinate the production of INT Chart in the regions, in line with ENC production</p>	<p>RHC Chairs</p> <p>Secretariat</p>			<p>Lack of appropriate surveys or re-surveys in areas where there is no satisfactory coverage.</p> <p>Overlapping products in the same area.</p>

Element 3.5 Maritime Safety Information

Objective: Facilitate the efficient provision of Maritime safety Information (MSI) to mariners through coordination and the establishment of relevant standards between agencies.

Improve the coordination of NAVAREAs in liaison with the RHCs and relevant international organizations.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.5.1	Organize, prepare and report annual meetings of the World-Wide Navigational Warning Service Sub-Committee (WWNWS-SC)	1.2 2.1 4.3	1.1	IMO IALA IMSO	Monitor and guide the IHO/IMO World-Wide Navigational Warning Service including NAVAREA and coastal warnings Annual	WWNWS-SC Chair Secretariat	1 meeting annually Travel cost for 1 AD		Lack of engagement of NAVAREA Coordinators or partner organizations to maintain service
3.5.2	Conduct annual meetings of the WWNWS-SC Document Review Working Group	1.2 2.1	1.1	IMO IALA IMSO WMO	Maintain the IMO/WWNWS documents Annual	WWNWS-SC Chair Secretariat	1 meeting annually Per diem for 1 AD		Lack of engagement of NAVAREA Coordinators or partner organizations to maintain service

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.5.3	Maintain and extend the following IHO standards, specifications and publications: relevant IHO Resolutions in M-3 - <i>Resolutions of the IHO</i> , S-53 - <i>Joint IMO/IHO/WMO Manual on Maritime Safety Information</i>	1.2 2.1 3.3	1.2	IMO IMSO WMO	Provide update to WWNWS documentation. Continuous	WWNWS-SC Chair Secretariat			
3.5.4	Liaise with IMO and WMO on the delivery of MSI within the GMDSS	1.2 2.1 3.3		IMO WMO IMSO IALA	Ensure maintenance of service delivery. Continuous	WWNWS-SC Chair Secretariat	1 meeting, 2 days per year within Europe (London/Genève/Monaco)		Lack of engagement of national MSI Coordinators with the relevant NAVAREA Coordinator

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.5.5	Participate and contribute to the IMO work items on the modernization of the GMDSS and the development of the e-navigation implementation plan	1.2 2.1 2.5	1.2	IMO WMO IMSO IALA	Monitor projects to ensure maintenance of service delivery at least at current levels, investigation areas for improvement Continuous	WWNWS-SC Chair Secretariat			Inability of current providers to maintain service due to increased costs in a multi-system environment
3.5.6	Improve the delivery and exploitation of MSI to global shipping by taking full advantage of technological developments	1.2 2.1 2.5	1.1	IMO WMO IMSO IALA	Progress development of S-124 PS to align with the development of e-navigation and GMDSS	WWNWS-SC Chair			

Element 3.6 Ocean Mapping Programme

Objective: Contribute to global ocean mapping programmes through the IHO/IOC General Bathymetric Chart of the Oceans (GEBCO) Project, the International Bathymetric Chart (IBC) Projects and other related international initiatives.
Improve the availability of shallow water bathymetry for purposes other than nautical charting.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.6.1	Organize, prepare and report annual meetings of the GEBCO Guiding Committee (GGC) and associated bodies including TSCOM, SCRUM, GEBCO Science Day and SCUFN	1.5 2.6 3.4	3.2	IOC	Implementation of the GGC Work Programme Contribute to global ocean mapping programmes Improve the availability of shallow water bathymetry Implement the strategic goals for the next decade. Annual	GGC Chair Secretariat	4 meetings annually Travel cost for 1 Dir + 2 AD Travel cost for 1 AD (for SCUFN)	Travel cost, per diem. and working hours for MS and other representatives to prepare for and attend the meetings	Lack of support from coastal states to progress GEBCO activities

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.6.2	Ensure effective operation of the IHO Data Centre for Digital Bathymetry (DCDB)	1.5 2.6	3.2		Enhance the DCDB for upload, ingest, discovery and download of bathymetric data and associated information, such as the gazetteer of undersea feature names	Director, DCDB CSBWG Chair GEBCO GC Secretariat	10k€ annually to support maintenance and development	Operation of the DCDB is funded primarily by US (NOAA)	Inability of sole funder to continue current level of support
3.6.3	Encourage the contribution of bathymetric data to the IHO DCDB	1.5 2.2 2.6	3.2	Academia and Industry	GEBCO representatives participate in RHC meetings Continuous	GGC Chair RHC Chairs Secretariat			Lack of MS willingness to provide data
3.6.4	Develop general guidelines on the use and collection of Crowd Sourced Bathymetry (CSB)	2.6	2.2 3.2			CSBWG Chair Director, DCDB Secretariat	1 meeting annually. Travel cost for 1 AD	Travel cost, per diem. and working hours for MS and other representatives to prepare for and attend the meetings of the CSBWG	

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.6.5	Support cooperative bathymetric data gathering programmes, including; the Atlantic Ocean Research Alliance (AORA)	2.6	3.2		Contribute to global and regional ocean mapping programmes Annual	CSBWG Chair Secretariat	2 meetings annually 1 AD	Funded by EU	
3.6.6	Maintain IHO bathymetric publications, including: B-4 - Information Concerning Recent Bathymetric Data B-6 - Standardization of Undersea Feature Names B-8 - Gazetteer of Geographical Names of Undersea Features B-9 - GEBCO Digital Atlas B-10 - The History of GEBCO B-11 - IHO-IOC GEBCO Cook Book B-12 – Guidance on Crowd source Bathymetry	2.6	3.2 3.3	IOC	Maintain publications updated	GGC Chair Secretariat			

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.6.7	Contribute to outreach and education about ocean mapping. Increase understanding of the importance of hydrography and interest in following ocean mapping as a career	1.5 2.6 3.4	3.2	IOC	Development of Roadmap for Outreach and Education Working Group. Development of Education Materials. Printing of GEBCO World Map in MS Continuous	GGC Chair Secretariat		GEBCO Fund - 8200 Euros	
3.6.8	Maintain GEBCO Website	1.5 2.6 3.4	3.2 3.3	BODC	Content of GEBCO web site continually updated with news items; information about meetings and events and information about and links to new products Continuous	GGC Chair Secretariat		GEBCO Fund - 5000 Euros annually	

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.6.9	Develop short course and course material on compiling digital bathymetric models (DBMs) to be included in GEBCO from a heterogeneous bathymetric source database	1.5 2.6 3.4	3.1 3.2			GGC Chair Secretariat			GEBCO Fund
3.6.10	Update and enhance the GEBCO Gazetteer (B-8) for internet access	1.5	3.2 3.3		Continuing enhancement and maintenance to incorporate new names from each SCUFN meeting: Annual	GGC Chair Director, DCDB Secretariat		Contract support funded by GEBCO Fund - 10,000 Euros	

Element 3.7 Marine Spatial Data Infrastructures

Objective: Monitor developments related to the hydrographic component of Spatial Data Infrastructures, to develop and maintain the relevant IHO Publications, and to provide technical advice as appropriate.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.7.1	Organize, prepare and report annual meetings of the Marine Spatial Data Infrastructures Working Group (MSDIWG)	2.5	2.1 2.3	OGC SPC Academia Industry UN-GGIM UN-WGMGI	Continuous	MSDIWG Chair Secretariat	1 meeting annually. Travel cost for 1 AD	Travel cost, per diem. and working hours for MS and other representatives to prepare for and attend the meeting	
3.7.2	Maintain the relevant IHO standards, specifications and publications on MSDI, including C-17	2.5	2.1 2.3	OGC Academia Industry		MSDIWG Chair Secretariat			
3.7.3	Develop and maintain training syllabi and material for MSDI and associated learning subjects	2.5	2.1 3.1	OGC Academia Industry	Course material for standardised MSDI training course	MSDIWG Chair Secretariat			

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.7.4	Meeting of the OGC Marine Domain Working Group	2.5	2.1 2.3	OGC Academia Industry	Coordination of the relevant activities	MSDIWG Chair Secretariat			

Element 3.8 International Standards for Hydrographic Surveyors and Nautical Cartographers**Objective:** Establish minimum standards of competence for hydrographic surveyors and nautical cartographers.

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.8.1	Organize, prepare and report annual meetings of the International Board on Standards of Competence for Hydrographic Surveyors and Nautical Cartographers (IBSC)	1.1 1.4	2.2	FIG ICA Academia Industry	Recognition of new submissions and maintenance of guiding tools and references Continuous	IBSC Chair Secretariat	1 meeting annually. Travel cost for 1 AD	Travel cost, per diem. and working hours for Members and other representatives to prepare for and attend the meeting	Availability of Board members to undertake an increasing intersessional workload Capacity of Secretariat to provide full support to the Board

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Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.8.2	Fulfil the functions of the IBSC	1.4	2.2	FIG ICA	Provide guidance to training institutions Continuous	IBSC Chair Secretariat			Availability of Board members to undertake an increasing intersessional workload Capacity of Secretariat to provide full support to the Board
3.8.3	Manage the IBSC Fund	4.4		FIG ICA	Management of the IBSC Fund effectively and report to the IHO Secretariat Continuous	IBSC Chair Secretariat			

Task	Description	SD	G&T	Notable stakeholder(s) outside the IHO	Notable deliverables / milestones and timing	Lead authority / Participants	Notable specific resources from the IHO budget	Other resources	Significant risk to delivery
3.8.4	<p>Review the IBSC standards and maintain IBSC Publications,</p> <p>including:</p> <p><i>C-6 - Reference Texts for Training in Hydrography</i></p> <p><i>C-47 - Training Courses in Hydrography and Nautical Cartography</i></p> <p><i>S-5A and B - Standards of Competence for Hydrographic Surveyors</i></p> <p><i>S-8A and B - Standards of Competence for Nautical Cartographers</i></p>	1.4	2.2	<p>FIG</p> <p>ICA</p> <p>Academia</p> <p>Industry</p>	<p>Monitor, control and update of the IBSC Standards in S-5A/B and S-8A/B and Publications</p> <p>Continuous</p>	<p>IBSC Chair</p> <p>Secretariat</p>	<p>Support to IBSC on review and update of Standards of Competence</p> <p>10K€ annually</p>		<p>Availability of Board members to undertake an increasing intersessional workload</p> <p>Capacity of Secretariat to provide full support to the Board</p>

Appendix A to Annex A to PRO 1.7**Strategic Risk analysis****1. INTRODUCTION**

This assessment follows the risk analysis framework described in the IHO Strategic Plan adopted by the IH Conference in 2009. It is based on a limited update review conducted by the Secretariat of the analysis provided in Annex A to the Strategic Plan. The HYDROGRAPHIC SERVICES & STANDARDS COMMITTEE provided input that confirmed the relevant risk assessment scores used in the 2009 risk analysis.

2. RISK MANAGEMENT PROCESS**2.1 Context**

The IHO's risk environment is determined by considering the trends and developments identified as relevant to the IHO's strategic objectives.

The Strategic Assumptions described in Chapter 3 of the Strategic Plan have been identified as "strengths" (S), "weaknesses" (W), "opportunities" (O), or "threats" (T).

These Strategic Assumptions introduce possible risks to the achievement of the associated Strategic Directions (as set out in Chapter 4), that are intended to fulfil the IHO's objectives and ultimately its mission. They have been used as the logical starting point for risk identification.

2.2 Risk Identification

Possible risks have been identified for each individual SD. These risks have been categorized as either (1) *internal*, - originating from within the IHO community; or (2) *external*. The relevant Strategic Assumptions are indicated in the table below.

SD1 Strengthen the role and effectiveness of the IHO*Internal Risks*

Description	Strategic Assumptions
lack of means (capacity/competence/budget)	1.2, 2.3
lack of consensus "how"	5.2, 5.3
deficiencies in existing standards	4.1

External Risks

Description	Strategic Assumptions
technological developments too fast to cope	4.1
national developments (political/legal) hamper cooperation	5.2

SD2 Facilitate global coverage and use of official hydrographic data, products and services,*Internal Risks*

Description	Strategic Assumptions
Member State (MS) not able to comply	2.3, 3.3
MS not aware of the level of importance to comply	1.2
lack of consensus “how”	5.2, 5.3, 3.1
deficiencies in existing standards	4.1

External Risks

Description	Strategic Assumptions
lack of means (capacity/competence/budget)	3.3
technological developments too fast to cope	4.1
national developments (political/legal) hamper cooperation	5.2

SD3 Raise global awareness of the importance of hydrography*Internal Risk*

Description	Strategic Assumptions
lack of means (capacity/competence/budget)	1.2, 2.3

External Risk

Description	Strategic Assumptions
lack of knowledge/competence/interest	2.3

SD4 Assist Member States to fulfil their roles*Internal Risk*

Description	Strategic Assumptions
lack of means (capacity/competence/budget)	1.2, 2.3

External risk

Description	Strategic Assumptions
national developments (political/legal) hamper cooperation	5.2

2.3 Risk Assessment

The risks identified above can be scored in relation to their potential severity of impact and their probability of occurrence according to the formula for risk quantification:

Rate of occurrence (or probability) multiplied by the numerical indicator of the **impact of the event** equals **risk**.

Based on the five-category approach as described in the IHO Risk Management Framework, set out in Annex A to the Strategic Plan, where:

Probability of occurrence within the time frame of the Work Programme:

5 = extreme

4 = high

3 = medium

2 = low

1 = negligible

Impact of the event on the IHO:

5 = extreme – threatens survival of the IHO

4 = high - threatens credibility of the IHO

3 = moderate –threatens present structure of the IHO

2 = low – shift of focus/means

1 = negligible – solved within existing process/structure of the IHO

0 = absent – nil impact

The risks identified above have been assessed as follows:

Internal Risks	Probability (1 to 5)	Impact (1 to 5)	Resultant risk score (P x I)
lack of means (capacity/competence/budget)	4	4	16
lack of consensus “how”	3	4	12
Member State (MS) not willing/not able to comply	4	5	20
MS not aware of the level of importance to comply	3	4	12
deficiencies in existing standards	4	4	16

External Risks	Probability (1 to 5)	Impact (1 to 5)	Resultant risk score (P x I)
technological developments too fast to cope	3	4	12
national developments hamper cooperation	3	2	6
lack of means (capacity/competence/budget)	4	4	16
lack of knowledge/competence/interest	4	3	12

Using the aggregate risk score for all the risks associated with each SD provides the following risk priority for the SD's:

Ranking	SD	Description	Sum of risk scores
1	SD2	Facilitate global coverage and use of official hydrographic data, products and services	94
2	SD1	Strengthen the role and effectiveness of the IHO	62
3	SD3	Raise global awareness of the importance of hydrography	28
4	SD4	Assist Member States to fulfil their roles	22

From this assessment it is clear that there are significant risks associated with achieving SD2, with the other SD's attracting progressively less risk.

2.4 Risk Treatment

As *internal* risks are within the direct control of the IHO it makes sense to initially identify the three most relevant **risks** at a strategic level, i.e. those which threaten the accomplishment of SD's and ultimately the mission, and decide on an effective treatment.

(1) SD2:	Member State (MS) not able to comply (2.3, 3.3)	4	5	20
	lack of consensus "how" (5.2, 5.3, 3.1)	3	4	12
(2) SD1&4:	lack of means (capacity/competence/budget) (1.2, 2.3)	4	4	16

When a Member State is not able to meet **SD2**, the IHO has mechanisms in place to provide support, aimed at reducing risks associated with the non-provision of navigational services. This support includes; the provision of capacity building programmes through RHCs in the Work Programme, or support by individual HOs through bilateral arrangement. At the same time, resolution of the situation may also be linked to both **SD1&4**. If there is a lack of means (capacity, competence, funding) to implement the existing mechanisms to support the involved HO then it is unlikely that **SD2** can be achieved effectively.

To mitigate the risk of MS not being able to fulfil **SD2**; the IHO (Secretary-General in conjunction with IRCC, CBSC and the RHC Chairs) should identify;

- the HOs most affected (lack of capacity; competence)
- a realistic estimate of the remedial action required (identifying shortcomings), and
- how a supporting HO or the CB Programme can assist.

An escalation mechanism should be considered, when appropriate; such as an affected MS being approached via the IMO or directly through diplomatic channels to identify its shortcomings and highlight its responsibilities and the national benefits and value of seeking improvements to the situation

3 years Budget 2021 - 2023

TABLE 1
PROPOSED IHO BUDGET DETAILS FOR 2021-2023
SUMMARY

TABLEAU 1
PROJET DETAILLE DE BUDGET DE L'OHI POUR 2021-2023
RECAPITULATIF

Chapters and Items	Approved budget 2019	Proposed budget 2021	Proposed budget 2022	Proposed budget 2023
<i>Chapitres et postes budgétaires</i>	<i>Budget Approuvé</i>	<i>Budget Proposé</i>	<i>Budget Proposé</i>	<i>Budget Proposé</i>
Value of the share - <i>Valeur de la part</i>	4 024,32 €	4 024,32 €	4 024,32 €	4 024,32 €
Number of shares - <i>Nombre de parts</i>	817	817	817	817
Provision for suspended Member States <i>Provision pour Etats membres suspendus</i>	-6	-6	-6	-6
Final number of shares <i>Nombre de parts définitif</i>	811	811	811	811
<hr/>				
	(Euros)	(Euros)	(Euros)	(Euros)
Income - <i>Revenus</i>	3 489 724	3 498 724	3 494 724	3 498 724
Net Expenditure - <i>Dépenses nettes</i>	3 488 400	3 495 700	3 493 700	3 496 700
	-----	-----	-----	-----
Budget Excess/Deficit - <i>Excédent/Déficit budgétaire</i>	1 324	3 024	1 024	2 024
	-----	-----	-----	-----
Effect on capital - <i>Effet sur le capital</i>	1 324	3 024	1 024	2 024
	=====	=====	=====	=====

TABLE 2
INCOME

TABLEAU 2
REVENUS

Chapters and Items	Approved budget 2019	Proposed budget 2021	Proposed budget 2022	Proposed budget 2023
<i>Chapitres et postes budgétaires</i>	<i>Budget Approuvé</i>	<i>Budget Proposé</i>	<i>Budget Proposé</i>	<i>Budget Proposé</i>
	(Euros)	(Euros)	(Euros)	(Euros)
CONTRIBUTIONS	3 263 724	3 263 724	3 263 724	3 263 724
<i>Contributions</i>				
INTEREST ON BANK ACCOUNTS	40 000	42 000	35 000	35 000
<i>Intérêts sur comptes en banques</i>				
INTERNAL TAX	186 000	193 000	196 000	200 000
<i>Imposition interne</i>				
	-----	-----	-----	-----
	3 489 724	3 498 724	3 494 724	3 498 724
	=====	=====	=====	=====

TABLE 3
DETAILED EXPENDITURE

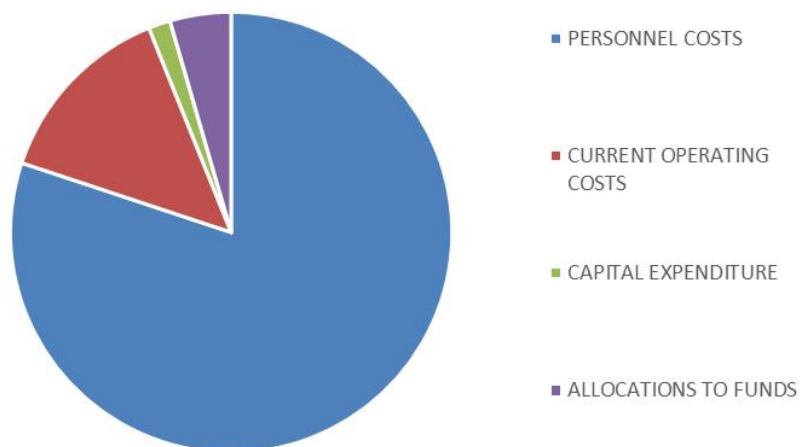
TABLEAU 3
DETAIL DES DEPENSES

Chapters and Items	Approved budget 2019	Proposed budget 2021	Proposed budget 2022	Proposed budget 2023
<i>Chapitres et postes budgétaires</i>	<i>Budget Approuvé</i>	<i>Budget Proposé</i>	<i>Budget Proposé</i>	<i>Budget Proposé</i>
<u>Personnel Costs - Dépenses de personnel</u>	(Euros)	(Euros)	(Euros)	(Euros)
Salaries - Directing Committee - <i>Salaires - Comité de direction</i>	502 000	518 000	528 000	540 000
- Category A - <i>Personnel de catégorie A</i>	600 000	622 000	636 000	650 000
- Translators - <i>Personnel de traduction</i>	218 000	232 000	238 000	243 000
- General Services (B & C) - <i>Services généraux (B & C)</i>	490 000	540 000	540 000	550 000
Overtime - <i>Heures supplémentaires</i>	10 000	10 000	10 000	10 000
<u>Costs dependent on Salaries - Coûts liés aux salaires</u>				
Annual Bonus - <i>Gratification annuelle</i>	48 000	50 000	50 000	51 000
Payment to Retirement schemes - <i>Cotisations patronales de retraite</i>	390 000	410 000	417 000	427 000
Insurances based on wages - <i>Assurances assises sur salaires</i>	17 000	15 000	15 000	16 000
Medical (CIGNA premiums) - <i>Primes médicales versées à CIGNA</i>	121 000	302 000	310 000	310 000
Family Allowances - <i>Allocations familiales</i>	20 000	17 000	17 000	17 000
Education Grants - <i>Allocations pour frais d'études</i>	17 000	12 000	5 000	5 000
<u>Costs independent of Salaries - Autres charges indépendantes des salaires</u>				
Medical claims paid - <i>Remboursements de soins</i>	160 000			
Medical refunds - <i>Remboursements médicaux</i>	-125 000			
Home rental - <i>Indemnité de logement</i>	7 000	6 000	6 000	6 000
Home Leave - <i>Congés dans les foyers</i>	15 000	12 000	12 000	12 000
Miscellaneous Personnel Expenses - <i>Autres dépenses de personnel</i>	5 000	3 000	3 000	3 000
<u>Controllable Personnel costs - Coûts de personnel modulables</u>				
Salaries - Temporary staff - <i>Personnel temporaire</i>	1 000	1 000	1 000	1 000
IHO Secretariat Staff training - <i>Formation du personnel</i>	7 000	7 000	7 000	7 000
	-----	-----	-----	-----
TOTAL CHAPTER I - TOTAL CHAPITRE I	2 503 000	2 757 000	2 795 000	2 848 000

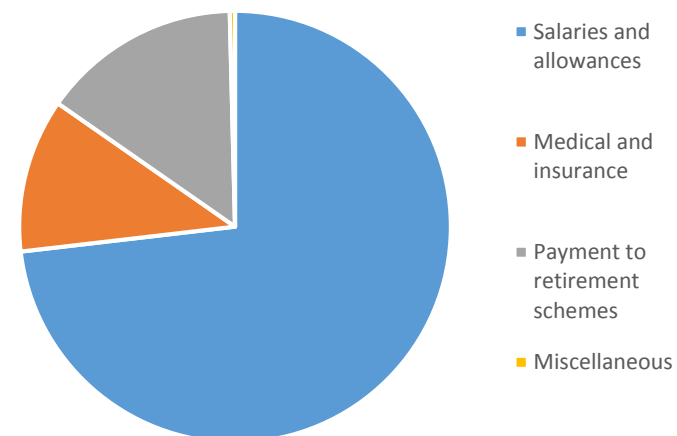
Chapters and Items	Approved budget 2019	Proposed budget 2021	Proposed budget 2022	Proposed budget 2023
<i>Chapitres et postes budgétaires</i>	<i>Budget Approuvé</i>	<i>Budget Proposé</i>	<i>Budget Proposé</i>	<i>Budget Proposé</i>
<u>Current Operating Costs - Dépenses de gestion courante</u>				
	(Euros)	(Euros)	(Euros)	(Euros)
Maintenance of building - <i>Entretien des locaux</i>	47 000	43 000	43 000	43 000
Multirisk insurance - <i>Assurance multi-risques</i>	3 500	4 000	4 000	4 000
Maintenance of IT equipment - <i>Entretien des équipements</i>	64 000	55 000	55 000	55 000
Office Stationery - <i>Fournitures de bureau</i>	10 500	11 000	11 000	11 000
Postage, telephone, telefax - <i>Courrier, télécommunications</i>	37 000	32 000	32 000	32 000
Local Travel - <i>Déplacements locaux</i>	2 000	1 500	1 500	1 500
Bank Charges - <i>Frais bancaires</i>	9 500	6 000	6 000	6 000
Contract support - <i>Support contractuel</i>	20 000	10 000	10 000	10 000
Administrative support for Council - <i>Support administratif pour le Conseil</i>	20 000	15 000	15 000	15 000
Auditors fees - <i>Honoraires du commissaire aux comptes</i>	10 000	10 000	10 000	10 000
Public Relations - <i>Relations publiques</i>	22 000	20 000	20 000	20 000
Miscellaneous Operating Expenses - <i>Autres charges d'exploitation</i>	1 000	1 000	1 000	1 000
<u>Travel costs - Frais de déplacements</u>				
Long Distance - <i>Grands déplacements</i>	307 000	250 000	250 000	250 000
<u>Publications costs - Frais de publications</u>				
I.H. Review - <i>Revue hydrographique internationale</i>	10 000	10 000	10 000	10 000
Other publications - <i>Autres publications</i>	1 700	1 000	1 000	1 000
Provision for bad debts - <i>Provisions pour créances douteuses</i>	50 000	20 000	20 000	
	-----	-----	-----	-----
TOTAL CHAPTER II - TOTAL CHAPITRE II	615 200	489 500	489 500	469 500

Chapters and Items	Approved budget 2019	Proposed budget 2021	Proposed budget 2022	Proposed budget 2023
<i>Chapitres et postes budgétaires</i>	<i>Budget Approuvé</i>	<i>Budget Proposé</i>	<i>Budget Proposé</i>	<i>Budget Proposé</i>
<u>Capital Expenditure - Dépenses d'équipement</u>	(Euros)	(Euros)	(Euros)	(Euros)
Purchase of IT equipment - <i>Equipements informatiques</i>	10 000	10 000	10 000	10 000
Furniture & other equipment - <i>Mobilier et autres équipements</i>	5 000	5 000	5 000	5 000
Purchase Publications & Binding - <i>Reliures et publications</i>	1 000	1 000	1 000	1 000
Depreciation of fixed assets - <i>Dépréciation des immobilisations</i>	15 000	15 000	15 000	15 000
<u>TOTAL CHAPTER III - TOTAL CHAPITRE III</u>	31 000	31 000	31 000	31 000
=====	=====	=====	=====	=====
Annual Operating Costs - Coût opérationnel annuel	3 149 200	3 277 500	3 315 500	3 348 500
=====	=====	=====	=====	=====
<u>Asset Allocation - Immobilisations</u>	(Euros)	(Euros)	(Euros)	(Euros)
Purchase of IT equipment - <i>Equipements informatiques</i>	15 000	15 000	15 000	15 000
Furniture & other equipment - <i>Mobilier et autres équipements</i>	10 000	10 000	10 000	10 000
	25 000	25 000	25 000	25 000
<u>Allocation to Funds - Dotations aux fonds dédiés</u>	(Euros)	(Euros)	(Euros)	(Euros)
GEBCO Fund - <i>Fonds pour la GEBCO</i>	8 200	8 200	8 200	8 200
GEBCO SCUFN Gazetter	30 000	10 000	10 000	10 000
Assembly Fund - <i>Fonds pour les assemblées</i>	20 000	20 000	20 000	20 000
Relocation Fund - <i>Fonds pour les déménagements</i>	5 000	0	0	0
Capacity Building Fund - <i>Fonds pour le renforcement des capacités</i>	116 000	125 000	85 000	65 000
Special Project Fund - <i>Fonds pour les projets spéciaux</i>	60 000	30 000	30 000	20 000
IBSC Fund - <i>Fonds IBSC</i>	5 000	0	0	0
Internal Retirement Fund - <i>Fonds de Retraite Interne</i>	70 000	0	0	0
TOTAL CHAPTER V - TOTAL CHAPITRE V	314 200	193 200	153 200	123 200
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Total Expenditure - Dépense totale	3 488 400	3 495 700	3 493 700	3 496 700
=====	=====	=====	=====	=====

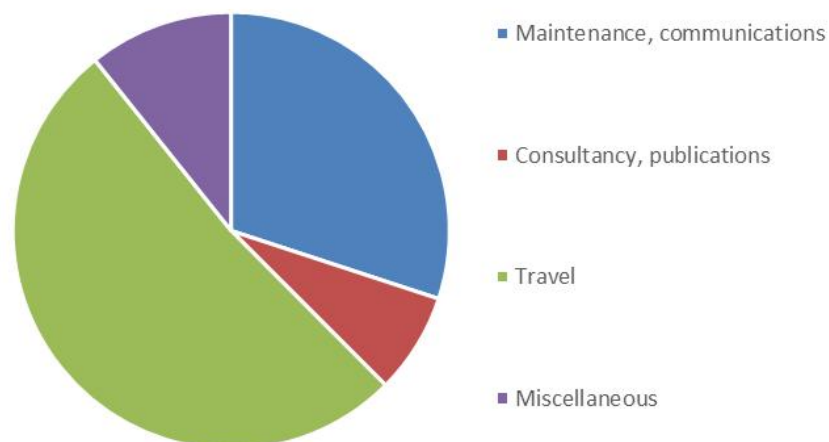
BUDGET EXPENDITURE
(2021-2023: 11 236 100)



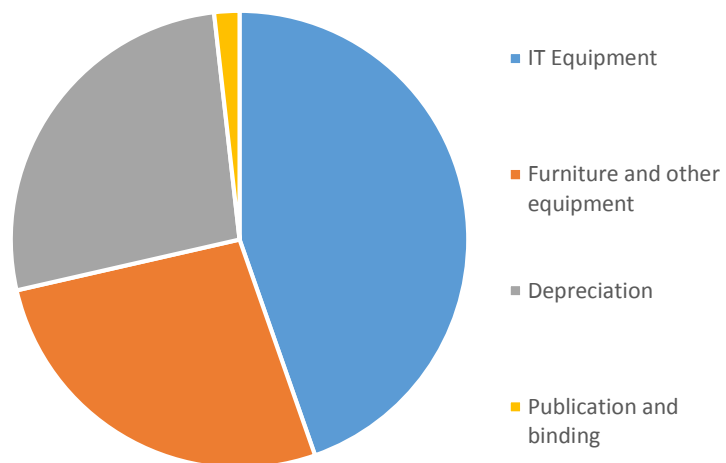
CHAPTER I PERSONNEL COSTS
(2021-2023: 8 400 000)



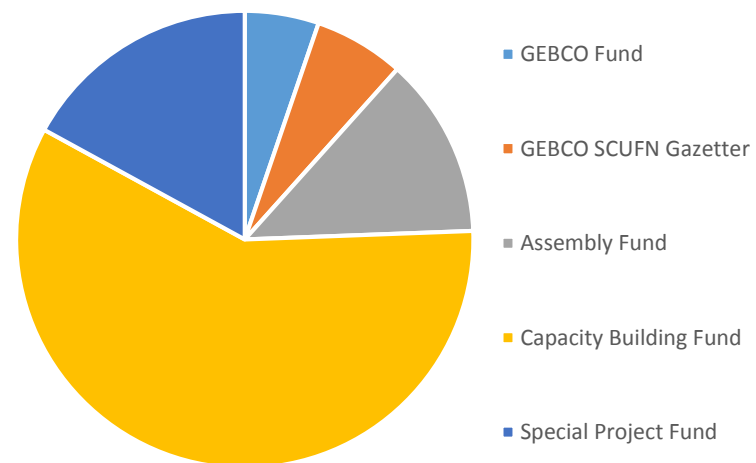
CHAPTER II CURRENT OPERATING EXPENSES
(2021-2023: 1 448 500)



CHAPTER III CAPITAL EXPENDITURE
(2021-2023: 168 000)



CHAPTER IV ALLOCATION TO FUNDS
(2021-2023: 469 600)



ANNEXES TO IHO COUNCIL REPORTS

Annex 1 [Summary Report Council-1 \(C-1\)](#)

1ST MEETING OF THE IHO COUNCIL
IHO C-1
Monaco, 17-19 October 2017

SUMMARY REPORT
(Version dated 31 October 2017)

Note: while the 1st meeting of the IHO Council was conducted according to the timetable, this summary report is in line with the sections of the agenda.

- [Annex A:](#) *List of Participants*
[Annex B:](#) *C-1 agenda*
[Annex C:](#) *Possible conflict between IHO Convention and Council Rules of Procedure (UK's ad hoc analysis).*
[Annex D:](#) *Strategic Plan Review Working Group Terms of Reference and Rules of Procedure (draft)*
[Annex E:](#) *List of Decision and Actions*

1. OPENING**1.1. Opening remarks and introductions**

- Docs: C1-1.1A List of Documents*
 C1-1.1B List of Participants
C1-1.1C Membership Contact List

The Secretary-General, Dr Mathias Jonas, who is the Secretary of the Council, welcomed all participants to the first meeting of the IHO Council (C-1). He highlighted the importance of the Council and the background to its establishment. He noted that the process of establishment did not fully articulate the details of the role and the work processes of the Council. He highlighted the IHO Convention and the guidance contained within the basics documents, which he considered to be a basis from which to proceed. He highlighted the challenges which needed to be addressed in the rapidly changing technical hydrographic world and noted that the Council has an important role to play.

The Chair, Rear Admiral Shepard Smith, thanked the Secretary-General and welcomed all Council Members. He highlighted the presence of the Chair of the IRCC, Dr Parry Oei, and Acting Chair of the HSSC, Mr Michael Prince. He noted his independent position as Chair of the meeting. He noted the absence of India, Iran (Islamic Republic of) and South Africa and confirmed a quorum was present with 27 of 30 members present. He also welcomed the four IHO Member States (Egypt, Malta, Monaco and Qatar) registered in the meeting.

1.2. Adoption of the Agenda

- Docs: C1-1.2A Rev1 Agenda*
 C1-1.2B Timetable

The Chair invited comments on the revised provisional agenda and the timetable. The agenda and timetable were adopted without changes:

Decision C1/01: *The Council adopted the agenda and the timetable.*

1.3. Confirmation of the results of the election of the Chair and the Vice Chair

The Secretary-General reported on the election of the Chair, Rear-Admiral Shepard Smith (USA), and Vice-Chair, Admiral (Ret) Luiz Fernando Palmer Fonseca (Brazil) (reference Council Circular Letters 04 and 09).

1.4. Administrative arrangements

The Assistant Secretary, Mr Yves Guillam, provided administrative details; he invited all to check the Council membership list and to confirm individual details. He highlighted the list of documents, which were available from the Council website. He explained the Council summary report creation process and the work of the précis-writers and rapporteurs.

Action C1/02: IHO Member States having a seat at the Council are to provide the IHO Secretariat with their updates to the IHO Council List of Contacts. (Permanent)

1.5. Left blank intentionally

Doc: C1-1.5 C-1 Redbook

The Council did agree to continue using the Redbook for Council meetings in the future (See Decision C1/13 below).

1.6. Discussion: The Role and Goals of the IHO Council

Docs: C1-1.6 *Presentation of the Workflow, Letters from the Council Chair dated 26 July 2017 and 10 October 2017, Presentation of Feedback from MS, Timelines for Assembly & Council.*

The Secretary-General provided a presentation on the role and interrelation between the various IHO organs with special regard to the Council to provide background to the subsequent discussions. He detailed the structure of the Organization and the relationships between each element. He highlighted the tasks and responsibilities of each element. The Secretary-General particularly highlighted the current process for adopting technical standards in accordance with Resolution 2/2007; he asked whether the current process should be continued or the Council should become part of the process which would result in a delay in procedure.

The Chair opened the floor for comments and questions on the Basic Documents as they defined the role of the Council. This initiated a number of questions and a wide ranging discussion on the role of the Council, in particular with respect to the reviewing of the outcomes of the two main Committees IRCC and HSSC. Concern was expressed at the potential delay if all technical standards were required to be reviewed by the Council prior to submission to IHO Member States for formal approval in accordance with Resolution 2/2007, as amended. Some delegates expressed the view that allowing HSSC and IRCC the flexibility to choose whether to submit documents to the Council or directly to Member States, would be appropriate. This flexibility to the IRCC and HSSC would allow those subsidiary organs to progress adoption of standards in a timely fashion.

The Chair requested participants to consider his collation of the responses to his introduction letter before undertaking further discussion. The report of those responses highlighted the need of the Council to facilitate the work of HSSC and IRCC rather than becoming an extra layer in the process. It highlighted the main comments and issues received in answer to his three questions which were sent to the Council Members previously. (See the C-1 webpage for supporting documents).

These comments initiated a wide ranging discussion during which the provisions relating to the Council contained in the General Regulations of the IHO, the IHO Convention, the Rules of Procedure for the Council and the IHO Resolution 2/2007 as amended were compared. Council members discussed understandings of the Council's scope of operations in its relationships with the Assembly, during intersessional periods, and with the subsidiary bodies of the IHO. All participants agreed that the Council should not introduce a new layer of bureaucracy, which would delay the work of the subsidiary bodies without any apparent benefits.

There was wide support for the comments from Italy and Germany that small groups could and should work intersessionally to speed up processes and the importance of prioritization in updating the work programme for the next Assembly as well as speeding up strategic decisions. Members recognized

that the Council does not presently have the authority to stand up working groups or sub-committees except those explicitly instructed by the Assembly to work on specific topics between Council meetings, and noted that this would be a topic to raise to the next Assembly.

There was general support for the thought that the Council should focus on discussion of strategic issues and on building relations and profiling its work with the IMO and the United Nations. By focusing on strategic priorities, the IHO promises to become more relevant global maritime policy.

In order to claim such a recognition a clearer strategic plan was identified as key to helping to deliver priorities. Such priorities could then facilitate the Council to supervise the two subsidiary bodies which had been set up before the Council was established (and hence precedence had been established with respect to working procedures).

It was suggested that it might be useful to request the subsidiary bodies to restructure their work programmes so that the strategic elements were highlighted and the routine activities could be conducted without the involvement of the Council. The Secretary-General and chairs of IRCC and HSCC agreed that the subsidiary bodies could be requested to make a shortlist of strategic priorities from their annual work programmes for each Council meeting review and feedback, allowing the Council to remain focused on strategic issues, and to proactively make recommendations to the subsidiary bodies. It was further requested of the IRCC and HSCC that they draft revisions to their Rules of Procedure for Council endorsement to the second Assembly.

Recognizing the intent of revision process of the IHO Convention to gain flexibility and responsiveness, it was suggested that the subsidiary bodies could continue to work under the precedent that has matured over the prior years and that the Assembly might clarify its intent in delegating to the Council the ability to determine the Terms of Reference of the subsidiary bodies.

The Chair of the IRCC noted that, under its Terms of Reference, the IRCC had responsibility for policy matters, such as the WEND, pending establishment of the Council. In support of retaining the precedent, the Acting Chair of the HSSC noted the last gatekeepers of most decisions are the Member States.

UK noted that the Terms of Reference of native Council Working Groups could be established and adopted by the Council but that while the Terms of Reference of the HSSC and IRCC could be drafted by the Council, they must be submitted for approval to the Assembly. Japan stated that in the interests of transparency, that any correspondence related to prospective Council Working Groups should be placed on the IHO website for all Member States to see.

The Chair noted that the HSSC and the IRCC would be requested to propose draft revisions of their respective Terms of Reference which would be considered by the Council and submitted to the next Assembly for approval.

In discussions, it was clearly identified that the work scope of the Council needed review and clarification by the Assembly to avoid ambiguity in the interpretations of the intent of the Assembly and the basic documents.

The Chair said that the Council should acknowledge the intent of the member states as understood at the Council and Rules of Procedure as drafted together with the need for a pragmatic approach to serving the member states and the Assembly. The issue will be articulated for clarification at C-3 for the next Assembly. Acknowledging requests made for further time to consider the matter, he requested that the UK should draft a proposal for subsequent consideration.

The Council finally agreed to continue with the current procedures for endorsed IRCC and HSSC proposals whilst acknowledging the contradiction between the guidance given in the Convention, General Regulations, Rules of Procedure and the Terms of Reference in expectation that it would be clarified at the 2nd Session of the Assembly (A-2).

Decision C1/03: The Council agreed to propose to the Member States to pursue until A-2, the procedure¹ that was in force before the establishment of the Council, for approving the recommendations made by HSSC and IRCC, with the concurrence of HSSC and IRCC Chairs. This

¹ Proposals endorsed by HSSC and IRCC to be submitted directly by IHO CL for approval by MS.

applies in particular to the standards and publications listed in Appendix 1 of IHO Resolution 2/2007 as amended.

Action C1/04: IHO Secretariat to issue an IHO CL seeking the approval of MS on decision C1/03. (deadline: November 2017)

Action C1/05: HSSC and IRCC to consider their TORs and IHO Resolution 2/2007 as amended, in the view that Council endorsement may not be required in a systematic manner for all standards and publications, and subsequently prepare amendments to their TORs as appropriate for being endorsed at C-3 before submission to A-2. Proposed amendments should take into account that it is up to the HSSC and IRCC Chairs to appreciate and determine the need to go through the Council for recommendations of possible strategic importance. (deadline: HSSC9 and 10, IRCC-10)

Action C1/06: Considering the timelines between HSSC-10 and IRCC-10 meetings in 2018 and the countdown for submission of reports and proposals to C-2, the Council invited HSSC and IRCC Chairs to prepare their 2018 meeting minutes with the view that they will be used/submitted directly as reports and proposals to be considered at C-2. (deadline: July 2018)

2. ITEMS REQUESTED BY THE 1ST IHO ASSEMBLY

2.1. Revision of the Strategic Plan

The revision of the Strategic Plan was considered under agenda item 5.

2.2. Revision of IHO Resolutions 5/1957, 1/1969, 9/1967, 5/1972, 1/2014, 4/1957, 8/1967, 1/1965 and 2/1965

Doc: C1-2.2 Revision of IHO Resolutions 5/1957, 1/1969, 9/1967, 5/1972, 1/2014, 4/1957, 8/1967, 1/1965 and 2/1965

The Secretary-General invited the Council to examine the proposals for revisions to IHO Resolutions reflecting amendments to the Convention and other Basic Documents for subsequent submission to the Member States for approval by correspondence. The following discussion followed:

Resolution 5/1957

A proposal to retain the word “technical” in paragraphs a) i); ii); and v) of Rule 2 and a proposal to replace the word “only” in Rule 9 were not supported.

Resolution 1/1969

The view was expressed with reference to paragraph 2.f) that the period of time allowed for replies should not be reduced from three months to two months in order to allow sufficient time for correspondence to be processed during holiday periods. It was considered however, that with modern communication methods, two months should be sufficient.

Decision C1/07: The Council endorsed the proposals for the revision of IHO Resolutions 5/1957, 1/1969.

Resolution 9/1967

It was proposed that the new paragraph 8 should make reference to local time in Monaco. It was further proposed by Brazil and accepted following consultation with the US and Germany that all Member States could nominate scrutineers, not just members of the Council, amending paragraph 8d.

Decision C1/08: The Council endorsed the proposal for the revision of IHO Resolutions 9/1967 and agreed on the suggestion made by Brazil on section 8 to include the possibility of using volunteers from MS that are not a candidate, in the scrutinizing committee.

Action C1/09: IHO Secretariat to streamline the proposal made by Brazil with regard to the proposed Revised IHO Resolution 9/1967 (deadline: November 2017)

Resolution 5/1972

The Secretary-General, responding to a request by UK, provided clarification on the content of the information provided in the annual assessment of the International Maritime Organization (IMO) referred to in paragraph 2.

Decision C1/10: The Council endorsed the proposal for the revision of IHO Resolution 5/1972, with reference of tonnage figures to be given in section 2, for the annual assessment of the IMO.

Resolution 1/2014

The Assistant Secretary confirmed that the term "Internationally Recruited Members of Staff" in paragraph 2.3 was commensurate with the term "Directors" and "Assistant Directors" and the Secretary-General explained that the words "office equipment and administration hardware" referred broadly to the hardware and software present at the IHO Headquarters.

Resolution 4/1957

No comment was made about this proposal.

Decision C1/11: The Council endorsed the proposals for the revision of IHO Resolutions 1/2014, 4/1957.

Resolution 8/1967

Following a discussion about the optimum deadline for the submission of comments on Member States' proposals to the Assembly, the Secretary-General drew attention to the time required for translation and distribution of proposals and comments, and undertook to provide further details of the workflow involved (see also document C1-2.2, p. 4, Table 1).

Decision C1/12: The Council endorsed the proposal for the revision of IHO Resolution 8/1967, after having agreed on the interpretation of Article VI (g) (vii) of the IHO Convention that the effect of that Article is not to prevent the Council from taking action on proposals put to it by Member States or by the Secretary General.

Decision/Action C1/13: The Council agreed to continue using the Redbook for Council meetings in the future. IHO Secretariat to modify "... six weeks..." to "... ten weeks..." in paragraph 1 of the proposed revised Resolution 8/1967 so the Red Book can be made available at least 2 months prior to Council meetings. (deadline: December 2017)

UK reported that the Council should request the Assembly to clarify a number of ambiguities in and discrepancies between the Convention and the Rules of Procedure of the Council, relating to the proposals which the Council was authorized to endorse and whether a Member State submitting a proposal must also be a current member of the Council. A preliminary analysis by the UK of a possible interpretation of this, and related points, was developed during the meeting for subsequent deliberation. (Annex C refers). The Council agreed to revisit the issue at C-3 and forward a proposal to A-2.

Action C1/14: The Council to seek confirmation of the Council interpretation of Article VI (g) (vii) of the IHO Convention at A-2. (deadline: C-3 for A-2)

Resolutions 1/1965 and 2/1965

One Member State noted that the two Resolutions dealing, respectively, with the procedure for concluding a deadlocked debate and the procedure for taking up a proposal which had been withdrawn by its author had never been invoked. Since those documents were already superseded by the Rules of Procedure for International Hydrographic Conferences (IHC) that were adopted by the XIth IHC in 1977, it was therefore proposed to rescind them.

Decision C1/15: The Council endorsed the proposals for the withdrawal of IHO Resolutions 1/1965, 2/1965.

Action C1/16: IHO Secretariat to issue an IHO CL seeking the approval of MS on the Council decisions on IHO Resolutions 5/1957, 1/1969, 9/1967, 5/1972, 1/2014, 4/1957, 8/1967, 1/1965 and 2/1965. (deadline: December 2017).

2.3. Consideration of Rule 12 of the Rules of Procedure of the Council

Doc: C1-2.3 Rev 1 Consideration of Rule 12 of the Rules of Procedure of the Council

The Secretary-General introduced the proposal for consideration by the Council.

Many members of the Council spoke in support of the proposal to amend Rule 12 of the Rules of Procedure of the Council to allow the Chair and Vice-Chair of the Council to be elected by postal ballot shortly after each ordinary session of the Assembly. UK highlighted a discrepancy between the Convention and the Rules of Procedure of the Council relating to the length of the terms of office of the two officers.

Decision and Action C1/17: The Council agreed to submit the proposed revised Rule 12 of the Council ROP to A-2 and to seek A-2 for clarification for the identified discrepancy. (deadline: C-3 for A-2).

2.4. Methodology and timetable to deal with each year's financial statements and adjustments to the basic documents

Doc: C1-2.4 Methodology and timetable to deal with each year's financial statements and adjustments to the basic documents

The Secretary-General provided a brief on the methodology and timetable to deal with each year's financial statements and adjustments to the Basic Documents, including some background detail to provide clarity on the current procedure. He highlighted a number of issues which the Council should address and on which it should make decisions.

USA supported the proposal with some discussion points to be considered for the draft Resolution, as follows:

- Add a deadline to paragraph 3 of the Resolution, indicating that the Secretary-General will provide the forthcoming year's budget estimates and annual Work Programme at least 14 days prior to the Council meeting - or a timeline similar to that of other technical committees.
- Paragraph 7 of the Resolution indicates that the Finance Committee and the Council will review the financial statements concurrently. While the Secretary-General will include the Finance Committee Chair's comments for the Council's consideration, the Council will not have the opportunity to consider the Finance Committee's recommendations.

The new process should allow time for the Finance Committee to provide its recommendations for the Council's consideration, as is best practice across organizations. This could be done by either staggering the circulation of financial documents to allow the Finance Committee to review them first, or the Secretariat can set an earlier date by which the Finance Committee should provide its comments and recommendations to the Council. Preferably, the Council will have sufficient time to consider the Finance Committee's recommendation before the vote deadline.

It was reminded that, following Decision 24.c/ of the 1st Session of the Assembly, the Council is empowered to approve the financial statements and any recommendations for the previous year and the budget estimates and the associated annual Work Programme for each forthcoming year. It was suggested that the approval of the Council should be sought by correspondence shortly after the financial statement and recommendations were published.

It was suggested that a deadline should be set for the Secretary-General to provide the budget estimates, and that the recommendations of the Finance Committee and information on previous and current Work Programme should be made available to the Council for its consideration before the latter issued its formal approval.

Action C1/18: The Council tasked the IHO Secretariat to consider the suggestions made by the USA on the proposed new Resolution about the methodology and timetable to deal with financial statements (addition of a deadline to paragraph 3, modification in paragraph 7 for allowing the Council to consider Finance Committee's recommendations). (deadline: November 2017)

Action C1/19: IHO Secretariat to issue a Council Circular Letter for Council endorsement by correspondence of the corresponding new Resolution, followed by an IHO CL for approval by MS. (deadline: January 2018)

3. ITEMS REQUESTED BY SUBSIDIARY ORGANS

3.1. Report and proposals from HSSC (Chair HSSC)

Doc: C1-3.1 Report and proposals from HSSC

The Acting Chair of the HSSC presented the Committee's report and proposals. IHO Standard S-100 *Universal Hydrographic Data Model* and related activities had accounted for much of its activity over the year. Good progress had been made on S-101 *Electronic Navigational Chart Product Specification*, although progress on other projects, particularly the development of the Portrayal Catalogue Builder (PCB), had generally been slower owing to resource constraints and staff shortages. He suggested that the completion of the development of the PCB would be discussed at the 9th meeting of the Committee (HSSC9), but could be realized through allocation of funds from the IHO Special Projects fund to provide contract support. Support was expressed for the need to fund the continuation of the development of the PCB. It was also noted that the role of S-101 Project Team lead is currently vacant, but it is anticipated that the role will be filled prior to HSSC9.

The Acting Chair of the HSSC called upon the Council to endorse the proposed revisions of three IHO publications (S-11 Part A, S-57 Appendix B.1 Annex A, and S-66) and to proceed to Member States for adoption by IHO Circular Letter. He suggested that the Council may wish to speed up the adoption of a new publication S-67 *Mariners' Guide to Accuracy and Reliability of Electronic Navigational Charts* by endorsing the draft publication for approval by the Committee at HSSC9 in November 2017.

Decision C1/20: The Council endorsed the three proposals submitted by HSSC to C-1 (S-66 Ed. 1.1.0, S-57 Appendix B.1, Annex A, Ed. 4.1.0, S-11 Part A, Ed. 3.1.0).

Action C1/21: IHO Secretariat to issue IHO CL seeking the approval of MS on the decisions made on S-66 Ed. 1.1.0, S-57 Appendix B.1, Annex A, Ed. 4.1.0, S-11 Part A, Ed. 3.1.0. (deadline: December 2017)

HSSC10 will be held in May 2018 in order to establish a timely configuration of future HSSC meetings a few months before the annual IHO Council meeting, meaning that there will be two HSSC meetings before the 2nd IHO Council meeting as an exceptional case in 2017/2018.

The Republic of Korea expressed that the development of S-100 based product specifications encouraged the use of hydrographic information and provided the hydrographic and marine community with new opportunities to use information, promoting the work and value of the IHO.

The Council considered the need for the HSSC to prepare a list of current, future and strategic priorities with respect to standards' development.

Action C1/22 The Council tasked HSSC to establish a prioritized list of work items that need to be supported by the Special Project fund. (deadline: C-2)

The Acting Chair of the HSSC stated that priorities are for the S-100 framework, S-101, interoperability of multiple standards, presentation of dangers, dynamic charting, next generation of S-4 and how to implement the wide expected services by the maritime community. He also stressed the need to address the incentives for shipping to move from S-57 to S-100 and the market pressures.

The Secretary-General underlined that priority is given to in-kind contributions before contracting external consultants. He suggested that it would be useful to schedule more detailed discussion of the technical and legal implications of the introduction of new technology at C-2 when more would be known about S-101 following HSSC9 and HSSC10.

3.2. Report and proposals from IRCC (Chair IRCC)

Doc: C1-3.2 Rev1 Report and proposals from IRCC

The Chair of IRCC presented the Committee's report and proposals, with particular emphasis on the need for greater administrative support for Capacity Building; robust IT-based infrastructure within the IHO Secretariat; a proposed new IHO Resolution on overlapping ENC data; and the benefits of using satellite-derived bathymetry (SDB) for risk assessment.

The Chair invited the Council to consider the list of actions set out in paragraph 24 of document C1-3.2.

Referring to paragraph 24.b), the Chair of IRCC made a plea for the allocation of additional staff to support Capacity Building, which is one of the main pillars and strengths of IHO and which helps to close the gap between hydrographic offices as well as to attract non-Member States to join the IHO.

Other members supported the call of the Chair of IRCC for more Secretariat support, underlining the strategic value of Capacity Building and the need to treat it as a priority issue with respect to funding. It might also be possible for Member States to contribute in-kind funding in the form of expertise to Capacity Building projects.

While praising the work of the IRCC, some members recommended caution before allocating funds on a permanent basis to the funding of Capacity Building posts. Netherlands, speaking on behalf of the MACHC, requested that means be found to fund the provision of Capacity Building activities at a consistent and reliable pace, and Germany underscored the contribution of both in-kind and financial resources to Capacity Building in achieving a sustainable effect.

Members noted that Capacity Building requirements would continue to increase in importance as new Member States joined the Organization, and it was generally agreed that additional management support for Capacity Building was required. However, some members expressed concern about the potential financial long term implications of employing an additional staff member at the IHO Secretariat to support Capacity Building. The Secretary-General stated that no appointment would be made until the necessary funding became available; for instance following the accession of new Member States. He also confirmed that the prospect of capacity building assistance had been successful in attracting some new Member States to the IHO. He was nevertheless hopeful that new Member States would bring more resources to the IHO budget. He would investigate further and report on the financial implications of the proposal to the next Council meeting. The Chair suggested that the Council should, accordingly, express no opinion on the proposed appointment at this meeting.

Decision C1/23: The Council endorsed the proposal for increasing the capacity building support at the IHO Secretariat (Doc. C1-3.2, Annex A refers).

Action C1/24 IHO Secretariat to further investigate and report on the feasibility of recruiting a new staff member at the IHO Secretariat to provide management support for Capacity Building, as a matter of urgency. (deadline: C-2)

Turning to the matters related to overlapping ENCs, the majority strongly supported endorsing the proposed IHO Resolution (Doc. C1-3.2, Annex B refers) to address these issues, although Greece was not in favor of the endorsement. The Council considered that the proposed Resolution might not be ideal, but it was the result of lengthy deliberations and offered a solution that would provide urgently-needed improvement to navigational safety. The development of the draft Resolution is a mature and non-technical solution to reduce overlaps of navigational significance when the solution is not offered by the RHCs. Doing nothing may pose a risk to the reputation of the IHO. The meeting agreed to endorse the decision that will be submitted to the IHO Member States for approval.

Norway noted that the most important issue in relation to overlapping ENC data was to identify the major risks to the safety of navigation. In any future Resolution, the Assembly should call upon Member States to remove such overlaps as soon as possible.

Decision C1/25: The Council endorsed the proposed IHO Resolution to address issues related to the existence of overlapping ENC data (Doc. C1-3.2, Annex B refers).

The other actions set out in paragraph 24 of document C1-3.2 were reviewed and the following decisions were made.

Decision C1/26: The Council endorsed the proposed revocation of IHO Resolution 1/1992 – *Monitoring of INT Charts* – (subsequent decision following Decision C1/20 on S-11 Part A, Ed. 3.1.0).

Decision C1/27: The Council endorsed the proposed withdrawal of IHO Publication B-7 *GEBCO Guidelines* (Doc. C1-3.2, Annex D refers).

The Chair invited the Council to consider the endorsement of the draft new Edition 2.0.0 of the IHO Publication C-17.

Speakers commended the excellent work in producing the publication but indicated that the MSDIWG might wish to consider updating version 2.0.0 with a new section on data security and protection.

Decision C1/28: The Council endorsed the proposed new edition 2.0.0 of IHO Publication C-17 - *Spatial Data Infrastructures "The Marine Dimension" - Guidance for Hydrographic Offices* (Doc. C1-3.2, Annex E refers).

Action C1/29: IHO Secretariat to issue an IHO CL seeking the approval of MS on the decisions C1/23, C1/24, C1/25, C1/26, C1/27 and C1/28. (deadline: December 2017)

In addition...

Decision C1/30: The Council acknowledged the work done by the IBSC in the development of the new Standards of Competence for Hydrographic Surveyors and Nautical Cartographers, endorsed the need for a robust IT-based infrastructure in the IHO Secretariat, acknowledged the benefits of using satellite derived bathymetry for risk assessment including seeking funds from donor agencies, and acknowledged the work already done by both RENCs to reach maturity and stability and for the support provided to hydrographic offices and end-user service providers.

In addressing crowd-sourced bathymetry, the meeting considered and highlighted the useful work conducted by GEBCO and the potential of crowd-sourced bathymetry (CSB) and the need to engage the world community in contributing with quality bathymetric data, in particular in remote areas.

The possibility of using CSB in navigational products and services, and how to provide an incentive for vessels to contribute, was discussed. It was suggested that the IRCC could discuss the possibility of a joint effort between the IHO and ECDIS manufacturers to implement a capability and provide an incentive to coordinate the collection of bathymetry. The Chair of IRCC confirmed his intention to engage IRCC and CSBWG on how to encourage the collection of data.

Action C1/31: The Council invites IRCC to consider enlarging the scope of the Crowd-Sourced Bathymetry Working Group and takes note that crowd-sourced bathymetry should be considered in the revision of the Strategic Plan. (deadline: IRCC-10)

4. IHO ANNUAL WORK PROGRAMME AND BUDGET

4.1. Review of the Current Financial Status of the IHO

Doc: C1-4.1 *Review of the Current Financial Status of the IHO*
Presentation

The Secretary-General (SG) provided a summary presentation of the current financial status of the IHO and the proposed IHO budget for 2018. Travel costs represented 51% of operating costs, which equates to 9.8% of the total budget. Travel costs were considered appropriate for a global inter-governmental organization but savings would continue to be made in order to reduce travel costs by 5%, which would be transferred to operating costs currently devoted to contract support. Decreasing travel costs would also help to reduce the carbon footprint of the Organization. A total budget surplus of €115K was expected to be achieved by the end of the year: according to past practice, any surplus will be put into the retirement fund or devoted to Capacity Building. Details were provided on the retirement fund and IHO assets. The financial reports of the IHO were closely monitored on a monthly basis by the Secretary-General and Directors.

Decision C1/32: The Council noted the information provided on the current financial status.

4.2. Proposed IHO Work Programme for 2018

*Doc: C1-4.2 Proposed IHO Work Programme for 2018
Presentation (Proposed Priorities)*

In a new approach, the Secretary-General introduced the priorities, which he had defined with the associated issues and risks, for Work Programme 1 (Corporate Affairs). The priorities were to: contribute to the IMO-IHO Harmonization Group on Data Modelling; assess the range and efficiency of participation on events outside the core of hydrographic interest; plan and start a complete overhaul of the IHO website including incorporation of GIS-services; manage the anticipated wave of new IHO membership (possibly 5 new members); and assist the Council in its phase of operational consolidation and contribute to the revision process of the Strategic Plan (Decision A1/03).

In response to questions, the Secretary-General confirmed that updating the website and associated costs would be approached in a structured manner and that any in-kind or technical expertise that could be contributed by Member States would be gratefully accepted. His core remit centred on technical standardization and Capacity Building.

Participants commended the presentation of priorities. It was suggested that further efficiencies in time and travel could be made by delegating representation of the IHO at meetings to regional representatives of individual Member States. The importance of upscaling the visibility of IHO and becoming better at using hydrography to influence decision-makers was highlighted. There was strong support for revision of the Strategic Plan, to focus on marine geospatial information and to identify and participate in keystone events with IMO (UN-GGIM was cited as a priority) and other organizations (OGC and IALA) with respect to GMDSS, to e-navigation and other evolving technologies that would ensure that the IHO remained relevant and up-to-date.

The Secretary-General agreed that, using the Council as a platform, the IHO could build momentum to achieve more efficient global outreach, with Member States becoming ambassadors for the Organization.

The Director in charge of Programme 2 (Hydrographic Services and Standards) presented six key priorities, and associated issues and risks: develop an S-100 Interoperability Specification; develop all the components needed to make S-101 a reality (S-101 Portrayal Catalogue Builder, Test Strategy and Test Beds, implementation guidance, validation checks, etc.); develop S-121 product specifications for maritime limits and boundaries; consider data quality aspects in an appropriate and harmonized way for all S-100 based product specifications; prepare Ed. 6.0.0 of S-44; and develop initial guidance on definition and harmonization of Maritime Service Portfolios.

Progress on S-101 had been slow over the past year due to waiting for infrastructure to be updated and Project Team leader reduction in available time to spend on the task due to promotion. However critical support has been volunteered in the form of a new S-101 Project Team leader (United States) and additional technical resources to advance S-100 data protection (Norway). Issues of data security had been flagged with respect to S-121 Maritime Limits and Boundaries.

Participants expressed strong support for the priorities identified and for sufficient resources to be devoted to them.

The Director in charge of Programme 3 (Inter Regional Coordination and Support) outlined five key priorities. With respect to Capacity Building (CB) Provision, there was a need for additional funding to meet the expected increase in requests for CB assistance, which included technical visits, technical support, short courses and seminars. There was a pressing need to nominate permanent CB coordinators for several regions. Gratitude was expressed for the funding provided by the Nippon Foundation (Japan) and Republic of Korea.

With respect to the continued development and maintenance of ENC and INT Chart Schemes, there is a lack of appropriate surveys or re-surveys in areas where there is no satisfactory coverage, and areas yet to be charted were of low priority due to their remoteness. There is also a need to agree about appropriate ENC scheming for technical reasons at the local level. With respect to the development of crowd-sourced bathymetry (CSB) guidelines, there has been a low response from Member States on the draft of CSB guidance; and ongoing scepticism on the CSB concept amid the

maritime community. With respect to the Seabed 2030 Project Management Plan it is required to establish robust fund management and supervision of project activities; and to coordinate with the ongoing IHO CSB initiative. Efforts would be made to highlight seabed mapping projects in all relevant platforms. Funding for the Concept Development Study (CDS) for Marine Spatial Data Infrastructures (MSDI) was pending IHO approval and reporting of MSDI activities by Member States was inconsistent. However, the USA confirmed to fund the required budget regarding the CDS. There was low Member State engagement on MSDI-related activities, which included awareness short-courses, meetings with regional bodies, and speaking at industry seminars.

Participants acknowledged the work completed on CSB, while others stated that some countries might question its usefulness given the existence of cheaper or simpler technologies. There was concern that failure to use CSB would undermine the credibility of the IHO. Further efforts should be made to gain support and funding by raising the subjects of CB, CSB and the Seabed 2030 Project Management Plan in international forums. Member State engagement could be enhanced by consideration of the issues in the HSCC and the IRCC. Information on key priorities had proved useful and could be communicated as part of the documentation sent in advance of Council meetings.

The Director in charge of Programme 3 confirmed that four visits had been made to the World Bank in the previous years but that donors required concrete projects before releasing funds.

It was suggested that Member States might be encouraged to adopt an opt-out system for the use of their ENC data to populate the IHO Data Center for Digital Bathymetry (DCDB), which could be contributed for a number of purposes (for instance Seabed 2030). It was considered, however, that data was a sovereign matter and could only be contributed for specific purposes by permission.

As the IHO Work Programme 2 and 3 are the work programmes of the HSCC and IRCC, the Acting Chair of the HSCC and the Chair of IRCC stated that they had been consulted and were in support of the priorities presented by both Directors.

Decision and Action C1/33: The Council endorsed the proposals made by the IHO Secretary-General and Directors on the key priorities in the IHO 2018 programme of work and encouraged MS and the IHO Sec. to:

- consider the engagement with the UN-GGIM Working Group on Marine Geospatial Information (Programme 1);
- re-evaluate the allocation of their resources in the light of key work items to be supported (Programme 2).

Action C1/34: Norway was invited to submit a proposal to the appropriate working groups for the contribution of sounding data extracted from ENC to the IHO Data Centre for Digital Bathymetry in support to Seabed 2030. (deadline: Nov. 2017)

Action C1/35: The Council invited the Chair/Secretary-General to provide IHO Work Programme key priorities in time with the other supporting documents for Council meetings. (deadline: Permanent)

4.3. Proposed IHO Budget for 2018

Doc: C1-4.3 *Proposed IHO Budget for 2018*
Presentation

The proposed budget for 2018 formed part of the three-year budget approved by A1. The budget for 2018 was €3,543,674 (an increase of approximately €100,000 from 2017) and a budget surplus of 0.7% was expected. Income and expenditures were expected to remain stable.

Broad support was given to the format of the presentation and the information summarized by the Secretary-General and satisfaction was expressed as to the prudent financial management of the Organization.

Responding to questions, the Secretary-General confirmed that travel costs and class of travel were governed by Staff Regulations that were in line with those of similar inter-governmental organizations, with economy travel within Europe and business class permitted for long-haul flights. Business travel in long-haul was considered essential for the health of staff who travelling frequently on business. The 5% reduction in travel costs would be achieved partly by increased use of tele- and videoconferencing.

The Secretary-General confirmed that the estimated €15,000 requested by the HSSC for completion of the Portrayal Catalogue Builder would be covered and that every effort would be made to divert further funds to Capacity Building. The Republic of Korea reconfirmed their commitment to the support of Capacity Building, which it has been providing since 2006.

The Secretary-General noted that IHO's modest budget was mainly used for operational activities, although more resources were available for Capacity Building thanks to the generosity of two Member States.

The Secretary-General stated that he would investigate the possibility of utilizing some of the funding for contract support to provide additional resources at the IHO Secretariat for Capacity Building as part of his action on staffing for Capacity Building Management.

The IHO Secretariat Manager, Finance and Administration (MFA), responding to questions on retirement fund, explained that funds had been chosen historically to invest money that was not used in the operational budget of the current financial year but which was allocated to longer-term operational requirements. The IHO had explored participating in a local health insurance scheme but that was not possible within the present structure. Increases in medical premiums were capped at 20% per year and the full 20% had been charged for 2017 due to exceptional costs incurred as a result of one retiree. By their nature, medical costs were unpredictable, but were not expected to increase by 20% each year.

Decision C1/36: The Council confirmed the approval of the IHO budget for 2018 and supported the preliminary intentions given by the Secretary-General on the possible evolution of the Special Project Fund for contract support.

5. IHO STRATEGIC PLAN

5.1. Review of the Strategic Plan

Docs: C1-5.1 Review of the Strategic Plan

C1-1.5 "Red Book": Compendium of comments submitted by Member States on proposals to be considered by the IHO Council

Presentation (UK)

UK introduced a set of points for discussion for the comprehensive review of the IHO Strategic Plan requested by the 1st session of the IHO Assembly (Decision A1/03), emphasizing the many changes which had taken place since the previous version adopted in 2009. The revised Strategic Plan should provide guidance for the implementation of priorities; define time-bound outcomes for the six-year planning cycle; and enable more rigorous performance reporting.

Members emphasized the importance of including higher-level strategic considerations and priorities in the revised Strategic Plan. It should reflect the overall object, vision and mission of the IHO; and the topics that can be best addressed as an international community through cooperation, which would not necessarily match those of individual Member States. It should indicate clearly those areas of activity it covered and those it did not. It was agreed that the issues raised in the UK presentation provided a good starting point for the review, in addition to the bullets included in paragraph 6 of paper C1-5.1. The Chair noted the tight timeline for completion of a review of the Strategic Plan before the second session of the IHO Assembly, essentially 24 months from the current Council meeting. Any revised Plan should aim for final approval no later than C-3.

France, seconded by the UK, proposed that the Council should create a Working Group to revise the Strategic Plan for submission to the second session of the IHO Assembly. Based on the decisions

of the 1st session of the IHO Assembly, it was determined that the Working Group would need to complete a scoping phase for presentation to the 2nd IHO Council meeting, and the revised Strategic Plan prepared for consideration at the 3rd IHO Council meeting. An ad-hoc Drafting Group (Canada, France, Italy, Japan, Republic of Korea, Netherlands, Norway, Singapore, UK and the USA) was established to develop draft Terms of Reference for the Working Group for consideration at the meeting.

The Chair invited comments on the Terms of Reference of the Strategic Plan Review Working Group (SPRWG), which had been circulated (reference Annex D).

The Assistant Secretary, responding to questions, expressed that it was planned that an intermediate report would be circulated two months before C-2 so that a final report drafting group could be convened in good time for A-2. The Council agreed that the SPRWG would be open to all Member States and that consultants might be engaged in the scoping phase if sufficient funds could be found.

Council Members emphasized that deliberations should be conducted in a timely manner and suggested that some of the meetings could be held via teleconference or webinar. Singapore underscored the value of holding physical meetings in the regions to collect regional views and suggestions.

Australia, Brazil, Canada, China, Denmark, France, Italy, Japan, Netherlands, Norway, Republic of Korea, Spain, UK and USA volunteered to join the Strategic Plan Review Working Group.

Decision C1/37: The Council decided to establish the Strategic Plan Review Working Group and endorsed the draft TORs developed by the Council drafting group.

All nominations for the positions of Chair, Vice-Chair and Secretary of the SPRWG were received by acclamation.

Decisions C1/38, 39 and 40: The Council endorsed the nominations of Bruno Frachon (France) by Germany for the position of Chair of the SPRWG, of Shigeru Nakabayashi (Japan) by US for the position of Vice-Chair of the SPRWG, of Doug Brunt (Canada) by Norway for the position of Secretary of the SPRWG.

Action C1/41: IHO Secretariat to issue an IHO CL seeking the approval of MS on the decisions C1/37, C1/38, C1/39, and C1/40 . (deadline: December 2017)

5.2. Proposal to evaluate status, requirements and options to integrate the IHO Strategic Plan/Performance Indicators, budget and work programme activities

Doc: C1-5.2 Proposal to evaluate status, requirements and options to integrate the IHO Strategic Plan/Performance Indicators, budget and work programme activities

C1-1.5 *“Red Book”: Compendium of comments submitted by Member States on proposals to be considered by the IHO Council*

USA presented a proposal for a small Project Team of interested parties to draw up a simple framework showing the correlation between the IHO Work Programme, the future Performance Indicators, and relevant sections of the IHO budget, for submission to the 2nd IHO Council meeting. It would be a desktop exercise requiring minimum effort and resources.

Members suggested that the task might be taken on by the Strategic Plan Review Working Group during the comprehensive review of the Strategic Plan.

The Chair drew attention to further comments on the issue in the Red Book document (C1-1.5).

Decision C1/42: The Council decided to include the principles raised in the proposal submitted by USA in the TORs of the Strategic Plan Review Working Group. (Completed).

6. OTHER ITEMS PROPOSED BY A MEMBER STATE OR BY THE SECRETARY-GENERAL

6.1. Proposed theme for World Hydrographic Day 2018

Docs: C1-6.1 Proposed theme for World Hydrographic Day 2018

C1-1.5 *“Red Book”: Compendium of comments submitted by Member States on proposals to be considered by the IHO Council*

The Secretary-General introduced the proposal for the theme for World Hydrography Day 2018, highlighting the background and the current procedures. He suggested that the Council could be the most appropriate forum in which to discuss the topic and finalize the themes.

The Chair thanked Member States for their many comments, reproduced in the Red Book. A number of Member States suggested that, rather than attempting to decide on the theme itself, the Council should comment on the possible themes for World Hydrographic Day but leave the final choice to the Secretary-General, with subsequent information of the Member States by correspondence. The Council agreed to adopt the theme proposed for 2018, “Bathymetry - the foundation for sustainable seas, oceans and waterways”. The Chair thanked the member states for the alternative themes proposed and suggested these be considered in developing themes for future WHDs.

Member States highlighted the need to improve the overall communications strategy of the IHO and, in particular, to make much greater use of social media. Outreach efforts should not be confined to just one day a year. It was suggested that improvement of the communication strategy should be included in the review of the IHO Strategic Plan, with an indication of the associated financial implications. The UK presented a graphic showing hydrographic data as the “keystone” of implementation of United Nations 2030 Agenda for Sustainable Development Goal 14. The Secretary-General stated that he intended to create a comprehensive and consistent communications and outreach strategy.

Action C1/43: The Council tasked the SPRWG to include communication strategies as part of the way and means of its work plan. (deadline: C-2)

Decision C1/44: The Council agreed that the Secretary-General will continue with the current practise for the adoption of the theme of the World Hydrography Day (IHO CL inviting to comment on a proposed theme, followed by IHO CL for announcing the theme).

Decision and Action C1/45: The Council endorsed the proposed theme for WHD 2018 “*Bathymetry - the foundation for sustainable seas, oceans and waterways*” and invited the IHO Secretariat to issue the corresponding IHO CL. (deadline: November 2017)

6.2. Proposal to amend the General Regulations to address the medical fitness of candidates for election to the positions of Secretary-General or Director, and the conditions of service of Directors

Doc: C1-6.2 *Proposal to amend the General Regulations to address the medical fitness of candidates for election to the positions of Secretary-General or Director, and the conditions of service of Directors*

C1-1.5 *“Red Book”: Compendium of comments submitted by Member States on proposals to be considered by the IHO Council*

The Secretary-General introduced the proposal, providing background to the proposal to clarify the recommendations, indicating the number of documents which would need to be amended.

The UK stated that such amendments should be submitted directly to the Assembly.

Some members expressed that the issue was unlikely to be considered by any other IHO body and that such medical examinations in respect of senior management positions were standard practice in other intergovernmental organizations.

Decision and Action C1/46: The Council endorsed the proposal for amending the General Regulations to address medical fitness of candidates for election and invited the Council Chair to include the proposed amendment in its report and proposals to A-2. (deadline: A-2)

6.3. Council consideration of the definition of the term "hydrographic interest"

Doc: C1-6.3 Council consideration of the definition of the term "hydrographic interest"
Useful References (Proceedings Vol. 1, XVIIth IH Conference, May 2007 – Doc. CONF17/DOC.1)

The Secretary-General recalled that this definition was considered at length on how to measure "hydrographic interest" in the process to amend the IHO Convention by the former Strategic Planning Working Group (SPWG) that had opted to rely on the IHO formula for calculating national flag tonnage, but had kept open the option to identify other measures. Therefore, a requirement for the 2nd session of the Assembly to reconsider what constituted an interest in hydrographic matters had been included in Article 16 of the General Regulations. The Council was invited to include consideration of the definition in its Work Programme in order to fulfil its role as an advisory body to the Assembly as set out in Article VI of the Convention. Any change in the formula used to calculate "hydrographic interest" would impact the criteria for selecting the one-third of Council seats currently allocated to Member States on the basis of flag tonnage.

The Chair sought comments on how the Council might consider the definition. Some speakers thought that it could prove difficult and time-consuming for the Council to engage in deliberations on finding a measurable and quantifiable alternative to the current formula and that the issue could best be left to A-2. Council Members considered whether the Secretary-General could be mandated to ask the Assembly for guidance before the Council took matters further. Some Council Members considered that this issue was strategic and merited some consideration by the Council, perhaps through an informal team that could work on it intersessionally. Many Members suggested that the Council should gather experience with the current system for selecting the Council Members.

The majority present expressed satisfaction with the formula of defining hydrographic interest on flag tonnage as it was currently applied and queried the need to address the matter before the Council had received instructions from the Assembly. There was strong support that it would be inappropriate to devote already stretched resources to an issue that was potentially contentious and which would in any event benefit from discussion among the wider membership of the Organization which would take place during A-2. However, it was considered that there was nothing to prevent the Council from reconsidering the matter at a much later date if it chose to do so.

The Council agreed that no formal or cohesive view from the Council as a whole should be communicated on whether or not the definition was acceptable but that the individual views of members of the Council could be communicated as set down in the record of the meeting. The Chair and the Secretary-General confirmed that approach would be adopted.

Action C1/47: IHO Secretariat to raise the issue of the definition of hydrographic interest at A-2 in accordance with Clause (c) of Art. 16 of the General Regulations and request possible guidance on the objectives and ways to reconsider this issue. (deadline: A-2)

Decision C1/48: The Council decided not to include the consideration of hydrographic interest in its current programme of work, pending further guidance from A-2.

6.4. Proposal to amend the General Regulations concerning the election process for electing the Secretary-General and Directors

Doc: C1-6.4 Proposal to amend the General Regulations concerning the election process for electing the Secretary-General and Directors

Canada introduced the proposal on behalf of Australia, France and Norway, providing background to the proposal and the rationale behind it.

Canada suggested that an informal group comprising the three proposing Member States and any other interested parties should develop the proposed amendments further and report to the Council meetings in order to have a draft proposal ready for submission to the second Session of the Assembly.

Council Members generally welcomed the idea of informal discussions.

Action C1/49: The Council thanked Canada supported by Australia, Brazil, France, and Norway and any other interested MS, for offering to pursue informal discussions on possible improvements of the General Regulations with regard to the election process for electing the Secretary-General and Directors. (deadline: C2,C-3, A-2)

7. NEXT MEETING

7.1. Dates and venue for the 2nd Meeting of the IHO Council

Council Member States generally agreed that Council meetings, immediately after and before a Session of the IHO Assembly, should take place in Monaco.

Decision C1/50: The Council welcomed the offer made by the UK to host C-2 in London, UK², from 9 – 11 Oct. 2018 (back-up in Monaco).

8. ANY OTHER BUSINESS

8.1. Demonstration of IHO GIS developments

The IHO Secretariat provided a real-time demonstration of the IHO Geographic Information System (GIS), combining country and regional information systems, chart information systems and capacity building and bathymetry information. Parts of the system, including web mapping services, are available only within the Secretariat at this stage, however the goal is to provide secure access for Member States and Regional Commissions. The presentation was welcomed.

8.2. Side-meetings

Responding to a suggestion by Japan that the Secretariat should make rooms available for bilateral and regional meetings during or immediately before or after Council sessions, the Chair said that such arrangements could be made with advanced notice, however meetings must not impede the regular business of the Council.

Action C1/51: In the Council Circular Letter calling for Council meetings in Monaco, IHO Secretariat to remind that MS may use meeting rooms available at the IHO Headquarters, prior and after the Council meetings sessions. (deadline: Permanent)

9. REVIEW OF ACTIONS AND DECISIONS OF THE MEETING

The Council Assistant Secretary presented the draft list of decisions and actions approved by the Council during the meeting and made minor editorial changes in response to members' comments. He noted the establishment of the Strategic Plan Review Working Group and the appointment of its officers, who are appointed in a personal capacity and not as a member State.

One member reinforced the invitation to the Secretary-General to provide additional management support for the Capacity Building programme by adding that it should be treated as a matter of urgency.

10. CLOSURE OF THE MEETING

UK moved a vote of thanks to the IHO Secretariat staff and Council secretariat for preparing for and hosting the meeting.

After the customary exchange of courtesies, the Chair declared the first meeting of the Council closed at 13:00.

² Confirmation received on 23 October 2017.

LIST OF PARTICIPANTS

Name: Head of delegation**Name:** Registered but absent

No	Member State <i>Etat membre</i>	Selected by <i>sélectionné par</i>	Point(s) of contact – <i>Point(s) de contact</i>
1	Australia - <i>Australie</i>	SWPHC-CHPSO	<u>Brett BRACE</u>
			Michael PRINCE
2	Brazil - <i>Brésil</i>	MACHC-CHMAC	<u>Marcos Sampaio OLSEN</u>
			Luis Fernando PALMER FONSECA
			Nickolas DE ANDRADE ROSHER
3	Canada	USHC-CHUSC	<u>Denis HAINS</u>
			Douglas BRUNT
4	Colombia - <i>Colombie</i>	SEPRHC-CHRPSE	Paulo GUEVARA RODRIGUEZ
			Gustavo GUTIERREZ
			Plazas JOSE
5	Finland - <i>Finlande</i>	BSHC-CHMB	<u>Rainer MUSTANIEMI</u>
6	France	MBSHC-CHMMN	<u>Bruno FRACHON</u>
7	Germany - <i>Allemagne</i>	NSHC-CHMN	<u>Thomas DEHLING</u>
8	India - <i>Inde</i>	NIOHC-CHOIS	Vinay BADHWAR
9	Indonesia - <i>Indonésie</i>	EAHC-CHAO	<u>Harjo SUSMORO</u>
			Ferry ARIANTO
			I.n.g.n ARY ATMAJA
			Yanuar HANDWIONO
10	Iran (Islamic Rep. Of) – <i>Iran (Rép. Islamique d')</i>	RSAHC-CHZMR	Mohammadreza GHADERI
			Akbar ROSTAMI
			Mohammad RASTAD
11	Italy - <i>Italie</i>	MBSHC-CHMMN	<u>Luigi SINAPI</u>
			Enrico ANTONINO
12	Malaysia - <i>Malaisie</i>	EAHC-CHAO	Dato' FADZILAH bin Mohd Salleh
			Hanafiah HASSAN
			Azrul Nezam ASRI
13	Netherlands – <i>Pays-Bas</i>	MACHC-CHMAC	<u>Marc Van der DONCK</u>
14	Pakistan	RSAHC-CHZMR	<u>M. ARSHAD</u>
			Muhammad HARDON
15	Russian Federation – <i>Fédération de Russie</i>	ARHC-CHRA	<u>Sergey TRAVIN</u>
			Anna KNYAZEVA
			Dmitry SHMELEV
16	South Africa – <i>Afrique du Sud</i>	SAIHC-CHAIA	Theo STOKES
17	Spain - <i>Espagne</i>	EAHC-CHAtO	<u>Juan Antonio AGUILAR CAVANILLAS</u>
			José María BUSTAMANTE
18	Sweden - <i>Suède</i>	NHC-CHN	<u>Patrik WIBERG</u>

No	Member State <i>Etat membre</i>	Selected by <i>sélectionné par</i>	Point(s) of contact – <i>Point(s) de contact</i>
19	Turkey - <i>Turquie</i>	MBSHC-CHMMN	<u>Hakan KUSLAROGLU</u> Inan BURAK
20	Uruguay - <i>Uruguay</i>	SWAtHC-CHAISO	<u>Gustavo MUSSO SOLARI</u>
21	China - <i>Chine</i>	Hydrographic Interest	Xu RUQING Bing SUN Zelong WANG Chun Ming CHAU
22	Singapore - <i>Singapour</i>	Hydrographic Interest	<u>Parry S.L. OEI</u> Weng Choy LEE Kabeer Ahmed BIN MOHAMED ISMAIL
23	United Kingdom – <i>Royaume- Uni</i>	Hydrographic Interest	<u>Tim LOWE</u> Bob HOOTON
24	Greece - <i>Grèce</i>	Hydrographic Interest	<u>Dimitrios EVANGELIDIS</u> Konstantinos KARAGKOUNIS
25	Republic of Korea – <i>République de Corée</i>	Hydrographic Interest	<u>Dong-jae LEE</u> Hyon-Sang AHN Yong BAEK Chaeho LIM
26	United States of America – <i>Etats-Unis d'Amérique</i>	Hydrographic Interest	<u>Shepard SMITH</u> John LOWELL Jonathan JUSTI
27	Cyprus - <i>Chypre</i>	Hydrographic Interest	Andreas SOKRATOUS Georgios KOKOSIS
28	Japan - <i>Japon</i>	Hydrographic Interest	<u>Arata SENGOKU</u> Shigeru NAKABAYASHI
29	Norway - <i>Norvège</i>	Hydrographic Interest	<u>Birte Noer BORREVIK</u> Evert FLIER
30	Denmark - <i>Danemark</i>	Hydrographic Interest	Pia Dahl HOJGAARD Sarah THOMSEN Elizabeth HAGEMANN Jens Peter Weiss HARTMANN
	Egypt - <i>Egypte</i>		<u>Ashraf EL-ASSAL</u>
	Malta - <i>Malte</i>		<u>Joseph BIANCO</u>
	Monaco - <i>Monaco</i>		<u>Armelle ROUDAUT-LAFON</u>
	Qatar - <i>Qatar</i>		Vladan JANKOVIC <u>Ahmad Musai AL MOHANNADI</u>
	Secretary-General	Council Secretary	<u>Mathias JONAS</u>
	Director		Abri KAMPFER
	Director		Mustafa IPTES
	Assistant Director	Rapporteur	Alberto COSTA NEVES
	Assistant Director	Rapporteur	David WYATT

Annex A to C-1 Report

	Technical Standards Support Officer	Rapporteur	Jeff WOOTTON
	Assistant Director	Council Assistant Sec.	Yves GUILLAM

1ST MEETING OF THE IHO COUNCIL
Monaco, 17-19 October 2017
AGENDA

1. OPENING

- 1.1 Opening remarks and introductions
- 1.2 Adoption of the Agenda
- 1.3 Confirmation of the results of the election of the Chair and the Vice-Chair (SG)
- 1.4 Administrative arrangements
- 1.5 *Left blank intentionally*
- 1.6 Discussion: The Role and Goals of the IHO Council (All)

2. ITEMS REQUESTED BY THE 1ST IHO ASSEMBLY

- 2.1 Revision of the Strategic Plan (*to be considered under Agenda Item 5*)
- 2.2 Revision of IHO Resolutions 5/1957, 1/1969, 9/1967, 5/1972, 1/2014, 4/1957, 8/1967, 1/1965 and 2/1965 (SG)
- 2.3 Consideration of Rule 12 of the Rules of Procedure of the Council (SG)
- 2.4 Methodology and timetable to deal with each year's financial statements and adjustments to the basic documents (SG)

3. ITEMS REQUESTED BY SUBSIDIARY ORGANS

- 3.1 Report and proposals from HSSC (Chair HSSC)
- 3.2 Report and proposals from IRCC (Chair IRCC)

4. IHO ANNUAL WORK PROGRAMME AND BUDGET

- 4.1 Review of the Current Financial Status of the IHO (SG)
- 4.2 Proposed IHO Work Programme for 2018 (SG)
- 4.3 Proposed IHO Budget for 2018 (SG)

5. IHO STRATEGIC PLAN

- 5.1 Review of the Strategic Plan (SG)
- 5.2 Proposal to evaluate status, requirements and options to integrate the IHO Strategic Plan/Performance Indicators, budget and work programme activities (USA)

OTHER ITEMS PROPOSED BY A MEMBER STATE OR BY THE SECRETARY-GENERAL

- 5.3 Proposed theme for World Hydrographic Day 2018 (SG)
- 5.4 Proposal to amend the General Regulations to address the medical fitness of candidates for election to the positions of Secretary-General or Director, and the conditions of service of Directors (SG)
- 5.5 Council consideration of the definition of the term "*hydrographic interest*" (SG)
- 5.6 Proposal to amend the General Regulations concerning the election process for electing the Secretary-General and Directors (Canada)

6. NEXT MEETING

- 6.1 Dates and venue for the 2nd Meeting of the IHO Council

7. ANY OTHER BUSINESS

- 7.1 Demonstration of IHO GIS developments (SG)

- 8. REVIEW OF ACTIONS AND DECISIONS OF THE MEETING**
- 9. CLOSURE OF THE MEETING**

**POSSIBLE CONFLICT BETWEEN IHO CONVENTION
AND COUNCIL RULES OF PROCEDURE
Version 0.1 dated 18 October 2017, draft analysis by UK**

Background

Article VI of the Convention sets out the functions of the Council. For these purposes the relevant Article is Article VI (g)(vii), which provides that one function of the Council is to:

Review proposals submitted to it by subsidiary organs and refer them:

- *to the Assembly for all matters requiring decisions by the Assembly;*
- *back to the subsidiary organ if considered necessary; or*
- *to Member States for adoption, through correspondence.*

Rule 8 of the Rules of Procedure of the Council sets out the matters that shall be included in provisional agendas for meetings of the Council. Rule 8(e) mirrors Article VI(g)(vii) of the Convention, and provides for inclusion in provisional agendas of:

Any item the inclusion of which has been requested by a subsidiary organ.

Additionally, Rule 8(i) provides for inclusion in provisional agendas of:

Any item proposed by a Member State or by the Secretary General.

The possible conflict

There is possible conflict between the Convention and the Council Rules of Procedure, because there is nothing in Article VI of the Convention stating that it is a function of the Council to review, to consider or to take any other action on proposals put to it by Member States or by the Secretary General. In other words, does this omission mean that the Council is unable to take any action on proposals put to it by Member States or by the Secretary General

Discussion

On the one hand we need to assume that those drafting the basic documents intended them to be drafted in the way they are. On the other hand, it seems very strange that the Council should not be able to take action on proposals put to it by Member States or by the Secretary General.

The question to answer, therefore, is 'what was the intention of those drafting Article VI(g)(vii) of the Convention?' One possible interpretation is that this Article is intended to refer to proposals that are intended for eventual consideration and endorsement by Member States, either by correspondence or at an Assembly. This seems to be supported by use of the word 'review' rather than the more usual 'consider', implying a role for the Council to act as a filter for these proposals, giving it an opportunity to refer them back to subsidiary bodies for improvement before eventually referring them to the Assembly or the Member States by correspondence.

If this is the correct interpretation of the intention of those drafting Article VI(g)(vi) it means that the effect of that Article is not to prevent the Council from taking action on proposals put to it by Member States or by the Secretary General. In other words, there is no conflict.

Recommendation

It is recommended that the Council should for the time being proceed as though the above interpretation is the correct one and take action on proposals put to it by Member States and by the Secretary General. However, it should invite Assembly 2 to consider the matter and to confirm that this interpretation of Article VI (g)(vii) is correct.

STRATEGIC PLAN REVIEW WORKING GROUP (SPRWG)

(to be submitted to IHO MS for approval in accordance with General Regulations Art. 6 (g) (i)³)

Terms of Reference and Rules of Procedure

(draft version 17 Oct 2017)

Ref: a/ Decision A1/03 – (April 2017).
b/ Decision C1/37 – *Establishment of the SPRWG* (October 2017)
c/ Decision A1/01 – Planning Cycle of the Revision of the Strategic Plan
d/ 1st Meeting of the Council – Doc. C1-5.2 - *Proposal to Evaluate Status, Requirements and Options to Integrate the IHO Strategic Plan/Performance Indicators, Budget and Work Program Activities* -

Following Decision A1/03 – “*The Assembly tasked the Council to conduct a comprehensive review of the Strategic Plan and to provide a draft revised Plan, as appropriate, in time for the consideration of the 2nd ordinary session of the Assembly (A-2). The Council is empowered to establish a working group for this discrete purpose*” –, the Council decided at its 1st meeting, to establish the Strategic Planning Review Working Group (SPRWG)

1. Terms of Reference

- 1.1 Conduct a comprehensive review of the Strategic Plan in two successive phases: scoping and drafting.
- 1.2 In the scoping phase (T0⁴ + 6 months):
 - 1.2.1 review and restate the current and future strategic context in which the IHO operates;
 - 1.2.2 propose the definition of success for the IHO in 2026;
 - 1.2.3 identify the deficiencies in terms of content, shape and interrelation to the implementation instruments in the existing Plan;
 - 1.2.4 consider appropriate goals, ways and means that could address any identified deficiencies;
 - 1.2.5 establish the management plan and timetable for developing and drafting any proposed revisions to the existing Plan;
 - 1.2.6 submit a proposal at C-2 for the draft framework of the revised strategic plan.
- 1.3 In the drafting phase (T0 + 18 months):
 - 1.3.1 define the criteria for measuring success and propose priorities for the IHO;
 - 1.3.2 consider the interrelation to other management elements such as budget, work plan and performance indicators (Ref. d/);
 - 1.3.3 prepare the draft revised plan in accordance with the management plan and the timetable;
 - 1.3.4 prepare the supporting documents for submission to A-2.
- 1.4 Provide an intermediate report at C-2 (- two months)
- 1.5 Provide a draft final report at C-3 (- two months) for endorsement and recommendations to be submitted to A-2.

³ General Regulations Art 6 (g) (i) : « ...Where the Council itself prepares draft Terms of Reference and Rules of Procedure, or where the Council receives submissions in accordance with paragraph (f) above, it shall either:
(i) submit them to Member States for approval by correspondence, in accordance with Articles VI(g)(vii) and IX (f) of the Convention...”

⁴ T0 is the effective date of the establishment of the Working Group.

- 1.6 These Terms of Reference can be amended in accordance with Article 6 of the General Regulations.

2. Rules of Procedure

- 2.1 The Working Group is open to all Member States. It shall be composed of representatives of Member States. The Chairs of the HSSC, IRCC, FC, or their nominated representatives, should participate in the work of the Working Group.
- 2.2 A Member State shall act as Secretary to the Working Group. The Secretary shall prepare the reports required for submission to each meeting of the Council and to sessions of the Assembly as directed by the Council.
- 2.3 The Chair and Vice-Chair shall be a representative of a Member State having a seat at the Council. The Chair and Vice-Chair shall be nominated at the end of the 1st meeting of the Council and the nominations shall be determined by vote of the Council Members present and voting. If the Chair is unable to carry out the duties of the office, the Vice-Chair shall act as the Chair with the same powers and duties.
- 2.4 The Working Group should normally work by correspondence, but if decided by the Working Group, meetings can be scheduled in conjunction with any IHO meetings. The Chair or any member of the Working Group, with the agreement of the simple majority of all members of the Working Group, can call extraordinary meetings. In case of meetings, all intending participants shall inform the Chair and Secretary ideally at least one month in advance of their intention to attend meetings of the Working Group.
- 2.5 Decisions shall generally be made by consensus. If votes are required on issues or to endorse proposals presented to the Working Group, decisions shall be taken by a simple majority of Working Group Members present and voting. When dealing with matters by correspondence, a simple majority of all Working Group Members shall be required.
- 2.6 The draft record of meetings shall be distributed by the Secretary within ten working days of the end of meetings and participants' comments should be returned within ten working days of the date of despatch. Final minutes of meetings should be distributed to all IHO Member States and posted on the IHO website within thirty days after a meeting.
- 2.7 The working language of the Working Group shall be English.
- 2.8 Recommendations of the Working Group shall be submitted to the Council for endorsement.
- 2.9 The Working Group will be disbanded after A-2.
- 2.10 These Rules of Procedure can be amended in accordance with Article 6 of the General Regulations.

LIST OF DECISIONS and ACTIONS FROM C-1

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2017)
1. OPENING					
1.1 Opening remarks and introductions					
1.2 Adoption of the Agenda					
	Agenda	C1/01	The Council adopted the agenda and the timetable		Decision
1.3 Confirmation of the results of the election of the Chair and Election of the Vice-Chair					
1.4 Administrative arrangements					
	Contact List	C1/02	IHO Member States having a seat at the Council to provide the IHO Sec. with their updates to the IHO Council List of Contacts.	Permanent	
1.6 Role and Goals of the Council					
	Procedure for approving proposals made by HSSC and IRCC	C1/03	The Council agreed to propose to the Member States to pursue, until A-2, the procedure ⁵ that was in force before the establishment of the Council, for approving the recommendations made by HSSC and IRCC, with the concurrence of HSSC and IRCC Chairs. This applies in particular but not limited to the standards and publications listed in Appendix 1 of IHO Resolution 2/2007 as, amended.	A-2	Decision
	Procedure for approving proposals made by HSSC and IRCC	C1/04	IHO Sec. to issue an IHO CL seeking the approval of MS on the decision C1/03.	Nov. 2017	

⁵ Proposals endorsed by HSSC and IRCC to be submitted directly by IHO CL for approval by MS.

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2017)
	Revision of HSSC&IRCC TORs and IHO Resolution 2/2007 as amended	C1/05	HSSC and IRCC to consider their TORs and IHO Resolution 2/2007 as amended, in the view that Council endorsement may not be required in a systematic manner for all standards and publications, and subsequently prepare amendments to their TORs as appropriate for being endorsed at C-3 before submission to A-2. Proposed amendments should take into account that it is up to the HSSC and IRCC Chairs to appreciate and determine the need to go through the Council for recommendations of possible strategic importance.	HSSC-9 and 10, IRCC-10 C-3	
	HSSC&IRCC Reports and Proposals to C-2	C1/06	Considering the timelines between HSSC-10 and IRCC-10 meetings in 2018 and the countdown for submission of reports and proposals to C-2, the Council invited HSSC and IRCC Chairs to prepare their 2018 meeting minutes with the view that they will be used/submitted directly as reports and proposals to be considered at C-2.	July 2018	
2. ITEMS REQUESTED BY THE 1ST IHO ASSEMBLY					
2.1 Revision of the Strategic Plan (considered under Agenda Item 5)					
2.2 Revision of IHO Resolutions 5/1957, 1/1969, 9/1967, 5/1972, 1/2014, 4/1957, 8/1967, 1/1965 and 2/1965					
		C1/07	The Council endorsed the proposals for the revision of IHO Resolutions 5/1957, 1/1969		Decision
		C1/08	The Council endorsed the proposal for the revision of IHO Resolutions 9/1967 and agreed on the suggestion made by Brazil on section 8 to include the possibility of using volunteers from MS that are not a candidate, in the scrutinizing committee.		Decision

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2017)
		C1/09	IHO Sec. to streamline the proposal made by Brazil with regard to the proposed Revised IHO Resolution 9/1967	Nov. 2017	
		C1/10	The Council endorsed the proposal for the revision of IHO Resolution 5/1972, with reference of tonnage figures to be given in section 2, for the annual assessment of the IMO.		Decision
		C1/11	The Council endorsed the proposals for the revision of IHO Resolutions 1/2014, 4/1957.		Decision
		C1/12	The Council endorsed the proposal for the revision of IHO Resolution 8/1967, after having agreed on the interpretation of Art. VI (g) (vii) of the IHO Convention that the effect of that Article is not to prevent the Council from taking action on proposals put to it by Member States or by the Secretary General.		Decision
		C1/13	The Council agreed to continue using the Redbook for Council meetings in the future. IHO Sec. to modify "... six weeks..." to "... ten weeks..." in paragraph 1 of the proposed revised Resolution 8/1967 so the Red Book can be made available at least 2 months prior to Council meetings.	Dec. 2017	Decision
		C1/14	The Council to seek confirmation of the Council interpretation of Art. VI (g) (vii) of the IHO Convention at A-2.	C-3 for A-2	
		C1/15	The Council endorsed the proposals for the withdrawal of IHO Resolutions 1/1965, 2/1965.		Decision
		C1/16	IHO Sec. to issue an IHO CL seeking the approval of MS on the Council decisions on IHO Resolutions 5/1957, 1/1969, 9/1967, 5/1972, 1/2014, 4/1957, 8/1967, 1/1965 and 2/1965.	Dec. 2017	

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2017)
2.3 Consideration of Rule 12 of the Rules of Procedure of the Council					
	Election of Chair and Vice-Chair of the Council	C1/17	The Council agreed to submit the proposed revised Rule 12 of the Council ROP to A-2 and to seek A-2 for clarification for the identified discrepancy	C-3 for A-2	Decision
2.4 Methodology and timetable to deal with each year's financial statements and adjustments to the basic documents					
	Financial Statements	C1/18	The Council tasked the IHO Sec. to consider the suggestions made by the US on the proposed new Resolution (addition of a deadline to paragraph 3, modification in paragraph 7 for allowing the Council to consider Finance Committee's recommendations).	Nov. 2017	
	Financial Statements	C1/19	IHO Sec. to issue a Council Circular Letter for Council endorsement by correspondence of the corresponding new Resolution, followed by IHO CL for approval by MS	Jan. 2018	
3. ITEMS REQUESTED BY SUBSIDIARY ORGANS					
3.1 Report and proposals from HSSC					
	Standards	C1/20	The Council endorsed the three proposals submitted by HSSC to C-1 (S-66 Ed. 1.1.0, S-57 Appendix B.1, Annex A, Ed. 4.1.0, S-11 Part A, Ed. 3.1.0)		Decision
	Standards	C1/21	IHO Sec. to issue IHO CLs seeking the approval of MS on the decisions made on S-66 Ed. 1.1.0, S-57 Appendix B.1, Annex A, Ed. 4.1.0, S-11 Part A, Ed. 3.1.0	Dec. 2017	
	Contract Support for Standards	C1/22	The Council tasked HSSC to establish a prioritized list of work items that need to be supported by the Special Project fund.	C-2	

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2017)
3.2 Report and proposals from IRCC					
	Capacity Building	C1/23	The Council endorsed the proposal for increasing the capacity building support at the IHO Secretariat (Doc. C1-3.2, Annex A refers)		Decision
	Staffing for Capacity Building Management	C1/24	IHO Sec. to further investigate and report on the feasibility of recruiting a new staff member at the IHO Secretariat to provide management support for Capacity Building, as a matter of urgency.	C-2	
	ENC Overlapping	C1/25	The Council endorsed the proposed IHO Resolution to address issues related to the existence of overlapping ENC data (Doc. C1-3.2, Annex B refers)		Decision
	Monitoring of INT Charts	C1/26	The Council endorsed the proposed revocation of IHO Resolution 1/1992 – <i>Monitoring of INT Charts</i> – (Decision C1/20, S-11 Part A, Ed. 3.1.0 refers)		Decision
	B-7 GEBCO Guidelines	C1/27	The Council endorsed the proposed withdrawal of IHO Publication B-7 <i>GEBCO Guidelines</i> (Doc. C1-3.2, Annex D refers)		Decision
	C-17	C1/28	The Council endorsed the proposed new edition 2.0.0 of IHO Publication C-17 - Spatial Data Infrastructures "The Marine Dimension" - Guidance for Hydrographic Offices (Doc. C1-3.2, Annex E refers)		Decision
	Approval of IRCC Proposals by MS	C1/29	IHO Sec. to issue IHO CL seeking the approval of MS on the decisions C1/23, C1/24, C1/25, C1/26, C1/27 and C1/28	Dec. 2017	

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2017)
	IBSC, Information Technology at the IHO Sec., Satellite Derived Bathymetry, RENC	C1/30	The Council acknowledged the work done by the IBSC in the development of the new Standards of Competence for Hydrographic Surveyors and Nautical Cartographers; endorsed the need for a robust IT-based infrastructure in the IHO Secretariat; acknowledged the benefits of using satellite derived bathymetry for risk assessment including seeking funds from donor agencies; and acknowledged the work already done by both RENCs to reach maturity and stability and for the support provided to hydrographic offices and end-user service providers		Decision
	Crowd-Sourced Bathymetry	C1/31	The Council invites IRCC to consider enlarging the scope of the Crowd-Sourced Bathymetry Working Group and takes note that crowd-sourced bathymetry should be considered in the revision of the Strategic Plan	IRCC-10	
4. IHO ANNUAL WORK PROGRAMME AND BUDGET					
4.1 Review of the Current Financial Status of the IHO					
	Financial Status	C1/32	The Council noted the information provided on the current financial status.		Decision
4.2 Proposed IHO Work Programme for 2018					
	Work Programme and Priorities	C1/33	The Council endorsed the proposals made by the IHO SecGen and Directors on the key priorities in the IHO 2018 programme of work and encouraged MS and the IHO Sec. to: <ul style="list-style-type: none"> - consider the engagement with the UN-GGIM Working Group on Marine Geospatial Information (Programme 1) - re-evaluate the allocation of their resources in the light of key work items to be supported (Programme 2) 	C-2	Decision

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2017)
	Contribution to the DCDB	C1/34	Norway was invited to submit a proposal to the appropriate Working Groups for the contribution of sounding data extracted from ENC to the IHO Data Centre for Digital Bathymetry in support to Seabed 2030.	Nov. 2017	
	Work Programme Priorities	C1/35	The Council invited the Chair/Secretary-General to provide IHO Work Programme key priorities in time with the other supporting documents for Council meetings.	Permanent	
4.3 Proposed IHO Budget for 2018					
	Budget	C1/36	The Council confirmed the approval of the IHO budget for 2018 and supported the preliminary intentions given by the SecGen on the possible evolution of the Special Project Fund for contract support.		Decision
5. IHO STRATEGIC PLAN					
5.1 Review of the Strategic Plan					
	Strategic Plan Review WG	C1/37	The Council decided to establish the Strategic Plan Review Working Group and endorsed the draft TORs developed by the Council drafting group.		Decision
	Strategic Plan Review WG	C1/38	The Council endorsed the nomination of Bruno Frachon (France) by Germany for the position of Chair of the SPRWG.		Decision
	Strategic Plan Review WG	C1/39	The Council endorsed the nomination of Shigeru Nakabayashi (Japan) by US for the position of Vice-Chair of the SPRWG.		Decision
	Strategic Plan Review WG	C1/40	The Council endorsed the nomination of Doug Brunt (Canada) by Norway for the position of Secretary of the SPRWG.		Decision
	Strategic Plan Review WG	C1/41	IHO Sec. to issue an IHO CL seeking the approval of MS on decisions C1/37, /38, /39 and /40.	Nov. 2017	

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2017)
5.2 Proposal to evaluate status, requirements and options to integrate the IHO Strategic Plan/Performance Indicators, budget and work programme activities					
		C1/42	The Council decided to include the principles raised in the proposal submitted by US in the TORs of the Strategic Plan Review Working Group.		Decision (completed)
6. OTHER ITEMS PROPOSED BY A MEMBER STATE OR BY THE SECRETARY-GENERAL					
6.1 Proposed theme for World Hydrographic Day 2018					
		C1/43	The Council tasked the SPRWG to include communication strategies as part of the way and means of its work plan.	C-2	
		C1/44	The Council agreed that the Secretary-General will continue with the current practise for the adoption of the theme of World Hydrography Day (IHO CL inviting to comment on a proposed theme, followed by IHO CL for announcing the theme)		Decision
		C1/45	The Council endorsed the proposed theme for WHD 2018 <i>“Bathymetry - the foundation for sustainable seas, oceans and waterways”</i> and invited the IHO Sec. to issue the corresponding IHO CL	Nov. 2017	Decision
6.2 Proposal to amend the General Regulations to address the medical fitness of candidates for election to the positions of Secretary-General or Director, and the conditions of service of Directors					
	General Regulations, Elections	C1/46	The Council endorsed the proposal for amending the General Regulations to address medical fitness of candidates for election and invited the Council Chair to include the proposed amendment in its report and proposals to A-2.	A-2	Decision

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2017)
6.3 Council consideration of the definition of the term “hydrographic interest”					
		C1/47	IHO Sec to raise the issue of the definition of hydrographic interest at A-2 in accordance with Clause (c) of Art. 16 of the General Regulations and request possible guidance on the objectives and ways to reconsider this issue.	A-2	
		C1/48	The Council decided not to include the consideration of hydrographic interests in its current programme of work, pending further guidance from A-2.		Decision
6.4 Proposal to amend the General Regulations concerning the election process for electing the Secretary-General and Directors (Canada)					
		C1/49	The Council thanked Canada supported by Australia, Brazil France, and Norway and any other interested MS, for offering to pursue informal discussions on possible improvements of the General Regulations with regard to the election process.	C-2, C-3 A-2	
7. NEXT MEETING					
7.1 Dates and venue for the 2nd Meeting of the IHO Council					
	C-2	C1/50	The Council welcomed the offer made by UK to host C-2 in London, UK ⁶ , from 9 – 11 Oct. 2018 (back-up in Monaco).		Decision
8. ANY OTHER BUSINESS					
	Side-meetings	C1/51	In the Council Circular Letter calling for Council meetings in Monaco, IHO Sec. to remind that MS may use meeting rooms available at the IHO Headquarters, prior and after the Council meetings sessions.	Permanent	
9. REVIEW OF ACTIONS AND DECISIONS OF THE MEETING					
10. CLOSURE OF THE MEETING					

⁶ Confirmation received on 23 Oct. 2017.

Annex 2 Summary Report Council-2 (C-2)**2nd MEETING OF THE IHO COUNCIL****IHO C-2****London, 9-11 October 2018****SUMMARY REPORT***(Version dated 19 October 2018)*

Note: while the 2nd meeting of the IHO Council was conducted according to the timetable, this summary report is in line with the sections of the agenda.

- Annex A: *List of Participants*
 Annex B: *Agenda*
 Annex C: *List of Decision and Actions*

11. OPENING**11.1. Opening remarks and introductions**

- Docs: C2-1.1A List of Documents*
 C2-1.1B List of Participants
 C2-1.1C Membership Contact List

RAdm Tim Lowe, National Hydrographer of the United Kingdom, head of the host organization, welcomed all Council members to London. The Secretary-General of the IHO, Dr Mathias Jonas, thanked the UK Hydrographic Office for hosting the meeting. He noted the absence of India and the Russian Federation and stated that the quorum was met with the presence of altogether 28 out of 30 Council Member States present. He acknowledged the registration of the following Observer States: Bangladesh, Chile, Croatia, Fiji, Malta, Myanmar, Nigeria, Poland, Portugal and Qatar. He reminded the Council that the first International Hydrographic Conference occurred in London in 1919. It was at this event where France was proposing the establishment of an International Hydrographic Bureau which eventually led to the foundation of the IHB in 1921 and for the later conversion into the IHO in 1970.

The Chair of the Council, RDML Shepard Smith (US), declared the second meeting of the Council open and noted that almost 40% of the IHO membership were represented. The Chair referred to a letter that he had circulated prior to the meeting and reiterated the need to ensure any conclusions and recommendations are completed for C-3 next year in order to submit the report to A-2. He considered there were three main tasks that needed to be completed at C-2:

- 1) To develop the Strategic Plan.
- 2) To discuss at the National Hydrographer level the new S-100 based products and services – linking this to the next years centenary celebration of the IHO.
- 3) To ensure the Council considers, updates and endorses the resolutions, terms of reference and recommendations as appropriate.

11.2. Adoption of the Agenda

Docs: C2-1.2A Rev1 Agenda

C2-1.2B Rev2 Timetable

The Chair invited comments on the revised provisional agenda and the timetable. He informed the Council that Dr Graham Allen, Acting Director of the Seabed 2030 Project, would address the meeting on Thursday 11 October. He noted that a number of comments from Member States (MS) submitted after the official deadline were made available as information documents only but were very useful to be considered as part of the discussion. The agenda and timetable were adopted without changes.

Decision C2/01: The Council agreed to consider the information papers available on the C-2 webpage, as part of the agenda of C-2.

Decision C2/02: The Council welcomed the proposal to be informed on Day 3 by Dr Graham Allen about the Seabed 2030 Project.

Decision C2/03: Subsequently, **the Council** adopted the agenda and the timetable.

11.3. Administrative arrangements

Docs: C2-1.3 Useful References – Marked-up Basis Docs (IHO Convention, General Regulations, Assembly ROP, Council ROP)

The IHO Secretariat invited all members to check the Council membership list and confirm their individual details. He explained the process to prepare the Council summary report after every session, the timelines and the work of the précis-writers and rapporteurs.

Action C2/04: IHO Member States having a seat at the Council to provide the IHO Secretariat with their updates to the IHO Council List of Contacts. (deadline: Permanent)

11.4. Red Book (Comments to be discussed under relevant agenda items)

Docs: C2-1.4 Red Book

Decision C2/05: The Council Chair commended the IHO Member States who provided comments in time for the preparation of the Red Book.

12. ITEMS REQUESTED BY THE 1ST IHO ASSEMBLY

12.1. **Revision of the IHO Strategic Plan** (*to be considered under Agenda Item 6*)

12.2. **Revision of IHO Resolutions 2/2007** (Decision A1/12) (*to be considered under Agenda Item 4, HSSC&IRCC report*).

12.3. **Revision of the IHO Resolution 1/2005** (Decision A1/19) (*to be considered under Agenda Item 4, IRCC Report*).

12.4. **Revision of the IHO Resolution 2/1997** (Decision A1/05) (*to be considered under Agenda Item 4, IRCC Report*).

13. ITEMS REQUESTED BY THE 1ST IHO COUNCIL

13.1. **Review of the status of Decisions and Actions from C-1**

Doc: C2-3.1

Status of Decisions and Actions from C-1

Follow-up on Action C1/49 (Presentation)

The Assistant Secretary drew attention to document C2-3.1, showing the status of decisions and

actions from C-1 as at 4 October. Since C-1, all proposals related to amendments of IHO Resolutions have been communicated to Member States by Circular Letter for approval and an updated Publication M-3 is now available, including in Spanish. A number of pending actions and decisions await action by A-2.

Decision C2/06 (former C1/17) **The Council** agreed to submit the proposed revised Rule 12 of the Council ROP to A-2 and to seek A-2 for clarification for the identified discrepancy (deadline: C-3 for A-2).

Decision C2/07 (former C1/46) **The Council** endorsed the proposal for amending the General Regulations to address medical fitness of candidates for election and invited the Council Chair to include the proposed amendment in its report and proposals to A-2 (deadline: C-3 for A-2).

Decision C2/08 (former C1/47) **IHO Secretariat** to raise the issue of the definition of hydrographic interest at A-2 in accordance with Clause (c) of Art. 16 of the General Regulations and request possible guidance on the objectives and ways to reconsider this issue (deadline: C-3 for A-2).

The informal discussions by Australia, Brazil, Canada, France and Norway, on possible improvement of the General Regulations with regard to the election process, were considered in the margins of the meeting and it was agreed to close Action C1/49 (See discussion under paragraph 9.2).

Decision C2/09 (former Action C1/49) **The Council** thanked Canada supported by Australia, Brazil France, Norway and any other interested MS, for offering to pursue informal discussions on possible improvements of the General Regulations with regard to the election process (Action C1/49 was closed).

Decision C2/10 (former C1/51) In the Council Circular Letter calling for Council meetings in Monaco, **IHO Secretariat** to remind that MS may use meeting rooms available at the IHO Headquarters, prior and after the Council meetings sessions (deadline: Permanent).

14. ITEMS REQUESTED BY SUBSIDIARY ORGANS

14.1. Report and proposals from HSSC

Doc: C2-4.1A Report and Proposals from HSSC - Presentation

The Chair of HSSC reported that the work of HSSC was guided by 'IHO Work Programme 2' tasks and by the key priorities of the Council. As with IRCC, HSSC had a high level of autonomy and it had been able to preserve and increase its flexibility using the resources provided by the IHO Secretariat and Member States. HSSC9 had been held in Canada in November 2017 and HSSC10 had been held in Germany in May 2018 due to the decision taken at C-1 to adjust the timing in order to provide timely input to the IHO Council. Accordingly, HSSC11 would be held in South Africa in May 2019. There had been no significant change to the difficulties and challenges reported to C-1 apart from the shortened time window between HSSC9 and HSSC10. Most of the actions agreed at HSSC9 had progressed normally. None of the results would have been possible without the constant and fruitful work of the HSSC working groups and project teams.

Revision of IHO Resolution 2/2007 – *Principles and Procedures for making changes to IHO Technical Standards and Specifications* - had been proposed as a two-stage process: "Guidance on conduction of an Impact Study" had been endorsed at HSSC10 and was ready for inclusion as an Annex to the resolution. HSSC had considered the purpose of the study (testable hypotheses); specification of the result assessment methods; the minimum measureable indicators; and the suitability of impact study questions. The working group had developed the review cycle after gaining feedback from stakeholders through a confidential survey. Development of the endorsement/approval procedure of the relevant standards, taking into account the role of the Council, would be undertaken at HSSC11. It was proposed to divide Appendix 1 into two parts: Standards and Publications (including Guidance) to follow the full process of IHO Resolution 2/2007; and Standards and Publications (including Guidance) to be developed and maintained without following the full process. The purpose of the revised review cycle had been to provide more flexibility in the approval process for issuing a new Product Specification. Participants welcomed the revised review cycle, recommended that

stakeholders should be involved at an early stage and noted the need to clarify the three different levels of the new development cycle: publish, endorse and approve.

Decision C2/11: As part of the revision process of the IHO Resolution 2/2007, **the Council** endorsed the new revision cycle for the development phase of Product Specifications.

Decision C2/12: As part of the revision process of the IHO Resolution 2/2007, **the Council** endorsed the guidance on the conduction of an impact study in support of the approval process for new Standards / Publications / Product Specifications.

Action C2/13: IHO Secretariat in liaison with HSSC & IRCC Chairs to prepare amendments to IHO Resolution 2/2007 accordingly and seek endorsement of the Council prior to submission at A-2.

The Chair of the HSSC expressed that HSSC ToRs and RoPs had been amended to reflect the presence and role of the Council; and the possibility for the HSSC to decide on the need to go through the Council for recommendations on Standards and Publications before submitting them to Member States for approval. The main changes proposed to the ToRs and RoPs were as follows: “1.8 Consider and decide upon proposals for new work items under the Committee Work Programme, taking into account the financial, administrative and wider stakeholder consequences and the IHO Strategic Plan and Work Programme and report to each meeting of the Council”; and “2.9 Recommendations of possible strategic importance made by the Committee shall be submitted to IHO Member States for adoption through the Council to the Assembly. The Committee should appreciate and determine the need to go through the Council for recommendations. If prior endorsement of the Council is not deemed necessary by the Committee, the recommendations on standards and publications can be submitted directly to the IHO Member States for approval, once endorsed by the Committee.”

Brazil raised the need to harmonize some specific paragraphs of the HSSC ToRs and RoPS with those of the IRCC (or vice-versa) and requested that endorsement should be postponed until a later discussion at C-2 when the outcome from the harmonization process could be finalized.

Decision and Action C2/14: The Council endorsed the proposed amendments to the HSSC TORs and ROPs. **IHO Secretariat** to issue an IHO Circular Letter seeking the approval of Member States (deadline: November 2018).

The Chair of the HSSC presented the key priorities of the IHO Work Plan for 2019, beginning with the notional S-100 timeline for Product Specifications. A new simplified S-100 Master Plan was to be reviewed annually. HSSC had endorsed the S-100 Product Specification Guidebook and agreed to include it with the S-100 work plan. S-97 had been assigned to the Product Specification Guidebook. HSSC had endorsed S-122 Edition 1.0.0 and S-123 Edition 1.0.0; the IHO Secretariat had issued CL 45/2018 to seek Member States’ approval (deadline 30 November 2018). S-100 Edition 4.0.0 had been endorsed by HSSC members and was ready for approval by Member States. With regard to S-102 Edition 2.0.0, S-100WG and S-102PT are to address comments by some HSSC Members before the IHO Secretariat can issue a Circular Letter seeking Member States’ approval. HSSC had agreed to the publication timeline of S-100 based Product Specifications, under the conditions proposed by the HSSC Chair for the new review cycle for the WG/PT development phase of product specifications that were endorsed with immediate effect: S-101 Edition 1.0.0; S-111 Edition 1.0.0; and S-121 Edition 1.0.0. Key priorities also included the development of an S-100 interoperability specification; the development of all the components needed to make S-101 a reality; an S-121 product specification for maritime limits and boundaries; consolidation and clarification of standards in relation to ECDIS/ENC; consideration of the data quality aspects in an appropriate and harmonized way for all S-100 product specifications; the preparation of Edition 6.0.0 of S-44; and the development of initiation guidance on harmonization of the Maritime Service Portfolios.

The HSSC Work Plan for 2019-2020 had been amended in light of the progress made to date, namely: development of “S-98 - *Specification for Data Product Interoperability in S-100 Navigation Systems*”; consolidation of the Product Specification Timeline in accordance with the new simplified S-100 Master Plan, with particular attention to S-101; submission of Ed. 6.0.0 of S-44; the

development of a Minimum Standard for Data Validation with respect to the data quality aspects of all S-100 based product specifications; and contribution to the development of an initial guidance on definition and harmonization of Maritime Services.

In response to questions by France, the Chair of the HSSC and the Secretary-General explained that the priority on S-121 had been set out by C-1 in 'Work Programme 2' and it had derived from the UN process for UN Member States to deposit their maritime limits and boundaries to meet UNCLOS requirements and for those looking to compile maritime and technical limits based on a GIS approach. Emphasis on that priority would not take much resources from HSSC.

The US and Germany supported and echoed the remarks of the Secretary-General concerning S-121 and underlined the importance of S-98. The HSSC had a complicated mission and a lot of priorities. Republic of Korea underlined the importance of developing S-100 data sets as an industry priority.

The HSSC Chair set out a request for the use of the IHO Fund for Special Projects: incremental updates of S-100 GML datasets:

- Priority 1: to test the possibility to manage incremental updates using radio-communication equipment, without replacing the whole database;
- Priority 2: to develop an experimental production tool and viewer on the web, for S-100 based product specification development;
- Priority 3: to develop a prototyping system for vector S-100-based data, a general-purpose toolkit that can be used for rapid setup of web applications for dataset and exchange set creation for S-100 vector products.

The Chair explained that the request for use of the IHO Fund for Special Projects had been made in response to a request for transparency made at C-1. The Fund is administered by the Secretariat. Norway underlined the usefulness of receiving funds directly for special projects in order to accelerate the development of S-100 standards.

Responding to comments from Netherlands, United States and Singapore, the Secretary-General explained that the possibility to use the Fund for Special Projects enabled the Secretariat to work in a flexible manner.

Decision and Action C2/16: The Council endorsed the proposals made for the use of the IHO Fund for Special Projects, as requested by HSSC and invited the **HSSC and the IHO Secretariat** to implement this decision accordingly, under the 2019 IHO Budget. (deadline: HSSC-11)

The Chair of HSSC outlined the top three work items of the proposed work plans for 2019-2020 which had been identified for each Working Group/Project Team. S-100 WG would work on publication of S-101 Edition 1.0.0 (by end 2018); continue to investigate how to include S-100 into the IMO ECDIS Performance Standards (2019); and work on continued development of the S-98 Interoperability Specification (2019). ENCWG would maintain IHO Publications (S-52, S-57, S-58, S-63, S-64, S-65, S-66); consider the development of high-density contour lines related to ENCs; and conduct an impact assessment on the new edition of the S-63 in relation to the cyber security risk. NCWG would maintain IHO Publication S-4 as the foundation document for all nautical charts (paper and electronic); and develop a discussion paper on the future of the paper chart. NIPWG would develop S-12n – Nautical Information Product Specifications; and coordinate the IHO contribution to the definition and harmonization of IMO Maritime Services within IHO's remit. DQWG would develop and maintain a data quality checklist for product specification developers; provide guidance to Hydrographic Offices and ensure harmonized implementation' and periodically review S-100 based product specifications and provide input papers on data quality to working groups and project teams where necessary. TWCWG would develop, maintain and extend a Product Specification for digital tide and tidal current tables; develop, maintain and extend a Product Specification for dynamic surface currents in ECDIS (S-111) and for dynamic tides water level in ECDIS (S-104); and maintain and extend relevant IHO standards, specifications and publications. HDWG would maintain and extend the definitions in the IHO S-32 Hydrographic Dictionary Registry; liaise with other IHO bodies and other organizations and publications containing glossaries; and

develop a digital structure and database application to support the IHO S-32 Hydrographic Dictionary Registry on-line version. ABLOS would maintain IHO Publication C-51 “Technical Aspects of the Law of the Sea (TALOS) Manual”; deliver training on hydrographic aspects of maritime delimitation; and provide advice and guidance on the technical aspects of the Law of the Sea to relevant organizations and Member States. HSPT would review the existing edition of S-44 (5th edition) and identify any deficiencies; update the content and structure of S-44 with the intention of publishing the 6th edition; and submit a recommendation to the HSSC on whether the Project Team should continue as a standing Working Group.

The Chair clarified that the priorities had been requested in order to maintain accountability and therefore, he would prefer that working groups maintained a focus on those activities which could be completed and reported on. Norway and the UK supported that view and underlined the usefulness of the list. The UK highlighted a potential mismatch in that HSSC priorities included S-121, which was not within the top-3 items reported by the Working Groups. The Chair of the HSSC explained that the list of priorities had been produced for the first time to respond to a request from C-1. They were not an exhaustive list of the subjects considered by each working group. It was expected that all matters assigned to the working groups and project teams would be completed within three years. Netherlands stated that it would be useful to perform a cross-check between the overarching priorities of the HSSC and their allocation to working groups and their fit with Annex D – Top 3 Work Items of the proposed Work Plans for 2019-2020.

Decision C2/15: The Council approved the key priorities of the HSSC/IHO Work Programme 2 for 2019 and the key priority work items. **The Council** took also note of the top priority work items proposed by the HSSC WGs/PTs for 2019-2020.

Action C2/17: Considering the timelines between HSSC-11 and IRCC-11 meetings in 2019 and the countdown for submission of reports and proposals to C-3, **the Council** invited **HSSC and IRCC Chairs** to prepare their 2019 meeting minutes with the view that they will be used/submitted directly as reports and proposals to be considered at C-3. (deadline: July 2019)

14.2. Report and proposals from IRCC

Doc: C2-4.2A Report and Proposals from IRCC - Presentation

The Chair of IRCC presented the Committee’s report and proposals, with particular emphasis on the continued need for Capacity-Building; the persistence to resolve overlapping ENCs, noting the associated risk of unpredictable ECDIS behaviour giving rise to safety concerns; crowd-sourced bathymetry, particularly in its legal aspects; Project Seabed 2030; and Marine Spatial Data Infrastructure (MSDI). The Republic of Korea pledged its continued support for the IHO Capacity Building Fund and stressed increased funding from 2017. Director Iptes highlighted the need to further develop the good coordination between the Regional Hydrographic Commissions (RHCs), resulting in better value from the available resources. The network of alumni of IHO training courses is constantly expanding. MSI training is another area to coordinate between the regions.

In the ensuing discussion, members were invited to register to attend, in person or online, a start-up meeting for the joint conceptual study on MSDI by IHO and the Open Geospatial Consortium (OGC) on 30 October. A workshop on the conceptual study is scheduled for March 2019 in the Republic of Korea, involving the MSDI Working Group, OGC and the United Nations Committee of Experts in Global Geospatial Information Management (UN-GGIM). Pakistan stressed the important role of MSDI in activities to assess coastal erosion, saltwater intrusion and land subsidence, which are often a consequence of climate change.

The proposed amendments to IRCC TORs and ROPs were endorsed after a benchmarking with the HSSC TORs and ROPs, made by the Chair of IRCC and Director Iptes (Secretary of IRCC).

Decision and Action C2/18: The Council endorsed the proposed amendments to the IRCC TORs and ROPs, as revised during C-2, with full alignment with the paragraph 9 of the ROP of HSSC. **IHO Secretariat** to issue an IHO CL seeking the approval of Member States on these amendments. (deadline: November 2018)

In respect of the proposal to amend Resolution 2/1997 on the establishment of regional hydrographic commissions (see document C2-4.2, Annex B and its Appendix), members suggested minor editorial changes intended to bring the wording into line with the General Regulations, and noted that a further, more comprehensive revision of the resolution has now been submitted to the regional hydrographic commissions for their comments; any further revisions should include a reappraisal of the phrase “...the RHCs shall complement the work of the IHO Secretariat” in paragraph 1. The Council endorsed the proposal, as follows.

Decision and Action C2/19: The Council endorsed the proposed amendments to the IHO Resolution 2/1997, with the wording changed in paragraph 1 to read in the last sentence. “Recognized by the Assembly, the RHCs ...Secretariat.” **IHO Secretariat** to issue an IHO CL seeking the approval of Member States on these amendments. (deadline: November 2018).

Decision and Action C2/20: Noting the work still in progress for potentially more substantive changes, **IRCC** to submit the consolidated amendments to the IHO Resolution 2/1997 at C-3 for subsequent approval at A-2. (deadline: C-3 in preparation of A-2).

The Council considered the proposal to amend the terms of reference and rules of procedure of the Capacity Building Sub-Committee (see document C2-4.2, Annex C and its Appendix Rev. 1).

Decision and Action C2/21: The Council endorsed the proposed amendments to the CBSC TORs and ROPs. (deadline: November 2018). **IHO Secretariat** to issue an IHO CL seeking the approval of Member States on these amendments. (deadline: November 2018).

In respect of the proposal for the approval of IHO publication B-12 (IHO Guidelines on Crowdsourced Bathymetry) (see document C2-4.2, Annex D), Brazil declared itself unable to approve the tabled draft of the publication for a number of reasons, principally the deletion of the final chapter of the original draft dealing with legal considerations. In view of Brazil, at least some reference to the United Nations Convention on the Law of the Sea (UNCLOS) should be included. The same Member State also expressed the view that crowdsourced bathymetry (CSB) data should be submitted to the IHO Data Centre for Digital Bathymetry (DCDB) only through Trusted Nodes, while another Member State considered that CSB data should be collected only by vessels flying the flag of the country concerned and submitted to the national authority of that country in the first instance.

Other members of the Council, while appreciating the restrictions imposed by some Member States' national legislation, appealed for a global perspective, pointing to the potential contribution of CSB data to the resolution of universal problems such as climate change. Guidance from a respected international organization like the IHO could help to dispel some of the prevailing scepticism about the value of CSB data. Several members felt that the IHO cannot provide legal guidance and that legal issues should be left to the individual State and the organization collecting the CSB data. It was generally agreed that the publication must point out that CSB data cannot be obtained legally in some jurisdictions, or need to comply to national laws and regulations; the proposed list of States permitting CSB data collection, detailing any limitations on the process, was considered a valuable resource, which should potentially be published on the IHO website, though some Member States mentioned that they would not be in position to give any other information than references to national laws and regulations. However, the Islamic Republic of Iran considered that naming States in that way might expose them to international criticism.

The Chair drew attention to further comments on the issue in the Red Book document (C2-1.4).

The Secretary-General pointed out that the publication is a technical document intended to provide guidance and suggest standard procedures to be followed in an area where private operators are already active consistent with applicable laws.

Following informal consultations during the meeting, Norway suggested the inclusion of the following caveat on page 3 of Edition 1.0.0 of the publication: “*This document provides technical guidelines only that in no way supersede or override national or international laws and regulations*”. This statement clarified that in a technical publication like B-12, the issue is the potential of obstacles to

data flows, rather than legal liability in general. The Assistant Secretary explained that the caveat will be included in the first edition of B-12, so that this eagerly awaited guidance can be made public on the IHO website as soon as possible. The discussion resulted in an action to instruct CSBWG to work out more details of the data flow. A future Edition 2.0.0 containing these details will be submitted to Member States for their approval in due course, completed with any further guidance on data flow processes issues agreed by the CSBWG and endorsed by IRCC in the interim.

Decision C2/22: The Council endorsed the proposed Edition 1.0.0 of IHO Publication B-12 - *IHO Guidelines on Crowdsourced Bathymetry*, -with the inclusion of the caveat⁷ agreed at C-2 - but acknowledged that further work was needed for depicting the data flow (sensor, coastal States information, DCDB) before these guidelines can come into force with full effect.

Action C2/23: IRCC to instruct and provide guidance to the **CSBWG** to further develop a more detailed paragraph on the data flow in preparation for Ed. 2.0.0. of B-12. (Deadline 31 October and 31 January 2019). **IRCC** to endorse it by correspondence. (Deadline: 31 March 2019). As soon as endorsed by IRCC, **IHO Secretariat** to issue an IHO CL seeking the approval of IHO Member States on Ed. 2.0.0 of B-12, incl. this paragraph. (Deadline: 15 April 2019)

In respect of the proposal to amend Resolution 6/2009 as amended, relating to the International Hydrographic Review (see document C2-4.2, Annex E and its Appendix), the Council expressed its appreciation to the University of New Brunswick, Canada, which has undertaken the digitalization of the archives of the Review, currently available online back to 1923.

Decision and Action C2/24: The Council endorsed the proposed amendments to the IHO Resolution 6/2009. **IHO Secretariat** to issue an IHO CL seeking the approval of MS on the proposed amendments to IHO CL 6/2009. (deadline: December 2018).

Decision C2/25: The Council endorsed the proposed IRCC key priorities of the IHO Work Programme for 2009.

Decision C2/26: The Council commended the IBSC, the RENCs and the CSBWG for their outstanding respective achievements since C-1.

Item 4.2B – Comments on IHO Resolution 1/2018 – Elimination of overlapping ENC data in areas of demonstrable risk to the safety of navigation

Doc: C2-4.2B Comment by France on IRCC Report to C-2: Application of the IHO Resolution 1/2018 (IHO CL 19/2018) - Presentation

In respect of the implementation of IHO Resolution 1/2018 (see document C2-4.2B), France drew attention to the overlaps in ENCs which caused ECDIS to behave unpredictably, with a resulting risk to safety of navigation. Resolution 1/2018 called for the elimination of ENC overlaps within one year of their detection. However, different ENC producers could not always agree on the prioritization of risks associated with the overlaps. It was proposed that the criticality of the risk should be one of the factors considered in the prioritization process and that, if opinions differed, the highest criticality should be used. IRCC should prepare an assessment, within one year, of the effectiveness of implementation of Resolution 1/2018 and, if necessary, draw up proposals for improving the effectiveness of implementation.

Some Members noted that overlaps in ENCs often have political origins which are challenging to solve quickly and suggested that technical improvements to ECDIS could solve issues when loading overlapping ENCs. IRCC could produce technical guidance for regional hydrographic commissions, which are often responsible for assessing overlap status and risks to navigation. The Chair drew attention to further comments on the issue in the Red Book document (C2-1.4). France clarified that

⁷ “This document provides technical guidelines only that in no way supersede or override national or international laws and regulations”

its proposal is about the evaluation of the effectiveness procedural approach of the resolution, not the assessment of the global overlap status itself.

The Assistant Secretary suggested that the issue could be considered in two steps, first at the next meeting of the WEND Working Group in February 2019, with a report to IRCC in June 2019.

Action C2/27: IRCC to instruct the **WENDWG** to include in its next meeting agenda, an initial assessment of the lessons learned from the implementation process of the new IHO Resolution 1/2018 since its entry into force. (deadline: February 2019) Subsequently, **WENDWG Chair** to report on this initial evaluation to **IRCC-11**. (deadline: end of April 2019)

Decision and Action C2/28: Following this initial evaluation, **IRCC** to instruct and provide guidance to the **WENDWG** on how such an evaluation of the effectiveness of IHO Resolution 1/2018 should be conducted, and on the expected outcomes. (deadline: June 2019) Subsequently, **IRCC** to submit amendments to this Resolution, if appropriate, and report on the outcome of this process across the charting regions. (deadline: C3 in preparation of A2)

4.3 Development and future provision of S-100 products

Doc: C2-4.3 & Red Book comments – Presentation – Beyond the Charts (Presentation)

The Secretary-General noted that comments in the Red Book would not be restated in the course of the Council meeting (due to time constraints) in principle and drew attention to a number of S-100-based hydrographic products that have reached a level of maturity that warrants discussion of the practical aspects of production and dissemination of the datasets and requires specific action by HSSC and IRCC. It will also be necessary to collaborate with industry and also approach the IMO to explore the legal status of the new products as equivalent to existing digital nautical charts and publications for compliancy with the applicable carriage requirements of SOLAS. S-100 is the most important application of the ISO 19100 series of geographic standards on a global scale which will ensure new components are part of a family of standards and not frozen in time but updated and reviewed as technology changes.

A number of activities were proposed. HSSC could host a workshop on S-100-based data production, validation and distribution concepts in 2019, possibly back to back with C-3. IRCC could instruct WENDWG to consider the applicability of the WEND Principles to the S-101 ENC's and the first generation of S-100-based products and report to C-3. The Chairs of the Council, HSSC and IRCC, with the Secretary-General, could draft a "roadmap" for the coordination of the regular production and dissemination of S-100-based hydrographic products, for regional discussion. This would then be discussed at A-2 for the 2021-2023 Work Programme. The Secretary-General sought advice on when and how to inform the IMO on these recent and important developments.

Member States made various comments for consideration:

- Maybe the term "roadmap" was not appropriate unless it looked to a particular task such as demonstrating the achievement/ implementation of standards.
- Further work was required before presenting anything to the IMO such as assessing the user demand; demonstrating the benefits of the new standards and providing guidance on their implementation; the test bed was not considered mature enough at this point. On the other hand, some other Member States indicated that the IMO should also be further involved in the discussion on S-100 products.
- Is the development and dissemination of S-100-based products an end in itself, or merely one of the milestones in a roadmap with a longer-term strategic endpoint?
- Should the IHO be responsible for coordinating, developing and disseminating new products, or should this be left to regional or national hydrographic authorities as regional variations need to be taken into account as the objectives of delivering a standard may be different? IHO should play an overall coordinating role in that process.
- The need to align the proposed roadmap with the final revised strategic plan of IHO and pointed out guidance was needed (for example) for Port State Control to understand what S-100 compliance a ship should have.

- Guidance should not be too specific: references to earlier standards that relied on a paper-based model may no longer be relevant, so it is important to allow some flexibility.
- S-100 products focus on electronic navigation and may not be applicable to issues of relevance to other stakeholders, e.g. more general marine rather than maritime issues.
- Those with experience of applying the S-101 test dataset stated more attention must be paid to the transition plan, allowing for both pre-processing and post-processing stages if required.
- IHO must promote the implementation of the new standards if it is to maintain its leadership role in this area. Maybe focus on the most important standards or easier ones in order to achieve an end result.
- The applicability of the WEND Principles were based on paper and ENC publication distribution. As this is a digital issue, will there be different WEND Principles? This could be looked into by a Working Group using the experience gained during the introduction of S-57 ENCs.
- The need to engage with OEMs and Distributors.

The following decisions were made:

Action C2/29: HSSC to consider the possibility to organize a demonstration showcase of S-100 based products and test beds as an embedded session of C-3. (deadlines: HSSC-11, C-3)

Action C2/30: IRCC to instruct and provide guidance to the **WENDWG** in order to investigate the applicability of the WEND-like Principles to the production and dissemination of S-101 ENCs and the first generation of S-100 based products and to report back at C-3. (deadlines: Dec. 2018, C-3)

Action C2/31: Council, HSSC, IRCC Chairs and Secretary-General to draft an implementation strategy aiming to the regular and harmonized production and dissemination of S-100 based products for further discussion at A-2 and for the preparation of the 2021-2023 IHO Work Programme. (deadline C-3 in preparation for A-2)

Action C2/32: Secretary-General to start engaging with the IMO Marine Safety Division, on an informal basis as appropriate, to update on the current status of the S-100 framework and potential future impact on IMO instruments.

Four Member States reported on their initial experiences of implementing the new S-100 based standards. Canada has focused on expanding the delivery of data services using a cloud-based application operated by PRIMAR. Norway is conducting a pilot project with Canada and Sweden to make the new S-100-based products available for experimentation by end-users, through the infrastructure established for RENCs. The Republic of Korea is working on its commitment to make S-100 based datasets available by 2021. USA is trialling using S-102 for precision navigation; S-111 for surface currents; S-412 for ocean forecasting of waves; S-104 for water levels and S-129 for Under Keel Clearance Management, which has already facilitated the entry of larger vessels into the port of Long Beach, Los Angeles. US noted challenges to include the scheming of data not matching chart boundaries; the frequency of data distribution (daily; hourly etc.) and system integration.

15. IHO ANNUAL WORK PROGRAMME AND BUDGET

15.1. Review of the Current Financial Status of the IHO

Docs: C2-5.1 Monthly Financial Reporting Statement

Discussed together with agenda item 5.3.

15.2. Review of IHO Corporate Affairs (Programme 1) and Proposed IHO Work Programme for 2019

Doc: C2-5.2 Proposed IHO Work Programme for 2019 - Presentation

The Secretary-General presented an overview of the IHO Work Programme for 2019, which was based on year two of the three-year work programme approved by the first session of the IHO Assembly. This covered: corporate affairs; hydrographical services and standards and interregional coordination and support. Programme 1 included contribution to the IMO-IHO Harmonization Group on Data Modelling HDGM; assessing participation in events peripheral to the core scope of hydrography; overhauling the website; assisting the Council in its operational consolidation phase; and considering engagement with the UN-GGIM Working Group on Marine Geospatial Information. Programme-related actions resulting from C-1 included gaining Member States' approval to pursue the procedure for approving recommendations made by HSSC and IRCC, gaining approval for revision of nine IHO Resolutions; and providing enhanced management support for Capacity Building. The proposed theme for World Hydrographic Day 2019 was: *Hydrographic information to drive marine knowledge*.

Norway supported the Work Programme for 2019 and expressed a willingness to work with the Secretariat and IRCC chair to provide key deliverables for the Arctic Regional Hydrographic Commission (ARHC) for 2019. This was welcomed by the Secretariat⁸. The US expressed support for the work programme priorities and the need to incorporate the broader community to achieve desired goals, including academia and industry, without whom it would be impossible to meet S-100 requirements. Responding to comments concerning interregional coordination and support, the Secretary-General indicated that he wished to intensify engagement with the UN and academia, including with the World Maritime University in Malmö. IMLI and its new Ocean Institute.

Decision C2/34: The Council approved the key priorities identified by the IHO Secretary-General and the HSSC and IRCC Chairs and approved the IHO Work Programme for 2019.

Action C2/35: IHO Secretariat to issue an IHO CL making the IHO Work Programme 2019 as approved by the Council available to the IHO MS [final version including the key deliverables/targets of the ARHC]. (deadline: Permanent)

Decision and Action C2/36: The Council noted the theme for the World Hydrography Day 2019 "*Hydrographic information to drive marine knowledge*" that will be circulated to the IHO Member States by IHO CL.

Action C2/37: The Council invited the **Chair/Secretary-General** to provide IHO Work Programme key priorities in time with the other supporting documents for Council meetings. (deadline: Permanent)

15.3. Proposed IHO Budget for 2019 (Discussed together with 5.1)

Doc: C2-5.3 *Proposed IHO Budget for 2019 and Annex A - Presentation*

The Secretary-General highlighted details of the current financial status and proposed IHO Budget for 2019. In accordance with the revised regulations (IHO CL 26/2018 refers), IHO followed the new Resolution on the Procedure for considering the annual Financial Statement and the forthcoming Budget Estimate and Work Programme. Budget estimates and the associated annual work programme for each forthcoming year were provided by the Secretary-General two months prior to the Council meeting and the budget estimates for the following financial year were provided by the Secretary-General to the Finance Committee by correspondence. The recovery of contributions was 85.65% (higher than the previous year and higher than the average of the last five years (80.87%). Three Member States had not settled their outstanding contributions for 2017, one Member State had not paid their contributions for 2016 and 2017 and had been suspended. Advance payment for 2019 had been received from 15 Member States. As of September 2018, 71% of expenditure was on personnel costs, 18% on operating costs, 2% on capital expenditure and 9% on funds. Some 50% of the operating budget (or 9% of total costs) had been devoted to travel: in the current year,

⁸ Key deliverables provided to the IHO Secretariat during the meeting.

travel expenditure would be reduced by 10%. The end of year surplus was €171K resulting in a saving of 5% of the €3,519, 400 annual budget.

The budget did not include accommodation costs thanks to the generous provision of IHO's headquarter offices by the Principality of Monaco. The Secretary-General carefully reviewed the accounts at each month end and was pleased to report a balanced budget which would remain stable in 2019. Responding to questions, he confirmed that funds were allocated for special projects but that it was not always possible to allocate them in advance: in addition, special projects were often funded with support from Member States.

Decision C2/33: The Council noted the information provided on the current financial status.

Decision C2/38: The Council approved the proposed IHO budget for 2019 and, noting the impact of the IHO-100 activities, supported the request for an additional allocation to the Special Project Fund for contract support.

16. IHO STRATEGIC PLAN REVIEW

16.1. Report and Proposals from SPRWG

Doc: C2-6.1 Report of the IHO Strategic Plan Review Working Group – Annex A – Presentation – Proposed Orientation for the Strategic Plan (Presentation)

The Chair of the Strategic Plan Review Working Group (SPRWG) introduced the WG report. The WG has agreed on its terms of reference and rules of procedure. It has 23 members, of which 17 are members of the Council. It has worked mainly by correspondence, although 15 members attended an *ad hoc* meeting convened during the 10th meeting of the IRCC in Goa, India in June 2018.

SPRWG identified a number of issues in the current IHO strategic plan. The strategic assumptions are a mixture of hypothesis and context analysis, with various degrees of impact on IHO business. The document is complex, particularly in respect of the links between the strategic directions and the corresponding work programmes, making it difficult to identify priorities. There is no practical involvement in monitoring the strategic performance indicators and there is no item for this review and assessment of progress in Assembly's or Council's agenda.

Suggestions from SPRWG members – still tentative and subject to comment and review by the Council – include a greater focus on the overall strategic context; a more straightforward and target-oriented plan with a fixed number of strategic targets to be achieved by 2026. Examples of overall goals might include good coverage of relevant services and products, or greater harmonization and accessibility of hydrographic data, products and services.

Council members noted that formal definitions of the strategic goals and targets would be required. Members asked about the potential role of HSSC and IRCC in the preparation of the revised strategic plan, in view of the relatively short time remaining before A-2.

The Secretary-General stressed IHO's role as a force for harmonization, ensuring that each Member State conducted its hydrographic activities in a consistent way, and providing capacity-building and training to that end. The organization must recognize the wider societal context beyond shipping, including climate change and other environmental questions.

In the ensuing discussion, members called for a simpler strategic plan, perhaps along the lines of the one adopted by IALA, with a small number of overarching strategic goals. It was important to increase the visibility of IHO and align the revised strategic plan with global policy frameworks such as the United Nations Sustainable Development Goals related to the blue economy and climate change mitigation measures.

Following informal consultations, Chair of SPRWG presented a revised structure for the strategic plan (see Fig. 1 below).

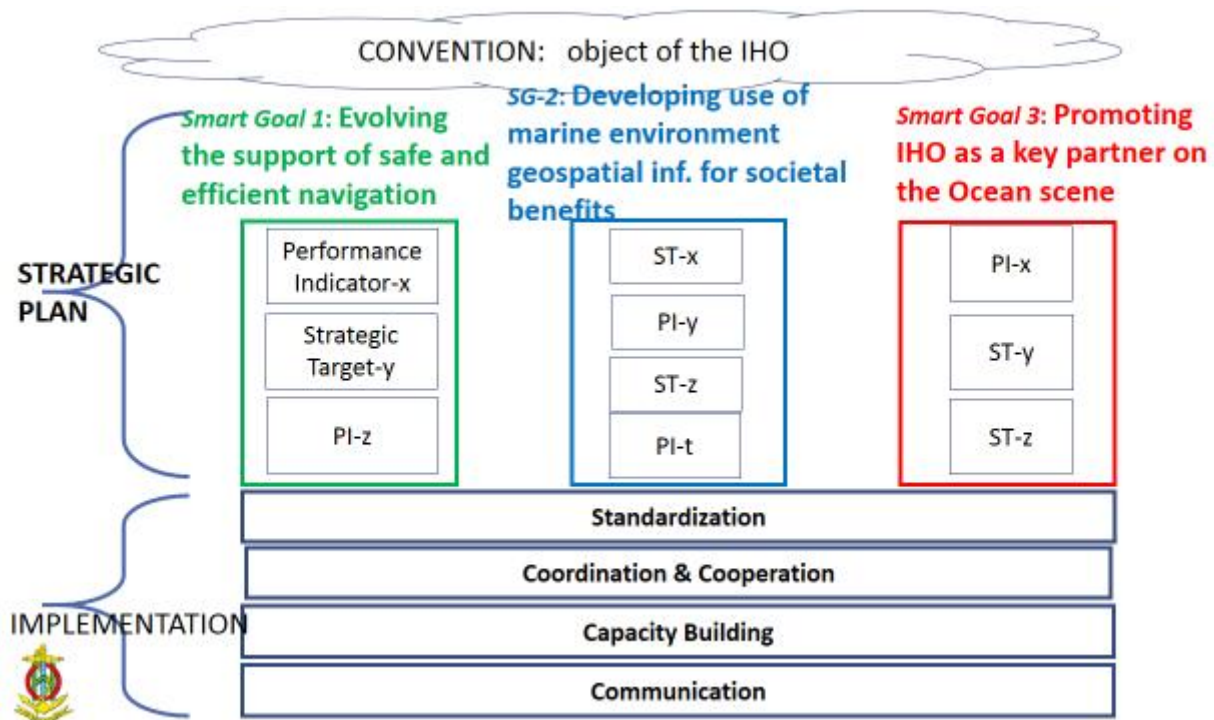


Fig. 1. Revised structure of IHO strategic plan

The revised management plan for the working group includes a two-day drafting meeting in early 2019, feedback on the working group's proposals from HSSC and IRCC, a second meeting of SPRWG in June and submission of its final proposals to C-3. The Secretary-General will become a member of SPRWG. HSSC and IRCC will conduct regular reviews of the Strategic Plan.

The Secretary-General noted that the Strategic Plan usually covers a rolling six-year period, while the work programme nominally covers three years: a three-year work programme for 2021-2023 (based on the current strategic plan) could therefore be submitted to A-2 for approval while the subsequent work programme (2024-2026) is then to be prepared according to the new strategic plan, if adopted at A-2. SPRWG's chair suggested that nevertheless, the proposed work programme for 2021-2023 submitted to the Assembly should take into account, eventually as options, the targets proposed in the draft strategic plan for their mapping after A-2.

The Council widely welcomed the revised structure of the strategic plan. Netherlands noted that the strategic assumptions will require revision and that the SPRWG should ensure that strategic targets be aligned with the overall strategic object of IHO (see Article II of the Convention). The work programme will need to be aligned with the Strategic Plan. The Assistant Secretary noted that SPRWG maintains a collaborative workspace on the IHO website⁹, where Member States can follow the progress of its work. The Chair of the Council confirmed with the Council that the proposed changes constitute a "complete rewrite" of the Strategic Plan rather than a "revision". The Council authorized the SPRWG to proceed on that basis.

Action C2/39: Noting the importance of the international context (United Nations Decade of Ocean Science for Sustainable Development, Biodiversity Beyond National Jurisdiction Negotiations, ...) and the object of the IHO as stated in the IHO Convention, the **Council** tasked the **SPRWG** to develop the Strategic Plan on the basis of the 3 "smart" goals endorsed at C-2 (deadline: in accordance with management plan).

⁹ See www.iho.int > Council > SPRWG and [One Drive Link](#)

Action C2/40: SPRWG Chair to engage with **HSSC and IRCC Chairs** and provide them with draft Strategic Targets and Performance Indicators that could be considered at HSSC-11 and IRCC-11 for their initial feedback on the possible implementation in the future. (deadline: 15 March 2019 (for HSSC); 15 April 2019 (for IRCC))

Decision C2/41: The **Council** endorsed the management plan for the drafting phase of a complete revised version of the Strategic Plan, as proposed by the SPRWG, and the inclusion of the Secretary-General as a Member.

17. OTHER ITEMS PROPOSED BY A MEMBER STATE OR BY THE SECRETARY-GENERAL

17.1. Preparations for the triennium of IHO centenary celebrations (IHO-100)

Doc. C2-7.1 - Preparations for the triennium of IHO centenary celebrations (IHO-100) - Presentation

The Secretary-General outlined the preliminary plans for the celebration of the centenary of the foundation of the IHO. It was noted that outreach was already actively taking place and will emphasize the IHO's global scope. Activities will extend over three years, from the 100th anniversary of the 1st International Hydrographic Conference in London, in 2019, to the second session of the IHO Assembly, in 2020, to the anniversary of the foundation of the International Hydrographic Bureau in Monaco, in 2021. The "peak-of-the-peak" will be World Hydrography Day (WHD) on 21 June 2021. There will also be an opportunity to present IHO's achievements at the United Nations General Assembly in September 2021 and at the IMO Assembly in November 2021.

A set of video interviews have already been recorded with notable figures from IHO's recent history, who also form the editorial board for the planned prestige book publication, provisionally entitled "100 Years of International Cooperation in Hydrography". This will be an entertaining and educational publication aimed at a non-specialist audience. Other scheduled activities include an exhibition of historical charts at the Monaco Yacht Club in April 2019: Member States will be asked to submit historical, paper and electronic charts for a single area in their jurisdiction. Another event will be a Symposium to be held at Monaco Oceanographic Museum on 20-21 June 2019 which coincides the WHD. A high-level symposium/seminar is also planned for World Hydrography Day 2021, attended, it is hoped, by HSH Prince Albert II of Monaco, Secretary-General of the United Nations, Secretary-General of IMO and other high-level dignitaries. An exhibition aimed at the general public is also planned at the Oceanographic Museum of Monaco.

Council Members welcomed the ambitious plans for the centenary celebrations and commended the Secretariat on the work already done. The ongoing efforts should be included in the revised strategic plan. The centenary events could be linked with the United Nations Decade of Ocean Science for Sustainable Development (2021-2030).

Decision C2/42: The Council welcomed and approved the proposals (incl. the management and associated budget) made by the Secretary-General for the preparation of the triennium of IHO centenary celebrations (IHO-100 Project).

Action C2/43: IHO Secretariat to include IHO-100 Project as a standing Council agenda item (deadline: C-3, C-4, C-5).

Action C2/44: Noting the level of involvement from the IHO Secretariat and the in-kind support expected from Member States, **Secretary-General and SPRWG Chair** to consider how the IHO-100 Project should be reflected in the Strategic Plan. (deadline: December 2018 and C-3)

17.2. Overhaul of all IHO communication means and digital revamp of the International Hydrographic Review

Doc. C2-7.2 Overhaul of all IHO communication means and digital revamp of the International Hydrographic Review - Presentation

The Secretary-General recalled that one of the priorities defined under the Work Programme 2018 had been an overhaul of the IHO website, including GIS-services. An internal workshop had concluded that a comprehensive redesign of corporate communications was required. Advice on social media had been received through the services of an officer on remote secondment from the United States of America and a new website and logo had been developed with a Netherlands publisher, Geomares B.V.. The new website, which would have versions in both English and French, would have a functional but creative design that paid respect to tradition and was fit for modern technology. Member States were invited to give feedback on a repository that was being set up to provide access to documents. The IHO emblem had been slightly modified and the reference to Monaco and the year 1921 had been removed with the agreement of HSH Prince Albert II of Monaco.

Participants welcomed the initiative; responding to questions, the Secretary-General suggested that there would be limited costs associated with the new emblem since it could be introduced gradually by Member States (on paper charts, for instance) with no set completion date. European legislation on data protection (GDPR) did not appear to affect the IHO since it was a Monaco-based organization although an undertaking was given that any information collected from the website would be on an anonymous basis.

Decision C2/45: The Council welcomed and approved the proposals made by the Secretary-General for the overhaul of all IHO communications means, noting that the IHO Member States can implement the branding changes, within their own timescale.

Decision C2/C46: The Council endorsed the allocation of additional budget from the Special Projects Fund to cover the costs for the digital IHR revamp.

Decision and Action C2/47: Secretary-General to make some investigations and a cost-benefit analysis for classifying the IHR in the “Scientific Journal Ranking”.

Decision C2/48: The Council commended the in-kind support provided by the USA (NOAA) and for the nomination of a seconded social media expert.

17.3. Establishment and future governance of the Nippon Foundation – General Bathymetric Chart of the Oceans (GEBCO) Seabed 2030 Project

Doc C2-7.3/INF Establishment and future governance of the Nippon Foundation-General Bathymetric Chart of the Oceans (GEBCO) Seabed 2030 Project - Presentation

Dr Graham Allen, Acting Director, Seabed 2030, introduced the Seabed 2030 project, which has been operational since February 2018. Its ambitious goal is to bring together all available bathymetric data to map 100% of the topography of the ocean floor by 2030 and make it available to all, thereby contributing to the implementation of United Nation’s SDG14 (Conserve and Sustainably Use the Oceans). The project is a collaboration between IHO-IOC GEBCO and the Nippon Foundation of Japan, which has provided generous funding with the personal involvement of the Chairman, Mr Sasakawa. It will identify gaps in data coverage and prioritize and champion future survey operations to “map the gaps”.

Seabed 2030 is managed from a global centre based at the National Oceanography Centre in the United Kingdom; the global centre compiles the GEBCO Grid, most recently updated in 2014. Four regional centres are responsible for regional mapping in the Atlantic and Indian Oceans (Columbia University, USA), the North Pacific and Arctic Oceans (Stockholm University, Sweden and University of New Hampshire, USA), the south and west of the Pacific Ocean (National Institute of Water and Atmospheric Research, New Zealand) and the southern ocean (Alfred Wegener Institute of Polar and Marine Research, Germany). The Project Team, consisting of the Director and the heads of the regional centres, reports to the GEBCO Guiding Committee.

The depth-dependent variable-resolution GEBCO grid of 2014 is only 6.2% complete (See *Presentation* for more detailed figures). In order to improve coverage, the Seabed 2030 Project Team aims to mobilize the global ocean-mapping community to access the vast amounts of data already collected but not yet supplied to GEBCO. The project will build on the regional mapping model promoted by the GEBCO Sub-Committee on Regional Undersea Mapping (SCRUM) and technical advances identified by the GEBCO Technical Sub-Committee on Ocean Mapping (TSCOM). Capacity

building will also play an important role. Data contributors will be encouraged to submit their data through the IHO DCDB to the regional centres for the creation of regional gridded products, and then to the global centre for inclusion in the global grid: if the contributor wishes, access to the source data will be restricted. Contributions via channels other than the DCDB will also be accepted. SCRUM will build stronger relationships with the regional hydrographic commissions and attend their meetings, while TSCOM will concentrate on the improvements to technical systems required to handle the increased volumes of data.

Replying to points raised by members, Dr Allen noted that Seabed 2030 is intended not only to bring together available mapping data, but also to identify the gaps where mapping has not yet taken place. An international forum – potentially IHO – will be needed to encourage Member States to share their available data and indicate where data are still to be collected. Users of the GEBCO grid data are encouraged to identify themselves and indicate the use they intend to make of the data, but many prefer to remain anonymous. There is a similar case for some data contributors. Protocols and quality control procedures are in place to identify overlapping data.

Director Iptes noted that ocean mapping is an important element of IHO's work (sub-programme 3.6 in the IHO Work Programme 2018-2020). He highlighted that Seabed 2030 project needs to be promoted and advertised at all platforms. In this respect, as the IHO representative, he will present the Seabed 2030 project to the international ocean community at the fifth Our Ocean Conference to be held in Bali, Indonesia at the end of October 2018.

In the ensuing discussion, Japan declared it an honour to support the Seabed 2030 project, not only financially but with enthusiasm and commitment, and pledged to supply data from its national hydrographic office for the project. Norway suggested that Member States might provide information about mapping data from their own waters that were already consistent with Seabed 2030 standards, and encourage their data collectors to produce data to those standards in future.

Canada stated it has data which is not in the grid. Canada also announced that the Canadian Hydrographic Service has been working on creating a bathymetric dataset in Canadian waters at 100 meter resolution. This data includes all its active digital bathymetry from digitized archive, single beam, multibeam and Lidar. Most of the data is included except for data from the high Arctic which it hopes may be ready by next year. Last week, this dataset was made public on a Government of Canada open data portal and the next step is to include it in the GEBCO grids over the coming weeks as Canada's first contribution to Seabed 2030.

Replying to a point raised by Pakistan on the legal availability of mapping data, Norway noted that private providers of mapping data, such as Fugro¹⁰, are supplying data to Seabed 2030 without apparent legal problems. Denmark said that legal restrictions might prevent the provision of data in exactly the form required by Seabed 2030, but other forms of data, e.g. 500-metre resolution, might be available.

Norway noted that, if representatives of Seabed 2030 were unable to attend meetings of regional hydrographic commissions for logistical or financial reasons, they could ask other participants to present the work of the project on their behalf.

Dr Allen invited and welcomed the active support and participation of the Regional Hydrographic Commissions in Seabed 2030. Dr Allen considered the RHCs an important and key resource to achieve the Seabed 2030 vision.

Decision and Action C2/49: The Council commended Dr Graham Allen for the presentation given on the Seabed 2030 Project and noted his "call to action" to the IHO. **The Council** tasked the **SPRWG** to consider the Seabed 2030 Project during the revision process of the Strategic Plan. (deadline: C3)

17.4. Annex C of C-1 Summary Report

Doc. C2-7.4INF Annex C of C-1 Summary Report - Presentation

¹⁰ https://www.iho.int/mtg_docs/com_wg/CSBWG/CSBWG6/CSBWG6-INF.1-Hydro_Int_article-Seabed2030_needs_your_data.pdf

The US outlined their response to a question raised at C-1 concerning a possible conflict between the Convention and the Council Rules of Procedure because Article VI of the Convention did not state explicitly that it was the function of the Council to consider or take any other action on proposals received from Member States or from the Secretary-General. Article VI(g)(vii) required the Council to review proposals from subsidiary organs (one of nine specified functions of the Council) but it in no way prohibited the Council from taking action on other proposals. The Convention and Rules of Procedure could be considered to be in harmony because there was no direct conflict between them. The UK agreed to support proposal to inform Assembly that the Council concurred there was indeed no conflict between the RoP 8(i) of the IHO Council and the Convention article VI(g)(vii).

Decision and Action C2/50: The Council agreed to interpret that there is no conflict between the RoP 8(i) of the IHO Council and the Convention article VI(g)(vii) and subsequently confirmed that **the Council** has the authority to consider items proposed by Member States or the Secretary-General. **Council Chair** to report on this to A-2. (deadline: C-3 in preparation of A-2)

17.5. Recent Activities Related to Satellite –derived Bathymetry and Hydrographic Remote Sensing.

Doc. C2-7.5INF Recent Activities Related to Satellite –derived Bathymetry and Hydrographic Remote Sensing

Canada presented a report on behalf of Canada, France, Germany and USA highlighting recent events relating to hydrographic remote sensing (HRS) and satellite-derived bathymetry (SDB). The utility of air-and space-borne remote sensing to hydrography continued to grow with developments in technologies and methodologies. Research and experience had moved those developments more into the day-to-day operations of Hydrographic Offices in the areas of satellite-derived bathymetry, shoal detection, coast line delineation, feature change detection and other applications. Public accessibility to satellite imagery was increasing, which created pressure on the custodians of traditional navigation products. Member States, academia and industry were investing in HRS. An SDB Technology and User Forum was held in Germany on 6-7 June 2018¹¹ and The International Hydrographic Remote Sensing Workshop was held from 18 to 20 September 2018 in Canada. Topics and highlights from the events included the widely-demonstrated need for and benefits of HRS/SDB, particularly for shallow waters, including relatively easy access to data in remote and ship-inaccessible areas; comparative lower cost; and the ability to repeat surveys more frequently. Multiple sensors and processing techniques could be used to generate SDB. Hydrographic Offices had published charts where SDB was incorporated: in every case, calibration with existing acoustic bathymetry was necessary. There was a need for standardization of HRS/SDB to facilitate its integration into the workflow of modern data-centric hydrographic offices, including the use of CATZOC and when incorporating HRS/SDB data on an electronic chart system or ECDIS.

Open source tool kits were being developed following GEBCO SDB principles. The SDB tenders process needed to be more precise so that processing techniques were transparent and traceable. The use of SDB by EMODnet to fill bathymetric data gaps and the EMODnet Data Ingestion Portal was demonstrated. Hydrographic Offices had shared their experiences and their use of SDB to support nautical chart updates.

In conclusion, it was felt that regional hydrographic commissions should encourage the use of SDB and that HRS imagery should be used daily by Hydrographic Offices to improve chart information and assist in making cartographic decisions. Imagery products displayed more up-to-date information which could improve safety to navigation and provide additional support for emergency response. HRS/SDB should be considered for inclusion in initiatives related to capacity building, particularly in poorly charted areas. Despite effective needs and ongoing initiatives, SDB was not yet widely accepted as a trustworthy data source and research and development were encouraged in that area.

The Secretary-General pointed out the interrelationship between SDB and S-44 and the compelling need to open categories beyond nautical charting surveys, using a metrics approach. The Chair of HSSC gave assurance that HSPT was working on the metrics in liaison with other working groups,

¹¹ See <https://sdbday.org/conference-materials/>

especially with respect to data quality. Participants welcomed the excellent report and the use of SDB/HRS, highlighting its value for planning purposes and with respect to highly changeable areas, including in areas with high tectonic activity and islands that were not easily accessible. Responding to questions with respect to acoustics, Canada highlighted that acoustic data was needed for validation; given that SDB was a new area of hydrography there was a need for further understanding of the constraints of the data.

The Council noted the report.

18. NEXT MEETING

The Secretary-General expressed the need to hold Council meetings immediately before and after an Assembly at the IHO headquarters in Monaco, in order to receive the support of all Secretariat staff.

Decision C2/51: The Council agreed to hold C-3 in Monaco, at the IHO Secretariat, from 15 to 17 October 2019.

19. ANY OTHER BUSINESS

9.1 Open discussion: from C-2 to C-3 and then A-2 – The way forward, key items or specific focus, timelines, structure, content and during of A-2, decisions expected from A-2.

Presentation

Director Iptes, from the IHO Secretariat, presented a timeline and provisional programme for A-2, which was proposed to be held in Monaco from 21 to 24 April 2020. A provisional agenda would be circulated at least six months prior to the meeting, the deadline for submission of proposals was 21 December 2019 and reports and other documents would be circulated two months before the opening of the Assembly (21 February 2020). The draft programme outlined an opening ceremony, report of the Council Chair and Secretary-General, discussion of Work Programmes 1, 2 and 3, a report of the Finance Committee and a special session for IHO-100. Hydrographic industry and Member States exhibitions would open on first day and would close on the final day.

Responding to questions, it was anticipated that the report of the Council Chair would cover the Strategic Plan and the Work Programmes 1, 2 and 3 as well as topical issues.

The Secretary-General stated that many items for debate would be triggered by the report of the Council Chair. There would be no duplication or overlap between the report of the Secretary-General and the report of the Council Chair. Responding to questions, the Chair suggested that the IRCC should begin work with the Chairs of the Regional Hydrographic Commissions to ensure that interesting reports were presented rather than standardised regional hydrographic reports. It was proposed that, in preparing the strategic review, some milestones could be set for communication of the revised strategy to the subsidiary bodies so that they had time to take it into account when preparing for the Assembly. The UK was doubtful that all of the required material could be presented within the new four-day timeframe and questioned whether it might lead to the exclusion of non-Council members whose only opportunity to participate in debates was during the Assembly. Other participants believed that the Assembly should focus on strategic and high-level issues and that the four-day timeframe was plausible, particularly given the new structure in which scientific items had been devolved to the Council.

Decision C2/52: The Council endorsed that the duration of 2nd Session of the IHO Assembly should be limited to 4 days (rather than 5 days as in the past).

Decision C2/53: IRCC to engage with **RHCs Chairs** in order to prepare the arrangements for reporting to A-2 [to avoid duplication with the Council Chair's Report which is planned to include the IRCC Report]. (deadline: November 2018)

Action C2/54: IHO Secretariat, Member States, HSSC and IRCC to pursue, in accordance with the Planning Cycle described in IHO Resolution 12/2002 as amended (incl. Strategic Plan), the preparation the 3-year (2021-2023) IHO Programme of Work and Budget, to be submitted to A-2. (deadline: From April 2019 to C-3 in preparation of A-2)

9.2 **Proposal to amend the General Regulations concerning the Election Process for electing the Secretary-General and Directors**

Canada provided a report on a "Proposal to amend the General Regulations concerning the Election Process for electing the Secretary-General and Directors" which had been drafted by Australia, Brazil, Canada and France. Although it was recognized that the possibility for candidates to present themselves to Member States for up to 15 minutes prior to the elections would allow candidates to further express themselves and for Member States to get to know them better, there was a concern that the process would favour native English speakers. Better knowledge of the candidates could also be achieved if nomination packages were made available to Member States a few months ahead of the Assembly and it was proposed that this process should therefore be followed instead. It was proposed that candidates should be requested to commit for a six-year period since that would provide more stability for the Secretariat. Further, since there had only been one election cycle under the new Convention, it was proposed that some years should pass, with the decision to explore the voting process and benchmark similar organizations, before taking a decision on changing the election process. For these reasons, the above Proposal was withdrawn and the Action C1/49 was closed (See paragraph 3.1).

Decision C2/09 (former Action C1/49) **The Council** thanked Canada supported by Australia, Brazil France, and Norway and any other interested MS, for offering to pursue informal discussions on possible improvements of the General Regulations with regard to the election process (Action C1/49 was closed).

9.3 **Statement by the Republic of Korea**

The Republic of Korea expressed concerns about the correspondence procedure used for final adoption of draft resolutions or decisions. They expressed: Except for IHO technical standards and specifications, correspondence procedures for final adoption of resolutions or decisions should be used on an exceptional basis because of urgent necessity. The general principle should be to refer draft resolutions or decisions to the Assembly for final adoption, so as to provide enough opportunity for discussion among Member States, especially for those Member States that did not have the opportunity to participate in the Council sessions, working groups, etc. that discussed the relevant draft resolutions.

Decision C2/55: The Council noted the statement made by the Republic of Korea on the decision making process in the IHO.

9.4 **Mr Jeff Bryant (UKHO)**

The UK hosted an evening reception at Trinity House in celebration of World Hydrographic Day 2018. The Rt Hon Earl Howe, Minister of State for Defence, presented Mr Jeff Bryant, former International Training and Capacity Building Manager at the UKHO, with the 2018 Alexander Dalrymple Award. This event was preceded at the Council meeting, by a gift awarded by the Secretary-General on behalf of all the Member States of the IHO, to Mr Jeff Bryant, in recognition of his long and outstanding contributions to the Capacity Building Programme of the IHO.

20. REVIEW OF ACTIONS AND DECISIONS OF THE MEETING

The Council Assistant Secretary presented the draft list of decisions and actions approved by the Council during the meeting.

The UK requested clarification of the statement calling for cooperation with IMO with respect to the S-100 framework. It was agreed that wording to the effect that cooperation would take place “on an informal basis as appropriate to update the current status and future development of the S-100 framework” would be inserted in the relevant draft decision.

With respect to communications, the Netherlands asked whether consideration would be given to gaining scientific review ranking for the IHR. The Secretary-General expressed that the editor-in-chief had informed him that it was rarely possible to acquire contributions on a relevant level since contributors were based in hydrographic services but they were not necessarily engaged in scientific research and peer review was therefore difficult.

UK raised the question of the new IHO emblem and the costs associated with its introduction by Member States which, the UK believed, had not been universally required by the Council. Netherlands, supported by Germany and Norway, underscored an explanation by the Secretary-General that the costs, if indeed there were any, would be mitigated by the gradual introduction of the new emblem during a transition period. The three delegations supported the view that the proposed design was simpler, cleaner and better suited to the 21st century. Implied costs, if any, to adopt a new emblem were considered negligible. Subsequently, the new emblem was endorsed.

21. CLOSURE OF THE MEETING

The Secretary-General stated that, during its first meeting last year, the Council had focused on procedural matters, including its mandate and relationship with the Assembly. Now, during its second meeting, the Council had turned to strategy, communications, the work programmes and collaboration with external projects, subjects that were closer to the purpose of the Council as it had been originally envisioned. The Council should demonstrate its potential by defining a strategy for the IHO that would further the themes of technology (through standardization), globalization (through cooperation, coordination and training) and add to those strategic pillars consideration for the Sustainable Development Goals and the oceans and seas facing global warming and climate change; all of these topics that would make the founding fathers of the IHO proud of the achievements since their meeting in 1919 in London.

Appreciation was again offered to the United Kingdom for hosting the C-2 meeting.

The Chair declared the second meeting of the Council closed at 12:40.

LIST OF PARTICIPANTS

Name: Head of delegation**Name:** Registered but absent

No	Member State <i>Etat membre</i>	Selected by <i>sélectionné par</i>	Point(s) of contact – <i>Point(s) de contact</i>
1	Australia - <i>Australie</i>	SWPHC- CHPSO	Jasbir RANDHAWA
			<u>Fiona FREEMAN</u>
2	Brazil - <i>Brésil</i>	MACHC- CHMAC	<u>Antonio Fernando GARCEZ FARIA</u>
			Luiz Fernando PALMER FONSECA
3	Canada	USCHC- CHUSC	<u>Geneviève BÉCHARD</u>
			Douglas BRUNT
4	Colombia - <i>Colombie</i>	SEPRHC- CHRPSE	Gustavo GUTIERREZ
			<u>Mario German RODRÍGUEZ</u>
5	Finland - <i>Finlande</i>	BSHC-CHMB	<u>Rainer MUSTANIEMI</u>
6	France	MBSHC- CHMMN	<u>Bruno FRACHON</u>
7	Germany - <i>Allemagne</i>	NSHC-CHMN	<u>Thomas DEHLING</u>
8	India - Inde	NIOHC-CHOIS	<u>Vinay BADHWAR</u>
			Ajay CHAUHAN
9	Indonesia - <i>Indonésie</i>	EAHC-CHAO	<u>Harjo SUSMORO</u>
			Yanuar HANDWIONO
			Oke Dwiyan PRIBADI
10	Iran (Islamic Rep. Of) – <i>Iran (Rép. Islamique d')</i>	RSAHC- CHZMR	<u>Hadi HAGHSHENAS</u>
			Akbar ROSTAMI
11	Italy - <i>Italie</i>	MBSHC- CHMMN	<u>Luigi SINAPI</u>
			Erik BISCOTTI
12	Malaysia - <i>Malaisie</i>	EAHC-CHAO	<u>Hanafiah HASSAN</u>
			Azamar Omar LUKMAN HANAFIAH
13	Netherlands – <i>Pays-Bas</i>	MACHC- CHMAC	<u>Marc VAN DER DONCK</u>
14	Pakistan	RSAHC- CHZMR	<u>Salman Ahmed KHAN</u>
15	Russian Federation – <i>Fédération de Russie</i>	ARHC-CHRA	Nikolay MOROZOV
			Dmitrii SHMELEV
16	South Africa – <i>Afrique du Sud</i>	SAIHC-CHAIA	<u>Theo STOKES</u>
			Evelyn MOTLOGELOA

17	Spain - <i>Espagne</i>	EAtHC-CHAtO	<u>Alejandro HERRERO PITA</u>
18	Sweden - <i>Suède</i>	NHC-CHN	<u>Patrik WIBERG</u>
19	Turkey - <i>Turquie</i>	MBSHC-CHMMN	<u>Hakan KUSLAROGLU</u>
20	Uruguay	SWAtHC-CHAtSO	<u>Pablo TABAREZ</u>
21	China - <i>Chine</i>	Hydrographic Interest	<u>Xianghua CHEN</u>
			Chun Ming CHAU
			Bing SUN
22	Cyprus - <i>Chypre</i>	Hydrographic Interest	<u>Georgios KOKOSIS</u>
23	Denmark - <i>Danemark</i>	Hydrographic Interest	<u>Jens Peter Weiss HARTMANN</u>
24	Greece - <i>Grèce</i>	Hydrographic Interest	<u>Dimitrios EVANGELIDIS</u>
			Konstantinos KARAGKOUNIS
25	Japan - <i>Japon</i>	Hydrographic Interest	<u>Shigeru NAKABAYASHI</u>
			Hiroaki SAITO
26	Norway - <i>Norvège</i>	Hydrographic Interest	<u>Birte Noer BORREVIK</u>
			Evert FLIER
27	Republic of Korea – République de Corée	Hydrographic Interest	<u>Dong-jae LEE</u>
			Hyon-sang AHN
			Yong BAEK
			Chaeho LIM
28	Singapore - <i>Singapour</i>	Hydrographic Interest	<u>Parry OEI</u>
			Ying-Huang THAI LOW
29	United Kingdom – <i>Royaume- Uni</i>	Hydrographic Interest	<u>Tim LOWE</u>
			Edward HOSKEN
30	United States of America – <i>Etats-Unis d'Amérique</i>	Hydrographic Interest	<u>John NYBERG</u>
			Shepard SMITH
			John LOWELL
			Jonathan JUSTI
	Bangladesh		<u>Mohammad Makbul HOSSAIN</u>
			Mohammad shahidul HAQUE
	Chile - <i>Chili</i>		<u>Patricio CARRASCO</u>
			Pedro FIGUEROA
	Croatia - <i>Croatie</i>		<u>Vinka KOLIĆ</u>
			Zeljko BRADARIC
	Fiji - <i>Fidji</i>		Saula deku senikau TUILEVUKA

	Malta - <i>Malte</i>		Joseph BIANCO
			David BUGEJA
	Myanmar		<u>Min thein TINT</u>
	Nigeria - <i>Nigéria</i>		<u>Chukwuemeka OKAFOR</u>
	Poland - <i>Pologne</i>		Henryk NITNER
	Portugal		<u>João MARREIROS</u>
	Qatar		Vladan JANKOVIC
	Seabed 2030	Acting Director	Graham ALLEN
	Secretary-General	Council Secretary	<u>Mathias JONAS</u>
	Director		Abri KAMPFER
	Director		Mustafa IPTES
	Assistant Director	Council Assistant Sec.	Yves GUILLAM
	Staff		Caroline FONTANILI

2ND MEETING OF THE IHO COUNCIL

London, UK, 9-11 October 2018

AGENDA

Reference: Rule 8 of the Rules of Procedure of the Council

10. OPENING

- 10.1 Opening remarks and introductions
- 10.2 Adoption of the agenda
- 10.3 Administrative arrangements
- 10.4 Red Book (comments to be considered under relevant agenda items)

11. ITEMS REQUESTED BY THE 1ST IHO ASSEMBLY

- 11.1 Revision of the IHO Strategic Plan *(to be considered under Agenda Item 6)*
- 11.2 Revision of the IHO Resolution 2/2007 (Decision A1/12) *(to be considered under Agenda Item 4, HSSC&IRCC Reports)*
- 11.3 Revision of the IHO Resolution 1/2005 (Decision A1/19) *(to be considered under Agenda Item 4, IRCC Report)*
- 11.4 Revision of the IHO Resolution 2/1997 (Decision A1/05) *(to be considered under Agenda Item 4, IRCC Report)*

12. ITEMS REQUESTED BY THE 1ST IHO COUNCIL

- 12.1 Review of the status of Decisions and Actions from C-1

13. ITEMS REQUESTED BY SUBSIDIARY ORGANS

- 13.1 Report and proposals from HSSC
- 13.2 Report and proposals from IRCC
- 13.3 Development and future provisions of S-100 products

14. IHO ANNUAL WORK PROGRAMME AND BUDGET

- 14.1 Review of the Current Financial Status of the IHO
- 14.2 Proposed IHO Work Programme for 2019
- 14.3 Proposed IHO Budget for 2019

15. IHO STRATEGIC PLAN REVIEW

- 15.1 Report and Proposals from SPRWG

16. OTHER ITEMS PROPOSED BY A MEMBER STATE OR BY THE SECRETARY-GENERAL

- 16.1 Preparations for the triennium of IHO centenary celebrations (IHO-100)
- 16.2 Overhaul of all IHO communication means and digital revamp of the International Hydrographic Review
- 16.3 Establishment and future governance of the Nippon Foundation-General Bathymetric Chart of the Oceans (GEBCO) Seabed 2030 Project

16.4 Annex C of C-1 Summary Report

16.5 Recent Activities Related to Satellite-derived Bathymetry and Hydrographic Remote Sensing

17. NEXT MEETING

17.1 Dates and venue for the 3rd Meeting of the IHO Council (15-17 October 2019, tbc)

18. ANY OTHER BUSINESS

19. REVIEW OF ACTIONS AND DECISIONS OF THE MEETING

20. CLOSURE OF THE MEETING

LIST OF DECISIONS and ACTIONS FROM C-2

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2018)
1. OPENING					
1.1 Opening remarks and introductions					
1.2 Adoption of the Agenda					
	Information Papers	C2/01	The Council agreed to consider the INformation papers available on the C-2 webpage, as part of the agenda of C-2		Decision
	Observers	C2/02	The Council welcomed the proposal to be informed on Day 3 by Dr Graham Allen, about the Seabed 2030 Project		Decision
	Agenda	C2/03	Subsequently, the Council adopted the agenda and the timetable		Decision
1.3 Administrative Arrangements					
	Contact List	C2/04	IHO Member States having a seat at the Council to provide the IHO Sec. with their updates to the IHO Council List of Contacts.	Permanent	
1.4 Red Book					
	Red Book deadlines	C2/05	The Council Chair commended the IHO MS who provided comments in time for the preparation of the Red Book		Decision
2. ITEMS REQUESTED BY THE 1ST IHO ASSEMBLY					
2.1 Revision of the Strategic Plan (considered under Agenda Item 6)					
2.2 Revision of the IHO Resolution 2/2007 (Decision A1/12) (considered under Agenda Item 4)					

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2018)
2.3	Revision of the IHO Resolution 1/2005 (Decision A1/19) (considered under Agenda Item 4)				
2.4	Revision of the IHO Resolution 2/1997 (Decision A1/05) (considered under Agenda Item 4)				
3.	ITEMS REQUESTED BY THE 1 ST IHO COUNCIL				
3.1	Review of the status of Decisions and Actions from C-1 (pending actions)				
	Election of Chair and Vice-Chair of the Council	C2/06 (former C1/17)	The Council agreed to submit the proposed revised Rule 12 of the Council ROP to A-2 and to seek A-2 for clarification for the identified discrepancy	C-3 in preparation of A-2	Decision
	General Regulations, Elections	C2/07 (former C1/46)	The Council endorsed the proposal for amending the General Regulations to address medical fitness of candidates for election and invited the Council Chair to include the proposed amendment in its report and proposals to A-2.	C-3 in preparation of A-2	Decision
	Council Composition	C2/08 (former C1/47)	IHO Sec to raise the issue of the definition of hydrographic interest at A-2 in accordance with Clause (c) of Art. 16 of the General Regulations and request possible guidance on the objectives and ways to reconsider this issue.	C-3 in preparation of A-2	
	General Regulations	C2/09 (former C1/49)	The Council thanked Canada supported by Australia, Brazil France, and Norway and any other interested MS, for offering to pursue informal discussions on possible improvements of the General Regulations with regard to the election process.	C-2,	Closed
	Side-meetings	C2/10 (former C1/51)	In the Council Circular Letter calling for Council meetings in Monaco, IHO Sec. to remind that MS may use meeting rooms available at the IHO Headquarters, prior and after the Council meetings sessions.	Permanent	

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2018)
4. ITEMS REQUESTED BY SUBSIDIARY ORGANS					
4.1 Report and proposals from HSSC					
2.2 and 4.1	IHO Resolution 2/2007	C2/11	As part of the revision process of the IHO Resolution 2/2007, the Council endorsed the new revision cycle for the development phase of Product Specifications.		Decision
2.2 and 4.1	IHO Resolution 2/2007	C2/12	As part of the revision process of the IHO Resolution 2/2007, the Council endorsed the guidance on the conduction of an impact study in support of the approval process for new Standards / Publications/Product Specifications.		Decision
2.2 and 4.1	IHO Resolution 2/2007	C2/13	IHO Sec in liaison with HSSC & IRCC Chairs to prepare amendments to IHO Resolution 2/2007 accordingly and seek endorsement of the Council prior to submission at A-2	HSSC-11, IRCC-11¹², then C-3 in preparation of A-2	
	HSSC TORs and ROPs	C2/14	The Council endorsed the proposed amendments to the HSSC TORs and ROPs IHO Sec. to issue an IHO CL seeking the approval of Member States on these amendments	November 2018	Decision
	IHO Work Programme 2	C2/15	The Council approved the key priorities of the HSSC/IHO Work Programme 2 for 2019 and the key priority work items. The Council took also note of the top priority work items proposed by the HSSC WGs/PTs for 2019-2020.		Decision

¹² Due to the Appendix to the IHO Resolution 2/2007 which includes Publications under the remit of IRCC.

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2018)
	IHO Work Programme 2	C2/16	The Council endorsed the proposals made for the use of the IHO Fund for Special Projects, as requested by HSSC and invited.. HSSC and IHO Secretariat to implement this decision accordingly, under the IHO Budget for 2019.	HSSC-11	Decision
	HSSC&IRCC Reports and Proposals to C-3	C2/17 (same as former C1/06)	Considering the timelines between HSSC-11 and IRCC-11 meetings in 2019 and the countdown for submission of reports and proposals to C-3, the Council invited HSSC and IRCC Chairs to prepare their 2019 meeting minutes with the view that they will be used/submitted directly as reports and proposals to be considered at C-3.	July 2019	
4.2 Report and proposals from IRCC					
	IRCC TORs and ROPs	C2/18	The Council endorsed the proposed amendments to the IRCC TORs and ROPs, as revised during C-2, with full alignment with the paragraph 9 of the ROP of HSSC. IHO Sec. to issue an IHO CL seeking the approval of Member States on these amendments	November 2018	Decision

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2018)
2.4 and 4.2	IHO Resolution 2/1997	C2/19	The Council endorsed the proposed amendments to the IHO Resolution 2/1997, with the wording changed in paragraph 1 to read in the last sentence. <i>"Recognized by the Assembly, the RHCs ...Secretariat."</i> IHO Sec to issue an IHO CL seeking the approval of Member States on these amendments	Nov. 2018	Decision
2.4 and 4.2	IHO Resolution 2/1997	C2/20	Noting the work still in progress for more substantive changes, IRCC to submit the consolidated amendments to the IHO Resolution 2/1997 at C-3 for subsequent approval at A-2	C-3 in preparation of A-2	
	CBSC TORs and ROPs	C2/21	The Council endorsed the proposed amendments to the CBSC TORs and ROPs. IHO Sec. to issue an IHO CL seeking the approval of MS on these amendments	Nov. 2018	Decision
	B-12 – IHO <i>Guidelines on Crowdsourced Bathymetry</i>	C2/22	The Council endorsed the proposed Edition 1.0.0 of IHO Publication B-12 - <i>IHO Guidelines on Crowdsourced Bathymetry</i> , -with the inclusion of the caveat agreed at C-2 - but acknowledged that further work was needed for depicting the data flow (sensor, coastal States information, DCDB) before these guidelines can come into force with full effect		Decision

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2018)
	B-12 – <i>IHO Guidelines on Crowdsourced Bathymetry</i>	C2/23	<p>IRCC to instruct and provide guidance to the CSBWG to further develop a more detailed paragraph on the data flow in preparation for Ed. 2.0.0. of B-12.</p> <p>IRCC to endorse it by correspondence.</p> <p>As soon as endorsed by IRCC, IHO Sec. to issue an IHO CL seeking the approval of MS on Ed. 2.0.0 of B-12, incl. this paragraph</p>	<p>31 Oct 2018</p> <p>31 Jan 2019</p> <p>By 31 March 2019</p> <p>By 15 April 2019</p>	
	IHO Resolution 6/2009	C2/24	<p>The Council endorsed the proposed amendments to the IHO Resolution 6/2009</p> <p>IHO Sec. to issue an IHO CL seeking the approval of MS on the proposed amendments to IHO CL 6/2009</p>	<p>Dec. 2018</p>	Decision
	IHO Resolution 6/2009	C2/25	The Council endorsed the proposed IRCC key priorities of the IHO Work Programme for 2009		Decision
	IBSC, RENCs, CSBWG	C2/26	The Council commended the IBSC, the RENCs and the CSBWG for their outstanding respective achievements since C-1		Decision
	Overlapping ENCs	C2/27	<p>IRCC to instruct the WENDWG to include in its next meeting agenda, an initial assessment of the lessons learned from the implementation process of the new IHO Resolution 1/2018 since its entry into force.</p> <p>Subsequently, WENDWG Chair to report on this initial evaluation to IRCC-11</p>	<p>Feb 2019</p> <p>End April 2019</p>	

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2018)
	Overlapping ENCs	C2/28	Following this initial evaluation, IRCC to instruct and provide guidance to the WENDWG on how such an evaluation of the effectiveness of IHO Resolution 1/2018 should be conducted, and on the expected outcomes. Subsequently, IRCC to submit amendments to this Resolution, if appropriate, and report on the outcome of this process across the charting regions	June 2019 C-3 in preparation of A-2	
4.3 Development and future provision of S-100 products					
	S-100 Products	C2/29	HSSC to consider the possibility to organize a demonstration showcase of S-100 based products and test beds as an embedded session of C-3	HSSC-11 C-3	
	S-100 Products	C2/30	IRCC to instruct and provide guidance to the WENDWG in order to investigate the applicability of the WEND-like Principles to the production and dissemination of S-101 ENCs and the first generation of S-100 based products and to report back at C-3	Dec. 2018 C-3	
	S-100 Products	C2/31	Council, HSSC, IRCC Chairs and SecGen to draft an implementation strategy/roadmap for a transition plan aiming to the regular and harmonized production and dissemination of S-100 based products for further discussion at A-2 and for the preparation of the 2021-2023 IHO Work Programme	C-3 in preparation of A-2	

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2018)
	S-100 Products	C2/32	SecGen to start engaging with the IMO Maritime Safety Division, on an informal basis as appropriate, to update on the current status of the S-100 framework and potential future impact on IMO instruments	--	
5. IHO ANNUAL WORK PROGRAMME AND BUDGET					
5.1 Review of the Current Financial Status of the IHO					
	Financial Status	C2/33	The Council noted the information provided on the current financial status.		Decision
5.2 Proposed IHO Work Programme for 2019					
	Work Programme and Priorities	C2/34	The Council approved the key priorities identified by the IHO Secretary-General and the HSSC and IRCC Chairs and approved the IHO Work Programme for 2019		Decision
	Work Programme Priorities	C2/35	IHO Sec to issue an IHO CL making the IHO Work Programme 2019 as approved by the Council available to the IHO MS [final version to include the key deliverables/targets of the ARHC].	Permanent	
	Theme for the World Hydrographic Day 2019	C2/36	The Council noted the theme for the 2019 World Hydrography Day " <i>Hydrographic information to drive marine knowledge</i> " that will be circulated to the IHO MS by IHO CL		
	Work Programme Priorities	C2/37 (former C1/35)	The Council invited the Chair/Secretary-General to provide IHO Work Programme key priorities in time with the other supporting documents for Council meetings.	Permanent	

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2018)
5.3 Proposed IHO Budget for 2019					
	Budget	C2/38	The Council approved the proposed IHO budget for 2019 and, noting the impact of the IHO-100 project, supported the request for an additional allocation to the Special Project Fund for contract support.		Decision
6. IHO STRATEGIC PLAN					
6.1 Review of the Strategic Plan					
	Strategic Plan Review	C2/39	Noting the importance of the international context (United Nations Decade of Ocean Science for Sustainable Development, Biodiversity Beyond National Jurisdiction Negotiations, ...) and the object of the IHO as stated in the IHO Convention, the Council tasked the SPRWG to develop the Strategic Plan on the basis of the 3 smart goals endorsed at C-2	In accordance with the management plan	
	Strategic Plan Review	C2/40	SPRWG Chair to engage with HSSC and IRCC Chairs and provide them with draft Strategic Targets and Performance Indicators that could be considered at HSSC-11 and IRCC-11 for their initial feedback on the possible implementation in the future	15 March 2019 (for HSSC), 15 April (for IRCC)	
	Strategic Plan Review	C2/41	The Council endorsed the management plan for the drafting phase of a complete revised version of the Strategic Plan, as proposed by the SPRWG, and the inclusion of the Secretary-General as a Member		Decision
7. OTHER ITEMS PROPOSED BY A MEMBER STATE OR BY THE SECRETARY-GENERAL					
7.1 Preparations for the triennium of IHO centenary celebrations (IHO-100)					

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2018)
	IHO-100	C2/42	The Council welcomed and approved the proposals (incl. the management and associated budget) made by the Secretary-General for the preparation of the triennium of IHO centenary celebrations (IHO-100 Project).		Decision
	IHO-100	C2/43	IHO Sec. to include IHO-100 Project as a standing Council agenda item	C-3, C-4, C-5	
	IHO-100	C2/44	Noting the level of involvement from the IHO Secretariat and the in-kind support expected from Member States, Secretary-General and SPRWG Chair to consider how the IHO-100 Project should be reflected in the Strategic Plan	Dec. 2018 and C-3	
7.2 Overhaul of all IHO communication means and digital revamp of the International Hydrographic Review					
	IHO communication	C2/45	The Council welcomed and approved the proposals made by the Secretary-General for the overhaul of all IHO communications means, noting that the IHO MS can implement the branding changes, within their own timescale		Decision
	IHO communication	C2/46	The Council endorsed the allocation of additional budget from the Special Projects Fund to cover the costs for the digital IHR revamp		Decision
	IHO communication	C2/47	Secretary-General to make some investigations and a cost-benefit analysis for classifying the IHR in the “Scientific Journal Ranking”		Decision
	IHO communication	C2/48	The Council commended the in-kind support provided by the USA (NOAA) and for the nomination of a seconded social media expert		Decision

AGENDA ITEM	SUBJECT	DECISION or ACTION No.	DECISION or ACTIONS (in bold, action by)	TARGET DATE/EVENT	STATUS (at 19 Oct 2018)
7.3 Establishment and future governance of the Nippon Foundation-General Bathymetric Chart of the Oceans (GEBCO) Seabed 2030 Project					
	Seabed 2030	C2/49	<p>The Council commended Dr Graham Allen for the presentation given on the Seabed 2030 Project and noted his “call to action” to the IHO</p> <p>The Council tasked the SPRWG to consider the Seabed 2030 Project project during the revision process of the Strategic Plan</p>	C-3	Decision
7.4 Annex C of C-1 Summary Report					
	Rules of Procedure of the Council	C2/50 (follow-on of C1/14)	<p>The Council agreed to interpret that there is no conflict between the RoP 8(i) of the IHO Council and the Convention article VI(g)(vii) and subsequently confirmed that the</p> <p>Council has the authority to consider items proposed by Member States or the Secretary General</p> <p>Council Chair to report on this to A-2</p>	C-3 in preparation of A-2	Decision
7.5 Recent Activities Related to Satellite-derived Bathymetry and Hydrographic Remote Sensing					

8. NEXT MEETING					
8.1 Dates and venue for the 3rd Meeting of the IHO Council					
	C-3	C2/51	The Council agreed to hold C-3 in Monaco, at the IHO Secretariat, from 15 to 17 Oct. 2019		Decision
9. ANY OTHER BUSINESS					
	From C-2 to C-3 and then A-2	C2/52	The Council endorsed that the duration of the 2 nd Session of the IHO Assembly should be limited to 4 days (rather than 5 days as in the past).		Decision
	From C-2 to C-3 and then A-2	C2/53	IRCC to engage with RHCs Chairs in order to prepare the arrangements for reporting to A-2 [and to avoid duplication with the Council Chair's Report which is planned to include the IRCC Report]	Nov 2018	
	From C-2 to C-3 and then A-2	C2/54	IHO Sec., Member States, HSSC and IRCC to pursue, in accordance with the <u>Planning Cycle described in IHO Resolution 12/2002</u> as amended (incl. Strategic Plan), the preparation the 3-year IHO Programme of Work and Budget, to be submitted to A-2	From April 2019 to C-3 in preparation of A-2	
	Decision Approval Process	C2/55	The Council noted the statement made by KHOA on the decision making process in the IHO		
10. REVIEW OF ACTIONS AND DECISIONS OF THE MEETING					
11. CLOSURE OF THE MEETING					

Annex 3 [Summary Report Council-3 \(C-3\)](#)**3rd MEETING OF THE IHO COUNCIL****IHO C-3****Monaco, 15-17 October 2019****SUMMARY REPORT***(Version 23 October 2019)*

Note: while the 3rd meeting of the IHO Council was conducted according to the timetable, this summary report is in line with the sections of the agenda.

1. OPENING**1.1. Opening remarks and introductions**

<i>Docs: C3-01A</i>	<i>List of Documents</i>
<i>C3-01B</i>	<i>List of Participants</i>
<i>C3-01C</i>	<i>Membership Contact List</i>

The Secretary-General welcomed members of the Council and noted that 29 Member States were registered, with apologies having been received from South Africa. The absence of India was then noted. He acknowledged the participation of the following 8 Member States who do not have a seat at the Council: Bangladesh, Croatia, Malta, Myanmar, Nigeria, Poland, Portugal and Qatar. In his welcoming remarks he pointed out that the Council is a new instrument in the one hundred-year history of the IHO and was still in a work out mode. The Secretary-General reminded the participants that the Secretariat is the Secretariat of the Organization, not the IHO itself, and has a rather small capacity of 20 staff who also supported three committees, six sub-committees, 13 working groups as well as other projects. He requested the members to be agile, flexible and pragmatic in their discussions. Members should aim to minimize bureaucracy and be self-confident in their ability to take action and get work done, in particular at the eve of the deadline for the submission of proposals to be considered at the 2nd session of the Assembly.

1.2. Adoption of the Agenda

<i>Docs: C3-01.2A Rev1 Agenda</i>
<i>C3-01.2B Rev2 Timetable</i>

The Chair of the Council, RDML Shepard Smith (US), noted that the deadline for completion of the report to A-2 was 15 December 2019. A new era was coming to the hydrographic world, with new technological capacities, internal and global governance and the overarching question of sustainability. The 36 Member States present represented nearly 40% of the membership of the IHO and almost 50% of global tonnage. He called on members to be mutually supportive in embracing a world that would be better, faster and cheaper than could have been imagined. The Council would be called upon to examine the Strategic Plan; the S-100 Roadmap and the promise of a new generation of navigation support services; as well as Governance matters. The Assembly would expect the Council to produce informative reports and recommendations. He drew attention to the timetable and agenda. The agenda had been modified with the removal of the background reports usually considered and with a focus on strategic decisions. The Secretary-General and the Chairs of the HSSC, the IRCC and the SPRWG would present some of the topics on which decisions would be required, many of

which were interrelated. The Council would prepare items for consideration by the Assembly that were mature and ready for decision. The agenda and timetable were adopted as proposed.

Decision C3/01: The Council adopted the agenda and the timetable.

1.3. Administrative arrangements

Docs: C3-01.3A Useful References – Marked-up Basic Docs (IHO Convention, General Regulations, Assembly ROP, Council ROP)

The IHO Secretariat invited all members to check the Council membership list and confirm their individual details. He explained the process to prepare the Council summary reports after every half-day session, the timelines and the work of the précis-writers and four rapporteurs kindly appointed by Canada, Sweden and the USA. The IHO Secretariat also explained that some variance in the number of seats allocated to the Member States participants in the meeting was due to their involvement as rapporteurs, interpreters, speakers, or other services as requested.

Action C3/02: IHO Member States having a seat at the Council to provide the IHO Secretariat with their updates to the IHO Council List of Contacts. (Permanent).

Action C3/03: In the Council Circular Letter calling for Council meetings in Monaco, **IHO Secretariat** to remind that MS may use meeting rooms available at the IHO Headquarters, prior and after the Council meetings sessions. (Permanent).

1.4. Red Book

Docs: C3-01.4 Red Book

The Council Chair indicated that he would refer to the Red Book during the course of the meeting as appropriate, as these comments and suggestions were extremely helpful to be considered prior to the event.

Decision C3/04: The Council Chair commended the IHO Member States who provided comments in time for the preparation of the Red Book.

2. ITEMS REQUESTED BY THE 1ST IHO ASSEMBLY

2.1. Revision of the IHO Strategic Plan (*to be considered under Agenda Item 6.1*)

2.2. Revision of IHO Resolutions 2/2007 (Decision A1/12) (*to be considered under Agenda Item 4.1*)

2.3. Revision of the IHO Resolution 1/2005 (Decision A1/19) (*to be considered under Agenda Item 4.2*)

2.4. Revision of the IHO Resolution 2/1997 (Decision A1/05) (*to be considered under Agenda Item 4.2*)

3. ITEMS REQUESTED BY THE IHO COUNCIL

3.1. Review of the status of Decisions and Actions from C-2

Doc: C3-03.1A Status of Decisions and Actions from C-2

The IHO Secretariat indicated most items and decisions arising from C-2 had been completed. For some pending actions, it was decided that the Council would discuss the proposed revised Rule 12 of the Rules of Procedure under agenda item 3.2. The scope of the WEND would be discussed under agenda item 4.2. Engagement with IMO would be discussed under agenda item 3.6.

Action C3/05: Secretary-General to start engaging with the IMO Maritime Safety Division, on an informal basis as appropriate, to update on the current status of the S-100 framework and potential future impact on IMO instruments. (See also C3/13).

3.2. Revision of Rule 12 of the ROP of the Council

Doc: C3-03.2A Revision of Rule 12 of the ROP of the Council

The Chair recalled that the Rules of Procedure of the Council had originally provided for the Chair and the Vice-Chair to be appointed at the first Council meeting in each triennial cycle. However, an *ad hoc* procedure had been introduced before the first Council meeting to enable the Chair and Vice-Chair to be appointed in the inter-sessional period between the Assembly and the Council meeting so that they could prepare to take on their leadership roles and contribute to the preparation of the meeting.

The Secretary-General explained that it was proposed to amend Rule 12 of the Rules of the Procedure of the Council to enable to elect a Chair and Vice-chair by correspondence as soon as the Council has been installed by the Assembly. This led to side-effects to Rules 8 and 11. The proposal was well-received. Canada had made a proposal of amendment in the Red Book concerning the treatment of the Vice-Chair in the event of a tie. This amendment was endorsed.

Decision and Action C3/06: The Council endorsed the proposal as provided in Doc. C3-03.2A, to revise Rules 8, 11 and 12 of the Council ROP with the suggestion made by Canada in the Red Book. **IHO Secretariat** to prepare the proposal to A-2 for MS approval accordingly (deadline: 6 December 2019).

3.3. Revision of Articles 12, 15 and 20 of the General Regulations – Medical Fitness of Candidates for Election to the position of Secretary-General or Director and Conditions of service of the Directors

Doc: C3-03.3A Medical fitness of Candidates for position of Sec Gen and Directors

The Secretary-General drew attention to the proposal to amend the Articles 12 and 15 of the General Regulations that would extend to the Directors the conditions currently only applied to the Secretary-General. It was further proposed to amend Article 20 of the General Regulations so that candidates for the position of Secretary-General or Director conformed to the same procedures as other staff of the Secretariat with respect to the certification of medical fitness. It was further proposed to amend Article 25 of the General Regulations to ensure continuity in the event that the post of Secretary-General fell vacant between two ordinary sessions of the Assembly.

Some Member States had noted some inconsistencies with other articles, and it was agreed that it was the Council, not the Chair of the Council, that should decide on the interim appointment of a Secretary-General. The proposal was amended accordingly.

The general comment made by the Netherlands in the Red Book questioning the ability of the Council to propose amendments to the General Regulations was addressed and considered as very useful in preparation of the next session of the Assembly.

Decision C3/07: Following a point of order made by the Netherlands in the Red Book, noting that the functions of the Assembly are “...to decide on any proposal put to it by any MS, the Council or the Secretary-General...” (Art. V.(e).(viii) of the IHO Convention, **the Council** confirmed that there was no obstacle for the Council to submit amendments/revisions to the General Regulations for the approval by the Assembly as these General Regulations are not part of the IHO Convention (Art XI of the IHO Convention).

However, **the Council** noted that “*Decisions...on amendments to the General Regulations...shall be taken by a 2/3 majority of MS present and voting.*” (Art IX.(d) of the IHO Convention).

Decision and Action C3/08: The Council endorsed the proposal as provided in Doc. C3-03.3A for amending the General Regulations to address medical fitness of candidates for election. Amendments to include suggestions made by Canada, France and the Netherlands about Article 25c (appointment by the Council, not by the Chair of the Council) and gender-neutral wording as it is in the initial version (back to “his/her”, not “their” for the time being). **IHO Secretariat** to prepare the proposal to A-2 for MS approval accordingly. (deadline: 6 December 2019).

There were also a request from some Member States that all official documents should be reviewed in order to ensure that all may adopt gender-neutral language. The Chair commented that an overall change to a neutral gender expression is a different issue and proposed these Member States to prepare a proposal to the Assembly.

Action C3/09: The Council invited Canada supported by Japan/Netherlands and other IHO Member States if any, to make a submission to be considered at A-2 for the application of gender-neutrality language in the IHO, which should include as a minimum an impact analysis on Basic Documents and IHO Resolutions. (deadline: 6 December 2019).

3.4. Consideration of the definition of Hydrographic Interests

Doc: C3-03.4A Consideration of the definition of Hydrographic interests

Doc: C3-03.4B Comments by Uruguay supported by Argentina, Brazil (draft proposal) – (including a simulation)

The Secretary-General recalled that, through the former Strategic Planning Working Group (SPWG), the Council had undertaken an extensive review of the Organization, which resulted in the amended Convention of the IHO. The changes included the introduction of a Council, with one third of its membership being determined on the basis of *hydrographic interests*. At present the definition of *hydrographic interest* is measured by national tonnage according to the General Regulations. In the existing General Regulations it is stated that the definition of Hydrographic Interest should be considered at the A-2.

It was proposed, as a first step, to change the General Regulations to remove any requirement for matters to be determined by A-2 and that *hydrographic interests* still should be defined by tonnage. The Council endorsed the proposal put forward by the Secretary-General.

Decision and Action C3/10: First, the Council agreed to prepare a new proposal for A-2 by which the reconsideration of the definition of hydrographic interests is removed from the General Regulations (Clause (c) of Art. 16).

Explanatory note: clause (c) would become: “*The remaining one-third of ...above. The scale by which...national flag tonnage. The table of....hold a seat on the Council.*”

IHO Secretariat to prepare the proposal to A-2 for MS approval accordingly. (deadline: 6 December 2019).

Then, Uruguay introduced a proposal, supported by Argentina and Brazil on an alternative measurement of the definition of *Hydrographic Interests*. The alternative definition considered still national tonnage, but additionally national seaborne trade and other “offer” and “demand” parameters. The proposal was accompanied by a simulation showing how the formula might work in practice and its effect with provisional figures.

A number of Member States commended the extensive work carried out by Uruguay in compiling the proposal while expressing reservations as to the complexity of the system proposed. It was also noted that the Council has not been tasked by the Assembly to

reconsider a redefinition of *Hydrographic Interest*. Some Member States acknowledged that the formula proposed by Uruguay, if applied, would significantly modify the membership of the Council.

Several Member States supported the view that *hydrographic interests* was an important matter that merited further consideration by the Assembly and asked Uruguay and the supporting Member States to submit a proposal to the Assembly at A-2 so decisions could be made on the way forward and guidance provided to the Council.

Decision C3/11: As already addressed at C-1, **the Council** noted the mixed opinions on the value of the reconsideration of the definition of “hydrographic interests” and confirmed, in accordance with the IHO Convention, that there was no linkage between Council membership (defined in General Regulations) and Assembly voting and dues assessment (Art IX (b) and XIV (a) of the IHO Convention refer).

Decision and Action C3/12: **The Council** acknowledged the thorough proposal by Uruguay and invited **Uruguay** and other supporting countries to make a proposal to A-2 on this basis for further consideration by the Assembly. (deadline: 6 December 2019).

3.5 Showcase of S-100 based products and test beds

This showcase was considered under Agenda Item 4.1, as part of the HSSC Report as well as under agenda 7.1 for the preparation of the 2nd session of the Assembly.

Doc: C3-04.1B S-100 showcase

The Chair of HSSC introduced five presentations by four Member States illustrating the potential of the new S-100-based products and services. He explained that the goal of the showcase was to demonstrate the work that is being carried out towards the implementation of the S-100 framework.

Canada provided an overview of pilot projects that are underway for developing dynamic S-100 based products and services. Focus is now on S-102, S-104, and S-111 data. Test beds are being run in key maritime traffic areas such as the Port of Vancouver and the St Lawrence River. Projects include the provision of high-density S-102 data via a cloud-based service. Portable pilot unit (PPU) manufacturers and pilots are also being included in the evaluation of the data and services. The services are tested by river pilots using portable pilot units. Canada is hoping to cooperate further with regional neighbours e.g. USA and the other members of ARHC to develop complementary, non-duplicating products and services.

Norway has developed an S-102 demonstrator and distribution service, a cloud-based S-102 bathymetry data service and a “dual-fuel” service distributor covering both S-57 and S-101. Operational testing included a demonstration of the liner Queen Mary II entering Oslo harbour, which provided more accurate seabed mapping information than even experienced pilots can provide.

The Republic of Korea has developed an S-100 web testing procedure which is interoperable, viewable, user-friendly and open to all users. A sea trial was conducted in August 2019, involving mariners, pilots, data producers and systems developers, with two S-100 test systems installed on the bridge of the vessel and a third in the data analysis room.

The National Oceanic and Atmospheric Administration (NOAA), United States, is developing an open-source process to convert native surface current data to the S-111 format. It provides surface current predictions in one-hour time-slots, 72 hours in advance, which can be used to predict voyage times more accurately, enabling captains to maintain more consistent speeds and thus save fuel. The methodology could potentially be expanded beyond coastal zones to the global ocean level.

The Naval Information Warfare Center (former SPAWAR), United States, has worked on the S-100 Working Group Test Framework to improve the standardization of services. It has developed a viewer, using an open-standard scripting language (Lua) commonly used in

videogaming, and an encoded dataset browser compatible with the ISO-8211 standard, which will ensure machine readability for OEMs. The viewer is capable of feature and portrayal catalogue validation.

Summing up, the Chair of HSSC said that future activities include further work on interoperability under S-98, new editions of S-101 (new versions of Ed. 1 in 2020–2021 and Ed. 2.0.0 in 2022) and further refinement of the product specification to enable the transition from S-57 to S-101.

Decision C3/22: The Council commended the HSSC Chair, the S-100WG Chair, Canada, Norway, ROK and USA for their contribution in the S-100 showcase.

Decision C3/51: The Council endorsed the concept of having an S-100 showcase and Seabed 2030 Project presentation to be included in the programme of A-2.

3.6. S-100 Implementation Strategy

Doc: C3-03.6ARev1 Roadmap for the S100 Implementation Decade - Presentation

The Secretary-General introduced the discussion of the S-100 Implementation Strategy, indicating the topic was among the most important to be discussed by the Council and carried a mix of emotions by Member States due to the goodness of technology versus the anxiety of implementation timelines. Document C3-03.6ARev1 set out the strategic fields of engagement to develop an accepted roadmap for the *S-100 Implementation Decade*. The main drivers to develop S-100 are further digitization in the shipping industry - for classic and autonomous navigation – and the benefits of “smart hydrography”. The new S-100 will not only improve safety of navigation and shipping in ports, but provide a cyber-secure, easily maintained software foundation that will support creative industry policy. S-101 ENC will become the premium product of hydrographic offices. To start with reasonable coverage, S-101 ENC could be produced by converting S-57 datasets before native production of ENCs in the cartographically enriched S-101 format. The IHO will coordinate with IMO and industry stakeholders concerning the transition to the S-101 ENC production, coverage and use in end user applications. Since the so called “S-mode” for ECDIS is scheduled to be implemented by IMO on new ECDIS from January 2024 onwards this would create a window of opportunity for the S-101 ENC processing capability. The “dual fuel” model of parallel provision of S-57 ENCs and S-101 ENCs after this date for a significant duration would be instrumental for the transition period.

Some key statements were made by the Secretary-General and Member States in support of the roadmap, such as:

- successful S-100 implementation is vital to future success of IHO.
- S-101 ENC provision and other S-100 based data services require production and dissemination harmonization over time.
- S-101 and S-10x capacity building, fostered through RHCs, is critical to implementation success.
- S-100 based services should be considered an important driver for autonomous shipping capability.

The Council agreed that substantial data coverage is necessary for successful adaptation among customers, especially within the shipping industry. It was also noted that there should be a technical and standardized compatibility between S-101 and S-57 during the transition phase for the implementation period to allow for S-57-only ECDIS to meet carriage requirements and remain operational. There should also be a defined sunset for S-57 ENC complaint production.

Inclusion of a detailed plan of action and milestones, along with a strategic narrative, would help for Road Map communication. With emphasis on HOs planning and the importance of an

assessment of Capacity Building requirements, it was suggested to include these assessment activities in the IHO Work Programme (under CBSC) for 2020. The meeting underlined the importance of effective implementation since the safety of the mariner was at stake as well as the reputation of the IHO. The Council confirmed the importance of starting engagement with stakeholders and industry in this implementation phase as its success relies on good coordination, cooperation and synchronization established and maintained among different parties.

Decision and Action C3/13: The Council endorsed the draft roadmap for the provision of S-100 based services presented at C-3, as a first step, noted the important IMO target of January 2024 for the implementation of the S-mode so tasked the **Secretary-General** to start engaging with IMO. (Deadline: January 2024). (See Action C3/05 above). (deadline: C-4).

The Council / HSSC / IRCC Chairs / Secretary-General supported by subject matter experts as appropriate to maintain this roadmap as an incremental document (including narrative and timelines) on an annual basis taking into account comments made at C-3 (engagement plan, production plan, capacity building) and A-2. (Permanent).

Action C3/14: The Council tasked the **HSSC/IRCC/Secretary-General** to align the IHO Work Programmes 1, 2 and 3 for 2021 with this Roadmap. (deadline: HSSC12/IRCC 12 – C-4 (-3 months)).

Action C3/15: The Council tasked **HSSC** to examine the consequences of the existence of this version-controlled roadmap, maintained by the Council, and the S-100 Master Plan currently maintained under the leadership of the S-100WG. (deadline: HSSC12 / C-4).

Action C3/16: Council Chair to report at A-2 on the IHO progress towards the provision of S-100 based services...and to propose the **Assembly** to task the **Council** to maintain the S-100 roadmap on an annual basis as a key priority of the Council activities. (deadline: 6 December 2019 - / C-4).

3.7. Interpretation of the ROP 8(i) of the Council and Art. VI(g)(vii) of the IHO Convention

Doc: C3-03.7A Confirmation of the interpretation by the Council that there are no discrepancies between the Convention and the Rules of Procedure of the Council, relating to Member States' proposals to the Council

The Secretary-General recalled that, at C-1, the United Kingdom had raised the possibility that the Council might not be authorized to take action on proposals from Member States or the Secretary-General, but would have to refer any proposed action to the Assembly. Following a thorough legal analysis of the arguments, presented by the United States at C-2, the Council had agreed that there was no conflict between Article VI of the IHO Convention and Rule 8 (i) of its own Rules of Procedure and that, consequently, it had the authority to consider items proposed by Member States or the Secretary-General. A draft proposal to that effect would be submitted to A-2.

The Chair drew attention to further comments on the issue in the Red Book document (C3-1.4A).

Following the suggestion by one participant that the amendment should also include items proposed by the Council itself, other participants said that items were generally proposed by one or more Member States rather than the Council as a whole. It was pointed out that, under Rule 10 (c) of the Rules of Procedure of the Assembly, the latter's agenda included "*all items the inclusion of which has been requested by the Council*", which appeared to cover the case in point.

Decision and Action C3/17: The Council endorsed the draft Decision proposed in Doc. C3-03.7A to be submitted to the Assembly for the approval of MS. **IHO Secretariat** to include this revised Resolution in the updated version of M-3. (deadline: 6 December 2019).

4. ITEMS REQUESTED BY SUBSIDIARY ORGANS

4.1 Report and proposals from HSSC

Doc: C3-04.1A *Report and Proposals from HSSC*

Doc: C3-04.1B *S-100 based products showcase*

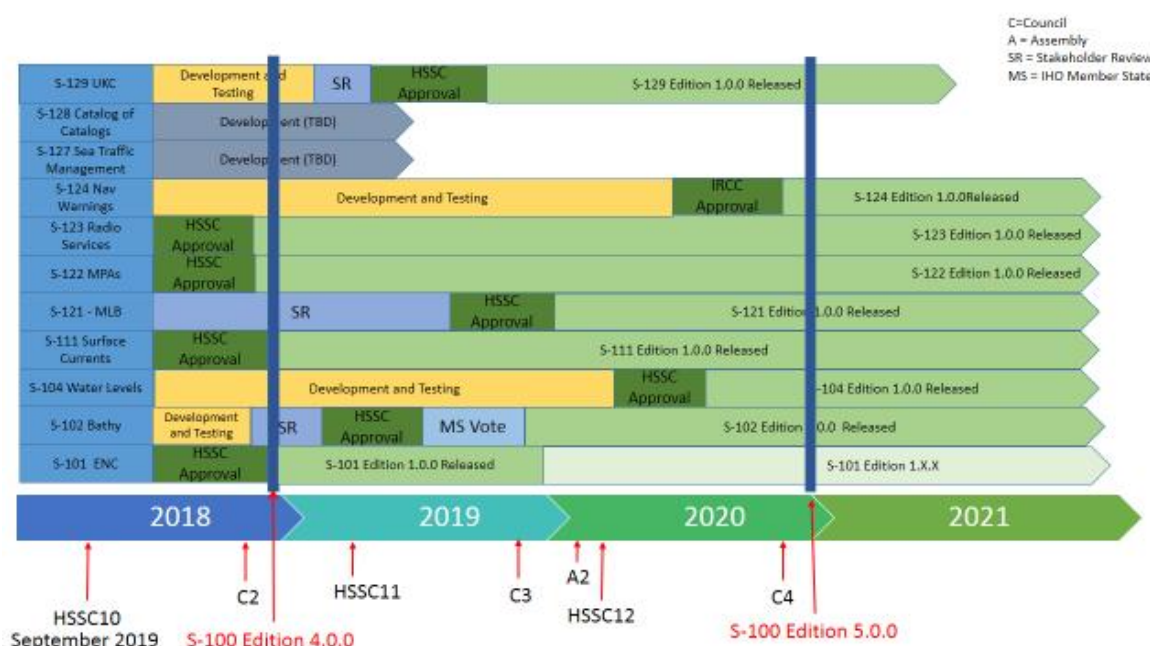
General

The Chair of HSSC reported on the work of the Committee for the current cycle of the Council and highlighted the prioritized activities both at the strategic and technical level. These included: the development of S-98 (the S-100 interoperability specification); completion of the S-121 product specification; continued S-101 development; consolidated efforts to improve data quality and data quality visualization; and further work on the future of the paper chart. Other areas of advancement include the preparation of a new edition of S-44, the publishing of the Chinese version of the IHO Dictionary and the preparation of an Arabic version, cyber security, and again the harmonization of data quality across S-100 products, a theme of particular significance for autonomous shipping.

At the Committee and working group levels, the HSSC discussed the proposed IHO Strategic Plan. Specific attention was given to the measurability and utility of the strategic performance indicators and the HSSC delivered its feedback to the SPRWG.

All working groups had likewise contributed to the plans for the S-100 implementation decade.

A new S-100 timeline was presented which indicated the processes and steps for the development and approval of the suite of S-100 specifications. “Making the IHO S-100 framework a reality” has been adopted as the unofficial mantra of the HSSC.



There was an active and wide-ranging discussion regarding the future of the paper chart. It is evident that Member States have varying plans concerning paper chart production and provision. Participants called for more work from the NCWG to determine the future role of paper charts, since they were increasingly used only as a backup and to determine the impacts on the INT chart program that this diminished role might provoke. These tasks need to be reflected in the work plans of the working group. It was noted that the outcome of the survey questionnaire regarding the future of the paper chart is now on the NCWG webpage. The NCWG will go through these responses at the next meeting and submit comments/recommendations to HSSC.

Decision and Action C3/19: The Council took note of the on-going survey on the Future of the Nautical Paper Chart (outcome to be finalized at NCWG-5 and endorsed at HSSC-12) and provided some initial guidance on the matter. Taking into account the large diversity of Member States situations, **the Council** tasked the **HSSC** to submit draft recommendations at the next Council meeting on the way forward (priorities in follow up activities of production of paper charts from ENC's for instance, subsequent alignment of WGs' programme of work, new simplified standard for paper charts meeting functional requirements, future of INT Chart concept, etc.). (deadline: HSSC12 / C-4).

Action C3/20: Considering the timelines between A-2, HSSC-12 and IRCC-12 meetings in 2020 and the countdown for submission of reports and proposals to C-4, **the Council** invited **HSSC and IRCC Chairs** to prepare their 2020 meeting minutes with the view that they will be used/submitted directly as reports and proposals to be considered at C-4. (deadline: July 2020).

Decision: C3/21: The Council commended the HSSC and its Working Groups/Project Teams for their work and contribution in the development of the S-100 Implementation Strategy and the Performance Indicators applicable to the Revised Strategic Plan.

Revision of IHO Resolutions as requested by the Assembly (agenda item 2.2)

IHO Director Kampfer highlighted the changes to the IHO Resolution 2/2007 as reported by IHO CL 46/2019.

Decision and Action C3/18 : The Council noted the adoption of the revision of IHO Resolution 2/2007 as amended - *Principles and Procedures for Developing IHO Standards and Conducting Changes* (IHO CL 46/2019 refers). **IHO Secretariat** to include this revised Resolution in the updated version of M-3 which will be made available prior to A-2. (deadline: A-2).

4.2 Report and proposals from IRCC

Doc: C3-04.2A Report and Proposals from IRCC

Doc: C3-04.2B Comment by Secretary-General on Annex B to the IRCC Report C3-04.2A

General

The IRCC Chair presented a report of the Committee's activities with particular emphasis on the continued need for Capacity Building; the ongoing work of an amended assignment for the WENDWG to also encompass the future S-100 products; Maritime Safety Information (MSI); Crowdsourced bathymetry; Project Seabed 2030; and Marine Spatial Data Infrastructure (MSDI). It was encouraging to note the improvements in developing countries, introduced slowly but surely in recent years, as a result of capacity building. Considerations on the status of the Seabed 2030 Project in terms of the coverage of the current GEBCO grid meeting Seabed 2030 requirements (6%) were given in order to raise the awareness of the challenge to reach 100 % in 2030. The IRCC Chair thanked Denmark for pursuing progress in the area of marine spatial data infrastructure (MSDI) and especially the e-learning material on MSDI funded by Denmark. IRCC acknowledged the work of the IHO Project Team on implementation of UN-GGIM Shared Guiding Principles.

Revision of IHO Resolutions as requested by the Assembly (agenda items 2.2, 2.3 and 2.4)

It was noted that the IHO Resolution 2/2007 as amended, which also impacts the IRCC activities, would facilitate the working groups and project teams in developing S-100 based products and enable the IHO to maintain a high-level of control on changes to standards and specifications (See Decision C3/18).

The amended IHO Resolution 2/1997, regarding the cooperation between the IHO and the RHCs, was finalized and endorsed. The IRCC also submitted the draft amendments to IHO Resolution 1/2005 on IHO Response to Disasters. As a related issue, possible synergies with MapAction, a humanitarian mapping charity will be explored. MapAction co-operates with the United Nations and other NGOs.

Decision and Action C3/18 : The Council noted the adoption of the revision of IHO Resolution 2/2007 as amended - *Principles and Procedures for Developing IHO Standards and Conducting Changes* (IHO CL 46/2019 refers). **IHO Secretariat** to include this revised Resolution in the updated version of M-3 which will be made available prior to A-2. (deadline: A-2).

Decision and Action C3/23: The Council endorsed the proposed amendments to the IHO Resolution 2/1997 as amended, including editorial corrections proposed by Brazil in the Red Book and suggestions from Colombia. **IHO Secretariat** to submit the Council's proposal to A-2 for Member States approval. (deadline: 6 December 2019).

Decision and Action C3/28: The Council endorsed the proposed amendments to the IHO Resolution 1/2005 as amended, including editorial corrections proposed by Brazil in the Red Book. **IHO Secretariat** to submit the Council's proposal to A-2 for Member States approval. (deadline: 6 December 2019).

Crowdsourced Bathymetry

Some Member States and the Secretary-General commented on Crowdsourced Bathymetry (CSB) that this concept has a close connection to the Seabed 2030 Project and that CSB is a precondition to reach the goals of coverage in the Seabed 2030 Project. It was suggested that IRCC supported by the RHCs should manage a data workflow through the IHO DCDB within the Seabed 2030 Project and GEBCO.

Action C3/26: The Council took note of the outcome of IHO CL 11/2019 (IHO CL 47/2019) and encouraged **Member States** to review their respective national position and inform the IHO Secretariat and update as necessary. (Permanent).

Action C3/27: With regard to crowdsourced bathymetry, **the Council** encouraged the **IRCC** to set up a pro-active management and monitoring procedure of the dataflow between stakeholders involved in crowdsourced bathymetry notably as part of the support provided to the GEBCO Seabed 2030 Project. (deadline: IRCC-12).

Capacity Building Fund (CB Fund)

The Chair of the IRCC presented a proposal on the minimum resources needed to support a sustainable level of capacity building activities. Under the strategic direction 4.4 of the 2017 IHO Strategic Plan, the CBSC was tasked with better supporting the needs of Member States, especially those developing their capabilities regarding MSI, hydrographic surveying, nautical charting and marine spatial data infrastructure (MSDI). Capacity building activities are funded through IHO's regular budget and by external donations. The external funding from the Republic of Korea was especially recognized. The Capacity Building Sub-Committee (CBSC) is concerned that it would not be able to maintain its capacity building commitments. The Council was therefore requested to guarantee a minimum of €300 000 to the IHO Capacity Building Fund.

The Chair noted that there had been several comments in the Red Book concerning the current item. Many Member States expressed support for capacity building but pointed out that it would be difficult to solve via an increased budget at the present time. They suggested that funds should continue to be sought from other sources, such as the World Bank Group. Other Member

States indicated their willingness to continue to make in-kind contributions. Some Member States requested that analysis of the CBSC budget and cost breakdowns should be provided.

The CBSC Chair commented that the Sub Committee understands that this is a complicated issue, but it is obvious that there are much more needs than funds available. Many Member States have joined the IHO mainly for the possibilities to be able to use the CB funds. There is within the strategy to support transition to the S-100 but the funds can only now supports very basic items.

The Secretary-General noted that the overall amount available for capacity building and related projects would be determined following an examination of the agenda items on the IHO Budget for 2020 and the IHO Work Programme and Budget for 2021-2023. The amounts devoted to capacity building has actually increased significantly in recent years. The Council was fulfilling the wishes of the Assembly by increasing the resources devoted to capacity building, but the Secretary-General did not see a way to find the guaranteed sum of €300 000 requested by the CBSC within the IHO Budget amount available.

This issue was addressed again, later during the meeting, after considerations on the IHO Budget made under agenda items 5.3 and 5.4., the discussion in relation to the funding of CB activities leading to Action C3/45 (see paragraph 5.4).

Decision C3/24: The Council recognized the ongoing need for capacity building but declined to endorse the proposal for a guaranteed minimum level of IHO CB fund due to the need to reconsider all budget items together.

Action C3/25: The Council invited the **IRCC** to instruct the CBSC to develop a system of performance indicators to measure, under the conduct of the CBSC and in accordance with the Revised Strategic Plan, the effectiveness and efficiency of CB activities. This system should be oriented by the expected effects of CB support, not on the achievement of the CB activities. (deadline: C-4).

Decision C3/30: The Council commended the CB Coordinators for their work.

Worldwide Electronic Navigation Services (WENS)

The introduction to this report was given by the IRCC Chair. He noted that this report is from a drafting group set up under the WENDWG in support of Council actions C2/30 and C2/31 in order to gather feedback and analyse the proposed WENS principles. The Vice Chair of the WENDWG delivered the report, which, to the greatest extent possible, incorporated the comments received.

The WENS approach is an update to the WEND Principles that shifts it, "from a pure ENC focus to one that represents a more comprehensive suite of S-100 based services...". The desired end-state is to ensure that all navigation products and services are available at any time and world-wide. This implies that there is a distribution or dissemination element to the principles.

The report acknowledges that while there is a desire, logic, and need to move in this direction i.e. from WEND to WENS, there is still more work to be done. This work includes ensuring WENS is consistent with the draft IHO Strategic Plan and the S-100 Implementation Roadmap, and related that the governance of WENS development is specified. It was agreed that any implementation of these principles would require a transition period. It was reiterated that these principles are guidelines and are not mandatory, however adopting them will be beneficial for all stakeholders in the long run and they do mirror the UN-GGIM principles. It was also noted that adoption and the continuing implementation of the WEND principles has been largely successful.

Participants were shown a graphic of the WENS path to approval. The Council was asked to acknowledge that the tasks assigned to WENDWG regards the WENS report be considered complete.

While the report does not have any specific recommendations or requests of the Council, the Council Chair drew attention to further comments on the issue in the Red Book document (C3-01.4A). Council also agreed that IRCC should direct the WENDWG drafting group to continue work and consider developing WENS TOR and ROPs.

In discussion, it was suggested that there be a distinction made between SOLAS and non-SOLAS requirements. In terms of continuing the development of the WENS, it was also noted and acknowledged that HSSC must be part of the process.

The United Kingdom suggested that given the breadth and potential expense of S1xx products and services beyond the realm of WEND and the need for inclusivity, that the principles should ideally be generated from a clean sheet acknowledging that elements of WEND principles may still be relevant.

There was general support for the WENS principles approach and at the same time recognition that S-100 goes well beyond navigation and other approaches such as the Integrated Geospatial Information Framework (IGIF) of UN-GGIM could also be considered.

The Vice Chair of the WENDWG thanked everyone for their contributions and the working group will work towards obtaining C-4 endorsement. He will also explore options for a more distinctive sounding acronym for 'WENS'.

Decision C3/32: The Council agreed on the proposal from IRCC that the transition from WEND to WENS was needed and approved the principles to expand the remit of the WENDWG scope to include "WENS" concept (S-1xx products) and that the WENDWG liaise with HSSC and its WGs as appropriate.

Action C3/33: The Council invited the **IRCC** to instruct the WENDWG to draft new TORs accordingly and to submit draft WENS Principles (new draft IHO Resolution) consistent with the S-100 Roadmap to the endorsement of **IRCC**. (deadline: WENDWG-10/IRCC12).

IRCC to submit these new WENS Principles (new draft IHO Resolution) to the endorsement of the **Council** prior to the approval of Member States. (deadline: C-4 (-3 months).

Decision C3/34: The Council agreed that it was more appropriate to keep the current *WEND Principles* and their *Guidelines for Implementation* in M-3 as they are, for the time being at least until the "sunset" of S-57 ENC production.

Action C3/35: Council Chair to include a progress report on the transition for WEND to WENS in his report to A-2. (deadline: A-2).

In his report, the IRCC Chair made also reference to the RENCs and to the achievements of the IBSC.

Decision C3/29: The Council commended the RENCs for the ongoing support to ENC producers and user communities and the EAHC Regional ENC Coordination Centre (RECC) for its progress in establishing its operations.

Decision C3/31: The Council commended the IBSC for the work done in particular with the delivery of the new companion document *Guidelines for the Implementation of the Standards of Competence for Hydrographic Surveyors and Nautical Cartographers* (Ed. 2.1.0 - May 2019).

5. IHO ANNUAL WORK PROGRAMME AND BUDGET

5.1. Review of the Current Financial Status of the IHO

Docs: C3-05.1A Monthly Financial Reporting Statement (September 2019)

The Secretary-General reviewed the current financial status of the Organization. Almost 90% of Member State contributions due in 2019 had been received. One Member State owed its contributions for both 2017 and 2018 and potentially faced suspension from the Organization. Four Member States owed their contributions for 2018; however, 15 Member States had paid in advance for 2020.

Thanks to a policy of conservative financial management and savings made in operational costs, a surplus of 5.6% was expected in the 2019 budget.

Decision C3/36: The Council noted the information provided on the current financial status.

5.2. Proposed IHO Work Programme for 2020

Doc: C3-05.2A Proposed IHO Work Programme for 2020

The Secretary-General briefly reviewed the highlights of IHO's work in 2019. He introduced the proposed work programme for 2020, based on the third year of the 3-year programme approved by A-1 and covering the three programme elements of corporate affairs, hydrographic services and standards and interregional coordination and support. The priorities for the 2020 programme might be adjusted after the adoption of the Revised Strategic Plan, expected at A-2, but can be considered as identical to the ones given at C-2.

The Chair drew attention to further comments on the work programme in the Red Book document (C3 1.4A).

While appreciating the wide-ranging scope and relevance of the proposed work programme, participants found the document too long and detailed. It was difficult to link the proposed activities with the Council's identified priorities.

The Secretary-General acknowledged the detailed nature of the work programme. However, that level of detail was necessary if the Secretariat were to plan and cost its work accurately and be accountable for the results.

The following key priorities of the IHO Work Programme 2019-2020 are summarized as follows:

Corporate Affairs	Hydrographic Services and Standards	Inter-Regional Cooperation and Support
<ul style="list-style-type: none"> Facilitate the technical and operational arrangements of the S-100 implementation based on C-3 discussions. Promote the joint approach of DCDB, GEBCO and Seabed 2030 in collaboration with IOC. Intensify engagement within the framework of the UN Nations to foster the use of marine geoinformation on the basis of the IHO 	<ul style="list-style-type: none"> Develop an S-100 Interoperability Specification Develop all the components needed to make S-101 a reality Develop S-121 Product Spec for Maritime Limits and Boundaries Consolidation and clarification of standards in relation to ECDIS/ENC Future of Nautical Paper Chart 	<ul style="list-style-type: none"> Increase in the provision of capacity building requests and follow up activities by existing and new IHO member states Implementation of Crowd Sourced Bathymetry Activities Implementation of Seabed 2030 Project Development of Marine Spatial Data Infrastructures activities

Standardization framework and regional/national contributions of the IHO Member states. • Enhance the visibility of the IHO through digital centrality of communication including incorporation of the Secretariat's GIS-services. • Continue preparations of the upcoming Centenary celebrations of IHO.	• Consider data quality aspects in an appropriate and harmonized way for all S-100 based product spec. • Prepare Ed. 6.0.0 of S-44	• Transition from WEND to WENS Concept
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Decision C3/37: The Council approved the key priorities identified by the IHO Secretary-General, the HSSC Chair and the IRCC Chair and approved the IHO Work Programme for 2020.

Action C3/38: IHO Secretariat to issue an IHO CL making the IHO Work Programme 2020 as approved by the Council available to the IHO Member States. (Permanent).

The Secretary-General proposed that the theme for World Hydrography Day in 2020 should be "*Hydrography – enabling autonomous technologies*".

Following the discussion of a number of alternative suggestions, including S-100 implementation and the United Nations Decade of Ocean Science for Sustainable Development 2021–2030, the Chair recalled that the selection of the theme for World Hydrography Day had been delegated to the Secretary-General and suggested that his choice should be respected.

Decision and Action C3/39: The Council noted the proposed theme for the 2020 World Hydrography Day by the Secretary-General "*Hydrography - enabling autonomous technologies*". **IHO Secretariat** to circulate the theme for 2020 to the Member States by IHO CL. (Deadline: 15 Nov. 2019).

5.3. Proposed IHO Budget for 2020

Doc: C3-05.3 A *Proposed IHO Budget for 2020 Presentation*

Doc: C3-05.3B *Comment by Secretary-General on the comment submitted by The Netherlands*

The Secretary-General, introducing the item, said that the proposed budget estimates for 2020 were based on the third year of the 3-year budget estimates approved by A-1, adjusted to take into account an increase of approximately 75% in health insurance premiums for current and retired staff following an enforced change in insurance provider. The budget estimates for 2020 remained balanced, with an expected surplus of approximately 0.05% of the real budget by the end of the year. Many small savings had been made in administrative costs, the Internal Retirement Fund had been reduced by €40,000 and the provision for arrears in payment by Member States had been reduced by €30,000. The budget for travel costs had been reduced by €60,000 by reducing Secretariat attendance at external meetings, increasing the use of videoconferencing and encouraging working groups to hold their meetings in Monaco. Funding for the Capacity Building Fund had been increased by €44,000 to match the accumulated Special Project Fund at a level of approximately €135,000 for each fund.

The Chair drew attention to further comments on the 2020 budget in the Red Book document (C3 1.4A).

Decision C3/40: Noting the impact of medical reimbursement on the IHO budget and acknowledging the measures taken and planned by the Secretary-General, **the Council** approved the proposed IHO budget for 2020.

Decision C3/41: **The Council** took note of the offsets of the increases in health insurance premiums, in particular the reduction of travel expenses and the follow-up consequences.

Decision C3/42: **The Council** took note of the allocations made to the Capacity Building Fund and the Special Projects Fund.

5.4. Proposed IHO 3-year Work Programme and Budget

*Doc: C3-05.4A Preparation of IHO Work Programme and Budget for 2021-2023
Annex A and Annex B
Presentation*

The Secretary-General introduced the proposed work programme and budget for 2021–2023, based on the Strategic Plan approved by A-1. Cross-references to the draft Revised Strategic Plan were included in a separate column. The Secretariat recommended that the three elements of the current work programme should be retained after the adoption of the Revised Strategic Plan.

The Chair drew attention to further comments on the proposed 3-year work programme and budget in the Red Book document (C3-01.4A refers).

Participants said that the proposed work programme should specify tasks that were measurable and clearly linked to the stated targets and relevant elements of the Strategic Plan, while also identifying new tasks required to realize new strategic priorities and tasks that could not easily be assigned to a particular target, such as certain Secretariat functions. It might be possible, for instance, to produce different views of the same data to meet the needs of the Secretariat, the Council and the Assembly. The proposed transition between the existing Strategic Plan and the future Revised Strategic Plan should be indicated for each task. More emphasis should be placed on e-navigation and autonomous technologies.

The United Kingdom committed to providing personnel support, on-site or remotely, for a revision of the work programme to align it with the Revised Strategic Plan, assuming that the latter was adopted at A-2 as scheduled.

The Secretary-General introduced the proposed budget estimates for the 3-year budget, based on the proposed annual budget estimates for 2020, with no allowance made for increased income from the accession of new Member States or increases in Member State contributions. The Council would approve each year's budget at its annual session, adjusted in the light of developments over the previous year.

Some participants indicated their willingness to contemplate an increase in Member State contributions of between 1% and 5% in view of the large and unexpected increase in health insurance costs. Others noted that unexpected costs were likely to arise every year for one reason or another and could not be justified in every budget. In every case, internal cost savings should be sought, as the Secretary-General had already done.

The Secretary-General said that, while increased Member State contributions and thus an increase in the budget would naturally be very welcome, non-earmarked funding (i.e. funding not specifically allocated to capacity-building, for example) was the most useful.

Decision and Action C3/43: **The Council** endorsed the proposed 3-year IHO Work Programme and agreed to keep the current structure of the Work Programme under the Revised Strategic Plan to facilitate the operational work and implementation by the Secretariat.

IHO Secretariat to submit the proposal to A-2 for Member States approval accordingly (deadline: 6 December 2019).

Action C3/44: Noting the comments made by some Council Members, **IHO Secretariat**, kindly supported by the United Kingdom, to table and submit a focused version of the Work Programme 2021-2023 aligned with the Revised Strategic Plan when/if the latter is approved at A-2. (deadline: C-4 -3 months).

Decision and Action C3/45: The Council endorsed the proposed 3-year Budget estimate to be submitted for the approval of MS at A-2, but invited the **Secretary-General** to develop an alternative option for a 3-year Budget with a general increase of x % per year of MS' contribution share from 2021 until 2023, supported by arguments justifying this increase and also balanced by evidence of efficiency saving measures (deadline: 15 December 2019).

6. IHO STRATEGIC PLAN REVIEW

6.1. Review of the Strategic Plan

*Doc: C3-06.1A Report and Proposals from the Strategic Plan Review Working Group
Draft Revised Strategic Plan 2021 - 2026 version 2.2 cor2 - 17 Oct
Draft TORs of the SPRWG version 3*

Introduction

As an introduction to the discussions about the Revised Strategic Plan, the Chair invited the Secretary-General, the HSSC Chair and the IRCC Chair to provide their initial views on the strategic priorities of the IHO Work Programme.

The Secretary-General expressed that the Work Programme was constructed along three main pillars including Corporate Affairs, which covers the provision of Secretariat services and the management and fostering of relations with intergovernmental and other international organizations. The S-100 Road Map is the key issue for the future relevance of the Organization, enabling it to set milestones, timelines and strategies to liaise with relevant actors, including industry and IMO. Seabed 2030 and its interrelation to the established structures of DCDB and GEBCO allow the IHO to improve its visibility. The IHO's association with the greater process of ocean governance, including environmental change and ocean pollution is important. The United Nations Sustainable Development Goals were gaining increasing political relevance and the IHO should ally itself more closely to the process. The IHO has a long history, having been one of the earliest intergovernmental organizations, and it had effectively contributed to multilateralism while remaining relatively small. He praised those Member States who had seconded staff to work at the IHO: in-kind contributions are a key element for the Organization.

The HSSC Chair drew attention to the strategic issues considered in the IHO Programme-2: Standards and Services. Over the previous two years, the IHO and the maritime community has lived through a period of transformation in terms of hydrographic standards and services. New products have been developed to consolidate the safety of navigation and the whole approach to the entire hydrographic world has changed. The main task of the HSSC is to revise IHO's Strategic Plan, define a Road Map for S-100 implementation in the next decade and modulate and adjust the three IHO programmes in order to translate the new Strategic Goals and targets into activities and tasks achievable by the IHO subordinate committees.

The IRCC Chair identified capacity building as key to closing the knowledge and technological skills gaps among RHCs. The Committee is restructuring its disaster response in order to be more proactive and effective. Efforts are underway to standardize the different modus operandi among the regional hydrographic offices.

Decision C3/46: The Council noted the items of strategic nature raised by the Secretary-General, the HSSC Chair and the IRCC Chair.

Report of SPRWG and discussion on the Revised Strategic Plan:

The SPRWG initially met in January to draft the Strategic Plan and Strategic Performance Indicators (SPI). A Report and draft Strategic Plan was submitted to the Council in July 2019. The draft Strategic Plan is designed as a portable tool without reference and contains an overview of IHO and Member States' hydrographic activities and three Strategic Goals (SG) encompassing eight Targets for 2021-2026. SG 1 encompasses evolving hydrographic support for safety of navigation;

SG 2 involves increasing the use of hydrographic data for the benefit of society;

SG 3 covers participation in international initiatives related to sustainable use of the ocean.

The Revised Strategic Plan was presented by the Chair of the SPRWG on the 1st day of the Council meeting giving time to incorporate new elements raised during the course of the meeting when addressing, among others, the S-100 Implementation Decade, the Future of the Nautical Paper Chart, Seabed 2030. Following informal discussions between SPRWG and other members of the Council, the Chair of SPRWG presented an amended¹³ draft version of the Revised Strategic Plan at the end of the meeting which gave the Council the possibility to define the way forward for its submission to the Assembly for approval.

The meeting also agreed on the way forward to ensure the continuation of the work of the SPRWG, pending amendments to its TORs and ROPs, from A-2 to the first meeting of the Council after A-2 (C-4).

Decision and Action C3/47: The Council endorsed the proposed Revised Strategic Plan (version 2.2). **IHO Secretariat** to submit the proposal to A-2 for Member States approval. (deadline: 6 December).

Decision and Action C3/48a: Council Chair supported by **SPRWG Chair** to submit the Revised Strategic Plan at A-2 for Member State approval. (deadline: A-2 (15 December 2019)

...and to propose the **Assembly** to task the **Secretary-General** to align the 2021 and 3-year IHO Work Programme with the Revised Strategic Plan, for endorsement/approval at C-4 if necessary. (deadline: July 2020 – C-4 (-3 months))

Decision and Action C3/48b: The Council welcomed the offer from the **US** to prepare, as an example, a draft pamphlet transcription of the proposed Revised Strategic Plan (deadline: A-2).

Decision and Action C3/49: In order to develop methods of calculation of the SPIs after A-2, **The Council** amended the TORs and ROPs of the SPRWG and endorsed them.

Council Chair to submit these new TORs and ROPs to the approval of the Assembly¹⁴.

SPRWG to submit SPIs and corresponding calculation methods to the **Council** for endorsement, then for approval by Member States by IHO CL. (deadline: C-4 (-3 months) / November 2020).

7. OTHER ITEMS PROPOSED BY A MEMBER STATE OR BY THE SECRETARY-GENERAL

7.1. Preparation of the 2nd Session of the IHO Assembly

Doc. C3-07.1A

Presentation

Director Iptes and Assistant Director Alberto Costa Neves reviewed the arrangements for the 2nd Session of the IHO Assembly, to be held in Monaco from 20 to 24 April 2020. The Finance

¹³ Post-meeting note: The details of the amendments are available in the [e-SPRWG Letter 06/2019](#) available on the SPRWG webpage.

¹⁴ Note: See IHO CL 20/2018 and 66/2017 as useful references.

Committee would meet on the afternoon of 20 April, and the formal opening ceremony would take place on the morning of 21 April, in the presence of His Serene Highness Prince Albert II of Monaco.

The provisional agenda would be circulated by 21 October 2019, and reports and other documents by 21 February 2020. Proposals from the Council, Member States and the Secretary-General should be submitted by 15 December 2019, and comments on those proposals by 15 January 2020. The Red Book would be circulated in February 2020.

The Secretary-General described the varied programme of social and side events, including Member State and industry exhibitions, the S-100 showcase and ship visits.

The US announced that it was preparing a “Science on a Sphere®” exhibition at the Monaco Yacht Club¹⁵, and invited other Member States to provide datasets and National Hydrographer photographs for inclusion in the exhibition.

Decision C3/50: The Council noted the objectives and provisional programme of A-2, including the half-day session on IHO-100.

Decision C3/51: The Council endorsed the concept of having an S-100 showcase and Seabed 2030 Project presentation to be included in the programme of A-2.

7.2. Proposal to establish an “IHO Innovation and Technology Laboratory” supported by, and situated in Singapore.

Doc C3-07.2A Innovation and Technology Laboratory - Presentation

Singapore introduced its proposal to set up, host and finance an IHO innovation and technology laboratory. The proposed laboratory would facilitate research or investigative projects and/or test-bedding in the field on behalf of Member States, IHO bodies or other stakeholders; create knowledge for standard-setting; and promote a multidisciplinary, collaborative environment under the guidance of a governing board chaired by the IHO Secretary-General or his representative and including representatives of Member States. The cost of the required workspace and human resources, estimated at US\$ 163,000 per annum, would be borne entirely by Singapore. It was proposed that the laboratory should be finally approved by A-3, and it would therefore not be set up until 2022.

Participants expressed their warm appreciation for the generous offer made by Singapore, acknowledging that it could fill a gap in long-term planning and innovation, which were often difficult for national hydrographic offices overwhelmed by immediate demands. They asked, however, for more details of the proposed governance structure for the new laboratory, expressing concerns about its relationship with HSSC and the regional ENC coordinating centres (RENCs), and the potential involvement of academia and the private sector. Comments in the Redbook were also acknowledged.

The Secretary-General noted that the laboratory might be placed in a new governance structure, called the “IHO Technology and Innovation Network” or similar, with two other subsidiary bodies with an unconventional status, namely the Data Centre for Digital Bathymetry (DCDB), and the IHO Geospatial Information Registry, which both were governed by a Memorandum of Understanding. IHO’s role would be to coordinate the work of the laboratory with that of other IHO bodies, for instance through the Chair of HSSC. He noted that the proposed laboratory was intended to work on issues related to shipping, in addition to hydrography proper, and was therefore not fully aligned with the IHO work plan. Its creation would, however, need to be reflected in the Strategic Plan.

¹⁵ Post meeting note : On Friday 18 October, the IHO Secretariat got the information from the Yacht Club of Monaco that the exhibition room was not available anymore for the “Science on a Sphere” exhibition.

Singapore said that the laboratory would provide an opportunity to direct the work of the private sector towards the strategic goals of IHO, potentially under the guidance of HSSC. Detailed governance plans had not yet been drawn up, pending the input of the Council.

Decision C3/52: The **Council** commended **Singapore** for this initiative and generous offer, and recognized the need to accelerate innovation in our fields of endeavour.

Decision C3/53: In general, the **Council** supported the principles for the establishment of an IHO Innovation & Technology Lab noting that innovation & technology should therefore also be reflected in the proposed Revised Strategic Plan.

Action C3/54: The **Council** invited **Singapore** supported by volunteer drafters of the Council to consider the possibility of submitting a proposal to the Assembly at A-2 for further consideration, based on the principles explained at C-3, but including terms of reference, a draft business plan and providing clarification on the governance with respect to the IHO relationship (HSCC, RENCs, etc.). (deadline: 15 December 2019).

7.3. Application of ISO9001:2015 Quality Management Principles to the IHO Structure

Doc. C3-07.3A Application of ISO9001:2015 Quality Management Principles to the IHO Structure that entered into force on 6 November 2016 - Presentation

Doc. C3-07.3B Comments by Secretary-General on Proposal in Doc. C3-07.3A

Netherlands proposed that the application of ISO quality management principles to the IHO management structure would be a suitable theme for the Council during the intersessional period between A-2 and A-3.

The Secretary-General suggested that any review should be postponed until more experience had been gained under the relatively recently adopted Assembly/Council structure. The implementation of the Revised Strategic Plan or the S-100 framework were potential themes of more immediate relevance.

Participants agreed that the suggestion of a review was premature, but acknowledged the value of applying ISO quality management principles in IHO's work, as most national hydrographic offices already did in their own operations. It was agreed that effective implementation of the Revised Strategic Plan was the most appropriate theme for the next intersessional period.

Decision C3/55a: The **Council** noted the proposals of the Netherlands for a theme for the 2020-2023 cycle of the Council.

Action C3/55b: The **Council Chair** to report at A-2 on the main theme that the Council should address from C-4 to A-3 being "the effective implementation of the Revised Strategic Plan", keeping in mind to apply the principles of ISO 9001 for. (deadline: A-2).

7.4. Preparations for the triennium of IHO centenary celebrations (IHO-100)

Doc. C3-07.4A Preparations for the triennium of IHO centenary celebrations (IHO-100) - Presentation.

The Secretary-General described the series of prestigious events organized to celebrate the 100th anniversary of the foundation of IHO in 1921. The commemoration had begun in 2019, the 100th anniversary of the inaugural International Hydrographic Conference in London, with an exhibition of historical charts of the Mediterranean Sea at the Monaco Yacht Club and an international symposium on a historical approach to measurement and protection of the oceans. A half-day special session on IHO-100 would take place during A-2. In 2021, a

prestigious peak event would be held in collaboration with the Oceanographic Institute of Monaco on World Hydrography Day, 21 June. The 13th session of IRCC would be held back-to-back with the event. A prestige book was to be published, with the generous in-kind support of Germany.

Decision C3/56: The Council commended the Secretary-General for his work and endorsed the proposals made for the celebrations (planned activities, evolving associated costs as decided at C-1, identify in-kind contributions) and noted the peak event on 21 June 2021 in Monaco as well as the progress report of the IHO-100 Prestige Book.

8. NEXT MEETING

8.1 The Chair highlighted the proposed dates for C-4 as 20-22 October 2020.

Decision C3/57: The Council agreed to hold C-4 in Monaco, at the IHO Secretariat, from 20 to 22 October 2020.

9. ANY OTHER BUSINESS

9.1 The Chair presented the Secretary-General with a rare copy of an IHO publication for the IHO library: Special Publication No 39, *Radio Aids to Maritime Navigation and Hydrography*, issued in 1956.

9.2 On behalf of SAIHC, the issue on the recognition of additional satellite service providers was raised and the challenges of increased costs which it had introduced. The Secretariat explained the background to the uncertainty caused by amendments to the wording in the revised ToRs for the IMO Enhanced Group Call (EGC) Coordinating Panel at MSC 101. He articulated the view of the Chair of the IMO EGC Coordinating Panel and the Chair of the WWNWS-SC that NAVAREAs, METAREAs and RCCs should sign contracts with all recognized mobile satellite service providers in their sea area. If this caused a concern, he indicated the action which should be taken by individual authorities in addressing these concerns at the IMO. It was noted that the concerns therefore remained and needed to be addressed.

Decision and Action C3/58: The Council noted the information provided by the United Kingdom by delegation of the SAIHC Chair on the possible increasing costs in the activities of NAVAREA Coordinators...

...and encouraged **Member States** to support the IHO (WWNWS-SC) paper at NCSR-7 in January 2020 (See also IHO CL 50/2019, para. 8). (deadline: NCSR-7).

9.3 The Secretary-General indicated that more responses from Member States were required for IHO CL 33/2019 for MS to indicate in which RHC Member States wished to be counted for the Council.

Action C3/59: The Council noted the reminder made by the Secretary-General to respond to IHO CL 33/2019 (declaration for the allocation of seats by RHCs): (deadline 20 October 2019)

10. REVIEW OF ACTIONS AND DECISIONS OF THE MEETING

The Assistant Secretary went through the identified actions, providing brief comments and explanations for each action and decision.

With regard to the Future of Nautical Paper Chart, the Chair of HSSC suggested the final aim of the NCWG would be the generation of draft guidance for submission to HSSC and subsequently Council. The Chair suggested simply for HSSC to report to Council on the way forward.

The Chair noted that the HSSC and IRCC lists of key priorities would be captured in the outcome summary report of the meeting.

11. CLOSURE OF THE MEETING

Norway recognized Bruno Frachon (France), chair of SPRWG, for his lengthy contribution of work to the IHO and for leadership of SHOM. The Chair recognized Luigi Sinapi (Italy) for his work over the Council cycle and his leadership of HSSC and IIM. The United Kingdom recognized Parry Oei (Singapore) for his work as Chair of IRCC, the first IHO Assembly, and his leadership of hydrography in Singapore and the East Asian region.

The Secretary-General asked for the Secretariat to be associated with the comments about Bruno Frachon, Luigi Sinapi and Parry Oei. The Secretary-General also congratulated all the delegates on bringing the Council into being and making it a valuable body of the IHO. He highlighted the efforts made by the whole Secretariat's staff to make the conduct of the Council so smooth and efficient.

USA recognized Luiz Palmer, Vice-Chair of the Council, for his work in Brazil and the MACHC.

Germany thanked the Chair for his work in establishing the Council, bringing it into being, and building it into a significant and effective body within the IHO structure.

The Chair thanked the delegates for all their efforts and work in addressing the tasks undertaken by the Council.

**REPORTS OF THE REGIONAL
HYDROGRAPHIC COMMISSIONS AND
THE HYDROGRAPHIC COMMISSION OF
ANTARCTICA**

**Reports of the Regional Hydrographic Commissions and
the Hydrographic Commission of Antarctica**

**REPORTS OF THE REGIONAL HYDROGRAPHIC COMMISSIONS AND THE
HYDROGRAPHIC COMMISSION OF ANTARCTICA**

(IN ALPHABETICAL ORDER)

1. Artic Regional Hydrographic Commission	ARHC
2. Baltic Sea Hydrographic Commission	BSHC
3. East Asia Hydrographic Commission	EAHC
4. Eastern Atlantic Hydrographic Commission	EAtHC
5. Meso-American - Caribbean Sea Hydrographic Commission	MACHC
6. Mediterranean and Black Seas Hydrographic Commission	MBSHC
7. Nordic Hydrographic Commission	NHC
8. North Indian Ocean Hydrographic Commission	NIOHC
9. North Sea Hydrographic Commission	NSHC
10. ROPME Sea Area Hydrographic Commission	RSAHC
11. Southern Africa and Islands Hydrographic Commission	SAIHC
12. South East Pacific Regional Hydrographic Commission	SEPRHC
13. South West Atlantic Hydrographic Commission	SWAtHC
14. South West Pacific Hydrographic Commission	SWPHC
15. United States Canada Hydrographic Commission	USCHC
16. Hydrographic Commission on Antarctica	HCA

**Reports of the Regional Hydrographic Commissions and
the Hydrographic Commission of Antarctica**

Reports of the Regional Hydrographic Commissions and the Hydrographic Commission of Antarctica

1. REPORT OF THE ARCTIC REGIONAL HYDROGRAPHIC COMMISSION (ARHC)

1. Chair:

Rear Admiral Shepard M. Smith (USA) from September 19, 2019 to present
Captain Gennady Nepomiluev (Russia) from September 13, 2018, to September 19, 2019
Birte Noer Borrevik (Norway) from August 24, 2017 to September 13, 2018
Pia Højgaard (Denmark) from October 6, 2016 to August 24, 2017

Vice-Chair:

Dr. Geneviève Béchard (Canada) from September 19, 2019 to present
Rear Admiral Shepard M. Smith (USA) from September 13, 2018 to September 19, 2019
Captain Sergey Travin (Russia) from August 24, 2017 to September 13, 2018
Birte Noer Borrevik (Norway) from October 6, 2016 to August 24, 2017

2. Membership:

Canada
Denmark
Finland (*associate member*)
Iceland (*associate member*)
Italy (*associate member*)
Norway
Russian Federation
United States of America

Observer(s): International Hydrographic Organization (IHO)

3. Meetings:

10th Meeting (ARHC-10)- Anchorage and Nome, Alaska, USA August 10-14, 2020
9th Meeting (ARHC-9) – Murmansk, Russian Federation September 17-19, 2019
8th Meeting (ARHC-8) – Longyearbyen Svalbard, Norway September 11-13, 2018
7th Meeting (ARHC-7) – Ilulissat, Greenland, Denmark August 22-24, 2017

4. Agenda Items:

- a) National Report updates addressing charting, survey, science and technology, personnel and national interagency coordination and policy developments
- b) Progress with new innovative technologies and techniques to acquire hydrographic data, such as autonomous vehicles, crowd sourced Bathymetry, and satellite derived bathymetry
- c) Strategic directions of hydrographic offices and the global hydrographic community. This includes a consideration of the goals, structure, and nature of the ARHC as it enters its second decade of collaboration in the 2020s.
- d) Integration of efforts and interests of the ARHC to the work of the IHO, including feedback into the IHO Work Program and enhancing linkages and synergies to the efforts of other IHO working groups, such as Council, CSBWG, DQWG, MSDIWG, IRCC, HSSC, the IHO-IOC GEBCO and Seabed 2030, and others. A principal topic of considerable interest is the ARHC support and contributions to the GEBCO Seabed 2030 initiative, the crowd sourced bathymetry initiative, and support to the IHO DCDB.
- e) External outreach to the EU, UN, the Arctic Council and others to inform of hydrographic interests and developments bearing on the safe navigation and marine environmental

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protection in the Arctic. Primary outreach and collaboration to-date has focused on the EU, Arctic Council PAME Working Group, Arctic Shipping Best Practices Information Forum and Portal, the Arctic SDI, the UNGGIM and its marine working group, and others.

f) Science and stakeholder workshops convened generally the day before each formal opening of the ARHC meeting itself to allow external, local, and generally new audiences to share perspectives (especially local) on development and societal context of maritime transportation in the Arctic.

g) Internal organization and coordination through working groups set up under the ARHC, primarily the Operations and Technology Working Group, the Arctic Regional Marine Spatial Data Information Working Group, and the Arctic International Charting Coordination Working Group.

h) Reduction of ENC overlaps

i) Membership

5. Difficulties encountered and challenges yet to be addressed:

The Arctic region's vastness, remoteness, and emergence as a unique operating environment present a challenge to the ARHC and the hydrographic offices making progress realizing the goals of the IHO to chart the ocean and protect the marine environment. The challenge is being addressed by testing and sharing news of technological solutions and enhancing partnerships to broaden awareness of the challenges that will emerge with increased navigation in the Arctic. Topics such as satellite derived bathymetry, crowd sourced bathymetry, autonomous vessel operations will continue to be important topics of ARHC agenda in the near future

6. Achievements/outputs/conclusions:

i. An initial regional assessment of the state of hydrographic survey and charting has been completed and updated. See "Arctic Hydrography Adequacy-an Update" (DOC ARHC8-C1a) and the associated interactive Web Map.¹⁶

ii. Information and experiences with autonomous survey vehicles, satellite derived bathymetry and crowd source bathymetry has been shared and discussed

iii. External partnerships and communications with key stakeholders is making excellent progress in general. A Memorandum of Understanding with the Arctic Council PAME is expected to be signed by A-2; hydrographic offices have been attending relevant external meetings and for a to share news of the work of the ARHC; and related MSDI initiatives are being synergized (see UNGIM, Arctic SDI, MSDIWG, and ARMSDIWG)

iv. Overlaps in ENC coverage have largely been resolved and are at the point of low risk.

v. Stakeholder science workshops were organized by hosting nations at ARHC-7 (Ilulissat, Greenland, Denmark) and ARHC-8 (Svalbard, Norway). These one day meetings preceded the formal sessions of the ARHC itself and allowed a critical venue for local scientific, governmental, academic, and community representatives to contribute perspectives regarding hydrographic matters related to community development. Topics such as local pilotage, tourism, arctic research, governance, and public-private partnerships were among the many important topics highlighted. The additional input provided by Arctic stakeholders informed and contributed to the discussions of the hydrographic offices during the formal regional commission meetings which followed.

¹⁶ https://iho.int/uploads/user/Inter-Regional%20Coordination/RHC/ARHC/ARHC8/ARHC8-C1a_Arctic_Hydrographic_Adequacy_OTWG.pdf and

<https://noaa.maps.arcgis.com/apps/webappviewer/index.html?id=2e0f077b8a0147149c8229c9204332d7>

7. Actions required of the Assembly:

- a) note the report of the ARHC and
- b) take any other action considered appropriate.

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2. REPORT OF THE BALTIC SEA HYDROGRAPHIC COMMISSION (BSHC)

1. Chair:

Mr. Mindaugas Česnauskis (Lithuania) 29.09.2016 - 21.09.2017
Mr. Thomas Dehling (Germany) 21.09.2017 - 29.08.2018
Mrs. Pia Dahl Højgaard (Denmark) 29.08.2018 - 12.09.2019
Captain (PLN) Andrzej Kowalski (Poland) 12.09.2019 - 13.10.2019
Captain (PLN) Dariusz Kolator (Poland) from 14.10.2019 - until now

Vice-chair:

Mr. Mathias Jonas (Germany) 29.09.2016 - 24.04.2017
Mr. Thomas Dehling (Germany) 24.04.2017 - 21.09.2017
Mrs. Pia Dahl Højgaard (Denmark) 21.09.2017 - 29.08.2018
Captain (PLN) Andrzej Kowalski (Poland) 29.08.2018 - 12.09.2019
Mr. Patrik Wiberg (Sweden) 12.09.2019 – until now

2. Membership:

Members: Denmark, Estonia, Finland, Germany, Latvia, Poland, Russian Federation, Sweden

Associate Member: Lithuania

3. Meetings:

22 nd Meeting:	Rostock (Germany),	19-21 September 2017
23 rd Meeting:	Aalborg (Denmark),	28-29 August 2018
24 th Meeting:	Gdańsk (Poland),	10-12 September 2019

4. Agenda Items:

IHO-EU Network WG (IENWG)

Sweden acted as a representative of BSHC. BSHC member states have been active in participating in the IHO-EU Network Working Group since its inception in 2012 with substantial cooperation and progress on one of the European Commission's flagship maritime projects European Marine Observation and Data Network (EMODNET) and its coastal mapping project. During the last BSHC Conference concerns were raised on safety of navigation issues if source data is made freely available as well as the need for exchange of information on national implementation of the new PSI directive was requested on a bilateral basis.

Re-survey Monitoring and Coordination

BSHC developed and operates a standing scheme of re-surveys for the region. Schedule and execution of surveys are provided in an updated web based interface maintained and operated by Sweden. Surveys are being regularly co-ordinated between neighbouring countries. The BSHC Re-survey Monitoring Working Group liaises with the respective NSHC Working Group. HELCOM Re-Survey MWG chair just prepared and sent a letter to HELCOM MARITIME with the aim of a possible continuation of the task in HELCOM and inclusion of CAT III areas in the Re-Survey Scheme.

Baltic Sea Bathymetric Database

Sweden operates a cross border bathymetry database and a geo portal (data.bshc.pro) on behalf of the Commission. BSHC Member States are providing gridded mesoresolution depth information. Data density differs between the Member States and has a minimum resolution of

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500 m. The website is fairly widely used and the portal is running smoothly. The usage of the portal is almost unchanged from year to year. Most users are from SE and PL.

It is possible to either download data or to use the WMS service provision. The options for the re-use of the data are not fully harmonised and depend from the specific national legal regulations. Sweden plans to release a new version of the grid as far as newer and better data is available from numerous countries.

The BSHC bathymetry database is recognized by GEBCO as a Regional Mapping Project. At the same time BSBD uses the GEBCO dataset for areas where no data has been provided by national HO of the region. BSBD is used in the EMODnet phase 2 model and it is planned to assist in deliveries to EMODnet “High Resolution Seabed Mapping” (phase III).

Harmonized Chart Datum in the Baltic Sea

BSHC developed the Baltic Sea Chart Datum 2000 as a joint height reference. It is based on the European Vertical Reference Frame (EVRF). A first specification of such a harmonized chart datum was completed in 2016. The specification reflects the specific needs of surface navigation and hydrography in addition to EVRF conventions. The Chart Datum WG is monitoring and gives guidance for the implementation of the harmonized chart datum. BSHC members have widely committed to implement it. In some countries implementation has already started.

FAMOS - FASTMOS

Several BSHC Member States (DE, DK, EE, FI, LV, LT, SE) and working groups are involved in the project FAMOS coordinated by Sweden. The project focuses on surveying areas relevant for commercial shipping in the Baltic Sea according to the BSHC-HELCOM re-survey scheme. Furthermore, it serves as a platform for implementing the common Baltic Sea chart datum as proposed by the BSHC Chart Datum Working Group and agreed upon within BSHC. The project receives EU co-financing from the CEF Transport programme. The first phase of the project, FAMOS Freja, was successfully executed from 2014 to 2016. The second phase of the project, FAMOS Odin, was ongoing for the time 2016-2018. The third and last period of FAMOS is aimed to start in 2020. A new project name, FASTMOS 2020-2023, is proposed. The project concept is currently being designed and new stakeholders and potential partners are signing up in the process. So far, four work packages have been defined. The aim is to enable the maritime sector to be a more efficient and sustainable means of transport. Completing HELCOM Re-survey scheme is fundamental for any development in the Baltic Sea.

Baltic Sea International Chart Coordination (BSICC)

The working group processes ENC and paper chart issues fully in parallel and to the same extent. The facilitation of the INT Chart Web Catalogue and continuous updating of S-11 Part B, have become inherent part of the chart publishing process in all member states. Monitoring of Baltic Sea ENC scheme and the identification of potential gaps and overlaps has been added to the standing agenda items of the working group. BSHC member states agreed about the unlimited internal use of the small scale ENC covering the whole Baltic as provided by Germany as the responsible producer.

Finland acted as a representative from BSHC and proposed several changes of geographical names (i.e. “Middle Baltic” to “Central Baltic” and “Central Baltic Sea” to “Baltic Proper”) and to shift the limit between Middle Baltic and South-Eastern Baltic.

There is also the need to refine the limits between charting region D (North Sea) and charting region E (Baltic Sea) to correspond to the limit as laid out in IHO S23. This proposal will also refine the definition of the limits between the sea areas, Skagerrak and Kattegat as well as the definition of the existing limit between charting region D (North Sea) and charting region E (Baltic Sea) in accordance with S-23 by defining coordinates for GIS-purposes. NSHC should be informed about the refined limit.

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Marine Spatial Data Infrastructure (MSDI)

MSDI delivers the instruments for the enhanced scope of hydrographic information users. MSDI can create the framework for future provision of this information beyond the classic field of surface navigation. BSHC and NSHC see the importance to deal with these opportunities from a regional approach. The respective WGs in both RHCs have been merged in 2016 to the NSHC and BSHC Baltic Sea North Sea Marine Spatial Data Infrastructure Working Group (BSNSMSDIWG). It will report to both commissions and cooperate with the respective IHO MSDI working groups.

WENDWG

BSHC is regularly represented in the WEND Working Group by Finland. The representative shall report to the Commission, including: review of the progress on the work items of WEND, resolving overlaps, ENC distribution and harmonisation, ENC coverage status. BSHC receives the annual report and gives further guidance to the BSHC WENDWG representative.

BSHC Internet Domain

BSHC developed an internet domain (www.bshc.pro). It is operated by Sweden. The content is under ongoing development. Major facts about the members and activities of the Commission are already presented. URL links provided for GIS applications matching with the scope of the Commission and to IHO web pages.

Capacity Building

Activities in CB are mainly dealt internally within BSHC. CBSC is chaired by Germany and Germany provides the CB Coordinator for the BSHC.

5. Difficulties encountered and challenges yet to be addressed

Russian Federation is a very important member of BSHC, but unfortunately since 2018 has not participated in BSHC conferences and working groups as well.

6. Achievements/outputs/conclusions

The cooperation within the BSHC is very productive. Several projects have led to joint databases and results provided in the web. The outreach of the hydrographic work in the region and beyond has improved even further.

Member states have continued to contribute extensively to the work of the IHO and have been active participants of working groups.

There has been substantial co-operation between commission member states and other European States and the EU on information sharing and shared projects.

Denmark and Poland completed EEZ delimitation process covered Bornholm surroundings for the safety of navigation reason (now more possibilities to cover this area by official hydrographic data).

7. Actions required of the Assembly:

Take note of the Report of the Baltic Sea Hydrographic Commission.

3. EAST ASIA HYDROGRAPHIC COMMISSION (EAHC)

1. Chair

RAdm. Dato' Pahlawan ZAAIM bin HASSAN, Malaysia, until September 2018

Dr. Yukihiro KATO, Japan, since September 2018

Vice Chair

Dr. Arata SENGOKU, Japan, until March 2018

Dr. Yukihiro KATO, Japan, April 2018 - September 2018

RAdm. Harjo SUSMORO, Indonesia, since September 2018

2. Membership

Members: Brunei Darussalam, China, Democratic People's Republic of Korea, Indonesia, Japan, Malaysia, Philippines, Republic of Korea, Singapore, Thailand, Vietnam (provisional)

Observers: Cambodia, Timor Leste, UK, USA, GEBCO Guiding Committee

3. Meetings

- 7th EAHC Training and Research Development Center Board of Directors Meeting
Tokyo, Japan 14-15 August 2017
- 6th EAHC Charting and Hydrography Committee Meeting
Tokyo, Japan 16-18 August 2017
- 8th EAHC Training and Research Development Center Board of Directors Meeting
Xiamen, China 5 March 2018
- 5th EAHC Steering Committee Meeting
Xiamen, China 6-8 March 2018
- 13th EAHC Conference
Putrajaya, Malaysia 18-20 September 2018
- 7th EAHC Charting and Hydrography Committee Meeting
Chiang Mai, Thailand 28-29 November 2018
- 1st EAHC MSDI Working Group Meeting
Chiang Mai, Thailand 29-30 November 2018
- 9th EAHC Training and Research Development Center Board of Directors Meeting
Bali, Indonesia 18-19 February 2019
- 6th EAHC Steering Committee Meeting
Bali, Indonesia 20-22 February 2019
- 10th EAHC Training and Research Development Center Board of Directors Meeting
Singapore 25 June 2019
- 2nd EAHC MSDI Working Group Meeting
Singapore 26 June 2019
- 8th EAHC Charting and Hydrography Committee Meeting

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- Singapore 27-28 June 2019
- 11th EAHC Training and Research Development Center Board of Directors Meeting
Tokyo, Japan 3-4 February 2020
- 7th EAHC Steering Committee Meeting
Tokyo, Japan 5-7 February 2020

4. Agenda Items

- EAHC Strategy Plan / MSDI-WG Work Plan / Long-Term CB Programme Plan
- EAHC 50th Anniversary Celebrations
- EAHC Member Status
- Report on HSSC / IRCC / IHO Council
- S-100 Works
 - S-100 Testbed Project
 - S-101 Conversion Practice
 - S-100 Implementation Framework
- EA-RECC activities
- Update on East Asia and South China Sea ENC's
- Feedback on CB programs conducted
- Maritime Safety Information
- EAHC-MSDI activities

5. Difficulties encountered and challenges yet to be addressed

- Political Influence

6. Achievements/Outputs/Conclusions

- EAHC Capacity Building Programme:
 - Training in Hydrographic Survey for Disaster Management and Relief, 11-15 September 2017
 - Workshop on LiDAR and Satellite Derived Bathymetry (SDB) 30 January-1 February 2018
 - Training in use GNSS for Tide Correction for Survey, 9-13 July 2018
 - Carto Production Database System Development, 22-26 October 2018
 - Maritime Safety Information Course and Maritime Safety Information Database Workshop, 9-13 September 2019
 - Risk Assessment for Hydrographic Surveys and Charting Management for the Safety of Navigation, 9-13 December 2019
- Technical Visit to Cambodia, 20-22 August 2019
- Approval of the draft ToR/RoP for the Governing Body (Board Of Directors) of the EA-RECC
- Establishment of the EAHC Statutes Review Working Group (EAHC-SRWG).

7. Actions required of the Assembly

- a) The Assembly is invited to note the report of the EAHC

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4. REPORT OF THE EASTERN ATLANTIC HYDROGRAPHIC COMMISSION (EAtHC)

1. Chair:

Okafor Chukwuemeka Ebenezer (NG): October 2018 till date
Juan A. Aguilar Cavanillas (SP): October 20, 2016 to October, 2018
Abdelouahed Dihaji (MA): September 18, 2014 to October 20, 2016
Bruno Frachon (FR): November 16, 2012 to September 18, 2014
Agostinho Ramos da Silva (PT): to November 16, 2012

Vice-chair:

15th meeting: Okafor Chukwuemeka Ebenezer (NG)
14th meeting: Juan A. Aguilar Cavanillas (SP)
13rd meeting: Abdelouahed Dihaji (MA)
12nd meeting: Bruno Frachon (FR)

2. Membership:

Members: Cameroon, France, Morocco, Nigeria, Portugal, Spain.

Associate members: Benin, Cabo Verde, Congo, Côte d'Ivoire, Guinea, Guinea-Bissau, Mauritania, Senegal, Togo

Observers: Angola, Democratic Republic of the Congo, Equatorial Guinea, Gabon, Gambia, Liberia, Sao Tome and Principe, Sierra Leone, UK, USA.

3. Meetings:

Next meeting: 16th EAtHC; 28 September – 2 October 2020 in Lisbon (PT)

15 th meeting:	Lagos (NG),	17 – 19 October 2018
14 th meeting:	Cádiz (SP),	18 - 20 October 2016
13 rd meeting:	Casablanca (MA),	16 – 18 September 2014
12 nd meeting:	Lisbon (PT),	14 – 16 November 2012

4. Agenda Items:

According to the 3-year work plan 2018-2020, execution of the CB activities in the region since the last session of the Assembly has been encouraging thus far. Of particular note was the execution and plans of high-level and technical visits such as the visits to regional training centres to find synergies in support of the CB plans. Most recently, the joint IALA-IHO workshop for capacity-building in hydrography and marine aids to navigation, which geared its efforts towards Risk Assessment, Survey Specifications and AtoN Maintenance was organized between October 21st and 24th 2019 and hosted in Rabat by the Directorate of Ports and Maritime Public Domain with the support of the Hydrography, Oceanography and Cartography Division of the Royal Moroccan Navy. Other CB activities in the future include Technical Visit to Congo and Togo in 2020. Having these seminars and technical visits would prove beneficial to the EAtHC where coastal states would be informed of their international obligations, the need for better cooperation within the region and the value of their hydrographic information.

The 15th EAtHC meeting considered how the IHO CB Programme can support coastal states to prepare for the International Maritime Organization (IMO) Member State Audit Scheme (IMSAS) with respect to the provision of hydrographic services. The status and implementation of the regional INT and ENC charting schemes were presented by the regional coordinator for Region G (France) including the process for monitoring and managing charts and the chart

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schemes. These schemes were also reviewed by the Regional G International Charting Coordination Working Group (G-ICCWG).

The 9th meeting of the Worldwide ENC Database Working Group (WENDWG) took place in Brest, France, hosted by SHOM, from 26 to 28 February 2019 in conjunction with the 4th joint meeting of the Regional ENC Coordinating Centres (RENC), IC-ENC, PRIMAR and, for the first time, the EA-RECC (Regional ENC Coordination Centre) of the East Asia Hydrographic Commission. Several actions were agreed to assess the feasibility of the operational implementation of the IHO Resolution 1/2018 - Elimination of overlapping ENC data in areas of demonstrable risk to the safety of navigation, noting that in some Charting Regions the situation is not improving. The RENCs will try, for instance, to improve their tracking and accounting procedures, in support of ENC Producers and RHCs, while the IHO Secretariat is now preparing the commissioning of the enhanced version of the INTToGIS system (INTToGIS II), which includes an ENC overlap checker function. However, concerns were raised in terms of coverage; UB1 and UB2 coverage considered as completed, but persistent gaps over Northwest coast of Africa in Band 3 and still few maritime approaches covered in band 4. There has been very slight improvement in the coverage of ports in the African sub-region (UB5 & UB6).

5. Difficulties encountered and challenges yet to be addressed:

Challenges faced in the EAtHC region are linked to the exploitation of marine resources, risk prevention in highly humanized areas exposed to increasing hazards and maritime delineation issues. Hydrographic services remain globally far behind in most of the Central & Western African coastal states within the EAtHC region. The difficulty involved in getting most Governments in the region to appropriate funds for development and sustainability of Hydrography remains one of the major challenges in the region. Hence, there is need for increased advocacy in this regard until improvement is achieved. Going by the accomplishments of the 3-year work plan 2018-2020, thus far, there has been a number of successful Capacity Building (CB) initiatives in the region, however, there is no commensurate development in hydrographic practice within the region. It would be worthy to note that awareness has increased, including at the highest political level in Nigeria, who developed its MSI facilities and charting capabilities after attending relevant workshop/training facilitated by the IHO. There is still a lot of work that needs to be done as more than 85 percent of countries in the region still depend on third party to fulfill their national obligations and most of them are not yet members of the IHO, though being members of the IMO.

6. Achievements/outputs/conclusions:

There has been remarkable improvement in hydrographic awareness within the region most especially in Gambia, Cote d'Ivoire, Congo, DRC and Guinea which all show increased awareness. On 29 August 2019, vide IHO CL 41/2019, it was announced that the Republic of Ghana has become the 92nd Member State of the International Hydrographic Organization. This shows the increasing efforts of the EAtHC towards the greater involvement of the Coastal States primarily concerned by the development of their hydrographic services. In terms of development of MSI capacity, Ghana, with the assistance of Denmark, established a MSI system, while Nigeria established its MSI Portal and commenced collaboration with France for its broadcast. Liberia has commenced training of an MSI National Coordination and intends to promulgate its MSI via Safety Net in future.

It is worthy to note that Nigeria has attained Phase 3 of CB strategy by producing its first Nautical Chart early 2019. This is an encouraging step as Nigeria and Morocco are demonstrating exemplary hydrographic capacity development as well as awareness. Therefore, both member states should play an increasingly active role for the benefit of West and Central African coastal states, sharing their experience and providing training capacities and training opportunities.

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EAtHC appears to have understood the importance of Hydrography, however, more encouragements and collaborative activities need to be intensified so as to maintain the tempo.

7. Actions required by the Assembly:

Note the report of the Eastern Atlantic Hydrographic Commission.

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5. REPORT OF THE MESO AMERICAN AND CARIBBEAN SEA HYDROGRAPHIC COMMISSION (MACHC)

1. Chair

Rear Admiral Fernando Alfonso RODRIGUEZ ANGLI	Mexico	until March 2017
Rear Admiral Enrique FLORES MORADO	Mexico	March 2017 to March 2019
Ms. Kathryn Ries	US	March 2019 to present

Vice-Chair

Ms. Katie Ries	US	March 2017 to March 2019
Vice Admiral Antonio Fernando Garcez Faria	Brazil	March 2019 to August 2019
Vice Admiral Marcos Borges Sertã	Brazil	August 2019 to present

2. Membership

Members: Brazil, Colombia, Cuba, Dominican Republic, France, Guatemala, Guyana, Jamaica, Mexico, Netherlands, Suriname, Trinidad and Tobago, United Kingdom, United States of America, Venezuela.

Associate Members: Antigua and Barbuda, Barbados, Belize, Costa Rica, El Salvador, Grenada, Haiti, Honduras, Nicaragua, Panama, Saint Lucia, Saint Kitts and Nevis, Saint Vincent and the Grenadines.

During this reporting period, the Dominican Republic has regained full membership and Guyana has acceded into the IHO and is now a full member of MACHC as well.

3. Meetings

The MACHC has met annually since the close of the 1st Session of the IHO Assembly in 2017, as follows:

18 th Conference	Varadero, Cuba	November 2017
19 th Conference	Cartagena de Indias, Colombia	November 2018
20 th Conference	Santo Domingo, Dominican Republic	December 2019

4. Agenda Items

The main topics dealt with during the reporting period were primarily organized around the following MACHC Committees and Working Groups. Here follows some of their major activities and accomplishments:

a) MACHC International Charting Coordination Working Group (MICC)

- MACHC ENC Online established
- MACHC ENC Boundary limits now include parts of the Amazon River within the MACHC area, which should now be reflected on IHO and other sites depicting RHC boundaries.
- Increasing Availability of ENCs in Region:
ENC Cells available in
 - 2017: 842
 - 2018: 914
 - 2019: 933

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- Increasing Availability of INT Charts in the region
 - 2018: 49 produced- schemed 33
 - 2019: 51 produced – schemed 33
- Ports Analysis evaluation to identify gaps
 - 2015: -43 Ports lacking large scale coverage
 - 2016: -14 of the 43 have ENC coverage planned
 - 2017/2018: - 29 ports from 43 covered
 - 2018/2019: - anchorage areas were added to list making a total 92 and currently only 32 not covered
- Proposal for a MACHC Regional ENC scheme
 - A MICC sub-working group established 2019 to develop guidance for a way forward.
- S 100 series test beds

National Testbeds in progress for S-102 (Bathymetry), S-111 (surface currents), S-122 (marine protected areas)

b) MACHC Capacity Building Committee (CBC)

- Technical Visits to:
 - a. El Salvador – 2017
 - b. Dominican Republic – 2018
 - c. Guatemala - 2019
- Held three Hydrographic Governance Seminars in 2017, 2018 and 2019 for non-IHO member coastal states. The 2018 Seminar generated a Disaster Response Framework adopted by the MACHC. The 2019 Seminar included a half-day training on Introduction to MSDI, using the new IHO MSDI training materials that were well received.
- Held a regional Multibeam Processing Training course in Colombia in 2018, organized by the MACHC with participation of SWAtHC and SEPHC Members' representatives. Held just after the MACHC19 conference, this training had participants from Argentina, Brazil, Republica Dominicana, Ecuador, El Salvador, Guatemala, México, Venezuela, Chile and Colombia. This training was theoretical, with support of industry, and practical on board the "ARC Roncador", a vessel belonging to Hydrographic Service of Colombia.
- Held a regional Maritime Safety Information Training course in Brazil in 2018, organized by SWAtHC but with participation of MACHC Member representatives. Another course took place in the Dominican Republic in 2019, following the MACHC20 Conference. This training had participants from Anguilla, Belize, British Virgin Islands, Cayman Islands, Costa Rica, Curacao, Dominican Republic, Ecuador, El Salvador, Honduras, Guatemala, Montserrat, and Turks and Caicos. The MACHC also evaluated the overall regional status of MSI to help better prioritize participation in future training sessions.
- Training on Tides and Water Levels for Spanish Speakers is planned for 2020 in Costa Rica. The broad range of regional co-sponsors include the Intergovernmental Coordination Group for the Tsunami and other Coastal Hazards Warning System for

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the Caribbean and Adjacent Regions (ICG/CARIBE EWS), the Central American Commission for Maritime Transport (COCATRAM) and neighboring RHCs (SEPRHC, SWAtHC).

- Other collaborative regional training opportunities are being actively explored with the IMO, under the UN concept of “Delivering As One” to support the SDG-14, in particular maritime development cooperation activities.

c) MACHC Marine Spatial Data Infrastructure Working Group (MMSDI WG) - established in 2019)

- Initiated an inventory of national MSDI data holdings
- Established a website portal to make key data sets (bathymetry, shoreline and maritime boundaries) more accessible for non-navigation uses, such as a regional risk assessment for maritime accidents, management of marine protected areas and disaster response.
- Contributed some of these datasets to the Caribbean Marine Atlas, an existing regional geospatial data and information platform and encouraged other countries in the region to make their open geospatial information available there, and avoid having to build a duplicative individual MSDI.
- Increased national bathymetric data contributions to the IHO DCDB and to the Seabed2030 Regional Data Assembly and Coordination Center for the Atlantic and Indian Oceans.
- Established linkages with the UN-GGIM Working Group on Marine Geospatial Information effort.

d) Disaster Response

The 2018 Seminar on Hydrographic Governance prior to the MACHC19 included a workshop on dealing with maritime disasters. It produced a draft Disaster Response Plan Framework that the MACHC has implemented much of on its new bilingual (English/Spanish) MACHC Initiative Website. It provides a centralized place for critical information needed by both countries impacted by an event and those who want to support the response. It includes preparation (national, regional and industry senior and working level emergency points of contact); response (national and industry assets potentially available after an event; template for damage assessment) and communication (summaries of Member State response activities during the 2019 Hurricane Dorian) information.

e) MACHC Contributions to GEBCO/Seabed 2030

The MACHC initiated collaboration with the Seabed 2030 Regional Data Assembly and Coordination Center for the Atlantic and Indian Oceans (a representative attended the 20th MACHC meeting) and developed a gap analysis tool. It will be shared with IOCARIBE and many other regional partners to help focus national efforts to contribute existing data and catalyze new collaborative surveys to fill regional data gaps. Also revitalized the International Bathymetric Chart for the Caribbean Project scheduled for completion by mid-year 2020. The MACHC appointed a regional Seabed 2030 coordinator provided by Mexico to liaise with the RDACC and work with Member States to increase both traditional and crowdsourced bathymetric data contributions.

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f) Industry hydrographic survey support activities

Over the reporting period, the MACHC has seen an unprecedented rise in hydrographic surveying activity, with a number of member states benefitting from the efforts of leading foreign government agencies' funding and contracting of modern, holistic (topographic and bathymetric) hydrographic surveys to IHO Order 1 standards (often enhanced in accuracy and/or resolution by the national contracting authority). These include, but are not limited to, St. Vincent and the Grenadines, Anguilla, Cayman Islands, Belize, Turks and Caicos Islands, St. Martin/St. Maarten and portions of Jamaica and Haiti. They amount to tens of thousands of square kilometers of modern coverage fueling entire new chart editions and providing the baseline for the Blue Economy, disaster mitigation activities, and Seabed2030 contributions, amongst others.

g) Creation of new MACHC Initiative Website

The MACHC Initiative Website complements the IHO MACHC site, which archives all the documents related to MACHC meetings. It is a space where the work of the MACHC is contained and is designed to be a centralized resource for all MACHC members. Some of the key features include:

- Both English and Spanish languages;
- Mobile device friendly;
- Provides up-to-date information related to the work of the Committee, Working Groups and other initiatives as described above.

5. Difficulties encountered and challenges yet to be addressed

- Full ENC coverage not yet achieved and a new regional ENC scheme under development.
- Finding ways to increase alternate sources of funding and partnerships for capacity building, as the demand far outweighs IHO CB funds. The Tides and Water Levels training for Spanish speakers is a good example of the strategic expansion of co-sponsors to leverage new CB resources and create a broader impact across regional stakeholders beyond just the MACHC.
- A related area to be further explored is with donor organizations such as the InterAmerican Development Bank which has funded member states like Jamaica and Haiti to execute IHO-standard hydrographic surveys overseen by a capable NGO (University of the West Indies, Mona). The MACHC will further engage with entities like the IDB to potentially expand these resources for regional hydrographic surveys and related training and education.
- Several non-IHO Member coastal states emphasized the importance of high-level visits in order to increase hydrographic awareness and help accelerate national political and technical processes for them to become IHO members. This will be taken into account as the new MACHC Capacity Building Plan for 2021-23 is developed.
- Increasing the access to and delivery of authoritative data layers from electronic navigational charts to satisfy non-navigation regional demands.

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- Increasing the regional contributions of existing data and catalyzing new national and collaborative surveys to fill regional gaps for Seabed 2030.
- Continuing to develop and exercise the MACHC Disaster Response Plan.
- Expanding the potential of Crowd Sourced Bathymetry in Region. Currently three nations out of 28 (10%) have notified IHO of a willingness to participate in the IHO CSB global effort.

6. Achievements/Outputs/Conclusions

- There are relatively few gaps in regional charting coverage, the MICC operates effectively.
- A regional study on the risk associated with maritime accidents is progressing well, in large part fueled by the navigation data layers provided by the MACHC MS.
- Success achieved in finding new regional co-sponsors for capacity building training, as mentioned above for the Tides and Water Levels training for Spanish speakers. This needs to be built upon and expanded since IHO CB funds are shrinking in relation to the increasing demand. New partnerships with other potential donor organizations such as the IDB need to be explored.
- Some countries in the region have national training offerings that could be better leveraged to support CB and an inventory of those opportunities has been developed for this purpose. This inventory also reflects training available from other regional organization partners, including numerous valuable industry offerings for education and training beyond the confines of proprietary products and services.
- Engagement with the IMO is increasing, with planned IHO and MACHC Member State involvement with the First Caribbean Regional Knowledge Partnership Workshop on Maritime Technical Cooperation Activities, to be held in Kingston, Jamaica from 20 to 24 January 2020 and the Senior Maritime Administrators meeting to be held in St. Lucia in 5-6 March 2020.
- The new MACHC MSDI WG (established in November 2018) has made great progress. Among others, the inventory of where/how to find key data layers from MACHC MS is well received and expanding. A new partnership with the Caribbean Marine Atlas is underway, which is an existing MSDI platform for the region that can host open marine spatial data sets for interested MS who then do not have to build this capacity individually. More MACHC members are engaged in the Working Group on Marine Geospatial Information of the UN-Global Geospatial Information Management program.
- Guyana became a new (90th) Member State of the IHO as of 18 April 2019 and officially became a member of the MACHC in December 2019. All coastal states of South America are now IHO Members!
- The Disaster Response Framework deployed on the new MACHC Initiative Website, was successfully utilized in the response to the impacts of Hurricane Dorian on the Bahamas.
- The International Bathymetric Chart of the Caribbean (IBCCA) is re-invigorated, and expected to be completed by March 2020, a major deliverable for Seabed2030.

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- The MACHC partnered with the Seabed 2030 Regional Data Assembly and Coordination Center (RDACC) for the Atlantic and Indian Oceans to develop a gap analysis tool to help focus national efforts to contribute existing data and organize new collaborative surveys. Tool to be shared with IOCARIBE and other partners to generate the momentum to fill regional data gaps. Established a Seabed2030 regional coordinator from Mexico to liaise with the RDACC to increase traditional and crowd sourced bathymetry contributions.
- A new MACHC Initiative Website was created to focus major work efforts and have a centralized place for related documents (complements the IHO MACHC site).

7. Actions required of the Assembly

- The Assembly is invited to note this report and consider options to increase the shrinking IHO CB-fund from both internal and external funding sources.

**6. REPORT OF THE MEDITERRANEAN AND BLACK SEAS HYDROGRAPHIC
COMMISSION (MBSHC)**

1. Chair

J. Daniel GONZALEZ-ALLER LACALLE (Spain)

Vice-chair

Vacant

2. Membership:

Members: Algeria, Bulgaria, Croatia, Cyprus, Egypt, France, Georgia, Greece, Italy, Malta, Monaco, Montenegro, Morocco, Romania, Russian Federation, Serbia, Slovenia, Spain, Syria, Tunisia, Turkey, Ukraine.

Associate members: Israel, Palestinian Authority, UK, USA.

Observers: Albania, CIESM, Germany, Lebanon, IC-ENC, IOC, PRIMAR.

3. Meetings

20 th meeting:	Herceg Novi (Montenegro),	4 – 6 June 2017
21 th meeting:	Cádiz (Spain),	11 – 13 June 2019

4. Agenda Items

- MBSHC member states are active in participating to the IHO-EU network working group (IENWG). Greece is the MBSHC focal point for the IENWG and has provided an updated list of maritime related events, projects and tenders of interest for the MBSHC, as requested. Several MBSHC Member States took part in European Commission's flagship maritime projects EMODNET and are active in the revision of EU Directive on Re-use of public sector information.
- Italy, acting as Chair and ambassador of MBSHC at the MSDIWG, sent to MSs a questionnaire with the intention of conducting a study on the relative level of advancement of countries of the MBSHC in the development of their own MSDI.
- Turkey represents the MBSHC at the CB Sub-Committee and is in charge of updating the MBSHC 3 year CB work plan. CB activities since June 2018:
 - Port & Shallow Water Survey Course (Sept 2018): 6 participants;
 - MSI Training (Sept 2018): 8 participants;
 - Technical Visit to Georgia (Oct 2018).
 - Technical Visit to Lebanon (May 2019).

5. Difficulties encountered and challenges yet to be addressed

- The main difficulties faced by the MBSHC are in the coordination of the INT chart schemes and ENC coverage. Despite a consolidated small scale INT scheme and a growing large scale coverage, midscale schemes development have been slowed down by several long-lasting issues.
- As for the Regional ENC coverage, a significant amount of overlapping still exists at different Usage Band (1, 2 and 3). Since last MBSHC-20 conference, some progresses have been made, most notable is the Cancellation of IT100360, and clipping of UK and

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Italian cells for Tunisian data. Moreover, bilateral discussions between concerned MSs are on-going in order to achieve tangible solutions.

- The MBSHC and the ICCWG of region F are playing a strong part in the setting up of an adequate INT scheme in order to meet the needs of international shipping, as well as in the promotion of INT standards, with most national maps produced in the region now conforming to the S-4 standard. Despite a consolidated small scale INT scheme and a growing large scale coverage, midscale schemes development have been slowed down by several long-lasting issues.
- With the issuing of the IHO Resolution 1/2018, for the elimination of overlapping ENC data in areas of demonstrable risk to the safety of navigation, this tool has started to be implemented in the Region.
- Discrepancies between new ENCs and existing INT charts are raising new difficulties regarding consistency of nautical information provided by different producers.
- Reduced resources have restricted members ability to participate in IHO meetings.
- Further the safety of navigation in the NAVAREA III area by means of improved capacity and coordination.

6. Achievements/outputs/conclusions:

- The enlargement of the MBSHC membership is beneficial. Albania has been asked to consider signing the MBSHC Statutes, to become an Associate Member States.
- MBSHC is developing liaison with States bordering the Caspian Sea.
- The coordinating role of IENWG to present several national HOs of Europe in a joint consortium body has proved successful for winning contracts.
- Bilateral discussion is a prerequisite for the solution of ENC overlapping issues and, very often, is the only pragmatic way forward.
- It would be beneficial to establish a common set of criteria on which an individual recognition scheme should be based on, to be applied to the whole.
- Mediterranean and Black Sea Region, "to monitor and assess individuals at regular intervals and to register them in a formal system so that an individual may gain professional certification or individual recognition at a defined level of competency which may include Category A and Category B" (Chapter 6 of the "Guidelines for the implementation of the standards of competence for hydrographic surveyors and nautical cartographers" - ed. March 2017). MBSHC CL 1/2018 (24/01/2018) has been issued in order to seek MS's point of view on this regard. Only Cyprus, Malta and Tunisia replied.
- Italy, as Chair and ambassador of MBSHC at the MSDIWG, sent out a MBSHC CL 4/2018 (03/05/2018) in order to seek information from MBSHC MS about their MSDI implementation at a national level. The information provided will be used to extract and synthesize the MSDI implementation process at a regional level.
- Italy attended the MGIWG (UNGGIM) as required by A-1, C-1 and IRCC-9. The MBSHC Region has been represented in the highest world forum on Marine Geospatial matters.
- Capacity building plays a key role in the Region and the enlargement, not only of the MBSHC, but also of the number of IHO Member States is beneficial. Bulgaria has become an IHO Member State, and joined MBSHC in 2018. Albania has been asked to consider signing the MBSHC Statutes, to become an Associate Member State. Lebanon, having a strong support from Italy in establishing a National Hydrographic Service, is also considering the possibility to join the IHO.
- The MBSHC is developing liaison with States bordering the Caspian Sea: MBSHC Chair attended the BASWG14 meeting in Romania in May 2018.

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- The coordinating role of IENWG to present several national European HOs in a joint consortium body has proved successful for winning contracts (e.g. EMODNET Bathymetry HRSM): Greece, as the MBSHC focal point for the IENWG, provided an updated list of maritime related events, projects and tenders of interest for the MBSHC (see MBSHC CL 06/2018).
- Since the June 2018, progress has been made in the Region F concerning the solution of some ENC overlaps. Effective tools for detecting these overlaps put in place by the RENCs and the implementation of the recent IHO resolution 1/2018 will help to raise awareness among ENC producers about these overlaps and MS in solving them.
- Italy attended the MGIWG (UN-GGIM) as required by A-1, C-1 and IRCC-9. The MBSHC Region has been represented in the highest world forum on Marine Geospatial matters.

7. Actions required by the Assembly:

- a) Note the report of the MBSHC.
- b) Take any other action considered appropriate.

7. REPORT OF THE NORDIC HYDROGRAPHIC COMMISSION (NHC)

1. Chair

Mr. Patrik Wiberg (Sweden) from March 2017
Mr. Rainer Mustaniemi (Finland) from April 2018
Mr. Georg Lárusson (Iceland) from April 2019

Vice-Chair

Mrs. Annika Kindeberg (Sweden) from March 2017
Mr. Jarmo Mäkinen (Finland) from April 2018
Mr. Árni Þór Vésteinsson (Iceland) from April 2019

2. Membership

Members: Denmark, Finland, Iceland, Norway, Sweden

3. Meetings

The Commission has met annually since 1st Session of the IHO Assembly, (24-28 April 2017) in accordance with the NHC Statutes:

62 nd Meeting:	Arkö-island near Norrköping, Sweden	10-12 April 2018
63 rd Meeting:	Helsinki, Finland,	9-11 April 2019

NHC MS met in March 2019 and held a Nordic Strategic Workshop.

4. Agenda Items:

The main subjects dealt with during the reporting period were the following:

- Report status and plans of nautical publication
- Review of NHC Statutes
- Experiences with Green laser bathymetry survey
- Crowdsourced bathymetry WG and Seabed 2030 project.
- National data policies on CB and general data policy for HO's
- New systems for Chart Production and Bathymetric Data Management
- ENC's for leisure markets. RENC operations
- ENC Symbolology Catalogue – INT1 for ECDIS
- E-navigation - Smart Marine Fairway
- Cost Benefit Analysis of Increased Production and Improved Availability of Marine Geospatial Data - TopoBathy
- Future role of Nordic HO's - IHO Strategy review. Outcome of the Nordic Strategic Workshop in March 2019
- NHC Expert Groups - Nordic Nautical Publication Working Group (NNPWG)
- Nordic Survey Expert Group (NSEG)
- DQWG actions.

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5. Difficulties encountered and challenges yet to be addressed:

6. Achievements / Conclusions:

- Nordic HOs to coordinate discussion of the issue of S-102. Proposed to have a Nordic Contact list (including S-102 contact points).
- NHC Statutes revised by adding to Article 3, Objectives of the NHC: “d) To cooperate in the case of crisis and disasters affecting one or several Members”
- Name of the Nordic Hydrographic Technical WG changed to Nordic Survey Expert Group (NSEG). Next meeting to discuss role and scope of the group. Report to NHC for approval.
- Nordic Chart Production Expert Group (NCPEG) to include the issue of harmonizing future S-100 products in the ToR. Chair to amend ToR to include future S-100 products and have agreement with all MS.
- NHC MS to establish CATZOC policies and provide information to DQWG
- Save time on presentations of national reports by giving time only for comments or questions related reports.
- The Nordic Strategic workshop in March 2019 decided to further study for coming customer needs by sending a questionnaire to the stakeholders. Norway will host the next NHC Strategic workshop in February/March 2020.

7. Actions required by the Assembly:

- The Assembly is invited to note the report.

**8. REPORT OF THE NORTH INDIAN OCEAN HYDROGRAPHIC COMMISSION
(NIOHC)**

1. Chair

Rear Admiral Sisira Jayakody – Sri Lanka

Vice-Chair

Rear Admiral Harjo Susmoro – Indonesia

2. Membership

Members: Bangladesh, Egypt, India, Indonesia, Myanmar, Pakistan, Saudi Arabia, Sri Lanka, Thailand, United Kingdom.

Associate Members: Australia, France, Oman, Mauritius, Seychelles, USA.

Observers: Malaysia, Russian Federation, Sudan

3. Meetings:

17th Meeting:	Cairo, Egypt	17 - 20 July 2017
18th Meeting:	Goa, India	09 - 12 April 2018
19th Meeting:	Muscat, Oman	25 - 28 March 2019

4. Agenda Items:

17th Meeting – Principal Agenda Items

- Indonesia was invited to become full member of NIOHC.
- Agreed to include details of observer international organizations to the NIOHC page of IHO website.
- India volunteered to nominate representative for the vacant position of IHR editorial Board.
- It was agreed to make updates to C55 and P5 by MS at least once a year.
- MS were encouraged to review local legislations in order to make available CSB publicly.
- MS were invited to consider nomination of MSDI ambassador.

18th Meeting – Principal Agenda Items

- Indonesia became full member of NIOHC
- Called for nominations of international bodies as observers.
- Investigate ways to encourage engagement with Jordan, Maldives and Sudan to progress towards their becoming members of NIOHC and IHO
- Nomination of Captain P. Pawsey, IN as NIOHC representative to IHR editorial board.
- Consider provision of shallow water data to the IHO DCDB for use in the GEBCO.
- Review published data and provide updates to C55 and P5 at least once per year.
- Improve provision of navigational warning information from national coordinators to NAVAREA VIII and NAVAREA IX Coordinators.

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- Cross check C-55 and GMDSS Master Plan Annex 7 and 8 entries to ensure harmonization of information.
- Provide details of tide gauges and currents meters for inclusion in the Inventory of National Tide Gauges and Current Meters on the TWCWG page of the IHO website.

19th Meeting – Principal Agenda Items

- UK volunteered to be the NIOHC MSDI representative.
- Review published data and provide updates to C55 and P5 at least once per year.
- Improve provision of navigational warning information from national coordinators to NAVAREA VIII and NAVAREA IX Coordinators.
- Cross check C-55 and GMDSS Master Plan Annex 7 and 8 entries to ensure harmonization of information.
- Provide details of tide gauges and currents meters for inclusion in the Inventory of National Tide Gauges and Current Meters on the TWCWG page of the IHO website.
- MS were requested to investigate and articulate the challenges and dissemination of data to the mariner in the non-regulated SOLAS market and report at NIOHC 20.
- India- To raise S58 checks issue at the next ENC WG.
- It was agreed to arrange a dedicated agenda time on S100 development and product/service delivery by next NIOHC meeting.
- It was agreed to form a CB subcommittee for NIOHC to better inform capacity building activity within the NIOHC region by next NIOHC meeting.
- CB Coordinator/India- develop a paper to present to Council/IRCC/CBSC reflecting concerns regarding allocation of IHO Capacity Building resource/funds by June 2019.
- Establishment of Statutes WG with 6 MS to look into chair period & wider aspects of NIOHC statutes. The WG required to report its findings at the next NIOHC meeting.

5. Difficulties encountered and challenges yet to be addressed:

Difficulties encountered: other than meeting the pace of changing technological advancements in the industry, majority of MS are progressing on their hydrographic and charting activities in the region in complying with SOLAS.

Challenges: There have been significant challenges which were broadly discussed in consecutive meetings and are listed below:

- Poor attendance by MS at IHO WG meetings.
- Provision of survey data and reports of changes that may affect safety of navigation in national waters by coastal states to INT Chart producer nations.
- Timely provision of MSI to NAVAREA VIII coordinator by regional national coordinators.
- To meet varying Capacity Building requirements within the region and to prioritize them.
- Review national legislations in order to seek possibilities to publicly available CSB, tide and current information.

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6. Achievements/outputs/conclusions:

- Conduct of CB programme on MSI in Fish Hook SA and Goa India.
- Provision of training and support towards building capacities of regional Hydrographic Offices besides IHO CB initiatives in the region.
- Establishment of Statutes WG
- Establishment of CBWG for NIOHC
- UK was assigned NIOHC MSDI ambassador
- NICCWG achievements include significant reduction in ENC overlaps and the approval of 9 INT charts from Bangladesh.

It can be concluded that all the three meetings were well attended by MS and engaged with fruitful discussions towards improving hydrographic and nautical cartographic affairs in the region.

7. Actions required of the Assembly:

- a) note the report of the North Indian Ocean Hydrographic Commission to the 2nd Assembly of IHO.
- b) take any other action considered appropriate.

9. REPORT OF THE NORTH SEA HYDROGRAPHIC COMMISSION (NSHC)

1. Chair

Declan Black (IE): June 23, 2016 until 28 March 2018.
Virginie Debuck (BE): June 23, 2016 until 28 March, 2018.
Koen Vanstaen (BE): from 7 October, 2019 until present.

Vice-chair

Virginie Debuck (BE): June 23, 2016 until 28 March, 2018.
Hilmar Helgason (IS): March 28, 2018 until 1 November 2019.
Árni Þór Vésteinsson (IS) from 1 November 2019 until Present.

2. Membership

Belgium, Denmark, France, Germany, Iceland, Ireland, Netherlands, Norway, Sweden, United Kingdom.

3. Meetings

33 th meeting:	Ostend (B),	27-28 March 2018.
34 th meeting:	Reykjavík (IS),	26-27 March 2019 (after submission of this report).

Plus several meetings of the Tidal and Resurvey Working Groups.

4. Agenda Items

Task numbers refer to work programme for 2018-2020 (A.1/WP1/02, approved by decision 23 of the 1st Session of the IHO Assembly).

IHO Work Programme 1 – Corporate Affairs

Element 1.1 Co-operation with International Organisations and participation in relevant meetings.

Task 1.1.4 Maintain relationship with European Union Initiatives (such as INSPIRE and EMODNET)

NSHC member states have been active in participating in the IHO-EU network working group since its inception in 2012 with substantial cooperation and progress on the European Commission's flagship maritime project European Marine Observation and Data Network (EMODNET) and its coastal mapping project. Extensive NSHC member state bathymetric data is now available and regularly updated through the EMODnet portal.

The NSHC member states have also been active in the area of maritime spatial planning and the importance of data from Hydrographic Offices to underpin these plans and support development of the blue economy.

Task 1.1.8. Relationship with IMO

NSHC HO representatives are involved in IMO meetings, in particular the "Maritime Safety Committee" and the "Navigation, Communications and Search and Rescue Subcommittee" and their working groups.

These are particularly important to HO's in the area of ENAV, ECDIS, Maritime Safety information and ships routing.

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IHO Work Programme 2 – Hydrographic Services and Standards

Task 2.3 S-100 Framework

The members of the NSHC provided recommendations and suggestions in the discussions on S-100 in the IHO S-100WG.

Task 2.5 Support the implementation of e-navigation and Marine Spatial Data Infrastructures (MSDI)

The members of the NSHC contribute to the related WGs.

IHO Work Programme 3 –Inter Regional Coordination and Support

Element 3.1 Programme Coordination

Tides and water Levels

The NSHC Tidal Working Group (TWG) continues to work with the IHO Tides, Surface Currents and Water Levels working group (TWCWG). Both Working Groups continue to work to combine existing national models in order to develop a common reference surface for tidal reduction to Chart Datum in the North Sea (AP6/2016 B.5 33NSHC). The NSHC Tidal Working Group made progress in comparing differences between surfaces of different NSHC members states. Differences were observed but further investigation is needed to understand the source of these differences. Initiatives to create a common LAT surface by the EU's EMODnet initiative were noted but at this stage considered inadequate for navigation purposes.

Chart contours

A workshop to share knowledge and experiences of Contouring algorithms (AP2/2018 33NSHC) has been organised by Germany in April 2019.

Surface Currents

The Netherlands provides representation at both the NSHC Tidal Working Group (TWG) and the IHO Tides, Surface Currents and Water Levels Working Group (TWCWG). The Netherlands keeps the NSHC TWG group aware of the progress being made specifically in the global 'Surface Current' arena.

Resurvey Group

The resurvey Working Group (RWG) has met annually during the reporting period. Work continued to publish NSHC member state resurvey strategies and plans on the NSHC website. The possibility of creating a North Sea Risk Assessment was discounted as each NSHC Member State had its own strategy based on the physics of its part of the North Sea, the particularities of usage and its own capacities. It was therefore decided in the first instance to limit any work to the Dover Strait area.

The RWG considered the role of crowd sourced bathymetry as a monitoring tool but concluded that further work is needed by the group on this topic.

At its last two meetings the RWG also considered the role of autonomous vehicles, noting the progress that has been made by Member States since the last NSHC meeting.

Task 3.1.1 The Belgian Chair of the NSHC has reported to the annual meeting IRCC11 in Genoa in June 2019.

Task 3.2.1. The Belgian and the future Icelandic Chair of the NSHC are preparing the meeting of the North Sea Hydrographic Commission in Reykjavik, 26 and 27 March 2020.

The NSHC has maintained its place on the internet under www.nshc.pro to raise the profile of our work in the region and inform the public of the work that the commission undertakes.

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Task 3.1.18 There has been a high level of industry participation in NSHC meetings during the open session of the meetings which appears to be very beneficial to member states and industry participants.

Element 3.3 Capacity Building Management

Task 3.3.1 There are no real capacity building initiatives currently carried out within the NSHC. However a number of the NSHC members are involved in capacity building activities, the CBSC is chaired by Germany and a number of member states HO's participate, NSHC is represented by Norway.

Element 3.4 Coordination of Global Surveying and Charting Coverage

Task 3.4.1. The United Kingdom provides NSHC representation at the World-Wide Electronic Navigational Chart Database (WEND) Working Group. In addition, the UK provides the Chair of the WEND Working Group.

North Sea International Charting Co-ordination WG (NSICCWG) started in 2017. NSHC approved draft Terms of Reference of the WG.

Element 3.6 Ocean Mapping Programme

Task 3.6.3. *Encourage the contribution of bathymetric data for the IHO DCDB.*

Bathymetric data for the NSHC area are contributed via EMODnet.

Element 3.7 Marine special Data Infrastructures

Task 3.9.1 The MSDI working group is now a merged group between NSHC and BSHC (BSNSMSDIWG) and will report to both commissions. There has been sharing of experience and expertise between members that have more developed systems in place with members that are in the process of deciding how to constitute MSDI and how best to utilise the available data that HO's have available to contribute to or indeed underpin decision making.

5. Difficulties encountered and challenges yet to be addressed

The high cost of carrying out surveys and the limits on national budgets during the period continue to be a limiting factor on survey activity.

6. Achievements/outputs/conclusions

Member states have continued to contribute extensively to the work of the IHO and have been active participants of working groups.

There has been substantial cooperation between commission member states and other European States and the EU on information sharing and shared projects.

There has been continued progress and cooperation on achieving an up to date bathymetric data set for the North Sea and resurvey strategies.

There had been considerable sharing of experiences in new technologies (autonomous vehicles), MSDI and raising the profile of HO's and the data that they acquire and hold.

There is progress on the establishment of vertical reference frames, including national chart datums, with ongoing efforts to understand the differences at national boundaries and how to reduce these to an acceptable level.

7. Actions required by the Assembly

Adoption of the report of the North Sea Hydrographic Commission.

10. ROPME SEA AREA HYDROGRAPHIC COMMISSION (RSAHC)

1. Chair

Captain Muhammad KHALID: Pakistan, Feb. 2017 – Feb. 2019
Alireza KHOJASTEHI: IR of Iran, since Feb. 2019

Vice Chair

Alireza KHOJASTEHI: IR of Iran, Feb. 2017 – Feb. 2019
Hamdan Al YAHMADI : Oman, since Feb. 2019

2. Membership

Members: Bahrain, IR of Iran, Kuwait, Oman, Pakistan, Qatar, Saudi Arabia, United Arab Emirates.

Associate Members: France, Iraq, United Kingdom, United States of America.

Observers: Regional Organization for the Protection of the Marine Environment (ROPME), Middle East Navigation Service (MENAS), International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA), Arabian Maritime and Navigation Aids Services LLC (AMNAS)

3. Meetings

7th RSAHC Conference	Muscat , Oman	20 - 22 Feb. 2017
8th RSAHC Conference	Islamabad, Pakistan	18 - 20 Feb. 2019

4. Agenda Items

Main activities of RSAHC are the progress in developing the INT chart schemes, ENC production, MSI, inter-state co-operation under the capacity-building program, and other activities and issues as decided by the Commission, including National Reports, Review of Status of Hydrographic Surveying and Nautical Charting in the RSAHC (IHO Publication C-55). However, this Commission tends to work according to a standing agenda with modifications for new issues as they arise.

The agenda for RSAHC8 Meeting includes:

1. Review of action items from the previous meetings (RSAHC 7).
2. Report by IHO Secretariat.
3. National reports (major items and highlights only) by members and associate members.
4. Review of Status of Hydrographic Surveying and Nautical Charting in the RSAHC (IHO Publication C-55).
5. Report by INT Chart Co-ordinator (IR of Iran).
6. Report by ENC Regional Co-ordinator (IR of Iran) – Progress on the implementation of ENC coverage and other issues.
7. Promulgation of Navigational Warnings with NAVAREA IX area, MSI in NAVAREA IX and the implementation of GMDSS. (Pakistan)
8. Capacity-building status and report by Capacity-building Coordinator (IR of Iran).
9. Relevant International organizations' Report, including GEBCO, CSB, etc.
10. Presentations by Industrial Partners (ixblue, SevenCs, Leica GeoSystems).

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5. Difficulties encountered and challenges yet to be addressed

- a) The recent reduction of Capacity-building funds will cause the states in this region encounter reduced CB activities, which are urgently required in order to promote the skills of the hydrographers in the region to the level of other RHCs. It must be kept in mind that since the last RSAHC Meeting, where Mr. Jeff Bryant resigned from his position as RSAHC Capacity-Building Coordinator, there has been no representative to act as the CB Coordinator for RSAHC Region. The result was not being able to take advantage of our suggested CB programs for the year 2018.
- b) While most communication in the region is conducted through correspondence such as emails, there are still have numerous problems in the way of robust, safe and permanent communication between Member States to allow better cooperation within the region. As IHO has been informed, it has been observed in the past few years that Member States of RSAHC have limited participation in regional hydrographic activities.
- c) Certain overlaps in ENC cells between Iran and UK, Iran and Oman, as well as between Pakistan (Region I) and India (Region J).
- d) Following the introduction of new standards such as S-100 series and their implementation in a near future, all the Member States in Region I will need proper trainings to prepare accordingly.

6. Achievements/Outputs/Conclusions

- a) IR of Iran has been selected as CB Coordinator of the RSAHC Region in 2019.
- b) A joint technical visit of Iran has been arranged by IHO and IALA for the second half of 2020. This visit will have positive feedbacks and contribution to capacity-building efforts within the region.
- c) A merger between RSAHC and NIOHC could strengthen the regional activities and engagement, since the regions are adjacent and a few states (i.e. Pakistan and Saudi Arabia) are already members of both RHCs. In the year 2019, there was a joint MSI CB training, and for the year 2020, there will be another joint training course under the CB program.
- d) Since the previous Commission Meeting (RSAHC 7) in February 2017, we have better ENC coverage in the region, which in turn means better coverage of un-surveyed areas in RSAHC region.
- e) Iraq is the only state in the region that is not member to IHO. Hence, the IHO and all Member States of RSAHC region are encouraging Iraq to become a full member of the IHO.
- f) The RSAHC ICCWG has successfully maintained the INT Chart Catalogue for Region I.
- g) There has been a high level of industry participation in RSAHC meetings with ample opportunities to share experiences and contribute to discussions.

7. Actions required of the Assembly

The Assembly is invited to note the report of the RSAHC.

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11. REPORT OF THE SOUTHERN AFRICAN AND ISLANDS HYDROGRAPHIC COMMISSION (SAIHC)

1. Chair

Captain Theo Stokes: South Africa, until September 2017 (unable to attend 14th SAIHC Conference)

Rear Admiral Tim LOWE CBE, United Kingdom, since September 2017

Vice Chair

Rear Admiral Tim LOWE CBE: United Kingdom, until September 2017

Captain Theo Stokes: South Africa, September 2017 - September 2019

TBN: Mauritius, since September 2019

2. Membership

Members: France, Mauritius, Mozambique, Norway, Republic of South Africa, Seychelles and United Kingdom

Associate Members: Angola, Comoros, India, Kenya, Madagascar, Malawi, Namibia, Portugal and Tanzania.

Observers: Brazil and United States of America

3. Meetings

14th SAIHC Conference	La Réunion	6 - 8 September 2017
15th SAIHC Conference	Seychelles	27 - 30 August 2018
16th SAIHC Conference	Cape Town, South Africa	2 - 5 September 2019

4. Agenda Items

a) The SAIHC Conferences tend to work to a standing agenda with modifications for new issues as they arise. The principal agenda items dealt with during the above-mentioned meetings are:

- Feedback from other IHO Bodies affecting SAIHC
 - IRCC - Actions and Recommendations on RHCs interwoven into the agenda and actively discussed throughout
 - CBSC
 - IHO Secretariat (IHO Secretariat), including P-5, C-55, and reports from the latest IHO Council, IRCC, WENDWG, HSSC, and MSDIWG
- SAIHC Activities in the light of IHO Work programme
 - ICCWG - INT chart scheme for Region H
 - MSI - NAVAREA VII Self-Assessment
 - Bilateral and Regional Cooperation Agreements, Projects and Regional Capacity Building Management Plan. CBSC Technical Visits and Regional Projects.
 - Presentation of National Reports: Hydrographic surveying, nautical charting, nautical publications and information status
 - Procedures in response to Marine Disasters
- Marine / Hydrographic Spatial Data Infrastructure

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- Marine Spatial Planning / Blue Economy
- GEBCO / Seabed 2030

5. Difficulties encountered and challenges yet to be addressed

- a) The recently reduced IHO Capacity Building funding is a real concern for the level of CB activity in a region where SAIHC Conferences and associated Seminars are key elements of building capability. Technical visits remain the only effective measure to determine progress, gauge capacity building requirements and interact with decision makers on the importance of hydrography.
- b) The provision of survey data and reports of changes that may affect safety of navigation in national waters by Coastal States to INT Chart producer nations remains problematic and these requirements are constantly communicated.
- c) The effective exchange of information is difficult to achieve, and communication must improve to allow for better execution of the SAIHC Capacity Building Strategy. Limited Capacity Building options are available as the majority of Coastal States must still achieve Phase 1 of Hydrographic development.
- d) The proposals for implementation of S-101 and other S-10X services and changes to the RNW satellite service provision are areas of concern for developing and smaller Hydrographic Offices within the SAIHC region.

6. Achievements/Outputs/Conclusions

- a) Statutes have been amended to allow wider membership, as Associate Membership, for those nations that contribute by their activities to hydrography in the region and also have special interest within the region, enabling India to become an Associate Member to SAIHC in 2017, with active participation in subsequent meetings.
- b) Good progress is being made with the aspirations of nations to attain IHO Membership, with Seychelles becoming the 88th IHO Member and full Member to SAIHC in 2018.
- c) The IHO Capacity Building funded Raising Awareness of Hydrography Seminar preceding the 15th and 16th SAIHC Conferences has proven particularly successful in increasing the awareness of the importance of this element of science to an expanding level of attendance at SAIHC Conferences (approximately 20% increase over the intersessional period) and also for successfully demonstrating “Delivering as one” with IHO, IMO, and IALA, which has added value to discussions and contributed positively to capacity building efforts within the region.
- d) SAIHC has recognised the importance of communication in dealing with Marine Disasters and is developing a SAIHC Marine Disaster Response Framework to build on the SAIHC Response to Marine Disasters emergency contact details.
- e) Establishment of the SAIHC MSDIWG in 2018 and the designation of a regional Seabed 2030 Coordinator for SAIHC.
- f) The SAIHC ICCWG has successfully maintained the INT Chart Catalogue for Region H and progress has been made to create a similar ENC catalogue.
- g) There has been a high level of industry participation in SAIHC meetings with ample opportunities to share experiences and contribute to discussions.
- h) Greater inclusion and awareness of Regional Actors and initiatives in RHC meetings and activities is seen as a very positive development.

7. Actions required of the Assembly

- a) The Assembly is invited to note the report of the SAIHC.

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12. REPORT OF THE SOUTH-EAST PACIFIC REGIONAL HYDROGRAPHIC COMMISSION (SEPRHC)

1. Chair

Vice Admiral Paulo GUEVARA VIANNY: Colombia, until May 2017

Vice Admiral Mario German RODRIGUEZ VIERA: Colombia, March 2017 to Nov 2018

Vice Admiral Juan Manuel SOLTAU OSPINA: Colombia, Nov 28 2018 to present

2. Membership

Members: Chile, Colombia, Ecuador and Peru

Observer Member: Panama

3. Meetings

The SEPRHC has met every three years since of the 1st Session of the IHO Assembly in 2017, as follows:

13 th Conference	Cartagena de Indias, Colombia	September 2017
14 th Conference	Valparaiso Chile	March and April 2020

4. Agenda Items

The main topics dealt with during the reporting period were primarily organized around the following SEPRHC Committee and Working Groups. Here follows some of their major activities and accomplishments:

a) SEPRHC International and national Charting N° ENC's Produced

- Chile. 293 Cells
- Peru. 132 Cells
- Ecuador 76 Cells
- Colombia 16 Cells

Colombia and Ecuador are working in the solve the overlapping between their cells according WEND principles

b) SEPRHC Capacity Building Committee (CBC) held:

- Technical Visits to:
 - a. Colombia visit to Panama – 2018
- P21. Workshop on LIDAR technology and methodology for shallow waters and coastline hydrographic surveys in Ecuador. With participation of MACHC and SWAtHC members. October 2018
- Seminar on Hydrographic to raise awareness for Hydrographers 21 and 22 August 2017 before XIII SEPRHC meeting in Cartagena.
- Held training in Data Base in Peru. With participation of SWAtHC members. 2017
- Held training Undersea feature names in Colombia. With participation of MACHC and SWAtHC members. 2017

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c) SEPRHC without Capacity Building

- Training in Hydrographic Cat A and Cat B. Every year in all MS
- IALA seminar in Colombia 2019
- IALA Training in Ecuador 2018
- IALA Training in Colombia 2018
- Antarctic Expedition on board BAP Carrasco 2018 and 2019

d) Disaster Response

The SEPRHC members have a governmental internal organization charged of disasters. The Hydrographic service are part of this organization

e) SEPRHC Contributions to Seabed 2030

The SEPRHC members initiated collaboration with the Seabed 2030 according internal protocols

f) Creation of new SEPRHC Initiative Website

On going

5. Difficulties encountered and challenges yet to be addressed

- Pending to resolve the overlapping in frontier cells.
- Write paper to RHI
- Workshops required:
 1. S-100
 2. MSI
 3. MSDI Implementation
 4. ENC Productions and QA
 5. Law of the sea
 6. Tsunami inundations hydrographic actions
 7. Antarctic Charts
 8. Bathymetry with RTK
 9. Operation and interpretation of data collected with sub-Bottom profiler
 10. Operation and interpretation of data collected with Magnetometer
 11. Operation and interpretation of data collected with Piston Core and Heat Flow

6. Achievements/Outputs/Conclusions

- There is safe navigation in SEPRHC area. The charting coverage is excellent
- The cooperation between navies is permanent.
- Peru continued offering the BAP Carrasco as research platform
- The MS SEPRHC are development Capacity building with itself resources, especially in Cat A and B hydrographic program
- The area is cover by three NAVAREAs.

7. Actions required of the Assembly

The Assembly is invited to note this report

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13. REPORT OF THE SOUTH WEST ATLANTIC HYDROGRAPHIC COMMISSION (SWAtHC)

1. Chair

Captain Gustavo MUSSO: Uruguay, since March 2017 until January 2018

Captain Pablo TABAREZ: Uruguay, since January 2018 until 20 April 2020

Commodore Valentin Alejandro SANZ RODRIGUEZ: Argentina, since 21 April 2020

Vice Chair

Commodore Valentin Alejandro SANZ RODRIGUEZ: Argentina, since March 2017 until 20 April 2020

Vice-Admiral Marcos Borges SERTÃ: Brazil, since 21 April 2020

2. Membership

Members: Argentina, Brazil, Uruguay

Associate Members: Paraguay

Observers : Bolivia

3. Meetings

12th SWAtHC Conference	Montevideo, Uruguay	5 - 6 April 2018
13th SWAtHC Conference	Buenos Aires, Argentina	25 - 26 April 2019
14th SWAtHC Conference	Niteroi, Brazil	9 - 10 March 2020

4. Agenda Items

a) The SWAtHC Conferences tend to work with a permanent agenda with amendments for the new issues as they arise. The main topics in the agenda, transacted during the before-mentioned meetings, are:

- i. NAVAREA V and VI Contingency Plan is signed between the Argentine and the Brazilian Hydrographic Services
- ii. Revision and update of SWAtHC Statute.
- iii. Creation and progress of the Regional IC-ENC Coordinating Centre
- iv. Current situation of Chart INT2010: pending approval.
- v. Commission Representation at the IHO Council.
- vi. Presentation of national and IHO Secretariat reports.
- vii. Submission of reports drafted by Working Groups and Committees:
 - Planning Committee.
 - CBSC – WENDWG - IEGH – IRCC – S100WG.
 - GEBCO / Seabed 2030 Progress.
- viii. Update of IHO C-55 and P-5 Publications.
- ix. Signature and ratification of the membership application to the Commission submitted by the Plurinational State of Bolivia.
- x. SWAtHC Capacity Building Coordination, Trainings and workshops:
 - 2017

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a. Bathymetry workshop using RTK technology (DHN) – P 16. The course provided the opportunity to the regional hydrographic community to learn issues related to bathymetry using RTK and RTG positioning technology, contributing to improve the consistency and quality of ENC and paper nautical chart.

b. Digital Photogrammetry with satellite images (SHN) – P 22. , which addressed the advantages of the innumerable free options of images processing software which are offered worldwide for images treatment and improving interpretation in coastal areas.

c. Data Management Workshop, administration of digital data obtained during the different campaigns (SOHMA) - P-27. Also in 2017, in order to provide the opportunity to the regional hydrographic community to discuss issues like data acquisition and qualifying, metadata profile, data and metadata storage/database, and database uses/queries, giving the participants an understanding of spatial data infrastructures (SDI) for the provision of basic geospatial data.

• 2018

a. Workshop on Maritime Safety Information - MSI (DHN), and conducted by instructors from US National Geospatial-Intelligence Agency (NGA) with the participation of 18 representatives from Brazil (6), Argentina (2), Uruguay, Paraguay, Bolivia, Colombia, El Salvador, Guyana, Venezuela, Ecuador, Peru and Liberia. The course provided the opportunity for representatives of regional hydrographic communities to gain insight into the importance of the MSI and how to act to report certain events preventing a significant impact on the safety of navigation in coastal region.

b. Practical workshop on surveys carrying out at ports and at shallow waters (SHN), and was performed by specialized personnel from Teledyne CARIS and attended by 31 representatives from Argentina, Brazil, Uruguay and Venezuela

c. International Workshop on Methodology for Bathymetric surveys with LIDAR sensors in Shallow Waters, held in the city of Guayaquil, Ecuador at the invitation of SEPRHC, attended by two Officials, one from DHN and another from SOHMA.

d. Multihaz Processing Workshop, in the city of Cartagena de Indias, Colombia, at the invitation of MACHC, attended by one Official from the SHN.

5. Difficulties encountered and challenges yet to be addressed

a) Difficulties:

- i. The main difficulty encountered is the lack of qualified personnel available versus the increase of workload.
- ii. Shortage of Spanish speaking trainers.

b) Challenges:

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- i. The main challenge yet to be addressed is the implementation of S-100.
- ii. In order to be more eligible to receive support from IHO Capacity Building Funds, SWAtHC will propose training courses in conjunction with the neighboring RHCs.
- iii. Carrying out and broadening of trainings and workshops within or beyond the scope of the CBSC.

6. Achievements/Outputs/Conclusions

a) SWAtHC is committed to carrying forward hydrographic and cartographic activities and cooperate in capacity building in straight alignment with IHO objectives and goals and to coordinate charts and ENC's production, harmonize boundaries and data and stimulate participation of all regional countries. The high level of harmonization, quantity of training performed and inexistence of overlaps in ENC's is a good indicator of the success of SWAtHC member's efforts.

b) The full members has approved the request of "The Servicio Nacional De Hidrografia Naval" from Bolivia, and start the procedure of adhesion to become as an Associate Member of SWAtHC. That Service should address this to its national authorities

7. Actions required of the Assembly

- a) The Assembly is invited to note the report of the SWAtHC

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14. REPORT OF THE SOUTH WEST PACIFIC HYDROGRAPHIC COMMISSION (SWPHC)

1. Chair

Commodore Brett Brace (Australia): until December 2017
Commodore Fiona Freeman (Australia): December 2017 onwards

Vice-Chair:

Captain Hunprey Tawake (Fiji): until Feb 2019
Mr Robson Tari (Vanuatu): Feb 2019 onwards

2. Membership

Members: Australia, Fiji, France, New Zealand, Papua New Guinea, Samoa, Solomon Islands, Tonga, United Kingdom, United States of America, Vanuatu

Associate Members: Cook Islands, Indonesia, Kiribati, Nauru, Niue, Palau,

Observers: New Caledonia, Tokelau, Tuvalu

Observer Organizations: IALA, IMO, GEBCO, Pacific Community (SPC)

3. Meetings

SWPHC15	Nadi, Fiji	(21-22 Feb 2018)
SWPHC16	Niue	(13-15 Feb 2019)
SWPHC17	planned to be held in Wollongong, Australia	(12-14 Feb 2020)

The Commission has met twice since the 1st Session of the IHO Assembly, with all Member States attending the meetings. The third meeting will be held in February 2020, i.e. before the 2nd Session of the IHO Assembly. The meetings were preceded with Capacity Building (CB) workshops. Most non-Member States in the region also attended the SWPHC meetings and workshops. An 'Industry Session' formed part of the meeting agenda and valuable input to CB initiatives was provided by industry representatives who were invited as 'Expert Contributors'.

4. Agenda Items

The main agenda items dealt with since the 1st Session of the IHO Assembly pertained to the following:

- (i) Exchange of information through reports on hydrographic surveying and charting activities in the region
- (ii) Capacity Building – particularly increasing Government awareness of hydrographic responsibilities among the Pacific Island countries (PICs), followed by training of personnel in hydrography.

4.1 Capacity Building (CB) activities

The following CB activities were carried out in the region:

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4.1.1 Technical and Advisory Visits

(i) Technical Implementation Visit to Niue (Jun 2019) – led by LINZ

Follow-up of the Technical Assessment and Advice Visit carried out in 2016 to ensure that Niue fulfils its SOLAS V obligations, by providing support to implement the recommendations of the technical visit.

(ii) Technical Assessment & Advice Visit to Palau and Marshall Islands (Aug 2019) – led by the IHO

The technical visit provided an opportunity to build Palau and Marshall Islands awareness and understanding of their hydrographic responsibilities as per SOLAS V.

4.1.2 Technical Workshops and Short Courses

(i) Technical Workshop on Implementing Hydrographic Governance (Feb 2018) – Led by LINZ; Presenters from AUS, NZ, UKHO, IHO, IALA and SPC

The workshop aimed to assist Pacific Island Countries (PICs) in development and strengthening of hydrographic capacity to meet their international obligations under SOLAS and to support economic growth and protection of the marine environment. A total of 29 participants from the PCAs, PICs, IHO, IALA and SPC attended the workshop.

(ii) Technical Workshop on Disaster Response Planning and Data Discovery (Feb 2019)

Led by LINZ; Presenters from AUS, Fiji, France, New Zealand, Samoa, United Kingdom, United States of America, IHO and SPC. Attended by 50 participants from the PCAs, PICs, IHO and SPC.

The aim of the session on Disaster Response Planning was to make the PICs aware of the role and the SWPHC in the aftermath of a disaster and to understand the procedures needed to identify appropriate action and support. In addition, it provided guidance to the PICs to establish national procedures and guidelines.

The session on Data Discovery aimed at providing an overview of discovery tools, search capabilities, use of metadata and data, mechanisms to share data (release agreements, bilateral arrangements) and establishment of geospatial portals.

(iii) MSI Regional Workshop (Aug 2018) – Led by New Zealand

The workshop was held in Wellington, New Zealand with instructors provided by Australia (NAVAREA X), Fiji (MSAF) and New Zealand (NAVAREA XIV). The course provided MSI training to participants from 13 SWPHC Coastal States.

(iv) MBES Training Course (Feb 2019) – Led by UKHO

This activity was carried out by UKHO in Suva, Fiji and involved a bathymetric survey and training course using the R2Sonic equipment.

4.2 SWPHC International Charting Coordination Working Group

The regional International Charting Coordination Working Group (SWPHC ICCWG) comprises Producer Nations (Australia, France, New Zealand, UK and USA) who publish Paper Charts and ENC's in the region. It is chaired by Australia, the INT Chart Co-ordinator for Region 'L', and the main responsibility is the coordination of nautical charting in the region, ensuring the paper chart INT series is comprehensive and current, and the ENC coverage is appropriate. The focus is on paper charts at 1:500,000 and smaller and ENC Nav Purpose 1 and 2 coverage.

The Producer Nations maintain good working relationships with the Hydrographic Offices / National maritime jurisdictions and/or Governments of the countries they chart.

Reports of the Regional Hydrographic Commissions and the Hydrographic Commission of Antarctica

5. Difficulties encountered and challenges

The main challenges and/or obstructions faced in the region are:

- Recruiting and retaining qualified and experienced staff
- Distance – countries widely spread within region
- Resourcing to maintain level of engagement in SWP – competing national HO priorities

6. Achievements / Conclusions

The SWPHC members recognise the value of hydrographic data for the development of the region, and the need to establish a regional hydrographic data gathering capability. There has been considerable progress on hydrographic activities.

Australia conducted surveys in Papua New Guinea, expanding the AusENC service to include the full portfolio of published ENC covering Australian, Papua New Guinea and Solomon Islands waters. The AHO has developed a survey planning risk assessment tool based on the methodology developed by LINZ.

Fiji made remarkable progress, with new surveys conducted and charts published. Significant work was carried out in collaboration with the Korean Hydrographic and Oceanographic Authority. The Peoples Republic of China donated a new survey vessel, and sea trials and training were carried out. The provision of Fiji's National MSI Coordinator as an instructor for the MSI Workshop is a direct response to IHO's goal to build capacity by appointing MSI trainers from the region. Fiji has offered to provide training opportunities on board its survey vessel for PICs personnel.

France carried out various survey work in the SW Pacific in support of maritime surveillance, commercial and cruise activities. Three new INT charts were produced and full coverage of New Caledonia waters was achieved in 2018. It has a rapid response hydrographic team available in the region which is available to provide hydrographic support in case of an emergency (marine disaster).

New Zealand progressed with surveys and charting in the region through the NZ Aid programme 'Pacific Regional Navigation Initiative (PRNI)'. A hydrographic risk assessment for Samoa and a traffic analysis for Tokelau were carried out in 2017. Full ENC coverage of NZ waters was achieved and 32 ENCs for the PICTs released. As part of the PRNI hydrographic surveys comprising SDB, ALB and MBES were carried out in the Cook Islands, Niue, Samoa, Tokelau and Tonga. The data will be used to update existing charts and produce new charts, replacing charts in fathoms on undetermined datums. The chart numbers will include the nations two-digit country code replacing the NZ chart number.

In Papua New Guinea the hydrographic work in 30 coastal areas (under the Asian Development Bank Maritime Waterways & Safety Project) has been completed. It involved surveys using ALB and MBES. In August 2018 PNG commenced promulgating coastal warnings via weekly email using templates as per the S-53 format. Rebranding of the 78 PNG charts produced by Australia commenced in 2019 and is expected to be completed by mid-2020.

Samoa has established a National Hydrographic Committee and signed a Bilateral Arrangement on Hydrography with LINZ (New Zealand). Samoa became an IHO Member State in 2019.

Solomon Islands in collaboration with its PCA (Australia) has produced the Solomon Islands National Tide Tables consisting of tidal information for about 40 ports. Solomon Islands became an IHO Member State in 2019.

Tonga has signed a Bilateral Arrangement on Hydrography with LINZ. In June 2019 a member of His Majesty's Armed Forces completed the Category A Hydrographic Surveyor recognised

Reports of the Regional Hydrographic Commissions and the Hydrographic Commission of Antarctica

programme at University of Southern Mississippi, with plans to revive the hydrographic capability of the Tongan Navy.

United Kingdom carried out considerable work as part of its Commonwealth Marine Economies (CME) Programme for providing surveys, charting and capacity building in the region. It included survey of critical areas in approaches to Nuku'alofa (Tonga); geodetic survey and installation of tide gauges (Tuvalu), SDB survey of entire island chain (Tuvalu), and digitisation of national charts into S-57 format data (Fiji).

United States of America continues to maintain 6 ENC cells for covering the waters surrounding the Palau Islands.

Cook Islands has established the National Hydrographic Office and recruited an MSI officer. It intends to join the IHO and is pursuing the matter with the relevant national government authority.

Indonesia, an IHO MS from the neighbouring East Asia Hydrographic Commission, became an Associate Member of SWPHC to facilitate the harmonization of ENCs and to coordinate hydrographic surveys, capacity building activities, data sharing and exchange expertise.

Kiribati has appointed a National Coordinator for MSI and recruited a Hydrographic Surveyor. Plans are underway to establish Hydrographic Services.

Marshall Islands attended an IHO funded 3-day MSI workshop (August 2018) for the first time. It also participated in the SWPHC16 Meeting and Technical Workshop (Feb 2019).

Nauru received a Technical Visit (AtoN) and Safety of Navigation Workshop by SPC.

Niue has committed to establishing 40% of its EEZ as a Marine Protected Area (MPA). It is developing the Marine Spatial Management Plan (MSMP) and the compliance strategy and legal analysis to give effect to the MSMP and MPA.

Maritime Safety Information (MSI) The region is covered by NAVAREA X (Coordinator – Australia) and NAVAREA XIV (Coordinator New Zealand). NAVAREA XIV coordinator instigated 6 monthly communications with National MSI Coordinators and individual assessment of MSI from each National Coordinator. Receipt of MSI from National Coordinators increased due to improved communications and IHO CB funded MSI training. WWNWS-SC have made a recommendation to establish regional subject matter experts for three regions – North & South America, Europe & Africa and Asia & Pacific. NAVAREA XIV Coordinator is proposed to be the regional training representative.

SWPHC, in collaboration with other international, regional and bi-lateral partners, is committed to carrying forward hydrographic, nautical cartographic and capacity building activities in close alignment with IHO objectives and goals.

The strategy of preceding SWPHC meetings with a CB workshop has proved very beneficial. Attendance at the workshops and meetings is about 40-50 persons, with majority being from the PICs. All participants were extremely active and contributed to collective and own knowledge of hydrography.

Regular communications between NAVAREA and National Coordinators and continued, targeted MSI training is key to improving the flow of MSI

7. Actions required of the Assembly

- Note the report of the SWPHC
- Note the continued value and effectiveness of preceding SWPHC meetings with CB related workshops

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15 REPORT OF THE UNITED STATES – CANADA HYDROGRAPHIC COMMISSION (USCHC)

1. Chair:

Rear Admiral Shepard M. Smith (USA) from 24 February 2020 to present
Dr. Geneviève Bécharde (Canada) from 18 March 2019 to 24 February 2020
Rear Admiral Shepard M. Smith (USA) from 26 March 2018 to 18 March 2019
Dr. Geneviève Bécharde (Canada) from 20 January 2018 to 26 March 2018
Mr. Denis Hains (Canada) from 20 March 2017 to 20 January 2018

Vice-Chair:

Dr. Geneviève Bécharde (Canada) from 24 February 2020 to present
Rear Admiral Shepard M. Smith (USA) from 18 March 2019 to 24 February 2020
Dr. Geneviève Bécharde (Canada) from 26 March 2018 to 18 March 2019
Rear Admiral Shepard M. Smith (USA) from 20 March 2017 to 26 March 2018

2. Membership:

United States of America

- Office of Coast Survey, NOAA
- National Geospatial Intelligence Agency (NGA)
- United States Navy (USN)

Canada

- Canadian Hydrographic Service (CHS)
- Royal Canadian Navy (RCN)

Observers:

- International Hydrographic Organization (IHO)
- United Kingdom Hydrographic Office (UKHO) USCHC41, 42, and 43

3. Meetings:

41st Meeting (USCHC41) Victoria, British Columbia, Canada, 26 March 2018
(In conjunction with the Canadian Hydrographic Conference (CHC2018))

42nd Meeting (USCHC42) Biloxi, Mississippi, USA, 19 March 2019
(In conjunction with The Hydrographic Society of America Conference (US Hydro 2019))

43rd Meeting (USCHC43) Québec City, Québec, Canada, 24 February 2020
(In conjunction with the Canadian Hydrographic Conference (CHC2020))

4. Agenda Items:

- Strategic directions of the individual hydrographic offices (HOs). E.g. the transformation to a data-centric model for the HOs.
- Trans-boundary ENC overlap resolutions, single-agency charting, and planning for the implementation of grid-based ENC coverage, that is, what will the new scheme(s) for the region look like and who are the clients.
- Marine spatial data infrastructure (MSDI).
- The IHO strategic plan review.

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- v. Personnel exchange.
- vi. Crowd-sourced bathymetry (CSB).
- vii. Satellite-derived bathymetry (SDB).
- viii. GEBCO Seabed 2030 and ways the USCHC can contribute to it.
- ix. Paper charts derived automatically from an ENC (aka Paper Chart 2.0)
- x. S-102, S-104, and S-111 products and services developments.
- xi. New survey technologies and methods, e.g. autonomous surveying vehicles (ASVs).
- xii. The role of the hydrographic offices regarding data provision and support of IMO in the context of marine autonomous surface shipping (MASS).

5. Difficulties encountered and challenges yet to be addressed:

- i. The implementation of new ENC grid-based schemes is ongoing.
- ii. The seamless delivery of S-100 products and services in the transboundary areas needs more work. In part this will be a test of the WENS principles.
- iii. The USCHC is still determining the best way to contribute to the GEBCO Seabed 2030 project.

6. Achievements/outputs/conclusions:

- i. Staff exchanges. Three CHS employees were deployed on NOAA surveys in 2019. Reciprocal deployments are planned for the future.
- ii. Information and experiences with autonomous survey vehicles was shared.
- iii. The re-establishment of a committee (now called the Hydrographic Geospatial Products and Services Committee (HGPSC)) to address trans-boundary issues such as the implementation of a new ENC grid-based scheme.
- iv. Under the USCHC, arrangements for surveying within the territorial waters of the other nation were made and executed. The data was also shared.
- v. New shipping routes for the Great Lakes were cooperatively identified and the affected ENCs updated.
- vi. Overlaps in ENC coverage have been resolved. Ongoing collaboration keeps this problem to a minimum.
- vii. Work towards an adequate paper chart from an ENC has made significant progress.
- viii. A summary of the history of USCHC was drafted, approved, and submitted to the IHO for the USCHC website.
- ix. The UNGGIM Shared Guiding Principles were adopted.
- x. Updates to C-55 and P-5 have been delivered.
- xi. USA and Canada have remained active on IHO committees and working groups.

The US and CA are moving in the same direction in many areas and there continues to be excellent opportunities for cooperation and collaboration.

7. Actions required of the Assembly:

- a) note the report of the
- b) take any other action considered appropriate.

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16. REPORT OF THE IHO HYDROGRAPHIC COMMISSION ON ANTARCTICA (HCA)

1. Chair:

Dr Mathias JONAS, Secretary-General of the IHO

Vice-Chair:

Mr John HAUMANN, United States, until May 2018

Mr Patrick DORR, United States, since June 2018

Secretary:

Mr Yves GUILLAM, IHO Secretariat

2. Membership:

Members: Argentina, Australia, Brazil, Chile, China, Colombia, Ecuador, France, Germany, Greece, India, Italy, Japan, Korea (Rep. of), New Zealand, Norway, Peru, Russian Federation, South Africa, Spain, United Kingdom, United States, Uruguay, Venezuela

Observer Organizations: Antarctic Treaty Secretariat (ATS), Council of Managers of National Antarctic Programmes (COMNAP), IALA, International Association of Antarctic Tour Operators (IAATO), Scientific Committee on Antarctic Research (SCAR), International Maritime Organization (IMO), Intergovernmental Oceanographic Commission (IOC), General Bathymetric Chart of the Oceans (GEBCO), International Bathymetric Chart of the Southern Ocean (IBCSO)

3. Meetings:

HCA Extraordinary Meeting	Monaco	25 April 2017 (side event at A-1)
HCA15	Niteroi, Brazil	26–28 June 2018
HCA16	Prague, Czech Republic	3-5 July 2019

4. Agenda Items:

The following notable topics have been discussed at the meetings:

- Data collection, crowd-sourced bathymetry, data recovery, support to Seabed 2030, anthropogenic noise reduction.
- Survey priorities, monitoring of new maritime shipping routes, ENC and INT chart scheming, improvement of data exchange procedures for chart maintenance.
- Outreach: engagement with ATCM, COMNAP, SCAR, co-operation with IAATO, IBCSO.
- IHO HCA GIS for Antarctica and other Antarctica geospatial portals (Quantarctica).
- New Polar vessels.

5. Difficulties encountered and challenges yet to be addressed:

Nothing significant to report except in some cases a lack of communication within nations to engage and even raise the awareness of IHO activities that go much beyond surveys for nautical charting.

Reports of the Regional Hydrographic Commissions and the Hydrographic Commission of Antarctica

6. Achievements/outputs/conclusions:

- a. Thanks to the work of the Hydrographic Priorities Working Group (Chaired by Andy Willett, UK, until July 2019, by Mr Lee Truscott, UK, since July 2019, Region M Charting Coordinator as well), chart schemes are well maintained and meet user requirements.
- b. Since A-1, much better exchange of information and awareness of the activities and research campaigns between HCA Members. Peru, Colombia have made offers to participate in their campaigns.
- c. HCA has now a partnership with Quantarctica. HCA GIS datasets have got the status of Quantarctica Friendly Datasets, thanks to the involvement of Mr Naohiko Nagasaka (Seconded Project Officer, Japan) improving the visibility of IHO data and fields of responsibility to a much wider audience.
- d. At the XLII Antarctic Treaty Consultative Meeting, the IHO was invited to present a seminar on the status and impact of hydrography in Antarctic waters. The Secretary-General of the IHO and the National Hydrographers of Chile and the United Kingdom presented papers on international collaboration, safety of navigation and crowd sourced bathymetry. They were strongly supported by some delegations. A new ATCM Resolution¹⁷ initially proposed by Norway and co-sponsored by Italy, New Zealand and the United States, was adopted and is to be added to the Statutes of the HCA. Another positive outcome of this seminar was the revitalisation of liaison between HCA Secretariat and COMNAP, IAATO, SCAR and the Executive Secretary of the Antarctic Treaty.

7. Actions required of the Assembly:

- a) note the report of the HCA.
- b) commend the Member States (Argentina, Australia, Chile, Colombia, France, Italy, New Zealand, Norway, Peru, Spain, Russian Federation, UK and US) the delegations of whom provided strong support at the Seminar during ATCM XLII, which led to the adoption of a new strategic ATCM Resolution² on hydrography.
- c) encourage Member States to share data collected in Antarctic Waters with the IHO DCDB in application of this ATCM Resolution.

¹⁷ ATCM Resolution 6 (2019) - *Hydrographic Mapping of Antarctic Waters*

FINANCE

Annex to Finance Report 2017- 2019

THREE YEAR REPORT 2017-2019

TABLE 1
INCOME 2017- 2019 (Euros)

	2017	2018	2019	Total of period
Number of shares of contribution	779,0	816,0	817,5	
New Member States	11,0	37,0	6,5	
Variation of tonnages				
Yearly Unit value of the share of contribution	4 024,32	4 024,32	4 024,32	
CONTRIBUTIONS FOR THE YEAR				
(a) Received	2 801 943	3 092 051	3 053 639	8 947 633
(b) Remaining due at end of year	333 003	191 794	236 242	761 039
	<u>3 134 945</u>	<u>3 283 845</u>	<u>3 289 882</u>	<u>9 708 672</u>
INTEREST ON MONIES IN BANKS	96 604	115 753	67 628	279 986
INTERNAL TAX	193 845	196 890	191 893	582 627
TOTAL INCLUDING CONTRIBUTIONS DUE	<u>3 425 394</u>	<u>3 596 488</u>	<u>3 549 403</u>	<u>10 571 285</u>
Annual budget presented	3 359 678	3 571 845	3 489 724	10 421 246
EXTRAORDINARY INCOME				
Interest on overdue contributions	2 869			2 869
Administration fees CBF	9 809	9 889	5 742	25 440
Other extraordinary income	79 019	18 523	303	97 846
	<u>3 517 091</u>	<u>3 624 901</u>	<u>3 555 448</u>	<u>10 599 594</u>

2017
2018
2019
Total of period
TABLE 2
EXPENDITURE 2017- 2019 (Euros)

I - PERSONNEL COSTS

a) Salaries - Directing Committee	493 540	484 853	494 151	1 472 544
b) Salaries - Category A	578 360	591 603	604 392	1 774 355
- Translators	209 666	213 559	217 648	640 873
- Category B	467 834	487 452	506 378	1 461 664
- Overtime	6 981	10 056	8 225	25 262
c) Annual Bonus	42 932	44 808	41 168	128 908
d) Payment to Retirement Funds	370 110	380 901	389 130	1 140 140
e) Insurances based on staff wages	13 895	14 393	15 082	43 370
f) Medical GAN premiums	111 422	112 942	200 214	424 578
g) Family Allowances	22 662	16 328	15 652	54 641
h) Education Grants	20 420	24 077	8 842	53 339
i) Medical claims paid	259 114	194 165	101 575	554 854
j) Medical claims - refunds from GAN	-209 172	-144 890	-36 307	-390 369
k) Home Rental	6 070	5 875	5 405	17 349
l) Home Leave	7 190	12 423		19 614
m) Miscellaneous Personnel Expenses	989	809	1 064	2 862
n) Salaries - Temporary staff	161	176	13 005	13 342
o) Training	0	3 598	2 509	6 107
Total Actual Chapter I	2 402 171	2 453 129	2 588 132	7 443 433
Total approved Budget for Chapter I	2 417 500	2 452 000	2 452 000	7 321 500

	2017	2018	2019	Total of period
<u>II - CURRENT OPERATING COSTS</u>				
a) Maintenance of building	37 858	39 034	40 099	116 991
b) Multirisk Insurance	3 219	3 740	3 678	10 637
c) Maintenance of IT equipments	47 284	42 388	58 671	148 342
d) Office Stationery	11 349	10 530	10 847	32 726
e) Postage, telephone, telefax	29 801	31 000	29 707	90 508
f) Local Travel	567	1 167	815	2 550
g) Bank Charges	7 360	5 241	7 429	20 029
h) Contract support	942	25 252	26 426	52 620
i) Administrative support for the Council		26 658	10 113	
j) Auditor's fees	8 000	7 400	8 500	23 900
j) Public Relations	6 072	7 054	14 663	27 789
k) Miscellaneous Operating Expenses	1 426	660	454	2 540
l) Technical Assistance	45 547			45 547
m) Long Distance Travel	244 150	264 792	229 781	738 723
n) I.H. Review	10 000	10 000	5 000	25 000
o) Other publications	1 074	895	348	2 317
p) Provision for bad debts	28 170	40 243	108 657	177 070
Total Chapter II	482 818	516 054	555 187	1 554 059
Total approved Budget for Chapter II	587 400	610 700	610 700	1 808 800
<u>III - CAPITAL EXPENDITURE</u>				
a) Purchase of IT equipments	11 852	8 642	7 101	27 595
b) Purchase of furniture & other equipments	2 316	3 796	4 119	10 231
c) Depreciation of fixed assets	21 186	24 252	19 111	64 549
d) Purchase Publications & binding	109	422		531
Total Chapter III	35 463	37 112	30 331	102 906
Total approved Budget for Chapter III	36 000	36 000	36 000	108 000
Total Operating Costs	2 920 452	3 006 295	3 173 650	9 100 398
Total approved Budget for Operating Costs	3 040 900	3 098 700	3 098 700	9 238 300

	2017	2018	2019	Total of period
- GEBCO	8 200	38 200	38 200	84 600
- I.H.O ASSEMBLY FUND	20 000	20 000	20 000	60 000
- RELOCATION OF DIRECTORS ALLOCATION	5 000	5 000	5 000	15 000
- SPECIAL PROJECTS FUND	30 000	50 000	60 000	140 000
- IBSC FUND		10 000	5 000	
- CAPACITY BUILDING ALLOCATION	160 000	206 000	116 000	482 000
- INTERNAL RETIREMENT FUND	65 000	70 000	70 000	205 000
	3 208 652	3 405 495	3 487 850	10 101 998
Total approved Budget per year	3 329 100	3 497 900	3 412 900	10 239 900
EXTRA EXPENDITURES AND LOSSES	21 887	5 796	3	27 686
GRAND TOTAL	3 230 539	3 411 292	3 487 853	10 129 684

2017
TABLE 3

2018

2019

Total of period

NET EFFECT ON CAPITAL 2017- 2019 (Euros)

APPROVED EXPENDITURE LEVEL	3 329 100	3 497 900	3 412 900	10 239 900
TOTAL EXPENDITURE	-3 230 539	-3 411 292	-3 487 853	-10 129 684
TOTAL INCOME	3 517 091	3 624 901	3 555 448	10 697 440
Surplus on yearly Budget	286 552	213 609	67 595	567 756
WORKING CAPITAL AT YEAR'S END	2 402 379	2 800 574	2 724 899	
EMERGENCY RESERVE FUND	259 725	264 517	271 208	
TOTAL FUNDING AT YEAR'S END	2 662 104	3 065 090	2 996 108	

2017 2018 2019 Total of period

TABLE 4
COMPARISON OF BALANCE SHEETS
(as of 31st December 2017 - 2019)

	I - ASSETS (Euros)		
	2017	2018	2019
CASH INVESTED FOR RETIREMENT FUND			
- Retirement Cash invested (IRF)	2 886 213	2 721 956	2 573 030
- Long term guaranty from IHO funds	844 745	603 352	813 123
- Retirement Cash invested (External Pension Plans)	374 629	519 375	634 568
	<u>4 105 588</u>	<u>3 844 683</u>	<u>4 020 720</u>
VARIOUS DEBTORS			
- Purchases made in advance	5 766	7 145	6 417
- Outstanding bills	30 561	43 783	
- Advance to staff	31 147	46 795	45 289
- Interest to be received	69 287	88 004	8 833
- Claim for refunding of VAT	61 666	36 213	38 448
- Various debtors			
	<u>198 427</u>	<u>221 940</u>	<u>98 987</u>
OUTSTANDING CONTRIBUTIONS			
- Contributions for the year	344 706	171 672	236 242
- Contributions for previous years	72 961	38 276	34 306
- Contributions for suspended Member States	32 748	93 113	201 769
- Interest due	-1 132	-1 132	-1 132
	<u>449 283</u>	<u>301 929</u>	<u>471 186</u>
FURNITURES AND INSTRUMENTS			
- Value of purchases	325 094	353 694	361 598
- Depreciation	-281 384	-305 636	-324 747
- Library	36 664	36 664	36 664
	<u>80 374</u>	<u>84 722</u>	<u>73 515</u>
CASH IN BANK AND ON HAND			
- Bank current accounts	1 685 706	1 071 078	1 441 837
- Bank deposit accounts	4 975 492	5 555 162	5 164 996
- Petty cash	5 278	960	2 557
	<u>6 666 477</u>	<u>6 627 200</u>	<u>6 609 390</u>
ASSETS GRAND TOTAL	<u><u>11 500 149</u></u>	<u><u>11 080 474</u></u>	<u><u>11 273 798</u></u>

	2017	2018	2019	Total of period
II - LIABILITIES (Euros)				
STAFF INTERNAL RETIREMENT FUND				
- Internal Retirement fund	1 308 006	1 277 982	1 237 250	
- Provision to ensure pensions to retired staff	2 422 953	2 047 326	2 148 903	
Net IRF Liability	3 730 959	3 325 308	3 386 153	
- Rights for External Pension Plans	373 659	539 806	640 821	
VARIOUS CREDITORS				
- Guaranty to the IRF	844 745	603 352	813 123	
- Pension plans NSM				
- Provision for doubtful contributions	70 073	96 969	205 626	
- A.M.R.R. Complementary Retirement Scheme	16 550	17 254	19 282	
- Accruals (outstanding bills...)	96 281	118 635	206 483	
- Travel claims & wages	130	636	925	
- Deposits received for Conference (stand)		9 335	16 325	
- Various creditors		5 393		
I.H.O FUNDS				
- Organization of IH Assemblies	252 085	272 085	292 085	
- Relocation of Directors and Ads	231 114	236 114	241 114	
- Ablos Conference fund	8 424	8 424	17 106	
- GEBCO fund	881 154	664 716	747 740	
- Capacity Building fund	1 145 818	862 581	386 839	
- Special Projects Fund	90 512	42 783	122 278	
- Renovation Fund	79 292	64 908	60 993	
- Presentation Library Fund	40 002	45 502	48 002	
- IBSC Fund	24 676	63 357	58 346	
CONTRIBUTIONS RECEIVED IN ADVANCE				
- Received in advance or in excess	952 572	1 038 227	1 014 450	
	5 107 087	4 690 076	4 891 538	

	2017	2018	2019	Total of period
II - LIABILITIES (Continuation)				
CAPITAL				
- Emergency Reserve Fund	259 725	264 517	271 208	
- Reserves to be distributed			110 000	
- Provisions for risks (IRF & suspended MS)	-2 460 308	-2 083 930	-2 185 508	
- Net yearly result	286 552	213 609	67 595	
- Net Members States funds	4 576 134	4 670 895	4 732 812	
Permanent funding	2 662 104	3 065 090	2 996 108	
LIABILITIES GRAND TOTAL	11 500 149	11 080 474	11 273 798	
Cash reserve to continue operations (Fin. Regs Art 18)				
- IHO Cash balances	6 666 477	6 627 200	6 609 390	
- Advance contributions for next year	-952 572	-1 038 227	-1 014 450	
- Emergency reserve fund	-259 725	-264 517	-271 208	
- Special purpose reserves and funds	-2 753 077	-2 260 471	-2 084 502	
- Guaranty to the IRF	-844 745	-603 352	-813 123	
Operating Cash Reserve	1 856 357	2 460 635	2 426 106	
Total Actual Operation costs	2 920 452	3 006 295	3 173 650	
Total Budget for future operations	3 116 700	3 098 700	3 254 500	
Number of weeks of operations	33,1	42,6	39,8	
Minimal Requirements (3 months - 13 weeks)	779 175	774 675	813 625	

TABLE 5
INTERNAL RETIREMENT FUND (IRF) EVOLUTION

	2017	2018	2019	Total of period
Situation of the fund on 1st January	3 726 557	3 730 959	3 325 308	
Contributions received (Secretariat & Staff)	13 350	13 619	17 378	
Interest received on investments	43 827	42 133	68 588	
Pensions paid	-203 914	-205 775	-196 699	
Support from previous year's result	50 000	50 000		
Provision	65 000	70 000	70 000	
	-----	-----	-----	
Sub-total	3 694 820	3 700 935	3 284 575	
Provision for liability				
- at 1st January of the year	-2 386 814	-2 422 953	-2 047 326	
- at 31 December of the year	2 422 953	2 047 326	2 148 903	
	-----	-----	-----	
Net variation for the year	36 139	-375 627	101 577	
Situation of the fund on 31st December	3 730 959	3 325 308	3 386 153	

**2ND ASSEMBLY CIRCULAR LETTERS
2019-2020**



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 1
29 April 2019

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 21-24 April 2020

ANNOUNCEMENT AND GENERAL ARRANGEMENTS

References:

- A. 1st Session of the IHO Assembly Decision No. 27 (28 April 2017)
- B. Rules of Procedure of the IHO Assembly

Dear Hydrographer,

Assembly Announcement

1. In accordance with Reference A and B, the 2nd Session of the IHO Assembly will be held in Monaco from Tuesday 21 April to Friday 24 April 2020.
2. The meeting of the Finance Committee and the meeting of the Heads of Delegations will take place on Monday afternoon, 20 April 2020 at the Secretariat of the International Hydrographic Organization (IHO).
3. The Assembly is the principal decision-making organ of the IHO (Article V of the Convention on the IHO), and it is essential that all IHO Member States are represented not only to review the past activities of the Organization, but also to adopt an effective and realistic IHO Work Programme and Budget for the next three years.
4. The Provisional Assembly Programme is provided in Annex A to this Circular Letter.

Assembly Format and Programme

5. The Assembly will be held in the Auditorium Rainier III in Monaco. Registration will take place all day on Monday 20 April 2020. Other meetings and events which will be held during the Assembly period are as follows:
 - a. The Finance Committee will meet on Monday 20 April 2020 from 14:00 to 17:30 at the IHO Secretariat to review and discuss the finance and budget proposals. Due to the limited space available, it is proposed that a maximum of two representatives from each Member State attend the meeting.
 - b. A meeting and briefing intended to be exclusively for the Heads of Delegation of Member States will be held on Monday 20 April 2020 from 18:00 to 20:00 at the IHO Secretariat.
 - c. The Opening Ceremony for the Assembly will take place on Tuesday morning, 21 April 2020. New Member States that have joined the Organization since the First Session of the IHO Assembly will be invited to present their flag on this occasion.
 - d. Industry Stakeholders and Member States will be invited to mount exhibitions of their work and their hydrographic/nautical cartographic activities in two separate areas within the Auditorium Rainier III. The exhibitions will open on Tuesday, 21 April 2020 following the Opening Ceremony and will remain open until Friday 24 April 2020, closing at 12:00.
 - e. The Election for the position of IHO Director will be held on Friday morning, 24 April 2020.

Hydrographic information driving marine knowledge

6. Other meetings involving Member States can be organized during the Assembly period if required. Chairs of the relevant bodies wishing to convene such meetings are invited to inform the IHO Secretariat, by 31 December 2019, of their needs in terms of preferred dates and expected number of participants. This will enable the IHO Secretariat to make the necessary arrangements.

7. The Assembly will meet in plenary session to examine the reports of the Council Chair and Secretary-General corresponding to the Work Programmes of the IHO, together with any proposals submitted for the consideration of the Assembly, including the revision of the IHO Strategic Plan (refers to 1st Session of the IHO Assembly Decision No. 3) and the 2021-2023 IHO Work Programme and Budget. Any Proposals should refer to one of the three IHO Programmes. Topical issues related to the Programmes may also be considered, as appropriate.

8. Reports will be prepared by the IHO Secretariat, based on information available to the IHO Secretariat and input from the Chair of the IHO Council (supported by the IHO Committees – Hydrographic Services and Standards Committee (HSSC), Inter-Regional Coordination Committee (IRCC)) and Finance Committee (FC).

Submission of Proposals to the Assembly

9. In order to follow the timetable indicated in Rule 9 of the Rules of Procedure for IHO Assembly any proposal or related submission for consideration should be submitted by Member States, Council and Secretary-General not later than 20 December 2019.

10. All submissions related to the Assembly will be collated and translated by the IHO Secretariat and will be made available to Member States in both English and French.

Planned Assembly Circular Letters

11. Annex B contains a list of the Assembly Circular Letters that are planned to be issued together with target dates for action. Member States are requested to observe the deadlines for replies so that Assembly preparations can proceed as smoothly as possible.

Member States' Delegations and Registration

12. It is very important for the IHO Secretariat, to know as early as possible the number and names of representatives who will attend the Assembly in order to facilitate logistics and the configuration of the Assembly venue. Assembly registration will be available online from 1 September 2019 to 15 March 2020 via the IHO website (www.iho.int), which is scheduled to be revamped on 21 June 2019, at:

(Home > About IHO > Assembly > A-2 > Registration for Assembly)

Member States are invited to register as early as possible.

13. Member States that are not able to register online should forward a list of their delegates, specifying the Head of the Delegation, to the IHO Secretariat (by e-mail: info@iho.int or by fax: +377 93 10 81 40) not later than 1 March 2020 using the Delegates' Registration Form provided in Annex C or the Excel-based form which will be available at the above web address.

14. Please note that passport and visa requirements are the responsibility of each delegate. The necessary formalities must be completed before travelling to Monaco. Any delegates who may require personalized invitations for visa application purposes should contact the IHO Secretariat. There are no border-crossing formalities between France and Monaco, but a Schengen visa or other valid entry qualifications shall be necessary to enter France.

Hotel Accommodation

15. All participants should reserve their own accommodation. A list of hotels in the area that have been used by delegates in the past is provided at Annex D. Information is also available on the IHO website: www.iho.int and through the following web sites for hotel reservations: (http://www.monte-carlo.mc/index-hotels_monaco-fr.html) and (www.booking.com)

16. Hotel space will be at a premium as there are several other events taking place in Monaco at the same time as the Assembly. Bookings should therefore be made well in advance of the Assembly. Member States are strongly recommended to make hotel reservations as soon as possible. Any Member States requiring assistance with hotel reservations may contact Ms Lorene Chavagnas at: info@iho.int or by telephone +377 93 10 81 00.

Conclusion

17. The Assembly is the most important decision-making body of the IHO, and it is essential that all IHO Member States are represented to consider the proposals and reports that will be submitted and to formulate and adopt appropriate Resolutions. We look forward to seeing you in Monaco for this major event in April 2020.

Yours sincerely,



Dr Mathias JONAS
Secretary-General

Distribution:

- IHO Member States
- IHO Council Chair
- IHO Committee Chairs: IRCC, HSSC, FC
- IHO Observer Organizations / Agencies

Annexes:

- A. Provisional Assembly Programme
- B. Planned Assembly Circular Letters
- C. Delegates' Registration Form
- D. Hotel Information

PROVISIONAL ASSEMBLY PROGRAMME

Note: All events will take place at the Auditorium Rainier III except when indicated otherwise.

2nd SESSION OF THE IHO ASSEMBLY

Monaco, 21-24 April 2020

	Monday 20 April	all day	Registration of delegates
		PM	Meeting of the Finance Committee (IHO Secretariat) Meeting of Heads of Delegation (IHO Secretariat)
Day 1	Tuesday 21 April	AM	Opening Ceremony Opening of the Hydrographic Industry and the Member States' Exhibitions Official Photo
		PM	Report of Council Chair Report of Secretary-General Work Programme 1: Proposals and Topical Issues
Day 2	Wednesday 22 April	AM	Work Programme 1: Proposals and Topical Issues (Continued)
		PM	Work Programme 2: Proposals and Topical Issues
Day 3	Thursday 23 April	AM	Work Programme 3: Reports of RHC Chairs, Proposals and Topical Issues
		PM	Special Session for IHO-100
Day 4	Friday 24 April	AM	Election for the position of IHO Director Report of Finance Committee 2021-2023 Work Programme and Budget Hydrographic Industry and Member States Exhibitions close
		PM	Closing Ceremony

Annex B to ACL 1

PLANNED ASSEMBLY CIRCULAR LETTERS (ACL)
2nd SESSION OF THE IHO ASSEMBLY
Monaco, 21-24 April 2020

Target date for Issue	ACL N°	TITLE	Target date for replies from MS
29/04/2019	01	Announcement and General Arrangements	15 March 2020
03/05/2019	02	Call for Nomination of Candidates for IHO Director Position	10 April 2020
As replies arrive	02/bis	Nominations of Candidates for IHO Director Position	
06/05/2019	03	Invitation to Member States to submit Proposals to the Assembly	20 December 2019
08/05/2019	04	Observers at the 2 nd Session of the IHO Assembly	20 July 2019
15/05/2019	05	Ships' Visits and Receptions	01 November 2019
17/06/2019	06	Invitation to the Member States Exhibition held on 21-24 April 2020. Deadlines for Member States are: - intention to participate: - input form: - provision of display materials at the IHO Secretariat:	01 October 2019 01 February 2020 20 March 2020
25/08/2019	07	Invited Observers – (Responses to ACL 4) Submission of final lists for approval	30 October 2019
20/09/2019	08	Call for Tonnage Figures	01 December 2019
01/10/2019	09	Proposals submitted by MS, Council and Secretary-General. (Responses to ACL 3) Call for comments and additional proposals	15 December 2019
18/10/2019	10	Invite Candidates for the Chair of the Assembly	15 December 2019
20/10/2019	11	IHO Member States' Exhibition (Responses to ACL 6)	
10/11/2019	12	Approval of Final List of the Observers (Responses to ACL 7)	
20/12/2019	13	Election of the Chair of the A-2 (Responses to ACL-10) (Voting)	20 February 2020
03/02/2020	14	Distribution of Assembly Document: - Proposed 3-Year Work Programme & Budget of the IHO for 2021-2023 - Preliminary Finance Report for 2018-2020 - Draft revised IHO Strategic Plan - Provisional list of candidates for IHO Director Position	
10/02/2020	15	Distribution of Assembly Documents: - Provisional Agenda and Programme - Consolidated list of proposals and comments from MS (<i>Red Book</i>) - Reports of the Council Chair and Secretary-General, - Provisional List of Assembly Documents	
20 /02/2020	16	Distribution of Assembly documents: - Updated Assembly Programme and Provisional Agenda - Table of Tonnages, Shares and Votes - Provisional List of Participants	
15/03/2020	17	Response to ACL 15 – Election of the Chair of the 1 st Session of the IHO Assembly (Result of Voting process)	
30/01/2020	18	Participations at the Hydrographic Industry Exhibition	
10/04/2020	19	Final List of candidates for IHO Director Position	

DELEGATES' REGISTRATION FORM

(Only for those Member States that are unable to register on-line)

(to be returned to the IHO Secretariat no later than 1 April 2020)**2nd SESSION OF THE IHO ASSEMBLY**

Monaco, 21-24 April 2020

MEMBER STATE DELEGATION**COUNTRY:****Organization:**

Head or Member of Delegation	Rank or Title	First Name	Surname (Family Name) (1)	Accompanying person (s)

(1) Underline name generally used in case of double surnames as in Spanish-speaking countries

Submitted by: Rank or Title: First Name _____: Surname _____:**Contact Information:**

e-mail:

Telephone:

Fax:

HOTEL INFORMATION
2nd SESSION OF THE IHO ASSEMBLY
 Monaco, 21-24 April 2020

Hotels – in or very near MONACO
(should be booked as soon as possible)

HOTELS	Comments
NOVOTEL Monte-Carlo 16 Bld Princesse Charlotte MC Tel : 377 99 99 8300 Fax : 377 99 99 8310 E-mail : h5275@accor.com	***
Hotel Ambassador 10 avenue prince Pierre MONACO Tel : 377 97979696 Fax : 377 97979699 dulce@ambassadormonaco.com	***
Hotel de France 6 rue de la Turbie MONACO Tel 37793302464 Fax 37792161334 hoteldefrance@monaco.mc	**
Hotel Miramar 1 JF Kennedy, MC 98000 MONACO Tel : 93308648 Fax : 93302633 reservation@miramarmonaco.com www.miramarmonaco.com	***
Hotel Forum Place des Moneghetti, 06240 Beausoleil Tel : 33 4 93 789636 Fax : 33 4 93789638 Forumhotel2@wanadoo.fr info@forumhotel.net www.forumhotel.net	***

<u>Hotel Olympia</u> 17 Bis Bd G.Leclerc, 06240 Beausoleil Tel : 33 4 93781270 Fax : 33 4 93418504 olympiahotel@hotmail.com	***
<u>Hotel CAPITOLE</u> 19 Bld General Leclerc, 06240 beausoleil Tel : +33 493286565 fax : +33 493286569 E-mail : info@hotel-capitole.fr	***
<u>Hotel Boeri</u> 29 Bld G.Leclerc, 06240 Beausoleil Tel : 33 4 93783810 Fax : 33 4 93419095	**

Hotels accessible by Bus or train from Monaco



Hotels in MENTON Travel to Monaco by Bus N°100 (45 minutes) or Train (15 minutes)

Résidence Pierre et Vacances Les Rivages du Parc ***
Résidence Les Rivages du Parc
71 allée Louis Moreno,
06500 Menton
Tel : +33 8 91 70 10 08

Hôtel Princess et Richmond ***
617 promenade du Soleil,
06500 Menton
Tel : +33 4 93 35 80 20

HOTEL MEDITERRANEE ***
 5 rue de la République
 06500 MENTON
 Tel : +33 4 92 41 81 81
 Fax : +33 4 92 41 81 82
 E-mail : info@hotel-med-menton.com
www.hotel-med-menton.com

Hotels in NICE (near train station) travel to Monaco by Train - (15 Minutes)

Ibis Nice Centre Gare ***
 14, avenue Thiers,
 06000 NICE
 Tel : +33 4 93 88 85 55

Kyriad Nice Gare ***
 35 boulevard Raimbaldi,
 06000 Nice
 Tel : +33 4 92 17 39 39

Hôtel Mercure Nice Centre Notre Dame ****
 28 avenue Notre Dame,
 06000 NICE
 Tel : +33 4 93 13 36 36

Best Western Alba ***
 41 avenue Jean Medecin,
 06000 Nice
 Tel : +33 4 93 88 02 88

Hotels in BEAULIEU SUR MER
 (near train station)
 Travel to Monaco by Bus N° 100 (30 minutes) or Train (10 minutes)

Hotel Ibis Styles Beaulieu Sur Mer***
 3 boulevard du Maréchal Joffre (Entrance Hotel: rue Marius Maiffret),
 06310 Beaulieu-sur-Mer
 Tel : +33 4 93 01 12 15

Hotel Frisia***
 2 boulevard Eugène Gauthier,
 06310 Beaulieu
 Tel : +33 4 93 01 01 04

Hotel le Havre Bleu**
 29 boulevard du Maréchal Joffre,
 06310 Beaulieu-sur-Mer
 Tel : +33 4 93 01 01 40

<p>Hotel Carlton **** 7 avenue Edith Cavell, 06130 Beaulieu sur Mer Tel : +33 4 93 01 44 70</p>
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<p>Hotels in VILLEFRANCHE SUR MER Travel to Monaco by Bus N° 100 (40 minutes) or Train (12 minutes)</p>
<p>Hôtel Provençal ** 4 avenue du Maréchal Joffre, 06230 Villefranche-sur-Mer Tel : +33 4 93 76 53 53</p>

<p>Hotels in CAP d'AIL - Travel to Monaco by Bus N° 100 (10-15 minutes)</p>
<p>Edmonds Hotel Brasserie 87 avenue du Trois Septembre, 06320 Cap-d'Ail Tel : +33 4 93 78 01 01</p>
<p>Hôtel Miramar ** 126 avenue du Trois Septembre, 06320 Cap-d'Ail Tel : +33 4 93 78 06 60</p>
<p>Hôtel Normandy ** 6 allée des Orangers, 06320 Cap-d'Ail Tel : +33 4 93 78 77 77</p>
<p>Hôtel de Monaco *** 1 avenue Pierre Weck, 06320 Cap-d'Ail Tel : +33 4 92 41 31 00</p>

<p>Hotels in ROQUEBRUNE CAP MARTIN Travel to Monaco by Bus N° 100 (15-20 Minutes) or Train (5 minutes)</p>
<p>Résidence "Le Golfe Bleu" 5, Rue Georges Drin, 06190 Roquebrune-Cap-Martin Tel : +33 4 92 10 45 00</p>
<p>Hotel Regency ** 98, avenue Jean Jaurès, 06190 Roquebrune-Cap-Martin, France Tel : +33 4 93 35 00 91</p>

<p>Hotel Victoria **** 7 promenade du Cap, 06190 Roquebrune-Cap-Martin Tel : +33 4 93 35 65 90</p>
<p>Hôtel Reine D'Azur 29 promenade du Cap, 06190 Roquebrune-Cap-Martin Tel : +33 4 93 35 76 84</p>
<p>Hôtel Alexandra *** 93 avenue Sir Winston Churchill, 06190 Roquebrune-Cap-Martin Tel : +33 4 93 35 65 45</p>

APART HOTELS
<p>ADAGIO – Aparthotel : Palais Joséphine 2A avenue du Général de Gaulle 06240 Beausoleil Tel : +33 4 92 41 20 00 Fax : +33 4 92 41 20 01 Email : bsp@adagio-city.com www.adagio-city.com</p>
<p>RESIDENCE PIERRE ET VACANCES 33 avenue du Général de Gaulle 06320 Cap-d'Ail Tel : +33 4 93 41 73 00 Fax : +33 4 93 41 74 77 Email : cpc@pierreetvacances.com www.pierre-vacances.com</p>
<p>ADAGIO – Aparthotel : Monte Cristo 2A rue des Martyrs de la Résistance 06240 Beausoleil Tel : +33 4 92 10 52 50 Fax : +33 4 93 37 18 75 Email : mcl@adagio-city.com www.adagio-city.com</p>



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 2
03 May 2019

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 21-24 April 2020

**CALL FOR NOMINATION OF CANDIDATES FOR
THE POSITION OF IHO DIRECTOR**

References:

- A. Assembly Circular Letter No.1 dated 29 April 2019 - *Announcement and General Arrangements*
- B. General Regulations of the IHO (Article 17-23)

Dear Hydrographer,

1. As indicated in Reference A, election for the position of IHO Director will be held on the last day (24 April 2020) of the 2nd Session of the IHO Assembly in accordance with Reference B.
2. In accordance with Article 20 of the IHO General Regulations, Member States wishing to nominate a candidate from their country are invited to forward their application to the IHO Secretariat by using the nomination form provided in Annex. The Director to be elected will serve for the period from 1 September 2020 to 31 August 2026.
3. In accordance with Article 19 of the IHO General Regulations, the list of candidates shall be closed ten days prior (10 April 2020) to the opening day of the 2nd session of the Assembly. **However, it is strongly recommended that nominations be submitted to the Secretary-General as soon as possible and preferably by 20 January 2020.** This will allow the Secretary-General to issue a list of candidates, as complete as possible, together with all supporting documents for the session.
4. The nominations, with the detailed statements, will be circulated to all Member States as soon as possible, in accordance with Article 21 of the IHO General Regulations.

Yours sincerely,

Dr Mathias JONAS
Secretary-General

Annex: Nomination Form

Hydrographic information driving marine knowledge

**Candidature for a post of
Director**

(Article 20 of the General Regulations)



**Candidature à un poste de
Directeur**

(Article 20 du Règlement général)

GENERAL - GENERALITES

1. Nominating Member State - *Etat membre qui présente le candidat* :
2. Name - *Nom* :
3. Nationality - *Nationalité* :
4. Date of birth - *Date de naissance* :
5. Titles and decorations - *Titres et décorations* :

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EDUCATION AND LANGUAGES - ETUDES ET LANGUES

6. Education (periods, including specialized or special qualifications) - *Etudes (durée, y compris les qualifications spécialisées ou particulières)* :

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7. Languages (speaking and reading capacity) - *Langues (niveau oral et écrit)* :

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SERVICE AND EXPERIENCE¹ - SERVICES ET EXPERIENCE¹

8.a Hydrographic service - Services dans l'hydrographie :

8.b. Non-Hydrographic service - Services autres qu'hydrographiques :

Tout service et toute expérience en rapport avec la candidature donnant une indication de la mesure dans laquelle le candidat est qualifié pour occuper le poste de Directeur.

CANDIDATE'S POSITION - POSITION DU CANDIDAT

ADDITIONAL INFORMATION - RENSEIGNEMENTS COMPLEMENTAIRES
(if any) (le cas échéant)

[illegible]

Date :

Signature of Candidate:

Signature du candidat :

Forwarding Authority - Autorité qui transmet :

Signature of Forwarding Authority:

Signature de l'autorité qui transmet :



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 2 bis 1
22 May 2019

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 21-24 April 2020

**NOMINATION OF REAR ADMIRAL SHEPARD M. SMITH
BY THE UNITED STATES OF AMERICA FOR
THE POSITION OF IHO DIRECTOR**

References:

- A. Assembly Circular Letter No.2 dated 03 May 2019 – *Call for nomination of candidates for the position of IHO Director.*
- B. General Regulations of the IHO, Article 21

Dear Hydrographer,

1. Reference A invited IHO Member States to nominate candidates for the position of IHO Director and indicated that the names of candidates and their nomination forms will be published as soon as they are received.
2. The United States of America has nominated Rear Admiral Shepard M. SMITH to stand for election at the 2nd Session of the IHO Assembly for the post of Director of the IHO. The nomination form is enclosed.
3. As required by Reference B, the Secretary-General will collate all the nominations received and present a consolidated inventory as part of the documentation for the consideration of the Assembly.

Yours sincerely,

Dr Mathias JONAS
Secretary-General

Annex: Nomination Form from the USA

Hydrographic information driving marine knowledge

**Candidature for a post of
DIRECTOR**
(Article 20 of the General Regulations)



**Candidature à un poste de
DIRECTEUR**
(Article 20 du Règlement général)

GENERAL - GENERALITES

1. **Nominating Member State - Etat membre qui présente le candidat :**

United States of America

2. **Name - Nom :**

Rear Admiral Shepard M. Smith, NOAA

3. **Nationality - Nationalité :**

USA

4. **Date of birth - Date de naissance :**

November 5, 1968

5. **Titles and décorations - Titres et décorations :**

Rear Admiral (lower half), NOAA
Director, NOAA Office of Coast Survey, National Hydrographer
Commissioner, Mississippi River Commission (presidential appointee)

Department of Commerce Gold Medal for Heroism (to ship under my command)

Department of Commerce Gold Medal, 1996 TWA Flight 800

Department of Commerce Bronze Medal

2017 Operational transition of unmanned surface vessels for hydrography

2006 Ground-breaking international collaborative survey with Mexico

2000 Egypt Air Flight 990 debris search and investigation

NOAA Corps Commendation Medal

2012 For outstanding service to the Assistant Secretary

2011 For outstanding leadership at sea during the Deepwater Horizon response

2009 For exceptional hydrographic technical innovation and management

Thirty-two additional awards including five NOAA Corps Special Achievement medals, the Society of American Military Engineers' Colbert Medal, the Association of Commissioned Officers' Engineering Award, three USCG awards, one National Intelligence Unit Citation, six NOAA Unit Citations and the NOAA Corps Outstanding Volunteer Service Medal.

NOAA Command at Sea Insignia

NOAA Senior Watch Officer

NOAA Divemaster

EDUCATION AND LANGUAGES - ETUDES ET LANGUES

6. **Education** (periods, including specialized or special qualifications) - *Etudes (durée, y compris les qualifications spécialisées ou particulières)* :

Harvard University Kennedy School of Government, Senior Executive Fellows, (4 weeks), 2013
 Master of Science in Ocean Engineering, University of New Hampshire, Completed IHO Cat "A"
 Hydrographic Program. 2000-2003
 Bachelors of Science, Mechanical Engineering, Cornell University, 1990-1993
 Deep Springs College 1988-1990

NOAA Leadership Competencies Development Program (24 months), 2005-2007

STCW courses in ECDIS, Radar Observer, GMDSS, Navigation, Advanced Firefighting, and Bridge Resource Management

NOAA Introduction to Hydrography (4 weeks), 1994
 Shallow Water Multibeam short course (3 weeks), 1998
 NOAA Divemaster, 2003

7. **Languages** (speaking and reading capacity) - *Langues (niveau oral et écrit)* :

English (mother tongue)
 Spanish and French (understand and read at basic level)

SERVICE AND EXPERIENCE - SERVICES ET EXPERIENCE

- 8.a. **Hydrographic service** - *Services dans l'hydrographie* :

National Service

2016-present Director, NOAA Office of Coast Survey
 Responsible for hydrographic surveying and charting US domestic waters and territories. 200 employees, annual budget \$60M-\$100M, task four NOAA hydrographic ships, sponsor and oversee two R&D programs (UNH and USM).

2009-2011 and 2015-2016 Commanding Officer, NOAA Ship Thomas Jefferson.
 63m Hydrographic Survey Ship. Two launches plus two ASVs, crew of 35. Served in dual capacity of ship's captain and chief scientist of the hydrographic mission. Deployments on US East and Gulf Coasts, including in response to Deepwater Horizon oil spill. Rescued downed pilot in Florida Keys at night. Hosted exchange delegations from UK, Nigeria, Japan, and Canada.

2014-2015 NOAA Deputy Hydrographer
 Senior policy advisor and representative to Director, Coast Survey. Served on the IHO's Arctic Regional Hydrographic Commission and the interagency Marine Executive Steering Group for interagency US government charting and navigation policy.

2012-2014 Chief, Marine Chart Division
 Responsible for NOAA ENC and paper chart production. Led the transition to database-driven ENC production, and 100% continuous maintenance, print-on-demand chart production.

2007-2009 Chief, Atlantic Hydrographic Branch
 Responsible for quality assessment of all Atlantic hydrographic surveys. Increased throughput at AHB by threefold and initiated broad use of bathy data from non-hydrographic sources. Led NOAA's transition to Navigation Surface-based cartography, including development of specifications, workflows, and joint technology development with Caris.

- 2003-2004 Operations Officer, NOAA Ship Thomas Jefferson
 Led daily hydrographic operations, including assignment of watches and crews, troubleshooting hydrographic problems, processing, documenting, and analyzing survey results. Personally developed NOAA standards and procedures for gridded multibeam surveys, briefing the Coast Survey Director and securing approval. This work formed the basis of a broad change in hydrographic practice worldwide in subsequent years.
- 2000-2003 Research Assistant, Joint Hydrographic Center, U. of New Hampshire
 Development and testing of algorithms to support gridded bathymetry for hydrography (CUBE and Navigation Surface). Contributed to research projects on augmented reality navigation, tide-aware navigation, and hydrographic error modeling. Developed workflows and technology for transition to commercial products (BASE Editor in Caris, Fledermaus, Hypack, and Quinsy).
- 1997-2000 Officer in Charge, Survey Vessel Bay Hydrographer
 Operations, maintenance, planning, surveying, data processing and technology test and evaluation on 18m survey vessel. Integrated first Klein 5500 multibeam side scan sonar into regular operations and developed side scan contact database and automated reporting system, which was adopted across the NOAA hydrographic fleet the following year. Served on the survey teams for the search and recovery of TWA flight 800, EgyptAir flight 990, and the aircraft piloted by JFK, Jr.
- 1995-1997 Field Support Engineer, Hydrographic System Support Branch
 Daily technical support and technology transition to operations for NOAA hydrographic program. Developed and deployed a Windows PC GIS-based hydrographic survey system, which allowed NOAA to retire a legacy system that used outdated hardware and pen plotters. Procured and installed PCs, servers and network infrastructure on ships for mid-season upgrades. Trained personnel and oversaw transition.
- 1993-1995 Junior Officer, NOAA Ship *Rainier*
 Stood bridge watches as Officer of the Deck and served as officer in charge of hydrographic launches surveying in Alaska and California.

International Hydrographic Organization and international activities

- 2017-present Chair, IHO Council
 Inaugural chair of the IHO Council. In close coordination with the Secretariat, developed and framed the agendas for the annual Council meetings. Chaired the Council meetings, with approximately 90 participants, from 30 Member States. Framed the role of the Council with respect to the HSSC, IRCC, and Secretariat, to support the ongoing activities of each, while providing strategic guidance. During the meetings, set a tone of inclusiveness and open dialogue to advance the priorities of the IHO, while keeping to a rigorous timetable. Through the Council, prepared and matured proposals to the 2d IHO Assembly, including an update to the IHO strategic plan.
 I have also taken this leadership role beyond the Council meetings, by speaking for the Council at other IHO and RHC meetings, and by actively working to advance the priorities of the Council between meetings. When the Council initiated plans to provide S-100 based services, I took the initiative to draft a strawman proposal for the consideration of WEND and IRCC. I have fulfilled my due diligence role on the finance committee by annually reviewing the IHO books and asking questions about the status and procedures of the Secretariat.
- 2016-present Represent USA at Regional Hydrographic Commissions
 NOAA produces charts and provides other navigation services in the regions covered by the USCHC, ARHC, MACHC, and SWPHC. I attended and led a strong regional engagement in each of these regions, with a focus on expanding digital hydrographic services beyond ENCs, sharing experience with the use of unmanned survey systems for hydrography and development of MSDI, and capacity building through workshops and engagement of subject matter experts. Hosted numerous international hydrographic delegations for US visits, leading discussions of technology changes, personnel development, and key charting and hydrographic policies at the National Hydrographer level.

2006-2009 Chair, IHO Data Quality Working Group
Led re-start of the DQWG after some years in hiatus. Began work on next generation of quality indicators that will be included in S-101, and made small but key changes to definitions of CATZOC in S-57, that addressed some member state concerns and paved the way for widespread population of CATZOC in ENC's.

1999-present Active in international hydrography
Participated in HSSC, IRCC, WEND, and Assembly 1. Frequent participant in international Shallow Survey conferences, Oceanology, United States/Japan Natural Resources Seabed Surveys Panel, US and Canadian Hydrographic Conferences, and bilateral subject matter expert meetings with numerous nations. Invited participant in the GEBCO Forum on the Future of Seabed Mapping. Support and coordinate large NOAA international leadership presence and in-kind contributions across most IHO activities.

2004-present Support for Capacity-Building
Joint Survey with Mexico: At-sea leader for a capacity-building project with Mexico, including one month of field work off the coast of Tampico. Hosted Mexican Navy officers on the ship, gave tours to local scientists, and arranged for prompt and rigorous transfer of survey results to Mexico.
As Coast Survey Director and chief of the Marine Chart Division, led an expansion of NOAA's capacity-building activities, creating a Chart Adequacy Workshop, attended annually by all the GEBCO scholars at UNH, creating a Cat B S-8 cartographic program now open to international students, and hosting international students on the NOAA campus and ships for internships and developmental opportunities.

8.b. Non-Hydrographic service - Services autres qu'hydrographiques :

2016-present. Mississippi River Commissioner
Appointed by President Obama to serve on the seven member commission that oversees flood control and navigation projects on the Mississippi River. Approximately 5 weeks of service per year, field inspections, strategic planning, stakeholder meetings, and congressional engagement. Personal focus has been on river observation and modeling, and on developing a risk model that acknowledges climate change and land use changes through the best continental-scale coupled weather-water models.

2011-2012 Senior Advisor to the Assistant Secretary of Commerce
Served as the primary staff for the Assistant Secretary of Commerce for Environmental Observation and Prediction, whose portfolio included the National Weather Service, environmental satellites, and the NOAA ocean observation programs, including hydrography.

2006. Staff, Operational Planning Division, USCG LANTAREA
Interagency assignment. Contributed to development of a national plan to integrate the seafloor mapping activities of civil works, maritime navigation, and mine warfare. Identified opportunities and build lasting programmatic relationships between NOAA and USCG activities.

2005. Acting Deputy Director, Office of Response and Restoration
Served six months as a developmental assignment. Administration of office responsible for oil spill response and environmental restoration.

2004-2005 Executive Officer, NOAA Ship Thomas Jefferson
Second in command, responsible for personnel, budget, logistics and administration. Stood bridge watches, teaching and mentoring junior officers in seamanship, navigation, and docking as a Senior Watch Officer.

Relevant Scientific Activities - Activités scientifiques :

Selected Conferences

Keynote Speaker, US Hydrographic Conference, 2018 and 2016
Keynote Speaker at Shallow Survey Conference, Plymouth, UK 2015
Oceanology 2018, London. Seabed 2030: A Plan for High-Resolution Maps of the Ocean by 2030
Technical Papers at Shallow Survey, US Hydro, Canadian Hydro [list if possible]
University of California, Berkeley Geography Graduate Symposium. Surveying America's Seven Coasts, 2018
E-Navigation Conference, The Future of e-Navigation in the US, December 2015

Selected Public Communications

Podcast: Making Waves: Charting new waters.
<https://oceanservice.noaa.gov/podcast/may16/mw136-charting-new-waters.html>

NOAA crew uses ocean science and nautical skill to save downed pilot. Professional Mariner, November 23, 2010.
<http://www.professionalmariner.com/October-2010/NOAA-crew-uses-ocean-science-and-nautical-skill-to-save-downed-pilot/>

Reddit AMA: Online open forum "Ask Me Anything." 2018.
https://www.reddit.com/r/science/comments/8sqmln/hi_reddit_were_rear_admiral_shep_smith_director/

Selected Papers

Smith, S.M., 2018, Seabed 2030: A Call to Action: Hydro International
(<https://www.hydro-international.com/content/article/seabed-2030-a-call-to-action>)

Smith, S.M., 2015, Future Navigation: Building upon navigation's history: Proceedings of the Marine Safety and Security Council 72:2 p 11-14
(https://www.uscg.mil/proceedings/archive/2015/Vol72_No2_Sum2015.pdf)

Smith, S.M., 2015, Excited by Automation Driven by Autonomous Vehicles: Hydro International. Featured Interview
(<http://www.hydro-international.com/content/article/excited-by-automation-driven-by-autonomous-vehicles>)

Smith, S.M., 2003 The Navigation Surface : a multipurpose bathymetric database. Masters Thesis, University of New Hampshire.

Smith, S.M., 2002, The Navigation Surface: A New Database Approach to Creating Multiple Products from High Density Surveys. International Hydrographic Review 3:2 p12-19.

ADDITIONAL INFORMATION - RENSEIGNEMENTS COMPLEMENTAIRES
(if any) (le cas échéant)

I have been a career hydrographer, with strong execution and change leadership roles from launch hydrographer to Director of the U.S. national hydrographic office. As an ensign, I led the transition to PC-based hydrographic acquisition and processing on my ship. As a lieutenant junior grade, I led the fleetwide transition to GIS-based hydrography. As a lieutenant, I designed a modeled grid-based workflow for hydrography and cartography and transitioned it to commercial implementation. It has since been broadly adopted worldwide and is the basis for the S-102 standard. As a lieutenant commander, I tripled the production of the data processing center I managed, and used the extra capacity to bring in much more data from non-hydrographic sources to improve our charts. As a commander, I was the commanding officer of a survey ship, transitioning the ship to ellipsoid-based surveying and leading a few high-profile projects, including the response to the Deepwater Horizon oil spill. As a captain, I led our charting division to 100% print-on-demand for paper charts, and to maintain "ENCs first." During a second command tour, I incorporated unmanned survey vessels into our daily operations for very shallow water survey work.

I took over a strong organization as Coast Survey director in 2016. As a result, I have been able to focus my leadership on long-term strategic objectives.

Last year, we published the National Charting Plan, which lays out our decadal plans for building a next generation ENC suite with more detail and consistent attribution, which will serve maritime users from recreational boating to unmanned shipping. It will also provide the information backbone to support serving authoritative themes as web services as part of our national MSDI. We have already begun to issue new charts under this program, and the pace will accelerate in coming years. This plan provides the basis of the US contribution to regional ENC schemes in the USCHC, ARHC, MACHC, SWPHC, and EAHC regions where the US has charting responsibilities.

Also in 2017, I approved a sweeping policy clarification which made explicit our longstanding policy to use the "best available data" for our charts. This has allowed us to be much more proactive in seeking out data from other disciplines and new technologies. To implement this policy, we now have teams actively working on data discovery, ingest of external source data, and use of satellite derived bathymetry for change detection and preliminary charting. As a result, NOAA charts are notably much more up-to-date and we have built strong partnerships with other agencies and programs.

Under a program called "precision navigation," we are expanding our five-year old program to produce high definition charts for navigation in port areas. We are leading a NOAA-wide program to deliver a suite of services based on the IHO S-100 standards, which will include HD charts, real time and forecast water levels, air gaps, and surface currents, and real-time and forecast weather and waves. These will be distributed through an integrated machine-to-machine system, and will be compatible with dynamic underkeel clearance systems and portable pilot units.

We are restructuring our hydrographic survey program, to promote more collaborative surveys with other agencies and programs, to increase efficiencies and leverage more high quality data for charting. Just as importantly, we have expanded the scope of our user base through open data policies and bathymetric services, to include hydrodynamic modeling, marine geology, offshore energy, and habitat mapping. Since the inception of Seabed 2030, my office has led the national coalition to map US waters, by creating a gap analysis and maintaining an interagency web mapping portal to coordinate survey projects. We funded the creation of a global crowdsourced bathymetry database, and have developed several key partners in the private sector to contribute bathymetric data.

In addition, we are investing heavily in maturing unmanned survey vessels for hydrography, as portable response units, to be used from ships, and in long-endurance independent operations. We are supporting university development of improved control systems, operational use in our own work and with our hydrographic contractors, and development and testing of launch and recovery systems and sensor integrations. At the same time, we are automating our data processing and training our workforce, so that we will be prepared to take this technology to scale.

We have recently expanded our training programs to include an S-8 Cat-B program and an innovative chart adequacy workshop, and have made them available to international participants. By teaching these programs using state-of-the-art technology and with university participation, we are preparing our employees for the high pace of technological change we are expecting in the years to come.

Many of the priorities that I have taken on during my career at NOAA align with the strategic directions of the IHO, and will be the focus of our work in the years ahead: launching new standards and services, integrating with other ocean disciplines, investing in our people and increasing global hydrographic capacity.

Date: May 3, 2019

Signature of candidate:



Signature du candidat :

Forwarding Authority - *Autorité qui transmet* :

The Honorable Michael Pompeo, US Secretary of State

Signature of forwarding authority:



Signature de l'autorité qui transmet :



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 2 bis 2
22 May 2019

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 21-24 April 2020

NOMINATION OF CAPTAIN (RET) ALBERTO PEDRASSANI COSTA NEVES
BY BRAZIL FOR THE POSITION OF IHO DIRECTOR

References:

- A. Assembly Circular Letter No.2 dated 03 May 2019 – *Call for nomination of candidates for the position of IHO Director.*
- B. General Regulations of the IHO, Article 21

Dear Hydrographer,

1. Reference A invited IHO Member States to nominate candidates for the position of IHO Director and indicated that the names of candidates and their nomination forms will be published as soon as they are received.
2. Brazil has nominated **Captain (Ret) Alberto Pedrassani COSTA NEVES** to stand for election at the 2nd Session of the IHO Assembly for the post of Director of the IHO. The nomination form is enclosed.
3. As required by Reference B, the Secretary-General will collate all the nominations received and present a consolidated inventory as part of the documentation for the consideration of the Assembly.

Yours sincerely,

Dr Mathias JONAS
Secretary-General

Annex: Nomination Form from Brazil

Hydrographic information driving marine knowledge

**Candidature for a post of
Director**

(Article 20 of the General Regulations)



**Candidature à un poste de
Directeur**

(Article 20 du Règlement général)

GENERAL - GENERALITES

1. Nominating Member State - *Etat membre qui présente le candidat* : Brazil
2. Name - *Nom* : Alberto Pedrassani COSTA NEVES
3. Nationality - *Nationalité* : Brazilian
4. Date of birth - *Date de naissance* : 9 August 1962
5. Titles and decorations - *Titres et décorations* :

Brazilian Navy Captain (Ret.),
Brazil: Silver Military Medal,
Brazil: Tamandaré Merit Medal,
Brazil: Mariner Merit Medal,
Brazil: Cartographic Merit Medal,
Brazil: Comandante Vital de Oliveira Medal
Colombia: Distinguished Service Medal of DIMAR.

EDUCATION AND LANGUAGES - ETUDES ET LANGUES

6. Education (periods, including specialized or special qualifications) - *Etudes (durée, y compris les qualifications spécialisées ou particulières)* :

Warfare Superior Course (postgraduation), Naval War School, Brazil, 2002,
Meteorology and Physical Oceanography (master's degree), *with distinction*, Naval Postgraduate School, USA, 1994-1996,
Warfare Basic Course, Naval War School, Brazil, 1991,
Hydrography and Navigation Course (postgraduation), *with distinction*, Directorate of Hydrography and Navigation, Brazil, 1988,
Naval Sciences (graduation), Naval Academy, Brazil, 1981-1984.
7. Languages (speaking and reading capacity) - *Langues (niveau oral et écrit)* :

Portuguese (native language),
English: fluent (speaking, reading, writing),
French: fluent (speaking, reading, writing),
Spanish: fluent (speaking, reading, writing),
Italian: fluent (speaking, reading, writing).

SERVICE AND EXPERIENCE¹ - SERVICES ET EXPERIENCE¹

8.a. Hydrographic service - Services dans l'hydrographie :

Assistant Director, IHO Secretariat (2011 - present): my portfolio of work in the IHO Secretariat includes the following areas where I provide support and act as a facilitator:

- IHO Assembly (and previously the I. H. Conferences), as its Assistant-Secretary and as the Assistant Director in charge of organization and logistics,
- Inter-Regional Coordination Committee (IRCC), as its Assistant-Secretary. Provide support to the IRCC Chair and Secretary, and to the subordinate bodies in their relationship with the IRCC and with other IHO bodies,
- Capacity Building Sub-Committee (CBSC), as its Secretary and the supervisor of the Capacity Building Work Programme (CBWP) and of the Capacity Building Fund (CBF). Maintain relationship with the IMO/Technical Cooperation Committee, the IALA World-Wide Academy and with contributors (Member States, Organizations, Academy and Industry) to the CBF and the CBWP. Support is provided to raise hydrographic awareness and to attract new IHO Member States and to reintegrate suspended Members,
- FIG/IHO/ICA International Board on Standards of Competence for Hydrographic Surveyors and Nautical Cartographers (IBSC), as its Secretary and the supervisor of the IBSC Fund. Maintain close relationship with institutions holding IBSC recognized programmes and in the process to submit to the IBSC,
- Marine Spatial Data Infrastructures Working Group (MSDIWG), as a member (since 2015) and as its Secretary (since 2019). Maintain relationship with the United Nations Committee of Experts on Global Geospatial Information Management (UN-GGIM) and its Working Group on Marine Geospatial Information (WGMGI) and with the Open Geospatial Consortium (OGC) Marine Domain Working Group,
- Regional Hydrographic Commissions with respect to Capacity Building, and in particular representing the IHO Secretariat at the following commissions: Meso American - Caribbean Sea (MACHC), South-West Atlantic (SWATHC), South-West Pacific (SWPHC) and South-East Pacific Regional (SEPRHC) Hydrographic Commissions,
- Joint Staff Consultative Committee (JSCC), as the representative of the managerial members of the Staff, with the objective to promote cooperation between the Administration and the staff and to keep under review the welfare and working conditions of the staff,
- Publications related to IHO Bodies and additionally P-1 (International Hydrographic Review, new editions and the repository), P-5 (IHO Yearbook) and C-55 (Status of Hydrographic Surveying and Nautical Charting Worldwide), including support to link their geographic content to the IHO Geospatial Information System (GIS) and to online services,
- Other international and regional organizations in their relationship with the IHO, including funding agencies, donor organizations, etc.
- Other areas, including the maintenance of website content, support to the annual celebration of the World Hydrography Day and work assigned by the Secretary-General and Directors on topical issues,
- Work was done in the past with the following bodies and areas: WENDWG, DIPWG, MBSHC and IHO Strategic Plan.

Technical Director, PCN Projects and Consultancy for Infrastructure (2009-2011): I founded this company to provide high-end solutions for port operations, ranging from specifying hydrographic surveys, controlling dredging operations, designing channels and improving maneuvering parameters for ships, including under-keel clearance.

Safety of Navigation Superintendent, Brazilian Navy Hydrographic Center (2007-2008): the superintendence is responsible for processing hydrographic surveys, nautical charting production and the operation of the NAVAREA V navigational warning system. During this period, I led the efforts to conform the chart production to obtain the ISO 9001 certification, helped to consolidate ENC production and established numerous agreements with academy and industry to conduct joint survey operations.

¹ All service and experience relevant to the nomination and which provide an indication of the extent to which the candidate is qualified to serve as Director.

Tout service et toute expérience en rapport avec la candidature donnant une indication de la mesure dans laquelle le candidat est qualifié pour occuper le poste de Directeur.

Commanding Officer, Brazilian Navy Ship "Sirius" (2005-2007): vessel engaged in hydrographic and oceanographic surveys, offshore, along the coast and in port areas.

Executive Officer, Brazilian Navy Ship "Barão de Teffé" (1999-2001): vessel engaged in hydrographic and oceanographic surveys and in logistic support to remote lighthouses.

Division Head, Brazilian Navy Ship "Barão de Teffé" (1990-1991): vessel engaged in hydrographic and oceanographic surveys in Antarctica.

Division Head, Brazilian Navy Ship "Almirante Álvaro Alberto" (1989-1990 and 1991-1992): vessel engaged in hydrographic, oceanographic and seismic offshore surveys, mostly devoted to the extension of the continental shelf program.

Additional experiences include:

Membership of The Hydrographic Society of America (THSoA) since 2007 and a founder member of its Latin American Chapter, where I serve on a volunteer basis as a member of the Capacity Building Committee. I am also a founder member of the Brazilian Hydrographic Society, established in 2018.

Membership of the International Hydrographic Review (IHR) Editorial Board and peer reviewer (2009-2011); and peer reviewer of the International Journal of Remote Sensing (IJRS) (2008-2011).

Computing skills: programming (Fortran, Matlab, Visual Basic and shell scripts); administration (networks, Internet, computer architecture, data warehouse); high performance computing; and use of MS Office applications.

Research: Amazon River Mouth Research Project, in cooperation with the Federal University of Rio de Janeiro (2005-2008), on aspects related to hydrography, fluid mud characterization and currents and water level modeling.

8.b. Non-Hydrographic service - *Services autres qu'hydrographiques* :

Numerical Weather Prediction Division, Brazilian Navy Hydrographic Center (2001-2005 and 1997-1999): division is responsible for generating weather, waves and ocean circulation forecasts for METAREA V.

Brazilian Naval Academy, Midshipmen Company Commander (1992-1994): company commanders provide leadership to the future leaders of the Brazilian Navy.

Operations Division Assistant, Brazilian Navy Frigate "Defensora" (1985-1988): vessel is an anti-submarine platform, where the knowledge of the marine environment is paramount. I was the navigator of the ship, when my contact with hydrography, nautical charting and environmental factors started.

CANDIDATE'S POSITION - POSITION DU CANDIDAT

Hydrographic services provide the knowledge backbone for all human activities taking place in, on or under the sea. These services are required for the safety of navigation, the protection of the marine environment and the social and economic development of each coastal State. Among the prominent activities affected by Hydrography are maritime transportation (more than 90% of international trade is carried by sea), coastal zone development and management (nearly 2.4 billion people live within 100 km of the coast), exploration and exploitation of marine resources (60% of the world seabed lies beyond national jurisdictions), environmental protection and management (safe navigation protects the environment), ocean modeling (bathymetry is a major controlling parameter in ocean dynamics), maritime boundary delimitation (nautical charts are central to the process of delimitation) to name some.

While the above activities are evident, a closer look to the United Nations (UN) Sustainable Development Goals (SDG) shows that Hydrography is indeed connected to most of the 17 SDGs: supporting the social and economic development in many distinct levels. Working together with the UN system is key to place the IHO at the appropriate level in the decision-making process and to ensure that resources will be available to build and strengthen hydrographic services, maximizing the impact of Hydrography in each of the IHO Member State and beyond.

The IHO was created nearly 100 years ago to address technical and coordinating matters involving the safety of navigation and the safety of lives at sea. One hundred years with the continuous support of the Government of Monaco, from Prince Albert 1st to Prince Albert 2nd, a nation with a view to the world's oceans, seas and waterways. The Organization came a long way dealing with a world in transformation and the progress is notable and commendable, thanks to hard work of hydrographers and nautical cartographers

around the world. The rate of changes in the world is thought growing fast and poses challenges to the IHO but also presents opportunities.

In order to cope with these changes and challenges, many hydrographic services are transforming their strategies from product to service providers, moving away from products towards data, to build knowledge. However, the preparation for changes are not the same everywhere and some nations are facing difficulties to be fit for these modern times. Most IHO Member States are striving to cope with a complex and fast changing world and this poses a real challenge for the IHO and my vision to address this matter is delineated below.

I would like to start with the IHO Secretariat, where I will take responsibility as an IHO Director if elected by the IHO Member States. The IHO Secretariat consists of 20 permanent Staff Members and currently three project officers from IHO Member States. The Secretary-General relies on the Staff to properly manage the limited resources available in the IHO Budget and to coordinate the very valuable resources from the IHO Member States, organizations, industry and academia (the triple helix) towards the objectives of the IHO. I believe in team work and team building at the IHO Secretariat for the effective delivery of the expected outcomes. I will strive to respect the Staff and to provide them with opportunities for continuous professional development, so the Staff can better serve the IHO Member States and the wider Hydrographic Community.

The IHO Secretariat is a key element for the work of the IHO and needs to be properly equipped with the tools to support its work and the work of the Member States and Stakeholders. I will focus energy to improve existing document system, communication framework, region and country information databases, geospatial information system and the underlying information technology (IT). In addition to the existing aforementioned tools, the IHO Member States and the Hydrographic Community can benefit from an efficient publication system (store, manage, develop, track-change and distribute standards and publications in a standardized and auditable manner) and from a capacity building management system (ensuring that the efforts of the IHO will turn into human resources at the appropriate level, including databases to support the work of the capacity builders and to allow assessment to inform decisions).

Other tasks that need to be addressed by the Staff are the transformation of nearly one hundred years of paper documents in a live searchable digital database, to preserve historical paper charts, maps and documents, to streamline processes, to enhance project management and to build a knowledge base to support the IHO Member States. It is achievable to make a transition from the existing PDF version of publications to a real-time access to the IHO Databases and Services by the Member States (e.g. Yearbook, Status of Surveys and Charting Worldwide and other elements only available to the IHO Secretariat). The IHO Secretariat is also of prominent importance to support the implementation of the IHO Strategic Plan, currently under construction. The management of the performance indicators established by Member States for the monitoring of the strategic goals and targets is to be achieved by the IHO Secretariat using the office infrastructure.

On the coordination and capacity building side of the IHO, I believe my experience and professional skills can be useful to address big challenges: to attract new Member States to enlarge the IHO Membership, to increase the relevance of the IHO and of its Member States worldwide, to further develop the hydrographic capacity of all coastal States and any other State where Hydrography should be part of the national infrastructure and to attract more resources from donor agencies, industry, academia and other Stakeholders. Resources are needed not only to capacity building but also to technical developments and every single task of the IHO Work Programme. The increase in resources in a sustainable way is a priority.

Enlarging the Membership and building the relevance of Hydrography go together and can be achieved with coordinated and targeted efforts of the IHO. These efforts need to be supported by a solid communication strategy that is being built at the IHO Secretariat under the leadership of the IHO Secretary-General, a long and continuous investment is required. Energy and time will be devoted to identifying key people and organizations that can help to promote Hydrography at all levels, as the keystone element of national maritime and marine infrastructures.

Capacity Building is a strategic objective of the IHO and the IHO CB Strategy and its principles are of paramount importance to achieve its objectives, in particular the long-term objective to *enable all states which have navigable waters to achieve Phase 1 of development (timely collection and promulgation of hydrographic information for their national waters), and to develop a national plan to put in place appropriate elements of Phases 2 (creation of coastal and offshore surveying capability) and 3 produce paper charts, ENC and publications independently) or alternative cooperative regional or bilateral arrangements.* Working with IHO Member States and other States will be always done respecting their own pace, culture and national legal frameworks.

I firmly believe that the Standards of Competence for Hydrographic Surveyors and Nautical Cartographers are the fundamental mechanism to increase the capacity of professionals in our Member States, strengthening human component at all levels and maintaining competencies by means of recognized professional certification (individual recognition) schemes established in these Standards. The competence framework is a potential element to empower women in Hydrography and to reduce inequalities in gender.

Education programmes for Hydrographers and Nautical Cartographers need to be complemented by short courses and awareness raising activities, in accordance with the IHO CB Strategy.

The IHO bodies, Assembly, Council, Committees and all subordinate bodies will also benefit from coordination, capacity building and communication in order to prevent isolation, duplications and to make best use of resources. The IHO Secretariat is key to the process of integration and promotion of all the IHO bodies, working in synergy with and providing support to them.

Continuous support is to be provided to the current IHO efforts to increase the knowledge of oceans, seas and inland waters with more hydrographic surveys and other data collection enterprises, with better charting and mapping worldwide. While these efforts will support the fundamental aspects of safe navigation, they will also provide the background information for the safety of life, protection of the marine environment and social and economic developments. Modern and updated charts and maps will increasingly be used for decision-making related to coastal zone management, governance of the waters beyond national jurisdiction and management of inland waters. Users of hydrographic information outside the mariner community will continue to grow, including government agencies, scientific communities, industry and other Stakeholders.

Modern and updated nautical charts will continue to provide the knowledge for the establishment of routing system, delimitation of maritime boundaries, port developments, cable laying, among others. Hydrographic information of all kinds will support and facilitate further development of e-Navigation, smart vessels, autonomous vessels (maritime transport, surveillance and hydrographic surveys). These are being accelerated with better sensors, sensor integration, enduring and flexible platforms, artificial intelligence, quality assurance tools, automated processes, big data, near-real time data processes, Internet of Things (IoT) and other developments.

In order to ensure that hydrography and related services will be available, the marine component of National Spatial Data Infrastructures needs to be operational. Hydrographic Services are the key agents of Marine Spatial Data Infrastructures (MSDI), a fundamental enabler of economic and social developments and of environmental protection. Existing hydrographic information should be accessible for use by the widest possible community of users, primarily but not limited by Geographical Information Systems and by web services.

If honored with the IHO Member States' approval to be an IHO Director, I will support and promote the work of the IHO in developing standards and guidance to ensure that hydrographic information is available and accessible to the wide range of Stakeholders through harmonized and interoperable products and services. This means to endure to facilitate the IHO work on the S-100 framework, the work of partners in other S-xxx Standards and the consolidation of the IHO Geospatial Information Registry as the reference for standards on the marine environment for all relevant partners. Further development of the Registry and its Registers will require strong support from the IHO Secretariat and Member States to review documentation and to establish guidelines, conventions and procedures. Support will also be provided to ensure the appropriate relationship between the Registry Concept Register and the IHO Hydrographic Dictionary database, to strengthen the infrastructure to host the Registry, to build the associated tools and to maintain the whole system.

As an IHO Director, I will be committed to work closely with the Regional Hydrographic Commissions in accordance with the objectives and resolutions of the IHO, ensuring that coordination is in place for surveys, charting, maritime safety information, capacity building and responses to disasters, among others. This includes the facilitation for Member States to comply with the WEND Principles and the expansion to include other services, in line with the discussions on the draft Worldwide Electronic Navigation Services (WENS).

Special attention will be devoted to the continuation of the support to the UN-GGIM and its WGMGI, to ensure the IHO has access to the highest levels of decision-making processes and to funding for the IHO Capacity Building Work Programme for regional projects. Cooperation with relevant international and regional organizations are also central to strengthen the IHO's work, including capacity building and the very important integration of country maritime profiles, so the IHO can continue working with sister organizations under the United Nations "Delivering as One".

In order to ensure the relevance of the IHO and of its Member States' Hydrographic Services, I will contribute to highlight the links of Hydrography and the UN SDGs and the UN Decade of the Oceans, supporting the work of the IHO Member States and of the IHO Secretary-General. This will ensure that Hydrography will be understood as indispensable to the world's efforts to reduce poverty, end hunger, ensure access to energy, reduce water pollution, ensure the conservation and sustainable use of the oceans, seas and marine resources and guarantee access to water and sanitation for all, just to mention some. Hydrography has the potential to contribute to reduce inequalities and to promote social and economic development, in many different ways, including by providing direct input to Blue Economy Stakeholders.

I am confident that my experience as a Hydrographer and Mariner, working at the IHO Secretariat (and its predecessor, the International Hydrographic Bureau) since 2011, has provided me with the skills and competences to serve the IHO and its Member States as an IHO Director, moving one step up from my current

role as an IHO Assistant Director. I will work seriously towards the objectives and goals of the IHO, in line with the IHO Convention, rules and resolutions, as I have always done.

ADDITIONAL INFORMATION - RENSEIGNEMENTS COMPLEMENTAIRES (if any) (le cas échéant)

Capt Alberto Costa Neves had a prominent career in the Brazilian Navy and in its Hydrographic Service (DHN), where he completed his hydrographic education in 1988. He served in several different positions at sea and ashore, where he always contributed to improving service conditions and infrastructures of the organization. He always demonstrated sense of responsibility, leadership and commitment to the service.

Always engaged in continuous professional development, he was able to perform his duties at high level. His ability to work in matrix mode inside the hierarchy system always brought very positive impact in the quality of the work of the organization. Capt Costa Neves was instrumental in the implementation of the Quality Assurance System and ISO 9001 certification for the production of nautical charts, facilitating the production of the first 100 Brazilian ENC's under his leadership.

Capt Costa Neves also led the transition of inland paper charts to the digital world, allowing fast updating of nautical documents, the establishment of numerous agreements with industry and academia for joint operation of ships and survey equipment, the Navy participation in the Cartographic Project of the Amazon, the participation of DHN in research projects with universities and other high-profile projects.

I am confident that Capt Costa Neves will be a valuable IHO Director and will serve the IHO Member States with his usual energy, enthusiasm and professionalism. With more than eight years of experience working in the IHO Secretariat as an Assistant Director (Coordination and Capacity Building), he is surely prepared for the position of IHO Director. His communication skills, speaking fluently five languages (English, French, Spanish, Italian and the native Portuguese) are an asset for an international organization.

Date: 15 May 2019

Signature of Candidate - Signature du candidat :



Forwarding Authority - Autorité qui transmet :

Brazilian National Hydrographer and Director of Hydrography and Navigation,
Vice Admiral Antonio Fernando Garcez Faria

Signature of Forwarding Authority - Signature de l'autorité qui transmet :



IHO File No. S1/6100/2020

**ASSEMBLY CIRCULAR LETTER N° 2 bis 3
25 July 2019**

**2nd SESSION OF THE IHO ASSEMBLY (A-2)
Monaco, 21-24 April 2020**

**NOMINATION OF REAR ADMIRAL LUIGI SINAPI
BY ITALY FOR THE POSITION OF IHO DIRECTOR**

References:

- A. Assembly Circular Letter No.2 dated 03 May 2019 – *Call for nomination of candidates for the position of IHO Director.*
- B. General Regulations of the IHO, Article 21

Dear Hydrographer,

1. Reference A invited IHO Member States to nominate candidates for the position of IHO Director and indicated that the names of candidates and their nomination forms will be published as soon as they are received.
2. Italy has nominated **Rear Admiral Luigi SINAPI** to stand for election at the 2nd Session of the IHO Assembly for the post of Director of the IHO. The nomination form is enclosed.
3. As required by Reference B, the Secretary-General will collate all the nominations received and present a consolidated inventory as part of the documentation for the consideration of the Assembly.

Yours sincerely,



Dr Mathias JONAS
Secretary-General

Annex: Nomination Form from Italy

Candidature for a post of¹
SECRETARY-GENERAL ☐

DIRECTOR ☒

(Article 20 of the General Regulations)



Candidature à un poste de
☐ **SECRETAIRE GENERAL**

☒ **DIRECTEUR**

(Article 20 du Règlement général)

GENERAL - GENERALITES

1. Nominating Member State - *Etat membre qui présente le candidat* : ITALY
2. Name - *Nom* : LUIGI SINAPI
3. Nationality - *Nationalité*: ITALIAN
4. Date of birth - *Date de naissance* : 27 August 1967
5. Titles and décorations - *Titres et décorations*:

Italian Rear Admiral

Director of the Istituto Idrografico della Marina – Hydrographer of ITALY

Mauriziana Medal for 50 years of military service, 2019

Commemorative Medal for Multinational Peace Operations in Kosovo, United Nations resolutions 1244/99, 2018

Knight of the Order of Merit of the Italian Republic, 2014

Italian Legal Advisor for Military Operations, 2004

NATO Medal Kosovo, 2001

NATO Medal Former Yugoslavia, 2001

Commemorative Medal for Antarctic Mission, 1999

EDUCATION AND LANGUAGES - ETUDES ET LANGUES

6. Education (periods, including specialized or special qualifications) - *Etudes (durée, y compris les qualifications spécialisée sou particulières)*:

5 + 5 Defence Initiative – 2nd module of 9^{ème} Training cycle for "senior" on "Climate change", Algiers, 2019

5 + 5 Defence Initiative – 1st module of 9^{ème} Training cycle for "senior" on "Climate change" Paris, 2018

II level Master's Degree in Marine Geomatics, University of Genoa, 2008

Master of Sciences Degree in International and Diplomatic sciences, University of Trieste, 2004

II level Master's Degree in International strategic and military studies, Centre for the Defense High Studies (CASD) and LUISS University, Rome, 2004

¹Tick one box or both

Cocher une case ou les deux

Bachelor's Degree in Navigation and Maritime Science, University of Pisa, 2002

IHO-FIG-ICA Category A Hydrographer certification, 1996

Master of Sciences Degree in Physics, University of Lecce, 1996

Course for Hydrographers Category A at the Istituto Idrografico della Marina, Genoa, 1992 – 1993

Corso Superiore at the Naval Academy, Livorno, 1992

Corso Normale at the Naval Academy, Livorno, 1985 -1989

7. Languages (speaking and reading capacity) - Langues (niveau oral et écrit) :

Italian (native speaker)

English (fluent)

Spanish (fluent)

French (good working knowledge)

SERVICE AND EXPERIENCE² - SERVICES ET EXPERIENCE²

8. Hydrographic service - Services dans l'hydrographie :

January 2018 – present: Italian Hydrographic Society (IHS) representative at Board of Directors of International Federation of Hydrographic Societies (IFHS)

November 2017 – present: IHO – Hydrographic Services and Standards Committee (HSSC) Chair

October 2017 – present: Italian representative at the IHO COUNCIL

August 2017 – present: Italian representative (as Associate Member) at IHO – Arctic Regional Hydrographic Commission (ARHC)

July 2017 – June 2019: IHO - Mediterranean and Black Seas Hydrographic Commission (MBSHC) Chair

June 2016 – present: Italian representative at the Hydrographic Commission on Antarctica (HCA)

February 2016 – January 2017: Head of the Hydro-Oceanographic Office at the Italian Navy Headquarters

2015 – present: **Director of the Istituto Idrografico della Marina – ITALY's National Hydrographer**

2001: Liaison hydrographic Officer onboard US NAVOCEANO launch for the joint ITA-USA hydrographic survey in the Naval Base of Gaeta (I)

2000–2001: Oceanographic Branch Staff Officer NATO Command Naval South Europe (COMNAVSOUTH)

1998 – 2000: Head of the Hydrographic Division at the Italian Hydrographic Institute

1997 – 1998: Head of the first marine trials of the European Geostationary Navigation Overlay Service (EGNOS) from Italian survey vessel "Mirto"

² All service and experience relevant to the nomination and which provide an indication of the extent to which the candidate is qualified to serve as Secretary-General or Director.

²Tout service et toute expérience en rapport avec la candidature donnant une indication de la mesure dans laquelle le candidat est qualifié pour occuper le poste de Secrétaire général ou de Directeur.

1996: Head of the Hydrography and Nautical Cartography team in the 11th Antarctic expedition within the Italian Antarctic Research Program

1994 – 1996: Hydro-oceanographic Officer onboard the Italian Survey Vessels "Ammiraglio Magnaghi" and "Mirto"

1993 – 1994: Head of several hydrographic and geodetic campaigns in Italian waters

9. Non-Hydrographic service - Services autres qu'hydrographiques :

November 2014 – October 2015: Head of the 1st Division of the LOGISTIC Department of the Navy General Staff

October 2013 – October 2014: Head of the 5th Division of the OPERATION Department of the Navy General Staff

September 2012 - September 2013: Commanding Officer of the Italian Navy DESTROYER "LUIGI DURAND DE LA PENNE"

August 2007 - August 2012: Head of the 1st Division of the FINANCIAL PLANNING Department of the Navy General Staff

September 2005 - July 2007: Commanding Officer of Italian Navy FRIGATE "ZEFFIRO"

July 2004 - August 2005: Executive Officer of the Italian Navy FRIGATE "ALISEO"

September 2003 - June 2004: Selected to attend the Joint General Staff Superior Institute in Rome

November 2001 - August 2003: Standing Naval Force Mediterranean (STANAVFORMED) Liaison Officer at NATO Command Naval South Europe (COMNAVSOUTH)

September 1997 - February 1998: Selected to attend the XX General Staff Course at the War School in Livorno

September 1996 – September 1997: Commanding Officer of Italian Navy SURVEY VESSEL "MIRTO" employed during maritime surveys along the Italian coasts

March 1996 - July 1996: Selected to attend the 191st Commanding Officer School section

April 1990 - August 1992: Navigating Officer and Deputy Telecommunications Officer on Italian Navy AIRCRAFT CARRIER "GIUSEPPE GARIBALDI"

10. Scientific Activities – *Activités scientifiques*

2019 – present: Member of the Italian delegation at Antarctic Treaty Consultative Meeting (ATCM)

2019 – present: Responsible for the "Framework Agreement in Marine Research and training in Oceanography" with the Parthenope University of Naples (ITALY)

2019 – present: Member of the national "Joint Research Unit – European Multidisciplinary Seafloor and Water Column Observatory (JRU-EMSO)"

2018 – present: Member of the Blue Italian Growth technological Cluster (CTN-BIG) created by National Law n°123 of 3rd of August 2017

2018 – present: Lecturer at the Professional Master in Sustainable Development, geopolitics of resources and Arctic Studies at the Italian Society for International Organization (SIOI), Rome (ITALY)

2018 – present: Responsible for the "Framework Agreement in Marine Research and training in Hydrographic and Oceanographic sciences" with the University of Cagliari

July 2018: Coordinator of the "Italian Navy Arctic Marine Geophysics Campaign - HIGH NORTH 18"

2017 – 2018: Chairman of the "Tavolo Tecnico Interministeriale Italiano per la Rideterminazione delle linee di base dritte e delle linee di chiusura delle baie naturali e storiche", Rome (ITALY)

August-September 2017: Speaker at Jean Monnet Module European Union and the Law of the Sea (EULOS) – Summer School 2017, Genoa (ITALY)

July 2017: Coordinator of the "Italian Navy Arctic Marine Geophysics Campaign - HIGH NORTH 17"

2017 – present: Member of the "Consulta Nazionale per l'Informazione Territoriale e Ambientale – CNITA", Rome (ITALY)

2017 – present: Member of the "Italian Hydrographic Society (IHS)"

2016 – present: Member of the scientific board of The INTERNATIONAL PROPELLER CLUB – Genoa (ITALY)

2016 – 2017: Professor of Hydrography at the "II Level Master in Marine Sciences: Ocean Physics and Technology", organized by the Parthenope University of Napoli and Alma Mater Studiorum University of Bologna (I), and by the Italian Navy

2015 – present: Member of the National Arctic Committee and of International Arctic Council EPPR (Emergency Prevention, Preparedness and Response) WG

2015 – present: Member of the National Council of Public Works "Consiglio Nazionale dei Lavori Pubblici"

2015 – present: Member of the National Cartographic Committee (AIC), member of the National Remote Sensing Association (SIFET) and member of the Italian Federation of the Scientific Association Environmental and Territorial Information (ASITA)

2015 – present: Member of the National Oceanographic Committee "Commissione Oceanografica Italiana – COI"

2015 – present: Member of Digital Italy Agency "Agenzia per l'Italia Digitale – AGID"

2001 – 2004: Professor of "Hydrography and Geodesy" at the Parthenope University, Napoli (ITALY)

Bibliography

International Review and Books

"High-Resolution multibeam and hydrodynamic datasets of tidal channels and inlets of the lagoon of Venice", with Madricardo F. et al. – Scientific Data 4, Article number: 170121 (2017), Published: 05 September 2017

"The Graham Bank: hydrographic features and safety of navigation", with Lamberti L.O., Pizzeghello N.M., Ivaldi R., - International Hydrographic Review, International Hydrographic Organization, Monaco (Principality of Monaco) Ed. May 2016

"Determination of the azimuth with solar observations without any particular astronomical knowledge and spherical trigonometry", with Vassallo A. – Survey Review, Vol. 37, N. 293 - 2004

"Optimum trigonometric ellipsoidal height, direct and inverse", with Caporaso U., Vassallo A. - International Hydrographic Review, International Hydrographic Organization – Monaco (Principality of Monaco), Vol. 5, N. 2 – 2004

"External alignment between two beacons at different elevation for use in bathymetric operations", with Vassallo A., Gargiulo R. – International Hydrographic Review, International Hydrographic Organization – Monaco (Principality of Monaco), Vol. 4, N. 2 – 2003

"A morphometric model of the Aeolian Islands (Italy)", with Bissoni M., Favalli M., Mazzarini F., Mori A., Pareschi M.T. – Il Nuovo Cimento, Vol. 26 C, N. 4 – 2003

"Nautical cartography in the Ross Sea – Antarctica", with Gargiulo R. – Annali Facoltà di Scienze Nautiche Napoli (I), Volume LXVI - 2002

"The first EGNOS Trials at Sea: In Columbus' week", with Basker S., Solari G., Secretan H., Barboux J.P. – GALILEO'S WORLD Ed. - 2000

National Review

"Fondali senza confini in un unico oceano", with Grieco A. – Rivista Marittima, Luglio-Agosto 2019

"La misura del tempo", with Vassallo A. – Rivista Marittima, Anno CXLI, Ottobre 2008

"L'arte della navigazione nei secoli", with Vassallo A. – Rivista Marittima, Anno CXLI, Gennaio 2008

"La misura spaziale di Eratostene", with Vassallo A. – Rivista Marittima, Anno CXXXIX, Novembre 2006

"Idrografia e diritto" – Rivista Marittima, Anno CXXXIX, Aprile 2006

"Un approccio geodetico ed astronomico alla conoscenza della terra geometrica", with Vassallo A. – Informazioni della Difesa, 6/2005

"L'esercitazione navale «IONEX 2004» un passo significativo verso la cooperazione italo-russa" – Informazioni della Difesa, 1/2005

"I due problemi fondamentali della geodesia per la navigazione astronomica, in forma algebrica, sulla sfera terrestre e sull'ellissoide WGS'84", with Vassallo A. – Annali Facoltà di Scienze Nautiche, Napoli (I), Vol. LXVIII – 2004

"Azimut e punto nave astronomico con assorbimento intrinseco del cammino nave negli intervalli delle osservazioni", with Vassallo A. – Annali Facoltà di Scienze Nautiche, Napoli (I), Volume LXVII – 2003

"L'informazione geografica e la qualità dei dati", with Gargiulo R. – Informazioni della Difesa 1/2003

"Il grid kilometrico della Mercator Secante e sue applicazioni operative", with Gargiulo R., Lusiani P., Vassallo A. – I.I. 3166, Istituto Idrografico della Marina Ed., Genova (I) – 2002

"Il concetto di «Rapid Environmental Assessment» nelle operazioni navali NATO", with Gargiulo R. – Informazioni della Difesa 2/2002

"Il modello tridimensionale dell'Arcipelago Eoliano: un esempio d'integrazione tra rilievo fotogrammetrico e batimetrico", with Favalli M., Mori A., Pareschi M.T., Sinapi L., Surace L. – Bollettino di Geodesia e Scienze Affini, Anno LXI N.1 – 2002

"Antartide", with Gargiulo R. – Rivista Marittima Ed. Dicembre 2000

"L'EGNOS: caratteristiche generali e primi test operativi in mare", with Surace L. – Bollettino SIFET N. 4 – 2000

"La cartografia nautica in Antartide", with Gargiulo R., Mori A., Surace L. – Bollettino SIFET N. 3 - 2000

"Errori commessi in un rilievo idrografico e differenti tecniche di modellazione tridimensionale", with Mori A., Spagnuolo A., Pizzi C. – I.I. 3085, Istituto Idrografico della Marina Ed., Genova (I) - 2000

Proceedings of International Conferences

"From Magellan to the new marine cartographic frontiers – Exploration of the future hydrographic goals" – 42nd International CIESM Congress, Cascais (PO) 7-11 October 2019

General Co-Chair at the IMEKO TC19 Workshop on "METROLOGY FOR THE SEA 2019" – www.metrosea.org, Genoa (I) 3-5 October 2019

"S-100 Universal Hydrographic Data Model: the limits and boundaries challenge", with Pizzeghello N. and Pratellesi M. – EGU General Assembly, Vienna (AT) 7-12 April 2019

"New Arctic geophysical data from the Yermak Plateau (northern Svalbard margin)", with Demarte M., Ivaldi R. and Rebesco M. – EGU General Assembly, Vienna (AT) 7-12 April 2019

"Monitoring the evolution of the coasts for a sustainable Blue Growth", with Biscotti E. and Pizzeghello N. – "XIX Giornata mondiale dell'acqua" Convegno "Gestione e difesa delle coste", Accademia dei Lincei, Rome (I) 21 March 2019

"Hydrographic standard for a secure sea" – INTERREG ITALY-CROATIA – Technical Seminar on "Information Technology for Safety: a joint Italian and Croatian perspective for the Adriatic Sea", Venice (I) 29 February 2019

"HIGH NORTH: il Programma di ricerca in Artico della Marina Militare" – 2^o International Forum "Nuovo Artico – Vecchio Mediterraneo", MILAN CENTER for FOOD LAW and POLICY, Genoa (I) 13-14 November 2018

"HIGH NORTH Program – New Hydrographic Data in the Arctic", with Ivaldi R. and Demarte M. – First Seabed 2030 - Arctic, Antarctic & North Pacific Mapping Meeting, Stockholm University, Stockholm (FI) 8-10 October 2018

"HIGH NORTH: the Italian joint research program" – Arctic Regional Hydrographic Commission (ARHC) Open Forum 2018, Longyearbyen, Svalbard (NO) 11 September 2018

"Preliminary results of the Italian Navy Arctic Marine Geophysics Campaign HIGH NORTH 18" – Press-conference onboard NATO ship ALLIANCE, Tromsø (NO) 25 July 2018

"HIGH NORTH: the Italian Navy's Joint Research Programme in the Polar Region" – Naval Survey & Ocean Intelligence Conference, London (UK) 20-21 June 2018

"Education and Capacity Building for Blue Growth" – Union for Mediterranean (UfM) Regional Stakeholder Conference on "Blue Economy", Naples (I) 30 November 2017

"HYDROGRAPHY for a secure sea" – G7 High Level Meeting on Maritime Security, Rome (I) 20 November 2017

Keynote Speaker at the IMEKO TC19 Workshop on "METROLOGY FOR THE SEA 2017" – www.metrosea.org, Naples (I) 11-13 October 2017

"Preliminary results of the Italian Navy Arctic Marine Geophysics Campaign HIGH NORTH 17", Press-conference onboard NATO ship ALLIANCE, Tromsø (NO) 28 July 2017

"Sailing for Science: on board experiences for transferring knowledge on Historical Oceanography for Future Innovation", with Garvani S., Carmisciano C., Locritani M., Grossi L., Mori A., Stroobant M., Schierano E., De Strobel F., Manzella G., Muzi E., Leccese D., Morellato C., La Tassa H., Talamoni R., Coelho E. and Nacini F. – EGU General Assembly, Vienna (AT) 23-28 April 2017

"Innovative REA tools for integrated bathymetric survey", with Demarte M., Ivaldi R., Bruzzzone G., Caccia M., Odetti A., Fontanelli G. and Masini A. – EGU General Assembly, Vienna (AT) 23-28 April 2017

Keynote Speaker at the Union For Mediterranean (UFM) Stakeholder Conference on "Towards an Initiative for the sustainable development of the blue economy in the western Mediterranean", Barcelona (SP) 2 February 2017

"GEBCO Archaeological Hydrography" – GEBCO Forum, Monaco (Principality of Monaco) 15-17 June 2016

"4D Seafloor view" – GEBCO Forum, Monaco (Principality of Monaco) 15-17 June 2016

"Developing Skills and Capabilities of the Italian Navy Survey Vessel Fleet" – OSV (Oceanographic Survey Vessel) Conference, London (UK) 8-10 June 2016

"Last century seabed morphodynamics of the Magra River estuary (Western Mediterranean Sea)", with Pratellesi M., Ivaldi R., Ciavola P. – EGU General Assembly, Vienna (AT) 17-22 April 2016

"Data quality indicators: from paper charts to electronic navigational charts" – CIRM Conference & AGM 2016, Santa Margherita Ligure (I) 11-13 April 2016

National Conferences and Technical Reports

"Marine Geology for Hydrography", with Ivaldi R. – 3° Convegno di Geologia Marina, Roma (I), 21-22 February 2019

"Dalla sicurezza della navigazione alla crescita blu: il contributo dell'Istituto Idrografico della Marina all'economia blu nazionale e portuale di Genova" – Summit "Blu Economy", Genoa (I) 9 April 2018

"I rilievi idrografici portuali tra applicazione degli standard ed evoluzione della professione dell'idrografo" – REMTECH-EXPO 2018 – Coast, Ferrara (I) 19-21 September 2018

Contributor to "The BLUEMED Italian White Paper: an overview of relevance, obstacles and proposals of the key sectors for a Blue Growth", Consiglio Nazionale delle Ricerche (CNR) Edizioni, Rome (I) July 2018

"L'Istituto Idrografico della Marina e lo SCUFN (Sub-Committee on Undersea Feature Names)", with Ivaldi R. – 2° Convegno di Geologia Marina, Roma (I), 23-24 February 2017

"Idrografia e Maritime Capacity Building", with Demarte M. – 2° Convegno di Geologia Marina, Roma (I), 23-24 February 2017

«Monitoraggio idrografico del Banco di Graham (Canale di Sicilia)", with Lamberto L.O., Ivaldi R., Pizzeghello N.M. – 1° Convegno di Geologia Marina, CNR Roma (I), 18-19 February 2016

"La cartografia nautica e l'evoluzione del territorio – il porto di San Benedetto del Tronto", with Cella A., Demarte M. – Convegno annuale della Associazione Italiana di Cartografia (AIC), San Benedetto del Tronto (I) 11-13 May 2016

"Lezioni di Idrografia teorica ed applicata" – Parthenope University, Napoli (I), Manuale del Corso di Idrografia – 2001

"La rappresentazione digitale dei fondali marini", with Gargiulo R., Mori A., Parente C., Pugliano A., Santamaria R. – 1° Convegno AUTeC (Associazione Universitari di Topografia e Cartografia) – Napoli (I) 17-18 May 2001

"Progetto 3b: Telerilevamento, GIS, Banche dati e Idrografia", with Lamberti L.O. – Rapporto sulla Campagna Antartica estate australe 1995/96, Programma Nazionale di Ricerche in Antartide (PNRA) – 1996

National Conferences and Workshops

"HIGH NORTH: The Italian Navy Marine geophysics Arctic research Program" – Exhibition "La Marina Italiana al Polo Nord – Dal Duca degli Abruzzi alle spedizioni High North", Genoa, 17 April 2019

"Le iniziative della Marina Militare per la ricerca scientifica marina e la sostenibilità" – Conference on "Oceani di plastica e di ghiaccio: un viaggio attraverso racconti e proposte per salvare il mare", University of Milano-Bicocca, Milan 29 March 2018

"L'Istituto Idrografico della Marina nella ricerca idro-oceanografica nazionale" – Conference on "Stati Generali della Ricerca Marina Italiana", University of Milano-Bicocca, Milan 26-28 September 2018

"Tecnologie di Monitoraggio e Sorveglianza in mare" – XXXVII FORUM della Fascia Costiera Ligure-Tirrenica e del Mar di Sardegna, ROTARY Distretto 2000, Reggio Calabria 23-25 March 2018

"Disciplinare Tecnico per la standardizzazione dei rilievi idrografici" – Conference on "Hydrographic Surveys: Rilievi, Processamento e Cartografia" Istituto Idrografico della Marina and Italian Hydrographic Society (IHS), Catania 20 December 2017

"Programma HIGH NORTH – Tecnologie della Marina Militare a supporto della ricerca scientifica e delle esigenze della collettività" – Genoa 29 October 2017

"La carta nautica elettronica e la navigazione 2.0" – 22° Forum dei Musei Marittimi del Mediterraneo, Genova (I) 30 June 2016

"Esplorazione del paesaggio marino" – 22° Forum dei Musei Marittimi del Mediterraneo, Genova (I) 30 June 2016

"Ri-determinazione delle linee di base nazionali" – Conference on "Linee di base del mare territoriale italiano" Istituto Idrografico della Marina and Milano Bicocca University, Genoa (I) 16 May 2016

"L'Istituto Idrografico della Marina nel panorama cartografico nazionale: stato dell'arte alla luce delle trasformazioni dell'informazione geografica nell'era digitale" – Agenzia per l'Italia Digitale - AGID National Conference, Rome (I) 11 May 2016

"Le pratiche di studio, mappatura, misura e rappresentazione dei fondali marini e delle coste: storia, riferimenti teorici, normativi e casi applicativi" – Conference National Order of Engineers, Rome (I) 17 February 2016 and Ragusa (I) 29 April 2016

Workshop "Arctic Council, Governance and politics" and seminar of Whitney Lackenbauer "Placing Canada's Northern Strategy in a Global Context: Sovereignty, Environment, Resources, and Human Development", Canada Embassy, Rome (I) 21 March 2016

CANDIDATE'S POSITION - POSITION DU CANDIDAT

Oceans are still the least observed part of our planet. The link between States development and the necessity of a global governance makes Hydrography and the International Hydrographic Organization (IHO) face up new challenges, such as Ocean knowledge, in a sustainable development perspective and in line with the **United Nations Sustainable Development Goals** for 2015-2030.

Aware of the importance of **knowing the marine environment** to "*conserve and sustainably use the oceans, seas and marine resources for sustainable development*", one of the priorities of my mandate will be to **increase Seabed mapping** and therefore act as catalyst among all potentially involved States, Entities and Organizations. Seabed mapping is vital for the security, safety and economic health of the States. More importantly, given that three billion people rely on fish as a source of protein, a deeper understanding of the seafloor can only strengthen the understanding of marine ecosystem and marine life for the benefit of our current and future food supply.

The use of existing and emerging technologies, means and methodologies – such as Autonomous Underwater Vehicles, Autonomous Ships, Satellite Derived Bathymetry, Crowd-sourced Bathymetry – will play a central role in Seabed mapping and particularly in the Seabed 2030 project. And, as the challenges of the IHO are the challenges of all the Hydrographic Offices, to achieve full Seabed mapping is necessary to increase about the **adaptation and application of United Nations guiding principles for Geospatial Information Management**, ensuring interoperability of hydrographic data with other marine-related data, through a **shared and universal Maritime Spatial Data Infrastructure**, accessible to everybody.

A Regional approach and an Inter-Regional cooperation among all the actors involved – International Organizations, non-Governmental Organizations, Universities, Maritime Industries (fishing industries, survey companies, shipping lines, oil and gas companies, cruise operators, submarine cable companies), Youth Organizations and Citizens, would consolidate and expand the role of IHO, making it face new and future challenges.

The role of the IHO has become increasingly crucial in a changing global scenario. In this regard, a **refinement of the current training standards for hydrographers and cartographers and the rationalization of the specializations** will lead to a greater awareness of the professions throughout the world and will encourage non-Member States to join the Organization.

Information on Hydrography needs to be accessible to all stakeholders in the civil society, **maximizing IHO visibility and promoting IHO activities in a digital and modern way**.

The revision and implementation of the **IHO 2020-2026 Strategic Plan** will represent one of the main achievements of the Organization in the next six years, to strengthen the liaison with the other key partners in the Ocean scene. It will involve the contribution to maritime safety and efficiency and enhance the accessibility of marine environmental data from Hydrographic Offices for the benefit of all.

An increase in the number of the IHO Member States – including also non-Coastal States – would be beneficial not only for the Organization, but for the global International Community. Global economy heavily depends on the sea and relevant knowledge. The sea has always been a source of life and resources, and needs to be protected. The IHO should embrace more members, **tailoring**

Capacity Building to the needs and demands of the Member States. In fact, maritime security is a shared need for the welfare and the prosperity of the entire world. Sea security is one of the pillars of a modern society.

S-100 Hydrographic Data Model represents one of the main challenges for the IHO. The ENC replaced any other format for the provision of vector nautical chart data. **By adopting and implementing – through a consolidated strategy – the S-100 Universal Hydrographic Data Model**, the IHO has started to develop a versatile standard framework composed of S-100 based Product Specifications (PS) to describe specific aspects of the real world. S-100 has therefore become the most important application of the ISO 19100 series of Geographic Information Standards. Standards are also synonymous of data quality and interoperability and they put the basis for an increasing safety at sea. The advantage of such datasets, based on the same paradigm, is their mutual compatibility. Interoperability supports a multitude of possible combinations of the geo-information encoded in datasets, regardless of their science domains. New S-100 framework of standards covers many domains dealing with geo-data, providing services to mariners to visualize on ECDIS.

I think it is necessary to strengthen a sector in which the IHO is already a leader, the E-navigation. The IHO is involved in the **development of the e-navigation concept** to ensure that any underpinning hydrographic standards, products or services are in place from the beginning. A significant challenge for e-Navigation is how to efficiently capture and subsequently transfer the many forms of non-hydrographic data and information in the e-navigation domain in a relatively seamless, standardized and efficient way. E-navigation intends to meet present and future user needs through harmonization of marine navigation systems and supporting shore services. I believe that a holistic and integrated approach to modern cartography is necessary and achievable through harmonization.

The achievement of all the mentioned priorities will significantly enhance the visibility and profile of the IHO in the global International Community, contributing to **Blue growth**, as the long-term strategy to support sustainable and inclusive growth in the marine and maritime sectors, and providing the Member States with better services to improve safety of navigation and blue economy activities. Seas and oceans represent the engine for the international economy, with enormous potential for innovation and growth, and **Hydrography is paramount to a better Blue knowledge and, consequently, to more secure seas.**

UN Sustainable Development Goals, Knowledge, Technology, Cooperation, Enlargement, Capacity Building, Education, Visibility, Standards, E-navigation and Blue Growth are the key words of my candidacy. The role of an IHO Director is to contribute to the management of the IHO Secretariat, to serve efficiently the Member States, to liaise with Member States, to support the IHO Council and to represent the Organization actively internally and at international fora.

Being an experienced Hydrographer fully involved at very high level in IHO activities and a top rank Navy Officer, I am ready to assume the roles and responsibilities of an IHO Director, in order to serve – under the guidance of the Secretary General – the global Hydrographic Community with great passion, enthusiasm, competence and high level of energy.

<p>ADDITIONAL INFORMATION - RENSEIGNEMENTS COMPLEMENTAIRES (if any) (le cas échéant)</p>

Rear Admiral Luigi SINAPI has been serving the Italian Navy since October 1985, acting also as Commanding Officer of a Survey Vessel, a Frigate and a Destroyed. Since October 2015, he is the Italian National Hydrographer (Director of the Istituto Idrografico della Marina). He was promoted Rear Admiral in January 2018.

Under his directorate, the Istituto Idrografico della Marina has become a center of excellence, increasing its visibility nationally and internationally, reorganizing and optimizing the available resources, rationalizing the workflow, increasing output and revenue from sales of nautical products by 60%, implementing new technologies, contributing actively with research campaigns to Ocean knowledge.

Rear Admiral SINAPI has been extensively involved in National fora and International Organizations – first of all the IHO – with specific reference to maritime affairs, maritime safety and security, hydrography, oceanography, nautical charting, marine boundary delimitation and Law of the Sea application, and research activities.

Rear Admiral SINAPI and his staff are particularly active in IHO current and future activities, committees, working groups and project teams. In particular, Rear Admiral SINAPI has proactively chaired the following two IHO bodies:

- Mediterranean and Black Sea Hydrographic Commission – MBSHC (2017-2019)
- Hydrographic Services and Standards Committee – HSSC (since 2017).

He represents ITALY also in:

- IHO Council
- Hydrographic Commission on Antarctica (HCA)
- Arctic Regional Hydrographic Commission (ARHC).

Regionally, the MBSHC is the largest Regional Hydrographic Commission, with an internal complexity that – thanks to his dynamic moderator role – Rear Admiral SINAPI has successfully managed, facilitating dialogue amongst the Member States and launching new initiatives to increase cooperation in maritime sectors, such as nautical cartography, education and training, blue economy and capacity building.

Internationally, the HSSC is one of the two main IHO pillars, acting as the technical steering committee of the IHO. In the last two years, the Maritime Community has been assisting the implementation of S-100 Universal Hydrographic Data Model, through the issue of a large variety of new S-100 Product Specifications (PS) to describe specific hydrographic and cartographic aspects. In this activity, Rear Admiral SINAPI proved his managerial talent and technological attitude, promoting new technical solutions for a smooth transition to the digital era.

Diplomatically, thanks to the impulse and the will to concretely contribute to Ocean knowledge – especially in those areas of our planet particularly affected by lack of hydrographic data – Rear Admiral SINAPI strongly facilitated the entrance of ITALY – as Associate member – in the ARHC, as unique non-Arctic State being a member of such Commission.

Having a proactive and enthusiastic character, Rear Admiral SINAPI has demonstrated his **leadership qualities and communication skills**, looking forward to serving as Director the global Hydrographic Community and the IHO Secretariat with **full dedication, wide international experience and high performances**.

Date : July 24, 2019

Signature of candidate:

Rear Admiral Luigi SINAPI
Director



Signature du candidat :

Forwarding Authority - *Autorité qui transmet* :

.....CHIEF OF THE ITALIAN NAVY – VICE ADMIRAL GIUSEPPE CAVO DRAGONE

Signature of forwarding authority:

Signature de l'autorité qui transmet :





IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 3
06 May 2019

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 21-24 April 2020

SUBMISSION OF PROPOSALS TO THE ASSEMBLY

References:

- A. Rules of Procedure of the Assembly, Rule 9
- B. Assembly Circular Letter No.1 dated 29 April 2019 - *Announcement and General Arrangements*

Dear Hydrographer,

1. In accordance with References A, Member States are invited to submit any proposals that they wish to be considered by the 2nd Session of the IHO Assembly to be held from 21 to 24 April 2020 (see Reference B).
2. Article 9 of the Rules of Procedure of the Assembly requires that proposals should be submitted at least four months before the opening day of the session. Accordingly, Member States are requested to forward their proposals as soon as possible and **no later than 15 December 2019**.
3. Although Reference A does not contain any specific provision for inviting and circulating comments on proposals submitted to the Secretariat, the Secretary-General will circulate the received proposals and requests comments in order to assist in the considerations and decision making process of the 2nd Session of the Assembly.
4. The Secretary-General will also circulate a consolidated list of proposals and comments from Member States in the form of a "Red Book" in accordance with the Assembly timeline (see Reference A and B).

Yours sincerely,

Dr Mathias JONAS
Secretary-General

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IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 4
08 May 2019

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 21-24 April 2020

INVITED OBSERVERS

References:

- A. General Regulations of the IHO, Article 4
- B. Rules of Procedure of the Assembly, Rule 5
- C. IHO Resolution 5/1957, as amended, *IHO Relations with Other Organizations*
- D. IHO Circular Letter 20/2019, dated 28 March - *The IHO Online Form System for Responses to Circular Letters and Input to IHO Publications (P-5 and C-55)*
- E. Assembly Circular Letter No.1 dated 29 April 2019 - *Announcement and General Arrangements*

Dear Hydrographer,

1. In accordance with References A and B, the Secretary-General will issue invitations to Observers to attend the 2nd Session of the IHO Assembly (A-2) to be held from 21 to 24 April 2020 from:

- a) States that are not Parties to the IHO Convention: one or two observers each, if proposed by a Member State, the Council or the Secretary-General, and subject to approval by two thirds of the Member States;
- b) Member States with rights suspended under Article XV of the Convention, as implemented in accordance with Article 16 of the Financial Regulations: one or two observers each, one of whom should preferably be the head of the hydrographic office;
- c) Inter-governmental organizations with which an agreement or special arrangement has been made: one or exceptionally two observers each; and
- d) Non-governmental international organizations with which the Organization has established appropriate relationships in accordance with the Reference C resolution for the Accreditation of Non-governmental International Organizations: one or exceptionally two observers each.

2. The lists of Observers in the Annex was prepared according to the categories above, indicating the governments, intergovernmental organizations and non-governmental international organizations that are eligible to be invited to send Observers to the A-2.

3. Member States are invited to review the lists in the Annex and to provide their comments to the IHO Secretariat, if they wish, **before 20 July 2019**, preferably using the IHO Online Form System (see Reference D) by accessing the following link or by email (cl-lc@iho.int) or by fax (+377 93 10 81 40):

https://iho.formstack.com/forms/web_form_acl_04_2019

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4. The Secretary-General will prepare the final lists of governments and organizations to be invited to A-2 and will submit the lists to Member States for approval as required by References A and B.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Mathias Jonas', with a stylized flourish at the end.

Dr Mathias JONAS
Secretary-General

Annex: Lists of non-IHO Member States, suspended IHO Member States,
Inter-governmental organizations, and Non-governmental international organizations.

**LISTS OF NON-IHO MEMBER STATES, SUSPENDED IHO MEMBER STATES,
INTERGOVERNMENTAL ORGANIZATIONS, AND NON-GOVERNMENTAL
INTERNATIONAL ORGANIZATIONS**

1. List of governments that are not Parties to the Convention on the IHO

Afghanistan	Gambia	Niger
Albania	Ghana	Niue
Andorra	Grenada	Palau
Angola	Guinea	Panama
Antigua and Barbuda	Guinea-Bissau	Paraguay
Armenia	Haiti	Republic of Moldova
Austria	Holy See	Rwanda
Azerbaijan	Honduras	Saint Kitts and Nevis
Bahamas	Hungary	Saint Lucia
Barbados	Iraq	Saint Vincent and the Grenadines
Belarus	Israel	Samoa
Belize	Jordan	San Marino
Benin	Kazakhstan	Sao Tome and Principe
Bhutan	Kenya	Senegal
Bolivia (Plurinational State of)	Kiribati	Sierra Leone
Bosnia and Herzegovina	Kyrgyzstan	Slovakia
Botswana	Lao People's Democratic Republic	Solomon Islands
Burkina Faso	Lebanon	Somalia
Burundi	Lesotho	South Sudan
Cabo Verde	Liberia	State of Palestine
Cambodia	Libya	Sudan
Central African Republic	Liechtenstein	Swaziland
Chad	Lithuania	Switzerland
Comoros	Luxembourg	Tajikistan
Congo	Madagascar	North Macedonia
Cook Islands	Malawi	Timor-Leste
Costa Rica	Maldives	Togo
Côte d'Ivoire	Mali	Turkmenistan
Czech Republic	Marshall Islands	Tuvalu
Djibouti	Mauritania	Uganda
Dominica	Micronesia (Federated States of)	United Republic of Tanzania
El Salvador	Mongolia	Uzbekistan
Equatorial Guinea	Namibia	Yemen
Eritrea	Nauru	Zambia
Ethiopia	Nepal	Zimbabwe
Gabon	Nicaragua	

Note: this list is based on the list of UN Member States, UN Observer States and the two non-UN members (Niue and Cook Islands).

2. List of suspended Member States of the IHO

Democratic Republic of the Congo	Serbia	Syrian Arab Republic
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3. List of inter-governmental organizations with which an agreement or special arrangement has been made with IHO

Organization
Association of Caribbean States (ACS)
European Commission (EC) (Directorate General for Maritime Affairs and Fisheries (DG MARE))
Intergovernmental Oceanographic Commission (IOC)
International Maritime Organization (IMO)
International Mobile Satellite Organization (IMSO)
International Seabed Authority (ISA)
Organization of Eastern Caribbean States (OECS)
Maritime Organisation of West and Central Africa (MOWCA)
Mediterranean Science Commission (CIESM)
Pacific Community (SPC)
Pan American Institute of Geography and History (PAIGH)
Port Management Association of Western and Central Africa (PMAWCA)
United Nations Organization (UN)
- DOALOS
- UNGGIM
World Meteorological Organization (WMO)

4. List of Non-Governmental International Organizations with which the Organization has established appropriate relationships (in accordance with IHO Resolution 5/1957)

Organization
Association of Arctic Expedition Cruise Operators (AECO)
Baltic and International Maritime Council (BIMCO)
Chart & Nautical Instrument Trade Association (CNITA)
Comité International Radio Maritime (CIRM)
Cruise Lines International Association (CLIA)
Defence Geospatial Information Working Group (DGIWG)
East Asia Regional ENC Coordination Centre (EA-RECC)
Inland ENC Harmonization Group (IEHG)
Institute of Marine Engineering, Science and Technology (IMarEST)
International Association of Antarctic Tour Operators (IAATO)

International Association of Geodesy (IAG)
International Association of Institutes of Navigation (IAIN)
International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA)
International Association of Ports and Harbours (IAPH)
International Cable Protection Committee (ICPC)
International Cartographic Association (ICA)
International Centre for ENC's (IC - ENC)
International Chamber of Shipping (ICS)
International Electrotechnical Commission (IEC)
International Federation of Hydrographic Societies (IFHS)
International Federation of Surveyors (FIG)
International Geographical Union (IGU)
International Harbour Masters' Association (IHMA)
International Maritime Pilots' Association (IMPA)
International Organization for Standardization (ISO)
International Society for Photogrammetry and Remote Sensing (ISPRS)
International Association of Tank Owners (INTERTANKO)
Open Geospatial Consortium (OGC)
PRIMAR
Professional Yachting Association (PYA)
Radio Technical Commission for Maritime Services (RTCM) Aeronautics
Radio Technical Commission for Aeronautics (RTCA)
Scientific Committee on Antarctic Research (SCAR)
The Hydrographic Society of America (THSOA)
World Ocean Council (WOC)



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 5
15 May 2019

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 21-24 April 2020

SHIPS' VISITS AND RECEPTIONS

Reference: Assembly Circular Letter No.1 dated 29 April 2019 - *Announcement and General Arrangements*

Dear Hydrographer,

Ships' Visits

1. A regular feature of the Assemblies is the opportunity offered to Member States for their survey vessels to berth in Monaco (Port Hercule) during the Assembly period and to offer Assembly delegates the chance to visit these ships. Member States are therefore invited to consider sending a hydrographic ship to the Port of Monaco during the 2nd Session of the IHO Assembly in April 2020.

2. Member States that intend to send a ship to Monaco during the Assembly period are kindly requested to inform the IHO Secretariat as soon as possible, and **no later than 01 November 2019**, so that advance notice for the allocation of suitable berths or moorings can be forwarded to the Monaco Port Authorities, noting that Port Hercule is frequently congested. Member States must also make a formal application through diplomatic channels to the Monaco Government for their ship to visit.

Receptions

3. Advance notice is also required if any Member State wishes to organize and host a reception or similar social event during the Assembly week. It is expected that there will be an evening reception hosted by the IHO Secretariat, and possibly two others, subject to confirmation (Industry Exhibitors and Monaco Government). Therefore, the number of evenings available for other receptions may be limited. Member States may also wish to consider co-hosting receptions, as has occurred in the past, particularly in the case of those Member States nominating candidates for election.

4. The reception hosted by the IHO Secretariat will take place at the end of the week (24 April 2020), so as to leave as many other opportunities as possible available. Member States should note that any requests to organize and hold receptions will be considered on a "first come - first served" basis in view of the relatively small number of opportunities available for such receptions. The IHO Secretariat terrace can be used by any Member State wishing to host a reception during the Assembly week, noting that its current capacity is limited to 100 guests. The Conference Room of the IHO Secretariat is another alternative should the terrace be too small or the weather conditions not be favorable. Invitations to attend hosted receptions should be printed and distributed by the Member State concerned.

5. The IHO Secretariat remains at the disposal of Member States for any supplementary information.

Yours sincerely,

Dr Mathias JONAS
Secretary-General

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IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 6
17 May 2019

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 21-24 April 2020

IHO MEMBER STATES' EXHIBITION
"The past, present and future of hydrographic services"

References:

- A. Assembly Circular Letter No.1 dated 29 April 2019 - *Announcement and General Arrangements*.
- B. IHO CL 32/2018 dated 22 May 2018 – *Activities for Centenary Celebrations of the IHO (IHO-100)*.

Dear Hydrographer,

1. As indicated in Reference A, an IHO Member States' Exhibition themed "*The past, present and future of hydrographic services*" is planned to take place during the next Assembly in April 2020. The exhibition is intended to provide an opportunity for Member States not only to display their charts and other nautical publications, but also to highlight the evolution of the respective national services in survey, cartography and related hydrographic activities in the analogue and digital era. This exhibition also aims to complement the activities already planned for the centenary celebrations of the IHO (see Reference B). This could include:

- Historical and old survey sheets and paper charts,
- International (INT) charts and other national paper charts,
- Electronic Navigational Charts (ENCs),
- Provision of nautical information,
- Prototypes of S-100 based products, datasets and viewers,
- Leisure charts and pleasure-craft products,
- Data acquisition, database management and quality control,
- Maritime geospatial information, web portals, other digital hydrographic products,
- Research and development and new technologies highlights,
- Education and training, capacity building.

2. The IHO Member States' Exhibition will be held from Tuesday 21 to Friday 24 April 2020. It will be located on the ground floor in the foyer of the Auditorium Rainier III where the Assembly will take place.

3. The following practical information concerning the IHO Member States' Exhibition is provided:

3.1 Exhibition space in the IHO Member States' Exhibition will be free of charge.

3.2 Each exhibitor will be allocated, on request, a number of flat, vertical display panels measuring 2 meters high x 1 meter wide. A space of not more than 1 meter deep in front of the panels may also be used in most areas. Member States may provide their own display arrangements provided that they respect the space allocated. Some examples of a typical display from previous exhibitions are shown in Annex to illustrate the space available. Confirmation of the allocation of available exhibition/panel space will be provided to exhibiting Member States at the end of February 2020.

3.3 Member States wishing to display digital products will be provided with a small table and electrical power supply, as necessary. Member States may wish to bring their own equipment to display digital products, or alternatively, computers and related equipment can, if necessary,

Hydrographic information driving marine knowledge

be rented locally. Addresses of suitable local suppliers will be provided on request. Displays must be set up on 19-20 April 2020 prior to the start of the Assembly. While the staff of the IHO Secretariat will assist where possible, the mounting of each display remains the responsibility of the exhibiting Member States. If a high speed wifi internet connection is required, exhibitors should contract, at their own expenses, with a local company, as the wifi network setup for the needs of the Conference / Assembly itself will not allow for any internet browsing.

- 3.4 The name of the exhibiting Member State will be prominently shown at the top of each booth/panel. This will be prepared by the Secretariat. In those cases where digital products are displayed on equipment supplied by commercial partners, reference to these commercial partners may be shown on the equipment only.
- 3.5 Member States should label their displays as necessary, either in English or French, or preferably in both languages.
- 3.6 Member States should liaise with the staff of the IHO Secretariat to resolve any practical problems related to their exhibit, such as power, computers, security or lighting requirements.
- 3.7 While the exhibition will not be open to the public and reasonable security measures will be in place to safeguard the material on display, the exhibition area will not be under constant security surveillance.
- 3.8 In order to allow initial preparation of the display area by the Secretariat, display material accompanied by a plan must reach the IHO Secretariat by 20 March 2020. It should be marked: "IHO Member States' Exhibition".
- 3.9 As was the case for the previous cartographic exhibitions, an award will be made for the best IHO display.

4. Member States are strongly encouraged to participate in the IHO Member States' Exhibition. Those Member States that intend to provide a display are requested to inform the IHO Secretariat by registering for the *2nd Session of the IHO Assembly – 2020 – IHO Member States' Exhibition* event through the IHO online registration system at: www.iho.int > IHO Assembly, by 1 October 2019. A form will be available through the IHO online registration system for Member States' to request their requirements (space in m², etc.) and to list of the type of products to be displayed. These requests will be confirmed by 20 February 2020. The Catalogue of the IHO Member States' Exhibition will be distributed in March 2020 with the documents for the Assembly.

5. In summary, the deadlines are as follows:

Initial intention to participate (IHO online registration system):	1 October 2019
Requirement form available for inputs (IHO on-line registration system):	1 October 2019
Requirement form filled and sent to the IHO Secretariat:	1 February 2020
Feedback to exhibitors on space allocated:	20 February 2020
Receipt of display material at the IHO Secretariat:	20 March 2020
Display arrangements at the Auditorium Rainier III	19-20 April 2020

6. The principal point of contact for this exhibition at the IHO Secretariat is Assistant Director Yves Guillam (yves.guillam@iho.int).

Yours sincerely,



Dr Mathias JONAS
Secretary-General

Annex: Examples of a typical display from previous Member States' Exhibitions

**IHO MEMBER STATES' EXHIBITION AT THE A-2
21-24 April 2020
Auditorium Rainier III – Ground Floor**

Examples of a Typical Display from Previous Exhibition





IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER
N° 7/Rev1
29 August 2019

THIS ASSEMBLY CIRCULAR LETTER REQUIRES YOU TO VOTE

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 21-24 April 2020

INVITED OBSERVERS

Submission of Final Lists for Approval

References:

- A. ACL No. 4 dated 8 May 2019 - *Invited Observers*.
- B. General Regulations of the IHO
- C. Assembly Circular Letter No.1 dated 29 April 2019 - *Announcement and General Arrangements*
- D. IHO Resolution 5/1957, as amended, *IHO Relations with Other Organizations*
- E. IHO Circular Letter 20/2019, dated 28 March - *The IHO Online Form System for Responses to Circular Letters and Input to IHO Publications (P-5 and C-55)*

Dear Hydrographer,

1. The IHO Secretariat thanks the following Member States that replied to ACL 4 (Reference A) concerning the preparation of the lists of Observers to be invited to the 2nd Session of the IHO Assembly (A-2): Belgium, Brazil, Chile, Japan and Republic of Korea. Their comments and the responses by the IHO Secretariat are provided in Annex A to this Circular Letter.

2. The responses received from Member States have been considered by the IHO Secretariat and the proposed lists of Observer States and Organizations to be invited to A-2 are attached in Annexes B, C and D. These lists are now submitted for approval and comment, as required by Article 4 of the General Regulations (Reference B) and in accordance with the timeline for the preparation of the session (Reference C).

3. In relation to invitations for States that are not Parties to the IHO Convention, paragraph (a) of Article 4 of Reference B specifies "*one or two observers each, if proposed by a Member State, the Council or the Secretary-General and subject to approval by two thirds of the Member States*". In the absence of any comment on the proposed list circulated with Reference A, the IHO Secretariat proposes that the Secretary-General will invite all States listed in Annex B, subject to the required approval of Member States. **Member States should note that a two-thirds majority of IHO Member States is required.**

4. In accordance with paragraph (b) of Article 4 of Reference B, the Secretary-General will invite Member States with rights suspended that are listed in Annex C.

5. In accordance with paragraphs (c) and (d) of Article 4 of Reference B, the Secretary-General



proposes to invite those inter-governmental organizations and non-governmental international organizations, listed in Annex D, with which an agreement or special arrangement has been made in accordance with Reference D, if there are no further comments from Member States.

6. Member States are requested to provide further comments and consider approving the lists in Annexes B, C and D.

7. Responses are requested **no later than 31 October 2019**, by email (cl-lc@iho.int) or by fax (+377 93 10 81 40) when using the Response Form in Annex E, but preferably using the IHO Online Form System (see Reference E) by accessing the following link:

https://IHO.formstack.com/forms/acl07_2019

Yours sincerely,

Dr Mathias JONAS
Secretary-General

Annexes:

- Annex A: Member States' responses to ACL 4 and comments from the IHO Secretariat.
- Annex B: List of non-IHO Member States,
- Annex C: List of suspended IHO Member States,
- Annex D: List of inter-governmental organizations, and non-governmental international organizations.
- Annex E: Response Form.

**MEMBER STATES' RESPONSES TO ACL 4
AND COMMENTS FROM THE IHO SECRETARIAT**

Invited Observers to A-2

BELGIUM

The Flemish Hydrography can agree with the proposed list of Observers who will be invited for the 2nd Session of the IHO Assembly in Monaco during 21 till 24 April 2020.

Comment from the IHO Secretariat:

The IHO Secretariat thanks Belgium for the agreement.

BRAZIL

Brazil fully supports the list of governments, intergovernmental organizations and non-governmental international organizations listed in the Annex of the ACL 04/2019 and the number of Observers for each one of them.

Comment from the IHO Secretariat:

The IHO Secretariat thanks Brazil for the support.

CHILE

We have given close study to the List of States and Organizations which might be invited to the Assembly² as Observers and we do not have any observation to the different Lists.

Nevertheless we would propose to invite the Antarctic Treaty Secretariat, considering the close relationship the IHO has with it, particularly through the Antarctic Hydrographic Commission and the joint efforts in progress, to increase the priority of hydrography in Antarctic.

Comment from the IHO Secretariat:

The IHO Secretariat thanks Chile for the proposal. However, there is currently no agreement or special arrangement made with the Antarctic Treaty Secretariat to support its inclusion.

JAPAN

We would like the Secretariat to send an invitation letter for the 2nd Assembly to Nippon Foundation and Japan Hydrographic Association. However, we could not find a list in which they can be categorized in the ACL 04. In the previous ACL for inviting observers (ACL 03/2016), we find a list of "other organizations that could be invited to participate in the 1st session of the IHO Assembly", in which they are listed.

Do you plan to send another ACL to request the MSs to review a list of "other organizations"? If so, we will wait for it. If not, we would appreciate it if you could tell us a procedure to ask the Secretariat to send the official invitation letters for the next Assembly to the two organizations.

Comment from the IHO Secretariat:

The IHO Secretariat thanks Japan for the comments. The IHO Secretariat acknowledges the contribution from the Nippon Foundation and from the Japan Hydrographic Association to Hydrography. However, both institutions do not belong to any of the categories provided in Article 4 of

the IHO General Regulations. They may, however, be part of the national delegation. The Executive Director of the Nippon Foundation will also be invited to the Opening Ceremony of the A-2. Republic of Korea

The Republic of Korea would like to recommend the Korea Hydrography and Research Association (KHRA) and the Hydrographic Society of Korea (HySK) as permanent Observers to the Assembly. The two organizations are partner organizations for the achievement of IHO's vision and goals and they conduct research and development of hydrographic technology, distribute nautical charts and publications and deliver capacity building activities.

Comment from the IHO Secretariat:

The IHO Secretariat thanks the Republic of Korea for the comments. The IHO Secretariat acknowledges the contribution from the Korea Hydrography and Research Association (KHRA) and from the Hydrographic Society of Korea (HySK) to Hydrography. However, both institutions do not belong to any of the categories provided in Article 4 of the IHO General Regulations. They may, however, be part of the national delegation.

LIST OF GOVERNMENTS THAT ARE NOT PARTIES TO THE CONVENTION ON THE IHO

Afghanistan	Gambia	North Macedonia
Albania	Grenada	Palau
Andorra	Guinea	Panama
Angola	Guinea-Bissau	Paraguay
Antigua and Barbuda	Haiti	Republic of Moldova
Armenia	Holy See	Rwanda
Austria	Honduras	Saint Kitts and Nevis
Azerbaijan	Hungary	Saint Lucia
Bahamas	Iraq	Saint Vincent and the Grenadines
Barbados	Israel	Samoa
Belarus	Jordan	San Marino
Belize	Kazakhstan	Sao Tome and Principe
Benin	Kenya	Senegal
Bhutan	Kiribati	Sierra Leone
Bolivia (Plurinational State of)	Kyrgyzstan	Slovakia
Bosnia and Herzegovina	Lao People's Democratic Republic	Somalia
Botswana	Lebanon	South Sudan
Burkina Faso	Lesotho	State of Palestine
Burundi	Liberia	Sudan
Cabo Verde	Libya	Switzerland
Cambodia	Liechtenstein	Tajikistan
Central African Republic	Lithuania	Timor-Leste
Chad	Luxembourg	Togo
Comoros	Madagascar	Turkmenistan
Congo	Malawi	Tuvalu
Cook Islands	Maldives	Uganda
Costa Rica	Mali	United Republic of Tanzania
Côte d'Ivoire	Marshall Islands	Uzbekistan

Czech Republic	Mauritania	Yemen
Djibouti	Micronesia (Federated States of)	Zambia
Dominica	Mongolia	Zimbabwe
El Salvador	Namibia	
Equatorial Guinea	Nauru	
Eritrea	Nepal	
Eswatini	Nicaragua	
Ethiopia	Niger	
Gabon	Niue	

Note: this list is based on the list of UN Member States, UN Observer States and the two non-UN members (Niue and Cook Islands).

LIST OF SUSPENDED MEMBER STATES OF THE IHO

Democratic Republic of the Congo	Serbia	Syrian Arab Republic
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LIST OF INTER-GOVERNMENTAL ORGANIZATIONS WITH WHICH AN AGREEMENT OR SPECIAL ARRANGEMENT HAS BEEN MADE WITH IHO

Organization
Association of Caribbean States (ACS)
European Commission (EC) (Directorate General for Maritime Affairs and Fisheries (DG MARE))
Intergovernmental Oceanographic Commission (IOC)
International Maritime Organization (IMO)
International Mobile Satellite Organization (IMSO)
International Seabed Authority (ISA)
Organization of Eastern Caribbean States (OECS)
Maritime Organisation of West and Central Africa (MOWCA)
Mediterranean Science Commission (CIESM)
Pacific Community (SPC)
Pan American Institute of Geography and History (PAIGH)
Port Management Association of Western and Central Africa (PMAWCA)
United Nations Organization (UN)
- DOALOS
- UNGGIM
World Meteorological Organization (WMO)

LIST OF NON-GOVERNMENTAL INTERNATIONAL ORGANIZATIONS WITH WHICH THE ORGANIZATION HAS ESTABLISHED APPROPRIATE RELATIONSHIPS
(IN ACCORDANCE WITH IHO RESOLUTION 5/1957)

Organization
Association of Arctic Expedition Cruise Operators (AECO)
Baltic and International Maritime Council (BIMCO)
Chart & Nautical Instrument Trade Association (CNITA)
Comité International Radio Maritime (CIRM)
Cruise Lines International Association (CLIA)
Defence Geospatial Information Working Group (DGIWG)
East Asia Regional ENC Coordination Centre (EA-RECC)
Inland ENC Harmonization Group (IEHG)

Institute of Marine Engineering, Science and Technology (IMarEST)
International Association of Antarctic Tour Operators (IAATO)
International Association of Geodesy (IAG)
International Association of Institutes of Navigation (IAIN)
International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA)
International Association of Ports and Harbours (IAPH)
International Cable Protection Committee (ICPC)
International Cartographic Association (ICA)
International Centre for ENC's (IC - ENC)
International Chamber of Shipping (ICS)
International Electrotechnical Commission (IEC)
International Federation of Hydrographic Societies (IFHS)
International Federation of Surveyors (FIG)
International Geographical Union (IGU)
International Harbour Masters' Association (IHMA)
International Maritime Pilots' Association (IMPA)
International Organization for Standardization (ISO)
International Society for Photogrammetry and Remote Sensing (ISPRS)
International Association of Tank Owners (INTERTANKO)
Open Geospatial Consortium (OGC)
PRIMAR
Professional Yachting Association (PYA)
Radio Technical Commission for Maritime Services (RTCM) Aeronautics
Radio Technical Commission for Aeronautics (RTCA)
Scientific Committee on Antarctic Research (SCAR)
The Hydrographic Society of America (THSOA)
World Ocean Council (WOC)

RESPONSE FORM

(to be returned to the IHO Secretariat by 31 October 2019)
 e-mail: cl-lc@iho.int - Fax: +377 93 10 81 40)

Approval of the Lists of Observers to be invited to A-2

Member State:	
Point of Contact:	
Contact e-mail:	

1. Do you agree that the States listed in Annex B to ACL 7 be invited as Observers to A-2?

Please tick ✓ the appropriate box:

YES

☐

NO

☐

If you answer 'No', please explain your reasons in the comment section below:

Comments:

2. Do you have any comments or proposals to make regarding invitations to Observer Organizations listed in Annex D to ACL 7?

Please tick ✓ the appropriate box:

YES

☐

NO

☐

If you answer 'Yes', please provide your comments or proposals in the comment section below:

Comments:

Name/Signature:	Date:
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IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER
N° 8
20 September 2019

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 21-24 April 2020

PREPARATION OF THE TABLE OF TONNAGES

References:

- A. IHO Financial Regulations, Articles 5 and 6
- B. Assembly Circular Letter No.1 dated 29 April 2019 - *Announcement and General Arrangements*
- C. IHO Resolution 5/1972 as amended – *Tonnage Figures*

Dear Hydrographer,

1. In accordance with Article 6 of the IHO Financial Regulations (Reference A), the 2nd Session of the Assembly will be requested to consider and approve the table of national flag tonnages and therefore the resultant number of votes allocated to each Member State for the elections of the Secretary-General and Directors at the 3rd Session of the Assembly to be held in 2023, and the number of shares used for the calculation of the annual contributions of individual Member States for the period 1 January 2021 to 31 December 2023.
2. Current table of tonnages and number of shares and votes, applicable from 1 January 2017 to 31 December 2020 is provided in Annex-A. In order to prepare the draft table of tonnages which will be submitted to the 2nd Session of Assembly by the Secretary-General and in accordance with the timeline indicated at Reference B, the Member States are requested to complete the enclosed questionnaire provided in Annex-B by stating their updated national tonnage figure as of 1 July 2019, as required by Article 6 (a) of the Financial Regulations. In application of Reference C, the Secretariat is obtaining figures from the International Maritime Organization (IMO) Merchant Ship Tonnage List for 1 July 2019 to be used for reference purposes.
3. As stipulated in Article 5 of the Financial Regulations (Reference A), the tonnage figures shall be obtained by adding six sevenths of the displacement tonnage of warships exceeding 100 tons to the gross tonnage of all other vessels under their flag exceeding 100 gross tons.
4. The completed questionnaire should be returned to the IHO Secretariat **no later than 1 December 2019** by email (cl-lc@iho.int) or by fax (+377 93 10 81 40). The IHO Secretariat will then prepare a draft Table of Tonnages, Shares and Votes for distribution to all Member States no later than two months before the next Assembly, as required by Article 6 (a) of the Financial Regulations. After approval at the 2nd Session of the Assembly, the updated tonnages will be fixed for the three year period between Assemblies (2021-2023), except for new member States acceding to the IHO Convention during the inter-sessional period. These new tables will also be

published as Appendices to the IHO Yearbook (P-5) for the year following the 2nd Session of the Assembly.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Mathias Jonas', with a stylized flourish at the end.

Dr Mathias JONAS
Secretary-General

Annexes:

- A. Current table of tonnages and number of shares and votes, applicable from 1 January 2017 to 31 December 2020
- B. Questionnaire

TABLE OF TONNAGES AND NUMBER OF SHARES AND VOTES

For the period 1 January 2018 to 31 December 2020

TABLEAU DES TONNAGES ET NOMBRE DE PARTS ET VOIX

Pour la période 1 January 2018 au 31 Décembre 2020

Member States <i>Etats Membres</i>	Tonnages	Shares - <i>Parts</i>			Votes - <i>Voix</i>		
		Fix.	Sup.	Tot.	Fix.	Sup.	Tot.
ALGERIA - <i>ALGERIE</i>	766 367	2	4	6	2	2	4
ARGENTINA - <i>ARGENTINE</i>	1 085 169	2	5	7	2	2	4
AUSTRALIA - <i>AUSTRALIE</i>	1 917 550	2	6	8	2	2	4
BAHREIN - <i>BAHREIN</i>	451 615	2	2	4	2	1	3
BANGLADESH	1 186 680	2	5	7	2	2	4
BELGIUM - <i>BELGIQUE</i>	5 502 048	2	11	13	2	3	5
BRAZIL - <i>BRESIL</i>	3 524 891	2	9	11	2	3	5
BRUNEI DARUSSALAM	674 000	2	3	5	2	2	4
BULGARIA - <i>BULGARIE</i>	145 522	2	1	3	2	1	3
CAMEROON - <i>CAMEROUN</i>	165 000	2	1	3	2	1	3
CANADA	4 598 907	2	10	12	2	3	5
CHILE - <i>CHILI</i>	874 569	2	4	6	2	2	4
CHINA - <i>CHINE</i>	97 570 000	2	25	27	2	4	6
COLOMBIA - <i>COLOMBIE</i>	124 159	2	1	3	2	1	3
CROATIA - <i>CROATIE</i>	1 488 812	2	6	8	2	2	4
CUBA	30 642	2	0	2	2	0	2
CYPRUS - <i>CHYPRE</i>	22 868 153	2	22	24	2	4	6
DENMARK - <i>DANEMARK</i>	15 604 079	2	19	21	2	4	6
DOMINICAN REPUBLIC - <i>REP. DOMINICAINE</i>	8 549	2	0	2	2	0	2
D.P.R. OF KOREA - <i>REP. POP. DEM. DE COREE</i>	388 418	2	2	4	2	1	3
ECUADOR - <i>EQUATEUR</i>	671 753	2	3	5	2	2	4
EGYPT - <i>EGYPTE</i>	1 100 000	2	5	7	2	2	4
ESTONIA - <i>ESTONIE</i>	390 685	2	2	4	2	1	3
FJI - <i>FIDJI</i>	63 582	2	0	2	2	0	2
FINLAND - <i>FINLANDE</i>	1 717 856	2	6	8	2	2	4
FRANCE	6 491 999	2	12	14	2	3	5
GEORGIA - <i>GEORGIE</i>	35 778	2	0	2	2	0	2
GERMANY - <i>ALLEMAGNE</i>	10 713 602	2	16	18	2	4	6
GHANA	60 620	2	0	2	2	0	2
GREECE - <i>GRECE</i>	41 716 093	2	25	27	2	4	6
GUATEMALA	5 571	2	0	2	2	0	2
GUYANA	145 000	2	2	4	2	1	3
ICELAND - <i>ISLANDE</i>	173 335	2	1	3	2	1	3
INDIA - <i>INDE</i>	11 227 227	2	16	18	2	4	6
INDONESIA - <i>INDONESIE</i>	12 944 000	2	17	19	2	4	6
IRAN (ISLAMIC REPUBLIC OF) - <i>REP. ISLAMIQUE D'</i>	5 500 000	2	11	13	2	3	5
IRELAND - <i>IRLANDE</i>	342 574	2	2	4	2	1	3
ITALY - <i>ITALIE</i>	16 250 171	2	19	21	2	4	6
JAMAICA - <i>JAMAIQUE</i>	152 992	2	1	3	2	1	3
JAPAN - <i>JAPON</i>	22 647 157	2	22	24	2	4	6

ANNEX A TO ACL8

Member States <i>Etats Membres</i>	Tonnages	Shares - <i>Parts</i>			Votes - <i>Voix</i>		
		Fix.	Sup.	Tot.	Fix.	Sup.	Tot.
KUWAIT - <i>KOWEIT</i>	2 886 000	2	8	10	2	3	5
LATVIA - <i>LETTONIE</i>	234 079	2	1	3	2	1	3
MALAYSIA - <i>MALAISIE</i>	12 143 950	2	17	19	2	4	6
MALTA - <i>MALTE</i>	70 700 000	2	25	27	2	4	6
MAURITIUS - <i>MAURICE</i>	179 981	2	1	3	2	1	3
MEXICO - <i>MEXIQUE</i>	2 437 801	2	7	9	2	3	5
MONACO	1 228	0	0	0	2	0	2
MONTENEGRO	141 592	2	1	3	2	1	3
MOROCCO - <i>MAROC</i>	338 562	2	2	4	2	1	3
MOZAMBIQUE	45 581	2	0	2	2	0	2
MYANMAR	531 252	2	3	5	2	2	4
NETHERLANDS - <i>PAYS-BAS</i>	8 820 000	2	14	16	2	4	6
NEW ZEALAND - <i>NOUVELLE ZELANDE</i>	296 752	2	2	4	2	1	3
NIGERIA	2 814 000	2	8	10	2	3	5
NORWAY - <i>NORVEGE</i>	18 330 480	2	20	22	2	4	6
OMAN SULTANATE - <i>SULTANAT D'OMAN</i>	85 330	2	0	2	2	0	2
PAKISTAN	453 420	2	2	4	2	1	3
PAPUA NEW GUINEA - <i>PAPOUASIE NOUVELLE GUI</i>	287 187	2	2	4	2	1	3
PERU - <i>PEROU</i>	514 000	2	3	5	2	2	4
PHILIPPINES	5 269 721	2	11	13	2	3	5
POLAND - <i>POLOGNE</i>	129 750	2	1	3	2	1	3
PORTUGAL	9 946 565	2	15	17	2	4	6
QATAR - <i>QATAR</i>	960 840	2	4	6	2	2	4
REPUBLIC OF KOREA - <i>REPUBLIQUE DE COREE</i>	44 384 155	2	25	27	2	4	6
ROMANIA - <i>ROUMANIE</i>	127 049	2	1	3	2	1	3
RUSSIAN FEDERATION - <i>FEDERATION DE RUSSIE</i>	10 310 722	2	15	17	2	4	6
SAUDI ARABIA - <i>ARABIE SAOUDITE</i>	4 840 634	2	11	13	2	3	5
SEYCHELLES - <i>SEYHELLES</i>	187 000	2	1	3	2	1	3
SINGAPORE - <i>SINGAPOUR</i>	86 352 300	2	25	27	2	4	6
SLOVENIA - <i>SLOVENIE</i>	2 510	2	0	2	2	0	2
SOLOMON ISLANDS - <i>ILES SOLOMON</i>	112 439	2	1	3	2	1	3
SOUTH AFRICA - <i>AFRIQUE DU SUD</i>	418 434	2	2	4	2	1	3
SPAIN - <i>ESPAGNE</i>	2 382 193	2	7	9	2	3	5
SRI LANKA	187 925	2	1	3	2	1	3
SURINAME	13 136	2	0	2	2	0	2
SWEDEN - <i>SUEDE</i>	3 262 331	2	9	11	2	3	5
THAILAND - <i>THAILANDE</i>	3 846 758	2	9	11	2	3	5
TONGA	69 034	2	0	2	2	0	2
TRINIDAD & TOBAGO - <i>TRINITE ET TOBAGO</i>	50 045	2	0	2	2	0	2
TUNISIA - <i>TUNISIE</i>	265 326	2	2	4	2	1	3
TURKEY - <i>TURQUIE</i>	6 869 995	2	13	15	2	3	5
UKRAINE	496 423	2	3	5	2	1	3
UNITED ARAB EMIRATES - <i>EMIRATS ARABES UNIS</i>	1 075 569	2	5	7	2	2	4
UNITED KINGDOM - <i>ROYAUME UNI</i>	48 102 992	2	25	27	2	4	6

ANNEX A TO ACL8

Member States <i>Etats Membres</i>	Tonnages	Shares - <i>Parts</i>			Votes - <i>Voix</i>		
		Fix.	Sup.	Tot.	Fix.	Sup.	Tot.
UNITED STATES OF AMERICA - <i>ETATS UNIS D'AME</i>	25 526 217	2	23	25	2	4	6
URUGUAY	200 199	2	1	3	2	1	3
VANUATU	2 003 000	2	7	9	2	3	5
VENEZUELA	1 834 000	2	6	8	2	2	4
VIETNAM	4 092 000	2	10	12	2	3	5
TOTAL (Member States / <i>Etats membres</i>)	675 885 582	176	645	821	178	180	358
<i>Suspended Member States / Etats Membres privés de leurs droits</i>							
DEM. REP OF THE CONGO - <i>REP. DEM. DU CONGO</i>	114 000	0	0	0	0	0	0
SERBIA - <i>SERBIE</i>	0	0	0	0	0	0	0
SYRIA - <i>SYRIE</i>	498 145	0	0	0	0	0	0
TOTAL (Member States / <i>Etats membres</i>)	676 497 727	0	0	0	0	0	0

QUESTIONNAIRE

to be returned to the IHO Secretariat, duly completed, by 1 December 2019

e-mail: cl-lc@iho.int Fax: +377 93 10 81 40

The Secretary-General
International Hydrographic Organization
4b, quai Antoine 1er - BP 445
MC 98011 MONACO CEDEX
Principality of Monaco
E-mail: cl-lc@iho.int
Fax: +377 93 10 81 40

Member State:

Date of reply:

TONNAGE FIGURES FOR CONSIDERATION BY THE 2nd SESSION OF THE IHO ASSEMBLY

Dear Secretary-General,

The tonnage figures submitted to the 2nd Session of the IHO Assembly by the Government of

.....
in accordance with Articles 5 and 6 of the Financial Regulations are as follows (figures as of 1 July 2019):

A. NAVAL TONNAGE FIGURES

(⁶/₇^{ths} of the total displacement of ships of war taking into account only those of over 100 tons)

Naval tonnage :

Corrected figure for IHO calculation purposes: (Displacement tons x ⁶/₇)

B. TONNAGE FIGURES FOR ALL OTHER VESSELS (of over 100 tons)

All Other vessels : gross tonnage

C. TOTAL TONNAGE FIGURE:

Signature:

Name:

Title / Position:

.....



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 9
14 October 2019

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 21-24 April 2020

SELECTION OF CHAIR OF THE 2nd SESSION OF THE IHO ASSEMBLY

References:

- A. IHO Convention (Article V. (e) (1))
- B. Rules of Procedure of the IHO Assembly (Rule 14)
- C. Assembly Circular Letter No.1 dated 29 April 2019 - *Announcement and General Arrangements*

Dear Hydrographer,

1. In accordance with References A and B and as announced in Reference C, Member States are invited to nominate candidates for election as the Chair of the 2nd Session of the IHO Assembly (A-2). Candidates should have a good knowledge, experience and familiarity with IHO activities and fluency in at least one of the working languages of the IHO Assembly.

2. Aiming to facilitate this procedure and following the process that has taken place at several IHO Conferences in the past and at the previous Assembly (A-1), the IHO Secretary-General and Directors have identified Captain M.C.J. (Marc) van der Donck, Hydrographer of the Royal Netherlands Navy, as a suitable candidate who has already expressed his readiness to chair the Assembly.

Captain van der Donck is a well reputed contributor to IHO activities, has an active history of involvement and is intimately aware of many of the issues that will be discussed at the next Assembly. Captain van der Donck, who has also attended a previous IHO Conference and Assembly, has demonstrated experience in chairing regional, international and inter-governmental events and has an excellent working knowledge of, and ability to speak in, one of the two official languages of the Organization.

3. Member States are kindly requested to inform the IHO Secretariat by **30 December 2019** of the names of any other suitable candidates that they may wish to propose as the Chair of the 2nd Session of the IHO Assembly. If this results in more than one nominee being presented, a list of candidates will be circulated to all Member States, so that the Chair of the Assembly may be selected by vote before the Assembly and in enough time for the Chair-elect to properly prepare for their important role. In accordance with Reference B, the election of the Chair of the Assembly shall be confirmed at the beginning of the 2nd Session of the IHO Assembly.

Yours sincerely,

Dr Mathias JONAS
Secretary-General



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 10
14 October 2019

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 21-24 April 2020

IHO MEMBER STATES' EXHIBITION

"The past, present and future of hydrographic services"

References:

- A. Assembly Circular Letter No.1 dated 29 April 2019 - *Announcement and General Arrangements*
- B. Assembly Circular Letter No.6 dated 17 May 2019 – *IHO Member States' Exhibition*

Dear Hydrographer,

1. As announced in Reference A, an IHO Member States' Exhibition is planned to take place during the 2nd session of the IHO Assembly (A-2). The IHO Secretariat thanks the 20 Member States that have replied positively to the Assembly Circular Letter No.6 (Reference B) indicating their initial intention to participate in the IHO Member States' Exhibition - *"The past, present and future of hydrographic services"*: Argentina, Brazil, Canada, Chile, China, Colombia, France, Greece, India, Italy, Japan, Republic of Korea, New Zealand, Portugal, Saudi Arabia, Spain, Turkey, United Kingdom, United States and Uruguay. Other Member States are still encouraged to exhibit and should inform the IHO Secretariat as soon as possible if they wish to do so.

2. The IHO Member States' Exhibition will be held from Tuesday 21 to Friday 24 April 2020. It will be located on the ground floor in the foyer of the Auditorium Rainier III. In accordance with the practical information already provided in Reference B, IHO Member States that have indicated their intention to exhibit are now requested to provide the IHO Secretariat with their requirements by completing the form attached in Annex. In particular, a list of the type of products to be displayed should be provided and the space required should be indicated (in m²). Responses are requested as soon as possible and **not later than 1 February 2020**.

3. The IHO Secretariat will make standard displays available upon request. However, Member States may provide their own display arrangements, provided that they consider the space allocated. Member States should bring their own equipment to display digital products unless they wish to rent suitable equipment locally. Details of possible local suppliers to be contracted by Member States are:

- SES (for various digital services, flat screens) – Tel : +377 93 25 50 45 – Fax +377 93 25 41 69 ; Email : ses@libello.com

- Monaco Telecom (wifi access provider) – Tel: +377 99 66 33 00 - Fax +377 99 66 33 33 – Ms. Cozzi (director for technical dept and public relations) Tel: (+377) 99 66 65 64, Email: c.cozzi@monaco-telecom.mc.

Member States should note that the contract with the supplier of the exhibition stand allows that light equipment, posters, charts, etc. may be fixed to the walls and display structure only by using hanging picture rails, Velcro-type tapes, removable adhesive paste, or similar non-permanent, non-marking fixing systems

4. Due to other events scheduled in the Auditorium soon after the 2nd session of the IHO Assembly, exhibitors in the IHO Member States' Exhibition will be invited to dismount and remove their exhibits by the end of Friday 24 April 2020 or by noon Saturday 25 April at the latest.

5. As a reminder, the deadlines with regard to the exhibition are as follows:

Initial intention to participate (IHO online registration system):	1 October 2019
Requirement form available for inputs (IHO on-line registration system):	1 October 2019
Requirement form filled and sent to IHO Secretariat:	1 February 2020
Feedback to exhibitors on space allocated:	20 February 2020
Receipt of display material at the IHO Secretariat:	20 March 2020
Display arrangements at the Auditorium Rainier III:	18-20 April 2020
Displays dismantled at the Auditorium Rainier III:	24 April 2020

6. The principal point of contact for this exhibition at the IHO Secretariat is Assistant Director Yves Guillam (yves.guillam@iho.int).

Yours sincerely,



Dr Mathias JONAS
Secretary-General

Annex: Member States' Information and Logistic Requirements

IHO MEMBER STATES' EXHIBITION AT THE 2nd SESSION OF THE IHO ASSEMBLY

"The past, present and future of hydrographic services"

21-24 April 2020

Auditorium Rainier III – Ground Floor

Member States' Information and Logistic Requirements

(to be submitted to the IHO Secretariat (yves.quillam@iho.int) by 1 February 2020)

Reference: ACL 06/2019 dated 17 May.

Member State:

**Main Point of
Contact for the
Exhibition:**

Name:.....Email:
.....

1. Will participate in the IHO Member States' Exhibition: YES ☐ NO ☐

If YES to 1 and if not done yet, please register on the IHO online registration ([link](#)) to the event "*IHO MS Exhibition (at A-2)*" and fill the form below

2. Products/services to be exhibited:

- Data acquisition, database management and quality control YES ☐ NO ☐
- Electronic Navigational Charts YES ☐ NO ☐
- INTERNATIONAL and other paper charts YES ☐ NO ☐ Number:
- Provision of nautical information YES ☐ NO ☐

- Leisure charts and pleasure-craft products YES ☐ NO ☐
- Maritime geospatial information, web portals, MSDI services, other digital hydrographic products YES ☐ NO ☐
- Research and development and new technologies YES ☐ NO ☐

3. Types of Material and Language:

Paper Chart/ Map Sensors Atlas/Books Posters ☐ Digital Table
 Computer /Multimedia Product ☐ Screens

☐ Others (short description).....

Language(s):

4. Exhibition space required:

- Display panels required¹: YES ☐ NO ☐ Number
- Table required YES ☐ NO ☐
- Power supply required: YES ☐ NO ☐ Details:
- Supply own display stand: YES ☐ NO ☐ Floor space dimensions:

5. Explanatory text of no more than 150 words, in English or French, describing the exhibit and highlighting its key elements. Please provide **one photograph or illustration** illustrating the exhibit (or the official emblem of the Hydrographic Office) in digital format, so it can be inserted in the Catalogue of the Exhibition.

¹ 2 metres high x 1 metre wide

6. Any other comments:

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IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N°11
09 December 2019

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 21-24 April 2020

APPROVAL OF THE LISTS OF INVITED OBSERVERS

References:

- A. General Regulations of the IHO - *Article 4*
- B. ACL No. 7/Rev.1 dated 28 August 2019 - *Invited Observers*.

Dear Hydrographer,

1. In accordance with the General Regulations of the IHO (Reference A), Assembly Circular Letter No. 7/Rev.1 (Reference B) requested Member States to consider approving the lists of Observers to be invited to attend the 2nd session of the IHO Assembly (A-2) and to provide further comments, if any, on the lists.
2. The Secretariat thanks the 63 Member States that have replied: Argentina, Australia, Bangladesh, Belgium, Brazil, Canada, Chile, Croatia, Cuba, Denmark, Ecuador, Egypt, Estonia, Finland, Georgia, Germany, Greece, Guatemala, Iceland, India, Indonesia, Iran (Islamic Rep of), Ireland, Italy, Japan, Latvia, Malaysia, Malta, Mauritius, Mexico, Monaco, Montenegro, Morocco, Myanmar, Netherlands, New Zealand, Nigeria, Norway, Pakistan, Papua New Guinea, Peru, Poland, Portugal, Qatar, Republic of Korea, Romania, Russian Federation, Samoa, Saudi Arabia, Singapore, Slovenia, South Africa, Spain, Sri Lanka, Suriname, Sweden, Thailand, Turkey, Ukraine, United Arab Emirates, United Kingdom, United States of America and Uruguay.
3. All Member States indicated in paragraph two supported the adoption of the lists of Observers to be invited to A-2. One Member State offered a comment in addition to their vote. The comment and the outcome of its review by the Secretariat are provided in Annex A to this letter.
4. There are currently 93 Member States of the IHO with four States suspended. Therefore, in accordance with paragraph 6 of Article VI of the Convention on the IHO that was applicable when Reference B was issued, the majority required for adoption of the lists of Observers to be invited to attend the 2nd session of the IHO Assembly was 60. As a result, the lists of invited Observers are approved.
5. Consequently, invitations to attend A-2 will be issued, taking into account the comment received as indicated in Annex A.

Yours sincerely,

Dr Mathias JONAS
Secretary-General

Annex-A: Response to IHO ACL No. 7/Rev1 and Comment from the Secretariat

**RESPONSE TO IHO ACL NO. 7/REV1 AND COMMENT FROM THE SECRETARIAT
INVITED OBSERVERS - SUBMISSION OF FINAL LISTS FOR APPROVAL**

CHILE

Vote = YES

CHILE proposed to invite the Antarctic Treaty Secretariat, considering the close relationship the IHO has with it, particularly through the Antarctic Hydrographic Commission and the joint efforts in progress, to increase the priority of hydrography in Antarctic. Nevertheless the IHO Secretariat stated that "there is currently no agreement or special arrangement made with the Antarctic Treaty Secretariat to support its inclusion". CHILE strongly maintains its recommendation, since the Antarctic Treaty Secretariat (ATS) is recognized as an Observer Organization to the IHO Hydrographic Commission on Antarctica (HCA). (Ref. IHO website) and the HCA is a special Hydrographic Commission of the International Hydrographic Organisation (IHO).

Secretariat comment: Comment provided from Chile is noted. The Secretariat considers that the Hydrographic Commission on Antarctica (HCA) is a special Hydrographic Commission, but not an integral part of the IHO in accordance with the IHO Convention and General Regulations. HCA was established in conformity with IHO Resolution 2/1997, as amended "Establishment of Regional Hydrographic Commissions (RHC). Regional Hydrographic Commissions and HCA conduct their activities according to their own statutes and they can invite any organizations and institutions to their meetings as observers, without any special agreement. However, General Regulations of the IHO - Article 4.c and d requires an agreement or special arrangement in order to be invited to the Assembly which is currently not the case for Antarctic Treaty Secretariat.

Meanwhile, the IHO Secretariat will consider to sign an agreement with the Antarctic Treaty Secretariat in the future which may facilitate the participation of Antarctic Treaty Secretariat to future IHO Assemblies as observer.



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N°12
20 December 2019

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 21-24 April 2020

PROPOSALS FOR CONSIDERATION BY THE 2nd SESSION OF THE IHO ASSEMBLY

References:

- A. Assembly Circular Letter No. 3 dated 06 May 2019
- B. IHO CL 63/2019 – Announcement of the changeover to the new IHO website
- C. Assembly Circular Letter No.1 dated 29 April 2019 - *Announcement and General Arrangements*
- D. IHO Resolution 8/1967 as amended – *Procedure for considering proposals submitted by Member States to the Assembly or to the Council*
- E. Rules of Procedure of the IHO Assembly

Dear Hydrographer,

1. Assembly Circular Letter No. 3 (Reference A) invited Member States to submit proposals for consideration by the 2nd Session of the IHO Assembly (A-2) to be held from 21 to 24 April 2020. These proposals received from the Member States, the Council and the Secretariat are listed in Annex A. All proposals are now available from the IHO website for being downloaded at:

www.iho.int > Home > About IHO > Assembly > 2nd Session (2020) > Assembly Circular Letters & Documents > Documents > Documents before the Assembly > Proposals.

Despite the changeover to the new IHO website planned on the 20th December (Reference B), the path to download the Proposals should remain very similar. Printed versions of the documents will be distributed on request only.

2. Member States are invited to forward any comments on the proposals provided in Annex A, so that they reach the IHO Secretariat (by e-mail: cl-ic@iho.int or by fax: +377 93 10 81 40) **no later than 20 January 2020.**

3. The IHO Secretariat will circulate a consolidated list of proposals and comments from Member States in the form of a "Red Book" together with the Council Report and other supporting documents in accordance with the Assembly timeline (References C, D and E).

Yours sincerely,

Dr Mathias JONAS
Secretary-General

Annex A: Proposals submitted for consideration by the 2nd Session of the IHO Assembly.

**PROPOSALS SUBMITTED FOR CONSIDERATION BY
THE 2nd SESSION OF THE IHO ASSEMBLY**

LIST OF PROPOSALS (AS OF 20 DECEMBER 2019)

PROPOSAL No.	OBJECT OF THE PROPOSAL	SUBMITTED BY	WORK PROGRAMME
1.1	Interpretation of some articles in Basic Documents of the IHO	IHO Council	1
1.2	Revision of Articles 14, 15, 20 and 25 of the General Regulations of the IHO	IHO Council	1
1.3	Revision of Clause (c) of Article 16 of the General Regulations of the IHO – Hydrographic Interest	IHO Council	1
1.4	Revision of Clause (c) of Article 16 of the General Regulations of the IHO – Hydrographic Interest (Bis) – [Original title: <i>Reconsideration of the definition of what constitutes “an interest in hydrographic matters” or “hydrographic interests”</i>]	Uruguay	1
1.5	Consideration on the Definition of Hydrographic Interests (Ter)	India	1
1.6	Revision of Rule 12 of the Rules of Procedure of the IHO Council and consequence on Rules 8 and 11 - Timing of Election of the Chair and Vice-Chair	IHO Council	1
1.7	3-year Work Programme and Budget 2021-2023	IHO Council	1
1.8	Revised Strategic Plan	IHO Council	1
1.9	Report on the informal consultation process for the future of S-23	Secretary-General	1
1.10	Establishing an IHO strategy and resolution for gender-inclusive language	Canada & Japan	1
2.1	S-100 Implementation Strategy	IHO Council	2
2.2	Conducting a Risk Assessment on the “Dual Fuel” Mode of ECDIS for S-57 ENC and S-101 ENC, Providing More Specific Guidance on its Implementation	China	2
2.3	Revision of IHO Resolutions following the Introduction of S-100	Republic of Korea	2
2.4	Establishing a joint IHO-Singapore Innovation and Technology Laboratory	Singapore & United States of America	2
3.1	Revision of the IHO Resolution 2/1997 - <i>Establishment of Regional Hydrographic Commissions (RHC)</i>	IHO Council	3
3.2	Revision of the IHO Resolution 1/2005 - <i>IHO Response to Disasters</i>	IHO Council	3
3.3	Establishing an IHO e-Learning Center	Republic of Korea	3



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 13
07 January 2020

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 21-24 April 2020

SELECTION OF CHAIR OF THE 2nd SESSION OF THE IHO ASSEMBLY

References:

- A. Assembly Circular Letter No.9 dated 14 October 2019 - *Selection of Chair of the 2nd Session of the IHO Assembly.*
- B. Rules of Procedure of the IHO Assembly (Rule 14)

Dear Hydrographer,

1. The Assembly Circular Letter No.9 (Reference A) invited Member States to nominate suitable candidates for election as Chair of the 2nd Session of the IHO Assembly. At that time, the Secretariat identified that Captain M.C.J. (Marc) van der Donck, Hydrographer of the Royal Netherlands Navy, was a suitably qualified candidate who has expressed his readiness to chair the Assembly.
2. The comments received in response to Reference A are supportive of Captain van der Donck and no other nominations have been proposed. Therefore, the vote by correspondence as provided for in Reference B [Rule 14 (b)] is not necessary. The nomination of Captain van der Donck as Chair-elect will be put forward for confirmation by the 2nd Session of the Assembly in accordance with Reference B [Rule 14 (f) (i)] at the start of the first plenary session on Tuesday, 21 April 2020.
3. The Secretariat congratulates Captain M.C.J. (Marc) van der Donck on his nomination as Chair of the Assembly. The Secretariat will arrange a preparatory meeting with Captain van der Donck in due course to review Assembly procedures, arrangements and documents in preparation for the Assembly.

Yours sincerely,

Dr Mathias JONAS
Secretary-General



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 14
19 February 2020

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 21-24 April 2020

HYDROGRAPHIC INDUSTRY EXHIBITION

Reference: Assembly Circular Letter No.1, dated 29 April 2019 - *Announcement and General Arrangements*

Dear Hydrographer,

1. As indicated in the Reference ACL, a Hydrographic Industry Exhibition will be held in conjunction with the 2nd session of the IHO Assembly (A-2). This Exhibition will consist of exhibits and demonstrations from 29 companies and organizations from around the world. Exhibition stands will be set up throughout the Auditorium Rainier III. The Exhibition will be open from 10:00 on Tuesday, 21 April and will close at 12:00 on Friday, 24 April 2020. A list of Exhibitors is provided in Annex.
2. An Exhibition Catalogue will be available on the IHO web site from mid-March and a printed copy will be provided as part of the arrival registration process at the Assembly.
3. All Delegates and Observers are encouraged to take advantage of the presence of these companies and organizations by visiting their stands to discuss relevant topics with the representatives. As the companies and organizations are exhibiting at their expense, it is important that they feel that their presence has been worthwhile, so that they will exhibit at future sessions of the IHO Assembly and, in many cases, continue to support the IHO work programme and Regional Hydrographic Commission activities.
4. The Exhibitors will host a reception on Tuesday, 21 April from 18:00 to 20:00 to which all Delegates and Observers, including accompanying persons, are cordially invited to attend.
5. The Exhibitors will also be sponsoring all the coffee breaks during the Assembly.

Yours sincerely,

Dr Mathias JONAS
Secretary-General

Annex: List of companies and organizations exhibiting at the 2nd session of the IHO Assembly

LIST OF COMPANIES AND ORGANIZATIONS
EXHIBITING AT THE 2ND SESSION OF THE IHO ASSEMBLY

AML Oceanographic
Argans
C-Map/Navico
Clinton Marine Survey
EdgeTech
EOMAP
ESRI
Fugro Pelagos
Hypack
IBSC / NF-GEBCO Seabed 2030 Project
IC-ENC
IMarEST
IIC Technologies
iXblue
Knudsen Engineering
Kongsberg Maritime
L3HARRIS
Norbit Subsea
NV Chart
Ocean Infinity
OceanWise
PRIMAR
QPS
Seabed BV
Seafloor Systems
SevenCs/ChartWorld
Teledyne CARIS
Teledyne Marine
Xocean



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 15
20 February 2020

2nd SESSION OF THE IHO ASSEMBLY (A-2)
Monaco, 21-24 April 2020

DISTRIBUTION OF THE ASSEMBLY DOCUMENTS

References:

- A. Assembly Circular Letter No.1 dated 29 April 2019 -*Announcement and General Arrangements*
- B. Rules of Procedure of the IHO Assembly, Rule 9

Dear Hydrographer,

1. The IHO Secretariat is pleased to inform you that the following Assembly Documents are now available on the IHO Website (see: www.iho.int > Home > About IHO > Assembly > Circular Letters & Documents):

A2_2020_G_01_EN *Provisional Agenda*

A2_2020_G_02_EN *Comments to Proposals (Red Book)*

A2_2020_G_03_EN *Table of Tonnages, Shares, Contributions and Votes*

A2_2020_G_04_EN *List of Assembly Documents*

A2_2020_G_05_EN *Council Report, (Annex 1 C-1 Report, Annex 2 C-2 Report, Annex 3 C-3 Report)*

A2_2020_G_06_EN *Reports from HCA and Regional Hydrographic Commissions*

A2_2020_G_08_EN *Endorsement of the Selection Process for the Council*

A2_2020_E_01_EN *List of Candidates for the Position of the IHO Director*

2. These documents have been prepared by the IHO Secretariat in accordance with the relevant regulations and the established procedures. Additional documents will be circulated shortly when available.

3. Any Member State that encounters difficulties in accessing the documents through the IHO Website is invited to liaise with the IHO Secretariat (info@iho.int).

4. The IHO Secretariat would like to take this opportunity to remind Member States that have not yet registered through online registration for the 2nd Session of the Assembly to do so preferably before **15 March 2020**.

Yours sincerely,

Dr Mathias JONAS
Secretary-General



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 16
28 February 2020

2nd SESSION OF THE IHO ASSEMBLY (A-2)
Monaco, 21-24 April 2020

DISTRIBUTION OF THE SECOND TRANCHE OF ASSEMBLY DOCUMENTS

References:

- A. Assembly Circular Letter No.15 dated 20 February 2020 - *Distribution of the Assembly Documents*
- B. Assembly Circular Letter No.1 dated 29 April 2019 - *Announcement and General Arrangements*
- C. Rules of Procedure of the IHO Assembly

Dear Hydrographer,

1. In addition to Reference A and in accordance with the arrangements indicated in References B and C, the IHO Secretariat is pleased to inform you that the following additional and revised Assembly Documents are now available on the IHO Website (see: www.iho.int > Home > About IHO > Assembly > Circular Letters & Documents):

A2_2020_G_04_EN_Rev1	List of Assembly Documents
A2_2020_G_09_EN	Draft Annual Report 2019 (Part I)
A2_2020_F_01_EN	Finance Report 2017-2019
A2_2020_F_02_EN	Finance Report 2019 (Part II of the Annual Report 2019)
A2_2020_E_02_EN	Table of Tonnages, Shares and Votes Applicable for the Election at the A-2

2. These documents have been prepared by the IHO Secretariat in accordance with the relevant regulations.

3. Any Member State that encounters difficulties in accessing the documents through the IHO Website is invited to liaise with the IHO Secretariat (info@iho.int).

Yours sincerely,

Dr Mathias JONAS
Secretary-General

THIS ASSEMBLY CIRCULAR LETTER REQUIRES YOU TO VOTE

IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 17
20 March 2020

**PROPOSED SCENARIO ON THE POSTPONEMENT OF THE 2ND SESSION OF THE IHO
ASSEMBLY AND ASSOCIATED ACTIVITIES RESULTING FROM EXCEPTIONAL
CIRCUMSTANCES DUE TO COVID-19**

Reference:

- A. IHO CL 12/2020 dated 2 March 2020 - *Information on the impact of the Coronavirus (COVID-19) on IHO activities*
- B. Assembly Circular Letter No. 1 dated 29 April 2019 – Announcement and General Arrangements
- C. Assembly Circular Letter No. 8 dated 20 December 2019 – Preparation of Table of Tonnages
- D. Assembly Circular Letter No.15 dated 20 February 2020 - Distribution of the Assembly Documents
- E. Assembly Circular Letter No.16 dated 28 February 2020 - Distribution of the Second Tranche of Assembly Documents
- F. Publication M1, Edition 2.1.0, June 2017 - Basic Documents of the International Hydrographic Organization
- G. Assembly Document - A2_2020_G_02_EN – Comments on Proposals (Red Book)
- H. Assembly Document - A2_2020_G_05_EN – IHO Council Report
- I. IHO CL 20/2019 dated 28 March -The IHO Online Form System for Responses to Circular Letters and Input to IHO Publications (P-5 and C-55)

Dear Hydrographer,

1. As already indicated in Reference A, the Principality of Monaco has laid out rigid indefinite public event controls and numerous Member States have applied similar travel constraints to their administrative services. In addition, some Member States, though registered, have informed the IHO Secretariat that due to their national travel restrictions they will not be able to participate in the Assembly as intended. This makes the planned conduct of the Assembly impossible at the scheduled dates of 21 to 24 April 2020. The Secretary-General, in liaison with the Council Chair and the Monaco Government, has decided therefore to postpone the 2nd Session of the IHO Assembly.

2. The postponement of the Assembly causes substantial constitutional and operational challenges for the Organization and has numerous organizational consequences for the Secretariat and subsequently the Member States, including ships' visits, Observing States, Observing International Organizations and Industry stakeholders.
3. The following proposals for the handling of issues originally to be addressed at the forthcoming regular Assembly are drafted under the following principal assumptions:
 - a. To plan to hold a regular Assembly as soon as the global situation allows, in order to minimize disruption to the governance of IHO and the work of the organization;
 - b. To minimize deviation from the established rules and regulations (Convention, General Regulations, applying Resolutions);
 - c. To preserve the institution and the authority of the Assembly as the major organ of IHO; and
 - d. To make provision for those items that cannot wait (election of the new IHO Director), are of technical nature to maintain the operational framework of the IHO subordinate bodies or indicated as consensual by Member States comments in advance of the Assembly.
4. Besides the principal task to direct the engagement and pursuance of intergovernmental cooperation in hydrography, the Assembly, as the principal organ, is the main body to consider and approve the following basic elements for the functioning of the Organization:
 - a. The financial report for the term 2017 – 2019.
 - b. The report of the Council-Chair for the term 2017 – 2019.
 - c. The 3 years' work plan 2021 – 2023.
 - d. The 3 years' budget 2021 – 2023.
 - e. Table of Tonnage, Shares and Votes applicable to 2021-2023.
5. Another important element in the remit of the Assembly is the election of the Secretary-General and Directors – this time the election of the successor of outgoing IHO Director Mustafa Iptes.
6. The Assembly will also be called upon to decide on the revised Strategic Plan 2021 – 2026 that will set the directions of further engagement for the first half of the decade.
7. The conduct of the Assembly marks the establishment of the new Council for the duration 2020 – 2023, including the start of the election process of the new Council Chair for this term. In addition, it is also planned to select the new office bearers of the Strategic Plan Review Working Group.
8. The election of Chairs and Vice-Chairs of the two main Committees, HSSC and IRCC, shall be decided after each ordinary session of the Assembly, as in general the similar arrangements for their Working Groups in accordance with their respective Rules of Procedure.

9. The above duties of the Assembly as well as the resulting follow-up actions affecting the subordinate bodies such as Council, the two main Committees and their Working Groups, necessitate arrangements for planning an ordinary session in the course of 2020. However, the further development of the COVID-19 crisis is uncertain and any forecast in view of proper timing is difficult. Nevertheless, and in regard of the above arguments, the Secretary-General and the Council Chair have agreed jointly to propose that the 2nd Session of the Assembly be held at a later date in 2020.

10. In order to comply with Article V of the IHO Convention, the 2nd ordinary Session of the Assembly is proposed to be held at the next available slot at the Conference Centre Auditorium Rainer III in autumn this year. The Principality of Monaco has generously offered such an option from 12-23 November 2020.

11. It is therefore proposed to conduct the Assembly in a condensed format from 17 to 19 November mid-day, followed by the constitutional meeting of the new Council from 19 November afternoon until 20 November noon. In this arrangement, an Industry Exhibition and a Member States' Exhibition will not be considered. The opportunity of having ships' visits and receptions will be considered at a later stage. The Finance Committee will meet in the afternoon of 16 November 2020 at the Secretariat.

12. The condensed format Assembly will then only focus only on the essential decisions listed under paragraph 4 and proposals where discussion is vital or no clarity obtained from Member States comments as compiled in the Red Book (Reference G refers). This judgment applies to:

- a. The revised Strategic Plan;
- b. The definition of hydrographic interests;
- c. The S-100 showcase and S-100 roadmap;
- d. The report on the informal consultation process for the future of S-23; and
- e. The thematic session of IHO-100.

13. For those proposals submitted to the Assembly which have received substantial positive support indicated by the Member States' comments as compiled in the Red Book, voting by correspondence is proposed via the Circular Letter mechanism.

14. The Secretariat will compile final versions of proposals based on Red Book comments aiming to include non-substantive suggestions or editorial corrections in general, and submit them to Member States for approval by correspondence. *Ex-post facto* approval of such adopted proposals will be deemed to have been given by the Assembly at its next regular session in accordance with Articles VI (g) (vii) and IX (f) of the Convention under the understanding that most of the proposals were endorsed by the 3rd Council in October 2019 for the following items:

- PRO 1.1 Interpretation of some articles in Basic Documents of the IHO
- PRO 1.2 Revision of Articles 14, 15, 20 and 25 of the General Regulations of the IHO
- PRO 1.3 Revision of Clause (c) of Article 16 of the General Regulations of the IHO – Hydrographic Interest
- PRO 1.6 Revision of Rule 12 of the Rules of Procedure of the IHO Council and consequence on Rules 8 and 11 - Timing of Election of the Chair and Vice-Chair
- PRO 1.10 Establishing an IHO strategy and resolution for gender-inclusive language
- PRO 2.4 Establishing a joint IHO-Singapore Innovation and Technology Laboratory
- PRO 3.1 Revision of the IHO Resolution 2/1997 - Establishment of Regional Hydrographic Commissions (RHC)
- PRO 3.2 Revision of the IHO Resolution 1/2005 - IHO Response to Disasters
- PRO 3.3 Establishing an IHO e-Learning Centre

Proposals b) and c) from the Council Chair in his report to the Assembly (Reference H refers).

- b) Convene Council meetings regularly at the IHO Secretariat.
- c) Adopt as the main theme until Assembly 3 (A-3) "the effective implementation of the Revised Strategic Plan" keeping in mind to apply the principles of ISO 9001.

15. The Convention provides no mechanism for decisions to be made by correspondence for the proposals 1.1, 1.2, 1.3 and 1.6 since they affect the General Regulations and Rules of Procedure of the Council. It is therefore proposed to follow Article IX (d) of the Convention for a vote by correspondence.

16. Approval for the proposals 1.1, 1.2, 1.3 and 1.6 should then be obtained by a two-thirds majority of the Member States who cast a vote (Article IX (d) of the Convention), based on the Assembly quorum of the majority of Member States (Rules of Procedure for the IHO Assembly, Rule 24 refers). In interpretation of Article IX (e) of the Convention, Member States that abstain from voting shall be considered as not voting and therefore not be considered in the calculation of the two-thirds majority.

17. The voting mechanism stated under paragraph 15 is also proposed for voting of the Table of Tonnage, Shares and Votes applicable to 2021-2023. This table forms the basis for definition of the number of shares used for the calculation of the annual contributions of individual Member States for the period 1 January 2021 to 31 December 2023. Several Member States indicated a compelling need to receive this calculation in the first half of 2020 due to exhaustive domestic procedures on the allocation of their contributions to the national budget for the fiscal year 2021.

18. An associated problem to the value of a share occurs with the Secretary-General's proposal as explained in paragraph 6 of PRO 1.7 to consider the option of a consecutive increase of 1% per each year from 2021 to 2023 subject to annual Council approval. Since this proposal warrants Assembly consideration, it is proposed to keep the value of a share for 2021 on the current level and mandate the Council to approve an increase (if any) in Member States Contributions not earlier than 2022.

19. For the proposals 1.10, 2.4, 3.1, 3.2, 3.3 and proposal b) and c) of the Council Chair's report, it is proposed that decisions can be made by correspondence according to the usual practice. Approval is to be stated for a majority of the Member States who cast a vote, with the minimum number of affirmative votes being at least one-third of all Member States (Article IX (f)) of the Convention refers).

20. Additional calls will be sent out by Circular Letter for the following positions:

- a. Election of the IHO Director from the list of candidates who applied by the original arrangement of the Assembly with a closing date of 10 April 2020 (Article 19 of the General Regulations refers);
- b. Nomination of Candidates for Chair/Vice Chair of the Council; and
- c. Nomination of Candidates for Chair/Vice-Chair/Secretary of the SPRWG.

21. For the purpose of the election of the IHO Director, the Secretariat proposes to apply the established election procedures for the Assembly to a remote voting starting at the end of April 2020.

22. For this voting and in order to comply with Rule 37 of the Assembly Rules of Procedure (secret ballot) as far as possible, the Secretariat stands ready to send the usual ballots in envelopes by post to be returned the same way. Representative from the Government of Monaco will be asked to act as scrutineer when the votes received by post are counted in the Secretariat. If possible, the election procedure should be accomplished not later than the end of May 2020 to allow reasonable time for the successful candidate to complete the necessary domestic arrangements for their relocation and incoming handover prior to 1 September 2020. A few days before the deadline for receiving the votes at the Secretariat, Member States, whose voting forms and envelopes have not been received yet, possibly due to postal delivery problems that may occur during this Covid-19 phase, will be asked by email if they do intend to vote. In the case of affirmative response, they will be offered a digital unencrypted voting procedure using the IHO online form system (Reference I refers). Under the supervision of the scrutineer from the Government of Monaco, their votes will be made anonymous before they are added to the others in the ballot box before the day of the

counting process. This digital voting will be accepted by exception only. More details on the procedure will be provided in a specific Assembly Circular Letter.

23. The 4th Council meeting which, according to this proposal, will be rescheduled to follow right after the 2nd Session of the Assembly, will focus on the following subjects:

- a. Implement the decisions made by correspondence vote;
- b. Manage transition of the Work Program 2021 – 2023 to meet the revised Strategic Work plan if approved by the Assembly;
- c. Approval of the Work Program and Budget 2021;
- d. Discuss the option to increase Member States' annual contribution according to the directions given by the Assembly; and
- e. Any other direction given by the Assembly.

24. The Secretary-General and the Council Chair are aware of the exceptional nature of these above proposed arrangements, but recommend support to allow for the proper functioning of the Organization under extraordinary circumstances.

25. The Secretary-General and the Council Chair have also seriously considered the option of a postponement of the Assembly to 2021 or the call for an Extraordinary Assembly in that same year. However, beside organizational problems, this would cause substantial deviations from the Convention in terms of non-approval of basic instruments such as the three year work programme 2021 – 2023, the three year budget 2021 – 2023 and the revised Strategic Plan. Other problems are related to the prolongation of the Council in its current composition including chairmanship.

26. In order to avoid instabilities and to maintain proper functioning of the Organization, it is assumed that the proposed postponement of the Assembly to November 2020 is acceptable and the approval of the recommended resulting activities is strongly advised.

27. As a result, this Circular Letter requires Member States to vote on the following proposed arrangements as a package:

- a. Decision on Proposals 1.1, 1.2, 1.3, 1.6 and Tonnage, Shares and Votes applicable to 2021-2023, to be taken by correspondence under the conditions as described in the above paragraphs 15 and 16;
- b. Decision to keep the value of a share for 2021 on the current level;
- c. Decisions on Proposals 1.10, 2.4, 3.1, 3.2, 3.3 to be taken by correspondence under the conditions as described in the above paragraph 19;
- d. Election of the IHO Director by correspondence as described in the above paragraphs 20, 21 and 22;
- e. Nomination of candidates for Chair/Vice Chair of the Council in advance of the Assembly.
- f. Nomination of candidates for Chair/Vice-Chair/Secretary of the SPRWG in advance of the Assembly.

28. It should be acknowledged that these arrangements and subsequent adoption of proposals will be deemed to have been given by the Assembly. As a consequence, it is required for this vote that:

- a. Minimum of Member States voting is 45 to meet the quorum of the Assembly (half of the Member States excluding those suspended);
- b. Minimum of affirmative or negative votes required is 30, as being one third of the Member States (excluding the suspended); and
- c. The final decision is based on simple majority of the votes cast.

29. The approval by vote of these proposed arrangements is requested no later than 17 April 2020 (to be forwarded to the Secretariat by e mail: cl-ic@iho.int) by using the Voting Form in Annex A, but preferably using the IHO Online Form System (see Reference I) by accessing the following link: https://IHO.formstack.com/forms/acl17_20

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Mathias Jonas', with a stylized flourish at the end.

Mathias JONAS
Secretary-General

Annex A: Voting Form on the package of proposed arrangements

**PROPOSED SCENARIO ON THE POSTPONEMENT OF
THE 2ND SESSION OF THE IHO ASSEMBLY**

VOTING FORM ACL 17/2020

to be returned to the IHO Secretariat no later than 17 April 2020

E-mail: cl-lc@iho.int - Fax: +377 93 10 81 40

**Member
State:**

Contact:

E-mail:

Do you approve the proposed scenario on the postponement of the 2nd Session of the IHO Assembly made by the Secretary-General as summed up in paragraph 27?

Please tick ☒ the appropriate box:

YES ☐

NO ☐

Please provide any additional comments in the section below.

Comments (if required)



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 18
14 April 2020

2nd SESSION OF THE IHO ASSEMBLY (A-2)

FINAL LIST OF THE CANDIDATES FOR THE POSITION OF IHO DIRECTOR

References:

- A. General Regulations of the IHO, Article 19
- B. Assembly Circular Letter No. 2 dated 3 May 2019 - *Call for Nomination of Candidates for the Position of IHO Director*
- C. Assembly Circular Letter No. 17 dated 20 March 2020 - *Proposed Scenario on the Postponement of the 2nd Session of the IHO Assembly and Associated Activities Resulting from Exceptional Circumstances Due To Covid-19.*
- D. General Regulations of the IHO, Article 21

Dear Hydrographer,

1. In accordance with References A and B and in the assumption of approval of proposals provided in Reference C, nominations for the post of IHO Director closed on 10 April 2020.
2. The final list of candidates for position of IHO Director (document A2_2020_E_01_EN) is now available on the IHO Website (<https://iho.int/en/circular-letters-documents>). The candidates are as follows (in alphabetical order):
 - Captain (Ret) Alberto Pedrassani COSTA NEVES (Brazil)
 - Rear Admiral Luigi SINAPI (Italy)
 - Rear Admiral Shepard M. SMITH (USA)
3. As indicated and proposed by Reference C (Paragraphs 20, 21, 22 and 27 refers) and observing Reference D, another Assembly Circular Letter will be issued with regards to the details of the voting process for election of the IHO Director.

Yours sincerely,

Dr Mathias JONAS
Secretary-General



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 19
21 April 2020

2ND SESSION OF THE IHO ASSEMBLY (A-2)
Monaco, 16-18 November 2020

APPROVAL OF THE PROPOSED SCENARIO ON THE POSTPONEMENT OF THE
2ND SESSION OF THE IHO ASSEMBLY AND ASSOCIATED ACTIVITIES

Reference:

- A. IHO ACL 17/2020 dated 20 March 2020 - *Proposed scenario on the postponement of the 2nd Session of the IHO Assembly and associated activities resulting from exceptional circumstances due to COVID-19*
- B. Assembly Document - A2_2020_G_02_EN – Comments on Proposals (Red Book)
- C. Assembly Document - A2_2020_G_05_EN – IHO Council Report

Dear Hydrographer,

1. Reference A invited Member States to vote on the proposed scenario on the postponement of the 2nd Session of the IHO Assembly and associated activities resulting from exceptional circumstances due to COVID-19.
2. The IHO Secretariat thanks the following 59 Member States for responding to Reference A: Algeria, Argentina, Australia, Bahrain, Bangladesh, Belgium, Brazil, Bulgaria, Canada, Chile, Colombia, Croatia, Cyprus, Democratic People's Republic of Korea, Denmark, Estonia, Finland, France, Georgia, Germany, Greece, Guatemala, Iceland, India, Indonesia, Islamic Republic of Iran, Ireland, Italy, Japan, Latvia, Malaysia, Malta, Mauritius, Mexico, Monaco, Morocco, New Zealand, Nigeria, Norway, Pakistan, Papua New Guinea, Poland, Portugal, Republic of Korea, Romania, Saudi Arabia, Singapore, Slovenia, Solomon Islands, South Africa, Spain, Sri Lanka, Sweden, Thailand, Turkey, Ukraine, United Kingdom, United States of America and Uruguay.
3. Fifty seven Member States approved the proposed scenario and two Member States voted against. Twenty Member States offered comments in addition to their vote. These comments and the outcome of their review by the Secretariat are provided in Annex A to this Circular Letter.
4. When Reference A was issued, there were 93 Member States of the IHO with three States suspended. In accordance with the provisions of the Convention on the IHO, as amended, the conditions for approval of the proposal as stipulated in paragraph 28 of Reference A have been met. As a result, and taking into account the comments provided in Annex A – and taking into

account the preferred dates requested by the Principality of Monaco - the proposed postponement of the 2nd Session of the IHO Assembly from 16 to 18 November 2020 in combination with the 4th meeting of the Council from 18 to 19 November 2020, and the associated activities, have been adopted.

5. As indicated in Reference A, paragraph 15, the Secretariat will compile final versions of the proposals based on Red Book comments, aiming to include non-substantive suggestions or editorial corrections in general, and submit them to Member States for approval by correspondence by end of April.

6. The postponed 2nd Session of the Assembly will focus on the essential decisions deemed as basic elements for the functioning of the Organization and proposals where discussion is vital or no clarity obtained from Member States' comments as compiled in the Red Book (Reference B refers). The agenda of the Assembly will include the following items:

- a. The Financial report for the term 2017 – 2019;
- b. The report of the Council-Chair for the term 2017 – 2019;
- c. The 3 years' work plan 2021 – 2023;
- d. The 3 years' budget 2021 – 2023;
- e. The revised Strategic Plan;
- f. The definition of hydrographic interests;
- g. The S-100 showcase and S-100 roadmap;
- h. The report on the informal consultation process for the future of S-23;
- i. The establishment of an e-learning centre;
- j. The thematic session of IHO-100.

A detailed draft Agenda of the 2nd Session of the Assembly will be issued in due course.

7. The establishment of an e-learning centre, originally submitted by Republic of Korea (PRO 3.3) addresses a subject of increasing relevance under the emerging constraints in personal participation on learning courses. Means of distance learning and other online training technologies will be in the focus of the deliberations of the Capacity Building Sub-Committee during the next months and amendments to PRO 3.3 for Assembly consideration can be expected. The Secretariat therefore decided to remove this proposal from the list of proposals to be voted on by correspondence as initially proposed by Reference A, paragraph 14 and include it in the draft Agenda of the 2nd Session of the Assembly.

8. The members of the Strategic Planning Review Working Group (SPRWG) indicated their capacity to continue their work on the pending task to adapt the set of Strategic Performance Indicators (SPI) to the targets of the revised strategic plan. Since the SPRWG reports to the Council, this activity will be under the auspices and the coordination of the Council Chair. Subject to prior

endorsement by the Council, the outcome will amend the current version of the Council Chair report (item b.) and the report of the Chair of the SPRWG (item e.) to the Assembly.

9. Similar to the main organs of the IHO, the main subordinate bodies such as HSSC and IRCC, including their associated Sub Committees and Working Groups, are subject to adaptations of their respective schedules and working arrangements originally assigned to them in the IHO Work Programme 2020. Some of those bodies are already working on postponement of their meetings and alternative working arrangements via video conferencing and collaborative workspaces. It seems appropriate to the Secretariat that their working results achieved in the interim should be reflected at the forthcoming Assembly. The Secretariat is therefore proposing to accept updates on their respective reports pertaining to the above noted Agenda items of the Assembly. Their submission and presentation should follow the established principles, i.e. becoming elements of the Council Chair and Secretary-General proposals respectively. This principle should be applied to PRO 1.7, 1.8, 1.9 and 2.1. It should be noted in this regard that the forthcoming meetings for IRCC and HSSC are planned in October 2020 and the usual submission time lines of the resulting reports for Member States' considerations and advance comments cannot be met.

10. The same approach is suggested for updates to be made by the providers of existing proposals submitted by Member States. This principle should be applied to PRO 2.2, 2.3 and 3.3. If the Secretariat receives such updates four months prior to the forthcoming Assembly (by middle of August 2020) it will make it available for Member States comments for final compilation of a Red Book update. In view of the ongoing uncertainties on the further conduct of the work allocated to the IHO main organs and subordinate bodies, the Secretariat is not in favour of submissions of fully new proposals to the forthcoming Assembly and kindly invites the Member States to consider abstaining from such new submissions.

Yours sincerely,



Mathias JONAS
Secretary-General

Annex A: Member State's responses to IHO ACL 17/2020 and comments from the Secretariat

**MEMBER STATES' RESPONSES TO IHO ACL 17/2020 AND COMMENTS
FROM THE IHO SECRETARY-GENERAL**

**POSTPONEMENT OF THE 2ND SESSION OF THE IHO ASSEMBLY
AND ASSOCIATED ACTIVITIES**

Algeria (VOTE = NO)

Algeria approves and has no technical objection to the proposals of the provisions cited in paragraph 27, with the exception of point "d" - The election of the Director of the IHO by correspondence - which we consider difficult to implement and therefore we propose the extension of the current mandate until the holding of the 2nd Session of the Assembly.

Comments by the Secretary-General:

The Secretary-General considered various options how to manage the appointment of the new director, had a look into the history of the Organization for precedencies and consulted some of the previous IHO Presidents to understand how they made decisions in comparable situations. The consideration of the Secretary-General to prolong the current IHO Director's service until the 2nd Assembly would be one of the options. Although there is now a confirmed proposal to hold the Assembly in November, no-one can make an educated guess at this stage how the situation develops and if the event is going to happen accordingly. In the view of the Secretary-General, there is still no guarantee of an Assembly in 2020. The main criteria for the proposed election by correspondence however, is the situation of the individual candidates who planned their further steps in career and personal life according to having the election in spring time, whatever the outcome. The positive decision for the Secretary-General's proposal by majority of the Member States is regarded as confirmation of this fair and emphatic approach.

Brazil (VOTE = YES)

Brazil would prefer to have seen a Voting Form with one question for each item and each Proposal that was intended to be discussed individually by the Assembly and during the next Session of the Assembly. Although the answer is YES to the only one question of this Voting Form, the answer to this Voting Form applies to sub-paragraphs b., d., e. and f. of paragraph 27 of ACL 17/2020 and does not apply to all Proposals as explained below. Brazil agrees with the Proposals 1.1, 1.2, 1.6 and Tonnage, Shares and Votes applicable to 2021-2023 being decided by correspondence under the conditions as described in paragraphs 15 and 16 of ACL 17/2020. Brazil would prefer that the Proposal 1.3 be discussed during the 2nd Session of the Assembly together with the Proposals 1.4 and 1.5 that deal with the same subject. Brazil agrees with the Proposals 2.4, 3.1, 3.2, 3.3 being decided by correspondence under the conditions as described in paragraph 19 of ACL 17/2020. Brazil would prefer that the Proposal 1.10 be discussed during the 2nd Session of the Assembly. Since it refers to a new IHO Resolution and it was not discussed yet by anybody of IHO, Brazil thinks the 2nd Session of the Assembly would be the appropriate moment for the Assembly to

consider the Member States' comments to this Proposal, before taking a voting process if deemed necessary.

Comments by the Secretary-General:

Noted.

Canada (VOTE = YES)

Canada thanks the IHO Secretariat for its efforts in these extraordinary times. CA would also like to acknowledge the time and effort of the HOs and industry partners who were preparing exhibits for the Assembly and it does hope that they will have the opportunity in the future to display their products, services, and innovations. Thank you for your interest and your support of the IHO.

Comments by the Secretary-General:

Noted.

Chile (VOTE = NO)

CHILE thanks the Secretary-General and the President of the Council for the efforts made to consider the present situation that requires the postponement of the 2nd Session of the IHO Assembly and the adoption of other measures for the continuation of the activities of the Organization.

However, CHILE considers that this voting form requires the MS' opinion only on some of the actions to be carried out only by correspondence and that it does not request the MS' opinion on the opportunity of holding the 2nd Session of the Assembly, taking for granted that such Assembly will be held on 16 to 19 November, date that seems uncertain to us given the unpredictable situation due to COVID-19 and, furthermore, to hold later on the Council.

CHILE does not share this approach, and considers more appropriate and wiser to have the Assembly held together with the IHO Centenary Celebrations, in June 2021, and to have the approval of all the basic instruments by correspondence. The Council is something that could be held by correspondence before the end of 2020, by video-conference.

In the opinion of CHILE, the following objects could be solved through consultation by correspondence, without any need to hold a Meeting during present year:

- Approval of Reports, Work Programme and Budget;
- Election of the new Director;
- Approval of the Table of Tonnage, Shares and Votes;
- Establishment of the Council and election of its authorities, and as well of those of HSSC and IRCC;
- Consideration of the proposals already submitted to the Assembly;
- Strategic Planning and election of authorities, if the continuation of the Group is deemed convenient.

Finally, CHILE agrees with the proposals contained in items a), b), c), d), e) and f) of paragraph no. 27 of the Assembly Circular Letter No. 17/2020.

Comments by the Secretary-General:

Before proposing the current approach, the Secretary-General carefully considered how to comply at best with the rules of the Convention and the General Regulations with regard to the proper function of the Assembly and the Council as the subordinate organ. The further development of the global and local situation for Covid-19 was and still is difficult to predict. The Secretary-General is closely monitoring further developments and continues considering preparations for alternative scenarios for the conduct of the Assembly and the Council.

Colombia (VOTE = YES)

This measures are appropriate and oportunes.

Comments by the Secretary-General:

Noted.

Croatia (VOTE = YES)

Croatia supports the proposed scenario and wishes to emphasize the importance that all activities planned to be implemented before the 2nd Session of the IHO Assembly, as explained in ACL 17/2020, are in accordance with the relevant applicable IHO regulations and documents.

Comments by the Secretary-General:

Noted.

Guatemala (VOTE = YES)

Considering the COVID-19 crisis it is the best Course of Action in order to mitigate and control this global outbreak.

Comments by the Secretary-General:

Noted.

Indonesia (VOTE = YES)

Indonesia approve the postponement of 2nd Session of IHO Assembly on 17-19 November 2020 also the arrangements of procedures and preparation including arrangements related to remote voting and correspondence through Circular Letter. Need to be highlight on the confidentiality of the election IHO Director need to implement with strictly.

Comments by the Secretary-General:

Noted. See forthcoming ACL 20/2020 for more detailed explanations of the whole voting process.

Japan (VOTE = YES)

We believe that election of the IHO Director is quite an important business. Considering the exceptional circumstances under which the postal services are working very poorly world-wide and most hydrographic offices in Member States are fully occupied with the COVID-19 issues, we suggest as follows: 1. "Diplomatic Channel" should also be utilized in addition to the proposed voting system "election by correspondence," in other words, post, e-mails and online systems, suggested by Secretariat. 2. Sufficient time for the voting period should be ensured.

Comments by the Secretary-General:

Noted. See forthcoming ACL 20/2020 for more detailed explanations of the whole voting process.

Monaco (VOTE = YES)

Monaco can provide with 2 or more scrutineers [for the IHO Director Election procedure] if needed. Monaco confirms its preference for the Assembly opening ceremony at the 16th of November in the morning.

Comments by the Secretary-General:

The Secretary-General fully respects the desire of the Principality of Monaco to shift the dates of the Assembly by one day in advance to hold the opening Ceremony at Monday, 16th of November, 2020 in the presence of His Serene Highness Prince Albert II.

New Zealand (VOTE = YES)

Item 27 d. Election of the IHO Director by correspondence as described in the above paragraphs 20, 21 and 22. Given the effort/risk of postal voting due to Covid-19, the availability of online voting and the supervision of the scrutineer from the Government of Monaco NZ suggests that the election of the IHO Director be by online vote using the IHO online form system. The use of the usual ballots in envelopes by post would be the exception, upon request by MS.

Comments by the Secretary-General:

Noted. See forthcoming ACL 20/2020 for more detailed explanations of the whole voting process.

Poland (VOTE = YES)

Poland totally supports Secretary-General's proposal.

Comments by the Secretary-General:

Noted.

Portugal (VOTE = YES)

Stay safe and healthy.

Comments by the Secretary-General:

Noted. The Secretary-General appreciates the good wishes.

Republic of Korea (VOTE = YES)

We would like to provide the following requests on PRO 3.3 Establishment of an IHO e-Learning Center and the election of a new IHO Director: 1. PRO 3.3 Establishment of an IHO e-Learning Center For ease of reference, we will submit a presentation file and a video on the proposal prepared by KHOA via cl-lc@iho.int by the beginning of next week and would like to ask the IHO Secretariat to kindly circulate them to Member States in advance. 2. Election of a new IHO Director Article 17 of the General Regulations and Rule 37 of the Rules of Procedure of the IHO Assembly stipulate that the election of Directors shall be held by secret ballot. Therefore we would like to request that the IHO Secretariat takes extra caution to ensure the anonymity of the postal ballot. The IHO Secretariat is also invited to provide information about the visions and promises of the candidates so that all Member States can be well informed.

Comments by the Secretary-General:

The Secretary-General looks forward to submission of additional materials to illustrate PRO 3.3 but refers to the proposed handling of this item under paragraph 7 of this ACL 19/2020. For the conduct of the election of Director see forthcoming ACL 20/2020 for more detailed explanations of the whole voting process.

Slovenia (VOTE = YES)

If the proposed scenario will be approved, we kindly ask IHO Secretariat to let HOs know (by email), when they will send the usual ballots for Election of the IHO Director in envelopes by post.

Comments by the Secretary-General:

Agreed. See forthcoming ACL 20/2020 for more detailed explanations of the whole voting process.

Singapore (VOTE = YES)

ON ELECTION OF IHO DIRECTOR:

Singapore notes that further details on the voting procedure will be provided in a Special Assembly Circular Letter. We would like to seek the IHO Secretariat's clarification on the following: - We note that a scrutineer will be appointed for the voting process and would like to further seek the IHO Secretariat's clarification on how the anonymity of postal and digital votes will be safeguarded. - We would appreciate if the IHO Secretariat can advise on the procedure in the event that more than one round of voting is required if no candidate receives the requisite majority in the first round or in the event of a tie.

SHOULD THE COVID-19 SITUATION NOT IMPROVE:

Singapore notes that the plan is for the 2nd IHO Assembly and 4th Council to take place in November 2020. Should the situation for COVID-19 not improve by then, we suggest that the IHO Secretariat may wish to consider the feasibility of conducting the Assembly and Council via video-conference, in the event that travel and movement restrictions due to COVID-19 are still in place in November.

Comments by the Secretary-General:

Noted. See forthcoming ACL 20/2020 for more detailed explanations of the whole voting process. The Secretary-General is closely monitoring the global situation with COVID-19 and continues considering preparations for alternative scenarios for the conduct of the Assembly and the Council depending from the further development.

Sweden (VOTE = YES)

Sweden appreciates the proposed way forward for the IHO A-2 and is grateful for the efforts made by the IHO Secretariat. Sweden recognizes the exceptional circumstances and supports these alternative procedures.

Comments by the Secretary-General:

Noted.

Thailand (VOTE = YES)

We fully agree with the condensed format. About the date of A2 and Council meeting we prefer before September 2020.

Comments by the Secretary-General:

Noted.

United Kingdom (VOTE = YES)

The UK fully supports the proposed arrangements detailed in ACL17/20.

Comments by the Secretary-General:

Noted.

United States of America (VOTE = YES)

The U.S. expresses its appreciation to the Secretariat for proposing a best path forward to progress the work of the IHO during the COVID-19 pandemic event. In general, the U.S. hydrographic community is functioning reasonably well via telework and through our remote systems. The U.S.

stands ready to offer any assistance as the Secretariat may feel helpful. We offer the following points for consideration in the next steps:

- Please offer guidance on deadlines concerning HSSC, IRCC, Council, and Assembly submission of papers, proposals, and nomination/election of Chairs/Vice Chairs.
- Regarding Paragraph 4 of the CL, please confirm guidance concerning the implications of the delayed A-2 on submission [of] new proposals or updates to existing proposals and reports based on normal pre-meeting timelines.

We suggest that the SG, [Chairs of the] Council, HSSC and IRCC be encouraged to update their reports and proposals as appropriate to account for ongoing work or intervening events.

Comments by the Secretary-General:

Noted with reference to paragraph 8, 9 and 10 of this ACL 19/2020.

THIS ASSEMBLY CIRCULAR LETTER REQUIRES YOU TO VOTE

IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 20
21 April 2020

2nd SESSION OF THE IHO ASSEMBLY (A-2)
Monaco, 16-18 November 2020

ELECTION FOR THE POSITION OF IHO DIRECTOR

References:

- A. Assembly Circular Letter No. 17 dated 11 April 2020 – *Proposed Scenario on the Postponement of the 2nd Session of the IHO Assembly and Associated Activities Resulting from Exceptional Circumstances due to Covid-19.*
- B. Assembly Circular Letter No. 18 dated 14 April 2020 - *Final List of The Candidates for the Position of IHO Director.*
- C. Assembly Circular Letter No. 19 dated 21 April 2020 – *Adoption of the proposals made to the Member States due to the postponement of the 2nd Session of the IHO Assembly.*
- D. Assembly Document A2_2020_E_02 - *Table of tonnages, shares and votes applicable for the Election at A-2.*
- E. IHO Publication M-1, Edition 2.1.0, June 2017 - *Basic Documents of the International Hydrographic Organization*
- F. IHO CL 3/2020 dated 10 January - *The IHO online form system for responses to circular letters and input to the IHO Publications (P-5 and C-55)*

Dear Hydrographer,

1. Following the adoption (Reference C) of the general principles given in Reference A (paragraph 22) for the election for the position of IHO Director and noting the positive comments received from the Member States, this Assembly Circular Letter provides the subsequent voting procedure to elect an IHO Director from the candidates listed in Reference B.
2. The voting procedures follow Articles 17 to 23 of the General Regulations of the IHO (Reference E). In view of the current uncertainties over the reliability of postal services, the conduct of the election process offers two alternatives but equivalent options: paper based voting and digital voting.
3. The paper-based option is the default, meaning that the usual envelopes containing the voting ballots will be posted to the Member States. The return of ballots to the Secretariat is expected by **1 June 2020** - the final voting date.
4. The digital voting option is technical solution based on the acknowledged IHO online form system (Reference F). More detailed information about the maintenance of confidentiality of the digital voting method is provided in Annex A. The target date for digital voting is the same as the paper-based voting option, **1 June 2020** - the final voting date.

5. **Action 1**, upon receipt of the email version of this ACL 20/2020, is for the Member State to send an email to the Secretariat by **1 May 2020** to indicate if the effected Member State prefers paper based or digital voting. This information will assist to identify and prevent unintended double voting via both options, paper based and digital.

6. **Action 2** for the Member State who prefer the paper based voting, is to send an email to the IHO Secretariat (cl-hc@iho.int) to confirm receipt immediately upon receiving of the paper version of this ACL 20/2020 together with the voting ballots. If the paper version of the ACL 20/2020 with enclosed voting ballots is not received by a Member State by **10 May 2020**, the effected Member State should contact the IHO Secretariat by email for further action.

7. Enclosed with the paper version of ACL 20/2020 will be the following materials:

- a) An envelope (Round 1) with a sticker with the name of the Member State and the number of allocated votes in accordance with the table in Reference D. With the envelope for Round 1, **Action 3** is to count and check that the number of paper ballots in the envelope matches the number of votes given in the table of votes for the receiving Member State. If there is a discrepancy, the effected Member State should contact the IHO Secretariat for corrective action.
- b) Another envelope (Round 2) with a sticker with the name of the Member State and the number of allocated votes in accordance with the table in Reference D. This is only to be used if there is a tie between two candidates with the largest number of votes after Round 1.

8. Similar to the procedure applied during plenary sessions of the Assembly, **Action 4** is to vote for one of the eligible candidates by each paper ballot. Voting Representatives should indicate each of their votes on a paper ballot for an eligible candidate by writing any element or combination of elements of the name indicated on the list of eligible candidates, such that it identifies the chosen candidate unambiguously. The name of only one eligible candidate should be written on each paper ballot. A split of votes between different candidates is possible. Abstention is possible as well and should be indicated as such on the voting paper. **Action 5** is to send the sealed envelope as soon as possible back to the IHO Secretariat by the fastest mailing method and inform the Secretariat by using the dedicated e-mail address (de-ed@iho.int) that your postal voting mail has been sent.

9. The option for digital voting will be available as of **10 May 2020** until 1 June through the following link: https://IHO.formstack.com/forms/acl20_20. In perfect equality to paper voting, the digital voting option allows to vote for one of the eligible candidates, to split the votes or to abstain with the total number of votes allocated to the relevant Member State. After submission of the votes by the Member State (**Action Alt-4**), notification of the Secretariat about the digital voting is received by automatic e-mail to the dedicated e-mail address (de-ed@iho.int). The votes will be automatically checked against the table in Reference D, encrypted and processed into an anonymous compilation spreadsheet table.

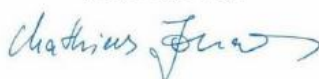
10. The deadline for the IHO Secretariat to receive the voting ballot in paper or digital is **1 June 2020**.

11. When the sealed envelope containing paper votes is received, the IHO Secretariat will acknowledge receipt by email, check the seal, and will cast it into the locked ballot box. Following the adoption (Reference C) of the general principles given in Reference A (paragraph 22) for the election of an IHO Director, it is considered hereby that Member States approve the appointment of two official representatives, designated by the Principality of Monaco, to act as Scrutineers for this election.

12. On **5 June 2020**, in the presence of the designated Scrutineers, the ballot box will be opened for counting. At the same occasion the IHO Secretariat will decode the number of digital votes received for every candidate from the anonymous compilation spreadsheet table. The Scrutineers will combine all paper-based votes with all digital votes received after a double check that there is no unintended double voting. The results will be announced subsequently by the Secretary-General in a separate Assembly Circular Letter.

13. In case of a tie, a similar process will need to be conducted for the second round. Notice will be given the same day by Assembly Circular Letter sent by email-only, to proceed to Round 2 with the names of the candidates involved, using the envelope referred to in paragraph 7(b). In this case the envelope Round 2 can be posted or the alternative method of digital voting can be used.

Yours sincerely,

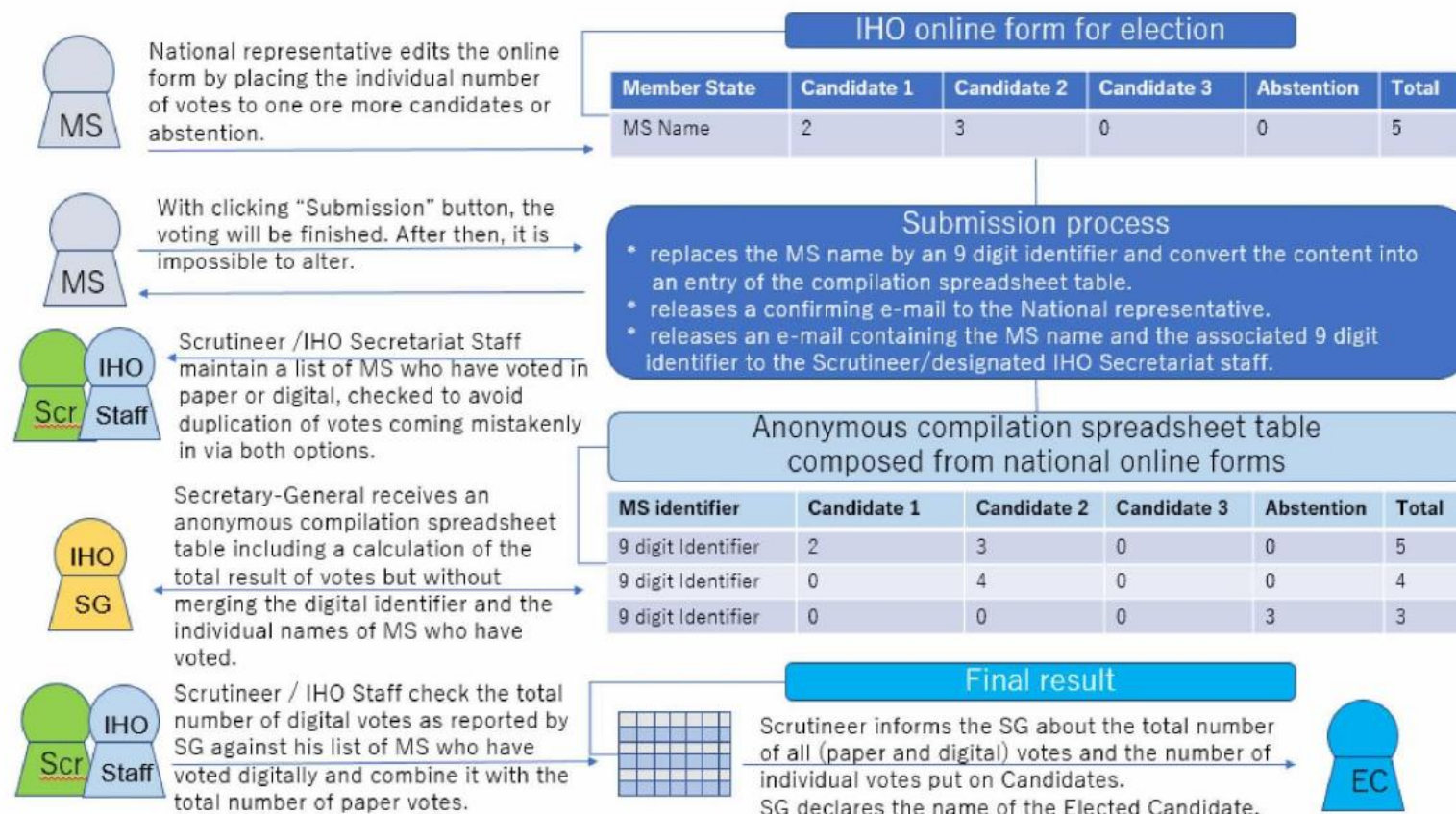
A handwritten signature in blue ink, appearing to read 'Mathias Jonas', with a stylized flourish at the end.

Dr Mathias JONAS
Secretary-General

Annex A: Schema of the alternative method of digital voting procedure using the IHO Online Form System

Enclosure: Two envelopes (Round 1 and Round 2) for those Member States preferred the paper ballots.

Schema of the alternative method of digital voting procedure using the IHO Online Form System *(in English only)*





THIS ASSEMBLY CIRCULAR LETTER REQUIRES YOU TO VOTE

IHO File No.S1/6100/2020

**ASSEMBLY CIRCULAR LETTER N° 21
04 May 2020**

**2nd SESSION OF THE IHO ASSEMBLY (A-2)
Monaco, 16-18 November 2020**

**CALL FOR APPROVAL OF THE FIRST TRANCHE OF PROPOSALS ORIGINALLY FOR
CONSIDERATION BY THE 2ND SESSION OF THE ASSEMBLY**

References:

- A. IHO ACL 17/2020 dated 20 March 2020 – *Proposed scenario on the postponement of the 2nd Session of the IHO Assembly and associated activities resulting from exceptional circumstances due to COVID-19*
- B. IHO ACL 19/2020 – *Approval of the scenario on the postponement of the 2nd Session of the IHO Assembly and associated activities resulting from exceptional circumstances due to COVID-19*
- C. Assembly Document - A2_2020_G_02_EN – *Comments on Proposals (Red Book)*
- D. Assembly Document – A2_2020_G_03_EN - *Table of Tonnages, Shares, Contribution and Votes (2021-2023)*

Dear Hydrographer,

1. Based on the approval of the scenario on the postponement of the 2nd Session of the IHO Assembly and associated activities resulting from exceptional circumstances due to COVID-19 (Reference A), as reported by Reference B, this Assembly Circular Letter seeks for voting on the following proposals originally made to the 2nd Session of the IHO Assembly which affect the General Regulations of the Organization:

- PRO 1.1 Interpretation of some articles in Basic Documents of the IHO
- PRO 1.2 Revision of Articles 14, 15, 20 and 25 of the General Regulations of the IHO
- PRO 1.3 Revision of Clause (c) of Article 16 of the General Regulations of the IHO – Hydrographic Interest

2. In accordance with the approved deviation from the regular approval procedure by the Assembly (Reference B refers), the Secretary-General has taken the Red Book comments into account and compiled final proposals for submission to the Member States for approval by correspondence.

3. The IHO Convention provides no mechanism for decisions to be made by correspondence for the proposals which affect the basic documents of the Organization. As proposed in Reference A (paragraph 15 and 16 refer), a vote by correspondence, will be arranged with the aim to meet the principles stated in Article IX (d) of the Convention.

4. *Ex-post facto* approval of such adopted proposals will be deemed to have been given by the Assembly at its next regular session in accordance with Articles VI (g) (vii) and IX (f) of the Convention under the understanding that the proposals were endorsed by the 3rd Council in October 2019. Each of the proposals forms a separate Annex to this Circular Letter associated to a separate voting form.

5. Approval for the proposals 1.1, 1.2. and 1.3 should be obtained by a two-thirds majority of the Member States who cast a vote (Article IX (d) of the Convention), based on the Assembly quorum of the majority of Member States (Rules of Procedure for the IHO Assembly, Rule 24 refers). In interpretation of Article IX (e) of the Convention, Member States that abstain from voting shall be considered as not voting and therefore not be considered in the calculation of the two-thirds majority.

6. This voting mechanism is also proposed for voting on the Table of Tonnage, Shares and Votes applicable to 2021-2023 (Reference A, paragraph 19). The table provided in Reference D forms the basis for the calculation of the annual contributions of individual Member States for the period 1 January 2021 to 31 December 2023.

7. Member States are requested to indicate their decision to the IHO Secretariat **no later than 15 June 2020**, by returning the altogether four (4) Voting Forms, provided in Annex A to D but preferably using the IHO Online Form System available at the following links:

Annex A: https://IHO.formstack.com/forms/acl21_20_annex_a

Annex B: https://IHO.formstack.com/forms/acl21_20_annex_b

Annex C: https://IHO.formstack.com/forms/acl21_20_annex_c

Annex D: https://IHO.formstack.com/forms/acl21_20_annex_d

Yours sincerely,



Dr Mathias JONAS
Secretary-General

Annexes:

Annex A: Proposal 1.1 https://IHO.formstack.com/forms/acl21_20_annex_a

Annex B: Proposal 1.2 https://IHO.formstack.com/forms/acl21_20_annex_b

Annex C: Proposal 1.3 https://IHO.formstack.com/forms/acl21_20_annex_c

Annex D: Table of Tonnage, Shares and Votes applicable to 2021-2023
https://IHO.formstack.com/forms/acl21_20_annex_d

PRO 1.1: Interpretation of some articles in Basic Documents of the IHO (*Final proposal compiled by the Secretary-General*)

General comment by the Secretary-General:

This proposal received unanimous support from the Member States comments received and is proposed for approval as originally submitted.

FINAL PROPOSAL

After having considered Article VI (g)(ii) of the Convention on the IHO and Rule 8(i) of the Rules of Procedure of the Council in common, the Assembly is invited:

- to approve the interpretation that the Council has the authority to request and consider proposals submitted by Member States or the Secretary-General.

Noting the endorsement of the Council, the Assembly is invited:

- to confirm that the Council is entitled to propose amendments to the General Regulations of the IHO for Member States' approval.

**APPROVAL OF THE INTERPRETATION OF SOME ARTICLES
IN BASIC DOCUMENTS OF THE IHO**

VOTING FORM TO ANNEX A OF ACL 21/2020

(to be returned to the IHO Secretariat no later than 15 June 2020

E-mail: cl-lc@iho.int - Fax: +377 93 10 81 40)

Member
State:

Contact:

E-mail:

Do you approve the interpretation of some articles in basic documents of the IHO?

Please tick ☒ the appropriate box:

YES ☐

NO ☐

If you answer 'NO', please explain in the comment section below.

Comments (if required)

PRO 1.2: Revision of Articles 14, 15, 20 and 25 of the General Regulations of the IHO (*Final proposal compiled by the Secretary-General*)

General comment by the Secretary-General:

In comparison to the original proposal, the Secretary-General proposes a revised wording for ARTICLE 20, Clause (c).

FINAL PROPOSAL

Proposed amendments to Articles 14, 15, 20 and 25 of the General Regulations

[Changes proposed by the Secretary-General compared to the clean version of the initial proposal made to A-2 are shown in red]

Secretary-General and Directors

ARTICLE 14

A Secretary-General or a Director elected at an ordinary session of the Assembly shall assume his/her duties on the following 1 September. The duties of his/her predecessor shall terminate on 31 August.

ARTICLE 15

A Secretary-General or a Director who has been incapacitated for duty for six consecutive months, or otherwise for an aggregate of twelve months, during his/her term of office shall automatically cease to be Secretary-General or Director.

ARTICLE 20

- (a) Each nomination shall indicate whether it is for the post of Secretary-General or Director or for both posts, and shall include a statement detailing the candidate's qualifications. The following specific information should be provided:
- nominating Member State;
 - name;
 - nationality;
 - date of birth;
 - titles and decorations;
 - education (periods including specialized or special qualifications);
 - languages (speaking and reading capacity);
 - all service and experience relevant to the nomination and which provide an indication of the extent to which the candidate is qualified to serve as Secretary-General or Director;
 - candidate's Position, which should include, but is not limited to, the candidate's vision of the importance of hydrography and cartography, of the role of the IHO and of the objectives and

approach envisaged to best advance the priorities of the Organization as established by the Member States; and

- such additional information as may be relevant;
- (b) Each nomination shall be signed by the candidate and by a representative of the nominating Member State.
- (c) Each nomination shall include a medical certificate issued by a duly qualified medical practitioner stating that the candidate presents no apparent symptom likely to interfere with the proper discharge of their duties. In the event that such a certificate cannot be provided the nomination will not be accepted.

ARTICLE 25

Notwithstanding Article 17, if the post of the Secretary-General or of any Director falls vacant during the period between two ordinary sessions of the Assembly the following provisions shall apply.

- (a) If the post of Secretary-General falls vacant one year or less before the opening day of the next ordinary session of the Assembly the Council shall appoint one of the Directors as Acting Secretary-General until the 31 August following the next ordinary session of the Assembly.
- (b) If any post of Director falls vacant one year or less before the opening day of the next ordinary session of the Assembly, including where such a post falls vacant due to the operation of Article 25 (a) above, no replacement shall be appointed before the next ordinary session of the Assembly.
- (c) If the post of Secretary-General falls vacant more than one year before the opening day of the next ordinary session of the Assembly, the Council shall appoint one of the Directors as Acting Secretary-General until a new Secretary-General elect takes up his/her duties. A new Secretary-General shall be elected by correspondence in accordance with the principles set forth in Articles 17 to 23. In such a case the Chair of the Council, with the support of the Secretariat, shall conduct the election by postal ballot, immediately notify Member States of the result and invite the Secretary-General to take up his/her duties.
- (d) If any post of Director falls vacant more than one year before the opening day of the next ordinary session of the Assembly a new Director shall be elected by correspondence in accordance with the principles set forth in Articles 17 to 23. In such a case the Secretary-General shall conduct the election by postal ballot, immediately notify Member States of the result and invite the Director to take up his/her duties.
- (e) The term of office of any Secretary-General or Director elected in accordance with Articles 25 (c) or (d) above shall end at the same time as would have his/her predecessor's.

**APPROVAL OF THE REVISION OF ARTICLES 14, 15, 20 AND 25
OF THE GENERAL REGULATIONS OF THE IHO**

VOTING FORM TO ANNEX B OF ACL 21/2020

(to be returned to the IHO Secretariat no later than 15 June 2020)

E-mail: cl-lc@iho.int - Fax: +377 93 10 81 40)

Member
State:

Contact:

E-mail:

**Do you approve the revision of Articles 14, 15, 20 and 25 of the General Regulations of the IHO –
as proposed by the Secretary-General?**

Please tick ☒ the appropriate box:

YES ☐

NO ☐

If you answer 'NO', please explain in the comment section below.

Comments (if required)

PRO 1.3: Revision of Clause (c) of Article 16 of the General Regulations of the IHO – Hydrographic Interest *(Final proposal compiled by the Secretary-General)*

General comment by the Secretary-General:

Proposal 1.3 aims to remove a specific task from the General Regulations since it is not considered as the proper document nor the right mechanism to address the Assembly with this issue. Since the sentence itself points specifically to the 2nd Assembly, editorial action is required in any case. The proposed removal of this sentence, however, does not preclude the forthcoming Assembly to consider the subject of the definition of hydrographic interest as suggested by a number of Member States. Reference A lists the definition of hydrographic interest as an agenda item for the postponed Assembly scheduled in November 2020.

FINAL PROPOSAL

Clause (c) of Article 16 of the General Regulations

[As originally submitted in the clean version of the initial proposal made to A-2]

The remaining one-third of Council seats shall be held by Member States that have the greatest interest in hydrographic matters and have not been selected under the procedure described in subparagraph (b) above. The scale by which an interest in hydrographic matters is measured shall be national flag tonnage. The table of national flag tonnages is derived in accordance with the procedures set forth in Articles 5 and 6 of the Financial Regulations. The Secretary-General shall determine which Member States will hold this one third of Council seats by identifying them in descending order of their national flag tonnages, referring to the table of current national flag tonnages produced in accordance with Article 6 (a) of the Financial Regulations, and by having ascertained the willingness of each of them to hold a seat on the Council.

**APPROVAL OF THE REVISION OF CLAUSE (C) OF ARTICLE 16 OF THE
GENERAL REGULATIONS OF THE IHO – HYDROGRAPHIC INTEREST**

VOTING FORM TO ANNEX C OF ACL 21/2020

(to be returned to the IHO Secretariat no later than 15 June 2020

E-mail: cl-lc@iho.int - Fax: +377 93 10 81 40)

Member
State:

Contact:

E-mail:

**Do you approve the revision of Clause (c) of Article 16 of the General Regulations of the IHO –
Hydrographic Interest – as proposed by the Secretary-General?**

Please tick ☒ the appropriate box:

YES ☐

NO ☐

If you answer 'NO', please explain in the comment section below.

Comments (if required)

APPROVAL OF THE TABLE OF TONNAGE, SHARES AND VOTES APPLICABLE TO 2021-2023

VOTING FORM TO ANNEX D OF ACL 21/2020

(to be returned to the IHO Secretariat no later than 15 June 2020

E-mail: cl-hc@iho.int - Fax: +377 93 10 81 40)

**Member
State:**

Contact:

E-mail:

Do you approve the Table of Tonnage, Shares and Votes applicable to 2021-2023 according to Reference D: Assembly Document – A2_2020_G_03_EN - Table of Tonnages, Shares, Contribution and Votes (2021-2023)?

Please tick ☒ the appropriate box:

YES ☐

NO ☐

If you answer 'NO', please explain in the comment section below.

Comments (if required)



THIS ASSEMBLY CIRCULAR LETTER REQUIRES YOU TO VOTE

IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 22
04 May 2020

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 16-18 November 2020

**CALL FOR APPROVAL OF THE SECOND TRANCHE OF PROPOSALS ORIGINALLY FOR
CONSIDERATION BY THE 2ND SESSION OF THE ASSEMBLY**

References:

- A. IHO ACL 17/2020 dated 20 March 2020 – *Proposed scenario on the postponement of the 2nd Session of the IHO Assembly and associated activities resulting from exceptional circumstances due to COVID-19*
- B. IHO ACL 19/2020 – *Approval of the scenario on the postponement of the 2nd Session of the IHO Assembly and associated activities resulting from exceptional circumstances due to COVID-19*
- C. Assembly Document - A2_2020_G_02_EN – *Comments on Proposals (Red Book)*

Dear Hydrographer,

1. Based on the approval of the scenario on the postponement of the 2nd Session of the IHO Assembly and associated activities resulting from exceptional circumstances due to COVID-19 (Reference A), as reported by Reference B, this Assembly Circular Letter seeks for voting on the following proposals endorsed by the Council and originally submitted for approval to the 2nd Session of the IHO Assembly:

- PRO 1.6 Revision of Rule 12 of the Rules of Procedure of the IHO Council and consequence on Rules 8 and 11 - Timing of Election of the Chair and Vice-Chair
- PRO 1.10 Establishing an IHO strategy and resolution for gender-inclusive language
- PRO 2.4 Establishing a joint IHO-Singapore Innovation and Technology Laboratory
- PRO 3.1 Revision of the IHO Resolution 2/1997 - Establishment of Regional Hydrographic Commissions (RHC)
- PRO 3.2 Revision of the IHO Resolution 1/2005 - IHO Response to Disasters

Proposals b) and c) from the Council Chair in his report to the Assembly:

- b) Convene Council meetings regularly at the IHO Secretariat

- c) Adopt as the main theme until Assembly 3 (A-3) "the effective implementation of the Revised Strategic Plan" keeping in mind to apply the principles of ISO 9001.

In accordance with the approved deviation from the regular approval procedure by the Assembly (Reference B refers), the Secretary-General has taken the Red Book comments into account and compiled final proposals for submission to the Member States for approval by correspondence.

2. As proposed in Reference A (paragraph 19 refers), the vote by correspondence will be arranged according to the usual practice with the aim to meet the principles stated in Article IX (d) of the Convention.

3. *Ex-post facto* approval of such adopted proposals will be deemed to have been given by the Assembly at its next regular session in accordance with Articles VI (g) (vii) and IX (f) of the Convention under the understanding that the proposals were endorsed by the 3rd Council in October 2019. Each of the proposals forms a separate Annex to this Circular Letter associated to a separate voting form.

4. Approval for the proposals 1.6, 1.10, 2.4, 3.1, 3.2 and proposal b) and c) of the Council Chair report should then be obtained by a majority of the Member States who cast a vote, with the minimum number of affirmative votes being at least one-third of all Member States.

5. Member States are requested to indicate their decision to the IHO Secretariat **no later than 15 June 2020**, by returning the altogether seven (7) Voting Forms, provided in Annex A to G but preferably using the IHO Online Form System available at the following links:

Annex A: https://IHO.formstack.com/forms/acl22_20_annex_a

Annex B: https://IHO.formstack.com/forms/acl22_20_annex_b

Annex C: https://IHO.formstack.com/forms/acl22_20_annex_c

Annex D: https://IHO.formstack.com/forms/acl22_20_annex_d

Annex E: https://IHO.formstack.com/forms/acl22_20_annex_e

Annex F: https://IHO.formstack.com/forms/acl22_20_annex_f

Annex G: https://IHO.formstack.com/forms/acl22_20_annex_g

Yours sincerely,



Dr Mathias JONAS
Secretary-General

Annexes:

Annex A: Proposal 1.6 https://IHO.formstack.com/forms/acl22_20_annex_a

Annex B: Proposal 1.10 https://IHO.formstack.com/forms/acl22_20_annex_b

Annex C: Proposal 2.4 https://IHO.formstack.com/forms/acl22_20_annex_c

Annex D: Proposal 3.1 https://IHO.formstack.com/forms/acl22_20_annex_d

Annex E: Proposal 3.2 https://IHO.formstack.com/forms/acl22_20_annex_e

Annex F: Proposal b) of the Council Chair report
https://IHO.formstack.com/forms/acl22_20_annex_f

Annex G: Proposal c) of the Council Chair report
https://IHO.formstack.com/forms/acl22_20_annex_g

PRO 1.6: Revision of Rule 12 of the Rules of Procedure of the IHO Council and consequence on Rules 8 and 11 - Timing of Election of the Chair and Vice-Chair (*Final proposal compiled by the Secretary-General*)

General comment by the Secretary-General:

This proposal got wide support from Member States comments received and is proposed for approval as initially submitted, but now including the retention of RULE 8, Clause (b) with a minor amendment of this paragraph and, consequently, an amendment of RULE 12, Clause (f). These modifications are in addition to the initial proposal. The suggestion made by France in the Red Book does not seem to be essential for the timely election of the Council Chair and Council Vice-chair so it is not considered.

FINAL PROPOSAL

Proposed Revised Rules 8, 11 and 12 of the Rules of Procedure of the Council

[Proposed changes in the initial proposal are shown in red / ~~red~~.

[Changes proposed by the Secretary-General compared to the red line version of the initial proposal made to A-2 are shown underlined]

RULE 8

The provisional agenda of meetings of the Council shall include:

(a) adoption of the Agenda;

(b) election of the Chair and Vice-Chair, when necessary in accordance with Rule 12 ~~(f)~~ of these Rules of Procedure;

~~(bc)~~ any item the inclusion of which has been requested by the Assembly;

....

RULE 11

The Chair and Vice-Chair shall be elected by the Members for a period of three years, ~~or until the end of the next ordinary session of the Assembly.~~

RULE 12

(a) Members shall elect the Chair and Vice-Chair ~~during their first meeting~~ by ~~correspondence as soon as is practicable~~ after each ordinary session of the Assembly.

- (b) ~~The Secretary-General shall chair the opening of that first meeting until election of the Chair.~~ The Secretary-General shall be responsible for conducting the election and act as interim Chair of the Council during the election process. The election shall be held by secret postal ballot. Under normal circumstances, the following timetable shall apply:

(A = last day of the ordinary session of the Assembly)

A + five weeks Nominations for the positions of Chair and Vice-Chair of the Council closed

A + ten weeks Voting closed

- (c) The candidates receiving the largest number of votes for each position shall be elected with the minimum number of votes cast being at least two-third of the Members.
- (d) At meetings where the Chair and Vice-Chair are to be elected those elections shall respectively be the second and third items on the agenda. In the event of a tie for the position of Chair, a second round run-off will take place by postal ballot between those nominees with the highest equal number of votes. The following timetable shall apply:

(A = last day of the ordinary session of the Assembly)

A + fifteen weeks Voting closed

- (e) In the event of a tie for the position of Vice-Chair, a second round run-off will take place by postal ballot between those nominees with the highest equal number of votes. The following timetable shall apply:

(A = last day of the ordinary session of the Assembly)

A + fifteen weeks Voting closed

- (f) ~~or in~~ In the case of a vacancy arising in the position of Chair and Vice-Chair during the inter-sessional period, an election shall take place during the next meeting of the Council. The nominations for the position shall be closed ten weeks before the opening day of the meeting of the Council and the Secretary-General shall submit the list of nominees to the Members together with the supporting documents for the meeting at least two months prior to the opening day of the meeting.

**APPROVAL OF THE REVISION OF RULE 12 OF THE RULES OF PROCEDURE OF THE IHO
COUNCIL AND CONSEQUENCE ON RULES 8 AND 11 - TIMING OF ELECTION OF THE CHAIR
AND VICE-CHAIR**

VOTING FORM TO ANNEX A OF ACL 22/2020

(to be returned to the IHO Secretariat no later than 15 June 2020)

E-mail: cl-lc@iho.int - Fax: +377 93 10 81 40)

Member
State:

Contact:

E-mail:

Do you approve the revision of Rule 12 of the Rules of Procedure of the IHO Council and consequence on Rules 8 and 11 - Timing of Election of the Chair and Vice-Chair – as proposed by the Secretary-General?

Please tick ☒ the appropriate box:

YES

☐

NO

☐

If you answer 'NO', please explain in the comment section below.

Comments (if required)

PRO 1.10: PROPOSAL TO ESTABLISH AN IHO STRATEGY AND RESOLUTION FOR GENDER-INCLUSIVE LANGUAGE *(Final proposal compiled by the Secretary-General)*

General comment by the Secretary-General:

This proposal got principal support from all of the Member States comments received. Brazil proposed modifications for the text of the new IHO Resolution to streamline with the general style of IHO Resolutions. The proposed action should be applied in both IHO official languages – English and French.

FINAL PROPOSAL

Part one: IHO Resolution

TITLE	Reference	Last amendment (CL or IHC/A)	1 st Edition Reference
GENDER-INCLUSIVE LANGUAGE TO BE USED IN IHO DOCUMENTS AND COMMUNICATIONS	x/2020	IHO A-2	

1 Given that language plays an important role in shaping cultural and social attitudes, it is resolved that the Secretariat and all IHO organs must ensure that the language used in IHO documents and communications issued or amended will be gender inclusive as per the UN Guidelines on Gender-inclusive Language in both official languages English and French. For the case that Spanish translations are provided by the Secretariat the above guidelines will apply too.

2 Documents produced prior to the approval of this resolution will be updated at the earliest possible opportunity and, preferably, in conjunction with other content editing or revision.

Part two: Decisions

- Task the Secretary-General to conduct a comprehensive review of the IHO Basic Documents and Resolutions, adopting the UN Guidelines on Gender-inclusive Language, and to provide draft revisions of IHO Publications M-1 and M-3 for the consideration of the Assembly at the next ordinary session (A-3).
- Task the Secretary-General to monitor the IHO's progress towards the implementation of the UN Guidelines on Gender-inclusive Language to all IHO documentation and communications and report to the Assembly at the next ordinary session (A-3).

**APPROVAL OF THE PROPOSAL TO ESTABLISH AN IHO STRATEGY AND RESOLUTION FOR
GENDER-INCLUSIVE LANGUAGE**

VOTING FORM TO ANNEX B OF ACL 22/2020

(to be returned to the IHO Secretariat no later than 15 June 2020)

E-mail: cl-lc@iho.int - Fax: +377 93 10 81 40)

Member
State:

Contact:

E-mail:

Do you approve the proposal to establish an IHO strategy and resolution for gender-inclusive language – as proposed by the Secretary-General?

Part one: IHO Resolutions

Please tick ☒ the appropriate box:

YES

☐

NO

☐

If you answer 'NO', please explain in the comment section below.

Comments (if required)

Part two: IHO Decisions

Please tick ☒ the appropriate box:

YES

☐

NO

☐

If you answer 'NO', please explain in the comment section below.

Comments (if required)

PRO 2.4: Establishment of a joint IHO-Singapore Innovation and Technology Laboratory (*Final proposal compiled by the Secretary-General*)

General comment by the Secretary-General:

This proposal got unanimous support from all of the Member States comments received and is proposed for approval as originally submitted by Singapore.

FINAL PROPOSAL

Approval of the proposed establishment of a joint IHO-Singapore innovation and technology laboratory in Singapore to coordinate and testbed initiatives under the proposed composition, governance structure and terms of reference for the governing board and the management team.

Noting the endorsement of the Council, the Assembly is invited to:

- task the Secretariat as well as the Chairs of HSSC and IRCC to represent the IHO on the governing board and report regularly to the Council;
- task the Council to advise the governing board of the laboratory on other themes and projects regarded as supportive to the IHO Work Programme.

**APPROVAL FOR THE PROPOSAL OF THE ESTABLISHMENT OF A JOINT IHO-
SINGAPORE INNOVATION AND TECHNOLOGY LABORATORY IN SINGAPORE TO
COORDINATE AND TESTBED INITIATIVES**

VOTING FORM TO ANNEX C OF ACL 22/2020

(to be returned to the IHO Secretariat no later than 15 June 2020)

E-mail: cl-lc@iho.int - Fax: +377 93 10 81 40)

Member
State:

Contact:

E-mail:

Do you approve the proposal to establish a joint IHO-Singapore innovation and technology laboratory in Singapore to coordinate and testbed initiatives and the arrangements for joint governance – as proposed by the Secretary-General?

Please tick ☒ the appropriate box:

YES ☐

NO ☐

If you answer 'NO', please explain in the comment section below.

Comments (if required)

PRO 3.1: Revision of the IHO Resolution 2/1997 – Establishment of Regional Hydrographic Commissions (RHC) (Final proposal compiled by the Secretary-General)

General comment by the Secretary-General:

This proposal got support from the vast majority of the Member States comments received. Argentina's comment in view of the status of Bolivia as a non-IHO member is sufficiently addressed by the option to become an associated member of the affected RHC.

If associate membership through signature of the statutes of the affected RHC cannot be agreed, the definition of the roles of full members, associated members and observers are under the sovereignty of the affected RHC (paragraph 11 of the proposal).

FINAL PROPOSAL

TITLE	Reference	Last amendment (CL or IHC/A)	1 st Edition Reference
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ESTABLISHMENT OF REGIONAL HYDROGRAPHIC COMMISSIONS (RHC)	2/1997 as amended	IHO A-2	T1.3
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GENERAL

1 The mission of the IHO is to create a global environment in which States provide adequate and timely hydrographic data, products and services and ensure their widest possible use. To accomplish this mission, Member States are to pursue, on an intergovernmental basis, their cooperation on hydrographic activities on a regional basis.

2 IHO Member States have established regional coordination as an essential factor to support enhancements in the exchange of information and foster training and technical assistance between all nations. To effectively implement this, Regional Hydrographic Commissions (RHCs) are recognized by the Assembly as the primary organs to bring together coastal States within a region to progress the work of the IHO and extract the highest societal value of Member States' effort for the benefit of the nation, region and wider global marine geospatial community.

3 The IHO has established an Inter-Regional Coordination Committee (IRCC) with the aim to establish, coordinate and enhance cooperation in hydrographic activities amongst States on a regional basis, and between regions, especially on matters associated with Capacity Building; the World-Wide Navigational Warning Service; General Bathymetry and Ocean Mapping; Marine Spatial Data Infrastructures; Education and Training and the implementation of the WEND suitable for the need of international shipping. The IRCC is the IHO Committee tasked to coordinate and engage directly with RHCs on regional activities.

ESTABLISHMENT OF REGIONAL HYDROGRAPHIC COMMISSIONS

4 It is resolved that the IHO Secretariat and the relevant IHO subordinate bodies shall encourage IHO Member States having common regional interests in data collecting or nautical charting to form RHCs to cooperate in the undertaking of surveys and other projects. Recognized by the Assembly, the RHCs shall complement the work of the Organization, establish common regional approaches, and balance regional issues with global geospatial needs.

5 RHCs should provide, in pursuance of the resolutions and recommendations of the IHO, regional coordination with regard to nautical information, hydrographic surveys, production of nautical charts and documents, technical cooperation, capacity building (CB) projects and marine spatial data infrastructure (MSDI) projects, related to the work of the IHO. RHCs, led by IHO Member States, should enable the exchange of information and consultation among the hydrographic services of all coastal States concerned in the region. Geographically adjacent RHCs should liaise with each other to coordinate the provision of hydrographic services. Cooperation among all RHCs, including among those not adjacent, is encouraged. RHCs should be aware of the technical maturity level and fiscal challenges that may influence state involvement. The processes and management of the RHC meetings should be designed to accommodate the broad participation of nations within the region.

6 RHCs should assess regularly the status of nautical information, navigational warnings, hydrographic surveying, nautical charting, hydrographic capacity and requirements within their region and provide reports to the work of the relevant IHO subordinate bodies and inputs to relevant IHO publications.

7 RHCs should be properly constituted, follow standard processes where possible, and have activities in line with the objectives of the IHO as described in Article II of the Convention on the IHO, and Article 8 of the IHO General Regulations. Regional activities should align with and support the intent and objectives of the approved IHO Work Programme. RHCs should take into account the actions, recommendations and outcomes of the IRCC.

8 Geographical areas of the RHCs will normally coincide with INT chart regions, modified as appropriate to meet regional requirements and special circumstances. There are special provisions for Region M (Antarctica) because of its special status.

9 The working languages used by the RHCs should be agreed upon by their members and designated to ensure the best communication between participants. The reports and IHO documents relating to RHC activities shall be in at least one of the official languages of the IHO. For correspondence with the IHO Secretariat, one of the official languages shall be used.

10 The IHO Secretariat shall be invited to attend the meetings of RHCs as Permanent Observer.

MEMBERSHIP

11 RHC membership may include full Members and Associate Members willing to contribute to the objectives of the IHO in the fields of hydrography, nautical charting, nautical information or navigational warnings, marine spatial data infrastructure (MSDI) and related fields in the region concerned. The roles of full members, associated members and observers should be defined by each RHC, in line with the IHO General Regulations. The invitation procedures for membership should be established by each RHC, following approaches that are open, inclusive and supportive of a regional coordination role.

12 Full membership is reserved for IHO Member States within the region who sign the statutes of the RHC. Associate membership is available to other IHO Members States or other nations who are non-IHO members and being signatories of the statutes of the RHC. International Organizations, Non-Governmental Organizations, Industry and Academia stakeholders, active in the region concerned may be invited by the RHC to participate as Observer or Subject Matter Expert.

LEADERSHIP

13 Leadership of the RHC should be documented within the Commission Statutes, and establish the position of Chair, Vice-Chair, and Secretary, with associated selection process, and term of duties.

Duties of the Commission Leadership are encouraged to be in line with this Resolution and the IRCC document titled *Roles and Responsibilities of Regional Hydrographic Commission Chairs*.

14 The Chair of the RHC will provide the secretariat support for the RHC meetings and the intersessional coordination within the region. The IRCC shall maintain a list of responsibilities of the Chairs to enable the work of the RHCs in the IRCC document titled *Roles and Responsibilities of Regional Hydrographic Commission Chairs*.

PROVISION OF HYDROGRAPHIC SERVICES

15 RHCs are recognized by the IHO to coordinate the breadth of regional activities needed to fulfil the provisioning of hydrographic services for international treaty or other regulatory requirements, and general marine geospatial information needs. RHCs will identify and assess INT Charts and ENC coverage within the region, highlighting those areas of significant navigational risk to the producer nations, and work to resolve the issues in a timely manner. As new marine geospatial products and services are developed within the S-100 Universal Hydrographic Data Model, RHCs should engage with data owners, product and service providers, and other stakeholders as appropriate to ensure a coordinated and cohesive regional approach is considered.

CAPACITY BUILDING

16 Where CB is required, RHCs are recommended to establish an internal body to deal with CB matters. All RHCs are encouraged to appoint a CB Coordinator to ensure that regional capacity building activities are aligned and coordinated in accordance with the IHO CB Strategy and with CB procedures and practices developed by the Capacity Building Sub-Committee (CBSC). Such appointment should be reflected in the RHC Statutes to define the role of the CB Coordinator. This part-time allocation to assist RHCs should come primarily and ideally from Hydrographic Offices (HOs) within the region. If that is not possible then the RHC might agree to request support from another RHC or an HO that might wish to take that responsibility.

17 The CB Coordinators should be nominated having in mind the importance of continuity; should be in regular contact with the corresponding RHC Chair as well as with the CBSC Chair, the IHO Secretariat and the relevant NAVAREA Coordinators. Ideally CB Coordinator should be a CBSC member with access to RHC meetings. However, RHCs may nominate a CBSC member different from the CB Coordinator.

OTHER ACTIVITIES

18 RHCs are also encouraged to establish other committees and working groups, as appropriate, to pursue regional priorities including those that align with IHO global strategic objectives. These include efforts to establish regional charting schemes, elimination of ENC overlaps and gaps, marine spatial data projects, among others. The procedures for establishing such groups, their leadership and duration should be determined internally as RHCs see fit.

REPORTING

19 Chairs of RHCs shall report to the IHO Assembly on RHC activities, the findings of the assessments made in accordance with paragraph 6, future plans and the agreed key targets that support RHC tasks detailed in the IHO Work Programme. The Chairs of RHCs shall also submit reports to the IRCC meetings and an annual report to the IHO Secretariat indicating progress made against the agreed key targets in the IHO Work Programme. Between sessions of the IHO Assembly, reports of studies or other activities, which may be considered of general interest to all IHO Member States, shall be sent by Chairs of RHCs to the IHO Secretariat for general dissemination.

20 The following structure is recommended for National Reports made to RHCs. These reports are intended to streamline information to be considered by the RHC Conferences and to be used by the IHO Secretariat to update the Country Information System (CIS):

Structure for National Reports to Regional Hydrographic Commissions

Executive summary

1. Hydrographic Office / Service: General, including updates for the IHO Yearbook e.g. reorganization.

Note: use the available template for updates to the Yearbook or the online system.

Use separate sections if more than one national HO works within region for a single Member State.
2. Surveys:

Coverage of new surveys.
New technologies and /or equipment
New ships
Crowdsourced and satellite-derived bathymetry - national policy
Challenges and achievements
3. New charts & updates:

ENC coverage, gaps and overlaps
ENC distribution method
RNCs
INT charts
National paper charts
Other charts, e.g. for pleasure craft
Challenges and achievements
4. New publications & updates:

New Publications
Updated publications
Means of delivery, e.g. paper, digital
Challenges and achievements
5. MSI:

Existing infrastructure for MSI dissemination

	<p>Statistics on work of the National Coordinator</p> <p>New infrastructure in accordance with GMDSS Master Plan</p> <p>Challenges and achievements</p> <p>Note: use the VWWNWS template for this section</p>
6. C-55:	<p>Latest update</p> <p>Note: use the available template to update C-55 or the online system.</p>
7. Capacity Building:	<p>Offer of and/or demand for Capacity Building</p> <p>Training received, needed, offered</p> <p>Status of national, bilateral, multilateral or regional development projects with hydrographic component (In progress, planned, under evaluation or study)</p> <p>Definition of proposals and requests to the IHO CBSC</p>
8. Oceanographic activities:	<p>General</p> <p>GEBCO/IBC's activities, GEBCO Seabed 2030 activities</p> <p>Tide gauge network</p> <p>New equipment</p> <p>Challenges and achievements</p>
9. Spatial data infrastructures:	<p>Status of MSDI</p> <p>Relationship with the NSDI</p> <p>Involvement in regional or global MSDI efforts</p> <p>National implementation of the Shared Data Principles – including any national data policy and impact on marine data.</p> <p>MSDI national portal</p> <p>Best practices and lessons learned</p> <p>Challenges and achievements</p>
10. Innovation:	<p>Use of new technologies</p> <p>Risk assessment</p> <p>Policy matters</p>
11. Other activities:	<p>Participation in IHO meetings</p> <p>Meteorological data collection</p> <p>Geospatial studies</p> <p>Preparation for responses to disasters</p> <p>Environmental protection</p> <p>Engagement with the Maritime Administration</p>

Aids to Navigation matters
Magnetic and gravity surveys
International engagements
Etc.

12.Conclusions:

21 The IHO Secretariat will keep templates for the National Reports and its presentations to RHC meetings. The templates will be in a format compatible with the IHO databases.

**APPROVAL OF THE REVISION OF THE IHO RESOLUTION 2/1997 – ESTABLISHMENT OF
REGIONAL HYDROGRAPHIC COMMISSIONS (RHC)**

VOTING FORM TO ANNEX D OF ACL 22/2020

(to be returned to the IHO Secretariat no later than 15 June 2020)

E-mail: cl-lc@iho.int - Fax: +377 93 10 81 40)

Member
State:

Contact:

E-mail:

**Do you approve the Revision of the IHO Resolution 2/1997 – Establishment of Regional
Hydrographic Commissions (RHC) – as proposed by the Secretary-General?**

Please tick ☒ the appropriate box:

YES ☐

NO ☐

If you answer 'NO', please explain in the comment section below.

Comments (if required)

PRO 3.2: Revision of the IHO Resolution 1/2005 - *IHO Response to Disasters* (Final proposal compiled by the Secretary-General)

General comment by the Secretary-General:

This proposal got widest support from Member States comments received and is proposed for approval as initially submitted.

FINAL PROPOSAL

TITLE	Reference	Last amendment (CL or IHC/A)	1 st Edition Reference
IHO RESPONSE TO DISASTERS	1/2005 as amended	IHO A-2	K4.5

1 INTRODUCTION

In recent years, huge earthquakes, tsunamis, hurricanes and other natural disasters occurred all over the world and not only severely affected local communities through the widespread loss of life and the extensive destruction of most facilities, but also severely affected safety of navigation through the destruction of port facilities and the creation of new navigational obstacles. A huge number of refugees were created and immediately suffered from shortages of food, water and fuel. In such circumstances support by sea transport was vital and depended on the immediate restoration of appropriate hydrographic and charting services.

It should be noted that "the Sendai Framework for Disaster Risk Reduction 2015-2030" was adopted at the 3rd UN World Conference on Disaster Risk Reduction (WCDRR3), where international organizations are expected to implement activities to understand and manage disaster risks.

Various data and information obtained from hydrographic and charting activities are beneficial for sharing information right after a disaster, the development of restoration plans for damaged coastal areas and for strategies for disaster risk reduction. It would be important to provide hydrographic information effectively in the process from the occurrence of the disaster to the recovery.

The International Hydrographic Organization (IHO), its Member States and the Regional Hydrographic Commissions (RHCs) should ensure adequate preparedness so as to enable an immediate and appropriate response to any future disaster affecting coastal areas of the world.

Hydrographic Offices should therefore be part of the National Plan developed beforehand to respond immediately after the occurrence of such severe disasters and participate in and cooperate in the development and implementation of the restoration plans for the damaged coastal areas and the strategies for disaster risk reduction within their area of responsibility, which may vary from Member State to Member State. As such following activities can be identified with the overarching framework of the Convention on the IHO and General Regulations of the IHO.

2 ACTIVITIES

a) By coastal States:

All coastal States are encouraged to develop contingency plans in advance in order to be prepared in case a disaster occurs. The specific roles and tasks of the Hydrographic Offices within these coastal States depend on the individual national governance structures.

Contingency plans may contain the following key elements as appropriate:

- i) Immediately upon the occurrence of a disaster, including tsunami, promulgate appropriate navigational warnings and necessary information and advice to shipping through existing channels (e.g. NAVTEX, SafetyNET, etc.) using appropriate ways, such as graphical information on maps. In addition, and following further monitoring and assessment, promulgate updated warnings, information and advice in accordance with the development of the event.
- ii) Cooperate with the NAVAREA Coordinator and other national coordinators so that warnings, information and advice can be made available to mariners beyond the area of national jurisdiction as soon as is practicable.
- iii) Assess the extent of damage to the coastal area particularly to ports, harbours, straits, approaches, and other restricted areas.
- iv) Assess, in cooperation with other national agencies, for example, lighthouse and port authorities, the extent of damage to navigational aids.
- v) Prioritize actions and allocate resources in order to identify requirements and undertake preliminary re-surveys starting with the most critical areas for navigation, aiming at ensuring the passage of support and supplies through maritime channels and ports, and the marking of new dangers where necessary.
- vi) Assess the specific effects on shipping of the existence of obstacles and any changes to the seafloor that can hinder navigation, taking full account of the effects of drifting obstacles which may also hinder preliminary survey results.
- vii) Take the following action to assess and define new hydrographic or cartographic requirements, including:
 1. Conducting hydrographic surveys in harbours and approaches as soon as practicable wherever the depth is likely to have changed due to geomorphic change, obstacles, or accumulation of sediment. Surveys should be progressed incrementally in support of progress in reconstruction of port facilities.
 2. Checking and confirming relevant benchmarks. Re-defining chart datum, if necessary.
 3. Providing nautical information as soon as practicable. Providing chart correction information or new editions of charts incrementally according to priorities and available resources. Indicating newly surveyed areas in chart correction information or on new editions of charts in order to highlight areas of more reliable information in areas where significant changes of depth have taken place.
 4. Noting that, in case of earthquake, the ground level may continue to change for many years due to post-seismic crustal deformation, which may accumulate and affect charted depths significantly.

Also, actions to be taken in ordinary period may contain the following key elements as appropriate:

- 1) Prepare equipment and information and conduct exercises to implement the contingency plan effectively.

- 2) Share information about disaster response with the Chair of the RHC and the IHO Secretariat at appropriate. This includes support requests for the immediate disaster response as well as the recovery response, for instance enabling entry survey or subsequent updating of nautical charts.

It is also very important for coastal States to collect relevant coastal and bathymetric data in their areas of responsibility and to make this available to the appropriate organizations to support the establishment and improvement of tsunami early warning systems, protection of coastal areas and relevant simulation studies. In particular, coastal States should cooperate and support the IOC Tsunami Warning Programme (www.ioc-tsunami.org) in setting up sea-level and tide gauges networks, procedures and systems for the exchange and transmission of near real time sea-level data¹. One to five minute transmission of sea-level data, properly sampled (~1 min rather than 15 min or 1 h) is recommended for specific gauges likely to provide early warnings of tsunamis and storm surges. Any necessary regional cooperation for the collection of data can be coordinated through the Regional Hydrographic Commission with other States in the Region and regional bodies of other International Organizations as appropriate, such as the IOC.

b) By Regional Hydrographic Commissions:

- i) Regional Hydrographic Commissions (RHC) should include disaster preparedness and response into Agenda item on RHC meetings as appropriate.
- ii) The Chair of a RHC may act as a broker for hydrographic demand (from the affected countries) and supply (by countries offering assets).
- iii) RHC should consider the implementation of capacity building for disaster preparedness and response as appropriate.

c) By the IHO Secretariat:

- i) The IHO Secretariat should promote actions by Member States and RHCs above as appropriate.
- ii) The IHO Secretariat should promote sharing best practices regarding disaster preparedness and response provided by Member States for the world resilience.

3 DIPLOMATIC CLEARANCE

Effective disaster response predicates on diplomatic clearance to actually deploy the offered hydrographic assets in theatre. It is the responsibility of affected coastal States to institute procedures to progress 'hydrographic' requests timely through their Nations' Diplomatic channels. As it is the national responsibility of the Member States offering such support, to use those channels. The IHO Secretariat and Chairs of the RHCs have no means to absorb these national responsibilities.

¹ See also "Manual on Sea Level: Measurement and Interpretation Volume IV"
https://www.psmsl.org/train_and_info/training/manuals/

**APPROVAL OF THE REVISION OF THE
IHO RESOLUTION 1/2005 - *IHO RESPONSE TO DISASTERS***

VOTING FORM TO ANNEX E OF ACL 22/2020

(to be returned to the IHO Secretariat no later than 15 June 2020)

E-mail: cl-hc@iho.int - Fax: +377 93 10 81 40)

Member
State:

Contact:

E-mail:

Do you approve the revision of the IHO Resolution 1/2005 - *IHO Response to Disasters* – as proposed by the Secretary-General?

Please tick ☒ the appropriate box:

YES ☐

NO ☐

If you answer 'NO', please explain in the comment section below.

Comments (if required)

Proposal b) of Council Chair report: Convene Council meetings regularly at the IHO Secretariat
(Final proposal compiled by the Secretary-General)

General comment by the Secretary-General:

This proposal is welcomed by the Secretariat because of budgetary and organizational reasons. The experience gained at C-2 in London, when it was co-organized by UK as the host and the Secretariat, was a good indication of the amount of effort required by both organizing parties.

FINAL PROPOSAL

Decision

- Confirm the option to convene Council meetings regularly at the IHO Secretariat until the Council decides otherwise.

**APPROVAL OF PROPOSAL TO CONVENE COUNCIL MEETINGS
REGULARLY AT THE IHO SECRETARIAT**

VOTING FORM TO ANNEX F OF ACL 22/2020

(to be returned to the IHO Secretariat no later than 15 June 2020)

E-mail: cl-lc@iho.int - Fax: +377 93 10 81 40)

Member
State:

Contact:

E-mail:

Do you approve the decision to convene Council meetings regularly at the IHO Secretariat – as proposed by the Secretary-General?

Please tick ☒ the appropriate box:

YES ☐

NO ☐

If you answer 'NO', please explain in the comment section below.

Comments (if required)

Proposal c) of Council Chair report: Adopt as the main theme until Assembly 3 (A-3) "the effective implementation of the Revised Strategic Plan" keeping in mind to apply the principles of ISO 9001. *(Final proposal compiled by the Secretary-General)*

General comment by the Secretary-General:

This proposal is welcomed by the Secretariat because of principal relevance of the revised Strategic Plan and resulting activities of the IHO bodies affected – namely IRCC and HSSC including their respective subsidiary bodies under the supervision and control of the Council.

FINAL PROPOSAL

Decision

- Confirm the adoption of the effective implementation of the Revised Strategic Plan keeping in mind to apply the principles of ISO 9001 as the main theme of supervision and control of the Council until Assembly 3 (A-3).

**APPROVAL OF PROPOSAL ON THE MAIN THEME OF SUPERVISION
AND CONTROL OF THE COUNCIL UNTIL ASSEMBLY 3 (A-3)**

VOTING FORM TO ANNEX G OF ACL 22/2020

(to be returned to the IHO Secretariat no later than 15 June 2020)

E-mail: cl-lc@iho.int - Fax: +377 93 10 81 40)

Member
State:

Contact:

E-mail:

**Do you approve the decision on the main theme of supervision and control of the Council until
Assembly 3 (A-3) – as proposed by the Secretary-General?**

Please tick ☒ the appropriate box:

YES ☐

NO ☐

If you answer 'NO', please explain in the comment section below.

Comments (if required)



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 23 **Rev1**
15 May 2020

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 16-18 November 2020

ANNOUNCEMENT AND GENERAL ARRANGEMENTS

References:

- A. IHO ACL 17/2020 dated 20 March 2020 – *Proposed scenario on the postponement of the 2nd Session of the IHO Assembly and associated activities resulting from exceptional circumstances due to COVID-19*
- B. IHO ACL 19/2020 dated 21 April 2020 – *Approval of the scenario on the postponement of the 2nd Session of the IHO Assembly and associated activities resulting from exceptional circumstances due to COVID-19*
- C. Rules of Procedure of the IHO Assembly

Dear Hydrographer,

Assembly Announcement

1. Based on the approval of the scenario on the postponement of the 2nd Session of the IHO Assembly resulting from exceptional circumstances due to COVID-19 (References A and B) and in accordance with Reference C, the 2nd Session of the IHO Assembly will be held in Monaco from Monday 16 November to Wednesday 18 November 2020 **noon**.
2. The meeting of the Finance Committee and the meeting of the Heads of Delegations will take place on Sunday afternoon, 15 November 2020 at the Secretariat of the International Hydrographic Organization (IHO).
3. The postponed 2nd Session of the Assembly will focus on the essential decisions deemed as basic elements for the functioning of the Organization and proposals where discussion is vital or no clarity obtained from Member States' comments as compiled in the Red Book (Reference B refers). The agenda of the Assembly will include the following items:
 - a. The Financial report for the term 2017 – 2019;
 - b. The report of the Council-Chair for the term 2017 – 2019;
 - c. The 3 years' work plan 2021 – 2023;
 - d. The 3 years' budget 2021 – 2023;
 - e. The revised Strategic Plan;
 - f. The definition of hydrographic interests;
 - g. The S-100 showcase and S-100 roadmap;
 - h. The report on the informal consultation process for the future of S-23;
 - i. The establishment of an e-learning centre;
 - j. The thematic session of IHO-100.

A detailed draft Agenda of the 2nd Session of the Assembly will be issued in due course.

General Arrangements

4. As indicated in Reference A, Industry Stakeholders and Member States' exhibitions will not be held during the A-2. Due to the condensed format of the Assembly, it is not expected that ships will visit Monaco during the Assembly. However, for those Member States wishing to plan a ship visit to Monaco, a formal application should be made through diplomatic channels to the Monaco Government as a routine diplomatic procedure.

5. As indicated in Reference B (paragraph 10), the Secretariat is not in favour of submissions of fully new proposals and kindly invites the Member States to consider abstaining from such new submissions. The Secretariat, however, invites the Member States and affected subordinate bodies to submit updates on existing proposals and reports to enable the Assembly to consider the latest state of play.

6. After the closing ceremony of the A-2, the constitutional meeting of the new IHO Council (C-4) will be held from **18 November 2020 afternoon, until 19 November noon**. Details of the C-4 meeting will be issued by separate Council Circular Letters.

Caveats

7. The IHO Secretariat confirms that the 2nd Session of the IHO Assembly will be held under the condition of an acceptable level of safety with regards to local and global COVID-19 impact. The Secretariat will continue to monitor the COVID-19 situation in close coordination with the Monaco Government and will inform the Member States accordingly.

8. The remaining concerns are potential national travel restrictions and/or the accessibility of the venue for Member States' representatives coming from all continents that could prevent from reaching the quorum (Reference C, Rule 24). It is planned to convey a firm confirmation on the conduct of the Assembly by 15 August. All flights and hotels booked prior to this date should be made subject to a possible cancellation of the Assembly if the circumstances are such.

9. Once the Secretariat has gained more clarity of the situation by mid-August, more specific arrangements addressing registration of participants, available accommodation and others will be put forward for your attention thereafter. The staff of the Secretariat remain optimistic and look forward to seeing you in Monaco for this major event in November 2020.

Yours sincerely,



Dr Mathias JONAS
Secretary-General

Distribution:

- IHO Member States
- IHO Council Chair
- IHO Committee Chairs: IRCC, HSSC, FC
- IHO Observer Organizations / Agencies



IHO File No. S1/6100/2020

THIS ASSEMBLY CIRCULAR LETTER REQUIRES YOU TO REGISTER

ASSEMBLY CIRCULAR LETTER N° 24
20 May 2020

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 16-18 November 2020

**PRESENTATION OF THE RESULTS OF ELECTION FOR THE POSITION OF
IHO DIRECTOR AND REPETITION OF THE ELECTION IN CASE OF A TIE**

References:

- A. Assembly Circular Letter No. 17 dated 11 April 2020 – *Proposed Scenario on the Postponement of the 2nd Session of the IHO Assembly and Associated Activities Resulting from Exceptional Circumstances due to Covid-19.*
- B. Assembly Circular Letter No. 18 dated 14 April 2020 – *Final List of the Candidates for the Position of IHO Director.*
- C. Assembly Circular Letter No. 20 dated 20 April 2020 – *Election for the Position of the IHO Director.*
- D. IHO Publication M-1, Edition 2.1.0, June 2017 – *Basic Documents of the International Hydrographic Organization*
- E. IHO Registration System

Dear Hydrographer,

1. Following the general principles given in Reference A (paragraph 22), the Secretariat is currently conducting the voting procedure to elect an IHO Director from the candidates listed in Reference B. As indicated in Reference C, the deadline for the IHO Secretariat to receive the voting ballot in paper or electronic form is 1 June 2020.

2. On 5 June 2020, under supervision of the designated Scrutineers, all the paper-based and electronic votes that have been received will be combined and counted. On completion, the results will be immediately announced by the Secretary-General on various channels:

- a live stream webinar exclusive for Member States spectators and invited observers,
- a dedicated Assembly Circular Letter,
- social media such as LinkedIn, Facebook, Twitter and Youtube,

3. The first platform for communication of the results will be the live stream webinar. Member States are invited to register at least one participant and up to three participants maximum via the IHO Registration System (<https://iho.int/en/online-registration>) by **1 June 2020**. The Secretariat will reply with personal links for the final webinar registration.

4. The webinar on 5 June 2020 will start at 13:00 CET in the presence of the Directing Committee and the Scrutineers. After presentation of the election results by the Secretary-General, the outgoing and the incoming IHO Director will take the opportunity to address the audience briefly according to the established practice.

5. Article 23 of the General Regulations (Reference D) states that in the event that two or more candidates tie with the largest number of votes, a new ballot restricted to those candidates shall be held. In this case the Secretariat proposed in Reference C a similar process as conducted in the first round. However, in light of the wide acceptance by Member States of the electronic voting option and the negative experiences with long haul dispatch of paper ballots, the Secretariat is now of the opinion that should a second round be necessary, it should be conducted electronically. Those Member States who voted using paper ballots in the first round are kindly invited to consider this option if deemed necessary.

7. 6. The Secretariat will activate the link for electronic voting https://IHO.formstack.com/forms/acl24_20 in case of a tie at 14:00 CET. Member States will have three hours for digital voting. The voting will end at 17:00 CET with no extension possible. During the voting period, the Secretariat will monitor the voting notices in real-time, then in presence of the Scrutineers will count the incoming votes again. The announcement of the result will be made at 18:00 CET. Member States are invited to be prepared for this rather unlikely situation, by having access to internet, being able to receive e-mails on the official e-mail address and having the mandate to vote electronically.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Mathias Jonas', with a stylized flourish at the end.

Dr Mathias JONAS
Secretary-General



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 25
5 June 2020

2nd SESSION OF THE IHO ASSEMBLY (A-2)
Monaco, 16-18 November 2020

RESULT OF THE ELECTION FOR THE POSITION OF IHO DIRECTOR

References:

- A. Assembly Circular Letter No. 20 dated 21 April 2020 – *Election for the position of the IHO Director.*
- B. Assembly Circular Letter No. 18 dated 14 April 2020 – *Final List of The Candidates for the Position of IHO Director.*
- C. Rules of Procedure of the Assembly.
- D. Assembly Circular Letter No. 17 dated 20 March 2020 – *Proposed Scenario on the Postponement of A-2.*

Dear Hydrographer,

1. Following the procedures given in Reference A for the election for the position of IHO Director, the Secretariat, under the supervision of two Scrutineers kindly designated by the Principality of Monaco, conducted the merger and final counting of paper-based and electronic votes to elect an IHO Director from the candidates listed in Reference B on 5 June 2020.
2. The IHO Secretariat thanks the 81 out of 89 IHO Member States eligible for voting, who participated in the election. Out of 81 Member States, 75 voted electronically while 6 sent their paper ballots by mail to the Secretariat. All the votes were collected and processed on **1 June 2020** - the final voting date.
3. On **5 June 2020**, in the presence of Mr Tidiani Couma and Mr Pierre Bouchet, the designated Scrutineers, the ballot box containing the sealed envelopes with folded paper ballots, was opened for counting. On the same occasion, the IHO Secretary-General decoded the number of electronic votes received for every candidate from the anonymous compilation spreadsheet table (See Annex A of Reference A). The Scrutineers combined all paper-based votes with all digital votes received after a double check that there was no unintended double voting.

4. The outcome of the counting procedure, confirmed by the Scrutineers (Rule 38 in Reference C), is as follows:

Number of IHO Member States who voted	81
Number of electronic + paper ballots expected	334
Number of valid (electronic, paper) votes received	334
Number of invalid (electronic, paper) votes received	0
Number of abstentions	0
Final Number of valid votes retained	334

5. The distribution of votes for the candidates are as follows (in alphabetical order):

Captain (Ret) Alberto Pedrassani COSTA NEVES (Brazil)	79
Rear Admiral Luigi SINAPI (Italy)	144
Rear Admiral Shepard M. SMITH (USA)	111

6. The Secretariat expresses its deep appreciation for all three candidates and congratulates Rear Admiral Luigi SINAPI (Italy) for his election for the position of IHO Director.

7. The Secretariat looks forward to welcoming the elected IHO Director who will assume his new role on 1 September 2020 and invites him for a handover period with the outgoing IHO Director, which will be held in the last week of August and the first week of September 2020. The Secretary-General and the Directors will then decide jointly on the designation of the Work Programme items and other responsibilities allocated to the incoming IHO Director.

8. As a consequence, and in application of the principles stated in Reference D (paragraphs 14 and 28), *ex-post facto* approval of the result of the election for the position of IHO Director is deemed as to have been given by the Assembly.

Decision No.1 of A-2, 2020 is
The Assembly, following a special voting procedure depicted in ACL 20/2020 and reported in ACL 25/2020, elected Rear Admiral Luigi SINAPI (Italy) to a post of Director for a term of office of six years starting on 1 September 2020.

9. The Secretariat thanks the Principality of Monaco for the nomination, the availability and the excellent work of the Scrutineers and expresses its satisfaction and gratitude to all Member States who first approved the adoption of this uncommon conduct of the election of the IHO Director and then voted so diligently.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Mathias Jonas', with a stylized flourish extending to the right.

Dr Mathias JONAS
Secretary-General

IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 26
24 June 2020

2nd SESSION OF THE IHO ASSEMBLY (A-2)
Monaco, 16-18 November 2020

**APPROVAL OF THE FIRST TRANCHE OF PROPOSALS ORIGINALLY FOR
CONSIDERATION BY THE 2ND SESSION OF THE ASSEMBLY**

References:

- A. IHO ACL 17/2020 dated 20 March 2020 – *Proposed Scenario on the Postponement of A-2.*
- B. IHO ACL 19/2020 dated 21 April 2020 – *Approval of the scenario on the postponement of the 2nd Session of the IHO Assembly and associated activities resulting from exceptional circumstances due to COVID-19*
- C. IHO ACL 21/2020 dated 4 May 2020 – *Call for approval of the first tranche of proposal originally for consideration by the 2nd session of the Assembly*
- D. Assembly Document – A2_2020_G_03_EN - Table of Tonnages, Shares, Contribution and Votes (2021-2023)

Dear Hydrographer,

- 1. Reference B informed you about the approval of the Member States on the proposed scenario on the postponement of the 2nd Session of the IHO Assembly and associated activities resulting from exceptional circumstances due to COVID-19 (Reference A refers).
- 2. As a consequence, Reference C invited Member States to vote on the first tranche of proposals originally for consideration by the 2nd session of the Assembly.
- 3. The IHO Secretariat thanks the following 56 Member States who responded to all, or some of, the proposals submitted through Reference B: Algeria, Argentina, Australia, Bangladesh, Belgium, Brazil, Canada, Chile, China, Colombia, Croatia, Cyprus, Denmark, Egypt, Estonia, Finland, France, Germany, Ghana, Greece, India, Indonesia, Iran (Islamic Republic of), Ireland, Italy, Japan, Latvia, Malaysia, Malta, Mauritius, Mexico, Monaco, Morocco, Netherlands, New Zealand, Nigeria, Norway, Pakistan, Papua New Guinea, Poland, Portugal, Republic of Korea, Saudi Arabia, Singapore, Solomon Islands, South Africa, Spain, Sri Lanka, Sweden, Thailand, Tunisia, Turkey, Ukraine, United Kingdom, United States of America and Uruguay.
- 4. This first tranche consisted of four separate final proposals (annexed to Reference C). The results of the votes are summarized in the following table:

A-2 Proposal	Title of the Proposal	Number of MS who voted <i>yes</i>	Number of MS who voted <i>no</i>
PRO 1.1	Interpretation of some articles in Basic Documents of the IHO	55	0
PRO 1.2	Revision of Articles 14, 15, 20 and 25 of the General Regulations of the IHO	52	2
PRO 1.3	Revision of Clause (c) of Article 16 of the General Regulations of the IHO – Hydrographic Interest	51	4
	Approval of the table of tonnage, shares and votes applicable to 2021-2023	54	0

5. Ten Member States (Colombia, Chile, Croatia, Egypt, France, India, Indonesia, Malaysia, Malta and United Kingdom) offered comments in addition to their vote. These comments and the outcome of their review by the Secretariat are provided in Annex A to this Circular Letter.

6. When Reference A was issued, there were 93 Member States of the IHO with four States suspended. In accordance with the provisions of the Convention on the IHO in force, the conditions for approval of the proposal as stipulated in paragraph 28 of Reference A have been met.

7. As a consequence, and in application of the principles stated in Reference A (paragraphs 14 and 28), *ex-post facto* approval of the final Proposals 1.1, 1.2 and 1.3 plus the table of tonnage, shares and votes applicable to 2021-2023 is deemed as to have been given by the Assembly.

Decision No.2 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the interpretation that the Council has the authority to request and consider proposals submitted by Member States or the Secretary-General and confirmed that the Council is entitled to propose amendments to the General Regulations of the IHO for Member States' approval (ACL 26/2020 refers).
Decision No.3 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the final proposal compiled by the Secretary-General on the revision of Articles 14, 15, 20 and 25 of the General Regulations of the IHO (ACL 26/2020 refers).
Decision No.4 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the final proposal compiled by the Secretary-General on the revision

of Clause (c) of Article 16 of the General Regulations of the IHO – Hydrographic Interest (ACL 26/2020 refers).	
Decision No.5 of A-2, 2020 is	
E.	The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the Table of Tonnages, Shares, Contribution and Votes (2021-2023) (Assembly Document – A2_2020_G_03_EN - Table of Tonnages, Shares, Contribution and Votes (2021-2023) refers).

8. The detailed text of the decisions been made for PRO 1.2 and PRO 1.3 are provided in Annexes B and C to this Assembly Circular Letter for ease convenience and are to be implemented in the IHO Basic Documents in due course (M-1). The cumulative list of all ex-post facto decisions, made by the Assembly so far, are provided in Annex D.

Yours sincerely,



Mathias JONAS
Secretary-General

Annex A: Member State's responses to IHO ACL 21/2020 and comments from the Secretariat

Annex B: Red Line versions of the approved text of Proposals 1.2 and 1.3

Annex C: Clean versions of the approved text of Proposals 1.2 and 1.3

Annex D: Cumulative List of Assembly Decisions as of 24 June 2020

MEMBER STATES' RESPONSES TO IHO ACL 21/2020 AND COMMENTS
FROM THE IHO SECRETARY-GENERAL

APPROVAL OF THE FIRST TRANCHE OF PROPOSALS ORIGINALLY FOR
CONSIDERATION BY THE 2ND SESSION OF THE ASSEMBLY

PRO 1.1	Interpretation of some articles in Basic Documents of the IHO
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COLOMBIA (Vote = YES)

El Consejo OHI está ejerciendo una gran labor de coordinación en la Organización. Se considera apropiado facultarlo.

The IHO Council is doing a great job of coordination in the Organization. Empowerment is considered appropriate.

Comments by the Secretary-General:

Noted.

INDONESIA (Vote = YES)

Indonesia approves the interpretation of some article in IHO basic document

Comments by the Secretary-General:

Noted.

PRO 1.2	Revision of Articles 14, 15, 20 and 25 of the General Regulations of the IHO
---------	--

COLOMBIA (Vote = YES)

Muy conveniente la adición del literal "c" al Artículo 20.

The addition of the sub-paragraph "c" to Article 20 is very convenient.

Comments by the Secretary-General:

Noted.

CHILE (Vote = YES to Art. 14, 15 and 25 Vote = NO for Art. 20)

SI: Artículos 14, 15 y 25

NO: Artículo 20

Se concuerda con lo sensible de este parrafo, el que requiere de un texto muy prudente. Las palabras en ingles 'defects, diseases, apparent symptom' no parecen adecuadas por diferentes razones y por ello se sugiere que la letra c) del Artículo 20, en Ingles se lea como sigue:

It agrees with the sensitivity of this paragraph, which requires a very cautious text. The English words' defects, diseases, apparent symptom do not seem adequate for different reasons and it is therefore suggested that the letter c) of Article 20, in English, be read as follows:

(c) Each nomination shall include a medical certificate issued by a duly qualified medical practitioner stating that the candidate is in good health to properly discharge his/her duties. In the event that such a certificate cannot be provided the nomination will not be accepted.

Comments by the Secretary-General:

The Secretariat shares Chile's view on the sensitivity of this paragraph, but believes that the proposed text balances it appropriately.

FRANCE (Vote = YES)

La France approuve ces amendements au Règlement général. Compte-tenu des enseignements qui seront tirés de la crise du covid-19, de nouveaux amendements pourraient être apportés au Règlement général pour tenir compte de circonstances exceptionnelles empêchant la tenue normale d'une session ordinaire de l'Assemblée.

France approves these amendments to the General Regulations. In view of the lessons to be drawn from the covid-19 crisis, further amendments could be made to the General Regulations to take account of exceptional circumstances preventing the normal holding of an ordinary session of the Assembly.

Comments by the Secretary-General:

The Secretariat is constantly monitoring the effects of the Covid-19 crisis on the operations of the IHO organs as well as the Secretariat. The Secretariat is of the view that advance preparation of the framework of IHO regulations for all imaginable exceptional circumstances is not possible, but believes that the *new normal* will result in new forms of consultations. This new type of collective deliberations will compose meetings, video conferences, digital voting and correspondences in hybrid arrangements consisting of more than one of those elements.

A specific challenge to be met will be decision making through voting in direct timely coincidence to subject matter discussions. The Secretariat is currently investigating all sorts of combinations of the noted elements, searches for best practice examples and invests in technology for their proper conduct. The fact that IHO membership stretches over 20 time zones and the working languages are not the mother tongue for the majority of the Member States adds to the challenge.

INDONESIA (Vote = YES)

Indonesian agree with revision of article 14, 15, 20 and 25 (IHO General Regulations) proposed by Secretary General.

Comments by the Secretary-General:

Noted.

UNITED KINGDOM (Vote = NO)

Article 20 clause C still has the potential to be discriminatory despite the substitution of 'no apparent symptom' for 'free from any defect or disease' as there is still no provision for a reasonable adjustment to be made in the event anyone with a disability wishes to apply for the position.

Comments by the Secretary-General:

The Secretariat does not share United Kingdom's view on the potential of this paragraph to be discriminatory, but believes that the proposed text balances it appropriately.

PRO 1.3	Revision of Clause (c) of Article 16 of the General Regulations of the IHO – Hydrographic Interest
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COLOMBIA (Vote = NO)

Sea por el nuevo concepto de Interés Hidrográfico, o por el tonelaje actual, así será la distribución de las sillas en el Consejo.

Colombia understands that the seats of the Council will be distributed either taking into account the new concept of hydrographic interest, or by considering the current tonnage.

Comments by the Secretary-General:

The Secretariat likes to highlight that the wording of the final proposal made does change the method in place for the designation of Council seats. The principle of designation by one third of the Council seats according to the tonnage list and the designation of two third of the Council seats via the respective election process of all fifteen Regional Hydrographic Commissions remains valid and applied until the Assembly decides differently.

CROATIA (Vote = YES)

Croatia supports this proposal for editorial purpose only, in order to remove one specific task from the General Regulations which is related only to the second session of the IHO Assembly.

Comments by the Secretary-General:

Noted.

EGYPT (Vote = NO)

The regulation should include a firm updated definition of the extent of the "Hydrographic Interest" term.

Comments by the Secretary-General:

The Secretariat likes to highlight that the wording of the final proposal made does not preclude the forthcoming Assembly to consider the subject of the definition of hydrographic interest as suggested by a number of Member States. Reference A lists the definition of hydrographic interest as an agenda item for the postponed Assembly scheduled in November 2020.

INDIA (Vote = NO)

Defining hydrographic interest based on tonnage was an interim arrangement due to lack of alternate definition. However, in light of two firm proposals by Uruguay and India, same needs further deliberation.

Comments by the Secretary-General:

The Secretariat likes to highlight that the wording of the final proposal made does not preclude the forthcoming Assembly to consider the subject of the definition of hydrographic interest as

Comments by the Secretary-General:

The Secretariat is constantly monitoring the effects of the Covid-19 crisis on the operations of the IHO organs as well as the Secretariat. The Secretariat is of the view that advance preparation of the framework of IHO regulations for all imaginable exceptional circumstances is not possible, but believes that the *new normal* will result in new forms of consultations. This new type of collective deliberations will compose meetings, video conferences, digital voting and correspondences in hybrid arrangements consisting of more than one of those elements.

A specific challenge to be met will be decision making through voting in direct timely coincidence to subject matter discussions. The Secretariat is currently investigating all sorts of combinations of the noted elements, searches for best practice examples and invests in technology for their proper conduct. The fact that IHO membership stretches over 20 time zones and the working languages are not the mother tongue for the majority of the Member States adds to the challenge.

INDONESIA (Vote = YES)

Indonesian agree with revision of article 14, 15, 20 and 25 (IHO General Regulations) proposed by Secretary General.

Comments by the Secretary-General:

Noted.

UNITED KINGDOM (Vote = NO)

Article 20 clause C still has the potential to be discriminatory despite the substitution of 'no apparent symptom' for 'free from any defect or disease' as there is still no provision for a reasonable adjustment to be made in the event anyone with a disability wishes to apply for the position.

Comments by the Secretary-General:

The Secretariat does not share United Kingdom's view on the potential of this paragraph to be discriminatory, but believes that the proposed text balances it appropriately.

	Approval of the table of tonnage, shares and votes applicable to 2021-2023
--	--

Comments by the Secretary-General:

No further Member States comments received.

Red Line versions of the approved text of Proposals 1.2 and 1.3

PRO 1.2: Revision of Articles 14, 15, 20 and 25 of the General Regulations of the IHO
(*Final proposal compiled by the Secretary-General*)

Red-line version of the approved revision

Amendments to Articles 14, 15, 20 and 25 of the General Regulations

Secretary-General and Directors

ARTICLE 14

A Secretary-General or a Director elected at an ordinary session of the Assembly shall assume his/her duties on the following 1 September. The duties of his/her predecessor shall terminate on 31 August.

ARTICLE 15

A Secretary-General or a Director who has been incapacitated for duty for six consecutive months, or otherwise for an aggregate of twelve months, during his/her term of office shall automatically cease to be Secretary-General or Director.

ARTICLE 20

- (a) Each nomination shall indicate whether it is for the post of Secretary-General or Director or for both posts, and shall include a statement detailing the candidate's qualifications. The following specific information should be provided:
- nominating Member State;
 - name;
 - nationality;
 - date of birth;
 - titles and decorations;
 - education (periods including specialized or special qualifications);
 - languages (speaking and reading capacity);
 - all service and experience relevant to the nomination and which provide an indication of the extent to which the candidate is qualified to serve as Secretary-General or Director;
 - candidate's Position, which should include, but is not limited to, the candidate's vision of the importance of hydrography and cartography, of the role of the IHO and of the objectives and approach envisaged to best advance the priorities of the Organization as established by the Member States; and

- such additional information as may be relevant;
- (b) Each nomination shall be signed by the candidate and by a representative of the nominating Member State.
- (c) Each nomination shall include a medical certificate issued by a duly qualified medical practitioner stating that the candidate presents no apparent symptom likely to interfere with the proper discharge of their duties. In the event that such a certificate cannot be provided the nomination will not be accepted.

ARTICLE 25

Notwithstanding Article 17, if the post of the Secretary-General or of any Director falls vacant during the period between two ordinary sessions of the Assembly the following provisions shall apply.

- (a) If the post of Secretary-General falls vacant one year or less before the opening day of the next ordinary session of the Assembly the Council shall appoint one of the Directors as Acting Secretary-General until the 31 August following the next ordinary session of the Assembly.
- (b) If any post of Director falls vacant one year or less before the opening day of the next ordinary session of the Assembly, including where such a post falls vacant due to the operation of Article 25 (a) above, no replacement shall be appointed before the next ordinary session of the Assembly.
- (c) If the post of Secretary-General falls vacant more than one year before the opening day of the next ordinary session of the Assembly, the Council shall appoint one of the Directors as Acting Secretary-General until a new Secretary-General elect takes up his/her duties. A new Secretary-General shall be elected by correspondence in accordance with the principles set forth in Articles 17 to 23. In such a case the Chair of the Council, with the support of the Secretariat, shall conduct the election by postal ballot, immediately notify Member States of the result and invite the Secretary-General to take up his/her duties.
- (d) If any post of Director falls vacant more than one year before the opening day of the next ordinary session of the Assembly a new Director shall be elected by correspondence in accordance with the principles set forth in Articles 17 to 23. In such a case the Secretary-General shall conduct the election by postal ballot, immediately notify Member States of the result and invite the Director to take up his/her duties.
- (e) The term of office of any Secretary-General or Director elected in accordance with Articles 25 (c) or (d) above shall end at the same time as would have his/her predecessor's.

PRO 1.3: Revision of Clause (c) of Article 16 of the General Regulations of the IHO –
Hydrographic Interest (*Final proposal compiled by the Secretary-General*)

Red-line version of the approved revision

Clause (c) of Article 16 of the General Regulations

The remaining one-third of Council seats shall be held by Member States that have the greatest interest in hydrographic matters and have not been selected under the procedure described in subparagraph (b) above. ~~The definition of what constitutes an interest in hydrographic matters shall be reconsidered at the latest at the second Assembly meeting. Meanwhile,~~ The scale by which an interest in hydrographic matters is measured shall be national flag tonnage. The table of national flag tonnages is derived in accordance with the procedures set forth in Articles 5 and 6 of the Financial Regulations. The Secretary-General shall determine which Member States will hold this one third of Council seats by identifying them in descending order of their national flag tonnages, referring to the table of current national flag tonnages produced in accordance with Article 6 (a) of the Financial Regulations, and by having ascertained the willingness of each of them to hold a seat on the Council.

Clean versions of the approved text of Proposals 1.2 and 1.3

PRO 1.2: Revision of Articles 14, 15, 20 and 25 of the General Regulations of the IHO
(*Final proposal compiled by the Secretary-General*)

Clean version of the approved revision

Amendments to Articles 14, 15, 20 and 25 of the General Regulations

Secretary-General and Directors

ARTICLE 14

A Secretary-General or a Director elected at an ordinary session of the Assembly shall assume his/her duties on the following 1 September. The duties of his/her predecessor shall terminate on 31 August.

ARTICLE 15

A Secretary-General or a Director who has been incapacitated for duty for six consecutive months, or otherwise for an aggregate of twelve months, during his/her term of office shall automatically cease to be Secretary-General or Director.

ARTICLE 20

- (a) Each nomination shall indicate whether it is for the post of Secretary-General or Director or for both posts, and shall include a statement detailing the candidate's qualifications. The following specific information should be provided:
- nominating Member State;
 - name;
 - nationality;
 - date of birth;
 - titles and decorations;
 - education (periods including specialized or special qualifications);
 - languages (speaking and reading capacity);
 - all service and experience relevant to the nomination and which provide an indication of the extent to which the candidate is qualified to serve as Secretary-General or Director;
 - candidate's Position, which should include, but is not limited to, the candidate's vision of the importance of hydrography and cartography, of the role of the IHO and of the objectives and approach envisaged to best advance the priorities of the Organization as established by the Member States; and

- such additional information as may be relevant;
- (b) Each nomination shall be signed by the candidate and by a representative of the nominating Member State.
- (c) Each nomination shall include a medical certificate issued by a duly qualified medical practitioner stating that the candidate presents no apparent symptom likely to interfere with the proper discharge of their duties. In the event that such a certificate cannot be provided the nomination will not be accepted.

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- (c) If the post of Secretary-General falls vacant more than one year before the opening day of the next ordinary session of the Assembly, the Council shall appoint one of the Directors as Acting Secretary-General until a new Secretary-General elect takes up his/her duties. A new Secretary-General shall be elected by correspondence in accordance with the principles set forth in Articles 17 to 23. In such a case the Chair of the Council, with the support of the Secretariat, shall conduct the election by postal ballot, immediately notify Member States of the result and invite the Secretary-General to take up his/her duties.
- (d) If any post of Director falls vacant more than one year before the opening day of the next ordinary session of the Assembly a new Director shall be elected by correspondence in accordance with the principles set forth in Articles 17 to 23. In such a case the Secretary-General shall conduct the election by postal ballot, immediately notify Member States of the result and invite the Director to take up his/her duties.
- (e) The term of office of any Secretary-General or Director elected in accordance with Articles 25 (c) or (d) above shall end at the same time as would have his/her predecessor's.

PRO 1.3: Revision of Clause (c) of Article 16 of the General Regulations of the IHO –
Hydrographic Interest *(Final proposal compiled by the Secretary-General)*

Clean version of the approved revision

Clause (c) of Article 16 of the General Regulations

The remaining one-third of Council seats shall be held by Member States that have the greatest interest in hydrographic matters and have not been selected under the procedure described in subparagraph (b) above. The scale by which an interest in hydrographic matters is measured shall be national flag tonnage. The table of national flag tonnages is derived in accordance with the procedures set forth in Articles 5 and 6 of the Financial Regulations. The Secretary-General shall determine which Member States will hold this one third of Council seats by identifying them in descending order of their national flag tonnages, referring to the table of current national flag tonnages produced in accordance with Article 6 (a) of the Financial Regulations, and by having ascertained the willingness of each of them to hold a seat on the Council.

Cumulative List of Assembly Decisions as of 24 June 2020

Decision No.1 of A-2, 2020 is
The Assembly, following a special voting procedure depicted in ACL 20/2020 and reported in ACL 25/2020, elected Rear Admiral Luigi SINAPI (Italy) to a post of Director for a term of office of six years starting on 1 September 2020.
Decision No.2 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the interpretation that the Council has the authority to request and consider proposals submitted by Member States or the Secretary-General and confirmed that the Council is entitled to propose amendments to the General Regulations of the IHO for Member States' approval.
Decision No.3 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the final proposal compiled by the Secretary-General on the revision of Articles 14, 15, 20 and 25 of the General Regulations of the IHO (ACL 26/2020 refers).
Decision No.4 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the final proposal compiled by the Secretary-General on the revision of Clause (c) of Article 16 of the General Regulations of the IHO – Hydrographic Interest (ACL 26/2020 refers).
Decision No.5 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved Table of Tonnages, Shares, Contribution and Votes (2021-2023) (Assembly Document – A2_2020_G_03_EN - Table of Tonnages, Shares, Contribution and Votes (2021-2023))



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 27
25 June 2020

2nd SESSION OF THE IHO ASSEMBLY (A-2)
Monaco, 16-18 November 2020

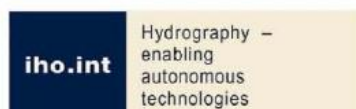
approval of the second tranche of proposals originally for consideration by the 2nd session of the assembly

References:

- A. IHO ACL 17/2020 dated 20 March 2020 – *Proposed Scenario on the Postponement of A-2.*
- B. IHO ACL 19/2020 dated 21 April 2020 – *Approval of the scenario on the postponement of the 2nd Session of the IHO Assembly and associated activities resulting from exceptional circumstances due to COVID-19*
- C. IHO ACL 22/2020 dated 4 May 2020 – *Call for approval of the second tranche of proposal originally for consideration by the 2nd session of the Assembly*
- D. IHO ACL 25/2020 dated 5 June 2020 - *Result of the election for the position of IHO director*

Dear Hydrographer,

1. Reference B informed you about the approval of the Member States on the proposed scenario on the postponement of the 2nd Session of the IHO Assembly and associated activities resulting from exceptional circumstances due to COVID-19 (Reference A refers).
2. As a consequence, Reference C invited Member States to vote on the second tranche of proposals originally for consideration by the 2nd session of the Assembly.
3. The IHO Secretariat thanks the following 54 Member States who responded to all, or some of, the proposals submitted through Reference B: Algeria, Argentina, Australia, Bangladesh, Belgium, Brazil, Canada, Chile, China, Colombia, Croatia, Cyprus, Denmark, Egypt, Estonia, Finland, France, Germany, Ghana, Greece, India, Indonesia, Iran (Islamic Republic of), Ireland, Italy, Japan, Latvia, Malaysia, Malta, Mauritius, Monaco, Morocco, Netherlands, New Zealand, Nigeria, Norway, Pakistan, Poland, Portugal, Republic of Korea, Romania, Saudi Arabia, Singapore, Solomon Islands, South Africa, Spain, Sweden, Thailand, Tunisia, Turkey, Ukraine, United Kingdom, United States of America and Uruguay.



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4. This second tranche consists of seven (7) separate final proposals (annexed to Reference C). The results of the votes are summarized in the following table:

Proposal	Title of the Proposal	Number of MS who voted yes	Number of MS who voted no
PRO 1.6	Revision of Rule 12 of the Rules of Procedure of the IHO Council and consequence on Rules 8 and 11 - Timing of Election of the Chair and Vice-Chair	52	1
PRO 1.10	Establishing an IHO strategy and resolution for gender-inclusive language		
	Part one: IHO Resolution	53	0
	Part two: IHO Decisions	50 ¹	2 ¹
PRO 2.4	Establishing a joint IHO-Singapore Innovation and Technology Laboratory	54	0
PRO 3.1	Revision of the IHO Resolution 2/1997 - Establishment of Regional Hydrographic Commissions (RHC)	51	0
PRO 3.2	Revision of the IHO Resolution 1/2005 - IHO Response to Disasters	52	0
Pro b) of Council Chair report	Convene Council meetings regularly at the IHO Secretariat	53	0
Pro c) of Council Chair report	Adopt as the main theme until Assembly 3 (A-3) "the effective implementation of the Revised Strategic Plan" keeping in mind to apply the principles of ISO 9001.	53	0

5. Ten Member States (Chile, Colombia, Croatia, France, Ghana, India, Indonesia, Netherlands, Spain and United Kingdom) offered comments in addition to their vote. These comments and the outcome of their review by the Secretariat are provided in Annex A to this Circular Letter.

6. When Reference A was issued, there were 93 Member States of the IHO with four States suspended. In accordance with the provisions of the Convention on the IHO, as amended, the conditions for approval of the proposal as stipulated in paragraph 28 of Reference A have been met.

7. As a consequence, and in application of the principles stated in Reference A (paragraphs 14 and 28), *ex-post facto* approval of the final Proposals 1.6, 1.10, 2.4, 3.1 and 3.2 plus the proposals b) and c) made by the Council Chair is deemed as to have been given by the Assembly.

¹ Plus one abstention.

Decision No.6 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved Revision of Rule 12 of the Rules of Procedure of the IHO Council and consequence on Rules 8 and 11 - Timing of Election of the Chair and Vice-Chair.
Decision No.7 of A-2, 2020 is
<p>The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the establishment of an IHO strategy and resolution for gender-inclusive language.</p> <p>The Assembly tasked the Secretary-General to:</p> <ul style="list-style-type: none"> - to conduct a comprehensive review of the IHO Basic Documents and Resolutions, adopting the UN Guidelines on Gender-inclusive Language, and to provide draft revisions of IHO Publications M-1 and M-3 for the consideration of the Assembly at the next ordinary session (A-3). - to monitor the IHO's progress towards the implementation of the UN Guidelines on Gender-inclusive Language to all IHO documentation and communications and report to the Assembly at the next ordinary session (A-3).
Decision No.8 of A-2, 2020 is
<p>The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the establishment a joint IHO-Singapore innovation and technology laboratory in Singapore to coordinate and testbed initiatives under the proposed composition, governance structure and terms of reference for the governing board and the management team.</p> <p>The Assembly tasked</p> <ul style="list-style-type: none"> - the Secretariat as well as the Chairs of HSSC and IRCC to represent the IHO on the governing board and report regularly to the Council; - the Council to advise the governing board of the laboratory on other themes and projects regarded as supportive to the IHO Work Programme.
Decision No.9 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the Revision of the IHO Resolution 2/1997 – Establishment of Regional Hydrographic Commissions (RHC) (Assembly Document A2_2020_PRO3-1_EN_Res_21997_cc_v1).
Decision No.10 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved Revision of the IHO Resolution 1/2005 - IHO Response to Disasters (Assembly Document A2_2020_PRO3-2_EN_Res_12005_cc_v1)
Decision No.11 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, confirmed the option to convene Council meetings regularly at the IHO Secretariat until the Council decides otherwise.
Decision No.12 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, confirmed the adoption of the effective implementation of the Revised

Strategic Plan keeping in mind to apply the principles of ISO 9001 as the main theme of supervision and control of the Council until Assembly 3 (A-3).

8. The detailed text of the decisions been made for Pro 1.6, Pro 1.10 and Pro 2.4 are provided in Annexes B, C and D to this Assembly Circular Letter for ease of convenience and are to be implemented in the IHO Basic Documents in due course (M-1 and M-3). The cumulative list of all ex-post facto decisions, made by the Assembly so far, are provided in Annex E.

Yours sincerely,



Mathias JONAS
Secretary-General

- Annex A: Member State's responses to IHO ACL 22/2020 and comments from the Secretariat
- Annex B: Red Line version of the approved text of Proposals 1.6
- Annex C: Clean version of the approved text of Proposals 1.6
- Annex D: Text of the new IHO Resolution addressing gender-inclusive language to be used in IHO documents and communications
- Annex E: Cumulative List of Assembly Decisions as of 25 June 2020

**MEMBER STATES' RESPONSES TO IHO ACL 22/2020 AND COMMENTS
FROM THE IHO SECRETARY-GENERAL**

**APPROVAL OF THE SECOND TRANCHE OF PROPOSALS ORIGINALLY FOR
CONSIDERATION BY THE 2ND SESSION OF THE ASSEMBLY**

PRO 1.6 Revision of Rule 12 of the Rules of Procedure of the
IHO Council and consequence on Rules 8 and 11 -
Timing of Election of the Chair and Vice-Chair

COLOMBIA (Vote = YES)

Las actualizaciones son correctas y oportunas.

Updates are correct and timely.

Comments by the Secretary-General:

Noted.

CROATIA (Vote = YES)

Croatia supports this proposal because it believes that this revised procedure will have a positive effect on the effectiveness of the IHO Council.

Comments by the Secretary-General:

Noted.

GHANA (Vote = YES)

Delete [postal].

Comments by the Secretary-General:

The Secretariat took due note of the wide acceptance and the effective application of digital voting in the course of the election process of the new IHO Director (Reference D refers). The Secretariat invites Member States to submit proposals how future voting processes can be facilitated by digital means under normal and exceptional circumstances.

NETHERLANDS (Vote = NO)

COVID-19 lead to a new insight on voting. Digital voting is now also an option besides postal voting. This insight should be reflected in rule 12 (b), (d) and (e). Either delete "postal" in front of "ballot" or insert "or digital" after "postal".

Comments by the Secretary-General:

The Secretariat took due note of the wide acceptance and the effective application of digital voting in the course of the election process of the new IHO Director (Reference D refers). The

Secretariat invites Member States to submit proposals how future voting processes can be facilitated by digital means under normal and exceptional circumstances.

PRO 1.10 **Establishing an IHO strategy and resolution for gender-inclusive language**

Part one: IHO Resolution

CHILE (Vote = YES)

No hay comentario.

No comment.

Comments by the Secretary-General:

Noted.

COLOMBIA (Vote = YES)

Es preciso el lenguaje inclusivo.

Inclusive language is needed.

Comments by the Secretary-General:

Noted.

INDONESIA (Vote = YES)

No objection from Indonesia related gender-Inclusive-language since it's in line with UN resolution

Comments by the Secretary-General:

Noted.

Part two: IHO Decisions

CHILE (Vote = NO)

Chile does not support this second part "Decisions of the IHO", as this new activity generates an extra workload for the Secretary-General, an activity which is not associated with the mission nor the objectives of the IHO. Having a Resolution as the one supported in the First Part of this proposal should be sufficient to demonstrate the IHO willingness to comply with UN "gender inclusive language" guidelines.

Comments by the Secretary-General:

Noted.

COLOMBIA (Vote = YES)

Es necesario iniciar ya el cambio. Ojalá, cada CHR inicie lo propio en sus estatutos.

It is necessary to start the change now. Hopefully, each RHC initiates the same in its statutes.

Comments by the Secretary-General:

Noted.

SPAIN (Vote = NO)

This IHM acknowledges the importance of adopting United Nations Guidelines on Gender-inclusive Language, but we consider that a comprehensive review and draft revisions of IHO Publications M-1 & M-3 would increase significantly the workload of the Secretary-General at the expense of other tasks. It is our view that the aforementioned publications could be revised at the earliest possible opportunity in conjunction with other content editing or revision, much like other documents.

Comments by the Secretary-General:

Noted.

PRO 2.4 Establishing a joint IHO-Singapore Innovation and Technology Laboratory

COLOMBIA (Vote = YES)

Será un gran apoyo para el crecimiento de capacidades

It will be a great support for capacity building.

Comments by the Secretary-General:

Noted.

CROATIA (Vote = YES)

Croatia supports this proposal. Considering the ever-increasing pace and cycle of technological change as well as demands for proper decisions making at the policy level regarding the adoption and implementation of new technologies, it would be useful to have an Innovation and Technology Lab also tasked with education and advising the IHO and global hydrographic community in the very specific field such as hydrography.

Comments by the Secretary-General:

Noted.

INDONESIA (Vote = YES)

If possible, this innovation could make collaboration with University of technology or Maritime University in Regional Countries for example University from Singapore, Indonesia and Malaysia.

Comments by the Secretary-General:

The Secretariat recommends to explain this suggestion at the forthcoming HSSC meeting under the relevant agenda item.

CHILE (Vote = YES)

El parrafo "LEADERSHIP" hace referencia a un documento, el "IRCC document titled Roles and Responsibilities of Regional Hydrographic Commission Chairs", que no existe. Cuando Chile hizo esta observacion, la que quede consignada en el Libro Rojo, genere el siguiente comentario del SG:

SECRETARY-GENERAL'S RESPONSE TO MEMBER STATES COMMENTS:
In response to Chile's request for an IRCC document titled "ROLES AND RESPONSIBILITIES OF REGIONAL HYDROGRAPHIC COMMISSION CHAIRS" the Secretary-General wishes to clarify that this document is to be drafted in result of the approval of Proposal 3.1.

Sin embargo no hay ninguna referencia en la Propuesta 3.1 que precise que en caso de ser esta aprobada, el documento titulado "ROLES AND RESPONSIBILITIES OF REGIONAL HYDROGRAPHIC COMMISSION CHAIRS" debiera ser preparado. Menos hay indicacion sobre quien lo preparara, en que plazo y quien lo aprobara.

The paragraph "LEADERSHIP" refers to a document, the "IRCC document entitled Roles and Responsibilities of Regional Hydrographic Commission Chairs", which does not exist. When Chile made this observation, which was recorded in the Red Book, it generated the following comment from the SG:

SECRETARY-GENERAL'S RESPONSE TO MEMBER STATES COMMENTS:
In response to Chile's request for an IRCC document titled "ROLES AND RESPONSIBILITIES OF REGIONAL HYDROGRAPHIC COMMISSION CHAIRS" the Secretary-General wishes to clarify that this document is to be drafted as a result of the approval of Proposal 3.1. However, there is no reference in Proposal 3.1

To specify that if approved, the document entitled "ROLES AND RESPONSIBILITIES OF REGIONAL HYDROGRAPHIC COMMISSION CHAIRS" should be prepared. Except for an indication of who will prepare it, when it will be prepared and who will approve it.

Comments by the Secretary-General:

The Secretariat recommends adoption of a work item to the IRCC Work Programme to draft a document entitled "ROLES AND RESPONSIBILITIES OF REGIONAL HYDROGRAPHIC COMMISSION CHAIRS" as a consequence of the approval of this proposal.

COLOMBIA (Vote = YES)

Las actualizaciones son claras y los reportes nacionales abarcan todos los escenarios de un servicio hidrográfico.

The updates are clear and the national reports cover all scenarios of a hydrographic service.

Comments by the Secretary-General:

Noted.

INDIA (Vote = YES)

Minimum common statutes be drafted for all RHCs to align with the revised resolution 2/1997 especially pertaining to mission and memberships.

Comments by the Secretary-General:

The Secretariat recommends to submit this proposal for discussion at the forthcoming IRCC meeting.

INDONESIA (Vote = YES)

For similarity of each RHC, if possible the length of the chair or vice chair position also is regulated. To regulate the countries whose membership status is suspended whether they are permitted to attend the annual RHC meeting or not, if permitted what rights are given and rights not given.

Comments by the Secretary-General:

The Secretariat recommends to submit this proposal for discussion at the forthcoming IRCC meeting.

COLOMBIA (Vote = YES)

Las actividades descritas para el servicio hidrográfico son correctas. Estas deben ser conocidas por las agencias de Gobierno para que la labor inmediata del servicio hidrográfico sean inmediatamente tenida en cuenta.

The activities described for the hydrographic service are correct. They should be known by the government agencies so that the immediate work of the hydrographic service is immediately taken into account.

Comments by the Secretary-General:

The Secretariat recommends to distribute the named resolution and associated IHO instruments nationally.

FRANCE (Vote = YES)

La France soutien cette proposition et remercie le Japon pour son investissement sur le sujet. A l'occasion d'une future révision de la résolution 1/2005, il pourrait être pertinent d'étendre le périmètre des catastrophes couvertes aux événements découlant de l'action de l'homme. La résolution 1/2005 de l'OHI traite de la réponse de l'OHI en cas de catastrophe d'origine naturelle : « tremblements de terre, tsunamis, ouragans et autres catastrophes naturelles » comme cela est mentionné en introduction de la résolution.

Il serait intéressant de recueillir l'avis des Etats membres sur l'opportunité d'étendre le cadre de la résolution aux catastrophes dues à l'homme pour lesquelles une réponse de l'OHI pourrait s'avérer nécessaire, comme par exemple en réponse à des accidents de transport aériens ou maritimes.

A ce titre, l'Organisation internationale de protection civile (OIPC) propose une catégorisation des différentes catastrophes qui pourrait utilement être citée dans la résolution (<http://icdo.org/fr/catastropes.html>).

France supports this proposal and thanks Japan for its investment on the subject.

On the occasion of a future revision of resolution 1/2005, it might be relevant to extend the scope of the disasters covered to events resulting from human action.

IHO resolution 1/2005 deals with IHO's response to natural disasters: "earthquakes, tsunamis, hurricanes and other natural disasters" as mentioned in the introduction to the resolution.

It would be interesting to obtain the views of Member States on the advisability of extending the framework of the resolution to man-made disasters for which an IHO response might be necessary, such as for example in response to air or maritime transport accidents.

In this respect, the International Civil Defence Organisation (ICDO) proposes a categorisation of the various disasters which could usefully be cited in the resolution (<http://icdo.org/fr/catastropes.html>).

Comments by the Secretary-General:

Noted.

INDONESIA (Vote = YES)

If possible to be included in the P-5 (year book), contact number of the institution whose handling for disasters, because every country has different institutions.

Comments by the Secretary-General:

The Secretariat recommends to submit this proposal for discussion at the forthcoming IRCC meeting.

Pro b) of Council Chair report:	Convene Council meetings regularly at the IHO Secretariat
---------------------------------------	--

CHILE (Vote = YES)

La enmienda introducida a lo propuesto por el Presidente del Consejo desvirtua la idea central. Lo que se debe o no aprobar es lo que propone el Presidente del Consejo, que dice relación con la decisión de convocar las reuniones del Consejo regularmente en la Secretaría de la OHI.

The amendment introduced to what was proposed by the Chair of the Council distorts the central idea. What should or should not be approved is what the Chair of the Council proposes, which is related to the decision to convene the meetings of the Council regularly at the IHO Secretariat.

Comments by the Secretary-General:

Rule 2 of the Rules of Procedures of Council (M-1 refers) direct that:

The Council shall meet at least once a year at the seat of the Organization unless convened elsewhere, in accordance with a decision of the Council, at a date fixed at the close of the previous meeting. The duration of the meeting, which shall not normally exceed three working days, shall be fixed at the close of the previous meeting.

The Proposal of the Council Chair was understood that this rule remains in place but the option to meet elsewhere is suspended because of the arguments given in Reference C, Annex F.

INDONESIA (Vote = YES)

Indonesia agrees with decision to convene Council meetings regularly at the IHO Secretariat Proposed by Secretary General.

Comments by the Secretary-General:

Noted.

UNITED KINGDOM (Vote = YES)

The UK suggests that the IHO make provision for Council members to be able to partake in Council meetings remotely.

Comments by the Secretary-General:

United Kingdom's suggestion is interpreted as such that the Secretariat is encouraged to make provisions for hybrid meetings composing physical presence and remote participation of Council members.

The Secretariat is constantly monitoring the effects of the Covid-19 crisis on the operations of the IHO organs such as the Council. The Secretariat is of the view that the *new normal after the crisis* will result in new forms of consultations. This new type of collective deliberations will compose meetings, video conferences, digital voting and correspondences in hybrid arrangements consisting of more than one of those elements.

A specific challenge to be met will be decision making through voting in direct timely coincidence to subject matter discussions. The Secretariat is currently investigating all sorts of combinations of the noted elements, searches for best practice examples and invests in technology for their proper conduct. The fact that IHO membership stretches over 20 time zones and the working languages are not the mother tongue for the majority of the Member States adds to the challenge.

Pro c)
of Council
Chair report

Adopt as the main theme until Assembly 3 (A-3) "the effective implementation of the Revised Strategic Plan" keeping in mind to apply the principles of ISO 9001.

CHILE (Vote = YES)

El cambio hecho al texto propuesto confunde, pues resulta en una mezcla de componentes que ignoran que lo medular es la implementación del Plan Estratégico. Chile solicita que se emplee el texto original propuesto por el Presidente del Consejo o en su defecto el siguiente:

The change made to the proposed text is confusing, as it results in a mixture of components that ignore that the implementation of the Strategic Plan is at the core. Chile requests that the original text proposed by the Chair of the Council be used or, in its absence, the following text:

"Confirm the adoption of "the effective implementation of the Revised Strategic Plan" as the main theme until the 3rd Assembly (A-3), keeping in mind the application of the principles of ISO 9001"

Comments by the Secretary-General:

The Secretariat has got the confirmation that the proposed wording reflects the intentions of the Council Chair's proposal appropriately.

COLOMBIA (Vote = YES)

Es necesario que el Consejo OHI apoye la aplicación del plan estratégico.

The IHO Council needs to support the implementation of the strategic plan.

Comments by the Secretary-General:

Noted.

Red Line version of the approved text of Proposals 1.6

PRO 1.6: Revision of Rule 12 of the Rules of Procedure of the IHO Council and consequence on Rules 8 and 11 - Timing of Election of the Chair and Vice-Chair *(Final proposal compiled by the Secretary-General)*

Red-line version of the approved revision

Revised Rules 8, 11 and 12 of the Rules of Procedure of the Council

[Proposed changes in the initial proposal are shown in red / ~~red~~.

[Changes proposed by the Secretary-General compared to the red line version of the initial proposal made to A-2 are shown underlined]

RULE 8

The provisional agenda of meetings of the Council shall include:

(a) adoption of the Agenda;

(b) election of the Chair and Vice-Chair, when necessary in accordance with Rule 12 ~~(f)~~ of these Rules of Procedure;

~~(bc)~~ any item the inclusion of which has been requested by the Assembly;

....

RULE 11

The Chair and Vice-Chair shall be elected by the Members for a period of three years, ~~or until the end of the next ordinary session of the Assembly.~~

RULE 12

(a) Members shall elect the Chair and Vice-Chair ~~during their first meeting by~~ correspondence as soon as is practicable after each ordinary session of the Assembly.

~~(b) The Secretary-General shall chair the opening of that first meeting until election of the Chair. The Secretary-General shall be responsible for conducting the election and act as interim Chair of the Council during the election process. The election shall be held by secret postal ballot. Under normal circumstances, the following timetable shall apply:~~

(A = last day of the ordinary session of the Assembly)

A + five weeks Nominations for the positions of Chair and Vice-Chair of the Council closed

A + ten weeks Voting closed

- (c) The candidates receiving the largest number of votes for each position shall be elected with the minimum number of votes cast being at least two-third of the Members.
- (d) At meetings where the Chair and Vice-Chair are to be elected those elections shall respectively be the second and third items on the agenda. In the event of a tie for the position of Chair, a second round run-off will take place by postal ballot between those nominees with the highest equal number of votes. The following timetable shall apply:

(A = last day of the ordinary session of the Assembly)

A + fifteen weeks Voting closed

- (e) In the event of a tie for the position of Vice-Chair, a second round run-off will take place by postal ballot between those nominees with the highest equal number of votes. The following timetable shall apply:

(A = last day of the ordinary session of the Assembly)

A + fifteen weeks Voting closed

- (f) ~~or in~~ In the case of a vacancy arising in the position of Chair and Vice-Chair during the inter-sessional period, an election shall take place during the next meeting of the Council. The nominations for the position shall be closed ten weeks before the opening day of the meeting of the Council and the Secretary-General shall submit the list of nominees to the Members together with the supporting documents for the meeting at least two months prior to the opening day of the meeting.

Clean version of the approved text of Proposals 1.6

PRO 1.6: Revision of Rule 12 of the Rules of Procedure of the IHO Council and consequence on Rules 8 and 11 - Timing of Election of the Chair and Vice-Chair *(Final proposal compiled by the Secretary-General)*

Clean version of the approved revision

Revised Rules 8, 11 and 12 of the Rules of Procedure of the Council

RULE 8

The provisional agenda of meetings of the Council shall include:

- (a) adoption of the Agenda;
- (b) election of the Chair and Vice-Chair, when necessary in accordance with Rule 12 (f) of these Rules of Procedure;
- (c) any item the inclusion of which has been requested by the Assembly;

....

RULE 11

The Chair and Vice-Chair shall be elected by the Members for a period of three years, or until the end of the next ordinary session of the Assembly.

RULE 12

- (d) Members shall elect the Chair and Vice-Chair by correspondence as soon as is practicable after each ordinary session of the Assembly.
- (e) The Secretary-General shall be responsible for conducting the election and act as interim Chair of the Council during the election process. The election shall be held by secret postal ballot. Under normal circumstances, the following timetable shall apply:

(A = last day of the ordinary session of the Assembly)

A + five weeks Nominations for the positions of Chair and Vice-Chair of the Council closed

A + ten weeks Voting closed

- (f) The candidates receiving the largest number of votes for each position shall be elected with the minimum number of votes cast being at least two-third of the Members.
- (d) At meetings where the Chair and Vice-Chair are to be elected those elections shall respectively be the second and third items on the agenda. In the event of a tie for the position of Chair, a second round run-off will take place by postal ballot between those nominees with the highest equal number of votes. The following timetable shall apply:

(A = last day of the ordinary session of the Assembly)

A + fifteen weeks Voting closed

- (f) In the event of a tie for the position of Vice-Chair, a second round run-off will take place by postal ballot between those nominees with the highest equal number of votes. The following timetable shall apply:

(A = last day of the ordinary session of the Assembly)

A + fifteen weeks Voting closed

- (f) In the case of a vacancy arising in the position of Chair and Vice-Chair during the inter-sessional period, an election shall take place during the next meeting of the Council. The nominations for the position shall be closed ten weeks before the opening day of the meeting of the Council and the Secretary-General shall submit the list of nominees to the Members together with the supporting documents for the meeting at least two months prior to the opening day of the meeting.

Pro 1.10: Proposal to establish an IHO Strategy and resolution for gender-inclusive language *(Final proposal compiled by the Secretary-General)*

Part one: IHO Resolution

TITLE	Reference	Last amendment (CL or IHC/A)	1 st Edition Reference
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GENDER-INCLUSIVE LANGUAGE TO BE USED IN IHO DOCUMENTS AND COMMUNICATIONS	x/2020	IHO A-2	
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1 Given that language plays an important role in shaping cultural and social attitudes, it is resolved that the Secretariat and all IHO organs must ensure that the language used in IHO documents and communications issued or amended will be gender inclusive as per the UN Guidelines on Gender-inclusive Language in both official languages English and French. For the case that Spanish translations are provided by the Secretariat the above guidelines will apply too.

2 Documents produced prior to the approval of this resolution will be updated at the earliest possible opportunity and, preferably, in conjunction with other content editing or revision.

Cumulative List of Assembly Decisions as of 25 June 2020

Decision No.1 of A-2, 2020 is
The Assembly, following a special voting procedure depicted in ACL 20/2020 and reported in ACL 25/2020, elected Rear Admiral Luigi SINAPI (Italy) to a post of Director for a term of office of six years starting on 1 September 2020.
Decision No.2 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the interpretation that the Council has the authority to request and consider proposals submitted by Member States or the Secretary-General and confirmed that the Council is entitled to propose amendments to the General Regulations of the IHO for Member States' approval.
Decision No.3 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the final proposal compiled by the Secretary-General on the revision of Articles 14, 15, 20 and 25 of the General Regulations of the IHO (ACL 26/2020 refers).
Decision No.4 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the final proposal compiled by the Secretary-General on the revision of Clause (c) of Article 16 of the General Regulations of the IHO – Hydrographic Interest (ACL 26/2020 refers).
Decision No.5 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved Table of Tonnages, Shares, Contribution and Votes (2021-2023) (Assembly Document – A2_2020_G_03_EN - Table of Tonnages, Shares, Contribution and Votes (2021-2023))
Decision No.6 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved Revision of Rule 12 of the Rules of Procedure of the IHO Council and consequence on Rules 8 and 11 - Timing of Election of the Chair and Vice-Chair.

Decision No.7 of A-2, 2020 is
<p>The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the establishment of an IHO strategy and resolution for gender-inclusive language.</p> <p>The Assembly tasked the Secretary-General to:</p> <ul style="list-style-type: none"> - to conduct a comprehensive review of the IHO Basic Documents and Resolutions, adopting the UN Guidelines on Gender-inclusive Language, and to provide draft revisions of IHO Publications M-1 and M-3 for the consideration of the Assembly at the next ordinary session (A-3). - to monitor the IHO's progress towards the implementation of the UN Guidelines on Gender-inclusive Language to all IHO documentation and communications and report to the Assembly at the next ordinary session (A-3).
Decision No.8 of A-2, 2020 is
<p>The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the establishment in Singapore to coordinate and testbed initiatives under the proposed composition, governance structure and terms of reference for the governing board and the management team.</p> <p>The Assembly tasked</p> <ul style="list-style-type: none"> - the Secretariat as well as the Chairs of HSSC and IRCC to represent the IHO on the governing board and report regularly to the Council; - the Council to advise the governing board of the laboratory on other themes and projects regarded as supportive to the IHO Work Programme.
Decision No.9 of A-2, 2020 is
<p>The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the Revision of the IHO Resolution 2/1997 – Establishment of Regional Hydrographic Commissions (RHC) (Assembly Document A2_2020_PRO3-1_EN_Res_21997_cc_v1).</p>
Decision No.10 of A-2, 2020 is
<p>The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved Revision of the IHO Resolution 1/2005 - IHO Response to Disasters (Assembly Document A2_2020_PRO3-2_EN_Res_12005_cc_v1)</p>
Decision No.11 of A-2, 2020 is
<p>The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, confirmed the option to convene Council meetings regularly at the IHO Secretariat until the Council decides otherwise.</p>
Decision No.12 of A-2, 2020 is
<p>The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, confirmed the adoption of the effective implementation of the Revised Strategic Plan keeping in mind to apply the principles of ISO 9001 as the main theme of supervision and control of the Council until Assembly 3 (A-3).</p>



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 28
27 July 2020

2nd SESSION OF THE IHO ASSEMBLY (A-2)
Monaco, 16-18 November 2020

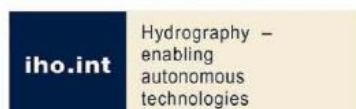
FORMATION OF THE IHO COUNCIL FOR THE PERIOD 2020 – 2023
AND
CALL FOR NOMINATIONS FOR THE POSITIONS OF
CHAIR AND VICE-CHAIR OF THE IHO COUNCIL

References:

- A. Publication M1, Edition 2.1.0, June 2017 - Basic Documents of the International Hydrographic Organization
- B. IHO CL 52/2019 Rev1 23 October 2019 – Notice of the distribution of regionally-based seats on the IHO Council
- C. IHO ACL 27/2020 – Approval of the second tranche of proposals originally for consideration by the 2nd session of the Assembly and Decision n° 6 of A-2, 2020.
- D. IHO ACL 19/2020 dated 21 April 2020 – Approval of the scenario on the postponement of the 2nd Session of the IHO Assembly and associated activities resulting from exceptional circumstances due to COVID-19

Dear Hydrographer,

1. According to the Rules of Procedures of the Council (Reference A), based on the individual responses of the RHC chairs to Reference B the Secretariat is now in the position to provide the complete list of members of the IHO Council for the period 2020 – 2023.
2. The regionally-based seats are allocated as follows:



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Regional Hydrographic Commission (RHC)	Member States (MS) eligible to occupy one of the 20 Council seat(s) allocated to the RHCs (MS that are Members of more than one RHC shown in bold) (MS whose rights are suspended shown in strike through)	Number of MS to be counted in the calculation of the number of seats on a proportional basis	Number of Council seats allocated to the RHC	MS selected by the RHC to occupy the Council seat(s) allocated to the RHC
MBSHC	Algeria, Bulgaria, Croatia, Cyprus, France, Georgia, Greece, Italy, Malta, Monaco, Montenegro, Romania, Serbia , Slovenia, Spain , Syria , Tunisia, Turkey, Ukraine.	17	3	Italy, France, Spain
MACHC	Brazil, Cuba, Dominican Republic, Guatemala, Guyana, Jamaica, Mexico, Netherlands , Suriname, Trinidad and Tobago, Venezuela.	11	2	Brazil, Netherlands
EAHC	Brunei Darussalam, China, Democratic People's Republic of Korea, Indonesia , Japan, Korea (Rep of), Malaysia, Philippines, Singapore, Thailand	10	2	Indonesia, Thailand
RSAHC	Bahrain, Iran (Islamic Rep. of), Kuwait, Oman, Pakistan , Qatar, Saudi Arabia , United Arab Emirates	8	2	Iran, Oman
SWPHC	Australia, Fiji, New Zealand, Papua New Guinea, Samoa, Solomon Is., Tonga, USA , Vanuatu	8	1	Australia
NIOHC	Bangladesh, Egypt , India, Myanmar, Sri Lanka	5	1	India
SAIHC	Mauritius, Mozambique, Seychelles, South Africa, United Kingdom	5	1	South Africa
EAIHC	Cameroon, Ghana, Morocco , Nigeria, Portugal	5	1	Portugal
NSHC	Belgium, Germany , Iceland , Ireland	4	1	Germany
BSHC	Estonia, Latvia, Poland, Sweden	4	1	Sweden
SEPRHC	Chile, Colombia , Ecuador, Peru	4	1	Peru
ARHC	Denmark , Norway, Russian Federation,	3	1	Russian Federation
SWAHC	Argentina, Uruguay	2	1	Argentina
NHC	Finland	1	1	Finland
USCHC	Canada	1	1	Canada
Total		88	20	

3. The Member States ranked as the first ten on the tonnage list used for the allocation of seats (See paragraph 7 in Reference B) confirmed their acceptance of a seat in the IHO Council for the period 2020 – 2023, namely:

1	China
2	Singapore
3	Malta
4	United Kingdom
5	Republic of Korea
6	Greece
7	United States of America
8	Cyprus
9	Japan
10	Norway

4. As a consequence *ex-post facto* approval is assumed for the following decision:

Decision No 13 of A-2, 2020 is
The Assembly reviewed and endorsed the selection process for the Council as proposed in IHO CL 52/2019 Rev1 and approved the composition of the Council set out in Annex A of IHO ACL 28/2020 for the period 2020-2023 (until the 3 rd session of the Assembly).

5. The first formal activity of the new Council under normal circumstances is the election of the Council Chair and Vice-Chair by the Council members. The election shall be held by secret postal ballot within ten weeks after the Assembly (see Annex C of Reference C: revised Rule 12 of the Rules of Procedure of the Council).

6. However, since IHO Member States approved to hold the annual session of the IHO Council from 18 to 19 November 2020 in direct continuation of the preceding IHO Assembly (Reference D) the Secretariat suggests to hold the election of the Council Chair and Vice-Chair in advance of the Assembly by digital voting in application of the Council RoPs as given by the revised Rule 12 of the Rules of Procedure of the Council (see Annex C of Reference C).

7. In order to facilitate the process of this forthcoming election, members of the IHO Council are invited to nominate suitable candidates for the position of Chair and Vice-Chair at their earliest convenience via e-mail to the Secretariat at info@iho.int. Nominations will be accepted until **31 August 2020**.

8. Before closing I would like to extend my appreciation for the constructive work of the outgoing Council having been the first one of this kind in the IHO's history. Finally I wish to express my personal gratitude for the excellent leadership of the Council Chair, Shepard Smith, USA and Vice-Chair, Luiz Fernando Palmer, Brazil.

Yours sincerely,



Dr Mathias JONAS
Secretary-General

Annex A: Council Membership list

Annex B: Cumulative list of Assembly Decisions as of 27 July 2020

**Council Membership List – Liste des Membres du Conseil
2020 - 2023**

No	Member State – Etat membre	Selected by – sélectionné par
1	Australia - <i>Australie</i>	SWPHC-CHPSO
2	Argentina - <i>Argentine</i>	SWAHC-CHASO
3	Brazil - <i>Brésil</i>	MACHC-CHMAC
4	Canada	USCHC-CHUSC
5	Finland - <i>Finlande</i>	NHC-CHN
6	France	MBSHC-CHMMN
7	Germany - <i>Allemagne</i>	NSHC-CHMN
8	India - <i>Inde</i>	NIOHC-CHOIS
9	Indonesia - <i>Indonésie</i>	EAHC-CHAO
10	Iran (Islamic Rep. Of) – <i>Iran (Rép. Islamique d')</i>	RSAHC-CHZMR
11	Italy - <i>Italie</i>	MBSHC-CHMMN
12	Netherlands – <i>Pays-Bas</i>	MACHC-CHMAC
13	Oman	RSAHC-CHZMR
14	Peru - <i>Pérou</i>	SEPRHC-CHRFSE
15	Portugal	EAHC-CHAO
16	Russian Federation – <i>Fédération de Russie</i>	ARHC-CHRA
17	South Africa – <i>Afrique du Sud</i>	SAIHC-CHALA
18	Spain - <i>Espagne</i>	MBSHC-CHMMN
19	Sweden - <i>Suède</i>	BSHC-CHMB
20	Thailand - <i>Thaïlande</i>	EAHC-CHAO
21	China - <i>Chine</i>	Hydrographic Interest
22	Singapore - <i>Singapour</i>	Hydrographic Interest
23	Malta - <i>Malte</i>	Hydrographic Interest
24	United Kingdom – <i>Royaume-Uni</i>	Hydrographic Interest
25	Republic of Korea – <i>République de Corée</i>	Hydrographic Interest
26	Greece - <i>Grèce</i>	Hydrographic Interest
27	United States of America – <i>Etats-Unis d'Amérique</i>	Hydrographic Interest
28	Cyprus - <i>Chypre</i>	Hydrographic Interest
29	Japan - <i>Japon</i>	Hydrographic Interest
30	Norway - <i>Norvège</i>	Hydrographic Interest

Cumulative List of Assembly Decisions as of 27 July 2020

Decision No.1 of A-2, 2020 is
The Assembly, following a special voting procedure depicted in ACL 20/2020 and reported in ACL 25/2020, elected Rear Admiral Luigi SINAPI (Italy) to a post of Director for a term of office of six years starting on 1 September 2020.
Decision No.2 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the interpretation that the Council has the authority to request and consider proposals submitted by Member States or the Secretary-General and confirmed that the Council is entitled to propose amendments to the General Regulations of the IHO for Member States' approval.
Decision No.3 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the final proposal compiled by the Secretary-General on the revision of Articles 14, 15, 20 and 25 of the General Regulations of the IHO (ACL 26/2020 refers).
Decision No.4 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the final proposal compiled by the Secretary-General on the revision of Clause (c) of Article 16 of the General Regulations of the IHO – Hydrographic Interest (ACL 26/2020 refers).
Decision No.5 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved Table of Tonnages, Shares, Contribution and Votes (2021-2023) (Assembly Document – A2_2020_G_03_EN - Table of Tonnages, Shares, Contribution and Votes (2021-2023))
Decision No.6 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved Revision of Rule 12 of the Rules of Procedure of the IHO Council and consequence on Rules 8 and 11 - Timing of Election of the Chair and Vice-Chair.
Decision No.7 of A-2, 2020 is
<p>The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the establishment of an IHO strategy and resolution for gender-inclusive language.</p> <p>The Assembly tasked the Secretary-General to:</p> <ul style="list-style-type: none"> - to conduct a comprehensive review of the IHO Basic Documents and Resolutions, adopting the UN Guidelines on Gender-inclusive Language, and to provide draft revisions of IHO Publications M-1 and M-3 for the consideration of the Assembly at the next ordinary session (A-3).

- to monitor the IHO's progress towards the implementation of the UN Guidelines on Gender-inclusive Language to all IHO documentation and communications and report to the Assembly at the next ordinary session (A-3).
Decision No.8 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the establishment in Singapore to coordinate and testbed initiatives under the proposed composition, governance structure and terms of reference for the governing board and the management team. The Assembly tasked <ul style="list-style-type: none"> - the Secretariat as well as the Chairs of HSSC and IRCC to represent the IHO on the governing board and report regularly to the Council; - the Council to advise the governing board of the laboratory on other themes and projects regarded as supportive to the IHO Work Programme.
Decision No.9 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the Revision of the IHO Resolution 2/1997 – Establishment of Regional Hydrographic Commissions (RHC) (Assembly Document A2_2020_PRO3-1_EN_Res_21997_cc_v1).
Decision No.10 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved Revision of the IHO Resolution 1/2005 - IHO Response to Disasters (Assembly Document A2_2020_PRO3-2_EN_Res_12005_cc_v1)
Decision No.11 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, confirmed the option to convene Council meetings regularly at the IHO Secretariat until the Council decides otherwise.
Decision No.12 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, confirmed the adoption of the effective implementation of the Revised Strategic Plan keeping in mind to apply the principles of ISO 9001 as the main theme of supervision and control of the Council until Assembly 3 (A-3).
Decision No 13 of A-2, 2020 is
The Assembly reviewed and endorsed the selection process for the Council as proposed in IHO CL 52/2019 Rev1 and approved the composition of the Council set out in Annex A of IHO ACL 28/2020 for the period 2020-2023 (until the 3 rd session of the Assembly).



IHO File No. S1/6100/2020

THIS ASSEMBLY CIRCULAR LETTER REQUIRES YOU TO VOTE

ASSEMBLY CIRCULAR LETTER N° 29 Rev1
21 August 2020

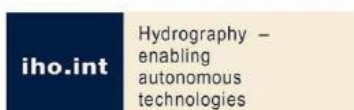
2nd SESSION OF THE IHO ASSEMBLY (A-2)
Monaco, 16-18 November 2020

**ALTERNATIVE CONDUCT OF THE 2ND SESSION OF THE IHO ASSEMBLY AND 4TH
MEETING OF THE COUNCIL AS REMOTE EVENTS**

References:

- A. IHO ACL 17/2020 dated 20 March 2020 - Proposed scenario on the postponement of the 2nd Session of the IHO Assembly and associated activities resulting from exceptional circumstances due to COVID-19
- B. IHO ACL 19/2020 dated 21 April 2020 – Approval of the scenario on the postponement of the 2nd Session of the IHO Assembly and associated activities
- C. IHO ACL 26/2020 – Approval of the first tranche of proposals originally for consideration by the 2nd session of the Assembly
- D. IHO ACL 27/2020 – Approval of the second tranche of proposals originally for consideration by the 2nd session of the Assembly
- E. IHO ACL 28/2020 - Formation of the IHO Council for the period 2020 – 2023 and call for nominations for the positions of the Chair and the Vice-Chair of the IHO Council
- F. IMO C/ES.32/5/22/Rev. 1 Draft Interim Guidance to facilitate remote sessions of the IMO Council during the COVID-19 pandemic
- G. Publication M1, Edition 2.1.0, June 2017 ¹- Basic Documents of the International Hydrographic Organization
- H. Assembly Document - A2_2020_G_02_EN – Comments on Proposals (Red Book)

¹ Following Decisions reported in References C and D, Ed. 2.2.0 is in preparation.



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Dear Hydrographer,

1. The postponement of the second session of the IHO Assembly in reaction to the global COVID-19 outbreak (Reference A and B) has led already to a series of thirteen (13) Assembly decisions (Annex B) made by correspondence (References C, D and E). As explained in Reference A in more detail, a condensed format Assembly session focusing only on the essential decisions with the consecutive meeting of the Council, was planned as face-to-face events from 17 to 19 November 2020 in Monaco.

2. It is now the view of the Secretariat that the continuing global effects of the COVID-19 pandemic, such as limitations of administrative services and travel constraints, do not allow the holding of the postponed Assembly and Council as face-to-face events in Monaco. As an alternative to the originally approved scenario (Reference B), the Secretary-General, in liaison with the Council Chair and the Monaco Government, therefore proposes the conduct of the forthcoming Assembly session and Council meeting as *remote events*.

3. The Secretariat is constantly monitoring comparable considerations affecting the operations of other international organizations such as IMO, IOC and IALA. The IMO in particular has started a comprehensive discussion process to investigate legal, technical, financial and procedural options covering how its organs may continue to function and decisions can be made under the ongoing extraordinary circumstances (Reference F). Over the previous few months, numerous IHO subordinate bodies have also added valuable experiences with video telephone conferences (VTC), helping the Secretariat identify suitable alternative meeting formats for future consideration and use.

4. Applying the experiences gained to date and drawing on the guidance and best-practice examples developed by other international organizations, the recommended *remote event* format will be a sequential combination of Assembly circular letters and virtual Assembly/Council sessions, which will allow delegations to pose questions and put context to their formal written comments.

5. However, it is clear that such arrangements can only be implemented with the approval of Member States indicating their agreement to deviate from the established procedures. The main procedural issues to be considered for these remote events, in the IHO context, include:

- a. whether the relevant organizational rules allow for such meetings,
- b. the designation of the office bearers such as Assembly Chair and Vice-Chair,
- c. the establishment of a meeting quorum,
- d. working and conference languages,
- e. decision-making procedures including voting, and
- f. the publication and circulation of commenting papers, recording of the discussions, the format of interim reports for each session and final meeting report including the formal list of decisions.

6. Rule 2 of the Assembly Rules of Procedures and Council Rules of Procedures (Reference G) requires to meet in ordinary session every three years (for Council every year) at the seat of the Organization *in Monaco*. Under the proposed remote event scenario this rule has to be waived as a collective decision by Member States. Likewise, the Rule 14 (f) to confirm the election of the Assembly Chair at the beginning of the Assembly session could be combined, if Member States agree, with the preceding nomination procedure of Rule 14 (a) to (d).

7. The use of the Assembly working languages English, French, Spanish and Russian for the simultaneous interpretation of the virtual session proceedings (Rule 22 of Assembly RoP) is technically challenging and complex to manage. The Secretariat recommends the waiver of Rule 22 for oral interventions and use English as the only working language for the virtual Assembly sessions. The four Assembly languages may be used for written comments for the procedure explained under paragraph 17. As usual the working language for the Council will be English only.

8. For the Assembly and the Council, a majority of the Members shall constitute a quorum. For events held physically, the number of Members present is easily determined by their physical presence in the meeting room. However, for virtual events, especially where participants are not visible at the same time, a countable registration system will have to be devised and provided to determine which Members are "present" online for the purposes of establishing a quorum. The Assembly Chair will confirm that a quorum is present prior to summing up the discussions and indicating the perceived direction on the related proposal.

9. The decision-making process at IHO is consensus-based and a majority of the decisions of the Assembly are taken without the need to hold a vote. However, in the few instances that it becomes apparent a decision would be needed by voting in the course of the virtual session, it is proposed that the wording on the matter on which the decision is to be made is explicitly drafted and agreed as a final result of the virtual Assembly session while the voting itself is postponed to a vote by correspondence.

10. Incoming papers, the interim report for the sessions and final meeting report including the formal list of decisions made will be translated into the official languages of the IHO – English and French. Virtual sessions will be digitally recorded.

11. The whole process will be under the aegis of the Assembly Chair assisted by the Secretariat. The Assembly Chair is planned to be present and acting in Monaco prior to, at the time of, and after the virtual Assembly sessions. It is also planned that the Chairs of HSSC and IRCC will be present in Monaco. In this case, it is proposed that one of those two office bearers could be confirmed as Vice-Chair.

12. The limitations of the remote event format in terms of time and content requires to focus on the topics most essential for the operations of the Organization. The resulting agenda of the Assembly will include the following items:

- a. The Financial report for the term 2017 – 2019;
- b. The report of the Council-Chair for the term 2017 – 2020;
- c. The 3 years' work plan 2021 – 2023;
- d. The 3 years' budget 2021 – 2023;
- e. The revised Strategic Plan;
- f. HSSC and IRCC updates;
- g. The S-100 Implementation Strategy;
- h. RHC reports;
- i. The report on the informal consultation process for the future of S-23;
- j. The establishment of an e-learning centre.

13. It is proposed to postpone the discussion of proposals PRO-1.4 and PRO-1.5 on the definition of hydrographic interest to the third Assembly in 2023, suggesting that the Assembly tasks the new Council to consider the best way forward on this issue, and to move the thematic session on the celebrations of the one hundred years of IHO's existence to the activities planned for the World Hydrographic Day on 21 June 2021.

14. The series of altogether three Virtual Assembly Session events of three hours each will take place from 16 to 18 November preceded by a preparatory event on 12 November. The sequence of Assembly proposals and the Red book comments received and published (Reference H) will form the basis for the following design:

Thursday, 12 November 2020 Preparatory Event	
13:15 – 14:45 CET	<ul style="list-style-type: none"> ➤ Technical testing of the communication infrastructure ➤ Meeting of the Finance Committee <ul style="list-style-type: none"> - Secretary-General (SG) in his role as Finance Committee Secretary comments on the distribution of the surplus, the financial situation under Covid-19 conditions, the option of a raise of MS fees from 2022 onward and asks for comments
15 minutes break	
15:00 – 16:30 CET	<ul style="list-style-type: none"> ➤ Heads of Delegation meeting <ul style="list-style-type: none"> - SG welcomes Member States, introduces the Assembly Chair and explains the format and procedures of the Assembly session as a remote event
Monday, 16 November 2020 Virtual Assembly Session Event No. 1	
13:15 – 14:45 CET	<ul style="list-style-type: none"> ➤ Assembly Chair welcomes participants and opens the Assembly officially ➤ Council Chair presents his report briefly <ul style="list-style-type: none"> - Assembly Chair (AC) refers to the Red Book and calls for additional comments
15 minutes break	
15:00 – 16:30 CET	<ul style="list-style-type: none"> ➤ Revised Strategic Plan Update <ul style="list-style-type: none"> - Council Chair supported by Chair SPRWG briefs the audience - AC refers to the Red Book and calls for additional comments ➤ Secretary-General briefs on his report on the informal consultation process for the future of S-23; <ul style="list-style-type: none"> - AC refers to the Red Book and calls for additional comments

Tuesday, 17 November 2020 Virtual Assembly Session Event No. 2	
13:15 – 14:45 CET	<ul style="list-style-type: none"> ➤ Update on HSSC <ul style="list-style-type: none"> - HSSC Chair briefs the audience on the outcome of the recent HSSC meeting in October 2020 - AC calls for comments ➤ S-100 Implementation Strategy <ul style="list-style-type: none"> - AC refers to PRO 2.1, PRO 2.2 and PRO 2.3 and related Red Book comments, calls the Secretariat and others for additional comments
15 minutes break	
15:00 – 16:30 CET	<ul style="list-style-type: none"> ➤ S-100 Implementation Strategy continue ➤ IRCC Chair briefs the audience on the outcome of the recent IRCC meeting in October 2020 <ul style="list-style-type: none"> - AC calls for comments and refers to PRO 3.3 and related Red Book comments

Wednesday, 18 November 2020 Virtual Assembly Session Event No. 3	
13:15 – 14:45 CET	<ul style="list-style-type: none"> ➤ RHC and HCA reports <ul style="list-style-type: none"> - Secretariat briefs the audience on significant issues and updates raised by the RHC reports and refers to the application process of IHO Resolution 2/1997 as amended by A-2 - SG briefs the audience on HCA activities - AC calls for comments
15 minutes break	
15:00 – 16:30 CET	<ul style="list-style-type: none"> ➤ SG presents the Finance Committee Report <ul style="list-style-type: none"> - SG as Finance Committee Secretary comments on the distribution of the surplus, the financial situation under Covid-19 conditions, the option of a raise of MS fees from 2022 onward - AC calls for comments ➤ SG presents the IHO Work Programme and Budget 2021 – 2023 <ul style="list-style-type: none"> - AC calls for comments ➤ AC proposes adoption of the Membership of the new Council and Seating Order of A-2 to be applied for A-3 ➤ Date of the 3rd Assembly Session 2023

15. The virtual Assembly session events are not considered or designed for final decisions. It will be up to the authority of the Assembly Chair to lead and summarize the discussion. He will indicate how the session notes / Assembly report will be worded and provide guidance on the perceived direction during or at the end of each of the three virtual Assembly session events.

16. Right after closing of the third and last of the virtual Assembly session event, the Assembly Chair, assisted by the Rapporteurs and Secretariat, will compile Assembly session notes, conclusive remarks and assumed decisions ready for dispatch as a draft virtual Assembly session report on the evening (CET) of Sunday, 22 November 2020.

17. Based on this draft compilation of the virtual Assembly session report, Member States will be invited to provide comments in writing within the next 72 hours, until Midnight of Wednesday, 25 November 2020. Such comments will be accepted in all four Assembly working languages: English, French, Spanish and Russian.

18. The Assembly Chair, again assisted by the Secretariat, will then consider the comments received. It is proposed that items for which the Assembly Chair concludes no consensus has been achieved, will be automatically postponed to A-3 in 2023. The compilation of the final version of the virtual Assembly session report and the final list of A-2 decisions will be completed for dispatch by Monday 30 November 2020.

19. Based on the above approach the Secretariat considers that the IHO will be able to make the required decisions to keep the Organization functioning and it will enable the new Council to commence its role of supervision of the IHO including its subordinate Committees and the Secretariat.

20. It is proposed that the conduct of the 4th Council meeting at 19 November will follow the same principles as a remote event as specified for the virtual Assembly session. The Agenda however will be much shorter and only extended by items delegated for Council consideration in the course of the preceding Assembly session. It is vital therefore that the future Council Chair and Vice-Chair are aware of their nomination in advance of the Assembly and the Council (Reference E).

Thursday, 19 November 2020 Virtual Council Meeting Event	
13:15 – 14:45 CET	<ul style="list-style-type: none"> ➤ Approval of the new Chair and Vice-Chair proposed by SG ➤ Focus of the new Council: Council Chair presents its views based on the directions given by the Assembly ➤ Council Chair proposes a way forward for the effective implementation of all Assembly Decisions including Pro c) of the Council Chair Report to A-2 (Reference D, Decision n° 12)
15 minutes break	
15:00 – 16:30 CET	<ul style="list-style-type: none"> ➤ Discussion on the best way forward on the definition of hydrographic interest ➤ Date for C-5 in 2021

21. As a result, this Circular Letter requires Member States to vote on the following proposed arrangements as a package:

- a. Decision to conduct the forthcoming Assembly session and Council meeting as remote events;

- b. Decision to waive Rule 2 of the Assembly Rules of Procedures and Council Rules of Procedures as described in paragraph 6;
 - c. Decision to confirm alternative conduct of the Assembly as a remote event, the election of the Assembly Chair at the beginning of the Assembly session may be then combined with the preceding nomination procedure of Rule 14 (a) to (d) as described in paragraph 6;
 - d. Decisions to waive Rule 22 of the Assembly Rules of Procedures and use English as the only working language in the Assembly session events for the reasons described in paragraph 7.
 - e. Decision to confirm alternative conduct of the forthcoming Assembly session and Council meeting according to the procedural arrangements as described in paragraph 12 to 20;
 - f. Task the new Council to consider the best way forward with proposals PRO-1.4 and PRO-1.5 on the definition of hydrographic interest and report to A-3 in 2023;
 - g. Move the thematic session on the celebrations of the one hundred years of IHO's existence to the activities planned for the World Hydrographic Day on 21 June 2021.
22. It should be acknowledged that these arrangements and subsequent adoption of proposals will be deemed to have been given by the Assembly. As a consequence, it is required for this vote that:
- a. Minimum of Member States voting is 45 to meet the quorum of the Assembly (half of the Member States excluding those suspended);
 - b. Minimum of affirmative or negative votes required is 30, as being one third of the Member States (excluding the suspended); and
 - c. The final decision is based on simple majority of the votes cast.
23. The approval by vote of these proposed arrangements is requested **no later than 21 September 2020** (to be forwarded to the Secretariat by email: cl-lc@iho.int) by using the Voting Form in Annex A, but preferably using the IHO Online Form System by accessing the following link: https://IHO.formstack.com/forms/acl29_20.
24. More details on the administrative and technical arrangements for the preparation of these events will be provided by a separate Assembly Circular Letter when appropriate.

Yours sincerely,



Dr Mathias JONAS
Secretary-General

Annex A: Voting Form on the package of proposed arrangements

Annex B: Cumulative list of Assembly Decisions as of 27 July 2020

**ALTERNATIVE CONDUCT OF THE 2ND SESSION OF THE IHO ASSEMBLY AND 4TH
MEETING OF THE COUNCIL AS REMOTE EVENTS**

VOTING FORM ACL 29/2020

to be returned to the IHO Secretariat no later than **21 September 2020**

E-mail: cl-lc@iho.int - Fax: +377 93 10 81 40

Member
State:

Contact:

E-mail:

**Do you approve the proposed alternative conduct of the 2nd Session of the IHO
Assembly and the 4th Meeting of the Council as remote events as proposed by the
Secretary-General and summed up in paragraph 21?**

Please tick ☒ the appropriate box:

YES ☐

NO ☐

Please provide any additional comments in the section below.

Comments (if required)

Cumulative List of Assembly Decisions as of 27 July 2020

Decision No.1 of A-2, 2020 is
The Assembly, following a special voting procedure depicted in ACL 20/2020 and reported in ACL 25/2020, elected Rear Admiral Luigi SINAPI (Italy) to a post of Director for a term of office of six years starting on 1 September 2020.
Decision No.2 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the interpretation that the Council has the authority to request and consider proposals submitted by Member States or the Secretary-General and confirmed that the Council is entitled to propose amendments to the General Regulations of the IHO for Member States' approval.
Decision No.3 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the final proposal compiled by the Secretary-General on the revision of Articles 14, 15, 20 and 25 of the General Regulations of the IHO (ACL 26/2020 refers).
Decision No.4 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the final proposal compiled by the Secretary-General on the revision of Clause (c) of Article 16 of the General Regulations of the IHO – Hydrographic Interest (ACL 26/2020 refers).
Decision No.5 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved Table of Tonnages, Shares, Contribution and Votes (2021-2023) (Assembly Document – A2_2020_G_03_EN - Table of Tonnages, Shares, Contribution and Votes (2021-2023))
Decision No.6 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved Revision of Rule 12 of the Rules of Procedure of the IHO Council and consequence on Rules 8 and 11 - Timing of Election of the Chair and Vice-Chair.
Decision No.7 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the establishment of an IHO strategy and resolution for gender-inclusive language. The Assembly tasked the Secretary-General to: - to conduct a comprehensive review of the IHO Basic Documents and Resolutions, adopting the UN Guidelines on Gender-inclusive Language, and to provide draft revisions of IHO Publications M-1 and M-3 for the consideration of the Assembly at the next ordinary session (A-3).

- to monitor the IHO's progress towards the implementation of the UN Guidelines on Gender-inclusive Language to all IHO documentation and communications and report to the Assembly at the next ordinary session (A-3).
Decision No.8 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the establishment of the joint IHO-Singapore Innovation and Technology Laboratory in Singapore to coordinate and testbed initiatives under the proposed composition, governance structure and terms of reference for the governing board and the management team. The Assembly tasked <ul style="list-style-type: none"> - the Secretariat as well as the Chairs of HSSC and IRCC to represent the IHO on the governing board and report regularly to the Council; - the Council to advise the governing board of the laboratory on other themes and projects regarded as supportive to the IHO Work Programme.
Decision No.9 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the Revision of the IHO Resolution 2/1997 – Establishment of Regional Hydrographic Commissions (RHC) (Assembly Document A2_2020_PRO3-1_EN_Res_21997_cc_v1).
Decision No.10 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved Revision of the IHO Resolution 1/2005 - IHO Response to Disasters (Assembly Document A2_2020_PRO3-2_EN_Res_12005_cc_v1)
Decision No.11 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, confirmed the option to convene Council meetings regularly at the IHO Secretariat until the Council decides otherwise.
Decision No.12 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, confirmed the adoption of the effective implementation of the Revised Strategic Plan keeping in mind to apply the principles of ISO 9001 as the main theme of supervision and control of the Council until Assembly 3 (A-3).
Decision No 13 of A-2, 2020 is
The Assembly reviewed and endorsed the selection process for the Council as proposed in IHO CL 52/2019 Rev1 and approved the composition of the Council set out in Annex A of IHO ACL 28/2020 for the period 2020-2023 (until the 3 rd session of the Assembly).



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 30
24 September 2020

2nd SESSION OF THE IHO ASSEMBLY (A-2)
Monaco, 16-18 November 2020

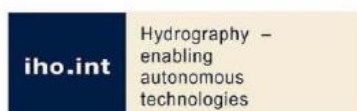
**APPROVAL OF THE ALTERNATIVE CONDUCT OF THE 2ND SESSION OF THE
IHO ASSEMBLY AND 4TH MEETING OF THE COUNCIL AS REMOTE EVENTS**

Reference:

- A. HO ACL 29/2020 dated 21 August 2020 Rev1 – Alternative conduct of the 2nd Session of the IHO Assembly and 4th meeting of the Council as remote events
- B. IHO ACL 13/2020 dated 7 January 2020 – Selection of the Chair of the 2nd Session of the IHO Assembly
- C. IHO ACL 19/2020 dated 21 April 2020 – Approval of the scenario on the postponement of the 2nd Session of the IHO Assembly and associated activities
- D. Assembly Document - A2_2020_G_05_EN – IHO Council Report
- E. Assembly Document - A2_2020_G_02_EN – Comments on Proposals (Red Book)
- F. IHO ACL 27/2020 – Approval of the second tranche of proposals originally for consideration by the 2nd Session of the Assembly and Decision n° 6 of A-2, 2020.

Dear Hydrographer,

1. Reference A invited Member States to vote on the alternative conduct of the 2nd Session of the IHO Assembly and 4th meeting of the Council as remote events resulting from exceptional circumstances due to COVID-19 pandemic.
2. The IHO Secretariat thanks the following 51 Member States for responding to Reference A: Algeria, Australia, Bangladesh, Belgium, Bulgaria, Canada, Cameroon, Chile, China, Colombia, Cuba, Cyprus, Democratic People's Republic of Korea, Denmark, Estonia, Finland, Fiji, France, Georgia, Greece, India, Indonesia, Islamic Republic of Iran, Ireland, Italy, Japan, Malaysia, Malta, Mauritius, Montenegro, Morocco, Netherlands, New Zealand, Nigeria, Norway, Oman, Papua New Guinea, Peru, Poland, Republic of Korea, Romania, Saudi Arabia, Singapore, Slovenia, South Africa, Sweden, Tunisia, Thailand, Turkey, United Kingdom and United States of America.



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3. Forty-eight Member States approved the proposed scenario and three Member States voted against. Eleven Member States offered comments in addition to their vote. These comments and the outcome of their review by the Secretariat are provided in Annex A to this Circular Letter.

4. When Reference A was issued, there were 93 Member States of the IHO with four States suspended. In accordance with the provisions of the Convention on the IHO, as amended, the conditions for approval of the proposal as stipulated in paragraph 22 of Reference A have been met. As a result, and taking into account the comments provided in Annex A – the following decisions have been adopted:

- 1) Conduct of the forthcoming Assembly session and Council meeting as a series of remote events with altogether three Assembly Session events to take place from 16 to 18 November preceded by a preparatory event on 12 November and followed by the Council meeting at 19 November;
- 2) Confirmation of Captain M.C.J. (Marc) van der Donck, Hydrographer of the Royal Netherlands Navy, as Assembly Chair (Reference B refers);
- 3) Waive or adapt the corresponding Rules of Procedures for the Assembly (Rules 2, 14, 22, 36, in particular) and Rules of Procedures for the Council as appropriate.
- 4) Use of English as the only working language in the Assembly session events;
- 5) Task the new Council to consider the best way forward with proposals PRO-1.4 and PRO-1.5 on the definition of hydrographic interest and report to A-3 in 2023. The Assembly empowers the Council to establish a working group for this specific purpose.
- 6) Move the thematic session on the celebrations of the one hundred years of IHO's existence to the activities planned for the World Hydrographic Day on 21 June 2021.

5. Similar to the main organs of the IHO, the main subordinate bodies such as HSSC and IRCC, including their associated Sub Committees and Working Groups, had to adapt their respective schedules and working arrangements originally assigned to them in the IHO Work Programme 2020. The Secretariat has therefore proposed to accept updates on their respective reports pertaining to the relevant Agenda items of the Assembly (paragraph 9 of Reference C refers). Their submissions and presentations will follow the established principles, i.e. becoming elements of the Council Chair and the Secretary-General proposals respectively. The forthcoming meetings for IRCC and HSSC are planned in October 2020 and the usual submission time lines of the resulting reports for Member States' considerations and advance comments cannot be met, however the IRCC and HSSC Chairs are prepared to provide their respective updates directly after closing of their meetings. These updates, which are effectively amendments of the IHO Council Report, Annex 3, Chapter 4 (Reference D), will be provided to Member States in advance of the Assembly Session at the earliest opportunity.

6. The same approach was suggested for updates to be made by the providers of existing proposals submitted by Member States (paragraph 9 of Reference C refers). No updates were received for existing proposals by end of August. The Secretariat confirms the available version of the Red Book as the one to form the basis for the forthcoming series of Assembly events (Reference E).

7. A detailed draft Agenda of the 2nd Session of the Assembly and the logistic arrangements (registration, webinar information, access) will be issued in due course.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Mathias Jonas', with a stylized flourish at the end.

Mathias JONAS
Secretary-General

Annex A: Member State's responses to IHO ACL 29/2020 and comments from the Secretariat

Annex B: Cumulative List of Assembly Decisions as of 21 September 2020

**MEMBER STATES' RESPONSES TO IHO ACL 29/2020 AND COMMENTS
FROM THE IHO SECRETARY-GENERAL**

**ALTERNATIVE CONDUCT OF THE 2ND SESSION OF THE IHO ASSEMBLY AND 4TH
MEETING OF THE COUNCIL AS REMOTE EVENTS**

Chile (VOTE = NO)

CHILE maintains its position expressed in response to Assembly Circular Letter No. 19/2020, which also applies to the proposal to hold a virtual assembly.

CHILE does not share the idea of holding a virtual Assembly in November and considers it more appropriate that the 2nd Assembly be held in conjunction with the IHO Centennial Celebrations in June 2021. In CHILE's view, all the issues identified in the possible Virtual Assembly Agenda could be resolved through consultation by correspondence, without the need to hold the proposed Virtual Assembly. Thus, the 2nd Assembly would consider only those issues that could constitute a sensitive topic or those that, having been dealt with by correspondence, did not reach an agreement by the MS, which would merit their treatment in a face-to-face discussion.

The IHO Assembly is the most important event of the Organization and its development must comply with the protocols that are stipulated for it.

The proposal made in the Assembly's Circular Letter No. 29/2020 significantly alters the effectiveness of the participation of MS; this is mainly due to the reduced time available, which inhibits making interventions; the existing time differences; the restriction to only English as working language, among other aspects, all of which influence the participation of the attendees, added to an agreement that will finally be drafted and communicated by the President of the Assembly, in writing, and that will require written comments and a re-analysis until a final text is reached, which could easily be avoided by working through the outstanding issues by correspondence as has already been experienced. The effectiveness of this is clear from the fact that there are already 13 Decisions adopted by the Assembly in this way.

The Council is somewhat different and could well be held by videoconference and according to specific procedures to be agreed upon by its Members.

Comments by the Secretary-General:

Before proposing the current approach, the Secretary-General carefully considered how to comply at best with the rules of the Convention and the General Regulations with regard to the proper function of the Assembly and the Council as the subordinate organ. Since the further development of the global and local situation for Covid-19 was and still is difficult to predict, the Secretary-General finally arrived to an arrangement which takes example on the conduct of sessions of comparable decisive bodies of the UN system.

It is the view of the Secretary-General that this arrangement maintains the temporal rhythm and sequence of Assembly and Council on the sound basis of the acknowledged IHO Work Programme, Budget and revised IHO Strategy for the forthcoming period 2021 - 2023.

Colombia (VOTE = YES)

Colombia se adapta a las condiciones actuales sin ningún inconveniente.

Translation:

Colombia adapts to the current conditions without any inconvenience.

Comments by the Secretary-General:

Noted.

Democratic People's Republic of Korea (VOTE = YES)

We consider that alternative conduct of the 2nd SESSION as remote events proposed by IHO Secretary-General due to the global COVID-19 outbreak is appropriate way in current situation. We approve that the 2nd Assembly itself will be conducted as remote events but think that it mismatches to discuss the proposal on the future of S-23. It shows that the event format and timeline for the Assembly are too insufficient for consensus by all Member States on the proposal. Therefore we are to present our position on the above mentioned proposal to the IHO Secretary-General and the Chair of the 2nd Session of the IHO Assembly in future.

Comments by the Secretary-General:

Noted.

France (VOTE = YES)

Provision 21. d. (English as the sole working language) is not satisfactory, it is a worst-case scenario that France accepts because of the Difficulty in setting up a translation service within a deadline now quite short. On the other hand, this argument cannot be used on a future occasion. France is concerned about a deterioration in the treatment of the French language in the IHO instances, as in the French version of the new IHO website which does not seem to receive the same attention that the English version of the site (missing documents, links not included in the functional...).

Comments by the Secretary-General:

The French position related with future occasions with regard to the provisions in both IHO official languages English and French is noted. The Secretariat is aware of the deficiencies of the French version of the renewed IHO website and is already working on improvements aiming to achieve full similarity between the English and the French version.

Indonesia (VOTE = YES)

Indonesia agrees to hold assembly meeting and council meeting to be held by teleconference also for all implementing arrangements that has been compiled by IHO Secretariat.

Comments by the Secretary-General:

Noted.

Malta (VOTE = YES)

In principle Malta agrees to the proposals however Malta has some reservations with regards to proposal Item F. Malta recognizes the proposal as a serious attempt to improve the current definition of hydrographic interest, however Malta also notes the effort already undertaken by the SPWG between 2005 and 2006 and their recommendation to use a simple method such as the registered tonnage.

Comments by the Secretary-General:

The Secretary-General proposes Malta to express its reservations under the relevant Agenda item of the forthcoming Assembly session.

Montenegro (VOTE = NO)

Montenegro proposes a negative PCR test for all delegates as a mandatory condition for attending the IHO assembly. We think that is much better option than remote events.

Comments by the Secretary-General:

The Secretary-General repeats his view that the continuing global effects of the COVID-19 pandemic, with several national limitations of administrative services and travel constraints such as availability of flights and follow-up quarantine measures, do not allow the holding of the postponed Assembly and Council as face-to-face events in Monaco.

Republic of Korea (VOTE = YES)

If only one account is to be allowed for each delegation to take the floor at the virtual 2nd session of the IHO Assembly and the virtual 4th meeting of the Council, we would like to be given additional live-stream accounts so that the rest of our delegation may watch the Assembly session and the Council meeting.

Comments by the Secretary-General:

The Secretariat is currently working on the technical details of the conduct of the Assembly session as remote event and will take this option into consideration.

Thailand (VOTE = NO)

VTC is not suitable for the huge group meeting such as IHO assembly (A2). This meeting is portentous. It has many topics that require a discussion so it would be better if this meeting will be postpone.

Comments by the Secretary-General:

Before proposing the current approach, the Secretary-General carefully considered how to comply at best with the rules of the Convention and the General Regulations with regard to the proper function of the Assembly and the Council as the subordinate organ. Since the further development of the global and local situation for Covid-19 was and still is difficult to predict, the Secretary-General finally arrived to an arrangement which takes example on the conduct of sessions of comparable decisive bodies of the UN system.

This arrangement maintains the temporal rhythm and sequence of Assembly and Council on the sound basis of the acknowledged IHO Work Programme, Budget and revised IHO Strategy for the forthcoming period 2021 - 2023.

United Kingdom (VOTE = YES)

The UK fully supports the proposed arrangements detailed in ACL17/20.

Comments by the Secretary-General:

Noted.

United States of America (VOTE = YES)

The US supports the Directing Committee recommendations as outlined in paragraph 6 (points a through g) of ACL29/2020 for the purposes of convening the A-2 and C-4 meetings in November 2020. This concurrence at this time and in these special circumstances should not convey an impression setting precedent for future circumstances.

The U.S. suggests the Secretariat extend an invitation to the Council and IRCC/HSSC Committee Chairs to attend the A-2 in person as a standing courtesy.

The U.S. also recommends the Directing Committee consider establishing a drafting group at the earliest opportunity to review the applicable governing documents (Rules of Procedure, etc...) of the IHO and develop amendments or revisions to be reviewed for decision at A-3 that will address future potential contingencies for the governance of the IHO should extreme circumstances, such as the global community finds itself currently with COVID-19, arise again. Additional guidance on the more routine use of virtual teleconferences should also be considered in IHO governance.

The U.S. looks forward to the Assembly and can assist as needed.

Comments by the Secretary-General:

The invitation to the Council and the IRCC and HSSC Chairs to attend the A-2 in person is one of the intentions of the Secretariat according to point 11. of ACL29 / 2020.

The Secretariat continues to monitor the evolution of the COVID-19 pandemic and, in accordance, remains flexible in the application of the existing Rules of Procedures to the situation at hand. It is the view of the Secretariat that the establishment of a drafting group to expand or amend applicable Basic Documents of the IHO would require approval of the Assembly placing such a task to the Council.

Cumulative List of Assembly Decisions as of 24 September 2020

Decision No.1 of A-2, 2020 is
The Assembly, following a special voting procedure depicted in ACL 20/2020 and reported in ACL 25/2020, elected Rear Admiral Luigi SINAPI (Italy) to a post of Director for a term of office of six years starting on 1 September 2020.
Decision No.2 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the interpretation that the Council has the authority to request and consider proposals submitted by Member States or the Secretary-General and confirmed that the Council is entitled to propose amendments to the General Regulations of the IHO for Member States' approval.
Decision No.3 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the final proposal compiled by the Secretary-General on the revision of Articles 14, 15, 20 and 25 of the General Regulations of the IHO (ACL 26/2020 refers).
Decision No.4 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the final proposal compiled by the Secretary-General on the revision of Clause (c) of Article 16 of the General Regulations of the IHO – Hydrographic Interest (ACL 26/2020 refers).
Decision No.5 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved Table of Tonnages, Shares, Contribution and Votes (2021-2023) (Assembly Document – A2_2020_G_03_EN - Table of Tonnages, Shares, Contribution and Votes (2021-2023))
Decision No.6 of A-2, 2020 is
The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved Revision of Rule 12 of the Rules of Procedure of the IHO Council and consequence on Rules 8 and 11 - Timing of Election of the Chair and Vice-Chair.

Decision No.7 of A-2, 2020 is
<p>The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the establishment of an IHO strategy and resolution for gender-inclusive language.</p> <p>The Assembly tasked the Secretary-General to:</p> <ul style="list-style-type: none"> - to conduct a comprehensive review of the IHO Basic Documents and Resolutions, adopting the UN Guidelines on Gender-inclusive Language, and to provide draft revisions of IHO Publications M-1 and M-3 for the consideration of the Assembly at the next ordinary session (A-3). - to monitor the IHO's progress towards the implementation of the UN Guidelines on Gender-inclusive Language to all IHO documentation and communications and report to the Assembly at the next ordinary session (A-3).
Decision No.8 of A-2, 2020 is
<p>The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the establishment of the joint IHO-Singapore Innovation and Technology Laboratory in Singapore to coordinate and testbed initiatives under the proposed composition, governance structure and terms of reference for the governing board and the management team.</p> <p>The Assembly tasked</p> <ul style="list-style-type: none"> - the Secretariat as well as the Chairs of HSSC and IRCC to represent the IHO on the governing board and report regularly to the Council; - the Council to advise the governing board of the laboratory on other themes and projects regarded as supportive to the IHO Work Programme.
Decision No.9 of A-2, 2020 is
<p>The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved the Revision of the IHO Resolution 2/1997 – Establishment of Regional Hydrographic Commissions (RHC) (Assembly Document A2_2020_PRO3-1_EN_Res_21997_cc_v1).</p>
Decision No.10 of A-2, 2020 is
<p>The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, approved Revision of the IHO Resolution 1/2005 - IHO Response to Disasters (Assembly Document A2_2020_PRO3-2_EN_Res_12005_cc_v1)</p>
Decision No.11 of A-2, 2020 is
<p>The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, confirmed the option to convene Council meetings regularly at the IHO Secretariat until the Council decides otherwise.</p>
Decision No.12 of A-2, 2020 is
<p>The Assembly, following the approved voting procedure by correspondence as reported in ACL 19/2020, confirmed the adoption of the effective implementation of the Revised Strategic Plan keeping in mind to apply the principles of ISO 9001 as the main theme of supervision and control of the Council until Assembly 3 (A-3).</p>

Decision No 13 of A-2, 2020 is
The Assembly reviewed and endorsed the selection process for the Council as proposed in IHO CL 52/2019 Rev1 and approved the composition of the Council set out in Annex A of IHO ACL 28/2020 for the period 2020-2023 (until the 3 rd session of the Assembly).
Decision No 14 of A-2, 2020 is
The Assembly tasked the new Council to consider the best way forward with proposals A-2 PRO-1.4 and A-2 PRO-1.5 on the definition of hydrographic interest and report to A-3 in 2023 and empowered the Council to establish a working group for this specific purpose.
Decision No 15 of A-2, 2020 is
The Assembly approved to move the thematic session on the celebrations of the one hundred years of IHO's existence to the activities planned for the World Hydrographic Day on 21 June 2021.



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 31
16 October 2020

2ND SESSION OF THE IHO ASSEMBLY (A-2)
Monaco, 16-18 November 2020

**2ND SESSION OF THE IHO ASSEMBLY AS A REMOTE EVENT – LOGISTIC
ARRANGEMENTS**

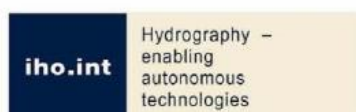
Reference:

- A. IHO ACL 30/2020 dated 23 September 2020 – Approval of the alternative conduct of the 2nd Session of the IHO Assembly and 4th meeting of the Council as remote events
- B. IHO ACL 29/2020 dated 21 August 2020 Rev1 – Alternative conduct of the 2nd Session of the IHO Assembly and 4th meeting of the Council as remote events
- C. IHO ACL 11/2020 dated 9 December 2019 – Approval of the Lists of invited observers
- D. IHO ACL 7/2020 dated 28 August 2020 Rev 1 – Invited observers
- E. IHO FCCL 03/2019 dated 03 October 2019 – Meeting of the Finance Committee

Dear Hydrographer,

1. Reference A announced that the 2nd Session of the IHO Assembly and 4th meeting of the Council will be conducted as remote events, due to the exceptional circumstances imposed by the COVID-19 pandemic. The decisions adopted for the events are listed in point 4 of Reference A.

2. The draft Agenda of the 2nd Session of the Assembly (16 – 18 November) is provided in Annex A. The Assembly will be preceded by the *Finance Committee meeting and Heads of delegation meeting* on 12 November 2020 and followed by the *4th meeting of the Council* on 19 November 2020. This ACL addresses the arrangements for the Finance Committee meeting, the Heads of delegation meeting and the 2nd Session of the Assembly only, a separate communication will be circulated covering the arrangements for the 4th meeting of the Council.



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3. The logistic arrangements (registration, webinar information, access) for the conduct of the remote events are as follows:

a. Registration:

- It is requested that – no later than **9 November 2020** – all registrations per IHO Member State be completed for the three events listed in paragraph 3, using the "IHO On-line Registration" system (creation of user account if not yet in existence, record of their own ID and password in their own files, then complete the registration in the selected Assembly event), indicating the email address to be used to receive the link for the Virtual TeleConference (VTC) events (each registration should have a different email address and the role of each should be provided to allow the identification of the respective Head of Delegation from each Member State).
- The system is available at the following link:
http://online.iho-khoa.kr/_cbm/conference/conference.asp
- In case of difficulties with the registration system, an email should be sent to the IHO Secretariat (info@iho.int), indicating:
 - Subject: "Assembly-2 VTC events" registration
 - Text: Country and/or Organization, Name, First Name, Role, email address (to be used for the VTC event)

Due to the potentially high number of participants, the number of registered email addresses per single event is kindly requested to be limited, in general, as follows:

- *Finance Committee meeting*: 2 registered email addresses per IHO Member State
- *Heads of delegation meeting*: reserved only to the Heads of IHO Member State delegations
- *2nd Session of Assembly*: 4 registered email addresses per IHO Member State and 1 registered email address per Invited Observer (as per the list approved with References C and D)

Any additional registration request should be supported with explanatory justification to the IHO Secretariat (info@iho.int) no later than **9 November 2020**.

b. Webinar information:

- During the VTC events, the "GoToWebinar" system will be used and the sessions will be recorded.
- After registration and prior to the start of each daily event an email with the VTC meeting link "Join Webinar" will be sent to each registered email address (additional information can be found in Annex B). The instructions to join the VTC session are provided in Annex C.

c. Access:

- Once connected to the VTC session, each Head of Delegation will have the ability to intervene and speak during the VTC session or nominate another speaker, following the instructions provided in Annex D.
- During the VTC sessions, all the documents (papers, presentations, etc.) related to the session items (cf. Point 12 of Reference B) will be handled and managed by the IHO Secretariat.
- It is important to observe and respect the instructions listed at Annex D. In particular the duration of each intervention should not exceed the maximum of 2 minutes.

4. A technical test of the system's infrastructure and communications will be conducted respectively on 10 and 11 November with the system opened at the following periods 09:00-11:00 and 15:00-17:00 (CET / UTC+1) and before the start of each Assembly session, as reported in the draft Agenda in Annex A. It is highly recommended to join the testing phase by means of the email address registered and the hard- and software installations envisioned to be used at the Assembly session.

Yours sincerely,



Mathias JONAS
Secretary-General

Annex A: 2nd Session of IHO Assembly draft Agenda
Annex B: Registration process
Annex C: Instructions to join a VTC session
Annex D: Instructions to intervene in a VTC session

2nd SESSION OF THE IHO ASSEMBLY
VTC, 16-18 November 2020
DRAFT AGENDA

Item	Time (CET / UTC+1)	Date / Description	Document
		Thursday 12 November	
	12:30 – 13:30	Technical testing of communication infrastructure (GoToWebinar system)	
	13:30-14:45	Finance Committee Meeting	
FC-1	13:30-13:45	Opening of the meeting	
FC-2		Adoption of the Agenda	FCCL02/2020
FC-3		Election of the Chair and Vice-Chair	
FC-4	13:45-14:00	The Financial report for the term 2017 – 2019	A2_2020_F_01_EN A2_2020_F_02_EN
FC-5	14:00-14:10	Implementation of the budget for 2020	
FC-6	14:10-14:25	The 3 years' budget 2021 – 2023	A2_2020_G_03_EN Proposal 1.7
FC-7	14:25-14:35	The annual budget for 2021 to be proposed to the Council for approval	C4-05.3A
FC-8	14:35-14:45	Report to Assembly – Closure of the meeting	
	14:45-15:00	Break	

Item	Time (CET / UTC+1)	Date / Description	Document
		Thursday 12 November	
	15:00-15:30	Heads of delegation meeting	
		<i>SG welcomes Member States, introduces the Assembly Chair and explains the format and procedures of the Assembly session as a remote event</i>	ACL 26/2020
		<i>Designation of the Vice-Chair of the Assembly</i>	ACL 27/2020
		<i>General overview of the Agenda</i>	ACL 29/2020 Rev1
		<i>Records of the Session, circulation of documents, role of Rapporteurs</i>	ACL 30/2020
		<i>Any other business</i>	ACL 31/2021 A2_2020_G01_EN

Item	Time (CET / UTC+1)	Date / Description	Document
		Monday 16 November	
	12:45-13:15	Communication testing	
	13:15-16:30	Assembly Session No. 1	
1	13:15-13:35	Opening remarks	
		<i>Welcome address by the Chair of the Assembly</i>	
		<i>Assembly Opening Address by HSH Prince Albert II of Monaco</i>	Recorded video
		<i>Address by the Secretary-General</i>	
		<i>Adoption of the Agenda</i>	A2_2020_G01_EN
2	13:35-13:45	<i>Assembly Chair (AC) briefs participants on the list of ex post facto Assembly decisions in view of the List of Proposals to A-2</i>	List of Proposals to A-2 ACL30/2020 Annex B
3	13:45-14:15	<i>Council Chair presents Council report</i>	A2_2020_G_05_EN
	14:15-14:45	<i>AC refers to the Red Book and calls for additional comments</i>	A2_2020_G_02_EN

Item	Time (CET / UTC+1)	Date / Description	Document
	14:45-15:00	Break	
4	15:00-15:30	<i>REVISED STRATEGIC PLAN update: Council Chair supported by Chair SPRWG briefs the audience</i>	A2 - Proposal 1.8 Decision A2/12 - ACL27/2020
	15:30-15:45	<i>AC refers to the Red Book and calls for additional comments</i>	A2_2020_G_02_EN
5	15:45-16:15	<i>S-23: Secretary-General briefs on his report on the informal consultation process for the future of the publication</i>	A2 - Proposal 1.9
	16:15-16:30	<i>AC refers to the Red Book and calls for additional comments – End of Session 1</i>	A2_2020_G_02_EN

		Tuesday 17 November	
	13:00-13:15	Communication testing	
	13:15-16:30	Assembly Session No. 2	
6	13:15-13:30	<i>Update on HSSC: HSSC Chair briefs the audience on the outcome of the recent HSSC meeting in October 2020</i>	HSSC report (to be finalized)
	13:30-13:45	<i>AC calls for comments</i>	
7	13:45-14:30	<i>S-100 Implementation Strategy - PRO 2.1, PRO 2.2 and PRO 2.3: AC refers to the three Proposals and related Red Book comments</i>	A2 - Proposals 2.1, 2.2 and 2.3 A2_2020_G_02_EN
	14:30-14:45	<i>AC calls the Secretariat and others for additional comments</i>	A2 - Proposals 2.1, 2.2 and 2.3
	14:45-15:00	Break	
8	15:00-15:30	<i>Update on IRCC: IRCC Chair briefs the audience on the outcome of the recent IRCC meeting in October 2020</i>	IRCC report (to be finalized)
9	15:30-16:00	<i>S-100 Implementation Strategy consolidation</i>	A2 - Proposals 2.1, 2.2 and 2.3
10	16:00-16:30	<i>E-Learning Center: AC calls for comments and refers to PRO 3.3 and related Red Book comments – End of Session 2</i>	A2 - Proposal 3.3 A2_2020_G_02_EN

Item	Time (CET / UTC+1)	Date / Description	Document
		Wednesday 18 November	
	12:45-13:15	Communication testing	
	13:15-16:30	Assembly Session No. 3	
11	13:15-13:45	<i>IHO Secretariat briefs the audience on significant issues and updates raised by the RHC and HCA reports and refers to the application process of the IHO Resolution 2/1997 as amended by A-2</i>	A2_2020_G_06_EN A2 - Proposal 3.1
	13:45-14:30	AC calls for comments	A2_2020_G_06_EN A2 - Proposal 3.1
12	14:30-15:00	<i>Finance Committee report: Secretary General as Finance Committee Secretary comments on the outcomes of the Finance Committee Meeting.</i>	A2_2020_G_03_EN _Rev1 A2_2020_F_01_EN A2_2020_F_02_EN A2_2020_F_03_EN
	15:00-15:15	Break	
13	15:15-15:30	<i>Secretary General presents the IHO Work Programme and Budget 2021-2023</i>	A2 - Proposal 1.7
	15:30-15:45	<i>AC calls for comments on the IHO Work Programme and Budget 2021-2023</i>	A2 - Proposal 1.7
14	15:45-15:50	AC proposes <ul style="list-style-type: none"> - a resolution expressing gratitude to the Host country, - adoption of the Seating Order of A-2 to be applied for A-3 	A2_2020_G_08_EN _Rev1
15	15:50-16:20	AC review the List of Actions	
16	16:20-16:30	Date of the 3rd Assembly Session 2023 – Closure of the Assembly	

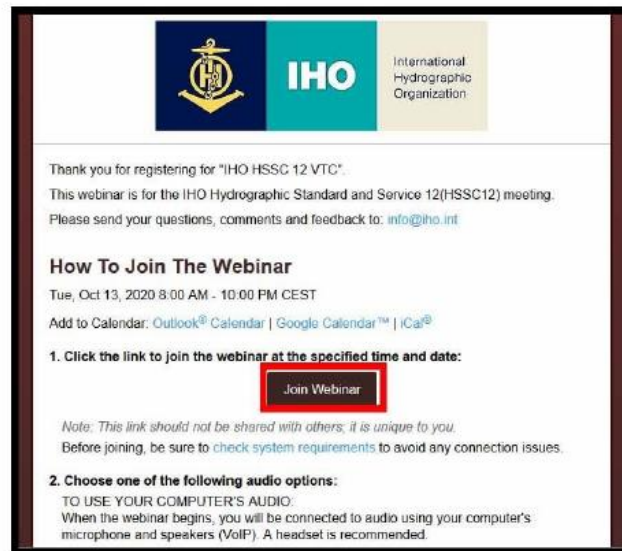
REGISTRATION PROCESS

1. Participants in the Assembly are required to be registered through the IHO online registration system, creating a user account (if not existing yet); record of their own ID and password in their own files; then do the registration in the selected IHO event (Finance Committee meeting, Heads of Delegation Meeting and 2nd Session of Assembly).
http://online.iho-khoa.kr/_cbm/conference/conference.asp
2. Registered Participants, as indicated above, will then be registered into the GoToWebinar system by the IHO Secretariat. No additional action by the registered participants is required here!
3. The GoToWebinar system will use the registered email address to provide the instructions with the link to Join the Webinar. An email containing instructions how to join will be sent to any registered participant each morning of the VTC session days.
4. To receive these instructions (with link to connect), please make sure that the email address provided in the registration process is the one that will be used on the day of the VTC sessions. If this is not feasible for whatever reasons, please send the new email address to: info@iho.int using the following Subject and Message body texts:
 - Subject: "Assembly-2 VTC events" registration
 - Text: Country and/or Organization, Name, First Name, Role, email address (to be used for the VTC event).

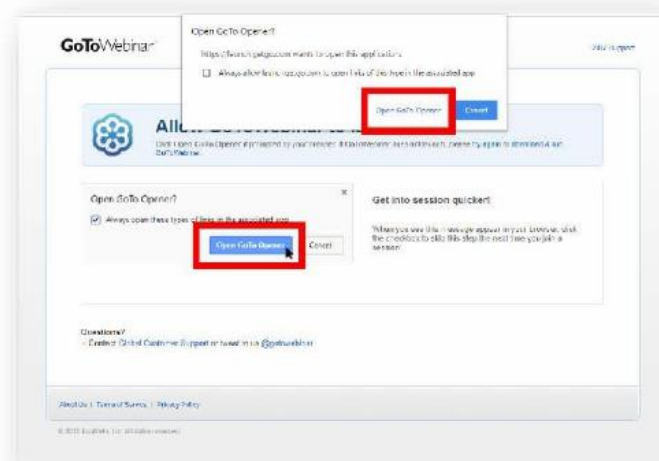
Bear in mind that for the use of the latter option, is not necessary to do any change in the IHO user account in the IHO online registration system!

INSTRUCTIONS TO JOIN A VTC SESSION

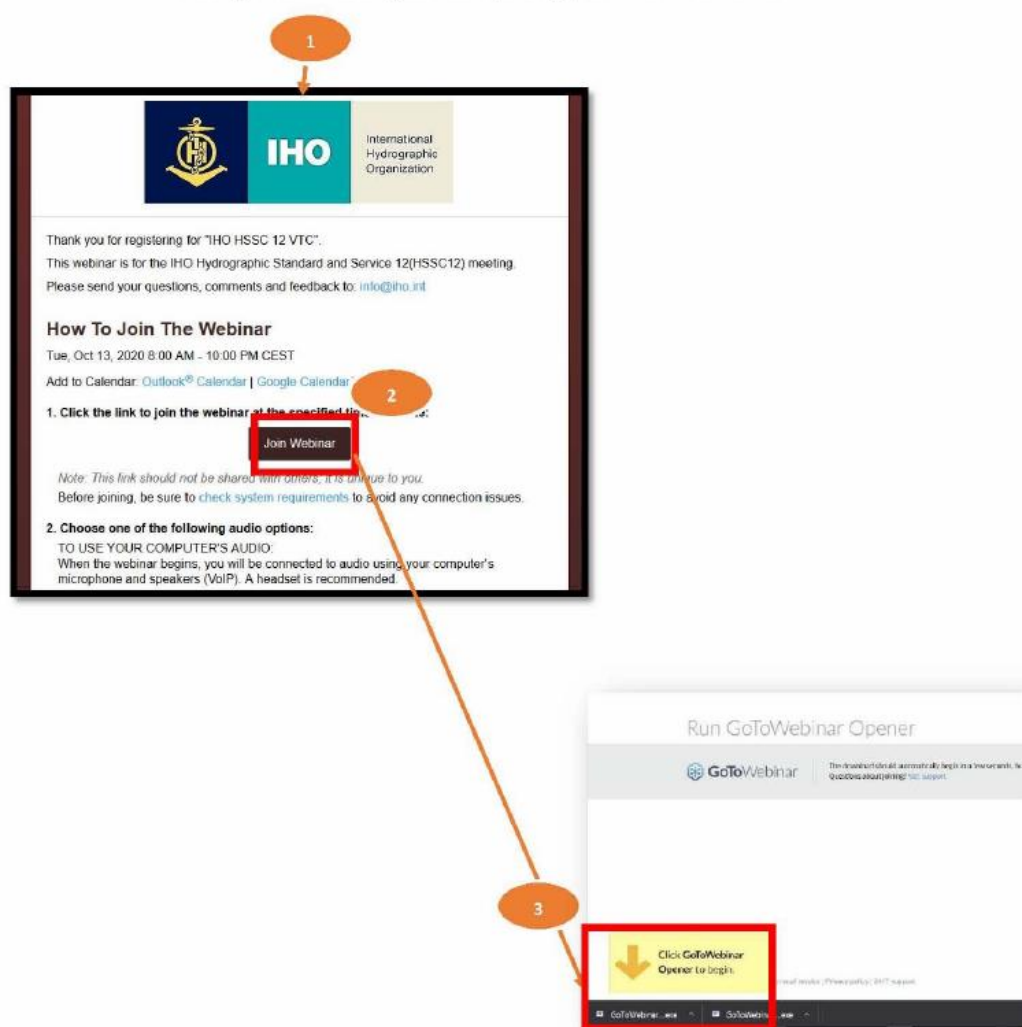
Step 1: The IHO Secretariat sends instructions via email in box below, providing the VTC meeting link “Join Webinar” before the beginning time of the VTC session:



Step 2: The attendee click the link “Join Webinar”, then click on “Open GoToOpener” twice to join the VTC session:



Step 3: In the case you do not have the gotomeeting/gotowebinar* application already installed on your computer, proceed as follows:



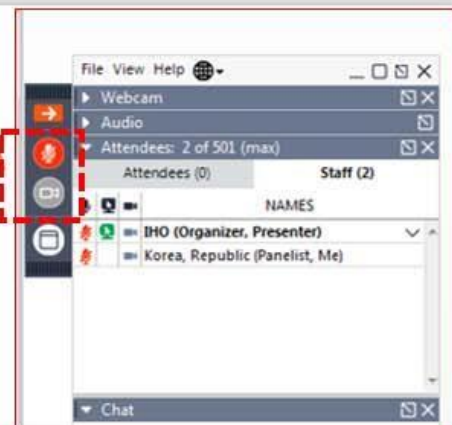
INSTRUCTIONS TO INTERVENE IN A VTC SESSION

Step 1: Once connected:



1. Please expand the
Gotowebinar Menu/Toolbox

2. Please **Mic [Muted]** and **Camera [OFF]** during the meeting.



Step 2: To have the floor and intervene:

When you want to speak, turn **Camera [ON]** and type "**Floor**" in the Chat tab. When Chair gives you the floor, then **Mic [Unmuted]**.

** Please keep in mind returning your Mic [Muted] and Camera [Off]*

