**PRELIMINARY INFORMATION / QUESTIONNAIRE**

**Technical Visit to: [*coastal State*]**

**INTRODUCTION**

The purpose of an IHO assessment visit is to consider the status of hydrographic services in the country and advise on how the situation can best be improved so the State can meet its international obligations for hydrography and at the same time contribute to safety of life at sea and protection of the marine environment as well as providing long-term improvements in national infrastructure and economic wealth.

The International Convention on the Safety of Life at Sea (SOLAS) places an obligation under international treaty law for all signatory nations, which includes [*Coastal State*], to ensure that appropriate hydrographic services are provided. This means that the government of [*Coastal State*] is responsible for ensuring that:

• Maritime Safety Information (MSI) is promulgated,

• Hydrographic Surveys are carried out.

• Nautical Charts and other Nautical Publications are prepared and available,

• Nautical Charts and other Nautical Publications are kept up to date,

The United Nations Convention on the Law of the Sea (UNCLOS) and various Resolutions of the UN General Assembly also recognize the importance of hydrography and commit Member States of the UN to recognize their responsibilities for hydrography.

For further information, consult IHO Publication M-2 - *The need for national hydrographic services*, freely available from the Download section of the IHO website ([www.iho.int](http://www.iho.int)).

**Technical Visit to: [*coastal State*]**

**QUESTIONNAIRE**

To assist in making the technical assessment visit successful, please return the following information to:

[*Names and emails of the Technical Team*]

Head of Delegation: *[Rank … Name … Surname – Organization / Position]*

Email: *[Email address]*

Telephone: *[Telephone number]*

Mobile: *[Mobile number]*

Assistant of Delegation: *[Rank … Name … Surname – Organization / Position]*

Email: *[Email address]*

Telephone: *[Telephone number]*

Mobile: *[Mobile number]*

*If an answer is not known please insert “NK”*

*If the question is not applicable, please insert “NA”*

1. **Details of the Respondent**
* Title or rank: *[Title or rank of the Respondent]*
* Name: *[Name of the Respondent]*
* Organization: *[Name of the Organization]*
* Geographical Address: Latitude *[dd mm.d']*,Longitude: *[dd mm.d']*
* Postal Address: *[Postal address]*
* Email: *[Email address]*
* Other contact information (Email, fax, etc.): *[Enter information]*
1. **Existing Capability**

**Are the following hydrographic services provided for your country at present (YES/NO/NK)?**

If YES, indicate which organization (or third country) is responsible for the service. If the service is provided through a third country, indicate if the responsibilities are defined in a formal agreement and provide the relevant references if possible.

* Maritime Safety Information (MSI)?
* Nautical paper charts?
* Electronic Navigational Charts (ENC)?
* Tide Tables?
* Tides / water level measurement?
* Hydrographic Surveys?
* Topography Mapping / Cadastral
* Topographic Surveys
* Inland Waterways

**What do you suggest improving the situation (will then be discussed during the visit)?**

1. **Which (if any) departments in your country have personnel with competencies in:**
* hydrographic surveying
* nautical charting
* geospatial data management
* tides /water level measurement
* topographic surveying and mapping
* digital elevation modeling
* aerial and/or satellite image processing and mapping
1. **For each category available in your country, what is the general level of skill of the staff, including qualifications and training history?**

**What do you suggest improving the situation?**

1. **Is there any equipment / platform (such as ship or aircraft) available in your country for:**
* promulgation of Maritime Safety Information (MSI)?
* hydrographic surveying?
* nautical cartography?
* tidal observations?

**What do you suggest improving the situation?**

If applicable and possible, provide details of equipment and software, for example. ships or vessels, echo-sounders; DGPS stations; tide gauges; data acquisition, processing and management software; cartographic / topographic workstations; GIS tools; etc.

1. **Existing Programmes**

Is there any awareness at the national level of the status of hydrographic surveys and nautical charting as assessed in IHO Publication C-55?

(<http://www.iho.int/iho_pubs/CB/C-55/index.html>)

Are there any national plans in place for developing hydrography and/or management of the coastal zone?

**What do you suggest improving the situation?**

1. **International Cooperation**

Are there any bilateral or regional arrangements in place to assist in the provision of national hydrographic services?

**What do you suggest improving the situation?**

1. **Institutional Framework**

**Who are the mapping and research agencies that you think should be involved in the establishment or improvement of hydrographic capacity in your country (provide addresses, points of contact, phone, fax, e-mail)?**

1. **In your country, what are the organizational and administrative structures that look after:**
* maritime transport?
* inland waterborne transport?
* mapping?
* national development and infrastructure?
* prevention of marine disasters (storms, coastal floods, etc.)?
* representation at the International Maritime Organization (IMO)?
* representation at the Intergovernmental Oceanographic Commission (IOC)?
* representation at the International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA)
1. **In your country, what are the ministries and other national authorities / administrations / institutions potentially concerned with the provision and use of hydrographic services (provide designation, address, phone, fax, e-mail)?**
2. **What do you think is the level of awareness and priority in government and at the higher levels of the administration regarding the importance and value of hydrography to the country?**

**What do you suggest improving the situation?**

1. **Please describe the nature of any interagency cooperation with regard to hydrography, as you understand it.**

**What do you suggest improving the situation?**

1. **In your opinion, who should be, or is, designated by the government as responsible for the proper provision of hydrographic service in your country (position, address, phone, fax, e-mail)?**