

CB Procedure 7

APPLICATION FORM

IHO CAPACITY BUILDING PROJECT

CANDIDATE APPLICATION FORM

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| 1. Project characteristics (filled by the IHO Secretariat or project leader) | | |
| Type of project: | | Choose the type of your project |
| Name of the project: | | Enter the name of the project |
| Venue: | | Country - City - Department/State/Region if applicable |
| Period: | | From Starting date to Finishing date |
| 2. Personal information (filled by applicant) | | |
| Title: | Choose your title | |
| Family name: | Enter your family name | |
| First name: | Enter your first name | |
| Nationality: | Enter your nationality | |
| Date of birth: | Enter your date of birth | |
| Place of birth: | Enter your place of birth | |
| 3. Address direction (filled by applicant) | | |
| Address: | Enter the street number | |
| Enter the complement | |
| City – Enter the postal code | |
| Country | |
| Telephone: | (Country code) phone number | |
| Fax: | (Country code) fax number | |
| e-mail | Enter an e-mail address | |
| 4. Present position and description of duties (filled by applicant) | | |
| Describe here your current position in the organization and a short description of your duties (maximum 5 lines) | | |
| 5. Experience in Hydrography and Cartography (filled by applicant) | | |
| Describe here your past experience in Hydrography and Cartography, with emphasis in the ones related to the project (maximum 7 lines) | | |
| 6. Candidate's future plans for application of the training/participation (filled by applicant) | | |
| Describe here your future plans for application of the training or participation in technical events (maximum 5 lines) | | |
| 7. Date and signature of the applicant | | |
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Attachment: Candidate's Curriculum Vitae (if requested in the call for nomination)

STATEMENT BY THE NATIONAL HYDROGRAPHER

Or

APPROPRIATE NATIONAL AUTHORITY

The **Hydrographer** (Type here if not the Hydrographer) of (type here the name of the country) requests the IHO to consider this Application Form and confirms that he/she is fully aware of the following conditions which apply to this application:

1. The candidate (if selected) once the training has been successfully completed, he/she will continue to work in the field of the training received.
2. The IHO Capacity Building Fund will support the items so agreed and indicated in the relevant Circular Letter or Invitation Letter.
3. Insurances, visa and any other expenses are not covered by the IHO Capacity Building Fund. They are the responsibility of the institution submitting the application.
4. Should a selected candidate not be able to participate in the course for any reason he/she will be replaced by a candidate from the waiting list and **NOT** by an applicant from the same country.
5. Passport and Visa are the responsibility of the applicant or the applicant’s administration.
6. Where the IHO Secretariat is informed less than 1 month before the start of the course that a selected candidate is unable to participate in the course, his/her sponsoring institution will be required to refund the IHO Capacity Building Fund any expenses already incurred by the IHO.

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| Date: Signature date | Name: National Hydrographer/authority name |
| Signature: |  |

The Application Form should reach the IHO Secretariat **no later than** Due date and should be addressed to:

CBSC Secretary

International Hydrographic Bureau

Email: [cba@iho.int](mailto:cba@iho.int) with copy to [info@iho.int](mailto:info@iho.int)

or Fax: +377 93 10 81 40