

# **1<sup>ST</sup> SESSION OF THE IHO ASSEMBLY**

**Monaco, 24-28 April 2017**



**PROPOSED REVISION OF  
IHO RESOLUTION 12/2002**

**Submitted by the Secretary-General**



**PROPOSED REVISION OF IHO RESOLUTION 12/2002****Version approved by EIHC-4**

PLANNING CYCLE	12/2002 as amended	EIHC 4	T5.1
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The Organization shall prepare two plans to guide its work.

The Strategic Plan shall be for an indefinite period, and shall be reviewed at each ordinary session of the Assembly.

The 3-year Work Programme shall look three years ahead, and shall be reviewed annually.

**Planning Cycle for the Strategic Plan**

Y-12 (Apr): The Secretary-General invites Member States (MS), HSSC and IRCC to submit proposals to update the Strategic Plan.

Y-08 (Aug): The Secretary-General circulates proposals on strategic issues to all MS.

Y-05 (Nov): MS provide comments to the Secretary-General in relation to the proposals.

Y-04 (Dec): The Council reviews the comments and drafts a proposal to confirm, amend or revise the Strategic Plan.

Y (Apr): At the Assembly, the Council proposal is discussed, amended and decided upon in Plenary.

Y+02 (Jun): The Secretary-General circulates the updated Strategic Plan to MS.

Notes:

1) Rules of Procedure of the Assembly No. 4 and No. 9 apply.

2) "Y" means the year of the ordinary session of the Assembly, and the numbers are months before (-) or after (+).

**Planning Cycle for the 3-year Work Programme**

The 3-year Work Programme will be reviewed on a yearly basis.

Y (Jan): The corresponding Annual Programme enters into force.

Y+04 (Apr): The Council evaluates the accomplishment of the preceding year's Work Programme, and reports to MS, through the "IHO Annual Report", reviews the Work Programme upcoming years, proposing changes (if needed) to the Programme in force and budgetary adjustments issuing from those changes, within the limits of the approved 3-year Budget.

Y+06 (Jun): MS provide the Secretary General with comments and proposals, if any, for changes to the Programme in force.

Y+08 (Aug): The Secretary-General submits to the Council for approval the draft Programme and Budget for the upcoming year.

Y+12 (Dec): The Council approves the draft Programme and Budget and the Secretary-General issues CL with the final version of the Programme and Budget.

Y+12 (Jan): The corresponding Annual Programme enters into force, and the Cycle is repeated.

During Assembly years, Article V (e) (v) of the Convention will apply and the Council will submit the new Work Programme and associated 3-year budget for the intersessional period 4 months before the opening of the session. The Work Programme and proposed 3-year Budget will be discussed and

approved by the Assembly and will enter into force on 1<sup>st</sup> January of the year following the session. Then the Planning Cycle as described above will apply.

Note: “Y” means years.

## Version proposed to A-1

PLANNING CYCLE	12/2002 as amended	[A-1]	T5.1
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The Organization shall prepare three plans to guide its work:

1. The Strategic Plan that shall be for an indefinite period, and shall be reviewed at each ordinary session of the Assembly.
2. The 3-year Work Programme that shall commence in the year following an ordinary session of the Assembly and be reviewed and revised annually by the Council.
3. The 3-year Budget that shall commence in the year following an ordinary session of the Assembly and be reviewed and revised annually by the Council.

### Planning Cycle for Assembly Years

“A” means the date of the ordinary session of the Assembly; the numbers are months before (-) or after (+) that date.

- April (A-12) The Council evaluates by correspondence the accomplishment of the preceding year’s Work Programme and Budget presented by the Secretary-General, and reports to Member States (MS), through the *IHO Annual Report*, reviews the Work Programme upcoming years, inviting the Secretary-General, the HSSC and IRCC to consider changes (if needed) to the Programme in force and budgetary adjustments issuing from those changes, within the limits of the approved 3-year Budget.
- by June (A-10) MS, HSSC and IRCC submit proposals to update the Strategic Plan and develop the next 3-year Work Programme and 3-year Budget.  
HSSC and IRCC provide the Secretary-General with comments and proposals, if any, for the next annual Work Programme and Budget.
- August (A-08) The Secretary-General takes in to account the input from MS, HSSC and IRCC and:  
- submits proposals on the Strategic Plan to the Council, and  
- submits a proposed 3-year Work Programme and 3-year Budget to the Council and to the Finance Committee.
- September (A-07) The Finance Committee provides any comments on the proposed 3-year Work Programme and the 3-year Budget to the Secretary-General for consideration by the Council.
- October (A-06) The Council:  
- reviews the proposals on the Strategic Plan, the proposed 3-year Work Programme and Budget and drafts proposals for the Assembly; and  
- approves the forthcoming annual Work Programme and Budget.
- By December (A-04) The Secretary-General provides a report of the preceding Council meeting to MS.
- By February (A-02) The Council evaluates by correspondence the accomplishment of the preceding year’s Work Programme and Budget presented by the Secretary-General, and

		agrees on amendments, if and as required, to the proposed 3-year Work Programme and Budget and to its proposals for the Assembly.
April	( A )	The Secretary-General provides the <i>IHO Annual Report</i> for the preceding year to the MS.  At the Assembly, the proposals from the Council are discussed, amended and decided upon in Plenary.
July	(A+03)	The Secretary-General circulates the updated Strategic Plan, 3-year Work Programme and 3-year Budget to MS as part of the <i>Proceedings</i> of the Assembly.
January	(A+09)	The 3-year Work Programme and 3-year Budget enter into force.

### **Planning Cycle for non-Assembly Years**

January		The annual Work Programme and Budget enter into force.
April		The Council evaluates by correspondence the accomplishment of the preceding year's Work Programme and Budget presented by the Secretary-General, and reports to MS, through the <i>IHO Annual Report</i> , reviews the Work Programme upcoming years, inviting the Secretary-General, the HSSC and IRCC to consider changes (if needed) to the Programme in force and budgetary adjustments issuing from those changes, within the limits of the approved 3-year Budget.
By June		HSSC and IRCC provide the Secretary-General with comments and proposals, if any, for the next annual Work Programme and Budget.
August		The Secretary-General takes in to account the input from HSSC and IRCC and the results of the audited accounts for the previous year and submits a draft Work Programme and Budget for the following year to the Finance Committee for information and to the Council for approval.
October		The Council approves the forthcoming annual Work Programme and Budget.
By December		The Secretary-General provides a report of the preceding Council meeting to MS.
January		The annual Programme and Budget enters into force, and the cycle is repeated.