



INTERNATIONAL HYDROGRAPHIC ORGANIZATION
MESO AMERICAN & CARIBBEAN SEA HYDROGRAPHIC COMMISSION



**12th Meso American & Caribbean Sea Hydrographic
Commission Meeting
5-9 December 2011
St. Kitts
Draft Annotated Agenda v2
(24th November 2011)**

1. Opening

1.1 Opening Remarks by Hosts

A representative of St. Kitts will welcome the delegates to the meeting.

1.2 Opening Remarks by the Chairman

The Chair, Rear Admiral Nick Lambert (UK) will thank the Host and welcome MACHC Members and participants to the meeting.

1.3 Opening Remarks by Director IHB

Captain Hugo Gorziglia (Director IHB) will welcome the delegates to the meeting.

1.4 Address by Chief Guest

The chief guest The Rt. Hon. Dr. Denzil L. Douglas, Prime Minister of St. Kitts and Nevis will address delegates of the meeting.

1.5 Agenda and Timetable approval

The Chair will introduce the Draft Agenda (MACHC12-01a) and Timetable (MACHC12-01b). Members will be invited to comment and adopt the documents.

Articles 7 (c & d) of the Statutes state that: "c) The Agenda shall be adopted by the commission at the beginning of each Conference.

d) The Commission can modify the order of discussion of the different items of the Agenda during the Conference."

1.6 List of Documents

The Chairman will introduce MACHC12-01c (List of Documents). Participants are expected to have downloaded them from the IHO Web site and have brought them to the meeting.

1.7 Administrative Arrangements

The Chairman will invite a host representative to provide meeting participants with the required administrative details.

The Secretary will circulate a draft version of MACHC12-01d (List of Participants) requesting participants to review and confirm the information contained.

2. 11th MACHC Minutes approval

Docs: MACHC12-02 Minutes of the 11th MACHC Meeting

The Chairman will ask delegates to confirm that these are a true reflection of the last meetings proceedings.

3. 11th MACHC Actions List review

Docs: MACHC12-03 Status of Actions from 11th MACHC

The Chairman will provide an update on the status of the List of Actions arising from the 11th meeting. MACHC Members who have been identified as responsible for any of these actions should be ready to provide a status report. The Commission should decide on the best course of action for those activities that have not been completed.

Discussion on some actions maybe covered under later agenda topics if the Commission deems appropriate.

4. IHO / IHB Matters

IRCC3 Actions 03/01 and 03/02

The Chairman will invite the IHB Representative to provide a general overview of the Organization and the Bureau activities, highlighting the recent events and subjects that will require attention under the next Agenda items.

4.1 Status of the ratification of the protocol of amendments to the IHO Convention (Report by IHB).

IHB representative will provide an update on the status of ratification.

The Chair requests that IHO member states are able to update the meeting on the ratification status for their nation.

4.2 MACHC to adopt objectives to accelerate the process of ratification of the protocol of amendments to the IHO Convention.

Full Members States are invited to report on the ratification process of the IHO Convention amendments approved by the 3rd EIHC.

Action	List	Responsible	Deadline
IRCC03/01	Implement actions to accelerate the process of ratification of the Protocol of Amendments to the IHO Convention in order to meet the end of 2011 deadline.	RHCs	Permanent. Report IRCC Chair 01 October 2011

4.3 MACHC to encourage the approval of pending applications for IHO membership.

Currently two counties have membership applications with the IHB:

- *Montenegro*
- *Haiti*

The Chair requests that IHO member states are able to update the meeting on the approval status for their nation for both countries listed above.

Action	List	Responsible	Deadline
IRCC03/02	Encourage the approval of pending applications for IHO membership.	RHCs Permanent	Report IRCC Chair 01 October 2011

4.4 Status of pending Member States in the region for depositing the instrument of Accession.

The IHB will give an update on the deposition of the instrument of accession for Cameroon, Bulgaria, Mauritania and Sierra Leone.

4.5 Forthcoming International Hydrographic Conference

IHB will encourage member states to attend and participate in the forthcoming International Hydrographic Conference (IHC) in Monaco, 23 - 27 April 2012.

(Further details can be found on the IHO website)

4.6 Update on encouragement to IHO suspended members to rejoin

MACHC Chair to update on progress of IRCC3 Action 4 - contacting the Dominican Republic regarding them re-joining the IHO and attending MACHC12.

Action	List	Responsible	Deadline
IRCC03/04	Contact suspended Member States in their region and encourage their re-insertion in IHO.	EAtHC and MACHC	Permanent. Report IRCC Chair 01 Oct 2011.

5. National Reports

Under this agenda item it is expected that all Member States Representatives will provide a summary of their National Reports. The National Report should be written based on the model presented at the IHO Technical Resolution T1.3, and should include updates to C-55 and Marine Spatial Data Infrastructure (MDSI) progress.

It is expected that only the key elements of the national report will be emphasized possibly within a presentation.

The Reports have been compiled under Doc MACHC12-05, followed by an indication identifying the Country to which the report refers.

Delegates representing States are requested to include the following within the report and subsequent presentation:

- *Current survey status of their waters*
- *Status of recent port audits*
- *Port statistics*
- *Shipping statistics*
- *Current problems encountered*
- *3 things that keep them awake at night*
- *Examples where hydrography/hydrographic skills have/could have been of benefit in a non-navigational context (e.g. deep water horizon and World Bank Support for Marine Conservation)*

6. MACHC Committees, Working Groups, and Commission Representatives Reports

The Reports should be compiled under Doc MACHC12-06, identifying the body to which the report refers.

6.1 Electronic Chart Committee Working Group (ECC-WG)

Mr. Erich Frey (US), Acting Chair of the ECC-WG will report on the ENC schemes and the ENC production status. The Commission will be invited to comment on the report and to provide guidance to the Chairman on actions to be developed by the MACHC.

6.2 INT Chart Committee

Chair of the INT Chart Committee will report on the status of the INT chart scheme, including new requirements and modifications proposed to the scheme, and the production status. The Commission will be invited to comment on the report and to provide guidance to the Chair on actions to be developed by the MACHC.

6.3 Discussion on the adoption of HSSC proposal (Action HSSC1/24) for MACHC Paper INT Charting coordinator to take on the MACHC ENC coordinator role and rename as the Meso-American and Caribbean Sea International Charting Coordination Working Group (MACICCWG)

Docs: MACHC11-14 Establishment of MACICCWG - explanatory note.

The purpose of the creation of an ICCWG is for the development and maintenance of regional charting schemes, and the monitoring of INT charts and ENC production, in order to improve standardization in IHO charting activities.

6.4 Capacity Building

6.4.1 Update on Capacity Building activities and submissions since the last meeting.

Mr. Jeff Bryant (UK), CB coordinator will provided a breakdown of courses, delegates and progress since the last meeting.

6.4.2 Report on the Antigua course.

Presentation by UK on the course overview, successes and next steps.

Feedback will be given by Nigel Herbert (St. Kitts) (course attendee) on the course and progress made.

6.4.3 Report on Haiti Training course and progress since the Haiti Donors meeting at the 11th MACHC.

Presentation and reports of the Haiti training course and progress that has been made since the Haiti Donors meeting at the 11th MACHC:

- *Organization and coordination of the Workshop (PAIGH/ Paul Cooper)*
- *Execution of the Workshop (SHOM/ Céline Roux)*
- *Haiti report (SEMANA/ Marie Yvrose Jean/ Serge Mitton)*
- *Summary (IHO/MACHC Cap Building / Jeff Bryant)*

6.4.4 World Bank

A presentation by the World Bank on the availability of funding for hydrographic surveys and the processes involved in achieving funding.

6.4.5 Update on the 5 year Capacity Building plan

Courses proposed for funding, progress within the region and end goals for CB within the MACHC region.

6.4.6 Presentation by CARIS and Kongsberg on their “Capacity Building Activities in the Region”.

Presentation by Paul Cooper of CARIS and Jan Christensen of Kongsberg.

6.5 Correspondence Group on nautical charts sales / royalties

The working group Chair will update the meeting on progress of the group.

7. Relevant International Organizations’ Report.

The following Organizations have been invited to attend the 12th MACHC and to provide a report on their activities and experiences. These reports are an excellent information source for the Commission in identifying actions required to fulfill its objectives. The Commission will be invited to comment on the reports submitted and to identify actions that should be taken.

7.1 ACS (Association of Caribbean States)

7.2 CLIA (Cruise Lines International Association)

Paul Beggs of Princess Cruises will represent CLIA at the MACHC.

7.3 COCATRAM (Comision Centroamericana de Transporte Maritimo [Central American Commission of Maritime Transport])

COCATRAM addresses the issues relating to maritime and port developments in Central America. Its members are Guatemala, El Salvador, Honduras, Nicaragua, Costa Rica and Panama.

7.4 FIG (International Federation de Geometres)

FIG is an international organization representing the interests of surveyors worldwide. It is a federation of the national member associations and covers the whole range of professional fields within the global surveying community.

7.5 IBCCA (International Bathymetric Chart of the Caribbean Sea and the Gulf of Mexico)

Dagoberto Uriel DAVID VITERI from Hydrographic Office (CIOH) of Colombia will provide an update on IBCCA.

7.6 IMO (International Maritime Organisation)

Mr. Colin Young, Regional Maritime Adviser based in Trinidad will provide an update on IMO activities relevant to the commission.

7.7 OECS (Organisation of Eastern Caribbean States)

OECS was created when seven Eastern Caribbean countries signed a treaty agreeing to cooperate with each other and promote unity and solidarity among the Members.

7.8 PAIGH (Pan-American Institute of Geography and History)

Mr. Paul Cooper of CARIS will also represent PAIGH at the conference.

PAIGH's objectives are to encourage, coordinate, and publicise cartographic, geographic, geophysical and historical studies as well as other related scientific studies of interest to the Americas.

7.9 RTCM (Radio Technical Commission for Maritime Services)

Mr Rafael Ponce of ESRI will also represent RTCM at the conference.

RTCM is an international non-profit scientific, professional and educational organization. RTCM members are organizations that are both non-government and government. The Special Committees provide a forum in which government and non-government members work together to develop technical standards and consensus recommendations in regard to issues of particular concern. They are actively engaged in the development of international standards for maritime radio navigation and radio communication systems

8. Strategy to involve non-Member States in RHC's activities

Action	List	Responsible	Deadline
IRCC03/19	Report to IRCC4 on: a) Strategies to involve non-IHO MS's in RHC's activities.	RHC's	IRCC4

The MACHC Chair has invited all nations within the MACHC region to attend the MACHC meeting to enhance hydrographic cooperation. A wider call has also been put out to other organizations that would benefit from interaction with the hydrographic community.

Delegates are invited to suggest further ways of widening cooperation in the region and raising the profile of the MACHC and IHO.

9. Experience in dealing with maritime disasters in relation with IHO guidelines

DOCS: MACHC12-13 Experience in dealing with maritime disasters in relation with IHO guidelines explanatory note.

Delegates are invited to read the explanatory note provided and the resolution prior to the meeting to facilitate the discussion.

Action	List	Responsible	Deadline
IRCC03/19	Report to IRCC4 on: b) Their experience in dealing with maritime disasters in relation with IHO guidelines (TR 1/2005)	RHC's	IRCC4

A presentation by US (NOAA) on their experience in dealing with and, response efforts to Deepwater Horizon, Hurricane Irene and the Japanese earthquake.

10. Marine Spatial Data Infrastructure (MSDI)

Docs: IHO C-17 - Spatial Data Infrastructures: "The Marine Dimension" - Guidance for Hydrographic Offices http://www.iho.int/iho_pubs/CB/C-17_e1.1.0_2011_EN.pdf

Presentation by NOAA on the role of MSDI.
Delegates will be asked the current status of MSDI for their nation.

11. Status of Hydrographic Surveying and Nautical Charting Worldwide C-55

Nations should have included their update to C-55 within their National Report.

11.1 Development of C-55

Presentation by Mr. Jeff Bryant (UK) on progress made since IRCC3 and IRCC action 03/09 on the development of C-55. This topic will be raised as a proposal at the 18th International Hydrographic Conference (IHC) in Monaco, 2012.

Action	List	Responsible	Deadline
IRCC03/09	Conduct a meeting to develop a framework for C-55 development.	UK	Report IRCC Chair 31 July 2011

12. Crowd Sourcing Survey Techniques

Discussion on the presentation from Stakeholders Day.

13. Satellite Bathymetry

Discussion on the presentation from Stakeholders Day.

14. IMO Member State Audits

Docs: MACHC12-15 IMO Audit Scheme Change to Mandatory – explanatory note

Delegates will have an opportunity to discuss any points raised by the presentation provided during the Stakeholder day by Colin P. Young, Regional Maritime Adviser (Caribbean), International Maritime Organization.

<http://www.imo.org/OurWork/Safety/Implementation/Pages/AuditScheme.aspx>

15. Discussions from Stakeholder Day

An opportunity to discuss any issues or points raised from the Stakeholder day.

16. Any Other Business

Last minute subjects for discussion can be raised under this item.

Ideally substantial matters should be raised well in advance in order to prepare for detailed discussions.

17. Date and Venue of the next meeting

Participants are invited to consider date and venue for the next meeting taking into account article 6 of the statutes.

Article 6 (a) states: "At the end of each conference the Full Members desirous of hosting the following conference shall put forward their candidatures. Proposals for holding the conference in a country of an Associate Member may also be considered. Where no other compelling circumstances exist, priority shall be given to a Full Member state which has not yet hosted a conference, or to the one which did so the longest time ago."

18. Election of Chair and Vice Chair

The Chair will invite the Commission to consider ratifying UK as Chair for one further year according MACHC Statutes Articles 5 b & c.

Articles 5 (b & c) state: "b) The Chair and Vice Chair of the Commission shall be from a Full Member State of the Commission, elected on a rotational basis. Under normal circumstances, the term for the Chair and Vice Chair will be two years. If the period between Conferences exceeds two years, the term will extend until the end of the next Conference.

c) At the conclusion of a Conference, Full Members will offer suggestions regarding the election of a new Chair and Vice Chair. In order to assure the continuity, it is suggested that the Vice Chair be elevated to the position of Chair for the next period."

19. Approval of the Action List

The Chair will review decisions and actions agreed during the meeting with the delegates concerned to ensure they are satisfied with the wording, timescales, etc.

20. Closing Remarks from the Chair