



INTERNATIONAL HYDROGRAPHIC ORGANIZATION  
MESO AMERICAN & CARIBBEAN SEA HYDROGRAPHIC COMMISSION



XIV<sup>th</sup> Meso American & Caribbean Sea Hydrographic Commission Meeting  
9-13 December 2013  
Philipsburg, Sint Maarten  
Minutes of the 14<sup>th</sup> Meeting  
Summary

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## 1. Opening

Mr. M. Amafo LL.M (Suriname), the Chair of the Meso American & Caribbean Sea Hydrographic Commission (MACHC), welcomed all the participants to the 14<sup>th</sup> session of the MACHC Meeting. A special welcome was extended to the stakeholders, the industry and the relevant International and Regional Organizations, represented at the meeting. The importance of public private partnerships in ensuring the sustainability and reliability of surveying and charting in the region was highlighted in that respect. The Chair also emphasized the commitment from the Region to provide adequate hydrographic services for ships navigating in the Caribbean region. The Chair requested delegates to participate actively in the working groups' sessions, which were scheduled to take place after the formal opening.

On behalf of the Committee the Chair thanked the Netherlands and the Government of St. Maarten for hosting the annual meeting of the MACHC. The working groups, members and the IHB were also thanked for their continuous support during the past year.

After the welcome address by the Chair, Robert Ward, the President of the International Hydrographic Bureau (IHB) addressed the audience. In his remarks he noted the importance and the purpose of the Regional Hydrographic Commissions that are responsible for the surveying and charting of the navigable waters of the sea. He emphasized that there is a need to improve the in-country capabilities across the region. He further noted the importance of capacity building and awareness raising.

In the keynote address the Governor of St. Maarten, H.E. Mr. Eugene B. Holiday, welcomed the delegates to St. Maarten. He underscored the importance of hydrography for sustainable development of the region. He also noted the importance of hydrography for the cruise ship industry and the development of the Blue Economy taking into account existing commitments for protection of the environment. After the keynote address the Governor declared the meeting open.

The meeting photograph was taken and all participants received a copy of the photo.



## **2. Marine Economic Infrastructure Programme Working Group Meeting**

The Marine Economic Infrastructure Programme (MEIP) Working Group, chaired by Mr. Tim Lewis (UK), discussed the MEIP issues during the MEIP working group meeting on 9 December 2013. The summary of the MEIP report can be found under item number 15.1.(Annex 2)

## **3. MACHC Integrated Charting Committee Meeting**

After the MEIP working group meeting the MACHC Integrated Charting Committee (MICC), chaired by Mr. John Nyberg (USA), discussed the MICC issues during the MICC meeting. The summary of the MICC report can be found under item number 15.2.

## **4. Capacity Building Session**

After the MICC session the Capacity Building session under chairmanship of Mr. Jeff Bryant (UK) took place. During the CB session the CB issues were discussed. The summary of the CB report can be found under item number 15.3.

## **5. Stakeholders Day “ Hydrography Underpinning the Blue Economy”**

A stakeholder's day was organized on Tuesday 10 December 2013, in which the stakeholders and industry had the opportunity to give a presentation regarding their activities in relation to the theme of the stakeholder's day “Hydrography-Underpinning the Blue Economy”. The stakeholder's day was chaired by the MACHC Vice-Chair, Captain P. Kortenoeven (Netherlands).

The following organizations gave a presentation during the stakeholder's day:

- Hypack Inc., Mr. Carlos E. Tejada;
- CZM Carib, Mr. Franck Horenberg;
- Fugro Pelagos Inc, Mr. Don Ventura;
- International Centre for ENC's, Mr. James Harper;
- IIC Technologies, Mr. Derrick Peyton;
- Esri, Mr. Rafael Ponce;
- Liquid Robotics, Teledyne, Caris, by Mr. David Walker, Mr. Doug van Woudenberg, Mr. Paul Cooper and Mrs. Karen Hart.

On behalf of Mexico, Mr. Francisco Javier Cabrera Alonso also gave a presentation regarding the Mexican Cartographic Department.

During the plenary session the Vice Chair presented a report of the Stakeholder's Day with the relevant recommendations, to the Committee. The report and a summary of the stakeholder's day can be found under item number 16.

## **6. Approval of agenda and timetable**

On Wednesday, 11 December 2013, the Chair introduced the Agenda and Timetable (Doc. MACHC14-01b) and invited the participants to comment on the document in case updates

are necessary. The Chair proposed that the time table be used as a guide for the work of the Committee. The Agenda and Timetable were considered and adopted.

Audio recording of the meeting was also approved. The audio recordings will be deleted after the minutes of the MACHC 14 meeting are approved at the 15<sup>th</sup> MACHC meeting.

## **7. List of documents**

The Chair commented that all the documents are on the website of the IHO under the link regarding the 14<sup>th</sup> MACHC meeting documents and that delegates were expected to have downloaded the documents.

[http://www.iho.int/mtg\\_docs/rhc/MACHC/MACHC14/MACHC14\\_Docs.htm](http://www.iho.int/mtg_docs/rhc/MACHC/MACHC14/MACHC14_Docs.htm)

All the documents and reports are will be uploaded to the website so delegates were asked to provide the secretary with all the documentation regarding the meeting. The list of documents (Doc. MACHC 14-01c) was approved by the meeting.

## **8. List of participants**

The delegates were asked to confirm the list of participants (Doc. MACHC 14-01d) and advise the secretary of any amendments to the document.

## **9. Minutes XIII<sup>th</sup> MACHC Meeting**

The Chair took this report (Doc. MACHC 14-02) as being read and invited the meeting to adopt the report as presented with any editorial changes being submitted to the secretary.

The Minutes of the XIII<sup>th</sup> MACHC meeting were adopted by the meeting.

## **10. Review Action Items from the XIII<sup>th</sup> MACHC Meeting**

The list of Actions from the XIII<sup>th</sup> MACHC Meeting (Doc. MACHC 14-03) was reviewed and updated. (Annex 1)

## **11. MACHC statutes**

The President of the IHB introduced this item (see Doc. MACHC 14.04.1). The Chair suggested to discuss the MACHC Statutes on the last day of the meeting, thereby giving the MSs the opportunity to consult with their respective HO's. The report on this item is placed under item 21 (Discussion MACHC Statutes).

## **12. IHO matters**

### **12.1 IHB report**

See Doc. MACHC 14-05.1 for full report.

### **Status of Approval of Amendments to the IHO Convention**

By October 2013, 39 of the required 48 approvals to the Protocol of Amendments had been received by the Government of Monaco. President Robert Ward urged the IHO Member States of the MACHC (Colombia, Guatemala, Jamaica, Trinidad and Tobago and Venezuela)

who have not yet indicated positive support to the Amendments to the Convention on the IHO to give their support in that respect.

The 5th Extraordinary Hydrographic Conference will be held as the first Assembly of the IHO if a further nine approvals to the amended Convention are received by the Government of Monaco before 6 July 2014.

President Ward also gave a brief overview of the Status of Approval of New Member States of the IHO. Bulgaria, Haiti, Mauritania, Montenegro and Sierra Leone have all been accepted for membership of the IHO but have not yet deposited their instruments of accession with the government of Monaco. Viet Nam, Brunei Darussalam, and Georgia have applied for membership of the IHO but still lack the two-thirds majority support from IHO members in order for their membership to be accepted.

He further commented on the C-55 inputs, changes to the IHO Yearbook and the developments with regard to the IHO GIS database.

### **12.2 IRCC5 report**

The MACHC Chair introduced the IRCC5 report (Doc. MACHC 14-05.2), including the decisions affecting the MACHC.

### **12.3 MACHC Actions IRCC6**

The MACHC Chair will consult with the Chairs of the working groups to determine the MACHC actions for IRCC6.

### **12.4 HSSC5 report**

Mr. P. Matos (Brasil) introduced the HSSC5 report including the decisions affecting the MACHC, see Doc. MACHC 14-05.3 for full report. The IHB president emphasized the importance of the HSSC5 and urged MS to attend the meeting actively. The MACHC needs to appoint a lead state to represent the MACHC at the HSSC and report back. The Chair will consult with IIC Tech. and Brasil to represent the MACHC at the HSSC meetings and report back to the MACHC. The representative of the MACHC should take note of the MS and WG position with regard to the MACHC. The Commission endorsed the way forward. The Chair to request HSSC to approve the support of MSDIWG to the MEIPWG in governance and standards.

### **12.5 WEND<sup>1</sup> report**

Mr. J. Nyberg (USA (NOAA)) introduced the WENDWG report, see Doc. MACHC 14-05.4 for the presentation.

The revised WEND Guidelines were approved by the WENDWG and by IRCC5 and will be circulated by the IHB. MSs to support the new WEND guidelines and the definition of a cartographic boundary that will be circulated by CL.

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<sup>1</sup> Worldwide Electronic Navigational Database

### **13. National Reports**

Member States provided the meeting with summaries highlighting important aspects of their National Reports. The full National Reports can be accessed on the IHO website.

There were a number of recurrent themes that developed from the presentations:

- The need for Capacity Building training and equipment
- CB in Spanish as well as English
- Progress and statistics regarding paper chart and ENC production
- Continue improving the awareness of hydrography in the region
- Technical cooperation in the region

National reports and presentations can be found on the IHO MACHC website.

### **14. Maritime Safety Information (MSI)**

#### **14.1 Maritime Watch WWNWS**

Mr. Jim Rogers (USA (NGA)) presented on the work of the World Wide Navigational Warning Service and Maritime Safety (see Doc. MACHC14.06.2). The title of his presentation was “Coordinated global service notifying users by satellite broadcast of immediate hazards that might endanger the safety of life at sea”. He provided an example of Capacity Building at Work and how fast the NAVAREA warnings are promulgated by the Watch Officers if the incidents are reported to the respective NGA contact point. There were some discussions on MSI training (real, online) and the languages of the training.

The CB Coordinator noted that it is possible to arrange:

1. 3 day MSI course (Eng, Fr, Sp)
2. 5 day Phase 1 course (Eng)

The Chair thanked the delegate for the presentation and extended an invitation to the WWNWS for the MACHC 15 meeting.

Action:

1. MSs to identify the needs in training for MSI and report to the CB Coordinator.
2. Based on the needs, training for MSI can be developed.

#### **14.2 Procedures in response to marine disasters**

The Commission discusses regional progress on the establishment of procedures and emergency response to marine disasters.

Action: Chair to send a questionnaire to MS to provide contact details, based on the National Reports and other relevant information.

#### **14.3 Presentation Mexico**

The delegate from Mexico gave a brief presentation regarding the last hurricane Manuel and how Mexico responded to it.

The MS took note of the presentation.

#### **14.4 Presentation France**

The presentation from SHOM (France) focused on Marine Disasters and the extension of the IHO resolution 1/2005 (See Doc. MACHC 14.06.3.2). IHO Resolution 1/2005 'IHO response to disasters' outlines the appropriate procedures and guidelines to enable an immediate and appropriate response to any future disaster affecting coastal areas of the world. The actual resolution 1/2005 as amended only focuses on the situation after the occurrence of such severe disasters, but what about being involved prior those disasters occur. In order to be efficient, tsunami & inundation warning systems are to be designated at the scale of a basin, beyond national boundaries. Tidal data are very relevant for improving the efficiency of warning systems (tsunami) and forecasting systems (storm surge). It is of great importance to share those data across boundaries.

In that respect the TSUAREG project was initiated. This project will contribute to a future warning system for marine disasters in Caribbean and adjacent regions through:

- New monitoring and detection systems
- Transmission of data in real time

This project is a partnership between Europe, Martinique, SHOM, Seismic research centers and since 2012, sea-level measurements at La Martinique and La Guadeloupe are transmitted in real-time to IOC.

At IRCC5, Wollongong, June 2013 France submitted a proposal to amend Resolution 1/2005 to include prevention and alert systems.

The amendment encourages coastal States to collect relevant data in their area of interest and to make data available to improve tsunami warning systems, cooperate and support the IOC Tsunami Warning Programme by setting up near-real time transmission from their sea-level and tide gauges network.

Action required from MACHC:

The MACHC members are invited to:

- support that proposal of amendment of resolution 1/2005 to include prevention and alert systems.
- support IOC in developing access to Real Time sea level data level information required by alert systems.

Mexico informed that it has developed a model to detect seismic events that could result in tsunami and invited visits.

Assistant Director Costa Neves (IHB) noted that there is a need to investigate which buoys can be used for navigation purposes, tides and warnings in case of a marine disaster.

The Chair thanked France for their presentation and asked the MS to take note of presentation.



## **14.5 Presentation ICG/CARIBE EWS**

On behalf of the Intergovernmental Coordination Group for the Tsunami and other Coastal Hazards Warning System for the Caribbean and adjacent (ICG/CARIBE EWS), Mr. Sébastien Deroussi, Vice Chair WG1 held an presentation to the Committee (See Doc. MACHC 14.06.3.3). The ICG/CARIBE EWS consists of 32 Member States and 16 territories in the Caribbean and Adjacent regions and 3 Observer States (Canada, Peru and Sri Lanka). It was established in 2005. Eight Sessions have been held in Barbados, Venezuela, Panama, Martinique, Nicaragua, Dominican Republic, Curacao and Trinidad and Tobago. The next session is scheduled for May 13-15, 2014 in St Thomas, United States Virgin Islands and the MACHC is invited to attend the next session (ICG IX, St. Thomas, USVI). The work is being done by 4 Working Groups and 5 Tasks Teams. Mr. Deroussi explained the Tsunami warning system and provided some information on Seismic Data Availability, Sea Level Data Availability in the Caribbean, CARIBE EWS Coastal Sea Level Monitoring Stations Progression (1960-2020) and the CARIBE WAVE 2014.

The Chair thanked the delegate for the extensive report and for the invitation. The ICG/CARIBE EWS is also invited to be represented at the MACHC 15 meeting.

Action: MACHC attendance at ICG IX, May 13-15, 2014 , St. Thomas, USVI

## **15. MACHC Committees and Working Groups**

### **15.1 Marine Economic Infrastructure Programme (MEIP) Working Group Report**

Mr. T. Lewis (UK), Chair of the MEIPWG, introduced the MEIP report, see Doc. MACHC 14-07.b for full report. The MEIP-WG Chair reported on the MEIP developments and proposals followed by a discussion and consideration on the way ahead. The MEIP achievements are inter alia: regular teleconference attendance, some data is made available, two demonstrator platforms produced (ESRI , CARIS) and a cross-stakeholder Maritime Funding meeting in Feb 2013. The Challenges are that currently MEIP-WG has NO funding, MS have little resources to devote beyond “day jobs”, Governance and data are fundamental, National MSDI/Policy – IPR. MS are to review demonstrators models and provide feedback (End Jan 14) and MS are to review questionnaire/ data reports feedback (End Jan 14). Chair MACHC will send a letter to MSs to use the demonstrator models, review MEIP questionnaire and provide relevant feedback. The Commission will evaluate if the mission of the MEIP WG (based on the TOR) is completed or not. Based on the conclusions, the Commission will decide the way forward (develop new TOR). Is there a need for MEIP WG to be part of IHO MSDI WG? The Chair pointed out there was no elected vice-chair and should the group continue, it would be pertinent to look for vice-chair. MACHC Chair enquired whether there was a role that the industry could fulfill, in light of no MS volunteers. Chair considered this could present a potential conflict of interest for the industry chair further down the line and therefore is not suitable. The MEIP WG will evaluate the TOR and report back. Decision: MEIPWG to participate in the MSDIWG5 meeting (5-7 Feb 2014)

## **15.2 MACHC Integrated Charting Committee (MICC) Working Group Report**

Mr. J. Nyberg (USA (NOAA)), MICC Chair, introduced the MICC report, see Doc. MACHC 14-07.a for full report. The MICC Chair reported on the MICC developments and proposals followed by consideration by the Commission. INT Charts: updated to S-11 ([http://www.iho.int/iho\\_pubs/standard/S-11/S-11\\_PartB\\_RegionB\\_e2.0.4.pdf](http://www.iho.int/iho_pubs/standard/S-11/S-11_PartB_RegionB_e2.0.4.pdf)). Next update will include a Pacific scheme following proposal from Mexico. ENC's: 18 out of 26 overlaps are resolved. Closing gaps: 13 of 29 are resolved. Cuba released 8 Usage Bands 3 and five more are being validated. The MICC its homepage with ENC's and other relevant information is noted (link: <http://www.iho-machc.org/whatis/micc.html>). Information regarding the Electronic Navigational Charts for the Cruise Line industry. Cruise Shipping Miami 2014 is planned for March 10-13, 2014. Action: US to provide contact information so the Cruise Lines International Association (CLIA) can be invited to participate in MACHC15. Changes to INT Chart Scheme and S11 and other requests from MICC were endorsed.

## **15.3 Capacity Building Session Report**

Mr. J. Bryant (UK), MACHC CB Coordinator, reported the outcomes of CBSC11 and of the CB Session, see Doc. MACHC 14-07.c for full report. Mr. Bryant chaired the CB Session on the afternoon of Monday 9 December 2013. The proceedings commenced with an explanation of the IHO's current CB strategy and a live demonstration of how to find related information on the IHO's website. The activities identified and funded for 2014 were discussed. The CB activities for 2014 are:

- A technical visit to Nicaragua
- A Sub-regional course on hydrography for Spanish speakers
- An MSDI and Data Management workshop (partially funded)

The MACHC CB Plan (2013-17) was examined by the CB group who largely agreed with the activities identified for 2015:

- Repeat technical visits
- Law of the Sea workshop
- Basic Hydrographic Survey course

The CB Coordinator noted a number of possible additional CB activities gleaned from the National Reports and Industry and Stakeholder presentations:-

- Mexico identified a further regional requirement for MSI training for Spanish speakers
- Mexico offered training in CARIS and echo-sounder use for Spanish speakers
- Industry sea riding offer from Fugro
- US Navy training opportunities
- Sea riding and practical surveying experience offered by the UK and Netherlands
- Possible CB collaboration with the ICG CARIB EWS (attend meeting in USVI, May 2014 to further explore opportunities)

The IHB President stressed the need to present all the CB requirements of the region to the CBSC, in order to allow the IHO to identify and seek appropriate funding sources. Mr. Don Ventura (Fugro) suggested to countries to include CB as part of their survey contracts.

Actions:

1. CB Coordinator to put together a questionnaire to assess how students use the training in their work.
2. Chair to issue a CL to make membership aware of the CB possibilities.
3. All MS to submit their CB requests to the Chair by 28 Feb 2014.

## **16. Relevant International Organizations Reports**

### **16.1 International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA)**

Mr. Stephen Bennett, Programme Manager IALA WWA gave a presentation on behalf of the IALA and the IALA World-Wide Academy. IALA is an NGO that was created in 1957 (but with origins from the 1800's). It has Observer Status at the International Maritime Organization and the IHO. The IALA has a number of Memoranda of Understanding with other international organisations. IALA is seeking to become an Inter-Governmental Organisation (IGO) by 2016. Courses such as VTS training are available to ports and risk management tools seminar to increase awareness; for further details see presentation on the IHO MACHC website (Doc. MACHC14.08.1).

The Chair thanked the representative of IALA for the report and extended an invitation to the IALA for the MACHC 15 meeting.

### **16.2 International Bathymetric Chart of the Caribbean Sea and the Gulf of Mexico (IBCCA)**

Capt. Ricardo Morales of the Hydrographic Office (CIOH) of Colombia provided an update on IBCCA and the progress of the regional IBCCA sheets. For full presentation see Doc. MACHC 14.08.2) MS were advised to view the webpage for the latest IBCCA activities. The Chair thanked the IBCCA for their presentation and extended an invitation to the IBCCA for MACHC 15 meeting.



Cuba presented the MICC chair a bathymetric chart.

Action: MS to send their relevant information to GEBCO.

### **16.3 International Maritime Organization (IMO)**

Mr. C. Young (IMO Regional Maritime Adviser for the Caribbean) on behalf of the IMO gave a brief report on the work of IMO on hydrographic related matters out of the meetings of the 59th session of the Sub-Committee on Safety of Navigation (NAV). Matters out of the 28th Session of the IMO Assembly, the 63rd Meeting of the Technical Co-operation Committee (TCC) and developments in the Region were also highlighted, such as shipping routes in the Caribbean and the Panama Canal developments. For full report see Doc. MACHC 14.08.3.

The Chair thanked the IMO representative of the IMO for the report and noted the commitment from the region as put forward in the Jamaica SMA 2013 Resolution and the Jamaica 2013 High Level Resolution. The Chair also invited the IMO for the MACHC 15 meeting.

The RMA urged the IMO Member States represented at the MACHC 14 meeting to complete their Country Maritime Profile to facilitate the funding of technical assistance needs of the Region. A funding allocation of US\$1,600,000 representing approximately 62% of the 2014/2015 Integrated Technical Co-operation Programme funding requirement for the Caribbean was approved at the 28th Assembly.

Actions:

1. Incorporate E-Navigation as a MACHC agenda item for MACHC 15.
2. US to make a presentation on E-Navigation at MACHC 15.
3. CB Coordinator to contact IMO and IALA for CB issues.
4. Invite Trinidad Pilot Organization to MACHC 15.

#### **16.4 Organization of Eastern Caribbean States (OECS)**

Lt . Cdr. Wayne Mykoo of Antigua and Barbuda provided a presentation on behalf of the OECS regarding the Proposed Eastern Caribbean Hydrographic Initiative (Doc. MACHC 14.08.4). The OECS MS are: - Antigua and Barbuda, Dominica, Grenada, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines and Montserrat, with two associate members, Anguilla and the British Virgin Islands. The Proposed eastern Caribbean Hydrographic Initiative will be established using a two level approach as follows:

Level 1: to conduct systematic area surveys throughout the Eastern Caribbean through the creation of an inter-island collaborative hydrographic survey project using international funding and delivery by commercial resources.

Level 2: to maintain survey data to modern standards, post Level 1, by the creation of a regional hydrographic survey unit trained and equipped with mobile survey equipment to conduct minor maintenance surveys (e.g. ports and approaches), new surveys for development purposes and post natural disaster work.

The UKHO is a key partner for levels 1 and 2. An undertaking of this nature and magnitude is best driven under the aegis of an established and functional regional body, and the OECS is considered a suitable vehicle.

Significant Milestones:

- Coming out of the 13th MACHC meeting, Antigua and Barbuda's Commissioner to the OECS, who currently chairs the OECS Ocean Governance Team, was invited to participate Maritime Funding Session in Washington on the 27<sup>th</sup> February 2013.
- The OECS Heads approved the Scoping Study in June 2013, and endorsed the Secretariat's initiative regarding funding.
- The Commonwealth Secretariat is committed to funding 60% of the scoping study. The OECS Secretariat is actively pursuing the funding for the remainder of the scoping budget. The UKHO is funding their involvement.

Current Status:

The next OECS Ocean Governance Committee Meeting is scheduled for February 2014 where it is expected that specific timelines regarding the scoping study will be finalized.

The Committee appreciated the work done by Antigua and Barbuda, UK and OECS on moving the initiative forward. The UKHO reiterated their commitment to the project with Antigua and Barbuda through the OECS.

The Chair thanked the OECS representatives for their presentation and complimented the OECS and the UKHO for their project. The Chair emphasized that the MACHC needs to engage politicians (Political will/Governance). The MACHC also needs the support of the

political Organizations in order to achieve its goals. The IHB president will assist the MACHC Chair in that respect in order to get the relevant organizations to attend the MACHC meetings (enter into partnerships).

The Chair invited the OECS to attend the MACHC 15 meeting.

### **16.5 Pan American Institute of Geography and History (PAIGH)**

Mr. Paul Cooper of CARIS also represented PAIGH at the meeting and provided an update on the PAIGH activities (see Doc. MACHC 14.08.5).

The Chair thanked the PAIGH for the presentation and invited the PAIGH to the 15<sup>th</sup> MACHC meeting.

### **16.6 RAC/REMPEITC-Caribe**

Ms. Anne Reglain, IMO Consultant, of REMPEITC provided a presentation on the work of RAC/REMPEITC. Ms. Reglain in her presentation focused on the consequences of not having adequate hydrographic data available when managing incidents as oil spills. In that respect she also highlighted the responsibility of HO's to have and maintain adequate hydrographic data and their aids to navigation. Hydrography supports safe and efficient navigation. Charts and AToN are essential for safe navigation. The International Liability & Compensatory Regimes (CLC 92, FUND 92, Supp. FUND, HNS and BUNKERS Convention) were also highlighted in that respect. For full presentation see Doc. MACHC 14.08.6.

The Chair thanked the representative of RAC/REMPEITC and also extended an invitation to the RAC/REMPEITC for the MACHC 15 meeting.

Action: A paper regarding the legal aspects of navigational aids (in relation to negligence of HO's) was proposed as an action item for the MACHC 15 meeting (Common Law and Civil Law system).

### **16.7 Caribbean Memorandum of Understanding on Port State Control (CMOU)**

Amb. Dwight Gardiner as Chair of the CMOU gave a brief presentation regarding a perspective on the synergies that exist between the CMOU and the MACHC (see Doc. MACHC 14.08.7). The Memorandum of Understanding on port State control in the Caribbean Region was signed in Christ Church, Barbados February 9, 1996 by nine authorities: Antigua and Barbuda, Barbados, Dominica, Grenada, Jamaica, Netherlands Antilles, Suriname and Trinidad and Tobago.

The membership has since been expanded to 15 Member States and 1 Associate Member State. The executive body of the CMOU is the Caribbean Port State Control Committee or the CPSCC for short, which is comprised of representatives of the 16 participating maritime authorities. The mission of the Caribbean MoU is to eliminate the operation of sub-standard ships in the region through a harmonized system of port State control by enforcing the provisions of the relevant IMO conventions and international regulations. The objectives of

the CMOU are: 1. To assist in securing the compliance of ships with international standards.  
2. To coordinate the efforts of maritime authorities in relation to the above activities.

The synergies that exist between the CMOU and the MACHC are based on the relevant IMO conventions, resolutions, and codes that focus primarily on the safety of navigation. The principal IMO conventions are:

- Safety of Life at Sea, 1974 (SOLAS);
- the Convention on the International Regulations for Preventing Collisions at Sea, 1972 (COLREG); and
- the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978 (STCW).

The synergies that exist between the CMOU and the MACHC could lead to significant benefits to the Caribbean States that rely on the marine environment for a sizable portion of their national income.

The Chair thanked the CMOU representative for the extensive presentation and noted the information provided. The Chair also invited the CMOU to the MACHC 15 meeting.

## **16.8 International Centre for ENC's**

Mr. J. Harper provided an update on the IC-ENC activities (see Doc. MACHC 14.08.8). He provided some background information on the purpose and need for RENCs. RENCs assist HOs with production, quality assurance and distribution of ENCs. The Headquarters of the International Centre for ENCs (IC-ENC) is based in United Kingdom and a regional office is located in Australia. PRIMAR is another RENC and is based in Norway and hosted by NHS.

IC-ENC Operations:

- The strategic direction is set by the Steering Committee; all members are invited to participate in this group.
- Technical and Commercial working groups made up of IC-ENC staff and member HOs.

IC-ENC is a not-for-profit organization. The annual budget is reviewed and approved by the Steering Committee. Each HO sets its own price for its ENCs, IC-ENC retains \$1 for each ENC sold and the remainder is forwarded to the relevant HO.

The Chair thanked the IC-ENC for the presentation and invited the IC-ENC to the 15<sup>th</sup> MACHC meeting.

## **17. Progress Satellite Derived Bathymetry (SDB) Techniques**

### **17.1 Presentation International Bathymetric Chart of the Caribbean Sea and Gulf of Mexico (IBCCA)**

Mr. Félix Frías Ibarra gave a presentation on Satellite-derived bathymetry (SDB) on behalf of the IBCCA.

## **17.2 Presentation on Satellite Derived Bathymetry (France)**

Vice-Admiral Bruno Frachon (France) gave a detailed presentation on Satellite-derived bathymetry (SDB). For full presentation see MACHC14.09.2.

## **17.3 Satellite-derived bathymetry (USA)**

Mr. Leland Snyder (USA (NOAA)) gave a detailed presentation regarding Satellite-derived bathymetry (SDB). For full presentation see MACHC14.09.3.

The Chair thanked all the presenters for their presentations and information provided and noted the efforts and progress made in the field of SDB.

## **18. Crowd Sourcing Survey Techniques**

### **18.1 Presentation on Crowd Sourced Bathymetry (CSB)**

Mr. Paul Cooper, Vice President of CARIS presented on the progress made on the use of crowd source data in the hydrographic context (see Doc. MACHC14.10.1).

### **18.2 NOAA crowd sourcing initiatives**

RADM Gerd. F. Glang (USA (NOAA)) provided information on NOAA Crowd Sourcing Initiatives (see Doc. MACHC14.10.2). He provided information regarding the Cooperative Charting Program (US Power Squadrons (USPS)), the opportunities in crowdsourcing maritime information (Active Captain) and the NOAA Integrated Ocean and Coastal Mapping Crowd-Sourcing Examples.

### **18.3 IHB Presentation on Crowd Sourcing**

In his presentation the IHB President encouraged the MACHC to increase their data collection and gathering of data for the common good. The need for multi-party, multi-disciplinary, collaborative projects that involve Governments, IGO, NGO, industry and donor organizations was highlighted. The IHB President also suggested equipping professionally crewed vessels with a Crowd Sourcing Data (CSD) box as a method to improve the data gathering/collection through crowd sourcing.

The Chair thanked all the presenters for their presentations and information provided and noted the efforts and progress made in the field of Crowd Sourcing.

## **19. Topics for discussion at EIHC5**

The IHB President introduced this item and led the discussion regarding topics that States or MACHC may wish to raise or see discussed at EIHC5. Some of the MACHC topics for EIHC5 are:

- Review the CB Strategy
- Review the Staff Regulation
- Proposals to improve the technical capacity of the IHB



## **20. Blue Economy**

### **20.1 The benefits of hydrographic expertise in Maritime Boundaries issues**

Mr. Eric Langlois (France) gave a brief presentation regarding the benefits of hydrographic expertise in Maritime Boundaries issues. The full presentation is placed on the website under Doc. MACHC 14-12.1. In his presentation he highlighted the good practices regarding maritime boundaries determination and encouraged Members to promote their hydrographic expertise in baseline determination. Members were urged to include good practices as a cooperation area in bilateral agreements.

### **20.2 Presentation on the CLME+ Project**

A presentation regarding the CLME+ Project was given by Capt. Ricardo Molares Barba (Colombia). Capt. Molares informed the Committee regarding the key components of the new project, called CLME+ that was approved by the GEF in September 2013. The first GEF intervention, the CLME Project, initiated its activities in May of 2009, and will end its operations in February 2014. The detailed Project Document for the CLME+ is being developed, and it is anticipated that this new project would start in the second half of 2014 and will run until 2019. With this new commitment from the GEF to support the CLME initiative with a grant of US\$ 12,5 million, the CLME+ project will allow to catalyze the implementation of the SAP. See Doc. MACHC 14-12.2 for full report.

The Committee noted the report and invited the CLME+ to the 15<sup>th</sup> MACHC meeting.

### **20.3 Report Stakeholders day**

Captain P. Kortenoeven (Netherlands) presented a report on the Stakeholders day, which he chaired. The theme was “Hydrography-Underpinning the Blue Economy”. The report provides feedback to the plenary session of the 14th MACHC on the 7 topics discussed during the stakeholders' day under the banner of “Blue Economy”.

1. Hydrographic Society in the MACHC Caribbean region. This society could, among other items deal with issues like encouragement to establish national hydrographic legislation incorporating IHO standards, improvement of standards, acts as focal point for data sharing etc. Two options to set up such a society were presented. Option A: Establish a Caribbean/Latin American Chapter along the Hydrographic Society of America or Hydrographic Society UK. Option B: Establish a Caribbean/Latin American Society along the principles of the International federation of Hydrographic Societies. Proposed action: Select option A or B, then establish lead group to set up Hydrographic Society.

Action: Vice chair to coordinate and produce a paper “TOR for option A or B”.

2. Increase awareness that Capacity Building is more than training. It should also include education and research, Standards and training on the job, National regulations on C-16, inland ENCs. Proposed action: Incorporate these concerns in documentation CB WG.

3. Increase awareness of benefits of the RENC membership. Countries were briefed on benefits of RENC membership. Currently 2/3 of ENC-producing nations are part of a RENC. Participants were briefed on the RENC activities like advisory visits and technical assistance. Proposed action: ENC producing HOs consider joining a RENC, according to IHO Resolution 1/1997 as amended.

Action: RENC members to recommend to non-RENC ENC producer nations to join a RENC.

4. Encourage that all data from hydrographic work is provided to the HOs. (note: item 4 and item 7, Open availability of Hydrographic data, were linked together under 4. IHB to raise this issue at IRCC6 and EIHC5.

Proposed action: HOs actively promote this issue to industry and consider legislation.

Action: UKHO to draft a proposal to IRCC6 and further discussion at MACHC15.

5. Use of ENCs outside ECDIS for non SOLAS.

Proposed action: RENCs to provide feedback to MACHC and IHO.

Action: RENCs to provide feedback to MACHC and WENDWG regarding the use of ENCs outside the SOLAS/ECDIS environment. (WENDWG action item)

6. Investigate improving co-operation between Hydrography and Oceanography.

Proposed action: IHO to investigate if these concerns are realistic, if so consider whether co-operation could be improved.

Action: Chair will send a letter to the IHB with regard to this concern so it can be addressed. Chair to report to IRCC6 the need to investigate the links between Hydrography and Oceanography.

IHB president proposed that this issue be included as a MACHC issue in the MACHC report to IRCC6.

7. Open availability of Hydrographic data. (see item 4)

Proposed action: Publish data via hydrographic society for those nations where national legislation does not already allow/enforce this. Additionally, nations might consider revising national policies.

The Committee noted the report from the Stakeholders day and endorsed the respective recommendations.

## **21 Maritime Funding**

### **21.1 Invited Organizations**

The MACHC Chair presented a report on the invited Organizations. See presentation under Doc. MACHC14.13.1

## 21.2 Invited Financial Organizations

The MACHC Chair presented a report on the invited Financial Organizations. See presentation under Doc. MACHC14.13.2

Action: Letter from Chair regarding MACHC to Financial Organizations (support from IHB president). Chair to engage with CCCCC<sup>2</sup> and CARICOM. Invitation letters to be sent to relevant International and Regional Organizations. Coordination from IHB president. Early invitation is pivotal for their attendance.

## 22. Discussion MACHC Statutes

The President of the IHB presented some proposals to amend the MACHC Statutes (see Doc. MACHC 14.04.1) to the plenary.

Discussion on working language of the MACHC (article 13a). Mexico suggested to amend article 13 to include Spanish as official language. This was supported by Cuba. Netherlands proposed to link this item to the proposal of UK (budget for translation).

Action: Mexico to lead discussions to amend article 13 (Mexico to present a paper at MACHC 15).

France addressed the interval of the meetings after the approval of the statutes.

The Netherlands emphasized the need for continuity.

Discussion on selection of a representative to the Council (Annex 3 to the Statutes of the MACHC). It was decided that a MS will be elected to represent the MACHC in the Council of the IHO.

US: proposal to first circulate the final draft and seek the views of the absent countries before decision. The Chair MACHC informed the Committee that the required quorum of 2/3 members of the Commission was present to endorse the amendments to the Statutes<sup>3</sup>.

The IHB president requested Assistant Director Costa Neves to correct an error in the map attached to the MACHC Statutes. An error was identified that the limit of 35 W is wrongly drawn in the 40 W meridian.

Decision: The proposed amendments to the Statutes under the articles 1 – 12 were approved. Article 13 was not amended. Mexico will present a paper regarding article 13 (MACHC 15).

## 23. Any other business

There were no topics raised under any other business.

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<sup>2</sup> Caribbean Community Climate Change Centre

<sup>3</sup> Brazil, Columbia, Cuba, France, Mexico, Netherlands, Suriname, UK and USA

## 24. Date and Venue of the next meeting

Mexico offered to host MACHC15 in Manzanillo, Mexico and this was agreed by all MS present. Mexico will host a Hydrographic Conference during the same week from the 8<sup>th</sup> the 10<sup>th</sup> of December 2014.

The proposed dates for the MACHC 15 are therefore 11 – 13 December 2014. The chair will inform members accordingly when dates for the 15th MACHC have been set.

Furthermore, the IHB President suggested the part-funded CB MSDI workshop (€10k) due for delivery in 2014 should be replaced by a Hydrographic Awareness Raising Seminar to precede MACHC15. The CB Coordinator undertook to organize this change through the normal channels.

## 25. Closing

The Chair was commended on his excellent leadership during the meeting. The Chair presented the IHO President Robert Ward with a gift and the vice chair, Captain Peter Kortenoeven who informed the Commission of his retirement was also presented with a present. The Vice Chair and his organizing team remarked on the excellent work done in organizing the MACHC 14 meeting.

The Chair concluded the meeting by thanking the Members, the industry, the International and Regional Organizations and the translators for their contributions and also commended them on the outstanding work delivered.

Meeting closed.



Pic1 presentation of gift to IHB President



Pic2 presentation of gift to vice chair MACHC



**14<sup>th</sup> Meso American & Caribbean Sea Hydrographic  
Commission Meeting  
09- 13 December 2013  
Phillipsburg, Sint Maarten  
List of Actions of the 13<sup>th</sup> Meeting**

Action	Agenda Item	Agreements	Responsible Party	Due Date	Status
<b>General:</b>					
14.1.1	5	The MACHC Chair will consult with the Chairpersons of the working groups to determine the MACHC actions for IRCC6	Chair		
14.1.2	5	The Chair will consult with IIC Tech. and Brazil to represent the MACHC at the HSSC meetings and report back to the MACHC.	Chair		
14.1.3	5	The Chair to request HSSC to approve the support of MSDIWG to the MEIPWG in governance and standards.	Chair		
14.1.4	5	The revised WEND Guidelines were approved by the WENDWG and by IRCC5 and will be circulated by the IHB	IHB		
14.1.5	5	MSs to support the new WEND guidelines and the definition of a cartographic boundary that will be circulated by CL.	MS		
14.1.6	6	MSs to identify the needs in training for MSI and report to the CB Coordinator.	MS		
14.1.7	6	Based on the needs, training for MSI can be developed	CBC		
14.1.8	6	Chair to send a questionnaire to MS to provide contact details, based on the National Reports and other relevant information	Chair		
14.1.9	6	MACHC attendance at ICG IX, May 13-15, 2014, St. Thomas, USVI	MS		
14.1.1 (13.1.1)	MACHC 12	MACHC Members should provide update information to IHO C-55 publication and update it at least once a year, reporting this action in the National Report	MACHC Members	Permanent	On going
14.1.2 (13.1.2)	MACHC 12	The Commission accepts IHB proposal to post the main documents of its meeting on the IHB website and keep the discussion documents on the website managed by NOAA.	Secretary / IHB	Permanent	On going
14.1.3 (13.1.3)	MACHC 12	The Commission to consider using one website for MACHC documentation. The Chair to circulate a proposal to achieve this.	USA / IHB	By 14th MACHC meeting	Completed
14.1.4 (13.1.4)	MACHC 12	NL/VE to pursue discussions on bilateral agreement for data exchange in accordance with TR A3.4 (co-production, distribution of REPROMATS, etc.)	Netherlands/Venezuela	By 14th MACHC meeting	On going see para 7.1.3 additional Action Item 13.2.8
14.1.5 (13.1.5)	MACHC 12	Working Group Chairs and Chart Committee Coordinators are encouraged to produce quarterly reports.	WG Chairs and ECC & ICC Coordinators	Permanent Quarterly	MICC Already does this
14.1.6 (13.1.6)	MACHC 12	ECC & ICC Coordinators to liaise and plan/organise their work flow in line with agreed Meso-American and Caribbean International Chart Coordinating Working Group (MACICCWG) Terms of Reference (ToR).	ECC & ICC Coordinators	Permanent By 13th MACHC Meeting	Completed

[illegible]



Action	Agenda Item	Agreements	Responsible Party	Due Date	Status
14.1.14 (13.1.10)	MACHC 13	MACHC Member States to include 'sharing experience in dealing with maritime disasters' as a standing MACHC agenda item.	Chair	Permanent By 14th MACHC Meeting	Nothing to report. Noted Sandy last mtg
14.1.15 (13.1.11)	MACHC 13	Chair to invite the Caribbean Disaster Management Response to the 14th MACHC	Chair	By 14th MACHC meeting	
14.1.16 (13.1.12)	MACHC 13	MACHC accepts the validity of Crowd Sourcing and requests the chair propose HSSC to assess the validity of its use.	Chair	End Jan 2013	
14.1.16 (13.1.14)	MACHC 13	Chair to look into providing Audio/Video facilities at next conference for delegates unable to attend	Chair	By 14th MACHC meeting	
14.1.17 (13.1.15)	MACHC 13	Chair (Suriname) or IHO to participate in the Sea Trade Cruise Shipping conference in Miami (March 11-14, 2013)	Chair, IHO	By April 2013	
14.1.18 (13.1.16)	MACHC 13	Chair (Suriname) and host (Netherlands) to organise MACHC14	Suriname, Netherlands	By 14th MACHC meeting	Completed
<b>MACHC Integrated Charting Committee (MICC):</b>					
14.2.1 (13.2.1)	MACHC 13 ENC	MICC to continue to monitor and update Region B ENC scheme for all Usage Bands, per the current work plan of MACHC MICC.	MICC Members	Ongoing	This is a continuous activity
14.2.2 (13.2.2)		Continue to update resolution of overlaps and gaps as reflected in the ECC Regional Coverage Report Annex A and B	MICC Members and Technical Coordinator	ASAP	A continuous activity
14.2.3 (13.2.3)		UK will forward projected M_COVR for Charco Azul and Roatan to MICC Technical Coordinator for update to MICC GIS. Charts will be based on GB charts 503 and 2493.	UK, MICC Technical Coordinator	March 13, 2013	Completed
14.2.4 (13.2.4)		UK to provide update on anticipated production date of ENCs for Charco Azul and Roatan	UK	March 13, 2013 or Until complete	Completed
14.2.5 (13.2.5)		Provide list of Cruise Line priority ports for the MACHC and other RHCs for consideration by respective charting groups	Celebrity Cruise Rep	ASAP	Completed
14.2.6 (13.2.6)		UK and Celebrity Cruises (cruise industry) to discuss alternate sources of survey data and how/if it can be applied to charting products in the Bahamas.	UK and Celebrity Cruise Rep	Until complete	Ongoing
14.2.7 (13.2.7)		US to provide update on production of new ENCs in the Panama Canal	USA	March 13, 2013 or Until complete	Completed
14.2.8 (13.2.8)		NL produces ENC equivalent to INT 4108 in co-operation with VEN to achieve adequate coverage on very short notice. When appropriate VEN takes over with the publication of VE300100 and VE300200	NL, VEN	NL ENC completion 1 March 2013	Completed
14.2.9 (13.2.9)	INT	MICC Technical Coordinator to look into adding ENC usage band column to INT Chart GIS	MICC Technical Coordinator	December 31 2012	Completed
14.2.10 (13.2.10)		Venezuela and UK to review limits for INT 4102.	Venezuela, UK	March 13, 2013 or Until complete	
14.2.11 (13.2.11)		Colombia and UK review overlap between INT charts 4025 and 4011	Colombia, UK	ASAP	Completed
13.2.12 (13.2.12)		MICC will explore possibilities for producing an on-line regional catalogue that includes all national coverage in the MACHC region.	MICC Members	March 13, 2013	Completed
14.2.13 (13.2.13)		Include INT charts in National Chart catalogues according to S-4	MICC Members	Ongoing	Ongoing
14.2.14 (13.2.14)		Contact Cuba regarding transfer of charts from Cuba to France, UK, Mexico. It is unclear which charts other than 4149 are to be transferred and who will assume responsibility. France wishes to withdraw from consideration of additional coverage.	MACHC Chair with information from MICC Chair	ASAP	Completed



Action	Agenda Item	Agreements	Responsible Party	Due Date	Status
14.2.15 (13.2.15)		Incorporate new INT Chart scheme, based on national coverage, for Mexico, Nicaragua and Colombia in the Pacific and Suriname, Venezuela and the US in the Caribbean. All countries are to provide limits and S-11 information to the MICC Technical Coordinator for update to the MICC GIS. The new scheme will be incorporated into the MICC GIS, reviewed by the MICC, and submitted to the CSPCWG and the IHO to change S-11.	Mexico, Nicaragua, Colombia, Suriname, Venezuela, US, MICC Technical Coordinator	March 13, 2013	Completed
14.2.16 (13.2.16)		As National Charts are updated to meet S-4 standards, their status will be updated in S-11. National hydrographic offices are responsible to ensure that S-4 standards are properly applied to INT charts.	MACHC MICC Member States	Ongoing	Ongoing
14.2.17 (13.2.17)		MACHC Pacific Coast - Mexico to work with UK on the boundaries between the existing Mexican INT charts and UK charts in neighbouring Pacific coast RHCs.	Mexico, UK, USCHC, SEPHC	March 13, 2013	Completed
14.2.18 (13.2.18)	ADMN	All countries to update the list of participants with MICC Technical Coordinator	MACHC MICC Member States	ASAP and ongoing	Ongoing
14.2.19 (13.2.19)		Update TORs to replace "WG" with "Committee" and "MACCIWG" with "MICC"	MICC Chair	Completed and provided to Secretary	Completed
14.2.20 (13.2.20)		MACHC Chair to communicate new representative to WEND WG	MACHC Chair	ASAP	
14.2.21 (13.2.21)		MICC to decide on new combined format for MICC report to MACHC	MACHC MICC Member States	May 22, 2013	Completed
14.2.22 (13.2.22)		MICC to provide IHB with briefing concerning Cuban ENC gaps. IHB will engage with Cuba at IMO-MSC and report back to the MACHC. MICC to continue to work with MACHC Chair, the IHO, and other channels toward improving communication with Cuba.	MICC Technical Coordinator, MICC Chair and IHO President	ASAP and ongoing	Completed
14.2.23 (13.2.23)		Access REMPEITC AIS and ship routes to assess regional chart coverage and survey adequacy and related navigation risk	MICC Chair	March 13, 2013	Completed
14.2.24 (13.2.24)		Provide national response re: CL 51 to IHB	MACHC MICC Member States	ASAP	Completed
14.2.25 (13.2.25)		MICC to provide an updated report to 14th MACHC and MACHC Chair is invited to provide this report to the IHB as the region's contribution to global ENC and INT coverage so that it may be conveyed accordingly to the IMO.	MACHC MICC Member States	14th MACHC meeting	Completed
14.2.26 (13.2.26)		In order to create the IHO worldwide ENC database, all ENC producers are encouraged to make their ENCs available to the RENCs, even if they are also distributed by different channels.	MACHC MICC Member States	Ongoing	Ongoing
14.2.27 (13.2.27)		If Member Countries are unable to complete their ENC coverage, the MACHC, in partnership with appropriate authorities, should consider options to address this situation, in accordance with the IMO ECDIS Requirements and WEND principles.	MACHC MICC Member States	Ongoing	Ongoing
14.2.28 (13.2.28)		If MACHC Member States are unwilling either to distribute ENCs or to have another country produce for them, the MACHC Chair will inform the Inter-Regional Coordinating Committee (IRCC). The IRCC will take appropriate action with the WEND Working Group, the IHB, and IMO.	MACHC MICC Member States	Ongoing	Ongoing
14.2.29 (13.2.29)		MICC Technical Coordinator to update MACHC web site by linking to IHO MACHC site where documents for Commission meetings will be hosted. The NOAA website will serve as the archive site for past meeting documentation and Committee working documents.	MICC Technical Coordinator	Ongoing	Completed
14.2.30 (13.2.30)		Expand Work Plan to include review of WEND Principles Implementation Guidelines and Risk Assessment Framework, and explore GIS depiction of survey quality	MICC Coordinator and Vice-Coordinator	ASAP	Completed

Action	Agenda Item	Agreements	Responsible Party	Due Date	Status
<b>Capacity Building (CB):</b>					
14.2.1 (13.3.1)	MACHC 13	CB coordinator to investigate further funding sources to enable training	CB Coordinator	On Going	
14.3.2 (13.3.2)	MACHC 13	The CB Coordinator should work in close liaison with the adjacent Regional Hydrographic Commissions, including the EATHC.	CB Coordinator	Permanent	
14.3.3 (13.3.3)	MACHC 13	CB coordinator to update 5 year plan	CB Coordinator	Permanent	
14.3.4 (13.3.5)	MACHC 13	IALA to organize seminar on level 1+ course on Aids to Navigation Manager training	IALA, CB Coordinator	By MACHC 14	
14.3.5 (13.3.6)	MACHC 13	Gulf of Fonseca project: 1. Decision to continue the project discussions with authorities from the three Member states. 2. Recognize that the future development of the Gulf of Fonseca can benefit from the works proposed by this project; including hydrography for the safety of navigation, physical oceanography for the protection of the marine environment, and coastal zone management. 3. Decision to keep this project Regional within Central America as much as possible.	PAIGH, Honduras, Nicaragua, El Salvador, UK, USA, COCATRAM	On Going	
14.3.6 (13.3.7)	MACHC 13	Investigate the feasibility of Spanish online training similar to that of the Hydrographic Academy of University of Plymouth.	CB Coordinator	By MACHC14	
14.3.7 (13.3.8)	MACHC 13	Netherlands to liaise with Chair Organization of East Caribbean States (OECS) to develop proposals for the establishment of regional deployable survey capability in 2012 for MACHC Members, Associate Members and non-Members.	Netherlands	By 31st August 2012	
<b>Marine Economic Infrastructure Project (MEIP):</b>					
13.4.1 (13.4.1)	MACHC 13	MEIP to develop terms and conditions for accessing and using data held within MEIP	MEIP	by Feb 2013	
14.4.2 (13.4.2)	MACHC 13	MEIP to identify "quick win" data to populate MEIP	MEIP	ongoing	
14.4.3 (13.4.3)	MACHC 13	MEIP and REMPEITC to aspire to the least duplication of effort possible and REMPEITC to be invited to join MEIP teleconferences	MEIP REMPEITC	On Going	
14.4.3 (13.4.3)	MACHC 13	Antigua and Barbuda to discuss with CCCCC coordination with the OECS project.	Antigua and Barbuda, CCCCC	by April 2013	
14.4.5 (13.4.5)	MACHC 13	MEIP WG to develop a platform that will identify regional projects in collaboration with CB coordinator	MEIP	by April 2013	
14.4.6 (13.4.6)	MACHC 13	MEIP WG to identify achievable projects within MACHC region in collaboration with CB coordinator	MEIP CB Coordinator	by MACHC 14 meeting	
14.4.7 (13.4.7)	MACHC 13	Maritime Alliance to host, coordinate and invite MACHC, industry and donor organisation stakeholders to Maritime Funding session in Washington DC. To include videoconference for those unable to travel	Maritime Alliance, MEIP Chair	end 2012	



INTERNATIONAL HYDROGRAPHIC ORGANIZATION  
MESO AMERICAN & CARIBBEAN SEA HYDROGRAPHIC COMMISSION



MACHC 13  
minutes Annex E

12<sup>th</sup> Meso American & Caribbean Sea Hydrographic  
Commission Meeting  
20- 22 November 2012  
La Antigua, Guatemala  
List of Actions

Action	Agenda Item	Agreements	Responsible Party	Due Date	Status
<b>General:</b>					
12.1. 5	9	MACHC Member States to include 'sharing experience in dealing with maritime disasters' as a standing MACHC agenda item.	Chair	Permanent By 13th MACHC	
Action	Agenda Item	Agreements	Responsible Party	Due Date	Status
<b>Capacity Building:</b>					
12.2.1	3	The Commission takes note of Jamaica's comment on CB matters of the necessity to have, besides training, an effort on technical capacity – equipment and survey's platforms – and also the IHB suggestion on to promote events on means to attain support to improve the hydrographic capacity, and requests the CB coordinator to take the appropriate action accordingly with the guidelines of the approved CB Plan.	CB Coordinator	By 13th MACHC Meeting, depending on priorities	
12.2.2	3	CB coordinator will review Global Environmental Facility projects (VIA THE GEF WEBSITE) to assess if there are other projects in the region that could be leveraged for CB support, as was done for the Gulf of Honduras Project.	CB Coordinator	By 13th MACHC Meeting, depending on priorities	In Progress
12.2.3	3	The CB Coordinator should work in close liaison with the adjacent Regional Hydrographic Commissions, including the EAHC.	CB Coordinator	Permanent	In Progress
12.2.6	6.4.5	The CB Plan should be reviewed at the next Commission meeting. The following Member States will take part on the revision: A&B, BR, FR, NE, K&N, UK, with the collaboration of the PAIGH observer. The 2012 revision should have a long term plan (5 years) and consider: 1. Assessment of the CB progress made by MACHC to date, against the IHO CB Strategy and CB Work Program performance indicators; 2. Maintenance of the agreed MACHC CB Plan; 3. Consider to hold hydrographic trainings courses in venues where data updates are needed and take the opportunity to conduct the practical activities to get the required data;	CB Coordinator	Permanent By 13th MACHC Meeting	In Progress

Action	Agenda Item	Agreements	Responsible Party	Due Date	Status
		4. Refine the action plan (against the IHO CB Strategy and CB Work Program performance indicators again) and in accordance with Member States priority requirements; 5. Prepare a job description for a consultant to address CB issues; and prepare technical specifications for a master plan for the Region; 6. If this strategy is approved by MACHC Member States, a proposal roadmap for the implementation of this new strategy to be drafted by MACHC CB Coordinator to be submitted to consideration by the CBSC.			
12.2.8		requirements; (OECS) to develop proposals for the establishment of regional deployable survey capability in 2012 for MACHC Members, Associate Members and non-Members.	Netherlands HO	By 31st August 2012	In Progress
12.2.9		CB Coordinator to seek opportunities to build on the 'Haiti Hydrographic Surveying and Nautical Charting Workshop' of September 2011, in conjunction with the CBSC Chairman and IHB.	CB Coordinator	By 13th MACHC Meeting	In Progress

**Electronic Chart Committee (ECC):**

12.3.1		MACHC ECC to continue to monitor and update Region B, Atlantic side, ENC scheme for all Usage Bands, per the timetables indicated in Annex A of MACHC ECC report.	MACHC ECC Member States	By 13th MACHC Meeting	Ongoing
12.3.2		MACHC ECC monitors and updates Region B, Pacific Ocean side, ENC scheme for all Usage Bands, per the timetables indicated in Annex A.	MACHC ECC Member States	By 13th MACHC Meeting	Ongoing
12.3.3		MACHC ECC to explore options to provide a means to depict ENC schemes on a webpage, as a pilot project. The display should be interoperable and appropriate for GIS applications. Additionally, MACHC Member States should find it easy to update their ENC coverage.	MACHC ECC Member States	By 13th MACHC Meeting	Completed
12.3.4		As a permanent task, MACHC Member States are invited to provide the ECC with their ENC production plans taking into account: - IMO requirements for mandatory carriage and priority regional ports; - the availability of adequate survey data for ENC production (keeping in mind that, in some areas, hydrographic offices may not produce ENC's if data are out-of-date or not compliant with S-44 standards); and - the need to address national overlaps and consistency for all Usage Bands.	MACHC Member States	By 13th MACHC Meeting	Ongoing
12.3.5		ECC to provide an updated report to 13th MACHC and MACHC Chair is invited to provide this report to the IHB as the region's contribution to global ENC coverage so that it may be conveyed accordingly to the IMO.	ECC Chair	By 13th MACHC Meeting	Completed
12.3.6		In order to create the IHO worldwide ENC database, all ENC producers are encouraged to make their ENC's available to the RENCs, even if they are also distributed by different channels.	MACHC ENC producers	By 13th MACHC Meeting	Ongoing
12.3.7		If Member Countries are unable to complete their ENC coverage, the MACHC, in partnership with appropriate authorities, should consider options to address this situation, in accordance with the IMO ECDIS Requirements and WEND principles.	Appropriate MACHC Member States	By 13th MACHC Meeting	Ongoing

12.3.8		If MACHC Member States are unwilling either to distribute ENC's or to have another country produce for them, the MACHC Chair will inform the Inter-Regional Coordinating Committee (IRCC). The IRCC will take appropriate action with the WEND Working Group, the IHB, and IMO.	Appropriate MACHC Member States	By 13th MACHC Meeting	Ongoing
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**International Chart Committee (ICC):**

Action	Agenda Item	Agreements	Responsible Party	Due Date	Status
12.4.1	6.2	INT Chart Coordinator to update MACHC web site INT Chart data base.	INT Chart Comm. Chair, U	By 13 MACHC Meeting	Completed
12.4.2	6.2	The INT Chart Committee should produce an INT Chart Plan which should include the Pacific Area of the region, and consider using national charts of the UK and US as interim products for future production of INT Charts. A framework should be presented for the Committee work for the MACHC intersectional period.	INT Chart Comm. Chair, UK, US & Cuba	By 13th MACHC Meeting	Ongoing
12.4.3	6.2	Cuba proposed that INT Chart 4017 be produced by another hydrographic service. US offered to produce this chart. Cuba also offered to pass relevant data to the INT chart producer of chart 4021.	US & Cuba	By 13th MACHC Meeting	Completed
12.4.4	6.2	The ICC Chair shall send to the Secretary the updates regarding the INT Charts of Venezuela that have changed (see Action 11-46). Members States must send their updated data to the Secretary, include US information regarding INT Charts 4015, 4016, 4145, 4146, 4147, and 4148.	ICC Chair, MACHC Members and Secretary	By 13th MACHC Meeting	Completed
12.4.5	6.2	The current limits of the INT Charts 4100 and 4102 shall be maintained . Venezuela will confirm the limits of the new INT Charts, as proposed: 4102A, 4104, 4106, 4108, 4110 and 4112.	ICC Chair, Venezuela	By 28th Feb 2012	Completed
12.4.6	6.2	Cuba requested the cooperation of UK, USA, France and Mexico for the production and updating of the INT Charts 4149, 4154, 4158, 4166 and 4170.	Cuba, France, Mexico, UK, US	By 13th MACHC Meeting	Completed
12.4.7	6.2	Cuba proposed that the USA maintain updating the INT Chart 4149 and becomes responsible for production of this chart.	Cuba, US	By 13th MACHC Meeting	Completed



MACHC 14 minutes  
Annex B

**14<sup>th</sup> Meso American & Caribbean Sea Hydrographic  
Commission Meeting  
09- 13 December 2013  
Phillipsburg, Sint Maarten**

**Marine Economic Infrastructure Programme (MEIP – WG)**

**Record of Decisions (ROD)**

Date and venue – 9th December 2013 -Sint Maarten, Netherlands

Chair – UK

Secretary – Mexico supported by IHO CBSC Manager

IHB – President Ward and assistant Director, Costa Neves

Members present:- Brazil, Colombia, Cuba, France, Mexico, Netherlands, Suriname, Trinidad & Tobago, United Kingdom, United States of America

Associate Members present:- Antigua & Barbuda, Barbados

Background:

Chair opened the workshop emphasising that since its inception the MEIP had matured to its present state by utilising regular teleconferences.

Two demonstrators produced – CARIS and ESRI are to be applauded for their support (which has been freely given to date).

Chair requested the WG participants consider the following key issues:

- IPR protection,
- Is a subscription service required,
- Does your organisation require a marine spatial planning tool and if so, what data are required?
- The need to consider and try to eradicate duplication of effort through similar RHC work streams.

### Industry presentations:

CARIS demonstrated first focussing on the following data types:-

- ENC limits
- Survey extents (meta data)
- CATZOCs
- AIS layer
- Gridded Bathymetry
- Spatial Fusion Enterprise Viewer (downloaded NOAA charts)

CARIS played a YouTube video which showed how Tuna fisherman off the Oregon coast increased their catches by accessing freely available spatial data and fusing it.

ESRI demonstration:

- Basis of the demo was ArcGIS online
- Functionality available on laptop, cell phone, tablet etc
- ArcGIS.com
- OGC compliant
- Select a basemap (high resolution imagery) Landsat is the coarsest resolution – around 30 sq metres.
- GEBCO data then selected
- Fictional RHC – took a half day to make. Free account
- Demonstrated various subject layers and analysis tools showing ‘on the fly’ analysis. Also social media.

Chair highlighted the relatively low MS participation to the demonstrators, making it difficult to ascertain a clear way forward. Both CARIS and ESRI offered to continue to make the demonstrators available until after the next IHO MSDI WG, in order to be better informed to update this group.

***Action 19-01: CARIS and ESRI to work with UKHO POC to ensure access is in place for MS representatives – By January 10<sup>th</sup> 2014***

***Action 19-02: MEIP-Sec to reissue access to demonstrators to MS as appropriate– By January 13<sup>th</sup> 2014***

***Action 19-03: MS to review demonstrators in conjunction with work with questionnaire and feedback to MEIP-Sec– By January 31st 2014***

Mexico gave an impromptu demonstration of their national approach to this. Based around the work of Instituto Nacional de Estadística y Geografía (INEIG).

Chair enquired if there was any physical data size limits and who is the costumer for such data in Mexico.

Cuba asked how such data can be shared. Mexico response – shared through the software. The Host nation only posts data it is prepared to share.

***Action 19-04: Cuba and Mexico to test feasibility of collaborating through data sharing within its functionality and report back to MEIP – By Feb 4<sup>th</sup> 2014.***

Chair asked Mexico how much it cost to develop such a system (to be taken offline)

It was highlighted that there is currently no Vice-Chair. MACHC chair suggests this is deferred until the outcomes of MS feedback to future requirements, or whether the current deliverables under TOR have been achieved. This is timed to coincide with Feb IHO MSDI WG

UK questioned the 'mission creep' of the project and also drew links with the SWPHC which has utilised a risk based approach to identify hydrographic survey requirements

Mexico agreed with UK

The chair indicated that the following steps will help avoid further duplication and mission creep: The combination of the returned questionnaires, briefing to IHO MSDI-WG and consideration of framing the work under the OECS scoping study

IHB President noted a duplication of effort (and the cost implications of such) and suggested the WG consider the following:

What data does a RHC want?

What data types are required nationally? What layers are IHO responsible for?

Once platform is built, who are the users? Development of analysis tools on the back of user requirement.

Hand over to the MSDI WG for a more unified approach?

***Action 19-05: MEIP\_WG chair to reissue the questionnaire sent prior to the MACHC session in order to best assess the way forward. – Distribute by 7<sup>th</sup> January 2014.***

***Action 19-06: MS return questionnaires to MEIP\_WG Secretary by 31<sup>st</sup> January 2014.***

In respect of avoiding duplication and collaborative working, the MICC Chair considers how the two groups could work better together. For example, the MEIP could manage data and the MICC provides the analytical input.

Chair thanked six member states for their responses to the questionnaire and opined whether a new questionnaire should be developed? Chair proposed bringing the MEIP under the governance of the MSDI WG and being represented at the next WG meeting in USA, Silver Spring on 5-7 Feb 2014. Brazil IHO MSDI and MEIP rep has offered to brief the MSDI group (subject to travel approval).

***Action 19-07: Brazil to confirm representation of MEIP\_WG at IHO MSDI-WG to MEIP Chair - By January 17th 2014.***

Brazil was asked to comment as they had submitted the most complete feedback through the questionnaire.



Chair outlined the OECS Scoping Study and how the MEIP might be a useful tool to manage the initial study work i.e. collecting and portraying extant survey metadata etc.

***Action 19-08: MEIP\_WG chair to discuss with UKHO International Projects Manager by 17th January 2014.***

Fugro requested clarity on the financial aspects of the scoping study. They were assured that financial estimates would be a feature of the completed study, ready for the OECS to seek donor funders.

Outcomes:

MEIP Chair briefed the MACHC plenary and requested consideration of the following recommendations:

- 1. Engage with IHO MSDI WG to ensure this work is not done in isolation and has the IHB overview. (Feb 14 meeting)**
- 2. MS review demonstrators/feedback (End Jan 14)**
- 3. MS Review questionnaire/ data requirements feedback (End Jan 14)**
- 4. MACHC considers MEIP report**
- 5. MEIP request volunteer for vice-chair in accordance with TOR**

The above recommendations were accepted with the exception of recommendation #5 which is subject to the outcomes of the questionnaire responses and demonstrator reviews to be conducted in January 2014.

Following the back brief plenary discussion, MACHC chair summarised some further next steps as follows:

1. The MEIP tool could be a natural support tool to the emerging OECS scoping study. This could help to limit the output from wider MSDI “mission creep”;
2. MEIP to reissue questionnaire to account for an update of data requirements from MS and questions posed by IHB President;
3. Armed with responses to questionnaires, data requirements and briefing to the IHO MSDI WG, MEIP WG to consider if it has achieved its initial goals under TOR and therefore conclude, negating election of vice chair - timescale would be mid February 2014.



**STATUTES  
OF THE  
MESO AMERICAN - CARIBBEAN SEA HYDROGRAPHIC COMMISSION  
(MACHC)**

as amended by the XIV<sup>th</sup> Conference of the Commission in Sint Maarten, Netherlands  
(December 2013)

**Notes:**

1. The terms "International Hydrographic Bureau" and "IHB" to be replaced by "Secretariat of the IHO" when the amendments to the Convention on the IHO enter into force.
2. The term "Directing Committee of the IHB" to be replaced by "Secretary-General of the IHO" when the amendments to the Convention on the IHO enter into force.
3. The terms "International Hydrographic Conference" and "IHC" to be replaced by "IHO Assembly" when the amendments to the Convention on the IHO enter into force.

**ARTICLE 1: OF THE COMMISSION**

- a) The Meso American - Caribbean Sea Hydrographic Commission has been constituted in conformity with Resolution 2/1997 as amended (formerly Administrative Resolution T1.3) of the International Hydrographic Organization (IHO), included as Annex 1, and shall be governed according to these Statutes.
- b) The geographic Region covered by the Commission shall be that defined by the IHO INT Charting Scheme Region B, included as Annex 2, hereafter referred as "the Region".

**ARTICLE 2: OF THE MEMBERS**

- a) Full Members of the Commission shall be IHO Member States within the Region that are signatories to these Statutes.
- b) Associate Membership is open to any non-IHO Member State within the Region that is a signatory to these Statutes. Other Members of the IHO that contribute to the safety of navigation through their activities in the fields of hydrography, nautical charting or nautical information in the Region and are signatories to these Statutes may be accepted as Associate Members. Associate Members have the same rights and obligations as the Full Members of the Commission except the right to vote or to be elected Chair.
- c) The Chair shall also invite other IHO Member States that are not signatories to these Statutes but that contribute to the safety of navigation by their activities in the fields of hydrography, nautical charting or nautical information in the Region, or organisations active in the Region, to attend as Observers.

**ARTICLE 3: OF THE AIMS**

- a) The Commission, which is an integral element in achieving the objectives of the IHO and which promotes the aims of the Organization at the regional level, shall have an advisory, scientific and technological character; it shall not exert any authority over the Hydrographic Services or institutions responsible for hydrography and navigation of the Member countries and activities shall not extend to matters concerning international political issues.

- b) Particular aims of the Commission are:
1. To promote technical co-operation and training in the domain of hydrographic surveying, marine cartography and nautical information.
  2. To examine in its area of interest, matters with which the IHO is concerned, avoiding any interference with the prerogatives of the International Hydrographic Bureau (IHB) and of any other bodies set up by the IHO.
  3. To stimulate all countries of the Region to expand their hydrographic activities and to encourage them to seek advice and technical assistance from the IHB and other organisations in order to strengthen their hydrographic capabilities.
  4. To facilitate the exchange of information related to surveys, research and/or scientific and technical development to assist in planning and organizing the hydrographic activities in the widest sense of the aims, but without interference in national responsibilities.
  5. To implement the INT and ENC Chart Schemes for the Region and to monitor their suitability.
  6. To carry out studies and projects through **committees or** working groups of the Commission **so as to provide input to** the IHO when deemed necessary.
  7. To identify the MACHC Representative(s) to the IHO Council (**when the IHO Council is established**), as outlined in the guidance provided in Annex 3 to the Statutes.

#### **ARTICLE 4: OF THE ORDINARY CONFERENCE**

- a) The Commission shall meet in ordinary Conference in a country of the Region at least twice between two successive ordinary sessions of the International Hydrographic Conference (IHC).
- b) The Members shall be represented at the Conferences by the heads of the Hydrographic Authorities or their nominees or, where such services do not exist, by heads of national authorities responsible for hydrography and navigation.
- c) The presence of at least one-half of the Full Members of the Commission shall constitute the necessary quorum to hold the meeting.
- d) An invitation to attend the Conference shall always be sent to the Directing Committee of the IHB.
- e) The Chair shall invite those countries of the Region that are not Members of the Commission and the Coordinators of adjacent INT-Chart Regions to send Representatives to attend the Commission Conferences as Observers. Any Members may propose to the Chair the invitation of technical experts as Observers. Observers can participate in the discussions and in the working groups set up by the Commission but shall not have voting rights.
- f) The host country may limit the number of participants to not more than two per country **according to the** availability of facilities.

#### **ARTICLE 5: OF THE CHAIR AND VICE CHAIR**

- a) The Conferences of the Commission are conducted by the Chair with the assistance of

the Vice Chair.

- 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.
- d) If the Chair, or the Vice Chair, is unable to officiate at the Conference, he or she shall be replaced by his or her Representative.
- e) The incoming Chair shall take office three months after the conclusion of an ordinary Conference.

#### **ARTICLE 6: OF THE SEATS OF THE CONFERENCES**

- a) 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.
- b) The host country will assist with the arrangement of authorizations and visas, so as to facilitate attendance at the Conference.

#### **ARTICLE 7: OF THE CONFERENCE**

- a) The Chair shall prepare the Provisional Agenda in conjunction with the Members at least two months before its opening. The Provisional Agenda shall normally include the standard items suggested in relevant IHO guidance (for example, National Reports, INT Charts and ENC Cell scheme). The first item shall be the Chair's report on the activities of the Commission since the last Conference. All Conference Documents shall be made available on the IHO/MACHC web site at least one month prior to the meeting.
- b) Members' Proposals to be included on the Agenda of a Conference should be sent to the Chair for the next Conference at least four months in advance of the date agreed for the commencement of the Conference.
- 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.
- e) Proposals of Members not included in the Agenda shall be submitted to the Chair and, with the agreement of the Members, shall be added to the Agenda for consideration.
- f) Each Full Member has one vote and votes shall be indicated by a show of hands.
- g) At the end of each Conference, the Chair shall present the Resolutions and Decisions taken in the working language of the Commission. 20 days after the close of the Conference, the Chair will submit to the Full Members and Participants a report, (in the working language of the Commission) which will include those Resolutions and Decisions, as well as any supporting information submitted. Full Members shall report

any objections of the report within 20 days. Any objections to the report shall be made by electronic mail.

- h) Between Conferences, if necessary, subjects may be discussed and decided by correspondence in the MACHC working language.
- i) In preparation for, during and between Conferences, the Chair shall be assisted by the Secretary appointed by him/her. The duties of the Secretary include the following:
  - 1. To collate, three months before the Conference, all proposals from the Full Members, to be included in the Agenda.
  - 2. To forward proposals and the provisional Agenda to the Chair and Vice Chair at least two months prior to the Conference.
  - 3. To prepare and distribute a list of participants at least one month prior to the Conference.
  - 4. To receive and to forward any requirements from the Members to the Chair and Vice Chair as appropriate.
  - 5. To prepare for the Chair, a report of the Conference within 20 days following its conclusion, including the discussions resolutions and decisions taken, as well as any supportive information that was submitted.
  - 6. To prepare the final report and forward it to the IHB.
  - 7. To assure with the host country, the nominal organization of the Conference.

#### **ARTICLE 8: OF RESOLUTIONS AND DECISIONS**

- a) The resolutions and decisions of the Conference shall usually be reached by consensus among Full Members. If consensus cannot be reached, resolutions and decisions shall be adopted by a simple majority of the Full Members present. In case of an equal number of votes (tie), a second vote shall take place after listening to the comments of the Representative of the IHB.
- b) The Chair each day shall prepare a written text of the decisions taken on each item of the Agenda and shall see to its distribution to all the attendees present for the next day.
- c) Each Full Member has only one vote.
- d) At the end of the Conference, the Chair shall read the text of the resolutions and decisions taken. All decisions become operative immediately.

#### **ARTICLE 9: OF CORRESPONDENCE**

- a) The Chair shall send, within two months after the closing of the Conference, one copy of the Draft Report regarding the discussions and decisions taken during the Conference to each of the Full Members for its approval, and for Associate Members and Observers to comment. The Full Members shall send back their approval or any amendments within two months after its receipt. Any objection shall be resolved by correspondence. A signature page shall be circulated to obtain final approval.
- b) A copy of the Final Report of the Conference shall be sent to the Full Members, Associate Members, Observers and the IHB.

#### **ARTICLE 10: OF EXTRAORDINARY CONFERENCES**

- a) The Chair may convene an Extraordinary Conference of the Members of the Commission when their Representatives are assembled for a session of the IHC, inviting others qualified to attend as Observers.
- b) In the case of urgent matters, which cannot be treated by correspondence nor can be delayed for the next Conference, the Chair, in agreement with the Full Members may convene an Extraordinary Conference.

#### **ARTICLE 11: OF EXPENSES**

- a) The Chair and the host country shall be responsible for the organisation of the Conferences and shall pay the expenses except those described below.
- b) Travelling, hotel and per diem expenses of the delegates shall be defrayed by their respective organizations.

#### **ARTICLE 12: OF THE STATUTES**

- a) The IHB shall be the custodian of these Statutes.
- b) The modification of the Statutes requires the approval of at least two-thirds of the Full Members of the Commission.
- c) If modifications to the **extant** Statutes are agreed by those Full Members attending a Conference, but they do not receive the approval of at least two-thirds of the Full Members as required, the Chair shall submit the proposal(s) by mail to all Full Members with information copies to Associate Members. Final approval shall be subject to the provisions of Article 12b. All approved modifications to the Statutes shall then appear in the report of the Conference.

#### **ARTICLE 13: OF THE LANGUAGE OF THE COMMISSION**

- a) The working language of the Commission shall be English.

**Signatures: Full Members**

<b>BRAZIL</b>	Name Title/Post	
<b>COLOMBIA</b>	Name Title/Post	
<b>CUBA</b>	Name Title/Post	
<b>FRANCE</b>	Name Title/Post	
<b>GUATEMALA</b>	Name Title/Post	
<b>JAMAICA</b>	Name Title/Post	
<b>MEXICO</b>	Name Title/Post	
<b>NETHERLANDS</b>	Name Title/Post	
<b>SURINAME</b>	Name Title/Post	
<b>TRINIDAD &amp; TOBAGO</b>	Name Title/Post	
<b>UNITED KINGDOM</b>	Name Title/Post	
<b>UNITED STATES OF AMERICA</b>	Name Title/Post	
<b>VENEZUELA</b>	Name Title/Post	

### Associate Members

<b>ANTIGUA AND BARBUDA</b>	Name Title/Post	
<b>BARBADOS</b>	Name Title/Post	
<b>EL SALVADOR</b>	Name Title/Post	
<b>GUYANA</b>	Name Title/Post	
<b>HAITI</b>	Name Title/Post	
<b>HONDURAS</b>	Name Title/Post	
<b>NICARAGUA</b>	Name Title/Post	
<b>PANAMA</b>	Name Title/Post	
<b>SANTA LUCIA</b>	Name Title/Post	
<b>ST. KITTS AND NEVIS</b>	Name Title/Post	



**IHO RESOLUTION 2/1997**  
**(Latest amendment: CL 69/2010)**

**ESTABLISHMENT OF REGIONAL HYDROGRAPHIC COMMISSIONS (RHC)**

1. It is resolved that the IHB shall encourage Member States having common regional interests in data collecting or nautical charting to form Regional Hydrographic Commissions (RHC) to cooperate in the undertaking of surveys and other projects. As part of IHO, the RHC shall complement the work of the Bureau.

2. RHCs are intended to provide, in pursuance of the resolutions and recommendations of the IHO, regional co-ordination with regard to nautical information, hydrographic surveys, production of nautical charts and documents, training, technical cooperation and hydrographic capacity building projects. They (RHC) should enable the exchange of information and consultation between the hydrographic services concerned. Geographically adjacent RHCs should liaise with each other.

2bis. Where Capacity Building is required in a region, RHCs are recommended to establish an internal body to deal with CB matters and to designate a focal point to ensure continuity in the CB process. This part-time allocation to assist RHCs should come primarily and ideally from an HO 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.

These regional contact points, the responsibilities of which should be given directly and in detail by the RHC concerned, shall have the support of the RHCs; shall be nominated having in mind the importance of continuity; shall be in permanent contact with the corresponding RHC Chairman as well as with the CBC Chairman. Ideally should be a CBC member with access to RHC meetings.

In the absence of any other viable alternative and despite its limited human resources availability a request of support could be requested to the IHB.

3. RHCs shall be properly constituted and have activities in line with the objectives of the IHO as described in Article II of the Convention on the IHO and in accordance with the approved IHO Work Programme. Geographical areas of the RHC 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.

4. RHC membership may include full members, associate members, and observers, all willing to contribute to the safety of navigation in the fields of hydrography, nautical charting, nautical information or navigational warnings in the region concerned. The roles of full members, associated members and observers will be defined by each RHC.

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 States of the region who are non-IHO members, both being signatories of the statutes of the RHC.

Other States and International Organizations active in the region concerned may be invited by the RHC to participate as observers.

The invitation procedures should be established by each RHC.

5. The working languages used by the RHC shall 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 Bureau, one of the official languages of the IHO shall be used.

6. A representative of the Bureau shall be invited to attend meetings of RHCs.

6bis RHCs shall assess regularly the hydrographic capacity and requirements within their region.

7. Chairs of RHCs shall report to the I.H. Conference on RHC activities, hydrographic capacity and requirements within their region, future plans and the agreed key targets that support RHC tasks detailed in the IHO Work Programme. The Chairs of RHC's shall also submit an annual report to the IHB indicating progress made against the agreed key targets in the IHO Work Programme for general dissemination. Between sessions of the IHC, 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 Bureau for general dissemination.

8. The following structure is to be used for National Reports made to those RHCs that wish to receive such reports:

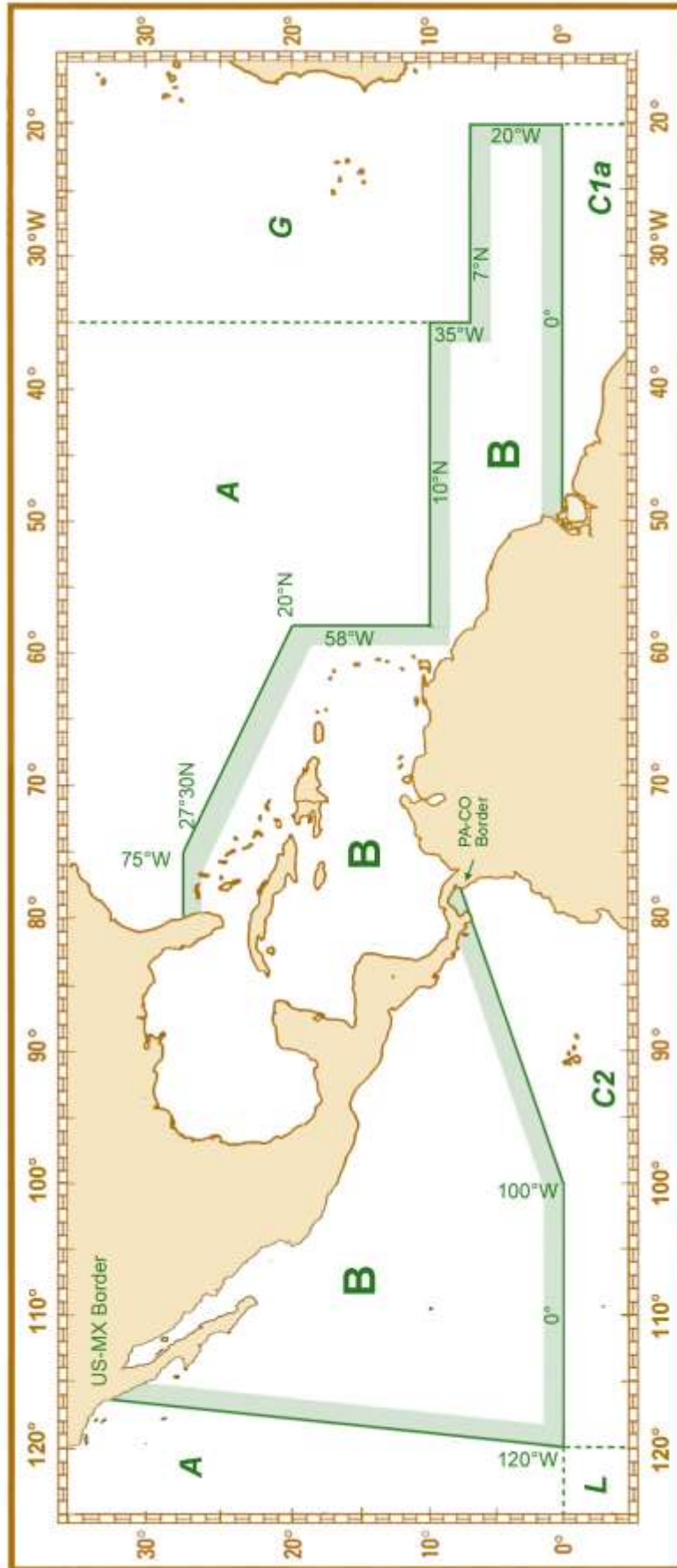
### **Structure for National Reports to Regional Hydrographic Commissions**

Executive summary

- |    |                                |   |
|----|--------------------------------|---|
| 1. | Hydrographic Office / Service: | General, including updates for the IHO Yearbook e.g. reorganization   |
| 2. | Surveys:                       | Coverage of new surveys<br>New technologies and /or equipment<br>New ships<br>Problems encountered  |
| 3. | New charts & updates:          | ENCs<br>ENC Distribution method<br>RNCs<br>INT charts<br>National paper charts<br>Other charts, e.g. for pleasure craft<br>Problems encountered |
| 4. | New publications & updates:    | New Publications<br>Updated publications<br>Means of delivery, e.g. paper, digital<br>Problems encountered                                      |
| 5. | MSI:                           | Existing infrastructure for transmission<br>New infrastructure in accordance with GMDSS Master Plan<br>Problems encountered                     |

Note : Use the WWNWS template for this section

6. C-55: Latest update (Tables)
7. Capacity Building: Offer of and/or demand for Capacity Building  
Training received, needed, offered  
Status of national, bilateral, multilateral or regional development projects with hydrographic component. (In progress, planned, under evaluation or study)  
Definition of bids to IHOCBC
8. Oceanographic activities General: GEBCO/IBC's activities  
Tide gauge network  
New equipment  
Problems encountered
9. Other activities: Participation in IHO Working Groups  
Meteorological data collection  
Geospatial studies  
Disaster prevention  
Environmental protection  
Astronomical observations  
Magnetic/Gravity surveys  
MSDI Progress  
International  
Etc
10. Conclusions



## **Procedure for Selection of Commission Representative(s) on the IHO Council**

The Commission representative(s) on the IHO Council will be elected by postal vote once the number of seats allocated to the Commission and the names of States eligible for selection have been advised by the Secretary-General in accordance with Article 16(b) of the IHO General Regulations. The election will be conducted according to the procedure set out below.

Representing the Commission on the IHO Council is an important responsibility, as it is a primary means of communication and involvement by the MACHC in IHO matters. Thus, it is important that the Commission be served by knowledgeable, willing and capable representatives to the IHO Council. Member States representing the Commission on the IHO Council must be prepared to meet their responsibilities, both in terms of time required and financial expenses.

The following provides guidelines and procedures for selecting the Commission Representatives on the IHO Council:

### **1. Nomination**

- a. Any Full Member of the Commission who wishes to nominate as the regional representative to the Council is to submit their nomination to the Chairman with copies to the Secretary General of the IHO and all Full Members of the Commission at least six months before an Assembly (refer Article 16(b)(iii) of the IHO General Regulations).
- b. Within one week of receipt of advice from the Secretary General (three months before the Assembly – refer Article 16(b)(vi) of General Regulations) the Chair of the Commission will act as follows:

#### Either

If the number of nominations is equal to or less than the number of Council seats allocated to the Commission, issue a MACHC Circular Letter advising the Member State(s) that will represent the MACHC at Council;

#### Or

If the number of nominations is greater than the number of Council seats allocated to the Commission Issue a Voting Paper by a MACHC circular letter to all Full Members of the Commission detailing:

- a. the number of Council seats allocated to the Commission,
- b. the nominations,
- c. closing date for return of completed voting paper (30 days after date of issue).

### **2. Voting Procedure**

- a. Each Member marks their preferred candidate State(s) (according to the number of seats allocated) on the voting paper and returns it to the Chair of the Commission by the due date (see example of voting paper in Appendix 1),
- b. In the case of a tied result, the Chair will cast the deciding vote,
- c. The Chair will advise the outcome of the election and the details of received votes through a MACHC circular letter within two weeks of the closing date for voting.

**Appendix 1**

**Meso-American and Caribbean Sea Hydrographic Commission (MACHC)**

**Selection of Representative(s) to the IHO Council**

**Example of Voting Paper**

**Part A**

Number of Seats on Council allocated to the MACHC: *Chair inserts number in here*

*(This is the number of boxes that may be marked below)*

**Part B**

To vote for a candidate State put an 'X' in the adjacent box. The number of boxes that may be marked is shown in Part A above.

<i>Chair inserts candidate State A in here</i>	<i>Votes indicated with an X here</i>
<i>Chair inserts State B in here</i>	<i>Votes indicated with an X here</i>
<i>Chair inserts State C in here</i>	<i>Votes indicated with an X here</i>
<i>insert other States if appropriate</i>	<i>Votes indicated with an X here</i>

Member State: ..... Date: .....

Authorised By: ..... Position: ..... (signature)

.....

(Name)