



South West Pacific Hydrographic Commission (SWPHC)

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SWPHC Circular Letter 5/2014

Technical Workshop on Hydrography and Hydrographic Governance 13th Meeting of the South West Pacific Hydrographic Commission (SWPHC)

Rarotonga, Cook Islands, 23-27 February 2015

To: See distribution list (Annex A)

Dear Colleagues,

1. SWPHC CLs 3 and 4 of 2014 distributed in October 2014 informed that the Technical Workshop on Hydrography and Hydrographic Governance and the 13th Meeting of the South West Pacific Hydrographic Commission (SWPHC13) will be held in the Cook Islands on 23-27 February 2015. Further details regarding these are as follows:

Meeting Agenda

A provisional agenda for the SWPHC13 Meeting is attached as **Annex B**. You are requested to review this draft and provide your comments/suggestions or changes/improvements **before 9 January 2015**. A revised agenda will then be prepared.

Please note that the meeting will include an Industry/Stakeholders afternoon (Thursday 26 February 2015) on topics relating to capacity building and emerging technologies. Those wishing to present at this event are requested to notify the SWPHC secretariat at international.relations@hydro.gov.au by 9 January 2015, with your suggested topic.

Workshop Programme

As outlined in SWPHC CL 4 the IHO Capacity Building Work Programme has scheduled a 'Technical Workshop on Hydrography and Hydrographic Governance' for the benefit of countries in the South West Pacific. A draft programme for the Technical Workshop is attached as **Annex C**.

Venue & Hotel Accommodation

I would like to thank our Hosts, The Cook Islands Government, for making arrangements regarding the meeting venue, accommodation and local transportation. Logistics information is attached as **Annex D**.

Registration:

Those attending are requested to complete the Registration Form provided in **Annex E** and send it to the following at their earliest opportunity and **no later than 15 January 2015**:

Mr Jasbir Randhawa (SWPHC Secretariat) – Email: international.relations@hydro.gov.au

Mr Adam Greenland (SWPHC CB Coordinator) – Email: agreenland@linz.govt.nz

National Reports

I would also take this opportunity to request that you forward your National Report, in the standardised structure, at least two weeks prior to the meeting (**by 10 February 2015**) The standard structure for National Reports can be found on the IHO website at the SWPHC link.
(http://www.iho.int/mtg_docs/rhc/templates/Struct_NationalReports_Eng.pdf)

2. Finally I look forward to an informative and productive meeting in Rarotonga.

Yours sincerely,



Commodore Brett Brace, RAN
Hydrographer of Australia
Chair, SWPHC

1 December 2014

Annex A – Distribution List
Annex B – SWPHC13 Provisional Agenda
Annex C – Technical Workshop Draft programme
Annex D – SWPHC13 Logistics Information
Annex E – SWPHC13 Registration Form

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**13th South West Pacific Hydrographic Commission Meeting
25th – 27th February 2015
Rarotonga, Cook Islands**

**Draft Agenda
(1 December 2014)**

1. Opening
 - 1.1 Opening Remarks by Hosts
 - 1.2 Opening Remarks by the Chairman
 - 1.3 Opening Remarks by the President of the IHB
 - 1.4 Address by Chief Guest
 - 1.5 Agenda and Timetable approval
 - 1.6 List of Documents
 - 1.7 Administrative Arrangements
2. 12th SWPHC Minutes approval
3. 12th SWPHC Actions List review
4. IHO / IHB Matters
 - 4.1 IHB Report
 - 4.2 SWPHC report to IRCC6 (Inter Regional Coordination Committee)
 - 4.3 IRCC6 Report
 - 4.4 WEND-WG Report (Worldwide ENC Database – Working Group)
 - 4.5 HSSC6 Report (Hydrographic Services and Standards Committee)
 - 4.6 Marine Spatial Data Infrastructure (MSDI)
 - 4.7 IHO Year Book P-5
 - 4.8 Status of Hydrographic Surveying and Nautical Charting Worldwide (C-55)
 - 4.9 International Hydrographic Review Editorial Board
5. Statutes
 - 5.1 Review SWPHC Statutes
6. National Reports

7. SWPHC Working Groups
 - 7.1 SWPHC ICCWG (SWPHC International Charting Coordination Working Group)
 - 7.2 Capacity Building
 - 7.2.1 Update on Capacity Building activities and submission since the last SWPHC meeting
 - 7.2.2 Update on the 5 year Capacity Building plan
8. Relevant International/Regional Organizations' Reports
 - 8.1 SPC (Secretariat of Pacific Community)
 - 8.2 GEBCO
 - 8.3 IALA (International Association of Lighthouse Authorities)
 - 8.4 IMO (International Maritime Organisation)
9. Hydrographic Risk Assessments
10. Donor Funding
 - World Bank, NZ Aid, AusAID, ADB, etc
11. Any Other Business
12. SWPHC report to IRCC 7
13. Date and Venue of the next meeting
14. Election of Chair and Vice Chair
15. Approval of the Action List
16. Closing Remarks from the Chair

Draft program for 2 Day technical workshop on
Hydrography and Hydrographic Governance

Raratonga, Cook Islands 23-24 February 2015

Session/Day	TOPIC	Suggested trainer
Day 1: Introduction to Hydrography & Hydrographic Governance		
am	What is hydrography	LINZ
	Economic benefits of hydrography	
	International obligations to provide hydrographic services- legal framework	
	Overview of MSI requirements (UKHO)	
	Overview of IHO, IMO, IALA	
	Hydrographic governance	
Day 1: Hydrography in the region		
pm	Current status of hydrographic services within the region -use table of SWP nations and the current status of their hydrographic capability as a basis for breakout discussions	LINZ
	Regional coordination and cooperation (LINZ/SPC/UKHO)	
	Building hydrographic capability in the region	
Day 2: Meeting national Hydrographic obligations		
am	National Legislation & institutional frameworks <ul style="list-style-type: none">- Overview of legislation requirements- Government institutional frameworks for maritime safety- Group & breakout discussions	SPC
Day 2: SDI and Data for nautical charting		
pm	Spatial Data Infrastructure <ul style="list-style-type: none">- Data discovery- Data release to Primary Charting Authority- Agreements/licensing	SPC
	Introduction to seabed mapping techniques	UKHO
	Wrap-up <ul style="list-style-type: none">- Review of topics covered- Review of actions & next steps	LINZ/SPC/UKHO

**Technical Workshop on Hydrography and Hydrographic Governance
&
13th Meeting of the South West Pacific Hydrographic Commission (SWPHC)
Rarotonga, Cook Islands, 23-27 February 2015**

Logistics Information

The Government of Cook Islands has kindly arranged the following:

1. Venue

The Workshop and Meeting will be held at the **Edgewater Resort and Spa, Rarotonga, Cook Islands**.
(website: <http://www.edgewater.co.ck>).
Morning & Afternoon Teas and Lunch for participants will be provided - courtesy of the meeting host
(Ministry of Infrastructure, Cook Islands).

2. Accommodation

A special rate for accommodation at the hotel (Edgewater Resort and Spa, Rarotonga) has been negotiated as follows:

GARDEN	NZ\$ 145
GARDEN SUPERIOR	NZ\$ 155
LAGOON VIEW	NZ\$ 185
BFRONT DLX	NZ\$ 225

Rates are nett, non commissionable and inclusive of government taxes.
Based on single occupancy.
Inclusive of daily tropical breakfast.

CHECK IN & CHECK OUT TIME :

Normal check in time is 12noon

NZ48 arrivals must book from the previous night to enable them to check into room upon arrival at the hotel.

Early check in from 6am – 11am = 50% of room rate applies.

Check out time is 10am.

Those checking out after 10am – 6pm = 50% of room rate applies.

After 6pm onwards is full night charge.

Please note that you* are requested to make your own hotel (accommodation) reservation. To receive the above negotiated special rate you are required to quote the group code “SWPHCM” when making the booking. If you require further information on the accommodation please directly contact Maeva Henry on email: res1@edgewater.co.ck .

(* Note: Participants attending the SWPHC ‘2 Day Technical Workshop on Hydrography and Hydrographic Governance’ will be funded under the IHO Capacity Building Programme (as detailed in SWPHC Circular Letter 4/2014) and are **NOT** required to make any hotel reservation. This will be done directly by the IHB / Australian Hydrographic Service.)

3. Local Transportation

Transportation of participants from and to the airport will be provided by The Government of Cook Islands. Participants have to provide their arrival/departure times in order to make use of this service.

Technical Workshop on Hydrography and Hydrographic Governance
&
13th Meeting of the South West Pacific Hydrographic Commission (SWPHC)
Rarotonga, Cook Islands, 23-27 February 2015

REGISTRATION FORM

Please send the completed registration form to the SWPHC Secretariat and the SWPHC CB Coordinator **via e-mail before 16 January 2015**:

SWPHC Secretariat – Mr. Jasbir Randhawa (Email: international.relations@hydro.gov.au)

SWPHC CB Coordinator – Mr Adam Greenland (Email: agreenland@linz.govt.nz)

Member State / Organization

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1. Contact Details:

Head or Member of delegation

Rank or Title

Family Name*

Given or Personal Name

Position / Job title / Role

Nationality

Telephone

Fax

E-mail

Special Dietary Requirements
(Please State Type)

2. Participation:

	Yes	No
Tech. Workshop (23-24 Feb 15)		
SWPHC Meeting (25-27 Feb 15)		

3. Travel Details: (For administrative purpose only). Participants are expected to make their own travel arrangements. *(The travel arrangements for the participants of the 2 Day Technical Workshop (funded under IHO CB programme) will be made by the IHB)*

Your arrival in Rarotonga

Date	
Flight Number	
Airline	
Arrival Time	

Your departure from Rarotonga

Date	
Flight Number	
Airline	
Departure Time	

4. Hotel Information (For administrative purpose only). Participants are expected to make their own accommodation arrangements – refer to Annex D of SWPHC Circular Letter 5 /2014. *(Hotel Reservations for the participants of the 2 Day Technical Workshop (funded under IHO CB programme) will be done directly by the Australian Hydrographic Service / IHB.)*

Hotel at which booking has been made

Edgewater Resort and Spa, Rarotonga	Yes/No
Other	(Name)

Signature

Date

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