

## South West Pacific Hydrographic Commission

Secretariat: Australian Hydrographic Office  
Address: 8 Station St, Wollongong NSW 2500, Australia  
Telephone: +61 2 4223 6672  
Facsimile: +61 2 4223 6599  
Email: [international.relations@hydro.gov.au](mailto:international.relations@hydro.gov.au)



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**SWPHC Circular Letter 02/2017**

### **15<sup>th</sup> Meeting of the South West Pacific Hydrographic Commission (SWPHC15) & Technical Workshop on Implementing Hydrographic Governance Nuku'alofa, Tonga - 19-23 February 2018**

To: Please refer to the Distribution List at **Annex A**

Dear Sir/Madam,

1. SWPHC Circular Letter 01/2017 dated 15 August 2017 informed that the next SWPHC meeting and technical workshop would be held in Nuku'alofa, Tonga as follows:  
19-20 February 2018 – 2 Day Technical Workshop on Implementing Hydrographic Governance  
21-23 February 2018 – 15th Meeting of the SWPHC

2. I would like to thank Tonga for agreeing to host the above events and their prompt action in providing information regarding the venue and accommodation. Please take note of the following information and action as necessary:

#### **Venue:**

Both the Technical Workshop and the Meeting will be held at the Fa'onelua Convention Centre, Nuku'alofa, Tonga.

#### **Accommodation**

There are a number of hotels in close proximity of the Fa'onelua Convention Centre. Our local host (Ministry of Infrastructure, Tonga) has arranged for special room rates with some of these. (see **Annex B**) Delegates are requested to make their own accommodation reservation.

(Note: Participants from the SWP region who are successful in being funded under the 2018 International Hydrographic Organization (IHO) Capacity Building Work Programme (CBWP) as outlined in para (3) below are not required to make any hotel reservations. This, together with their travel arrangements, will be done directly by the SWPHC Secretariat and CB Coordinator.)

#### **Registration**

Those attending are requested to complete the registration form provided at Annex C and email it to the SWPHC Secretariat ([international.relations@hydro.gov.au](mailto:international.relations@hydro.gov.au)) and the SWPHC CB Coordinator ([dfrost@linz.govt.nz](mailto:dfrost@linz.govt.nz)) at their earliest convenience and not later than **31st October 2017.**

#### **Visa**

Depending on your nationality, the purpose and duration of your visit, you may require a visa to enter Tonga. It is the responsibility of individual travellers to ascertain if they require a visa and perform the necessary steps to acquire one. If a letter of support is required to accompany your visa application please contact Ms. Meliame Kakala ([meliamek@gmail.com](mailto:meliamek@gmail.com)).

3. The 2-Day Technical Workshop to be held on 19-20 February is part of the 2018 International Hydrographic Organization (IHO) Capacity Building Work Programme (CBWP) for the benefit of countries/territories in the South West Pacific (SWPHC). Based on the IHO CBWP, there is a place available for one applicant from each of the following countries/territories:

Cook Islands, Fiji, French Polynesia, Kiribati, Nauru, New Caledonia, Niue, Palau, Papua New Guinea, Samoa, Solomon Islands, Tokelau, Tonga, Tuvalu and Vanuatu.

More than one application (per country) may be submitted; however attendance of the additional candidates would depend on availability of funding from other sources. **Applicants are required to complete Part A (Sections 1 & 2) and Part B of the Registration Form – Annex C.**

4. I hope that you will be able to attend, and I look forward to meeting you in Tonga.

Yours sincerely,



Commodore Brett Brace, RAN  
Hydrographer of Australia  
Chair, SWPHC

3 October 2017

Annex A - Distribution List

Annex B - Accommodation Information

Annex C - Registration Form (deadline 31<sup>st</sup> October 2017)

## ANNEX A to SWPHC CL 02/2017

SWPHC Members			
Country	Organisation	Point of Contact	Email
Australia	Australian Hydrographic Service	Commodore Brett Brace (Chair)	<a href="mailto:brett.brace@defence.gov.au">brett.brace@defence.gov.au</a>
		Mr Jasbir Randhawa (Secretary)	<a href="mailto:jasbir.randhawa@defence.gov.au">jasbir.randhawa@defence.gov.au</a>
Fiji	Fiji Hydrographic Office	Lt. Commander Gerard Rokoua	<a href="mailto:gerard.rokoua@yahoo.com">gerard.rokoua@yahoo.com</a>
France	SHOM	Vice Admiral Bruno Frachon	<a href="mailto:bruno.frachon@shom.fr">bruno.frachon@shom.fr</a>
		Commander Vincent Lamarre	<a href="mailto:Vincent.lamarre@shom.fr">Vincent.lamarre@shom.fr</a>
		Commander Mikael Le Gleau	<a href="mailto:mikael.legleau@shom.fr">mikael.legleau@shom.fr</a>
New Zealand	Land Information New Zealand	Mr Adam Greenland	<a href="mailto:agreenland@linz.govt.nz">agreenland@linz.govt.nz</a>
		Mr Stuart Caie	<a href="mailto:scaie@linz.govt.nz">scaie@linz.govt.nz</a>
		Ms Jan Pierce	<a href="mailto:jpierce@linz.govt.nz">jpierce@linz.govt.nz</a>
	NZ-MFAT	Mr David Weinstein	<a href="mailto:David.Weinstein@mfat.govt.nz">David.Weinstein@mfat.govt.nz</a>
		Mr Trevor Larkin	<a href="mailto:Trevor.larkin@pacificmaritime.com.au">Trevor.larkin@pacificmaritime.com.au</a>
Papua New Guinea	National Maritime Safety Authority	Mr Nicholas Pion	<a href="mailto:npion@nmsa.gov.pg">npion@nmsa.gov.pg</a>
		Mr Derick Petrus	<a href="mailto:dpetrus_mwsp@nmsapng.com">dpetrus_mwsp@nmsapng.com</a>
Tonga	Infrastructure Tonga	Ms Kelela Tonga	<a href="mailto:ktonga@infrastructure.gov.to">ktonga@infrastructure.gov.to</a>
		Mr Petelo S.P. Latunipulu	<a href="mailto:sanele@infrastructure.gov.to">sanele@infrastructure.gov.to</a>
		Ms Meliame Kakala	<a href="mailto:mkakala@infrastructure.gov.to">mkakala@infrastructure.gov.to</a>
	His Majesty's Armed Forces, Tonga	Commander George Heiss Fonoheima	<a href="mailto:haisi.fonoheima@defence.gov.to">haisi.fonoheima@defence.gov.to</a>
United Kingdom	United Kingdom Hydrographic Office	Rear Admiral Tim Lowe	<a href="mailto:tim.lowe@ukho.gov.uk">tim.lowe@ukho.gov.uk</a>
		Mr Jamie McMichael-Phillips	<a href="mailto:jamie.mcmichael-phillips@ukho.gov.uk">jamie.mcmichael-phillips@ukho.gov.uk</a>
		Mr Samuel Harper	<a href="mailto:samuel.harper@ukho.gov.uk">samuel.harper@ukho.gov.uk</a>
United States of America	National Geospatial Intelligence Agency	Captain Brian Connon	<a href="mailto:brian.d.connon@nga.mil">brian.d.connon@nga.mil</a>
		Mr John E Lowell	<a href="mailto:John.E.Lowell@nga.mil">John.E.Lowell@nga.mil</a>
		Mr Edward Holstein	<a href="mailto:Edward.F.Holstein@nga.mil">Edward.F.Holstein@nga.mil</a>

Associate Members			
Country	Organisation	Point of Contact	Email
Cook Islands	Ministry of Transport Infrastructure Cook Islands	Mr Stephen Simpson	<a href="mailto:stephen.simpson@cookislands.gov.ck">stephen.simpson@cookislands.gov.ck</a>
		Mr Vaipo Mataora	<a href="mailto:vaipo.mataora@cookislands.gov.ck">vaipo.mataora@cookislands.gov.ck</a>
French Polynesia	SHOM	Commander Mikael Le Gleau	<a href="mailto:Mikael.legleau@shom.fr">Mikael.legleau@shom.fr</a>
Kiribati	Ministry of Information, Communications, Transport and Tourism Development	Captain Ruoikabuti Tioon	<a href="mailto:dom@mcttd.gov.ki">dom@mcttd.gov.ki</a>
Nauru	Ministry of Transport	Mr Kemp Detenamo	<a href="mailto:kemp.detenamo@gmail.com">kemp.detenamo@gmail.com</a>
Niue	Ministry of Social Service	Mr Richard Siataga	<a href="mailto:richard.siataga@mail.gov.nu">richard.siataga@mail.gov.nu</a>
	Ministry of Infrastructure	Mr Lynsey Talagi	<a href="mailto:lynsey.talagi@mail.gov.nu">lynsey.talagi@mail.gov.nu</a>
Palau	Palau Automated Land and Resources Information System (PALARIS)	Mr David Idip	<a href="mailto:Palaris@palaunet.com">Palaris@palaunet.com</a>
Samoa	Ministry of Works, Transport & Infrastructure	Mr Fepulea'I Faleniu Mark Alesana	<a href="mailto:faleniu@mwti.gov.ws">faleniu@mwti.gov.ws</a>
Solomon Islands	Solomon Islands Maritime Safety Administration	Mr Clifford Olisukulu	<a href="mailto:colisukulu@mid.gov.sb">colisukulu@mid.gov.sb</a>
Tokelau	Department of Transport & Support Services	Mr Himona Mei	<a href="mailto:Himona.mei@tokelau.org.nz">Himona.mei@tokelau.org.nz</a>
Vanuatu	Dept of Foreign Affairs & International Cooperation	Mr Tony Tevi	<a href="mailto:ttevi@vanuatu.gov.vu">ttevi@vanuatu.gov.vu</a>

Observers			
Country	Organisation	Point of Contact	Email
Marshall Islands	?	Ms Elizabeth S. Bouchard International Registries (U.K.) Ltd	<a href="mailto:ebouchard@Register-IRI.com">ebouchard@Register-IRI.com</a>
New Caledonia	Lighthouses and Beacons Service	Mr Erwan Guivarch	<a href="mailto:erwan.guivarch@gouv.nc">erwan.guivarch@gouv.nc</a>
Tuvalu	Marine & Port Services	Mr Taasi Falesa Pitoi	<a href="mailto:taasi.pitoi@gmail.com">taasi.pitoi@gmail.com</a> / <a href="mailto:tpitoi@gov.tv">tpitoi@gov.tv</a>

Observers		
Organisation	Point of Contact	Email
IALA	Mr Omar Eriksson	<a href="mailto:omar.eriksson@iala-aism.org">omar.eriksson@iala-aism.org</a>
IHO	Mr Abri Kampfer	<a href="mailto:dtech@iho.int">dtech@iho.int</a> <a href="mailto:info@iho.int">info@iho.int</a>
	Mr Alberto Costa Neves	<a href="mailto:alberto.neves@iho.int">alberto.neves@iho.int</a>
GEBCO	Ms Shereen Lata Sharma	<a href="mailto:Shereen.L.Sharma@gmail.com">Shereen.L.Sharma@gmail.com</a>
Pacific Meteorological Council	Mr Lloyd Tahani	<a href="mailto:l.tahani@met.gov.sb">l.tahani@met.gov.sb</a>
SPC	Mr Dave Mundy	<a href="mailto:davidm@spc.int">davidm@spc.int</a>
	Ms. Francesca Pradelli	<a href="mailto:francescap@spc.int">francescap@spc.int</a>
	Mr Minsu Jeon	<a href="mailto:minsuj@spc.int">minsuj@spc.int</a>

Expert Contributors		
Organisation	Point of Contact	Email
Fugro LADS Corporation Pty Ltd	Mr Hugh Parker	<a href="mailto:h.parker@fugro.com">h.parker@fugro.com</a>
	Mr Paul Seaton	<a href="mailto:p.seaton@fugro.com">p.seaton@fugro.com</a>
IIC Technologies	Mr Ron Furness	<a href="mailto:ronald.furness@iictechnologies.com">ronald.furness@iictechnologies.com</a>
IXSURVEY Australia Pty Ltd	Mr David Donohue	<a href="mailto:david.donohue@ixsurvey.com">david.donohue@ixsurvey.com</a>
Kongsberg Maritime	Mr Geir F. Skogen	<a href="mailto:geir.flugeim.skogen@km.kongsberg.com">geir.flugeim.skogen@km.kongsberg.com</a>
LeCube	Mr Sebastien Lagarde	<a href="mailto:s.lagarde@lecube.nc">s.lagarde@lecube.nc</a>
Marico Marine NZ Ltd	Mrs Jennifer Roberts	<a href="mailto:jennifer.roberts@marico.co.nz">jennifer.roberts@marico.co.nz</a>
Carnival Australia	Mr Mike Drake	<a href="mailto:mike.drake@carnivalaustralia.com.au">mike.drake@carnivalaustralia.com.au</a>
	Mr Doug Bird	<a href="mailto:doug.bird@carnivalaustralia.com.au">doug.bird@carnivalaustralia.com.au</a>

## ANNEX B to SWPHC CL 02/2017

### AVAILABLE ACCOMODATION – TONGA

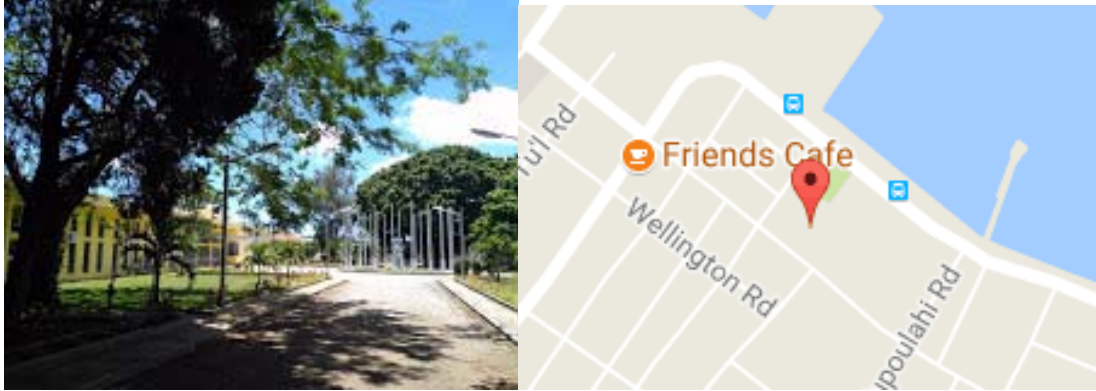
(The currency used in Tonga is the Tongan Pa'anga – often referred to in English as the dollar (T\$ or TOP\$)

Hotel	Special Offer	Contact Details	Website
<b>Emerald Hotel</b>	<p>Total of 20 rooms, 5 Kings &amp; 15 Garden seaviews.</p> <p><b>TOP\$220.00/night</b> incl. of continental breakfast &amp; FREE unlimited wifi &amp; all taxes</p> <p>Services include but not limited to the following:                      24 hours security &amp; front desk services                      Restaurant                      Laundry services                      Transportations services</p> <p>No additional charges if another person accompanies the participant.</p>	<p>Ms. Malianive Sakalia                      (Marketing Manager)                      Email:  <a href="mailto:emeraldhoteltonga@gmail.com">emeraldhoteltonga@gmail.com</a></p>	<p><a href="http://www.emerald-tonga.com">www.emerald-tonga.com</a></p>
<b>Tanoa International Dateline Hotel</b>	<p><b>TOP\$230.00/night</b> incl. complimentary full buffet breakfast &amp; all taxes. Suites not included. WIFI not included in this package</p> <p>ONLY valid if <b>20 rooms</b> are booked by participants</p> <p>If 15 rooms booked, special rate of <b>TOP\$280.00/night</b> incl. breakfast &amp; taxes.</p> <p>Can allow 2 guests per room, provided if spouse/partner ONLY.</p>	<p>Ms. Tiola                      Email:  <a href="mailto:dateline@tanoahotels.com">dateline@tanoahotels.com</a></p>	<p><a href="http://www.tanoadatelinehotel.com">www.tanoadatelinehotel.com</a></p>
<b>Meida Hotel</b>	<p>20 rooms, 5 single room  <b>TOP\$200.00/night.</b>                      7 King Garden rooms  <b>TOP\$240.00/night.</b>                      3 standard double room  <b>TOP\$230.00/night.</b></p> <p>Offer 10% off the standard area.</p> <p>All rates include continental breakfast, consumption taxes and 100mb free/day.</p>	<p>Ms. Moana                      Email : <a href="mailto:meidahotel@gmail.com">meidahotel@gmail.com</a></p>	<p><a href="http://www.meidahotel.com">www.meidahotel.com</a></p>
<b>Simo's Place</b>	<p><b>TOP\$130.00/night</b> incl. free WIFI and complimentary continental breakfast.</p>	<p>Mr. James Cecil Cocker Jr.                      Email :  <a href="mailto:simonsplacetonga@gmail.com">simonsplacetonga@gmail.com</a></p>	<p><a href="http://www.simonsplacetonga.com">www.simonsplacetonga.com</a></p>

## 2. VENUE

### FA'ONELUA CONVENTION CENTRE

#### Photos



#### Seating Arrangement



Can retrieve more information from the web.

[www.google.com](http://www.google.com) search for FAONELUA CONVETION CENTRE



## South West Pacific Hydrographic Commission

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### 15<sup>th</sup> Meeting of the South West Pacific Hydrographic Commission (SWPHC) & Technical Workshop on Implementing Hydrographic Governance Nuku'alofa, Tonga - 19-23 February 2018

#### REGISTRATION FORM

This form is to be completed electronically (ie. filling in the blank spaces and check boxes). If you are unable to sign electronically, print out the completed form and sign, then forward scanned copy of registration form via email to the SWPHC Secretariat ([international.relations@hydro.gov.au](mailto:international.relations@hydro.gov.au)) AND SWPHC CB Coordinator ([dfrost@linz.govt.nz](mailto:dfrost@linz.govt.nz)) by **31 October 2017**

#### PART A

Member State / Organization:	
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#### 1. Contact Details:

Head or Member of delegation?	
Rank or Title (Mr/Mrs/Capt etc):	
Family Name:	
Given Name:	
Preferred Name:	
Position/Job Title/Role:	
Telephone:	
Email	
Special Dietary Requirements?	

#### 2. Participation:

Please indicate if you would like to attend the Technical Workshop as well as the Meeting:

	Yes	No
Technical Workshop (19-20 February 2018)	<input type="checkbox"/>	<input type="checkbox"/>
15 <sup>th</sup> SWPHC Meeting (21-23 February 2018)	<input type="checkbox"/>	<input type="checkbox"/>

**Note:** If you are applying for IHO Capacity Building (CB) funding you do not need to complete Sections 3 & 4 below (i.e. the travel and accommodation details). Please complete **Part B** of this form.

#### 3. Travel Details: (For administrative purpose only). Participants are expected to make their own travel arrangements.

Your arrival in Nuku'alofa, Tonga		Your departure from Nuku'alofa, Tonga	
Date:		Date:	
Flight Number/Airline:		Flight Number/Airline:	
Arrival Time:		Departure Time:	

#### 4. Accommodation Information: (For administrative purpose only). Participants are expected to make their own accommodation arrangements.

Hotel booking has been made at: (Refer to Annex B SWPHC CL 02/2017 for accommodation details)

Emerald Hotel  Tanoa International Dateline Hotel  Meida Hotel  Simo's Place   
 Other  (supply name of hotel):

[ **Note:** If travel arrangements and accommodation booking have not been done by the date the registration form is submitted, this information can be provided later.]

Applicant's Signature: .....

Date: .....

**PART B****(To be completed only by applicants applying for IHO CB funding to attend SWPHC Technical Workshop & 15<sup>th</sup> Meeting).****Note:** More than one application (per country) may be submitted; however sponsorship of the additional candidate/s would depend on availability of funding from other sources. The priority ranking of the applicants has to be indicated in Section 2.**SECTION 1: (To be completed by the applicant – if insufficient space, please include attachment)**

Present position:	
Description of duties:	
Experience /qualifications in hydrography:	
Experience in developing strategic development plans:	
Applicant's future plans for application of training / participation in this event:	
Applicant's level of <b>spoken</b> English:	Basic <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced <input type="checkbox"/>
Applicant's level of <b>written</b> English:	Basic <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced <input type="checkbox"/>

**SECTION 2: (To be completed by the national Hydrographer or the Head of the appropriate national authority)**

I request that the IHO/SWPHC consider this Application Form and confirm that I am fully aware of the following conditions that apply to this application:

1. The candidate (if selected), after successfully completing the training programme, will continue to work in the field of the training received.
2. The IHO Capacity Building Fund will support the items so agreed and indicated in the relevant Circular Letter or Invitation.
3. Transit costs from home to airport and return, insurance, stopover costs and visas are not covered by the IHO funding.
4. Air-fares, accommodation, meals and relevant local transport for the duration of the Workshop and Meeting **ARE** covered by the IHO funding.
5. Should a selected candidate not be able to participate in the course for any reason they will be replaced by a candidate from the waiting list, which may **NOT** be an applicant from the same country.
6. Passport and Visa fees are the responsibility of the applicant or the applicant's administration, **NOT** the IHO.
7. Where the IHO is informed less than one month before the start of the course that a selected candidate is unable to participate in the course, the sponsoring institution will be required to refund the IHO Capacity Building Fund with any expenses already incurred by the IHO.

Name	
Present Position	
Agency:	
Email address:	
Telephone number:	Fax number:
Number of applicants for IHO CB funding from your organisation (maximum of 3):	1 Applicant <input type="checkbox"/> 2 Applicants <input type="checkbox"/> 3 Applicants <input type="checkbox"/>
Applicant's priority ranking:	Ranking 1 <input type="checkbox"/> Ranking 2 <input type="checkbox"/> Ranking 3 <input type="checkbox"/>

SIGNATURE: \_\_\_\_\_  
(National Hydrographer or the Head of the appropriate national authority)

DATE: \_\_\_\_\_

**SECTION 3: Applicant's Checklist - Complete this checklist when finalising your application. Incomplete and/or late applications may be rejected.**

- |  |                          |
|--|--------------------------|
|  | <b>Yes</b>               |
| 1. <b>Part A (Sections 1 and 2)</b> of ANNEX C SWPHC CL 02/2017 completed by applicant:.....   | <input type="checkbox"/> |
| 2. <b>Part B (Section 1)</b> of ANNEX C SWPHC CL 02/2017 completed by applicant:.....  | <input type="checkbox"/> |
| 3. <b>Part B (Section 2)</b> of ANNEX C SWPHC CL 02/2017 completed by the national Hydrographer or the head of the appropriate national authority:.....  | <input type="checkbox"/> |
| 4. <b>Include a scanned copy of front page of passport:</b> .....  | <input type="checkbox"/> |
| 5. Registration form and supporting documentation submitted to SWPHC Secretariat ( <a href="mailto:international.relations@hydro.gov.au">international.relations@hydro.gov.au</a> ) <b>AND</b> SWPHC CB Coordinator ( <a href="mailto:dfrost@linz.govt.nz">dfrost@linz.govt.nz</a> ) <b>by 31 October 2017</b> ..... | <input type="checkbox"/> |