



IHO File No. S1/6100/2020

ASSEMBLY CIRCULAR LETTER N° 10
14 October 2019

2nd SESSION OF THE IHO ASSEMBLY (A-2)

Monaco, 21-24 April 2020

IHO MEMBER STATES' EXHIBITION

"The past, present and future of hydrographic services"

References:

- A. Assembly Circular Letter No.1 dated 29 April 2019 - *Announcement and General Arrangements*
- B. Assembly Circular Letter No.6 dated 17 May 2019 – *IHO Member States' Exhibition*

Dear Hydrographer,

1. As announced in Reference A, an IHO Member States' Exhibition is planned to take place during the 2nd session of the IHO Assembly (A-2). The IHO Secretariat thanks the 20 Member States that have replied positively to the Assembly Circular Letter No.6 (Reference B) indicating their initial intention to participate in the IHO Member States' Exhibition - "*The past, present and future of hydrographic services*": Argentina, Brazil, Canada, Chile, China, Colombia, France, Greece, India, Italy, Japan, Republic of Korea, New Zealand, Portugal, Saudi Arabia, Spain, Turkey, United Kingdom, United States and Uruguay. Other Member States are still encouraged to exhibit and should inform the IHO Secretariat as soon as possible if they wish to do so.

2. The IHO Member States' Exhibition will be held from Tuesday 21 to Friday 24 April 2020. It will be located on the ground floor in the foyer of the Auditorium Rainier III. In accordance with the practical information already provided in Reference B, IHO Member States that have indicated their intention to exhibit are now requested to provide the IHO Secretariat with their requirements by completing the form attached in Annex. In particular, a list of the type of products to be displayed should be provided and the space required should be indicated (in m²). Responses are requested as soon as possible and **not later than 1 February 2020**.

3. The IHO Secretariat will make standard displays available upon request. However, Member States may provide their own display arrangements, provided that they consider the space allocated. Member States should bring their own equipment to display digital products unless they wish to rent suitable equipment locally. Details of possible local suppliers to be contracted by Member States are:

- SES (for various digital services, flat screens) – Tel : +377 93 25 50 45 - Fax +377 93 25 41 69 ; Email : ses@libello.com

- Monaco Telecom (wifi access provider) – Tel: +377 99 66 33 00 - Fax +377 99 66 33 33 – Ms. Cozzi (director for technical dept and public relations) Tel: (+377) 99 66 65 64, Email: c.cozzi@monaco-telecom.mc.

Member States should note that the contract with the supplier of the exhibition stand allows that light equipment, posters, charts, etc. may be fixed to the walls and display structure only by using hanging picture rails, Velcro-type tapes, removable adhesive paste, or similar non-permanent, non-marking fixing systems

4. Due to other events scheduled in the Auditorium soon after the 2nd session of the IHO Assembly, exhibitors in the IHO Member States' Exhibition will be invited to dismount and remove their exhibits by the end of Friday 24 April 2020 or by noon Saturday 25 April at the latest.

5. As a reminder, the deadlines with regard to the exhibition are as follows:

Initial intention to participate (IHO online registration system):	1 October 2019
Requirement form available for inputs (IHO on-line registration system):	1 October 2019
Requirement form filled and sent to IHO Secretariat:	1 February 2020
Feedback to exhibitors on space allocated:	20 February 2020
Receipt of display material at the IHO Secretariat:	20 March 2020
Display arrangements at the Auditorium Rainier III:	18-20 April 2020
Displays dismantled at the Auditorium Rainier III:	24 April 2020

6. The principal point of contact for this exhibition at the IHO Secretariat is Assistant Director Yves Guillam (yves.guillam@iho.int).

Yours sincerely,



Dr Mathias JONAS
Secretary-General

Annex: Member States' Information and Logistic Requirements

IHO MEMBER STATES' EXHIBITION AT THE 2nd SESSION OF THE IHO ASSEMBLY

"The past, present and future of hydrographic services"

21-24 April 2020

Auditorium Rainier III – Ground Floor

Member States' Information and Logistic Requirements

(to be submitted to the IHO Secretariat (yves.quillam@iho.int) by 1 February 2020)

Reference: ACL 06/2019 dated 17 May.

Member State:

Main Point of Contact for the Exhibition: Name:.....Email:
.....

1. Will participate in the IHO Member States' Exhibition: YES NO

If YES to 1 and if not done yet, please register on the IHO online registration ([link](#)) to the event "IHO MS Exhibition (at A-2)" and fill the form below

2. Products/services to be exhibited:

➤ Data acquisition, database management and quality control YES NO

➤ Electronic Navigational Charts YES NO

➤ INTernational and other paper charts YES NO Number:

➤ Provision of nautical information YES NO

- Leisure charts and pleasure-craft products YES NO
- Maritime geospatial information, web portals, MSDI services, other digital hydrographic products YES NO
- Research and development and new technologies YES NO

3. Types of Material and Language:

- Paper Chart/ Map Sensors Atlas/Books Posters Digital Table
- Computer /Multimedia Product Screens
- Others (short description).....

Language(s):

4. Exhibition space required:

- Display panels required¹: YES NO Number
- Table required YES NO
- Power supply required: YES NO Details:
- Supply own display stand: YES NO Floor space dimensions:

5. Explanatory text of no more than 150 words, in English or French, describing the exhibit and highlighting its key elements. Please provide **one photograph or illustration** illustrating the exhibit (or the official emblem of the Hydrographic Office) in digital format, so it can be inserted in the Catalogue of the Exhibition.

¹ 2 metres high x 1 metre wide

6. Any other comments: