

# INTERNATIONAL HYDROGRAPHIC ORGANIZATION MESO AMERICAN & CARIBBEAN SEA HYDROGRAPHIC COMMISSION



MACHC14 minutes annex 1

### 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

	Agenda				
Action	Item	Agreements	Responsible Party	Due Date	Status
eneral:					
14.1.1	5	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	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 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)		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	The Commission to consider using one website for MACHC documentation. The Chair to circulate a proposal to achieve this.		By 14th MACHC meeting	Completed
14.1.4 (13.1.4)		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 Actional 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.		Permanent Quarterly	MICC Already does this
14.1.6 (13.1.6)	MACHC	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		Completed

	Agenda				
Action	Item	Agreements	Responsible Party	Due Date	Status
14.1.14 (13.1.10)		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 accepts the validity of Crowd Sourcing and requests the chair propose HSSC to assess the validity of its	Chair	End Jan 2013	
14.1.16 (13.1.14)		use. 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)		Chair (Suriname) or IHO to participate in the Sea Trade Cruise Shipping conference in Miami (March 11-14, 2013)	Chair, IHO	By April 2013	
(13.1.16)	13		Suriname, Netherlands	By 14th MACHC meeting	Completed
MACHC		Charting Committee (MICC):			
14.2.1	13	MICC to continue to monitor and update Region B ENC scheme for all Usage Bands, per the current work plan of	MICC Members	Ongoing	This is a continuous activity
(13.2.1) 14.2.2		MACHC MICC.  Continue to update resolution of overlaps and gaps as reflected in the ECC Regional Coverage Report Annex A	MICC Members and	ASAP	A continuous activity
(13.2.2)		and B	Technical Coordinator		·
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		UK and Celebrity Cruises (cruise industry) to discuss alternate sources of survey data and how/if it can be applied	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)			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 (13.212)		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)			MICC Members	Ongoing	Ongoing
14.2.14 (13.2.14)		4149 are to be transferred and who will assume responsibility. France wishes to withdraw from consideration of	MACHC Chair with information from MICC Chair	ASAP	Completed
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	Agenda				
Action	Item	Agreements	Responsible Party	Due Date	Status
14.2.15	item	Incorporate new INT Chart scheme, based on national coverage, for Mexico, Nicaragua and Colombia in the	Mexico, Nicaragua,	March 13, 2013	Completed
13.2.15)			Colombia, Suriname,		l l l l l l l l l l l l l l l l l l l
,			Venezuela, US, MICC		
		into the MICC GIS, reviewed by the MICC, and submitted to the CSPCWG and the IHO to change S-11.	Technical Coordinator		
14.2.16		As National Charts are updated to meet S-4 standards, their status will be updated in S-11. National hydrographic	MACHC MICC Member	Ongoing	Ongoing
3.2.16)			States		
14.2.17			Mexico, UK, USCHC,	March 13, 2013	Completed
3.2.17)			SEPHC		
4.2.18			MACHC MICC Member	ASAP and ongoing	Ongoing
3.2.18)			States		
14.2.19		Update TORs to replace "WG" with "Committee" and "MACCIWG" with "MICC"	MICC Chair	Completed and	Completed
3.2.19)				provided to	
ŕ				Secretary	
4.2.20		MACHC Chair to communicate new representative to WEND WG	MACHC Chair	ASAP	
3.2.20)					
4.2.21		MICC to decide on new combined format for MICC report to MACHC	MACHC MICC Member	May 22, 2013	Completed
3.2.21)			States		
4.2.22			MICC Technical	ASAP and ongoing	Completed
3.2.22)		report back to the MACHC. MICC to continue to work with MACHC Chair, the IHO, and other channels toward	Coordinator, MICC Chair		
		improving communication with Cuba.	and IH0 President		
4.2.23			MICC Chair	March 13, 2013	Completed
3.2.23)		navigation risk			
4.2.24		·	MACHC MICC Member	ASAP	Completed
3.2.24)			States		
4.2.25			MACHC MICC Member	14th MACHC	Completed
3.2.25)		as the region's contribution to global ENC and INT coverage so that it may be conveyed accordingly to the IMO.	States	meeting	
4.2.26		In order to create the IHO worldwide ENC database, all ENC producers are encouraged to make their ENCs	MACHC MICC Member	Ongoing	Ongoing
3.2.26)		available to the RENCs, even if they are also distributed by different channels.	States		
4.2.27			MACHC MICC Member	Ongoing	Ongoing
3.2.27)		authorities, should consider options to address this situation, in accordance with the IMO ECDIS Requirements and WEND principles.	States		
4.2.28			MACHC MICC Member	Ongoing	Ongoing
3.2.28)		MACHC Chair will inform the Inter-Regional Coordinating Committee (IRCC). The IRCC will take appropriate	States		
		action with the WEND Working Group, the IHB, and IMO.			
4.2.29		, , ,	MICC Technical	Ongoing	Completed
		, , , , , , , , , , , , , , , , , , , ,	Coordinator		
3.2.29)		documentation and Committee working documents.			
14.2.30			MICC Coordinator and Vice-Coordinator	ASAP	Completed
13.2.30)					

Action	Agenda Item	Agreements	Responsible Party	Due Date	Status				
Canacity		(CR)·							
Capacity	Capacity Building (CB):								
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)	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		in the state of th	CB Coordinator	Permanent					
14.3.4 (13.3.5)	13		IALA, CB Coordinator	By MACHC 14					
14.3.5 (13.3.6)	13	Decision to continue the project discussions with authorities from the three Member states.	PAIGH, Honduras, Nicaragua, El Salvador, UK, USA, COCATRAM	On Going					
14.3.6 (13.3.7)			CB Coordinator	By MACHC14					
14.3.7 (13.3.8)	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					
Marine	Economic	Infrastructure Project (MEIP):		•					
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)	13	, ,	MEIP	ongoing					
14.4.3 (13.4.3)	13	MEIP teleconferences	MEIP REMPEITC	On Going					
14.4.3 (13.4.3)	MACHC 13		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 CB Coordinator	by MACHC 14 meeting					
14.4.7 (13.4.7)	MACHC	Maritime Alliance to host, coordinate and invite MACHC, industry and donor organisation stakeholders to Maritime	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			
General:	General:							
12.1. 5		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			
Capacity	Capacity Building:							
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 EAtHC.	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
		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			
12.2.8		submitted to consideration by the CBSC.		Du 21at August	In Dunantuna
12.2.0		requirements; (OECS) to develop proposals for the establishment of regional deployable survey		By 31st August 2012	In Progress
		, , , , , , , , , , , , , , , , , , ,		2012	
		capability in 2012 for MACHC Members, Associate Members and non-Members.	Netherlands HO		
12.2.9		CB Coordinator to seek opportunities to build on the 'Haiti Hydrographic	Nethenanus 110	By 13th MACHC	In Progress
12.2.0		Surveying and Nautical Charting Workshop' of September 2011, in conjunction		Meeting	iii rogicaa
			CD Coordinator	Mooting	
Electronic Ch	<u>l</u> art Committee (	with the CBSC Chairman and IHB.	CB Coordinator		L
12.3.1	iart Committee (	MACHC ECC to continue to monitor and update Region B, Atlantic side, ENC	MACHC ECC Member	By 13th MACHC	Ongoing
12.0.1		scheme for all Usage Bands, per the timetables indicated in Annex A of MACHC	States	Meeting	Origoning
		ECC report.	Otatos	Weeting	
12.3.2		MACHC ECC monitors and updates Region B, Pacific Ocean side, ENC scheme	MACHC ECC Member	By 13th MACHC	Ongoing
		for all Usage Bands, per the timetables indicated in Annex A.	States	Meeting	
12.3.3		MACHC ECC to explore options to provide a means to depict ENC schemes on	MACHC ECC Member	By 13th MACHC	
		a webpage, as a pilot project. The display should be interoperable and	States	Meeting	Completed
		appropriate for GIS applications. Additionally, MACHC Member States should			
		find it easy to update their ENC coverage.			
12.3.4		As a permanent task, MACHC Member States are invited to provide the ECC	MACHC Member States	By 13th MACHC	
		with their ENC production plans taking into account:		Meeting	
		- IMO requirements for mandatory carriage and priority regional ports;			Ongoing
		- the availability of adequate survey data for ENC production (keeping in mind			
		that, in some areas, hydrographic offices may not produce ENCs 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.			
12.3.5		ECC to provide an updated report to 13th MACHC and MACHC Chair is invited	ECC Chair	By 13th MACHC	+
12.3.3		to provide this report to the IHB as the region's contribution to global ENC	LOC Chair	Meeting	Completed
		coverage so that it may be conveyed accordingly to the IMO.		Weeting	Completed
12.3.6		In order to create the IHO worldwide ENC database, all ENC producers are	MACHC ENC producers	By 13th MACHC	
		encouraged to make their ENCs available to the RENCs, even if they are also		Meeting	Ongoing
		distributed by different channels.			
12.3.7		If Member Countries are unable to complete their ENC coverage, the MACHC, in	Appropriate MACHC	By 13th MACHC	
		partnership with appropriate authorities, should consider options to address this	Member States	Meeting	
		situation, in accordance with the IMO ECDIS Requirements and WEND			Ongoing
		principles.			

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

#### 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, Mexco, 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