

MACHC 16-1.2

(Draft, version 3)

 **16th MEETING OF THE MESO AMERICAN AND CARIBBEAN**

**SEA HYDROGRAPHIC COMMISSION (MACHC16)**

**Antigua& Barbuda**

**08 – 12 December 2015**

**AGENDA AND TIMETABLE**

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| **Time**09:00-17:00 | **MACHC Seminar on Raising Awareness of HydrographyMonday (07 December) and Tuesday (08 December)**(Business Casual) | **Responsible** CB ChairMr Jeff Bryant |

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| **Time**19:00-21:00 | **OPENING MACHC16Tuesday evening, 08 December 2015**Ice Breaker | **Responsible** Host |

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| **Time** | **DAY ONE OF MACHC16Wednesday, 09 December 2015**Business Casual (Short sleeved navy whites/short sleeved wayabera/similar) | **Responsible** |
| 08.00-08.15 | Registration 16th MACHC |  |
| 08:15-08:45 | **Opening of the meeting.** | Chair/Host/IHB |
| 09:00-10:00 | **Part I****Combined MACHC Integrated Charting Committee (MICC) and MACHC Marine Economic Infrastructure Program (MEIP) meeting*** Agenda by MICC and MEIP Chairs
* Request timely dissemination of the agenda in order to facilitate timely preparation
 | MICC ChairMr. John Nyberg MEIP ChairChris Thorne |
| 10:00-10:30 | **Coffee Break** |  |
| 10:30-12:30 | **Part II****Combined MACHC Integrated Charting Committee (MICC) and MACHC Marine Economic Infrastructure Program (MEIP) meeting*** Agenda by MICC and MEIP Chair
* Request timely dissemination of the agenda in order to facilitate timely preparation
 | MICC ChairMr. John Nyberg MEIP ChairMr. Chris Thorne |
| 10:30-13:30 | **Tour and Lunch on board HNLMS Friesland**Side event for those delegates not required to attend working group meetings | Chair |
| 12:30-13:30 | **Lunch** |  |
| 13:30-15:30 | **Risk assessment meeting*** Agenda by chair
* Request timely dissemination of the agenda in order to facilitate timely preparation
* See for initial details the annex to this agenda
 | Mr. Sam HarperChair |
| 15:30-16:00 | **Coffee Break** |  |
| 16:00-17:30 | **Capacity Building Committee** * Agenda by chair CBC)
* Request timely dissemination of the agenda in order to facilitate timely preparation
 | CB ChairMr. Jeff Bryant |
| 19:00-21:00 | **National Holiday** |  |

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| **Time** | **DAY TWO OF MACHC16Thursday, 10 December 2015**(Business formal for welcome address (Short sleeved navy whites/ Suit), otherwise Business Casual (Short sleeved navy whites/short sleeved wayabera/similar)  | **Responsible** |
| 08:00-10:00 | **1. MACHC Administration/organizational issues****1.1 Introductions*** Participants will be invited to introduce themselves

**1.2 Approval of Agenda and timetable*** Doc:-MACHC16-1.2 Agenda and Timetable
* Chair invites participants to comment on the agenda and timetable in case updates are necessary.
* Agenda is adopted.

**1.3 List of documents/Administrative Arrangements*** Doc:-MACHC16-1.3a List of Documents
* Doc: -MACHC16-1.3b List of Participants (invited and present)
* Documents are presented and updated as necessary
* logistic guidance and information as necessary

**1.4. Matters arising from Minutesof MACHC16 Meeting*** Doc:-MACHC16-1.4. Minutes of MACHC15
* Chair seeks approval of the MACHC15 Minutes

**1.5. MACHC 15 Action list review*** Docs:-MACHC16-1.5 Status of Action List from MACHC15 meeting. Action list is reordered and marked with a colour code.

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| legend |
| White: open item |
| Light grey: continuous action |
| Light Green: completed or closed |

* Chair intends following procedure.
	+ Open items (white) are to be reviewed and updated.
	+ Continuous action (light grey) are mostly attributed to standing activities/responsibilities with the MACHC structure. Those items need not to reviewed any longer and can be removed as specific action items . The remainder can be moved to separate list for future reference as they do not have a specific deliverable in time.
	+ Completed or closed items are to be removed from the list.

**1.6. MACHC Statutes*** Doc:-MACHC16-1.6 MACHC Statutes amendment.
* Chair invited members to consider and accept the proposal for the amended statutes

**1.7 Request from Dominican Republic for Associate Membership*** Docs-MACHC 16.-1.7 Letter Dominican Republic
* Chair invites members to accept the application for Associate Membership by the Dominican Republic
 | ALLChairChairChairChair ChairChair |
| 09.00-09.30 | **Special welcome address by High Level Antigua Dignitary**Followed by photo session | Prime minister Gaston Browne (TBC) |
| 10:00-10:30 | **Coffee Break** |  |
| 10:30-12:30 | **2. MACHC Developments IHO bodies/Policy aspects** **2.1 IHB Report*** Doc:- MACHC16-2.1 IHB Report

**2.2 IRCC7 Report** * Doc:- MACHC16-2.2 IRCC7 Report
* See general remark below, eg. for MACHC actions from IRCC.

**2.2.1. Procedure for selecting the MACHC representatives to the IHO Council*** Doc: -MACHC 16-2.2.1
* Chair invites members to consider and approve the procedures by which the MACH representatives are selected for the future IHO council.

**2.3 HSSC7 Report*** Doc:-MACHC16-2.3 HSSC7 Report .
* See General remark below, eg. for decisions.

**2.4 WENDWG Report*** Doc:- MACHC16-2.4 WENDWG
* See General remark below, eg. for implications.

**2.5 MSI/WWNWS, RATC*** Docs: MACHC 16-2.5
* Following 15th MACHC, chair invites WWNWS representative to provide an update on NAVAREA list .
* See General remark below.

General remarkChair invites the representatives of the above IHO bodies/working groups to present the key (policy) developments, decisions, actions or implications that affect the MACHC region (**maximum 15 minutes each**).**6 Report neighbouring RHC (TBC)*** Chair invites SWAtHC, SEPRHC and USCHC representatives to provide a short presentation focusing on the experiences gained in their region that might benefit the MACHC, for instance main achievements and challenges and/or lessons learned to share **(max15 minutes each)**.
 | IHBChairNetherlands (on behalf of the chair)BrazilMICC ChairMr. Jim Rogers (TBC)TBD |
| 12:30-13:30 | **Lunch** |  |
| 13:30-15:30 | **3. National Reports from Members and Associate Members*** *MACHC16-03.A National Report Antigua and Barbuda*
* *MACHC16-03.B National Report Barbados*
* *MACHC16-03.C National Report Belize*
* MACHC16-03.D National Report Brazil
* MACHC16-03.E National Report Colombia
* *MACHC16-03.F National Report Costa Rica*
* MACHC16-03.G National Report Cuba
* *MACHC16-03.H National Report Dominican Republic*
* *MACHC16-03.I National Report El Salvador*
* MACHC16-03.J National Report France
	+ Chair invites France to provide a short back brief on developments in the IHO-EU network WG (IENWG) that affect the MACHC region in addition to their national report.
* MACHC16-03.K National Report Guatemala
* *MACHC16-03.LNational Report Guyana*
* *MACHC16-03.M National Report Haiti*
* *MACHC16-03.N National Report Honduras*
* MACHC16-03.O National Report Jamaica
* MACHC16-03.P National Report Mexico
* MACHC16-03.Q National Report Netherlands
* *MACHC16-03.R National Report Nicaragua*
* *MACHC16-03.S National Report Panama*
* *MACHC16-03.T National Report Saint Kitts and Nevis*
* *MACHC16-03.U National Report Saint Lucia*
* *MACHC16-03.V National Report Saint Vincent and the Grenadines*
* MACHC16-03.W National Report Suriname
* MACHC16-03.X National Report Trinidad and Tobago
* MACHC16-03.Y National Report United Kingdom
* MACHC16-03.Z National Report United States of America

MACHC16-03.AA National Report VenezuelaChair invites Members and Associate Members report to summarize their reports and present **only** the key points(**maximum 5 minutes**). Suggestions are::* main achievements during the year,
* main challenges and/or obstructions,
* update on C-55 statistics plus prognoses (including no change reports),
* bathymetric data made available to GEBCO,
* plans that affect the region,
* specific requests for support, eg. CB support,
* lessons learned to share.

The written National reports itself is to cover all the topics described in IHO Resolution 2/1997 (see MACHC CL 07/ 2014) and must be submitted in accordance with the IRCC document “instructions of Reports and Proposals” (<https://www.iho.int/mtg_docs/com_wg/IRCC/MISC/Instructions_for_Submission_of_Reports_and_Proposals.pdf>). Item 4 specifically refers to RHC reports ( 3 weeks before the meeting).. | National delegates |
| 15:30-16:00 | **Coffee Break** |  |
| 16:00-17:30 | **4. Reports from observing States and Organisations** **4.1 Organisation of Eastern Caribbean States (OECS)** * Doc:-MACHC16-04.1 Organisation of Eastern Caribbean States (OECS)
* Following the 15th MACHC, Chair invites OECS representative to report key developments and plans that affect the MACHC region **(maximum 15 min)**.
* In line with MOU IHO-OECS (IHB CL 15/2015), chair invites member to accept OECS as **a permanent observer** of the MACHC- meeting

**4.2 . Panama Canal Authority*** Doc: MACHC 16- 04.2 Panama Canal Authority
* Following the 15th MACHC, chair invites the PCA to report key developments and plans that affect the MACHC region **(maximum 10 min).**

**4.3 Observer countries*** Bahamas
* Dominica
* Grenada
* Spain

Chair invites observer countries to present only the key points as described under agenda item 3 (**maximum 5 minutes each**). **4.4 UK overseas territories (TBC)*** Chair invites UK to provide an overview on the status and plans for surveys and charting in the autonomous UK overseas territories.
* Potential overlap with the OECS report is to be addressed.
* (**maximum 15 minutes)**

**Spare time to close open agenda items of day two (30 minutes)** | Dr. Asha SinghMr. Jaime RodríquezTBDTBC |
| 19:00-21:00 | **Social Event TBD** |  |

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| **Time** | **DAY THREE OF MACHC16Friday , 11 December 2014**Business Casual (Short sleeved navy whites/short sleeved wayabera/similar) | **Responsible** |
| 08:00-10:00 | **5. Survey and Risk** **5.1 Report Risk assessment meeting*** Chair TG is invited to report back key findings of first meeting of 9 December (**maximum 30 minutes**)

**5.2 UKHO Satellite Derived Bathymetry (SDB) testing update*** Docs: - MACHC16-5.2 presentation on SDB OECS
* Chair invites Mr .Sam Harper to provide an update OECS project using SDB in combination with MBES (**maximum 15 minutes**).

**5.3 Satellite Derived Bathymetry (SDB)*** Docs: - MACHC16-5.3.A overview presentation on SDB
* Following 15th MACHC, chair invites EOMAP representative to expand on recent development in SDB**. (maximum 15 minutes)**
* Items of interests are:
	+ Translation into/relation with S-44 standards
	+ Round truthing and/or combined technique eg with Lidar

**5.4 Geodetic reference frames (TBC)****5.5 Papers Industry and/or Nations*** Industry and/or nations are encouraged to present papers on emerging data acquisition techniques.
* Nations are encouraged to provide practical results with SDB
* Docs: -MACHC 16-5.5ASurvey CEFAS using Backscatter (TBC)

**This time frame focusses on the ‘collection of (survey)-data’ end and the supporting methodologies (risk based) and technologies.** | Chair TGMr. Sam HarperMr. Thomas Heege (TBC)TBDTBC |
| 10:00-10:30 | **Coffee Break** |  |
| 10:30-12:30 | **6. DTM and SDI****6.1 Marine Economic Infrastructure Programme Working Group (MEIP WG)*** Doc:- MACHC16-06.1 MEIP Report (MEIP-WG )
* MEIP chair is invited to report on MEIP developments and challenges, and formulate proposals for consideration by members. This includes the need to revisit the TOR **(maximum 30 Minutes)**

**6.2 Feedback MSDIWG*** Docs: MACHC 16-6.2
* **(maximum 10 minutes)**

**6.3 UN/UNGGIM (Americas)*** Docs: MACHC 16-6.3
* **(maximum 10 minutes)**

**6.4 Project for strengthening of Spatial Data Infrastructures (SDI) in the Caribbean /INEGI*** Docs: - MACHC 16-6.4
* Chair invites INEGI representatives to provide an update of this project, also focussing on the relation with other projects **(maximum 15 minutes)**

**6.5 UN/GEBCO*** Docs: MACHC 16-6.5
* IHO Data Center for Digital Bathymetry (DCDB) developments and context regional project (vice-versa)
* -Crowd Sourced Bathymetry WG
* **(maximum 10 minutes)**

**6.6 IBCCA*** Docs: - MACHC 16-6.6
* **Maximum 15 minutes**

**6.7 Papers Industry and/or Nations*** time available up to 1 hour

**This time frame focusses on the ‘gathering an distribution of various datasets’ in order to combine them in to new or augmented data models (other use of data).** | MEIP ChairNetherlandsMexicoMr. Felix Frias TBDTBDTBD |
| 12:30-13:30 | **Lunch** |  |
| 13:30-15:30 | **7. Nautical Charts and publications****7.1 MACHC Integrated Charting Committee (MICC)*** Doc:- MACHC16-7.1 MICC Report
* MICC Chair is invited to report on MICC developments and challenges, and formulate proposals for consideration by members
* MICC Chair is invited to provide an assessment of the revised management, review and monitoring methodology for new INT charts (IHB, CL 64/2015, dd 31-08-15).
* **(maximum 30 minutes)**

**7.2 RENC*** Docs: MACHC 16-7.2
* Chair invites General Manager IC-ENC to give an update on RENC-wide development and on specific activities that affect the MACHC region such as new regional offices and training activities. **(maximum 15 minutes)**

**7.3 NOAA/WMS/ENC viewer*** Docs: MACHC 16-7.3
* Chair invites NOAA to provide an update on population an d availability of the ENC viewer **(maximum 10 minutes)**.

**7.4 Cruise Lines International Association (CLIA) (TBC)*** Docs: MACHC 16-7.4
* Chair invites the CLIA representative to share his views on navigational safety and engage MACHC Members States in discussions to explore Cruise Lines requirements in this heavily traversed geographic area **(Maximum 20 minutes).**

**7.5**: **C-55, CATZOC and the IHO GIS*** Presentation by IHB
* Chair invites IHB to elaborate on the relation between C-55, CATZOC and the way CATZOC is used for the IHO-GIS **(maximum 15 minutes**)

**7.6 Papers Industry and/or Nations*** time available up to 1 hour

**This timeframe focusses on the ‘end-products’ themselves that are available to the user of the sea (primarily safety of navigation)** | MICC ChairMr. James HarperMr. Antony KlemmMr.Charles Darr (TBC)IHBTBD |
| 15:30-16:00 | **Coffee Break** |  |
| 16:00-17:30 | **8. Impact of International bodies on the MACHC region****8.1 International Maritime Organisation (IMO)*** Docs: MACHC 16-8.1

**8.2 International Association off Marine Aids to Navigation and Lighthouse Authorities** **(IALA) on E-navigation*** Docs: MACHC 16-8.2
* Following 15th MACHC, chair invites IALA representative to present further development regarding E-navigation.

**9. Impact of Regional bodies in the MACHC region****9.1 Comisión Centro Americana de Transporte Marítimo (COCATRAN)*** Docs: MACHC 16-9.1
* Following 15th MACHC, chair invites COCATRAN representative.

**9.2 Caribbean Memorandum of Understanding (CMOU)*** Docs: MACHC 16-9.2
* Following 15th MACHC, chair invites CMOU representative to report on preliminary findings of the Concentrated Information Campaign 2015 on safety of navigation

**9.3 Caribbean Disaster Emergency Management Agency*** Following the 15th MACH, chair invites a CDEMA representative to present CDEMA in the context of the MACHC.

General remarkChair invites the representatives of International and Regional Organizations to present the key (policy) developments in their organisations that affect the MACHC region (**maximum 15 minutes each**). | Mr. Colin Young (TBC)Mr. Stephen Bennett (TBC)Mr. Otto Noack (TBC)Amb, Dwight Gardiner (TBC)Mr. Ronald Jackson |
| 19:00-21:00 | **Sponsored diner at the beach Restaurant** |  |

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| **Time** | **DAY FOUR OF MACHC16****Saturday, 12 December 2015**Business Casual (Short sleeved navy whites/short sleeved wayabera/similar) | **Responsible** |
| 08:00-10:00 | **10. Regional Capacity Building (CB)****10.1 MACHC Capacity Building Coordination (CB)*** Docs:- MACHC16-10.1 CBC Report
* CBC chair/coordinator is invited to report on CB developments and challenges, and formulate proposals for consideration by members
* Members are invited to accepts the proposal for a Revised Terms of Reference of the CBC
* **Maximum 30 minutes**

**10.2 Feedback CBSB*** Docs:- MACHC16-10.2 CBSC12 Report
* **Maximum 15 minutes**

**10.3 International Association off Marine Aids to Navigation and Lighthouse Authorities** **(IALA) on training programs*** Docs: MACHC 16-10.3
* Following 15th MACHC, chair invites IALA representative to present further development regarding IALA training programs **(maximum 15 minutes).**

**10.4 Project of FOCAHIMECA*** Docs: MACHC 16-10.4
* New initiative with the aim to reinforce the hydrographic capability in the region **(maximum 15 minutes)**

**10.5 Pan American Institute of Geography and History** **(PAIGH)*** Following the 15th MACHC, chair invites PAIGH to share lessons learned and illustrate ways ahead to improve effectiveness of capacity building (**maximum 15 minutes)**.

**10.6 Papers Industry** | CBC ChairCBC ChairMr. Stephen Bennett (TBC)Capt Ricardo Lopez CruzMr. Paul Cooper (TBC)TBC |
| 10:00-10:30 | **Coffee Break** |  |
| 10:30-12:30 | **11. Closing activities****11.1 AOB****11.2 Review actions and decisions****11.3 Lessons identified*** Chair invites participants to provide (procedural) issues to be taken into account for future meetings

**11.4 Next meeting*** Docs:- MACHC16-11.4 Proposal Letter(s)
* Short presentation by candidate Host Nation (s): Basil, City of Belém.
 | ChairBrazil |

**Annex**: Agenda and Time table of the 6th MACHC meeting

 **Risk assessment meeting of 9 December**

**Background**

In recent years the potential utility of GIS based hydrographic risk assessment and survey prioritisation tools has been well demonstrated. As a consequence there is a growing body research in this area being conducted by a number of organisations within in the hydrographic community. This interest reflects the broad application of these approaches in informing decision and policy making, whether it be as part of a national survey programme or focusing capacity building effort. The challenge for the hydrographic community is understand what the dependencies, limitations and opportunities are when developing these tools, and how they can be best deployed.

**Description**

This meeting will be an opportunity for participants to provide a high level brief on what work has been completed to date and to hear from colleagues what challenges, solutions and future requirements have been identified. The meeting itself will be split into two sections:

1. Participants who have conducted work on this subject will be invited to give a 5 minute flash presentation covering what they have achieved, challenges/limitations that have been identified and their view on how this work can/should be progressed.
2. A group discussion that will aim to capture:
	1. Can a consensus on minimum source data requirements be met?
	2. How could these tools be used to support Capacity Building?
	3. Is there a need to capture and provide ‘best practice’ guidance?
	4. How should this work be progressed?

The meeting will be chaired by Mr Sam Harper, UKHO International Hydrographic Projects Manager. The outcome of the meeting will be reported to the MACHC plenary session