



21 May 2019

To Members and Associate Members of the SAIHC

Subject: SAIHC Capacity Building Work Program: Seminar on Raising Awareness of Hydrography (Cape Town, South Africa, 2 September 2019)

Dear Colleagues,

Seminar on Raising Awareness of Hydrography

1. The 2019 Capacity Building Work Programme of the International Hydrographic Organisation (IHO) provides support for a regional seminar on *Raising Awareness of Hydrography*. The objective of the seminar is to provide participants with an understanding of the obligations and the governance requirements of providing a national hydrographic service and how best a coastal State can meet its international obligations in providing those services.

2. Accordingly, a one-day seminar will be held in Cape Town, South Africa on 2 September 2019. The seminar will precede the 16th meeting of the Southern Africa & Islands Hydrographic Commission (SAIHC) that will be held from 3 to 5 September 2019 at the same venue. Outline details of the seminar are provided at Annex A.

3. The International Maritime Organization (IMO) and the International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA) are being invited to participate in the seminar together with the IHO, as part of the UN "delivering as one" initiative.

Working Language

4. All seminar presentations will be delivered in English.

Follow-on Meeting

5. Participants in the seminar are expected to remain in Cape Town on completion of the seminar and to attend the 16th SAIHC to consolidate the knowledge gained during the seminar and to experience how an IHO Regional Hydrographic Commission (RHC) functions in the regional delivery of hydrographic services. In addition, the combination of attendance at the seminar and attendance at the SAIHC meeting will provide an excellent opportunity to establish or strengthen existing professional networks.

Funding Arrangements

6. The IHO Capacity Building Fund will pay for all meals, accommodation and travel for the seminar and subsequent SAIHC16 meeting for ONE participant per country from the distribution list below.

7. Please note that no monetary allowances will be paid directly to participants. Any associated expenses beyond the meals, accommodation and travel provided by the CB Fund, such as travel insurance, pocket money must be covered by the candidate or the candidate's organization.

Nominations and Eligibility Criteria

8. States in the region outlined in the distribution list are invited to consider nominating ONE suitable national representative who will benefit from the opportunity of attending the seminar and the subsequent SAIHC meeting.

9. It is essential that nominees are employed by a national hydrographic office, a maritime authority or a related national agency in the nominating country and are in a position to influence the development of the national hydrographic infrastructure. In this respect, a statement indicating the role of the nominee in the national hydrographic infrastructure is required as part of the application process.

Application Procedure

10. Applications to attend the seminar should be sent, by email, using the accompanying Application Form (at Annex B) and the statement referred in paragraph 9, to Lucy Fieldhouse, (email address: lucy.fieldhouse@ukho.gov.uk with copy to alberto.neves@iho.int), at your earliest convenience but **no later than 18 JUNE 2019**. It is important that the application form is completed electronically and returned as an Excel file or in an Excel-compatible format.

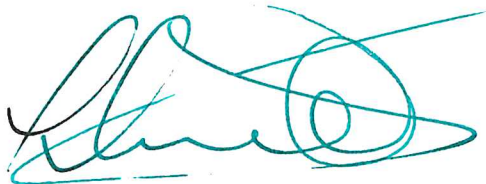
11. In order to enable the purchase of e-tickets for selected participants, application forms should be accompanied by a copy of the applicant's passport and a reliable e-mail address for confirmation of acceptance for the seminar and the forwarding of ticketing details.

12. It is the responsibility of Participants to apply for a visa if required.

Further Information

13. Should you need more information or have any special request, please contact me or the SAIHC CB Coordinator, Ms Lucy Fieldhouse (lucy.fieldhouse@ukho.gov.uk).

Yours sincerely,



Rear Admiral Tim Lowe CBE
The UK National Hydrographer and SAIHC Chair

Distribution List:

1. Angola
2. Comoros
3. Kenya
4. Madagascar
5. Malawi
6. Mauritius
7. Mozambique
8. Namibia
9. Tanzania

Copy to:

10. Mr Alberto Costa Neves (IHO Secretariat)
11. Ms Lucy Fieldhouse (CB Coordinator, SAIHC)

Attachments:

- Annex A: Course Outline
Annex B: Digital Application Form

NOTE: This letter is being sent by e-mail only.

Seminar on National Obligations for the Provision of Safety of Navigation
Services
South Africa September 2019



DRAFT PROGRAMME

Day 1 – 2 September 2019			
Time	Event	Content	Chair/Presenter
09:00 – 10:00	Opening Session	Opening Ceremony Introduction of participants Objectives of the Seminar	
10:00 – 10:30	Coffee break	Group photograph	
10:30 – 12:00	Session 1	International Organisations and Hydrographic Governance Coastal State Responsibilities and Obligations The International Hydrographic Organization The International Association of Marine Aids to Navigation (IALA) and the IALA World-Wide Academy	IMO IHO IALA
12:00 – 12:30	Session 2	The relevance of: SOLAS IMO Member State Audit Scheme	IMO and IHO IMO
12:30 – 14:00	Lunch		
14:00 – 15:20	Session 3	Meeting National Hydrographic Obligations IHO CB Strategy and the importance of accurate nautical information (Phase - MSI) Working with your Primary Charting Authority to reduce risk	IHO IHO & UKHO UKHO
15:20 – 16:00	Session 4	The need for National Hydrographic Committees	IHO
16:00 – 16:30	Tea break		
16:30 – 17:00	Session 5	Risk Assessment (the importance of analysis and decision making)	All