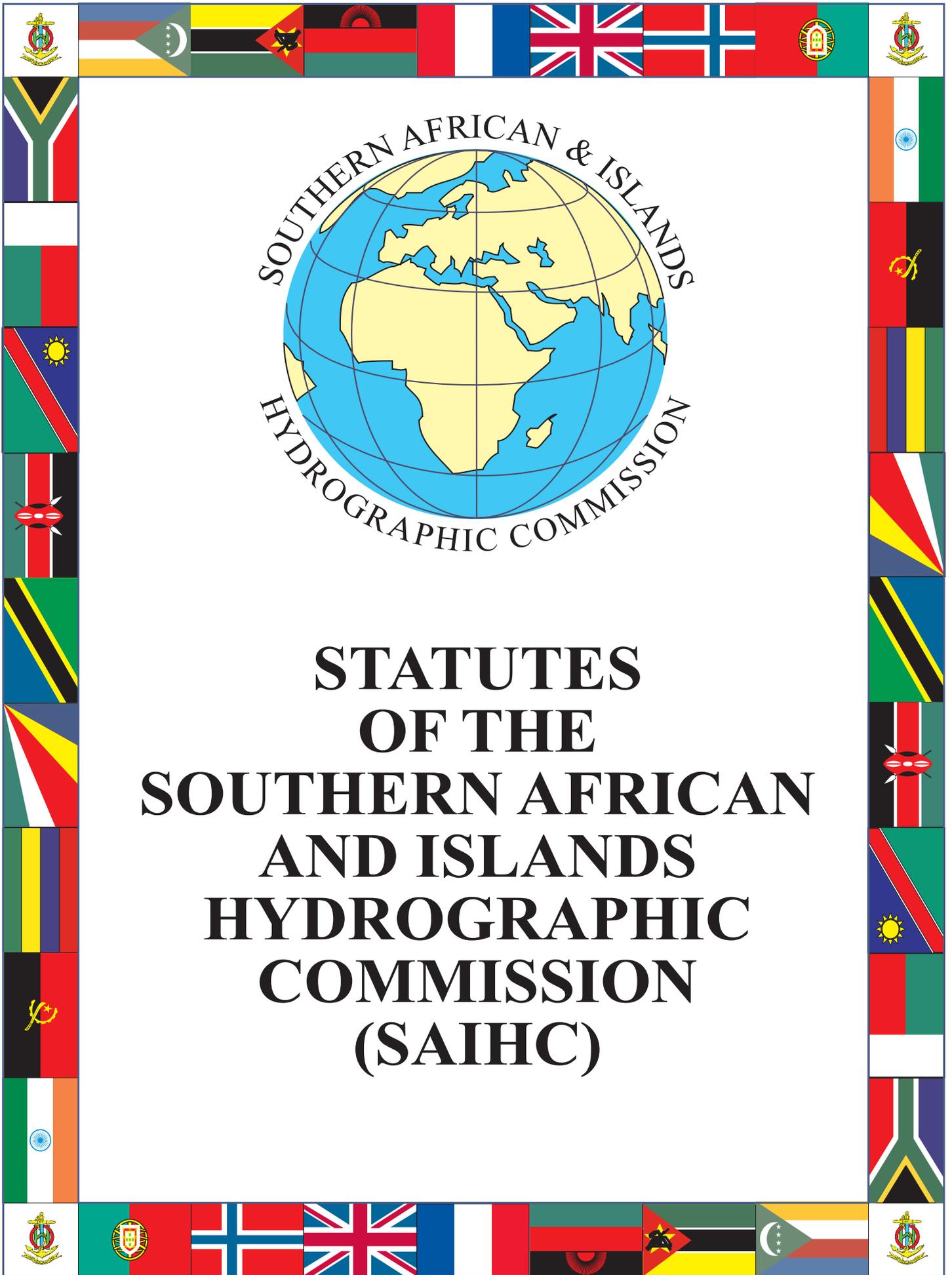


**STATUTES  
OF THE  
SOUTHERN AFRICAN  
AND ISLANDS  
HYDROGRAPHIC  
COMMISSION  
(SAIHC)**



## **STATUTES OF THE SOUTHERN AFRICAN AND ISLANDS HYDROGRAPHIC COMMISSION (SAIHC)**

### ARTICLE 1

#### **GEOGRAPHIC LIMITS AND MEMBERSHIP**

- a. The Southern African and Islands Hydrographic Commission (hereinafter referred to as “The Commission”) is established in conformity with Administrative Resolution T1.3 of the International Hydrographic Organization (IHO). Members of the Commission shall be the national hydrographic authorities of those countries who are Members of the IHO, bordering the Indian and Atlantic Ocean, within IHO Charting Area H (Hereinafter referred to as “The Region”).
- b. The countries within the Region, who are not Members of the IHO and whose representatives are signatories to the present Statutes, become Associate Members. They are represented by their national authorities responsible for hydrography and navigation.
- c. Other Member States of the IHO outside the region may become Associate Members as signatories to the Statutes of the SAIHC, if they contribute to the safety of navigation by their activities in the fields of hydrography including training, nautical charting, and nautical information in the region of the SAIHC. Their applications shall be considered by the plenary Conference mentioned in Article 3. The admission of these applications requires a simple majority of the Members and Associate Members of the Commission.
- d. Countries within the Region who are not Members or Associate Members of the Commission may be invited to send representatives to attend its conferences and meetings as observers. The observers may take part in the discussions but shall not have voting rights.
- e. GEBCO, IALA, and RENCs are invited to send representatives to attend its conferences and meetings as observers. The observers may take part in the discussions but shall not have voting rights.
- f. Organisations active within the Region in providing assistance in the enhancement of hydrography may, at the discretion of the Commission, be invited to send representatives to conferences and meetings. These representatives will have no voting rights but may be asked to provide expert advice on matters relevant to the purposes of the Commission.
- g. IHO Council seat selection procedure to represent the Commission is defined in Annex A.

### ARTICLE 2

#### **AIMS**

The aims of the Commission, which is an integral part of the IHO, shall be:

- a. To promote technical co-operation in the domain of hydrographic surveying, marine cartography, and nautical information within the Region.
- b. To examine the implications, in its area of interest, of matters of general interest with which the IHO is concerned, avoiding any interference with the prerogatives of the IHO Secretariat and of any other commissions set up by the IHO.
- c. To stimulate all countries within the Region to widen hydrographic activity in the area and to encourage them to seek technical advice and assistance from the IHO Secretariat in establishing and strengthening their hydrographic capabilities in order to promote safe navigation and create an environment within which economic development may take place.
- d. To facilitate the exchange of information concerning surveys, research or scientific and technical developments, to aid in the planning and organisation of hydrographic activities in the widest sense of the term, but without interference in the national responsibilities of each Hydrographic Office.
- e. To carry out certain studies as an IHO Working Group when, considered appropriate.
- f. To encourage Members and Associate Members forming the Commission to participate, of their own free will, on all possible occasions – whether in the form of advice or of assistance – in those hydrographic programmes requiring concerted action, but without prejudice to or interference with their national activities.

### ARTICLE 3

#### **CONFERENCES**

- a. The Commission shall convene annually in plenary Conference in the country of one of its Members or Associate Members.
- b. At the end of each Conference the Members and Associate Members desirous of hosting the following Conference shall put forward their candidatures. Priority shall be given to a country which has not yet hosted a Conference, or to the one which did so the longest time ago. In cases of equal priority a secret ballot shall be held, the decisions being taken by a simple majority of Members and Associate Members present.
- c. If it is in the interest of the Commission and unanimously agreed upon by the Members and Associate Members an alternative venue may be selected.
- d. Members and Associate Members shall be represented at Conferences by heads of Hydrographic Services, or, where such services do not exist, by heads of national authorities responsible for hydrography and navigation. They may also be accompanied by members of their staff, but it is most desirable that their number be kept to a minimum.

- e. The Commission may set up small committees of Members and Associate Members interested in particular projects with the object of examining and executing such projects.
- f. An invitation to attend the Conference shall invariably be addressed to the IHO Secretariat.
- g. The presence of two thirds (2/3) of the Members of the Commission shall constitute a quorum at all conferences.
- h. All expenses connected with the participation of the delegates in the Conference, shall be defrayed by their respective countries.

#### ARTICLE 4

##### **CHAIRMAN AND VICE-CHAIRMAN.**

- a. The activities of the Commission are conducted by the Chairman.
- b. The Chairman and Vice-Chairman shall be volunteering Members elected during the Conference and shall take office six months after the end of the Conference.
- c. The Chairman shall provide the Secretariat for the Commission regarding all questions to be dealt with by correspondence. He will prepare a Provisional Agenda for the next Conference and will present as the first item, his report on the activities of the Commission since the last Conference.
- d. The Chairman shall be responsible for the organisation of the Conference, in accordance with the Hydrographic Authority of the country hosting the conference.
- e. If the Chairman, or the Vice-Chairman, is unable to officiate, he shall be replaced by his successor or his deputy in his office.

#### ARTICLE 5

##### **ORGANISATION OF CONFERENCES.**

- a. The Chairman shall issue invitations at least six months before the Conference.
- b. Proposals to be included in the Agenda of a Conference must be sent to the Chairman at least four months before the date fixed for the opening of the Conference.
- c. The Chairman shall prepare the Provisional Agenda in consultation with the Vice-Chairman and forward it to the participants at least eight weeks before the opening of the Conference.

**CONFERENCE AGENDA.**

- a. The Agenda shall be adopted by the Commission at the beginning of each Conference.
- b. The Commission may modify in the course of the Conference the order in which the Agenda items are to be discussed.

**ARTICLE 7****DECISIONS AND RESOLUTIONS.**

- a. Decisions taken during each meeting should be prepared in written form by the Chairman and supplied next day to the participants present.
- b. At the end of the Conference, the Chairman shall circulate the decisions taken during the Conference. Conference decisions shall be taken by a simple majority of the Members and Associate Members present, the exception being amendments to the present Statutes as provided for in Article 9 below. However, when the Chairman considers that the text under review concerns a limited number of Members and Associated Members, the unanimous decision of such Members and Associated Members is required.
- c. Members and Associated Members are entitled to vote, each having the right to one vote.
- d. All decisions become operative immediately after the Conference, except in the case where a Member or an Associate Members objects and asks that the matter be referred to the IHO for a decision. However, such a procedure shall not be applicable to the provisions of paragraph b. of Article 3 concerning the hosting of Conferences.
- e. The Chairman shall despatch within one month of the close of the Conference a copy of the Summary Report containing the discussions, decisions and recommendations of the Conference for approval to each, and for comments to Observers. The Members and Associate Members shall notify within one month of the receipt their approval or objections, if any, which shall be settled by correspondence.
- f. Any decision which may be of interest to the Member States of the IHO as a whole shall be brought to the attention of the IHO Secretariat. This fact shall be mentioned as part of the text of the decisions reached.

## ARTICLE 8

### **EXTRAORDINARY MEETINGS**

- a. The Chairman may call a meeting of the Members of the Commission when their representatives are assembled for an IHO Assembly.
- b. In the case of urgent matters, which cannot be treated by correspondence and which cannot be postponed until the next Conference, the Chairman, with the agreement of the Vice-Chairman, having taken the opinion of the Members and Associate Members, shall convene an Extraordinary Meeting, to be held in the country of the next Conference or the place considered most appropriate.
- c. The provisions applicable to Conferences shall apply to all meetings except that the provisions of Article 4b are not applicable to the meetings defined in paragraphs a. and b. above, which shall be organised and presided over by the Chairman, who will remain in office after the meeting has concluded.
- d. When these meetings do not include all Members and Associate Members, the decisions reached shall be reported to the next Conference of the Commission, or by correspondence if the matter is urgent.

## ARTICLE 9

### **STATUTES**

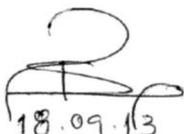
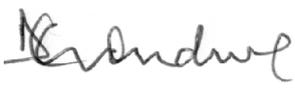
- a. The IHO Secretariat is the Custodian of these Statutes.
- b. Members and Associate Members of the Commission may propose amendments to the present Statutes. These amendments shall be discussed at a Conference and the decisions, which must be approved by a two-thirds (2/3) majority of the Members of the Commission, will be included in the Report of the Conference and passed on to the IHO Secretariat for updating of statutes.

## ARTICLE 10

### **LANGUAGE OF THE COMMISSION**

The official language of the Commission will be English.

**NATIONAL SIGNATORIES - STATUTES OF THE SOUTHERN AFRICAN AND ISLANDS HYDROGRAPHIC COMMISSION (SAIHC)**

Country	Title/Rank - Position	Name	Signature
Angola Associate Member	GENERAL DIRECTOR IHSMA	SALUSTIANO FRANCISCO PINTO FERREIRA	 18.09.13
Comoros Associate Member	Ministre des Transports du Tourisme et des Investissements	MIKIDAR HOUMADI	
France Member	<div style="border: 1px solid black; padding: 5px; text-align: center;">L'ingénieur général de l'armement Gilles Bessero Directeur général du SHOM</div>		16 OCT 2007 
India Associate Member			
Kenya Associate Member	DIRECTOR OF SURVEYS <del>Director of Surveys</del>	EPHANTUS MURAGE MUNDIA	
Madagascar Associate Member	General Manager Geographic and Hydrographic Inst. Inst.	Franc. ROZAVIRAZO	
Malawi Associate Member	SURVEYOR GENERAL	DANIEL DWELL CHIMBILIMA GONAWA	
Mauritius Member	Permanent Secretary MILITONING ISLANDS	A. ROORAMEE DOZEER	

<p><b>Mozambique</b> <b>Member</b></p>	<p>General Director</p>	<p>Augusto Jesseus Brito</p>	
<p><b>Namibia</b> <b>Associate Member</b></p>	<p>NAMPOR PORT ENGINEER</p>	<p>TONY RAN</p>	
<p><b>Norway</b> <b>Member</b></p>	<p>National Hydrographer DIRECTOR NMS.</p>	<p>Gunnar Larsen-Foss</p>	
<p><b>Portugal</b> <b>Associate Member</b></p>	<p>JAMIR</p>	<p>JOSE BRITO</p>	
<p><b>Republic of South Africa</b> <b>Member</b></p>	<p>Hydrographer SA Navy</p>	<p>CAPT T. STOKES</p>	
<p><b>Seychelles</b> <b>Member</b></p>			
<p><b>Tanzania</b> <b>Associate Member</b></p>	<p>ASSISTANT DIRECTOR HYDROGRAPHY SURVEYS &amp; MAPPING</p>	<p>JUSTO NICHOLAS LYAMUYA.</p>	
<p><b>United Kingdom</b> <b>Member</b></p>	<p>Rear Admiral UK National Hydrographer</p>	<p>IAN MONCRIEFF</p>	<p>Ian Moncrieff</p>

**RECORD OF AMENDMENTS**

<b>Original Statute:</b>	<b>Cape Town, South Africa. 29 August 1996</b>
<b>1<sup>st</sup> Amendment:</b>	<b>Simon's Town, South Africa: 27 September 2005</b>
<b>2<sup>nd</sup> Amendment:</b>	<b>Mangochi, Malawi: 28 August 2007</b>
<b>3<sup>rd</sup> Amendment:</b>	<b>Saint-Gilles, French Department of la Réunion: 17 September 2009</b>
<b>4<sup>th</sup> Amendment:</b>	<b>Walvis Bay, Namibia: 07 September 2011</b>
<b>5<sup>th</sup> Amendment:</b>	<b>Cape Town, South Africa: 31 August 2016</b>
<b>6<sup>th</sup> Amendment:</b>	<b>Saint-Gilles, French Department of la Réunion: 08 September 2017</b>

## Annex A to SAIHC Statutes

### **PROCEDURE FOR THE DESIGNATION OF SAIHC REPRESENTATIVES TO THE IHO COUNCIL**

Designation of SAIHC members to the IHO Council shall be determined in compliance with the IHO General Regulations Articles 2 and 16.

#### **Role and Authority of Representatives to the SAIHC in the Council**

1. IHO Member States of SAIHC, shall occupy their seat on the Council for all sessions of the Council throughout the inter-sessional period between Assemblies
2. All expenses connected with the participation of representatives to the Council shall be defrayed by their respective State in accordance with the IHO General Regulation Article 3.
3. In occupying a seat on the Council allocated to SAIHC, the elected Member States shall take into account the views of the Member States of the Commission. A standing agenda item during the SAIHC Conferences will cover IHO Council matters.

#### **Selection Procedure (see also flowchart Appendix 1)**

4. Three months before an ordinary session of the Assembly, the Secretary-General shall inform the Chair of the SAIHC of:
  - a. the number of seats allocated to the SAIHC, and
  - b. those Member States that are eligible for selection by the SAIHC.
5. If the number of Member States eligible for selection to occupy a seat on the Council allocated to the SAIHC is equal to the number of seats on the Council assigned to the SAIHC by the Secretary-General under the terms of clause 4 above, then the aforementioned eligible Member States will be designated as representatives of the SAIHC.
6. If the number of Member States eligible for selection to occupy seats on the Council allocated to SAIHC is greater than the number of seats assigned to the SAIHC by the IHO Secretary-General under the terms of clause 4 above, then the Chair of the SAIHC will invite those Member States that have been designated as eligible for selection to the Council to indicate if they wish to be considered as candidates for selection.
  - a. If the number of candidate Member States is equal to the number of seats on the Council assigned to the SAIHC, then these candidate(s) will be designated as representatives of the SAIHC.
  - b. If the number of candidate Member States is smaller than the number of seats on the Council assigned to the SAIHC, the candidate(s), if any, will be automatically designated and will be complemented by the eligible Member State(s) that have not been occupying a seat on the Council allocated to SAIHC for the longest time. If this proves inconclusive, the Chair will designate eligible Member State(s) as representative of the SAIHC.
  - c. If the number of candidate Member States is greater than the number of seats on the Council assigned to the SAIHC, the candidate(s) to represent the SAIHC to the Council will be designated through a voting procedure.

### **Voting Procedure**

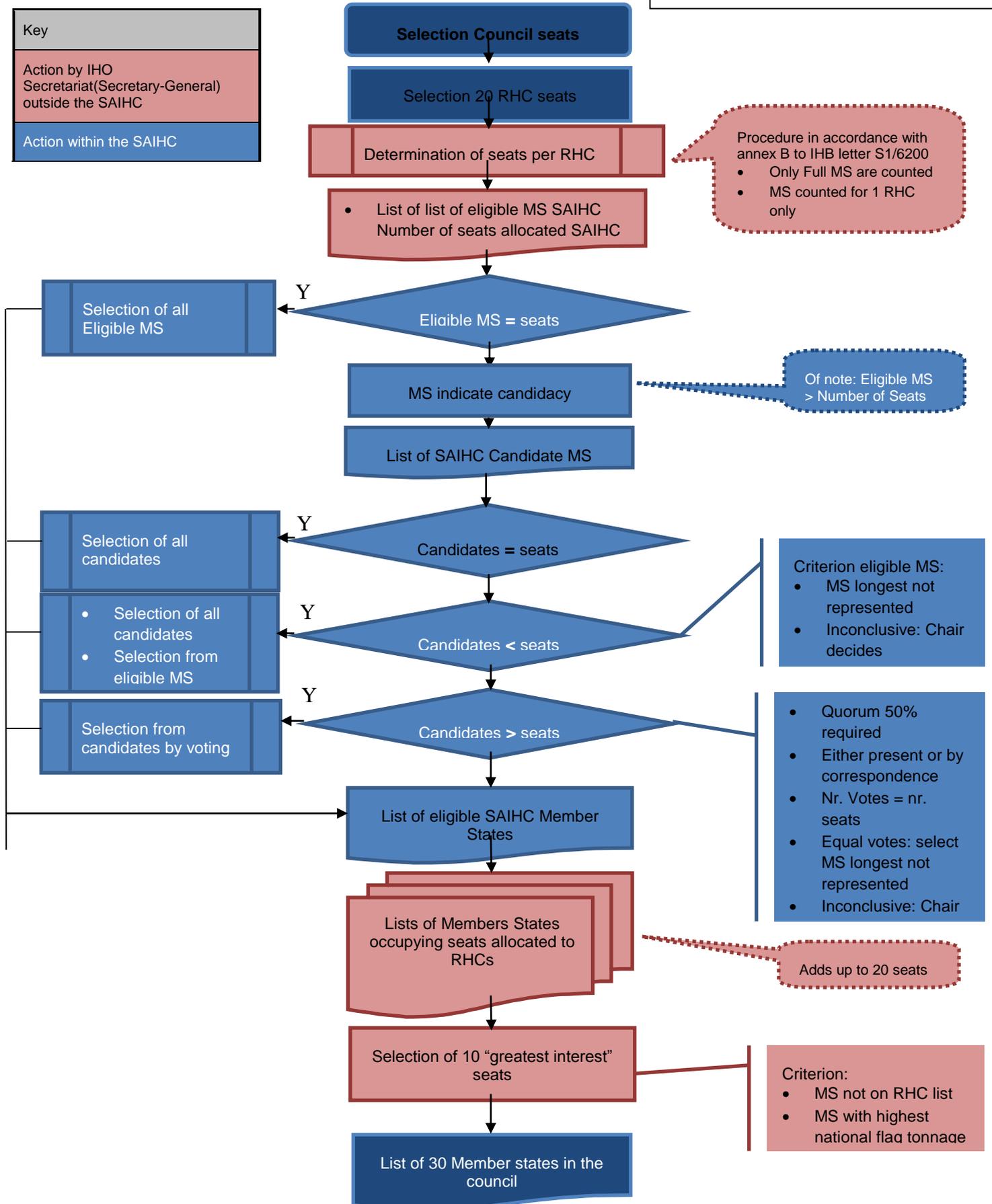
7. The voting procedure will take place in the three months prior to the Assembly, preferably at a Conference of the SAIHC otherwise by correspondence if no SAIHC Conference is scheduled.
  - a. Each Member State may submit one voting paper marking as many candidate Member States from the list as seats have been assigned to the SAIHC (see example of voting paper in Appendix 2).
  - b. The quorum for a valid voting procedure is set at 50% of Member States casting their vote. Member States selected to occupy seats on the Council allocated to the SAIHC are then elected by simple majority. An incomplete or blank voting paper is a valid voting option and does not count against the quorum.
  - c. If no quorum is achieved, the voting window is extended for two weeks and the Chair invites the missing Members States to cast their vote. The existing votes stand.
  - d. If still no quorum has been achieved, the Chair designates the Member State that will be designated to occupy the seat on the Council allocated to the SAIHC based on the votes cast. In case of a draw the candidate that has not occupied a seat on the Council allocated to the SAIHC for the longest time will be designated to occupy the seat. If this proves inconclusive the Chair will designate a candidate Member State to occupy the seat on the council allocated to the SAIHC.

### **Manning of the representatives**

8. The Member States selected to occupy a seat on the Council allocated to the SAIHC are normally represented by the head of the Hydrographic Office. Each Member State shall inform the Chair of the SAIHC and the Secretary-General of the IHO of the name of its official representative. An alternate may also be designated.
9. Member States occupying a seat on the Council allocated to the SAIHC shall inform the Chair of the SAIHC and the IHO Secretary-General of any changes in representation, whether permanent or temporary, as soon as practicable.

Appendix 1 to Annex A to SAIHC Statutes

Key
Action by IHO Secretariat (Secretary-General) outside the SAIHC
Action within the SAIHC



Appendix 2**Southern African and Islands Hydrographic Commission (SAIHC)****Selection of Member State(s) to occupy the seat(s) on the IHO Council allocated to the SAIHC****Example of Voting Paper****Part A**

Number of Seats on Council allocated to the SAIHC:  
*number in here*

*Chair inserts*

(This is the number of boxes that may be marked below)

**Part B**

To vote for a candidate State put an 'X' in the adjacent box. The number of boxes that may be marked is shown in Part A above.

<i>Chair inserts candidate State A in here</i>	<i>Votes indicated with an X here</i>
<i>Chair inserts State B in here</i>	<i>Votes indicated with an X here</i>
<i>Chair inserts State C in here</i>	<i>Votes indicated with an X here</i>
<i>insert other States if appropriate</i>	<i>Votes indicated with an X here</i>

Member State: ..... Date: .....

Authorised By: ..... Position: .....  
(signature)

.....

(Name)