

**IHB File No. S1/1100**

<p><b>CIRCULAR LETTER 18/1999</b> <b>15 April 1999</b></p>
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**PROPOSAL TO HOLD AN EXTRAORDINARY SESSION OF THE  
INTERNATIONAL HYDROGRAPHIC CONFERENCE IN 2000**

References:    - Convention of the IHO, Article VI, paragraph 1.  
                  - Decision No 11 of the XV IH Conference.  
                  - IHB Circular Letter No 44/1998

Dear Sir,

Decision No. 11 of the XVth I.H. Conference established Terms of Reference for the work of the Strategic Planning Working Group [SPWG]. It also required the SPWG to make recommendations concerning the need for a Special Conference to approve the Report of the SPWG, and the new IHO Strategic Plan.

In IHB Circular Letter 44/1998, the SPWG asked Member States to note March 2000 as a provisional date for the Special Conference. It advised that this recommendation would be confirmed after the Member States had returned their comments on the draft Strategic Plan, which was attached to the Circular Letter.

Nine responses from Member States have been incorporated into the draft Strategic Plan and Work Programme. No substantial changes arose from these comments.

The SPWG, by a majority decision, has now recommended that an extraordinary Conference should be held in March 2000 (Annex A). The main items to be discussed should be the adoption of the new Strategic Plan and Work Programme, and such other recommendations of the SPWG Report which require decisions by the Member States.

The SPWG considers that, as the IHO moves into a new era, the strategic directions of the Organization and the structural adjustments required to achieve the objectives, should be agreed by the Member States in Conference. The subject is too important to be dealt with by correspondence.

The Directing Committee supports the views of the SPWG.

The cost of this extraordinary conference has not been included in the budget for the period 1998-2002 approved by the XVth I.H. Conference. However, the Directing Committee considers that the additional expense can be managed within the approved figures.

In accordance with the Convention on the IHO, Article VI, the Directing Committee now proposes to Member States that an extraordinary Conference should be held in Monaco in March 2000.

An outline of the programme for the proposed extraordinary Conference is attached herewith in Annex A.

Member States are requested to complete the voting paper attached at Annex B, and to return it to the IHB **before 30 June 1999**. Approval of the proposal requires at least 31 votes in favour by the due date [see Convention Article VI, paragraph 1].

On behalf of the Directing Committee  
Yours sincerely,

Rear Admiral Giuseppe ANGRISANO  
President

Encls: - Annex A  
- Annex B

**OUTLINE PROGRAMME FOR EXTRAORDINARY I.H. CONFERENCE**

**Dates:** 20 – 22 March, 2000.

**Venue:** CCAM, Monaco

**Purpose:**

1. To approve the IHO Strategic Plan.
2. To approve the IHO Work Programme and priorities.
3. To approve the IHO planning cycle.
4. To approve proposed changes to the qualifications of Directors.
5. To review changes proposed by the Directing Committee regarding the work of the IHB and the budget.
6. To consider further possible structural changes [not affecting the Convention]
7. To consider the necessity of making Constitutional changes [affecting the Convention].
8. To review reports and decide upon on other matters referred to the SPWG by the XVth I.H. Conference.
  - i. Post of professional assistant [Decision No. 5]
  - ii. Greater frequency of Conferences [Decision No.7]
  - iii. Electronic Document Centre at IHB [Decision No. 8]
9. To consider any other proposals of strategic significance.
  - i. Development of the WEND system and future role of RENCS.
  - ii. There will be others

<b>Programme;</b>	Sunday 19 March.	Registration Welcome Reception Exhibition Open Available for meetings	
	Monday 20 March	am. Opening Session am. Plenary Session pm. Plenary session	items 1,2. items 3,4.
	Tuesday 21 March	am. Plenary Session pm. Conf. Committees o/c Conference adjourns	items 5,6,7,8 item 9.
	Wednesday 22 March	am. Available for meetings pm Available for meetings	[eg. WEND, RHCs, CHRIS, etc]
	Thursday 23 March	am. Conference resumes Plenary Session pm. Closing session Exhibition Closes	item 9.
	Friday 24 March	am Available for meetings pm. Available for meetings	

**VOTING PAPER**

*(to be returned to the IHB, duly completed by 30 June 1999)*

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Member State \_\_\_\_\_

Date of reply \_\_\_\_\_

**PROPOSAL TO HOLD AN EXTRAORDINARY SESSION OF THE I.H. CONFERENCE IN 2000**

**Do you support the proposal to hold an extraordinary I.H. Conference in March 2000 ?**

YES

NO

Comments (if any) :

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Signature \_\_\_\_\_