

IHB File No. S1/0900 (S1/1100)

**CIRCULAR LETTER 4/2000
19 January 2000**

**NEW ARRANGEMENTS FOR IHO PUBLICATIONS
AND THE CHART COLLECTION AT THE I.H. BUREAU**

Reference: CL 25/1999 dated 31 May 1999

Dear Sir,

In Circular Letter 25/1999, the Directing Committee proposed a package of changes to the arrangements for distributing IHO publications. The CL also proposed some changes to the arrangements concerning the IHB Chart Collection, and described development of the IHO web-site.

As of 1 December 1999 the IHB had received 47 responses to CL 25/1999, 45 of which were in favour of the package of proposals contained therein. The two countries which voted against these changes are Thailand and Tunisia and their comments are given in Annex A to this CL. As a result, this package of proposals will now come into effect and the purpose of this CL is to advise Member States of the phased implementation of these modifications.

IHO PUBLICATIONS

All IHO publications will be available on the IHO web-site early in 2000, and IHO Member States will be able to download them at their ease using the access codes already assigned.

IHO publications will also be available on CD-ROM. The IHB plans to issue the first complete CD-ROMs of IHO publications to Member States in about March 2000. A second CD-ROM, including all updated and new publications, will be distributed at a later date. This practice will then be followed every year, with the annual distribution of two CD-ROMs. The CD services will be free to Member States.

One copy of the publications maintained in printed form (P-3, P-4, P-5, P-7) and of the new editions of S-60 and B-6 will be distributed to Member States; up to two additional printed copies will be made available on request. *[These publications will also be available on the web-site and CD-ROM.]*

Publications will be available to Non-Member States, organizations, institutions and individuals either through a subscription fee to the web-site, or direct purchase from the IHB on CD-ROM, on floppy disk or in printed form (only for publications mentioned in para. 3 above). Subscription prices will be advised separately.

Hard copy publications will continue to be available in 2000, but, after the 1-year transition period, the reduced hard copy service of publications (mentioned in para. 3) will commence on 1 January 2001. As noted in CL 25/1999, Annex A, page 2, a basic print-on-demand service will be available to Member States who do not yet have access to Internet and/or are unable to read digital publications.

Administrative Resolution R 4.1 has been amended in accordance with the changes approved by Member States and the new text is given in Annex B. A Circular Letter including the changed pages of the IHO Resolutions will be issued in due time.

The September 1999 edition of the International Hydrographic Review is the last one published by the IHB. The new format of the International Hydrographic Bulletin, referred to in CL 25/1999, will begin with the January-February 2000 issue.

As mentioned on page 5 of CL25/1999, the Directing Committee is continuing to investigate the possibility of licensing the title "I.H. Review" to a commercial publisher at minimal or zero cost to the IHB.

IHB CHART COLLECTION

The IHB Chart Collection will eventually become a collection of International Charts. From 1 January 2000 Member States should only send new INT charts, and new editions of INT charts, to the IHB. National charts no longer need be sent to the IHB. However, Member States are kindly requested to forward CD-ROMs containing digital charts, as well as nautical publications and chart catalogues, to the IHB.

As from January 2000, information on new charts and nautical publications, which used to appear at the end of the I.H. Bulletin in the Appendix, will be placed on the IHO web-site. Member States are encouraged to display their chart metadata on their own web-site and to inform the IHB accordingly, so that the relevant chart information may be removed from the IHO web-site and replaced by a clear reference to the appropriate national web-site. Until national web-sites are established, details of new charts should continue to be sent to the IHB for inclusion in the IHO Chart Database, and for display on the IHO web-site.

The IHB intends to develop in 2000 a standard format for the presentation of chart metadata on the IHO and Member States' web-sites, compatible with emerging international standards for spatial metadata.

IHO WEB-SITE

The IHO web-site is being progressively improved. Publications and Circular Letters will be regularly uploaded. Access restrictions for appropriate sections of the site are now in place and Member States who have not responded to the relevant section of CL25/1999 (Appendix 2 to Annex B) are requested to respond as soon as possible.

Thank you for your cooperation.

On behalf of the Directing Committee
Yours sincerely,

Commodore John LEECH
Director

Encl: Annex A
Annex B

**REPLIES FROM THAILAND AND
TUNISIA TO CL 25/1999**

THAILAND

Does not agree to the package of amendments.

Comments

We agree to most of the amendments except Article 34 of the General Regulations and Resolutions Q2.1 where we prefer the present ones.

TUNISIA

Does not agree to the package of amendments.

Comments

1. Tunisia does not approve all of the proposed changes to the Technical Resolutions and to the General Regulations for the restructuring of IHB activities and suggests that this subject be included on the Agenda of the Second Extraordinary International Hydrographic Conference.

2. Information Technology

Tunisia believes that the IHB should take into consideration those Member States who do not yet have access to Internet before deciding to cease publishing a paper version of some of the IHB publications and entering into the IT era.

3. General Regulations, Article 34

Tunisia approves the IHB proposal to delete paragraphs b) and c) of Article 34 and proposes the following change to paragraph a):

"The Bureau publishes an International Hydrographic Bulletin containing technical and miscellaneous information concerning hydrography and associated services as well as current matters related to Member States' Hydrographic Services and to the mission and work of the International Hydrographic Organization."

4. As regards the information requested in Appendices 2 and 3 of Annex B, the SHO (Hydrographic and Oceanographic Service) does not at present have access to the Internet enabling them to consult directly with the IHO web-site.

R 4.1 FREE DISTRIBUTION OF IHO PUBLICATIONS

4.1.1. PUBLICATIONS IN PRINTED FORMAT

The free delivery of the IHO publications, in printed format, shall be limited in the following manner:

- a) Up to 3 copies to the Hydrographic Offices of Member States.
- b) Prospective IHO Member States may be provided ONE copy of certain IHO publications during the time that they are actively seeking IHO membership.
- c) One copy to former Directors of the IHB.

4.1.2. PUBLICATIONS IN DIGITAL FORMAT (CD-ROM AND INTERNET)

1. Annual distribution(s) of publications on CD-ROM and subscription to the IHB INTERNET WEB site will be free for Hydrographic Offices of the IHO Member States.
2. The Hydrographic Offices of Member States are requested to encourage their national schools, agencies, organizations or institutions, to purchase the IHO publications in CD-ROM format.

4.1.3. MISCELLANEOUS

Free deliveries or sales at reduced prices can be made to any other authorities when the Directing Committee considers this would be advantageous to the IHO. (See also the IHO publication P-4 "Catalogue of the IHO Publications").