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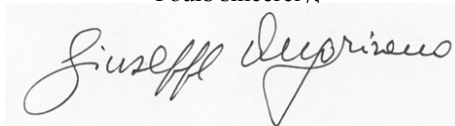
**NEW TERMS OF REFERENCE
FOR THE FIG/IHO/ICA INTERNATIONAL ADVISORY BOARD ON
STANDARDS OF COMPETENCE FOR HYDROGRAPHIC SURVEYORS
AND NAUTICAL CARTOGRAPHERS**

Dear Sir,

We are pleased to inform you that new Terms of Reference for the FIG/IHO/ICA International Advisory Board on Standards of Competence for Hydrographic Surveyors and Nautical Cartographers were agreed upon by the President of the IHB, the Chairman of the FIG/IHO International Advisory Board on Standards of Competence for Hydrographic Surveyors and the President of the ICA in August this year.

The main reason for adopting new Terms of Reference is to implement Task 3.3.3 of the IHO Work Programme (Development of Standards of Competence for Nautical Cartographers). These new Terms of Reference require competent cartographers to be included on the Board, who can develop the standards and subsequently give the needed recognition to nautical cartography courses or programmes.

On behalf of the Directing Committee,
Yours sincerely,



Rear Admiral Giuseppe ANGRISANO
President

Annex A – Terms of Reference

Copied to:

- Mr. Robert W. Foster, President, FIG
- RADM. Christian Andreasen, Secretary General, FIG
- Mr. Svante Astermo, Chairman, FIG/IHO/ICA International Advisory Board on Standards Of Competence for Hydrographic Surveyors and Nautical Cartographers
- Dr. Bengt Rystedt, President, International Cartographic Association
- Mr. Ferjan Ormeling, Secretary-General, International Cartographic Association.
- Mr. Ron Furness, Chairman, ICA Marine Cartography Commission.

TERMS OF REFERENCE

1. The FIG/IHO/ICA International Advisory Board shall:
 - a) Review at appropriate intervals (not exceeding two years) the recommended minimum standards of competence for hydrographic surveyors and nautical cartographers, taking into account comments and recommendations received from National Focal Points (NPF) and other authorities.
 - b) Maintain and promulgate all publications and documents resulting from the tasks carried out by the Board.
 - c) Review the syllabi of programmes submitted by Hydrographic Offices, institutions and learned bodies taking into account comments and recommendations received from National Focal Points and other authorities.
 - d) Provide advice and comments on such syllabi by comparison with the recommended minimum standards and award certificates of programme recognition to those institutions whose programmes meet the recommended standards.
 - e) Review the procedures of submission.
 - f) Communicate with IHO through the IHB, with FIG through the Chair of Commission IV, and with ICA through the Commission on Marine Cartography.
 - g) Normally meet once each year.
2. The FIG/IHO/ICA International Advisory Board will be composed of members:
 - a) Of known competence in the civil, governmental or educational sectors of hydrographic surveying and nautical cartography.
 - b) Selected to provide as wide as possible a spectrum of knowledge and experience in educational practices, hydrography and nautical cartography.
 - c) From different geographical areas, as far as reasonable.
3. The Board will have up to ten members, four provided by FIG, four provided by IHO and two provided by ICA.
4. The Board will have its permanent Secretariat at the International Hydrographic Bureau, Monaco. The Secretariat will publish the documents and publications produced by the Board as required.
5. The functioning of the Board will be regulated by an internal document, the “Terms of Procedure”, issued and kept up to date by the Board. Any modification to the Terms of Procedure will be adopted by simple majority of the Board Members.
6. The IHO will finance the cost involved of the IHB and Secretariat. Members of the Board are expected to be supported by their own organizations for travel expenses and work.
7. Proposals from the Board to modify these Terms of Reference must be ratified by IHO, FIG and ICA following the procedures of these bodies.

TERMS OF PROCEDURE

1. Members are expected to attend every meeting of the Board, and to conduct business by correspondence between meetings.
2. It is expected that members will serve on the Board initially for a period of six years.
3. The Board will elect, from amongst its members, a Chairman and a Vice-Chairman for a term of three years. Under agreement of all the Board's members, the Chairman may be re-elected for a second period. FIG, IHO and ICA nominees on the Board will hold these posts alternatively. On completion of the Chairman's mandate, the Vice-Chairman will automatically become the Chairman and a new Vice-Chairman will be elected.
4. The working language of the Board will be English.
5. Decisions will be taken by simple majority vote of members of the Board.
6. The Board will normally meet once per year. The venue and date of the meeting will be decided at the previous meeting, in order to facilitate participants travel arrangements.
7. Final reports of meetings will be sent to IHO, FIG and ICA, to institutions running currently recognized courses and other appropriate organizations.