

IHB File: TA-1

CIRCULAR LETTER 7/2003
28 January 2003

**DISBANDING OF THE FIG-IHO TECHNICAL ASSISTANCE AND COOPERATION
COORDINATION COMMITTEE (TACC) AND THE ESTABLISHMENT OF THE
IHO CAPACITY BUILDING COMMITTEE (IHOBC)**

Dear Hydrographer,

1. The establishment of a joint FIG-IHO Working Group to coordinate technical assistance projects related to hydrographic surveying and nautical cartography was first discussed at the FIG Permanent Committee meeting in Wellington (October 1988), where FIG decided that a Technical Assistance Cooperation Coordination Committee (TACC) should be created jointly with the IHO.

The IHO Member States were consulted by Circular Letter about the formation of the Committee, and the proposal was approved in January 1989. The Terms of Reference were approved in June 1989 and the TACC started its work. The IHB provided the Chairman and the Secretary. Since that time, TACC has held 12 meetings and built up a TACC Data Base of Technical Cooperation projects, maintained by its Secretary.

2. At the XVIth I.H. Conference, in April 2002, following comments from various Member States about the usefulness of TACC, the question of continuing the Committee or not was discussed. It was felt that its low performance and its lack of involvement in the principal Technical Cooperation projects implemented and followed up by the IHO/IHB in the last years were important factors which contributed to the decision to disband the Committee.

However, the IHO Member States decided to wait until the position of FIG was known, which has now been communicated to the IHB. FIG discussed this matter at meetings in Washington and in Kiel and it was confirmed by its Vice Chairman, following the October Council meeting, that the FIG decision is to cease its participation in TACC as it is no longer possible to support its work.

3. The IHB Directing Committee has examined the situation in the light of the growing need to expand technical coordination and cooperation among Member States in all matters referred to as "Capacity Building". The DC has also taken into account the high priority given to this subject by the Regional Hydrographic Commissions when identifying the weaknesses and strengths of the IHO.

Therefore, the DC proposes the following actions:

- a) to disband the FIG-IHO Technical Assistance Cooperation Coordination Committee (TACC).
- b) to replace the former TACC by an IHO Committee called "**IHO Capacity Building Committee**" (IHOBC).
- c) To task IHOBC with Terms of Reference, the draft of which is attached in Annex A.

4. In accordance with IHO Technical Resolution T1.1, which rules the establishment of the subsidiary bodies of the IHO, the Capacity Building Committee will be a body whose life expectancy is longer than the time period between two consecutive ordinary sessions of the Conference.

Even though this Technical Resolution states that Committees are open to all IHO Member States, the Directing Committee believes that ideally, the new Committee should have no more than 10 members, including the Chairman and Secretary, and in view of the importance of "Capacity Building" and its relevant position in the Strategic Objectives and Work Plan of the IHO, it is felt that participation at the level of Head of Hydrographic Office would be desirable.

5. Member States are kindly requested to give their views on the proposals made in this Circular Letter, to make comments on the Draft Terms of Reference (see Annex A), and to indicate whether they wish to nominate a representative to serve on this new Committee. A reply form is provided in Annex B for your convenience. The DC would appreciate receiving your reply **by 31 March 2003.**

On behalf of the Directing Committee,
Yours sincerely,

(original signed)
Captain Hugo GORZIGLIA
Director

Annex A - Draft Terms of Reference for IHOCBC
Annex B - Reply Form

IHO CAPACITY BUILDING COMMITTEE

DRAFT TERMS OF REFERENCE

1. The IHO Capacity Building Committee shall:
 - 1.1. Continuously assess the hydrographic surveying, nautical charting and nautical information status in nations and regions where hydrography is developing, using an adequate and agreed methodology. This includes developing and keeping up to date IHO publication "S-55 - Status of Hydrography Worldwide". (see Note below¹)
 - 1.2. Cooperate with the IHB in the establishment and maintenance of close relationships with national agencies and international organizations, which may provide funding or other support to technical assistance projects, and study the procedures to access the funds for Technical Assistance available from such organizations.
 - 1.3. Cooperate with Regional Hydrographic Commissions in the creation of Study Teams or Action Groups to carry out assessment studies in the areas identified by the IHO in the 5-year "Work Programme".
 - 1.4. Support the IHB in carrying out close and continuous monitoring of the assessments carried out and in identifying ideas aimed at the development of projects which may result from Study Teams or Action Groups' Reports, also contributing to share experience gained in this field.
 - 1.5. Co-operate with IHB in the provision of advice to all maritime nations requesting support to develop hydrographic capabilities, following the implementation of Regulation 9 of Chapter V, SOLAS.
 - 1.6. Give support to the IHB in drafting and keeping updated the Work Programme 2 "Capacity Building".
2. Unless otherwise decided by the Committee, the Committee shall be chaired by the IHB Director in charge of Capacity Building, to facilitate communications between all members and organizations taking part in the activities of the Committee and to centralize efforts. The Committee will also have a Secretary, nominated by the IHB Directing Committee.
3. Apart from the Chairman and the Secretary, the Committee will be composed of 8 more members, preferably Heads of National Hydrographic Offices of IHO Member States. The appointed members should cover a wide geographical area, and provide broad experience and varied backgrounds. One of the members will be appointed Vice-Chairman. The Committee may invite observers to participate in the activities of the Committee.
4. The Committee will have its permanent secretariat at the IHB, Monaco. The secretariat will provide the secretarial and administrative support needed to gather, hold and disseminate information on behalf of the Committee. The Secretary will provide a summary of the Committee's activities to be included in the IHO Annual Report. The Chairman will report on the activities of the "Capacity

¹ Note: In case of approval of the proposal, IHO publications S-55 and S-59 will be combined into one single publication.

Building Committee" at each ordinary session of the International Hydrographic Conference.

5. The "Capacity Building Committee" will meet once a year on dates and at a venue agreed by the members. The Agenda will always include the review of the development of the IHO Work Programme 2 and the progress of the IHO Publication/Data Base "S-55".
6. The internal functioning of the Committee will be ruled by Terms of Procedure issued and approved by the Committee members, as deemed necessary.

**RESPONSE CONCERNING
IHO CAPACITY BUILDING COMMITTEE**
(to be returned to the IHB by 31 March 2003
E-mail: info@ihb.mc - Fax: +377 93 10 81 40)

Member State:

.1 Do you approve the proposal to disband the FIG-IHO Technical Assistance and Cooperation Coordination Committee (TACC) ?

YES NO

.2 Do you approve replacing the former TACC by an IHO Committee called "IHO Capacity Building Committee (IHOCBC)"?

YES NO

.3 Do you approve the proposed Terms of Reference for the IHOCBC as given in Annex A?

YES NO

Comments :

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.4 Do you wish to nominate a representative to serve on the IHOCBC ?

YES NO

If YES, please indicate name of candidate:

Name / Signature

Date: