

**IHB File No. S3/1401/WG**

**CIRCULAR LETTER 51/2003**  
**18 July 2003**

**IHO TIDAL COMMITTEE**

Dear Hydrographer,

At the last meeting of the IHO Tidal Committee the Chairman, Cdr Alejandro Cabezas (Chile), announced that he was resigning from this position.

The Directing Committee is extremely grateful to Chile, and to Cdr Cabezas personally, for having served on this Committee since its inception and for fulfilling the role of Chairman for 5 years.

The Tidal Committee unanimously proposed Cdr John Page (UK) as the next Chairman. Member States are requested to endorse the Committee's proposal or to make an alternative nomination by 31 October 2003 (See Annex B).

The Tidal Committee also reviewed its Terms of Reference, an amended copy of which is attached at Annex A for your approval.

The Committee observed the fact that only a limited number of countries had participated in the Committee and urges other Member States to nominate representatives to participate in the future work of the Committee.

On behalf of the Directing Committee  
Yours sincerely,  
*(original signed)*

Vice Admiral Alexandros MARATOS  
President

Annex A: IHO Tidal Committee - Terms of Reference

Annex B: Response Concerning the IHO Tidal Committee (IHOTC)

### **IHO Tidal Committee - Terms of Reference**

#### **Membership:**

Membership of the IHO Tidal Committee is open to all Member States wishing to participate. Representatives are nominated by IHO Member States. The Committee may invite observers as ex officio members to participate in its deliberations during and between meetings. Observers are not entitled to vote.

#### **Organization:**

The business of the Committee will be conducted by a Chairperson or a Vice-Chairperson. The Committee will conduct its business mainly by correspondence. Meetings will usually be held at intervals of about 18 months.

#### **Objectives:**

1. To make recommendations concerning any tidal and related matters requiring discussion, development and coordination within the IHO.
2. To cooperate with other IHO bodies where tidal matters are concerned.
3. To advise on questions related to vertical datums.
4. To advise on issues concerning the exchange and distribution of tidal and related data.
5. To advise on questions related to tidal observations, analysis and predictions.

#### **Procedure:**

1. The Chairperson is to submit a report each year for inclusion in the IHO Annual Report.
2. The Chairperson is to submit a report prior to each ordinary International Hydrographic Conference covering the Committee's affairs since the previous Conference.
3. Should the Chairperson be unable to exercise his/her function a Vice-Chairperson will take over.
4. The Committee should strive to decide by consensus. If a vote is required, the quorum required is 5 delegates, the majority required for acceptance is to be an absolute majority.
5. The Chairperson is proposed by the Tidal Committee members and confirmed by MS according to the standard IHO procedure. The Vice-Chairperson is elected by the Committee.
6. The Chairman is elected for a three-year period can be re-elected for one additional three-year period.

**RESPONSE CONCERNING  
IHO TIDAL COMMITTEE (IHOTC)**  
*(to be returned to the IHB by 31 October 2003*  
*E-mail: [info@ihb.mc](mailto:info@ihb.mc) - Fax: +377 93 10 81 40)*

**Member State:** .....

1 Do you approve the proposal to elect Cdr John Page (UK) as Chairman of the IHOTC?

YES  NO

If not do you wish to nominate an alternative candidate?

YES  NO

If YES please indicate name of candidate:.....

2 Do you approve the amended Terms of Reference for the IHOTC as given in Annex A?

YES  NO

**Comments :**

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3. If not already represented on the IHOTC do you wish to nominate a representative:

If YES, please indicate name of representative:.....

Name / Signature

.....

Date: .....