

IHB File No. S1/1001/WP

**CIRCULAR LETTER 64/2003**  
**31 OCT 2003**

**IHO WORK PROGRAMME & BUDGET FOR 2004 (final version)**

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References: a) IHB CL 29/2003  
b) IHB CL 54/2003

Dear Hydrographer,

Please find attached herewith a copy of the Final version of the IHO Work Programme for 2004.

The Directing Committee thanks the Member States who have provided positive comments and suggestions to improve the draft version. Updates and amendments have been made and suggestions to improve future versions of the 5 Year IHO WP and its relation with the 5 Year Budget have been noted.

As regard to the IHO Budget for 2004, there have been no changes proposed and all replies received indicate their approval. Therefore, the version circulated attached to CL 54/2003 constitutes the Final version.

As requested by some MS, we have included a diagram at the end of the WP, to illustrate in percentage, the cost of IHO WP 2004 - Programmes 1 to 5, referred to as the Total Current Operating Costs (Chapter II).

These Final versions, in the light of the Cycle approved by the XVIth IH Conference will enter into force on 1<sup>st</sup> January 2004.

On behalf of the Directing Committee  
Yours sincerely,

Vice Admiral Alexandros MARATOS  
President

Encls: - IHO Work Programme for 2004 (final version)

**"IHO 2004 WORK PROGRAMME"**

**Programme 1 Co-operation with Member States and with International Organizations**

<b>Task ID</b>	<b>Description</b>	<b>Comments(if any)</b>
<b>O 1. 1. 1.</b>	<b>Meeting of Regional Hydrographic Commissions</b>	
	NIOHC	
	NSHC	
	EAtHC	
	USCHC	
	MACHC	
	SWPHC	
	SWAtHC (establishment under consideration)	
	RSAHC	
	HCA	
<b>O 1. 2. 1.</b>	<b>Meetings of International Organizations</b>	
	* International Maritime Organization (IMO)	
	- Council	
	- Technical Cooperation Committee (TC)	
	- Maritime Safety Committee (MSC)	
	- Subcommittee on Safety of Navigation (NAV)	
	- Subcommittee on Radiocomm. and SAR (COMSAR)	
	* Intergovernmental Oceanographic Commission (IOC)	
	- IOC Executive Council	
	* Antarctic related organizations	
	- XXVII ATCM	
	- IAATO	
	- COMNAP / SCAR / Launching IBCSO Project	
	* United Nations (UN)	
	- General Assembly	
	- UNICPOLOS	

	- DOALOS	
	- UNGEGN	
	* Federation International of Surveyors (FIG)	
<b>T 1. 1. 1</b>	Study the establishment or enlargement of regional hydrographic commissions in East Asia	
<b>T 1. 2. 1.</b>	Formalize relationship with IEC through signature of Co-operation Agreements.	
<b>T 1. 3. 1</b>	Initiate Membership enlargement of East Asia RHC. (see also Task 1.1.1)	

### Programme 2 Capacity Building

Task ID	Description	Comments(if any)
<b>O 2. 1. 2.</b>	<b>Participate in Meetings of the Technical and Scientific Committee of IMA (Trieste)</b>	
<b>O 2. 1. 6.</b>	<b>Organize and Participate in Meetings of the Capacity Building Committee (IHOCBC)</b>	
<b>T 2. 1. 1</b>	Continuation of a project for the development of Hydrography, Nautical cartography and Safety of Navigation infrastructure in Central America, in co-operation with COCATRAM, Mexico (as Coordinator of the "Plan Puebla-Panama" and the Interamerican Development Bank .	
<b>T 2. 1. 2</b>	Develop a study team to assess the status of Hydrography, Aids to Navigation and Safety of Navigation in Western and Central Africa (with IMO, IALA, IAPH and others), with a view to formulating a development project. This is an initiative of regional states.	
<b>T 2. 1. 3</b>	Participate in the Steering Committee of the MEDA7 project Part 2 (with EC and IMA Trieste).	
<b>T 2. 1. 4</b>	Participate in the development of a Project for Safety of Navigation Services on Lake Victoria (with IMO and IALA).	

<b>T 2. 1. 5</b>	Contribute through Technical Co-operation in the Development of Hydrography and Aids to Navigation in the Black Sea (with EC and countries involved).	
<b>T 2. 1. 7</b>	Carry out visits of Technical Cooperation to the following countries and organizations:	
	* Asia –Myanmar, Thailand, Cambodia, Vietnam	
	* Asian Development Bank, UNDP, World Bank	
<b>T 2. 1. 9</b>	Participation in Meeting associated to the Marine Electronic Highway Project - Malacca and Singapore Strait -	
<b>T 2. 2. 1</b>	Carry out, through the work of the relevant WG, a complete revision of the IHO Basic Documents, including membership procedures addressed by the IHO Convention	
<b>T 2. 2. 2</b>	Take action in order to Re-integrate suspended Member States	
	* Dominican Republic	

### **Programme 3 Techniques and Standards Support**

<b>Task ID</b>	<b>Description</b>	<b>Comments(if any)</b>
<b>O 3. 1. 1</b>	<b>Attendance/Organization of related Meetings</b>	
	* CHRIS	
	- C&SMWG	
	* SubGroup DPSAG	
	- CSPCWG	
	- TSMAD	
	* TSMAD SuB WG	
	- SNPWG	
	* WEND	
	- WEND ENC Task Group	
	* Industry Days	
<b>T 3. 1. 1</b>	Revise, develop, and maintain the following publications:	
	* M-11	
	* S-52 New Edition	

	* S-57 New Edition	
	* S-23	
	* S-59	
<b>T 3.1.2</b>	Co-ordinate and publish regional ENC production and service plans in:	
	* Europe	
	* North America	
	* South East Asia	
	* Caribbean	
	* South West Pacific	
	* South America.	
<b>O 3.2.2.</b>	<b>Coordinate and Participate in Meetings of the MOHWG</b>	
<b>O 3.2.3.</b>	<b>Participate in Meeting with IAG EUREF</b>	
<b>O 3.2.5.</b>	<b>Organize and Participate in Meetings and Conferences of the ABLOS WG</b>	
<b>T 3.2.1</b>	Compilation of the IHO Manual on Hydrographic Surveying. (M-13)	
<b>T 3.2.2</b>	Development of the WEB version of the IHO Hydrographic Dictionary [Project DHYDRO].	
<b>T 3.2.4</b>	Revise, develop and maintain the following publications :	
	* S-32	
	* S-55	
<b>O.3.3.1/2/3</b>	<b>Participates in Meetings of the FIG/IHO/ICA A.Board</b>	
<b>T 3.3.1</b>	Maintenance and updating of the Standards of Competence for Hydrographic Surveyors and the Standards of Competence for Nautical Cartographers.	
	Preparation of future editions (for standards), as necessary.	
<b>T 3.3.2</b>	Revise, develop and maintain:	
	* M-5	

	* M-6	
	* M-8	
	* S-47.	
<b>T 3.3.4</b>	Coordinate actions with international funding agencies for the promotion of hydrographic training and education in developing countries.	
<b>O 3.4.2.</b>	<b>Participate in Meetings related to the Development of Standards</b>	
	* Harmonization Group MIO	
	* International Standards Organization (ISO) TC 211	
	* ICA Commission on Spatial Data Standards	
<b>O 3.4.3</b>	<b>Participate Meetings related to GEBCO Program</b>	
	* GEBCO Strategic Committee	
	* GEBCO Officers	
	* SCUFN	
	* SCDB	
	* Int. Bathy. Charts Regional Projects ( 7 IBCs)	
	+ IBCM	
	+ IBCEA	
	+ IBCWIO	
	+ IBCAO	
<b>T 3.4.1</b>	Revise, develop and maintain the following publications :	
	* B-4	
	* B-7	
<b>T 3.4.2</b>	Complete harmonization of IHO spatial data standards with ISO standards.	
<b>T 3.5.1</b>	Revise, develop and maintain the following publications :	
	* S-53	
	* M-12.	

**Programme 4 Information Management and Public Relations**

Task ID	Description	Comments(if any)
<b>O 4.1.1.</b>	<b>* Maintain and develop the IHO Web-site</b>	
<b>T 4. 1. 1</b>	Provide an annual distribution of IHO publications on CD-ROM.	
<b>T 4. 1. 2</b>	Revise, develop and maintain the following publications :	
	* P-4	
	* P-5	
	* P-7 (Annually)	
	* M-3 (Permanently updated)	
<b>T 4. 1. 3</b>	Maintenance of an IHB Library of reference books and journals.	
<b>T 4. 2. 1</b>	Deliver papers on this subject (importance of hydrography) at appropriate conferences and seminars and issue press releases during all major IHO meetings.	
<b>T 4. 2. 2</b>	Provide briefings on Hydrography and on the IHO to senior decision makers during visits to Member and Non-Member States.	
<b>T 4. 2. 4</b>	Monitor and inform Member States about developments in quality management, and encourage quality management accreditation (ISO 9000), to strengthen the position of hydrographic offices as quality service providers.	
<b>T 4. 2. 5</b>	Produce a new publication collating legal cases related to charting and nautical accidents.	

**Programme 5 General Organization Development**

Task ID	Description	Comments(if any)
<b>O 5. 1. 1.</b>	<b>Review IHO Work Program on annually basis</b>	
<b>T 5. 1. 1</b>	To study further re-structuring of the Organization so that it can better respond to the requirements of Member States and the objectives articulated in the Strategic Plan, and to improve cost-effectiveness.	

	Attendance/organization of SPWG(1) and Chair Group (3) meetings, plus other 4 Informative Meetings	
<b>O 5. 2. 1.</b>	<b>Provide Translation Services</b>	
<b>T 5. 3. 2</b>	Study of staff assessment procedures.	
<b>T 5. 6. 2.</b>	Organize any other Extraordinary Conference or Inter-sessional Meeting, as approved.	

Updated 31 October 2003

