

**REPORT ON SECOND MEETING OF THE
IHO MANUAL ON HYDROGRAPHY WORKING GROUP**

References: A – IHB CL 48/1998 dated 12 October 1998
B – IHB CL 5/1999 dated 25 January 1999
C – IHB CL 37/2000 dated 4 September 2000
D – IHB CL 8/2001 dated 9 February 2001
E – IHB CL 32/2001 dated 11 July 2001
F – IHB CL 52/2003 dated 21 July 2003

Dear Hydrographer,

The IHB is grateful to the following Member States: Argentina, Australia, Germany, Italy, Japan, Pakistan, Portugal, UK, USA and Venezuela who have provided assistance and encouragement to their nominated representatives to complete the outstanding work related to the preparation of the Manual on Hydrography agreed at the first meeting, and allowed them to participate in the 2nd IHO MoHWG meeting held at the IHB 1-3 March 2004.

The meeting was very important. During the three days, the WG reviewed in depth all six chapters and concluded on minor amendments to be done. Also, the WG agreed the way forward with regard to Chapter 7, "Hydrographic Practice", a chapter that, being dependent on the earlier chapters, could not be completed in advance.

Whilst it was agreed that the contributions to the Manual were of a very high standard, it was felt that the final text should be reviewed by a native English speaker before being released. It was considered that if this were not done then the Manual would lose credibility as an authoritative text and subsequent 'correct' translation into French and Spanish would be almost impossible.

The Hydrographer of Venezuela offered to lead a team to translate the Manual into Spanish, once the English text had been finalised. The Chairman gratefully accepted this kind offer.

The Chairman urged MoHWG Members to do everything possible to follow the timetable for the Action Items identified (see Annex), as there was a great need to have this Manual published.

The WG expressed their intention that the remaining tasks should be completed by correspondence. However it was agreed that if Member States had significant comments on the final draft, when it was distributed, then the need to hold a further meeting would be reconsidered.

On behalf of the Directing Committee,
Yours sincerely,

(original signed)
Captain Hugo GORZIGLIA
Director

Annex: Action items agreed

ACTION ITEMS AGREED AT THE MEETING

No	Activity	Date	Person(s) Responsible	Comments
1	Improvement/Correction Chapters I through VI and send digital version to IHB (Steve). Provide names of contributors to different Chapters, References to each Chapter and Bibliography plus relevant web addresses.	28 MAY 04	ALL	
2	Prepare and send CL to MS informing about the meeting and progress on the Manual. Improve Sections 1, 2, 3 and 9 of Chapter VII and provide it to Chapter VII Leader	30 MAR 04	Chairman and Secretary	
3	Development of Chapter VII Sections 4, 5 and 6 and send to IHB (Steve)	28 MAY 04	Chapter VII Task Group: Australia, Germany, Italy, Portugal and UK(Chair)	
4	Compile 2 nd Draft and provide it to MoHWG for final comment	30 JUN 04	IHB	
5	Comments reach the IHB. Corrections and Editing process starts	31 AUG 04	ALL	
6	Editing process ends. Posting of Draft on the IHO Web & request MS comments	30 SEP 04	IHB	
7	Deadline for comments	31 DEC 04	IHB	
8	Final version available and posted on the IHO web	31 JAN 05	IHB	