

**INTERNATIONAL HYDROGRAPHIC  
ORGANIZATION**



**ORGANISATION HYDROGRAPHIQUE  
INTERNATIONALE**

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

**CIRCULAR LETTER 79/2004  
29 November 2004**

**IHO TIDAL COMMITTEE - TERMS OF REFERENCE**

Reference: CL 71/2003 dated 20 November 2003

Dear Hydrographer,

In the above referenced Circular Letter, the IHB informed Member States of the approval of the TOR for the Tidal Committee which had been amended during the 5<sup>th</sup> meeting of the Committee. The IHB also indicated that the matters raised by Member States, in response to this CL, would be passed back to the Tidal Committee for further consideration at their next meeting. The Tidal Committee were also asked to redraft their TOR in the style currently adopted by the other major committees of the IHO.

Consequently at its 6<sup>th</sup> meeting in Lisbon the Tidal Committee redrafted its TOR. The revised TOR are attached at Annex A and Member States are invited to approve them by completing the voting form at Annex B and returning it to the IHB by 31 January 2005.

On behalf of the Directing Committee  
Yours sincerely,

Vice Admiral Alexandros MARATOS  
President

Annex A IHO Tidal Committee TOR  
Annex B Voting Form



TERMS OF REFERENCE  
*for the*  
TIDAL COMMITTEE

Objective:

To provide technical advice and promote coordination on tidal issues within the IHO.

**1. Terms of Reference**

- 1.1 To make recommendations concerning any tidal and related matters requiring discussion, development and coordination within the IHO.
- 1.2 To cooperate with other IHO bodies where tidal matters are concerned.
- 1.3 To advise on questions related to vertical datums.
- 1.4 To advise on issues concerning the exchange and distribution of tidal and related data.
- 1.5 To advise on questions related to tidal observations, analysis and predictions.

**2. Rules of Procedure**

- 2.1 The Committee is composed of Representatives of Member States and a representative of the International Hydrographic Bureau.
- 2.2 Member States Representatives, or the Committee as a whole, may invite observers to participate in its deliberations during and between committee meetings. Observers are not entitled to vote.
- 2.3 The Committee will conduct its business mainly by correspondence. Meetings will usually be held at intervals of about 18 months.
- 2.4 The Chairperson and Vice Chairperson are elected by the Committee from its membership at the first meeting after each ordinary session of the International Hydrographic Conference.
- 2.5 The Chairperson is to submit a report each year for inclusion in the IHO Annual Report.
- 2.6 The Chairperson is to submit a report prior to each ordinary International Hydrographic Conference covering the Committee's affairs since the previous Conference.
- 2.7 Recommendations of the Committee will be submitted to the IHO Member States for adoption through the Directing Committee.

**Approval of IHO Tidal Committee Terms of Reference**

**Voting FORM**

*(to be returned to the IHB by 31 January 2005  
E-mail: [info@ihb.mc](mailto:info@ihb.mc) - Fax: +377 93 10 81 40)*

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

**Do you approve the TOR for the IHO Tidal Committee?**

**YES**

**NO**

**Comments:**

Name / Signature .....Date:.....