



THIS CIRCULAR LETTER REQUIRES YOU TO VOTE

IHB File No. S3/0123

**CIRCULAR LETTER 123/2005
12 December 2005**

STANDARDIZED STRUCTURE FOR NATIONAL REPORTS TO RHC

- References:
- A. IHB letter S3/0123 dated 8 July 2005 – to RHC Chairmen
 - B. IHB letter S3/0123 dated 26 October 2005 – to RHC Chairmen
 - C. IHB letter S3/0123 dated 30 November 2005 – to RHC Chairmen

Dear Hydrographer,

At the 5th meeting of the North Indian Ocean Hydrographic Commission some concern was raised as to the considerable variability in both the content and the structure of national reports. Consequently the IHB was asked to prepare a standardized structure for National Reports to RHC.

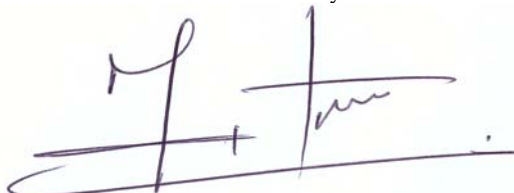
A draft text was prepared and circulated to the chairmen of RHC (Annex A). Following feedback from the RHC an amended text was circulated to the chairmen at Reference B. Reference C made some minor changes to the French text as proposed by SHOM.

The standardized structure has been used by several RHC and found to be beneficial. It is only intended for use by those RHC that wish to receive National Reports.

It is proposed that IHO Administrative Resolution T1.3 be amended to include a new paragraph 8 as set out in Annex A. Member States are requested to indicate their agreement, or otherwise, to this amendment to T1.3 by completing the form at Annex B and returning it to reach the IHB by **13 February 2006**.

On behalf of the Directing Committee

Yours sincerely,



Vice Admiral Alexandros MARATOS
President

Annex A : Structure for National Reports to RHC's
Annex B : Response Form

IHO ADMINISTRATIVE RESOLUTION T1.3 ESTABLISHMENT OF REGIONAL HYDROGRAPHIC COMMISSIONS (RHC)

Add new paragraph 8

8. The following structure is to be used for National Reports made to those RHCs that wish to receive such reports:

Structure for National Reports to Regional Hydrographic Commissions

1. Hydrographic Office / Service: General, including updates for the IHO Year Book e.g. reorganization
2. Surveys: Coverage of new surveys.
New technologies and /or equipment
New ships
Problems encountered
3. New charts & updates: ENC's
ENC Distribution method
RNC's
INT charts
National paper charts
Other charts e.g. for pleasure craft
Problems encountered
4. New publications & updates: Updated publications
Means of delivery e.g. paper, digital
Problems encountered
5. MSI Existing infrastructure for transmission
New infrastructure in accordance with GMDSS Master Plan
Problems encountered
6. S-55 Latest update (Tables)
7. Capacity Building Offer of and/or demand for Capacity Building
Training received, needed, offered
Status of national, bilateral, multilateral or regional development projects with hydrographic component. (In progress, planned, under evaluation or study)
Definition of bids to IHOCBC
8. Oceanographic activities General
GEBCO/IBC's activities
Tide gauge network
New equipment
Problems encountered
9. Other activities Meteorological data collection
Geospatial studies
Disaster prevention
Environmental protection
Astronomical observations
Magnetic/Gravity surveys
International
10. Conclusions / Executive summary.

IHO ADMINISTRATIVE RESOLUTIONS
Publication M-3

Response Form

(to be returned to the IHB by 13 February 2006

E-mail: info@ihb.mc - Fax: +377 93 10 81 40)

Member State:

1. Do you agree that resolution T1.3 should be amended by the inclusion of a new paragraph 8 as set out in this CL.

YES

NO

Comments (if any):

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.....
.....

Name:

E-mail:

Signature:

Date: