



IHB Files S1/1001/WP
FO/592/08

**CIRCULAR LETTER 93/2007
26 October 2007**

IHO WORK PROGRAMME & BUDGET FOR 2008

References: a) Decision No. 24 of the XVII IHC
b) Decision No. 32 of the XVII IHC
c) Decision No. 33 of the XVII IHC

Dear Hydrographer,

Conference Decision 24 in reference a) approved the IHO Work Programme 2008-2012 and Conference Decisions 32 and 33 in references b) and c) approved the IHO Five-Year Budget (2008-2012) and the Budget for 2008, respectively.

Please find attached herewith a copy of the Final version of the IHO Work Programme for 2008, updated with the latest information known to the IHB.

The attached IHO Budget for 2008 is an updated version of the one approved, the difference being the inclusion of the contributions of the two new IHO Member States - Qatar and Ireland - which represent 5 and 3 shares respectively. Accordingly, the Income from Contributions has been increased by 31,875.84 Euros. This amount has been left for future needs and therefore is reflected in an increase of the early figure of the Working Capital, by the same quantity.

These final versions will enter into force on 1st January 2008.

On behalf of the Directing Committee
Yours sincerely,

Captain Hugo GORZIGLIA
Director

Encls: - a) IHO Work Programme for 2008.
b) IHO Budget for 2008.

IHO WORK PROGRAM 2008

Program 1 "Cooperation with Member States and with International Organizations"
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Element 1.1 Co-operation with Member States		COMMENTS
Task 1.1.1	Nordic Hydrographic Commission (NHC)	
Task 1.1.2	North Sea Hydrographic Commission (NSHC)	
Task 1.1.4	USA and Canada Hydrographic Commission (USCHC)	
Task 1.1.6	Baltic Sea Hydrographic Commission (BSHC)	
Task 1.1.7	Eastern Atlantic Hydrographic Commission (EAtHC)	
Task 1.1.8	South East Pacific Hydrographic Commission (SEPHC)	
Task 1.1.9	South West Pacific Hydrographic Commission (SWPHC)	
Task 1.1.10	Meso American and Caribbean Hydrographic Commission (MACHC)	
Task 1.1.12	ROPME Sea Area Hydrographic Commission (RSAHC)	
Task 1.1.13	North Indian Ocean Hydrographic Commission (NIOHC)	
Task 1.1.14	South West Atlantic Hydrographic Commission (SWAtHC)	
Task 1.1.15	Hydrographic Committee on Antarctica (HCA)	
Task 1.1.17	RHCs to work for completing ENC coverage for High Speed Crafts (HSC)	
Task 1.1.18	RHCs to work for completion of adequate ENC coverage for all other types of vessels	
Task 1.1.19	RHCs to work for completion of adequate ENC coverage schemes	
Task 1.1.20	RHCs and the Hydrographic Industrial Sector	

Element 1.2 Cooperation with International Organizations

Task 1.2.1	United Nations (UN)	
Task 1.2.2	International Maritime Organization (IMO)	
	* COMSAR	
	* NAV	
	* MSC	
	* TCC	
Task 1.2.3	Intergovernmental Oceanographic Commission (IOC)	
Task 1.2.4	International Association of Lighthouses Authorities (IALA)	

Task 1.2.5	International Cartographic Association (ICA)	
Task 1.2.6	International Federation of Geometres (FIG)	
Task 1.2.7	International Association of Ports and Harbours (IAPH)	Only if needed
Task 1.2.8	International Standardization Organization (ISO/TC211)	
Task 1.2.9	International Electro Technical Commission (IEC)	
Task 1.2.10	Antarctic Treaty Consultative Meetings (ATCM)	
Task 1.2.11	Pan American Institute of Geography and History (PAIGH)	Participate at the 80th anniversary NEW TASK
Task 1.2.12	Port Management Association West & Central Africa (PMAWCA) & Maritime Organizations of West and Central Africa (MOWCA)	Only if needed
Task 1.2.13	Council of Managers of National Antarctic Programs (COMNAP)	Only if needed
Task 1.2.14	International Association of Antarctic Tour Operators (IAATO)	Only if needed
Task 1.2.15	Scientific Committee on Antarctic Research (SCAR)	Only if needed
Task 1.2.16	Other International Organizations	Only if needed
	* DGIWG	
	* NATO School	
	* GEO	Only if needed

Element 1.3 Cooperation with non-Member States

Task 1.3.1	Eastern Atlantic Hydrographic Commission	
Task 1.3.2	South West Pacific Hydrographic Commission	
Task 1.3.3	Meso American & Caribbean Hydrographic Commission	
Task 1.3.4	Southern Africa and Islands Hydrographic Commission	
Task 1.3.5	ROPME Sea Area Hydrographic Commission	
Task 1.3.6	North Indian Ocean Hydrographic Commission	
Task 1.3.7	Baltic Sea Hydrographic Commission	
Task 1.3.8	Mediterranean and Black Seas Hydrographic Commission	

Program 2 Capacity Building

Element 2.1 Capacity Building Management

		COMMENTS
Task 2.1.1	IHO Capacity Building Committee (IHOCBC)	
Task 2.1.2	Capacity Building Fund (CBFund)	
Task 2.1.3	Meetings with other organizations, funding agencies, private sector and academia	
Task 2.1.4	IHO Capacity Building Strategy	
Task 2.1.5	Capacity Building Work Program (CBWP)	
Task 2.1.6	Follow-up of CB activities and initiatives	

Task 2.1.7	Standards of Competence for Hydrographic Surveyors and Nautical Cartographers (IAB)	
Task 2.1.8	Hydrographic and Nautical Cartographic Training	

Element 2.2 Capacity Building Assessment

Task 2.2.1	Technical and Advisory Visits. Travel, subsistence and consultancy	
	* SWPHC (Fiji and PNG)	
	* SAIHC (Angola, Malawi and Namibia)	
	* EAtHC (Guinea Bissau)	
	* MBSHC (Israel, Lebanon, Libya and Syria)	
Task 2.2.2	S-55 Status of Hydrographic Surveying and Nautical Charting Worldwide	
Task 2.2.3	Assessment procedures	

Element 2.3 Capacity Building Provision
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Task 2.3.1	Raise Awareness on the Importance of Hydrography	
Task 2.3.2	Technical Workshops, Seminars, Short Courses	
	* MSI Technical Training Course (MBSHC & NIOHC)	
	* MB Course in Brazil (MACHC)	
	* Regional Data Exchange Workshop (SEPHC)	
	* ENC Production Course (MACHC)	
	* Workshop on Port and Shallow Water surveys, S-44 (RSAHC)	
	* Technical support in developing regional hydro-cartographic plan (SWAtHC)	
	* WB/IMO MEH Project Seminar (to be confirmed) (EAHC)	
	* Conduct of Basic Practical Hydrographic Survey Course (EAtHC)	
	* Regional Survey Team operation in Seychelles area (NIOHC)	
	* Support to Oman for on-the-job training on ENC in Pakistan (NIOHC)	
	* Support to attend course Cat A and Cat B Bangladesh (2/2), Myanmar (2/2), Saudi Arabia (2/2), Seychelles (1/1), Sri Lanka (1/2) (NIOHC)	
	* Support for 1 person to attend technical workshop in India on MBES (NIOHC)	
	* Support 9 students fees and accommodation for QA course on MBES hydrographic surveying and post processing (EAHC)	

	* Support 9 students fees and accommodation for QA course on ENC production (EAHC)	
Task 2.3.3	Hydrographic and Nautical Cartography Courses	
Task 2.3.4	On-the-Job Training (ashore / on board)	
Task 2.3.5	Marine/Maritime Projects	
	* MEH Project (Malacca Strait)	
	* Marine Highway Development (Western IO)	
	* Safety of Navigation on Lake Victoria	
Task 2.3.6	Bilateral agreements	

Program 3 " Techniques and Standards Co-ordination and Support"

Element 3.1 Meetings of the different Committees and Working Groups

COMMENTS

Task 3.1.1	Committee on Hydrographic Requirements for Information Systems (CHRIS)	
Task 3.1.2	Transfer Standard Maintenance and Application Development Working Group (TSMAD)	
Task 3.1.3	Chart Standardization and Paper Chart Working Group (CSPCWG)	
Task 3.1.4	Colours and Symbols Maintenance Working Group (CSMWG)	
Task 3.1.5	Standardization of Nautical Publications Working Group (SNPWG)	
Task 3.1.6	Data Protection Scheme Working Group (DPSWG)	
Task 3.1.7	IHO-IEC Harmonizing Group on Marine Information Objects (HGMIO)	
Task 3.1.8	Committee on the Hydrographic Dictionary (S-32) (CHD)	
Task 3.1.9	Commission on Promulgation of Radio Navigational Warnings (CPRNW)	
Task 3.1.10	IHO Standards for Hydrographic Surveys (S-44) (S44 WG)	
Task 3.1.12	World-wide Electronic Navigational Chart Database (WEND)	
	WEND Task Group	

Task 3.1.14	GEBCO Technical Sub-Committee on Ocean Mapping (GEBCO TSCOM)	
Task 3.1.15	GEBCO Sub-Committee on Undersea Feature Names (GEBCO SCUFN)	
Task 3.1.16	Advisory Board on the Law of the Sea (ABLOS)	
Task 3.1.17	Joint Technical Experts Working Group (JTEWG)	
Task 3.1.18	Inland Waters H & C WG (new per XVII decision)	

Element 3.2 Hydrographic Surveying

Task 3.2.1	S-44 WG	
Task 3.2.2	Manual on Hydrography	
Task 3.2.3	Hydrographic Dictionary (CHD)	
Task 3.2.4	Tidal Committee	
Task 3.2.5	Hydrographic Publications (for which there is no specific body in charge)	

Element 3.3 Nautical Cartography

Task 3.3.1	Nautical Publications	
Task 3.3.2	Digital Data Protection	
Task 3.3.3	Liaison and cooperation with other organizations	
Task 3.3.4	ENC Production, Distribution and Update	
Task 3.3.5	INT Chart Series	

Element 3.4 Marine Safety Information

Task 3.4.1	CPRNW Expansion	
Task 3.4.2	NAVAREA Coordinators	
Task 3.4.3	CPRNW Publications	

Element 3.5 Data for Geomatics Application

Task 3.5.1	Development of Standards	
Task 3.5.2	Maritime Spatial Data Infrastructure	

Element 3.6 Technical aspects of the Law of the Sea

Task 3.6.1	ABLOS Conferences	
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Task 3.6.2	Technical Aspects of the Law of the Sea Manual (TALOS Manual)	
Task 3.6.3	TALOS Technical Assistance	

Element 3.7 Ocean Mapping Program

Task 3.7.1	Shallow Water Bathymetry	
Task 3.7.2	Bathymetric Data Integration	
Task 3.7.3	Maps and Digital Grids	
Task 3.7.4	New Products	
Task 3.7.5	Global Education	
Task 3.7.6	IHO Digital Bathymetry Data Center	
Task 3.7.7	IBC Projects	
Task 3.7.8	GEBCO Publications	

Program 4 " Information Management and Public Relations"

Element 4.1 Information Management

		COMMENTS
Task 4.1.1	Maintenance and development of the IHO Web Site	
	Development and Maintenance of Web Map Services (e.g IMO Catalogue)	
Task 4.1.2	Communication between the IHB and Member States through Circular Letters	
Task 4.1.3	IHO Publications	
Task 4.1.4	IHB Technical Library	

Element 4.2 Public Relations

Task 4.2.1	Relationship with the Government of Monaco and other Authorities	
Task 4.2.2	World Hydrography Day	
Task 4.2.3	Communication with Hydrographic Industry	
Task 4.2.4	Press Releases	
Task 4.2.5	Delivery of papers about the IHO	
Task 4.2.6	Public Relations' support	
Task 4.2.7	Publicity	

Program 5 "General Organization Development"		
Element 5.1 IHO		COMMENTS
Task 5.1.1	New IHO Structure	
Task 5.1.2	IHO Work Program and Budget	
Task 5.1.3	IHO Strategic Plan. New ISPWG	
Task 5.1.4	IHO Legal Advisory Committee	
Element 5.2 IHB		
Task 5.2.1	IHB Administration	
Task 5.2.2	IHB Staff Regulations	
Task 5.2.3	IHB Translation Service	
Task 5.2.4	IHB Finance Procedures	
Task 5.2.6	Staff Training	
Task 5.2.7	Maintenance	
Task 5.2.8	Purchase of IT equipment, furniture and other equipment	
Task 5.2.9	Removal of Directors and applicable PAs	
Element 5.3 International Hydrographic Conferences		
Task 5.3.1	4 th Extraordinary Conference	

VERSION 23OCT07

INTERNATIONAL HYDROGRAPHIC ORGANISATION

BUDGET FOR 2008
TABLE I - INCOME - (Euros)

Budget approuvé 2006 Approved budget	Budget approuvé 2007 Approved budget	Budget quinquennal 2008 Approved 5Years Budget
2,90 0,00	2,90 0,00	3,00 0,00
637,0	635,0	673,0
3 984,48	3 984,48	3984,48
2 538 114	2 530 145	2 681 555
8 433	8 955	9 000
0	0	0
16 110	45 000	45 000
7 700	7 800	7 800
145 500	148 700	153 820
----- 2 715 857 =====	----- 2 740 600 =====	----- 2 897 175 =====

ORGANISATION HYDROGRAPHIQUE INTERNATIONALE

BUDGET POUR 2008
TABLEAU I - REVENUS - (Euros)

	Budget révisé 2008 Updated budget
Percentage of increase proposed (%)	0,00
Final number of shares *	681
Unit share value	3984,48
A. CONTRIBUTIONS	
Contributions	687 2 737 338
provision for suspended Member States	-6 -23 907
Basis for budget estimates	681 2 713 431
B. SALES OF PUBLICATIONS	9 000
Ventes de publications	
C. ADVERTISEMENTS IN PUBLICATIONS	0
Annonces dans les publications	
D. INTEREST ON BANK ACCOUNTS	45 000
Intérêts sur comptes en banques	
E. EXTRAORDINARY INCOME	7 800
Revenus exceptionnels	
F. INTERNAL TAX	
Impôt interne	153 820
----- 2 929 051 =====	----- 2 929 051 =====

* Including 20 shares for Ireland, Qatar, Romania & Saudi Arabia

ORGANISATION HYDROGRAPHIQUE INTERNATIONALE
 BUDGET POUR 2008
 TABLEAU II - DEPENSES - (Euros)

Conf-17/F/03

Budget approuvé 2006 Approved budget Euros	Budget approuvé 2007 Approved budget Euros	Budget quinquennal 2008 Approved 5Years Budget Euros	CHAPTER - CHAPITRE	Budget révisé 2008 Updated Budget Euros
			I. PERSONNEL COSTS	
			DEPENSES DE PERSONNEL	
1 943 300	1 976 000	2 038 500	Salaries Directing Committee	2 038 500
			Salaries Other staff	
			Social charges	
			Benefits and Pensions	
			Controllable Personnel cost	
			II. CURRENT OPERATING COSTS	515 076
526 800	578 500	515 076	DEPENSES DE GESTION COURANTE	
			Maintenance, communications, etc..	
			Consulting	
			Travels	
			Publications	
			III. CAPITAL EXPENDITURE	74 200
62 720	74 200	74 200	DEPENSES DE CAPITAL	
			IV. ALLOCATIONS TO FUNDS	
7 700	7 800	7 800	- GEBCO Fund	7 800
11 524	6 500	3 000	- Renovation Fund	3 000
46 678	0	55 000	- Conferences Fund	55 000
28 203	27 500	26 000	- Director's Removal Fund	26 000
			Fonds pour le déménagement des Directeurs	
70 000	64 000	70 000	- Capacity Building Fund	70 000
6 098	6 100	0	- Printing Fund	0
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2 703 023	2 740 600	2 789 576		2 789 576
				=====

TABLE II A : DETAILED EXPENDITURE - Détail des dépenses

Budget approuvé 2006 Approved budget Euros	Budget approuvé 2007 Approved budget Euros	Budget quinquennal 2008 Approved 5Years Budget Euros	CHAPTERS AND ITEMS	Budget révisé 2008 Updated Budget Euros
390 000	400 000	410 000	I. PERSONNEL COSTS	
500 000	505 000	525 900	a) Salaries - Directing Committee	410 000
114 000	115 000	120 900	b) Salaries - Category A	525 900
380 000	390 000	402 800	- Translators	120 900
7 000	10 000	10 300	- General Services (B & C)	402 800
			Overtime for B & C Categories	10 300
			(Costs dependent on Salaries)	
30 000	33 000	33 600	c) Annual Bonus (B & C Categories only)	33 600
275 000	275 000	300 300	d) Payment to Retirement schemes	300 300
17 000	15 000	15 300	e) Insurances based on wages	15 300
82 000	76 000	65 500	f) Medical (GAN premiums)	65 500
31 700	30 000	30 600	g) Family Allowances	30 600
34 000	34 000	34 700	h) Education Grants	34 700
			(Costs independent of Salaries)	
70 000	75 000	70 000	i) Medical claims paid	70 000
-20 400	-15 000	-15 000	Medical - refunds from GAN	-15 000
0	0	0	j) Home rental	0
12 000	12 000	12 200	k) Home Leave	12 200
0	0	0	m) Pensions to retired staff	0
5 000	5 000	5 100	n) Miscellan. Personnel Expenses	5 100
			(Controllable Personnel costs)	
6 000	6 000	6 100	o) Salaries - Temporary staff	6 100
10 000	10 000	10 200	p) IHB Staff training	10 200
-----	-----	-----		-----
1 943 300	1 976 000	2 038 500		2 038 500

Budget approuvé 2006 Approved budget Euros Budget approuvé	Budget approuvé 2007 Approved budget Euros	Budget quinquennal 2008 Approved 5Years Budget Euros	TABLE II A - Continued CHAPTERS AND ITEMS	Budget révisé 2008 Updated Budget Euros
			II. CURRENT OPERATING COSTS	
			(Maintenance, communications, etc...)	
49 000	55 000	56 100	a) Maintenance of building	56 100
2 000	2 000	2 000	Multirisk insurance	2 000
38 500	35 000	35 700	Maintenance of IT equipments	35 700
14 000	13 000	13 300	b) Office Stationery	13 300
38 000	40 000	40 800	c) Postage, telephone, telex, telefax	40 800
2 800	3 500	3 600	d) Local Travel	3 600
4 500	6 000	6 100	e) Bank Charges	6 100
75 000	85 000	40 000	f) Consultancy Expenses (Others than Auditors)	40 000
4 000	4 000	4 100	g) Auditors fees	4 100
19 000	19 000	19 876	h) Public Relations	19 876
1 000	1 000	1 000	i) Miscellan. Operating Expenses	1 000
			(Travel costs)	
50 000	50 000	47 000	j) Capacity Building (Progr. 2 only)	47 000
204 000	240 000	220 000	k) Long Distance Travel (All Progr. except 2)	220 000
			(Publications costs)	
11 000	11 000	11 200	l) I.H. Review	11 200
14 000	14 000	14 300	m) Other publications	14 300
-----	-----	-----		-----
526 800	578 500	515 076		515 076

Budget appouvé 2 006 Approved budget Euros	Budget appouvé 2 007 Approved budget Euros	Budget quinquennal 2 008 Approved 5Years Budget Euros	CHAPTERS AND ITEMS	Budget révisé 2008 Updated Budget Euros
			III. CAPITAL EXPENDITURE	
33 300	35 000	35 000	a) Purchase of IT equipments	35 000
11 000	13 000	13 000	b) Purchase of furniture & other equipments	13 000
1 220	1 200	1 200	c) Purchase Publications & Binding	1 200
17 200	25 000	25 000	d) Depreciation of fixed assets	25 000
-----	-----	-----		-----
62 720	74 200	74 200		74 200
=====	=====	=====	=====	=====
2 532 820	2 628 700	2 627 776	ANNUAL OPERATING COSTS	2 627 776
=====	=====	=====	=====	=====
			IV. ALLOCATION TO FUNDS	161 800
7 700	7 800	7 800	- a) GEBCO Fund	7 800
11 524	6 500	3 000	- b) Renovation Fund	3 000
46 678	0	55 000	- c) Conferences Fund	55 000
28 203	27 500	26 000	- d) Removal of Directors Fund	26 000
70 000	64 000	70 000	- e) Capacity Building Fund	70 000
6 098	6 100	0	- f) Printing Fund	0
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2 703 023	2 740 600	2 789 576	TOTAL EXPENDITURE	2 789 576
=====	=====	=====		=====

ORGANISATION HYDROGRAPHIQUE INTERNATIONALE
BUDGET POUR 2008

TABLEAU III : RECAPITULATION BUDGETAIRE - (Euros)

Budget approuvé 2006 Approved budget Euros	Budget approuvé 2007 Approved budget Euros	Budget quinquennal 2008 Approved 5Years Budget Euros	CHAPTERS AND ITEMS	Budget révisé 2008 Updated Budget Euros
2 703 023	2 740 600	2 789 576	Net Expenditure - Dépenses nettes	2 789 576
2 715 857	2 740 600	2 897 175	Income - Revenus	2 929 050
-----	-----	-----	Budget Excess - Excédent budgétaire	-----
12 834	0	107 599	Budget Deficit - Déficit budgétaire	139 474
0	-0	0	Support to the IRF	0
-12 834	0	-45 000		-45 000
-----	-----	-----	Effect on capital - Effet sur le capital	-----
-0	-0	62 599		94 474
=====	=====	=====		=====