



**THIS CIRCULAR LETTER REQUIRES YOU TO VOTE**

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**CIRCULAR LETTER No. 15/2009**  
**20 February 2009**

**THE INTERNATIONAL HYDROGRAPHIC REVIEW DIGITAL VERSION  
and PRINCE ALBERT 1st MEDAL FOR HYDROGRAPHY**

**PROPOSED ADMINISTRATIVE RESOLUTION Q2.5**

References: a) IHB CL 100/2008 dated 01 December.  
b) IHB CL 99/2008 dated 28 November.

Dear Hydrographer,

1 The IHB would like to thank Algeria, Argentina, Bangladesh, Brazil, Ecuador, Finland, France, Iceland, Italy, Netherlands, Norway, Pakistan, Portugal, Russian Federation, South Africa, Spain, Sweden, Turkey and UK for their response to the CL in Reference a) above. All Member States have expressed strong support of the proposal submitted by the IHB and some have suggested small changes to improve the proposal. These suggestions, along with the Directing Committee's comments, are included in Annex A.

2 The IHB would also like to thank Brazil, Ecuador, Finland, France, Iceland, India, Italy, Morocco, Netherlands, Norway, Pakistan, Portugal, Russian Federation, Spain, Sweden, Turkey and UK for their response to the CL in Reference b). All these Member States have expressed strong support of the proposal submitted by the IHB, except for France who has proposed a different approach as indicated in Annex B, together with the Bureau's comment.

3 The IHB is now proposing a new Administrative Resolution - Q2.5 - which will refer to the International Hydrographic Review (IHR) including reference to the Prince Albert 1st Medal for Hydrography, in view of its link with the IHR. The text of the proposed A.R. Q2.5 is provided in Annex C.

4 Member States are kindly requested to consider the adoption of this new Administrative Resolution and to return the Voting Paper, provided in Annex D, **by 25 April 2009**. A simple majority of all Member States is required for the adoption of this Resolution. The majority is currently 40 Member States. Any further comments would be most welcome.

On behalf of the Directing Committee  
Yours sincerely,

Captain Hugo GORZIGLIA  
Director

Annex A: - Member States' comments in response to CL 100/2008.  
Annex B: - France's comments in response to CL 99/2008.  
Annex C: - Proposed new Administrative Resolution Q2.5  
Annex D: - Voting Form

**MEMBER STATES' COMMENTS IN RESPONSE TO CL 100/2008 -  
INTERNATIONAL HYDROGRAPHIC REVIEW DIGITAL VERSION**

**BANGLADESH**

It is to intimate that to prepare a hydrographic article for **Hydro INTERNATIONAL**, a world famous publication, needs in-depth study and research in the field of hydrographic activities. As such developing countries, who are interested in writing an article but do not have an adequate hydrographic research institute or such facilities, may not be able to submit updated hydrographic related articles suitable for **Hydro INTERNATIONAL**. There are a few agencies such as NOAA, SHOM, UKHO and other institutes in Europe, USA, Australia who possess the adequate technical support and deal with research activities on hydrographic matters. On the basis of the research, different published articles in the journal help basically developing countries to get apace with the modern hydrographic activities in the world. Amongst these institutes, the NIPPON Foundation provides an opportunity for developing countries for research work in the field of Hydrography. As such, without enhancing the opportunity and research facilities, producing updated articles will be difficult. However, motivation of Member States by the Chairman of RHC needs to be continued to provide fruitful support to IHR.

**IHB Comment:**

The Bureau thanks Bangladesh for their comments and understands that the participation of the RHC Chairs is considered to be an important component in the success of the IHR.

**FINLAND**

Finland agrees to the proposals. As regards RHC representatives on the IHR Editorial Board, we would like to let the RHCs decide who will be the best person to represent the RHC. There may be more suitable persons than the Chair for that post. Also, at least within the NHC the chairmanship is rotated yearly and it may be more feasible if the representative on the Editorial Board has a longer term.

**IHB Comment:**

The Bureau fully agrees with this comment, which will be taken into account.

**FRANCE**

The restriction indicated in the second sentence of the paragraph labeled "**Articles:**" under the section "**The IHR Format**", in Annex A to the CL, imposing original articles which have not already been published and which are not being submitted for publication elsewhere, seems unnecessarily restrictive. France suggests relaxing this restriction somewhat by using the following wording, for example:

"Articles should concern hydrography and associated subjects. Unpublished articles which have not yet been submitted for publication elsewhere will be given priority".

**IHB Comment:**

The Bureau thanks France for this suggestion and agrees that being too restrictive is not good for the IHR. It is also agreed that priority will be given to original articles.

**THE NETHERLANDS**

The Netherlands very much support the proposal as addressed with CL100/2008 'International Hydrographic Review Digital Version'. However, we believe that the proposed deadlines 'end of January' and 'end of July' are quite optimistic, since, from our experience, it usually takes some 4-5 months to review a submission.

**IHB Comment:**

The Bureau believes that the whole system performance should be improved and has therefore adopted an optimistic approach with regard to deadlines. If, at any point, there are no papers, there will simply not be an IHR edition.

## **NORWAY**

We will encourage our staff and cooperating industry to submit papers, separately or jointly, whenever relevant.

### **IHB Comment:**

The Bureau thanks Norway for their positive approach and we will include this message within the text of the first paragraph of the content layout. (Annex A of CL 100/2008)

## **SOUTH AFRICA**

We would propose consideration be given to establish the Editorial Board as a working group of interested volunteers. We should guard against attaching more responsibilities on the Chair of an RHC.

### **IHB Comment:**

South Africa's comment is very much in line with that of Finland. As indicated above, the Bureau agrees that the RHC Chairs should find the most suitable volunteer in the region to participate in the Editorial Board representing his/her RHC.

**FRANCE'S COMMENTS IN RESPONSE TO CL 99/2008 - PRINCE ALBERT 1st  
MEDAL FOR HYDROGRAPHY**

**FRANCE**

- a) The proposed procedure has the merit of being simple in its principle and in its application.
- b) It will not however avoid the votes being dispersed, probably on a national basis, and thus the risk that the number of points awarded will be dispersed resulting in an article and its author not being able to obtain a relatively significant majority. Therefore, France believes that it is not possible to suppress the preliminary annual phase of pre-selection of the three best articles as has been the practice in the past. France suggests that this phase could be undertaken by the IHB Directing Committee whose objectivity and legitimacy are undisputed.
- c) For these reasons and to incite Member States to contribute to the IHR, France also suggests that any articles written by IHB Staff should not be eligible.
- d) The procedure proposed in CL99/2008 could then be applied at the end of the period, with the result that Member States would only vote on the pre-selected articles.

**IHB Comment:**

- a) The Bureau thanks France for their comments. Essentially, the Bureau's priority had been to find a system which involved as little administrative work as possible (avoiding having to issue annual CLs), and which would be simple and easy to implement.
- b) The Bureau believes that all voting systems have pros and cons. Based on past experience, the Bureau decided to propose a system that would widen the voting and make it more balanced. The Bureau does not see any need to have an annual preliminary selection, which generates a heavy workload. While the Directing Committee appreciates France's comments on its objectivity and legitimacy, the Directing Committee is firmly convinced that the winner of the Medal must be chosen by the Member States, without any intervention on the part of the IHB.
- c) In order to encourage all potential contributors to the IHR, the Bureau does not wish to introduce restrictions. What is the rationale for introducing restrictions? What if an article has two or three co-authors, one of whom is employed by the IHB? Will the article be eligible or not? As the IHB Staff do not participate in the selection process, we would like to keep eligibility as open as possible.
- d) The Bureau does not consider it appropriate for the IHB to pre-select articles. To go each year to the Member States through CLs to make an annual selection generates more administrative work. It is the Bureau's view that Member States should be free to select any article within the period and therefore the proposed procedure will run once at the end of the period.

## PROPOSED NEW ADMINISTRATIVE RESOLUTION Q2.5

The following Administrative Resolution Q2.5 is proposed for insertion in the IHO Administrative Resolutions (IHO Pub M-3), Chapter Q "PUBLICATIONS", under Section 2 - "Periodical Publications".

### Q2.5 INTERNATIONAL HYDROGRAPHIC REVIEW

#### 2.5.1 Background.

The International Hydrographic Review (IHR) was first published in 1921 and since then has been published regularly with two or three issues per year. In September 2000 the IHR, which had until then been compiled and published internally by the International Hydrographic Bureau (IHB), was transferred to a private publisher aiming at improving the scope and quality of the IHR, to widen the circulation and to reduce costs. In October 2007 the Directing Committee was informed by the publisher that they were no longer prepared to renew the contract due to financial circumstances. After a detailed study, the Directing Committee concluded that there were no realistic possibilities for the IHO to continue the publication of the IHR in its traditional form without a significant increase in costs and expenditure and proposed to the Member States to go digital. The decision adopted by the Member States was to publish the IHR as a web-based publication, with peer-reviewed articles, with two editions a year and an annual printed copy consisting of a compilation of the articles, initially for IHO Member States only.

Member States also agreed with the IHB Directing Committee to invite the former IHR Editor, who accepted to continue as Editor for 2009 and 2010, the period of transition to the new IHR format. The Editor will contribute to the IHB as a "part time" collaborator, in accordance with terms of reference agreed with the IHB. After 2010 the position will be open to competition.

#### 2.5.2 The Digital International Hydrographic Review

A digital version of the publication was introduced in 2009 with the editions placed on the IHO Web site twice a year, in May and November. Access will be open to all and free of charge. As with the hard copy version strict standards of review and editing will be maintained. Once a year a hard copy compendium will be produced that will be available to Member States<sup>1</sup> only and will provide an ongoing historical record. Member States - particularly their staff and cooperating industries - are strongly urged to contribute to the Review as an important means of sharing information on their activities and developments within the hydrographic community. Individuals and organisations working in the field, but outside the Member States' Hydrographic Offices, are also urged to contribute.

Given the multi-lingual nature of the community, potential contributors should not be intimidated by concerns over language as any linguistic problems will be handled during the editing process. Likewise the work of developing hydrographic offices is as important as that of the developed, well equipped offices, in the overall discussions on progress in the profession. It is hoped that contributions will be received from all sectors of the community. Material should be sent to the Editor or directly to the IHB to meet **deadlines of the end of January and the end of July**.

#### 2.5.3 The IHR Format

The IHR is an international journal publishing papers on all aspects of hydrography and associated subjects, ranging from the latest technical developments to history. The composition of the IHR consists of four parts: Editorial, Articles, Notes and General Information.

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<sup>1</sup> *The IHB after having put in place the IHR in its digital format will investigate whether companies/manufacturers of hydrographic equipment would be interested in advertising their products in the printed copies, as was the case in the past. In this way IHO will establish better cooperation with various stakeholders/companies and have an income with which it will be in a better position to support the IHR.*

**Editorial:**

This part will be written by the IHR Editor and will be a maximum of one-page highlighting the content of the edition, motivating the reader to get into the subjects content. This page will include a photo of the IHR Editor. The IHR Editor might wish to liaise with any Regional Hydrographic Commission Chairmen or the IHB Directing Committee for the purpose of including relevant messages or concepts associated to the content of the IHR. The Editorial shall be approved by the IHB Directing Committee.

**Articles:**

It is expected that articles will be between 4,000 and 6,000 words long, although longer articles may be considered. Articles shall concern hydrography and associated subjects. Unpublished articles that have not yet been submitted for publication elsewhere will be given priority. All articles will be peer-reviewed.

**Notes:**

Notes are expected to be between 1,500 and 2,500 words long. Notes are brief records of testimony of an event, a meeting, a conference, an action, a speech or a particular circumstance. Notes will not be refereed but will be subject to editorial comment and amendments.

**General Information:**

Falling under this part will be contributions on matters providing general information to the community. These may include, as examples: a book review, a calendar of forthcoming events, letters to the Editor and the corresponding reply if pertinent, and any Obituaries.

**2.5.4 The IHR on the IHO website.**

The IHR shall be posted on the IHO website, and there will be a special icon labelled "International Hydrographic Review" on the Home Page. By clicking on the icon "International Hydrographic Review" a page will open providing a short explanation on what the IHR is about. The screen will also provide details for contacting the Editor and information on deadlines for contributing to the next and future editions. Two further icons shall lead to: Instructions for Contributors and to IHR Editions.

Instructions for Contributors: the navigator will access the "technical instructions" required to submit Articles, Notes or General Information.

IHR Editions: the navigator will access the different years and editions. After selecting the Edition required, the corresponding edition will open displaying a Table of Contents for that edition, including: Editorial, Articles, Notes and General Information. By selecting any section, the system will take the navigator to the relevant text.

**2.5.5 The IHR Editorial Board**

The IHR will have an Editorial Board to help the IHR Editor in keeping a good standard of the Review. The Editorial Board will be comprised of representatives of all Regional Hydrographic Commissions, who are expected to encourage the following activities at a regional level:

- a) Motivate Member States in his/her region to submit Articles, Notes and General Information suitable for the IHR.
- b) Contribute with relevant Notes after holding RHC's Meetings or other IHO-related events.
- c) Search and identify suitable and available experts in their region who could volunteer to peer-review the Articles, to ensure the peer-review process.
- d) Provide the Editor with key information to be highlighted in the Editorial of the IHR.

**2.5.6 The Prince Albert Ist Medal for Hydrography.**

1. The Medal was created in 1988 following discussions between the President of the Directing Committee and the Prince of Monaco. It was named the "Prince Albert Ist Medal for Hydrography" acknowledging that Prince Albert Ist was one of the great navigators and explorers of his time, and was to be awarded to the author of the best article published in the International Hydrographic Review (IHR). The Medal is always presented by the Prince himself during the Opening Ceremony of the ordinary International Hydrographic Conferences.

2. Procedure for granting the “**Prince Albert Ist Medal for Hydrography**”:

- 2.1 At the end of the year preceding an ordinary I.H. Conference, the IHB will pass to Member States a list of all the articles that have been published in the previous years, which have been posted on the IHO web site and circulated in hard copy to Member States.
- 2.2 Each Member State will select three articles graded with 3 points for the first choice, 2 points for the second and 1 point for the third;
- 2.3 The Bureau will collate the responses and the article scoring the highest number of votes will be selected as the best article. The author of the best article will receive the Prince Albert Ist Medal.

3. The calendar for the selection of the winner is as follows:

No	Date	Activity
1	Y IHC MAY	First Edition of the year (Y1) is posted on the IHO website
2	Y IHC NOV	Second Edition of the year (Y1) is posted on the IHO website
3	Y IHC+1 MAY	First Edition of the year (Y2) is posted on the IHO website
4	Y IHC+1 NOV	Second Edition of the year (Y2) is posted on the IHO website
5	Y IHC+2 MAY	First Edition of the year (Y3) is posted on the IHO website
6	Y IHC+2 NOV	Second Edition of the year (Y3) is posted on the IHO website
7	Y IHC+3 MAY	First Edition of the year (Y4) is posted on the IHO website
8	Y IHC+3 NOV	Second Edition of the year (Y4) is posted on the IHO website
9	Y IHC+4 MAY	First Edition of the year (Y5) is posted on the IHO website
10	Y IHC+4 NOV	Second Edition of the year (Y5) is posted on the IHO website. IHB issues a CL providing the list of all articles published in the period, requesting MSs to propose three Articles that will be graded with 3 points for the first, 2 points for the second and 1 point for the third.
11	Y IHC JAN	End January deadline for reply.
13	Y IHC FEB	Early February the IHB informs MSs and the Monaco Government which article has been awarded the “ <b>Prince Albert Ist Medal for Hydrography</b> ”
14	Y IHC MAY/JUN	“ <b>Prince Albert Ist Medal for Hydrography</b> ” is presented to the winner at the opening of the IHC.

- Notes:
- a) Y IHC = year of the I.H. Conference
  - b) This table counts an ordinary IHC every 5 years. This will change when the amended IHO Convention enters into force.
  - c) The cycle continues on a rolling basis.

**VOTING FORM**

*(to be returned to the IHB by 25 April 2009)*

*E-mail: [info@ihb.mc](mailto:info@ihb.mc) - Fax: +377 93 10 81 40*

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

**Do you approve the new Administrative Resolutions Q2.5 ?**

YES

NO

**Comments (if any):**

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Date: .....