



IHB File No. S1/1001/WP

CIRCULAR LETTER 45/2011
29 July 2011

PROPOSED IHO WORK PROGRAMME & BUDGET FOR 2012

- References:
- a) IHO Financial Regulations, Article 8
 - b) Decision 24 of the XVIIth IH Conference – Work Programme 2008-2012
 - c) Decision 32 of the XVIIth IH Conference – 5-Year Budget 2008-2012

Dear Hydrographer and Finance Committee Member,

1. In accordance with Article 8 of the IHO Financial Regulations, the Proposed IHO Budget for 2012 (**Annex A**) is hereby submitted to the Finance Committee (FC) Members for comments. The IHB has based this budget on the 2012 Work Programme and the Five-Year Budget approved by the XVIIth I.H. Conference.

While FC Members are not required to review the Proposed IHO 2012 Work Programme (**Annex B**), the Directing Committee believes it is integral to the Budget which is why it is included in this letter. An accompanying explanation of the IHO Work Programme and Budget for 2012 (**Annex C**) expands upon the brief text and numbers provided in the main documents.

2. Your attention is drawn to the adjustment made with regard to Income in the preparation of this proposal:

Table I: Income:

The Five-Year Budget approved by the XVIIth I.H. Conference forecast an increase in the unit share value for the annual Member State contribution of 3.0 % for the year 2012. This would mean a rise from 3,984.48€ to 4,165.57 €. However, in view of the continuing good financial status of the Organization, the Directing Committee will maintain the share value at the same level that has been in force since 2005, that is to say 3,984.48€.

The proposed 2012 budget takes into account the net decrease of three shares due to changes in declared tonnages and an overall increase in the number of Member States, all of which have occurred since the Five-Year Budget was approved by the XVIIth I.H. Conference. This situation has generated an increase in the number of shares from 673, as forecast in the Five-Year Budget – see reference c), to 684. Taking into account the four unpaid shares associated with the two suspended Member States, the number of shares used for income calculations is 680, resulting in a forecast contribution income of 2,709,446 Euros.

The figures for "other income" have been revised to take into account:

- an adjustment of the internal tax on salaries (161,860€ instead of 172,284€)
- a reduction in the sales of publications following the decision to provide most at no cost (1,500€ instead of 10,500€)
- a decrease in interest earned on bank accounts due to falling interest rates (30,000€ instead of 47,500€).

The **Total Forecast IHO Income amounts to: 2,911,006 Euros.**

Table II: Expenses:

The Directing Committee proposes a strictly total balanced expenditure of 2,911,006 €, as indicated below. This level of expenditure is slightly below the 3,041.916 € approved by the XVIIth I.H. Conference as part of the adoption of the 5-Year Budget (see reference c):

<i>Chapter I: Personnel Costs:</i>	2,185,720 Euros
<i>Chapter II: Current Operating Costs:</i>	532,035 Euros
<i>Chapter III: Capital Expenditure:</i>	67,051 Euros
<i>Chapter IV: Allocation to funds:</i>	126,200 Euros
Total Expenditure amounts to :	2,911,006 Euros

In summary, the number of shares, the share value, income and expenditures are at the level of the 2011 budget.

3. The Proposed IHO Work Programme for 2012 (see **Annex B**) is shown under the three IHO Programmes, as identified in the IHO Strategic Plan approved by the Member States at the 2009 EIHC.

Its content has been extracted from and is based on the approved 5-year Work Programme together with those new activities that have arisen subsequently. For each element of the Work Programme, the most relevant strategic directions and performance indicators from the Strategic Plan have been shown as a reference.

4. Finance Committee Members are kindly requested to review **Annex A** and to provide their comments, if any, to the IHB by **20 September 2011**. The IHO Work Programme and Budget for 2012 will be circulated to Member States for final approval as soon as possible after that date.

On behalf of the Directing Committee
Yours sincerely,



Captain Hugo GORZIGLIA
Director

Enclosures:

- Annex A - Proposed IHO 2012 Budget
- Annex B - Proposed IHO 2012 Work Programme
- Annex C - The IHO Work Programme & Budget for 2012 - Explanatory Document

INTERNATIONAL HYDROGRAPHIC ORGANISATION

ORGANISATION HYDROGRAPHIQUE INTERNATIONALE

BUDGET FOR 2012
TABLE I - INCOME - (Euros)

ANNEX A

Budget approuvé 2010 Approved budget	Budget approuvé 2011 Approved budget	Budget quinquennal 2012 Approved 5Years Budget	
0,00	0,00	4,55	(1,5% for 2011) (3,0% for 2012)
682,0	683,0	673,0	
3 984,48	3 984,48	4165,57	
2 717 415	2 721 400	2 803 432	
1 500	1 500	10 500	
0	0	0	
25 000	25 000	47 500	
8 100	8 100	8 200	
157 650	163 460	172 284	
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2 909 665	2 919 460	3 041 916	
=====	=====	=====	

BUDGET POUR 2012
TABLEAU I - REVENUS - (Euros)

ANNEXE A

		Budget révisé 2012 Updated budget
Percentage of increase proposed (%)		0,00
Pourcentage d'augmentation proposé		
Final number of shares		680
Nombre de parts définitif		
Unit share value - Valeur unitaire de la part		3984,48
A. CONTRIBUTIONS		
Contributions	684	2 725 384
provision for suspended Member States	-4	-15 938
Basis for budget estimates	680	2 709 446
B. SALES OF PUBLICATIONS		1 500
Ventes de publications		
C. ADVERTISEMENTS IN PUBLICATIONS		0
Annonces dans les publications		
D. INTEREST ON BANK ACCOUNTS		30 000
Intérêts sur comptes en banques		
E. EXTRAORDINARY INCOME		8 200
Revenus exceptionnels		
F. INTERNAL TAX		
Imposition interne		161 860

		2 911 006
		=====

ORGANISATION HYDROGRAPHIQUE INTERNATIONALE
BUDGET POUR 2012
TABLEAU II - DEPENSES - (Euros)

Budget approuvé 2010 Approved budget Euros	Budget approuvé 2011 Approved budget Euros	Budget quinquennal 2012 Approved 5Years Budget Euros	CHAPTER - CHAPITRE	Budget révisé 2012 Updated Budget Euros
			I. PERSONNEL COSTS	
			DEPENSES DE PERSONNEL	
2 137 133	2 202 520	2 276 160	Salaries Directing Committee - Comité de direction	2 185 720
			Salaries Other staff - Autres membres du personnel	
			Social charges - Charges sociales	
			Benefits and Pensions - Prestations de retraite	
			Controllable Personnel cost - Coût de personnel	
533 626	532 035	548 820	II. CURRENT OPERATING COSTS	532 035
			DEPENSES DE GESTION COURANTE	
			Maintenance, communications, etc.. - Entretien et communications	
			Consulting - Consultants	
			Travels - Déplacements	
			Publications	
69 248	67 273	69 300	III. CAPITAL EXPENDITURE	67 051
			DEPENSES DE CAPITAL	
			IV. ALLOCATIONS TO FUNDS	
8 000	8 100	8 200	- GEBCO Fund - Fonds pour la Carte Bathymétrique	8 200
3 000	3 000	3 000	- Renovation Fund - Fonds de rénovation	3 000
40 000	30 000	40 000	- Conferences Fund - Fonds pour les conférences / assemblées	40 000
20 000	20 000	20 000	- Director's Removal Fund	20 000
			Fonds pour le déménagement des Directeurs	
65 000	55 000	55 000	- Capacity Building Fund - Fonds de renforcement des capacités	55 000
0	0	0	- Printing Fund - Fonds d'impression	0
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2 876 007	2 917 928	3 020 480		2 911 006

TABLE II A : DETAILED EXPENDITURE - Détail des dépenses

Budget approuvé 2010 Approved budget Euros	Budget approuvé 2011 Approved budget Euros	Budget quinquennal 2012 Approved 5Years Budget Euros	CHAPTERS AND ITEMS Chapitres et postes budgétaires	Budget révisé 2012 Updated Budget Euros
439 700	459 000	454 672	I. PERSONNEL COSTS - Dépenses de personnel	
570 500	589 500	589 489	a) Salaries - Directing Committee - Comité de direction	451 000
129 500	134 700	136 074	b) Salaries - Category A - Personnel de Catégorie A	581 500
436 800	451 400	456 905	- Translators - Personnel de Traduction	134 700
6 000	6 000	11 536	- General Services (B & C) - Services généraux	451 400
			Overtime for B & C Categories - Heures supplémentaires (Costs dependent on Salaries)	6 000
36 400	37 617	38 075	c) Annual Bonus (B & C Categories) - Gratification annuelle	37 617
320 900	330 890	336 348	d) Payment to Retirement schemes - Cotis, patronale de retraite	330 890
15 000	15 425	17 137	e) Insurances based on wages - Assurances assises sur salaires	15 425
65 500	69 638	73 149	f) Medical (GAN premiums) - Primes médicales versées au GAN	69 638
14 500	11 500	33 122	g) Family Allowances - Allocations familiales	11 500
16 500	11 500	37 633	h) Education Grants - Allocations pour frais d'études	10 700
			(Costs independent of Salaries)	
70 000	70 000	70 000	i) Medical claims paid - Remboursements de soins	70 000
-15 000	-15 000	-15 000	Medical - refunds from GAN - Remboursements obtenus du GAN	-15 000
0	0	0	j) Home rental - Indemnité de logement	
9 000	9 000	13 664	k) Home Leave - Congés dans les foyers	9 000
0	0	0	m) Pensions to retired staff - Pensions versées aux retraités	
5 100	5 100	5 100	n) Miscellan. Personnel Expenses - Autres dépenses de personnel	5 100
			(Controllable Personnel costs)	
6 250	6 250	6 832	o) Salaries - Temporary staff - Personnel temporaire	6 250
10 483	10 000	11 424	p) IHB Staff training - Formation du personnel du BHI	10 000
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2 137 133	2 202 520	2 276 160	TOTAL CHAPTER I	2 185 720

Budget approuvé 2010 Approved budget Euros Budget approuvé	Budget approuvé 2011 Approved budget Euros	Budget quinquennal 2012 Approved 5Years Budget Euros	TABLE II A - Continued CHAPTERS AND ITEMS Chapitres et postes budgétaires	Budget révisé 2012 Updated Budget Euros
			II. CURRENT OPERATING COSTS	
			(Maintenance, communications, etc...)	
58 400	59 600	60 724	a) Maintenance of building - Entretien des locaux	59 600
2 200	2 200	2 000	Multirisk insurance - Assurance multi-risques	2 200
37 200	39 200	38 643	Maintenance of IT equipments - Entretien des équipements	39 200
8 000	8 500	14 396	b) Office Stationery - Fournitures de bureau	8 500
42 000	43 000	44 163	c) Postage, telephone, telex, telefax - Télécommunications	43 000
3 000	3 300	3 897	d) Local Travel - Déplacements locaux	3 300
6 000	6 000	6 603	e) Bank Charges - Charges bancaires	6 000
45 000	43 000	40 000	f) Consultancy (Others than Auditors) - Consultants (hors audit)	43 000
4 300	4 300	4 438	g) Auditors fees - Honoraires du commissaire aux comptes	4 300
21 000	21 000	20 219	h) Public Relations - Relations publiques	21 000
1 000	1 000	1 000	i) Miscellan. Operating Expenses - Autres charges d'exploitation	1 000
			(Travel costs)	
50 000	45 000	47 000	j) Cap. Building (Progr. 3, Elem 3.3-3.5) - Renfor, des capacités	45 000
228 000	230 000	238 135	k) Long Distance (Others, except just above) - Grands déplacements	230 000
			(Publications costs)	
12 000	12 000	12 123	l) I.H. Review - Revue hydrographique internationale	12 000
15 526	13 935	15 479	m) Other publications - Autres publications	13 935
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533 626	532 035	548 820	TOTAL CHAPTER II	532 035

CHAPTERS AND ITEMS
Chapitres et postes budgétaires

Budget approuvé 2 010 Approved budget Euros	Budget approuvé 2 011 Approved budget Euros	Budget quinquennal 2 012 Approved 5Years Budget Euros		Budget révisé 2012 Updated Budget Euros
			III. CAPITAL EXPENDITURE - Dépenses d'équipement	
30 000	35 000	30 000	a) Purchase of IT equipments - Equipements informatiques	35 000
13 000	11 000	13 000	b) Furniture & other equipments - Mobilier et autres équipem.	11 000
1 248	1 273	1 300	c) Purchase Publications & Binding - Reliures et publications	1 051
25 000	20 000	25 000	d) Depreciation of fixed assets - Dépréciat, des immobilisations	20 000
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69 248	67 273	69 300	TOTAL CHAPTER III	67 051
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2 740 007	2 801 828	2 894 280	ANNUAL OPERATING COSTS - Coût opérationnel annuel	2 784 806
=====	=====	=====		=====
			IV. ALLOCATION TO FUNDS - Dotations aux fonds dédiés	
8 000	8 100	8 200	- a) GEBCO Fund - Fonds pour la Carte bathymétrique	8 200
3 000	3 000	3 000	- b) Renovation Fund - Fonds de rénovation	3 000
40 000	30 000	40 000	- c) Conferences Fund - Fonds pour Conférences & Assemblées	40 000
20 000	20 000	20 000	- d) Removal of Directors Fund - Déménagement des directeurs	20 000
65 000	55 000	55 000	- e) Capacity Building Fund - Fonds de Renforcement des capacités	55 000
0	0	0	- f) Printing Fund - Fonds d'impression	0
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136 000	116 100	126 200	TOTAL CHAPTER IV	126 200
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2 876 007	2 917 928	3 020 480	TOTAL EXPENDITURE - Dépense totale	2 911 006
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ORGANISATION HYDROGRAPHIQUE INTERNATIONALE
BUDGET POUR 2012

TABLEAU III : RECAPITULATION BUDGETAIRE - (Euros)

Budget appouvé 2010 Approved budget Euros	Budget appouvé 2011 Approved budget Euros	Budget quinquennal 2012 Approved Budget 5Years Budget Euros	CHAPTERS AND ITEMS	Budget révisé 2012 Updated Budget Euros
2 876 007	2 917 928	3 020 480	Net Expenditure - Dépenses nettes	2 911 006
2 909 665	2 919 460	3 041 916	Income - Revenus	2 911 006
-----	-----	-----	Budget Excess - Excédent budgétaire	-----
33 658	1 532	21 436	Budget Deficit - Déficit budgétaire	0
0	0	0	Support to the IRF	0
0	0	0		0
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33 658	1 532	21 436		0
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PROPOSED 2012 IHO WORK PROGRAMME - ANNEX B TO CL45/2011

TASK	TITLE	COMMENTS	5-y WP Task	Strategic Direction	Performance Indicator
Programme 1 "Corporate Affairs"					
Element 1.1 Co-operation with International Organizations and participation in relevant meetings					
1.1.1	ATCM - Antarctic Treaty Consultative Meetings		1.2.10	1.2.1.3, 3.3.4.1	SPI1,4,5,6,WPI6,7,8,34,36
1.1.2	COMNAP - Council of Managers of National Antarctic Programs	no expenditure anticipated in 2012	1.2.13		
1.1.3	FIG - International Federation of Surveyors	no expenditure anticipated in 2012	1.2.6		
1.1.4	GEO - Group on Earth Observations		1.2.16		
1.1.5	IALA - International Association of Marine Aids to Navigation and Lighthouses Authorities:		1.2.4		
1.1.5a	- Interorganizational liaison				
1.1.5b	- Arctic coordination				
1.1.5c	- e-Nav committee				
1.1.5d	- IALA VTS Conf				
1.1.6	IAPH - International Association of Ports and Harbors	only if required (unlikely)	1.2.7		
1.1.7	IAATO - International Association of Antarctic Tour Operators	no expenditure anticipated in 2012	1.2.14		
1.1.8	ICA - International Cartographic Association		1.2.5		
1.1.8a	- Conference	no expenditure anticipated in 2012			
1.1.8b	- Standards Commission				
1.1.9	IEC - International Electro Technical Commission	no expenditure anticipated in 2012	1.2.9		
1.1.10	IHO - International Maritime Organization:		1.2.2		
1.1.10a	- ASSEMBLY	no expenditure anticipated in 2012			
1.1.10b	- COMSAR				
1.1.10c	- MSC				
1.1.10d	- NAV				
1.1.10e	- TCC				
1.1.11	IIOC - Intergovernmental Oceanographic Commission		1.2.3		
1.1.11a	- Executive Council				
1.1.11b	- GLOSS Group of Experts	no expenditure anticipated in 2012			
1.1.12	ISO - International Standardization Organization		1.2.8		
1.1.13	PAIGH - Pan American Institute of Geography and History	no expenditure anticipated in 2012	1.2.11		
1.1.14	PMAWCA - MOCWA - Port Management Association West & Central Africa & Maritime Organizations of West		1.2.12		
1.1.15	SCAR - Scientific Committee on Antarctic Research	no expenditure anticipated in 2012	1.2.15		
1.1.16	UN - United Nations		1.2.1		
1.1.16a	- UNICPOLOS - UN open-ended Informal Consultative Process on the Law of the Sea	no expenditure anticipated in 2012			
1.1.16b	- GGIM - proposed UN Committee of Experts on Global Geographic Information Management				
1.1.17	Other International Organizations		1.2.1		
1.1.17a	- CIRM		1.2.1		
1.1.17b	- European Union	INSPIRE BLAST e-Nav Underway Conference	1.2.16		
1.1.17c	- Global SDI Association		1.2.1		
1.1.17d	- IMPA - International Maritime Pilots Assoc		1.2.1		
1.1.17e	- NATO DGIWG		1.2.1		
Element 1.2 Information Management					
1.2.1	Development and Maintenance of the IHO Web Site	no expenditure anticipated in 2012	4.1.1	1.1,2.1, 2.6	SPI2,6,WPI1,2,3,4,5,15,16,17,18,30
1.2.2	Communication between the IHB and Member States through Circular Letters.	no expenditure anticipated in 2012	4.1.2		
1.2.3	IHO Publications - production, editing		4.1.3		
1.2.4	Hydrographic Publications for which there is no specific body in charge - M12, S-23, S-60, etc.		3.2.5		
1.2.5	IHB Technical Library		4.1.4		
Element 1.3 Public Relations					
1.3.1	Relationship with the Government of Monaco and other Diplomatic Missions.	no expenditure anticipated in 2012	4.2.1 4.2.5	1.3, 3.3, 3.4	SPI1,4,5,6,WPI8, 34,35,36
1.3.2	World Hydrography Day		4.2.2		
1.3.3	Outreach to IHO Stakeholders:		4.2.3 4.2.5		
1.3.3a	- presentation of papers at conferences, etc	Shallow Survey Conference N.Z. Hydro 2012			
1.3.3b	- presentation of papers at conferences, etc	CHC			
1.3.3b	- Biennial IHO stakeholders' briefing	no expenditure anticipated in 2012			
1.3.4	Public Relations support		4.2.6		
1.3.5	Journal articles & Int. Hydrographic Review production		4.2.7		
Element 1.4 IHO					
1.4.1	New IHO Structure.	no expenditure anticipated in 2012	5.1.1	1.1, 3.4, 4.1	SPI1,4,4bis,6,WPI1,2,3,4,5,24,25,26, 27,31,32
1.4.2	IHO Work Programme and Budget.	no expenditure anticipated in 2012	5.1.2 5.2.9		
1.4.3	IHO Strategic Plan and Performance Monitoring		5.1.3		
1.4.4	S-63 Scheme Administrator and S-63 support		3.3.2		

PROPOSED 2012 IHO WORK PROGRAMME - ANNEX B TO CL45/2011

TASK	TITLE	COMMENTS	5-y WP Task	Strategic Direction	Performance Indicator
Element 1.5 IHB Management					
1.5.1	IHB Administration.	no expenditure anticipated in 2012	5.2.1	1.1	SPI6,WPI2,4,5
1.5.2	IHB Staff Regulations.	no expenditure anticipated in 2012	5.2.2		
1.5.3	IHB Translation Service.		5.2.3		
1.5.4	IHB Finance Procedures.	no expenditure anticipated in 2012	5.2.4		
1.5.5	IHB Procedural Manual for Permanent Activities	no expenditure anticipated in 2012	5.2.5		
1.5.6	Staff Training		5.2.6		
1.5.7	Maintenance of the IHB premises		5.2.7		
1.5.8	Purchase of office equipment				
1.5.8a	- routine computer hardware and software upgrades		5.2.8		
1.5.8b	- furniture and other equipment				
Element 1.6 International Hydrographic Conference					
1.6.1	XVIII IHC (or IHO Assembly in the event the Protocol of Amendment to the IHO Convention has entered into force)	covered by Conference Fund	5.3.2	1.1, 4.1	SPI1,6,WPI1,36
Programme 2 "Hydrographic Services and Standards"					
Element 2.1 HSSC					
2.1.1	Hydrographic Services and Standards Committee (HSSC)		3.1.1	1.3,1.4	SPI2,4,5,7,WPI8,9,10,11
2.1.1	Hydrographic Services and Standards Committee (HSSC)		3.1.1		
2.1.2	Develop S-100 and MSDI standards		3.5.1		
2.1.3	Nautical Publications development - S4, S11, S52, S57, S100, S101, S10n, INT1,2,3		3.3.1		
Element 2.2 ABLOS					
2.2.1	ABLOS - Advisory Board on the Law of the Sea		3.1.16		
2.2.2	Technical Aspects of the Law of the Sea Manual (TALOS Manual)		3.6.2		
2.2.3	TALOS Technical Assistance	no expenditure anticipated in 2012	3.6.3		
Element 2.3 CSPCWG					
2.3.1	CSPCWG - Chart Standardization and Paper Chart Working Group		3.1.3	1.4	SPI5,WPI9,10,11
Element 2.4 DIPWG					
2.4.1	DIPWG - Digital Information Portrayal Working Group		3.1.4	1.4	SPI5,WPI9,10,11
Element 2.5 DPSWG					
2.5.1	DPSWG - Data Protection Scheme Working Group		3.1.6	1.4	SPI5,WPI9,10,11
Element 2.6 DQWG					
2.6.1	DQWG - Data Quality Working Group		3.1.19	1.4	SPI5,WPI9,10,11
Element 2.7 EUWG					
2.7.1	EUWG - ENC Updating Working Group	no meeting planned	3.1.20	1.4	SPI5,WPI9,10,11
Element 2.8 HDWG					
2.8.1	HDWG - Hydrographic Dictionary WG		3.1.8	1.4	SPI5,WPI9,10,11
2.8.2	Hydrographic Dictionary (S-32)	no expenditure anticipated in 2012	3.2.3		
Element 2.9 MSDIWG					
2.9.1	MSDIWG - Marine Spatial Data Infrastructures WG		3.5.2	2.5, 4.2	SPI1,2,WP28,29,39
Element 2.10 SNPWG					
2.10.1	SNPWG - Standardization of Nautical Publications Working Group		3.1.5	1.4	SPI5,WPI9,10,11
2.10.1	SNPWG - Standardization of Nautical Publications Working Group		3.1.5		
Element 2.11 TSMAD					
2.11.1	TSMAD 23- Transfer Standard Maintenance and Application Development Working Group		3.1.2	1.4	SPI5,WPI9,10,11
2.11.1	TSMAD 24- Transfer Standard Maintenance and Application Development Working Group		3.1.2		
2.11.1	TSMAD 25 - Transfer Standard Maintenance and Application Development Working Group		3.1.2		
2.11.2	S-101 User Requirements workshop		3.1.2		
Element 2.12 TWLWG					
2.12.1	TWLWG - Tidal and Water Level Working Group		3.1.11	1.4, 1.5	SPI5,WPI9,10,11, 12
2.12.2	Tidal and Water Level WG Publications	no expenditure anticipated in 2012	3.2.4		
Element 2.13 ENC Quality - Technical Support					
2.13.1	Primar / IC-ENC JTWG		3.1.12 3.3.4		

TASK	TITLE	COMMENTS	5-y WP Task	Strategic Direction	Performance Indicator
Programme 3 " Inter Regional Coordination and Support"					
	Element 3.1 IRCC			1.3,2.1,2.2	SPI2,4,5,7,8,WPI8,15,16,17,18,19,20,21,22
3.1.0	Inter Regional Coordinating Committee. A) Organize, prepare and conduct IRCC4 in conjunction with the CBSC Meeting, on the first week of June, venue to be decided, hosted by UK. B) Report to the XVIII IHC. C) Provide advice to IHB to review the implementation of the new planning mechanism at the end of annual cycle in 2012.		1.1.16		
	Element 3.1 Co-operation with Member States and attendance at relevant meetings			2.2	SPI8,WPI19,20,21,22
3.1.1	ARHC - Arctic Region Hydrographic Commission		new		
3.1.2	BSHC - Baltic Sea Hydrographic Commission		1.1.6		
3.1.3	EAHC - East Asia Hydrographic Commission		1.1.3		
3.1.4	MACHC - Meso American and Caribbean Hydrographic Commission		1.1.10		
3.1.5	NHC - Nordic Hydrographic Commission		1.1.1		
3.1.6	NIOHC - North Indian Ocean Hydrographic Commission		1.1.13		
3.1.7	SWATHC - South West Atlantic Hydrographic Commission		1.1.14		
3.1.8	SWPHC - South West Pacific Hydrographic Commission		1.1.9		
3.1.9	USCHC - USA and Canada Hydrographic Commission		1.1.4		
3.1.10	HCA - Hydrographic Commission on Antarctica		1.1.15		
3.1.11	RHCs to work for completion of adequate ENC coverage by 31 Dec 2010	no expenditure anticipated in 2012	1.1.18 1.1.19		
3.1.12	Industry participation in RHC meetings	no expenditure anticipated in 2012	1.1.20		
	Element 3.2 Increase Participation by non-Member States			2.2,2.3,4.3	SPI4,7,8,WPI19,20,21,22,23,24,25,40
3.2.1	EATHC - Execute strategy to increase participation of Non-member States in IHO activities. Comply SOLAS V and participate at RHC meetings.	no expenditure anticipated in 2012	1.3.1		
3.2.2	MACHC - Execute strategy to increase participation of non-member States in IHO activities. Comply SOLAS V and participate at RHC meetings.	no expenditure anticipated in 2012	1.3.3		
3.2.3	MBSHC - Execute strategy to increase participation of non-member States in IHO activities. Comply SOLAS V and participate at RHC meetings.	no expenditure anticipated in 2012	1.3.8		
3.2.4	NIOHC - Execute strategy to increase participation of non-member States in IHO activities.	no expenditure anticipated in 2012	1.3.6		
3.2.5	RSAHC - Comply SOLAS V and participate at RHC meetings.	no expenditure anticipated in 2012	1.3.5		
3.2.6	SAIHC - Execute strategy to increase participation of non-member States in IHO activities. Comply SOLAS V and participate at RHC meetings.	no expenditure anticipated in 2012	1.3.4		
3.2.7	SWPHC - Execute strategy to increase participation of non-member States in IHO activities. Comply SOLAS V and participate at RHC meetings.	no expenditure anticipated in 2012	1.3.2		
3.2.8	RHCs to encourage the approval of pending application for IHO membership.	no expenditure anticipated in 2012	NEW		
	Element 3.3 Capacity Building Management			1.3,2.3,3.3,4.4	SPI1,4,4bis,5,6, WPI8,23,24,25,34,41,42,43
3.3.1	CBSC - IHO Capacity Building Sub-Committee		2.1.1		
3.3.2	Capacity Building Fund (CBFund) Management.	no expenditure anticipated in 2012	2.1.2		
3.3.3	Meetings with other organizations, funding agencies, private sector and academia.		2.1.3		
3.3.4	IHO Capacity Building Strategy		2.1.4		
3.3.5	Capacity Building Work Program	no expenditure anticipated in 2012	2.1.5		
3.3.6	Follow-up of CB activities and initiatives. Continue the development of procedures.	no expenditure anticipated in 2012	2.1.6		
3.3.7	IBSC - International board on Standards of Competence for Hydrographic Surveyors and Nautical Cartographers		2.1.7		
3.3.8	Provide guidance to training institutions	no expenditure anticipated in 2012	2.1.8		

TASK	TITLE	COMMENTS	5-y WP Task	Strategic Direction	Performance Indicator
	Element 3.4 Capacity Building Assessment			1.1,2.1,2.4,3.4	SPI1,2,4,6,7,WPI4,15,16,17,18,26,27,35
	Technical and Advisory Visits				
3.4.1	Technical Assessment & Advice Visit – Guyana and Dominican Republic	CBFUND	2.2.1		
3.4.2	Technical advisory & Assessment Visit – Bangladesh and Sri Lanka	CBFUND			
3.4.3	Technical advisory & Assessment Visit – Mauritius and Seychelles	CBFUND			
3.4.4	Technical visit to maritime authorities - Bahrain & Qatar	CBFUND			
3.4.5	Technical visit to governmental authorities - Kuwait	CBFUND			
3.4.6	Technical visit to the Solomon Islands to facilitate National Hydrographic Requirements	CBFUND			
3.4.7	Technical visit to Cook Islands to facilitate National Hydrographic Requirements	CBFUND			
3.4.8	Technical visit to Uganda, Tanzania, Kenya, Mozambique, Comoros	CBFUND			
3.4.9	Review existing CB procedures and develop new ones.	no expenditure anticipated in 2012	2.2.3		
	Element 3.5 Capacity Building Provision			1.1,2.4,3.2,3.3,4.3,4.4	SPI1,4,6,7,8,WPI4,26,27,33,34,40,41,42,43
3.5.1	Raise Awareness on the Importance of Hydrography		2.3.1		
3.5.2	Technical Workshops, Seminars, Short Courses.		2.3.2		
3.5.2a	Database design and management EAHC Members	CBFUND			
3.5.2b	Technical aspects of maritime boundaries, baselines and the extended continental shelf EAHC Members	CBFUND			
3.5.2c	Tides and water level for hydrographic survey EAHC Members	CBFUND			
3.5.2d	Seabed classification EAHC Members	CBFUND			
3.5.2e	Development of a Regional Marine Spatial Data Infrastructure (MSDI) Workshop for NIOHC and SAIHC Members.	CBFUND			
3.5.2f	Technical aspects of maritime boundaries, baselines and the extended continental shelf Bahrain, IR, Iran, Kuwait, KSA, Oman, Pakistan, Qatar & UAE + Iraq	CBFUND			
3.5.2g	Seminar: significance of hydrographic services and their contribution to sustainable development, social and economic perspective Chile, Colombia, Ecuador, Peru	CBFUND			
3.5.2h	Workshop on Standardization of parameters and methodologies for the production of inundation charts (support to Tsunami preparedness). Chile, Colombia, Ecuador, Peru, plus Venezuela and Mexico.	CBFUND			
3.5.2i	Processing and Administration of Spatial Databases. Argentina, Brazil, Uruguay, Obs.: Other four Latin American countries could be invited.	CBFUND			
3.5.2j	Ports and Shallow Water Bathymetry Technical Workshop. Solomon Islands, Tuvalu, Cook Islands, Fiji, Samoa, Tonga, Kiribati, PNG, Tokelau, New Caledonia, Niue, Vanuatu, French Polynesia and SOPAC	CBFUND			
3.5.2k	Hydrographic Administration Training Placements with Regional HO. Papua New Guinea, Solomon Islands, Timor Leste, Vanuatu	CBFUND			
3.5.2l	Phase I Skills Course – CHART AWARENESS -(Angola, Malawi, Madagascar, Mauritius, Mozambique, Namibia, Seychelles, Tanzania, Kenya, S Africa, Comoros, Uganda)	CBFUND			
3.5.2m	PNG National Hydrographic Capability Development.	CBFUND			
3.5.2n	Module 2 of the recognized UK Category B Programme – Hydrographic Data Processing. Open Call.	CBFUND			
3.5.2o	2-weeks Regional Training Course on Basic ENC and ENC Production. Central America and Caribbean. MACHC. Particularly Bahamas, Barbados, Belize, British Virgin Islands, Cuba, Guatemala, México, Panama, St	IMO Funding IHO in kind			
3.5.2p	2-weeks Regional Training Course on Hydrographic Survey and Introduction to Chart production. South West Pacific and North Indian Ocean. SWPHC and NIOHC	IMO Funding IHO in kind			
3.5.2q	2-weeks Regional Training Course on Hydrographic Survey and Introduction to Chart production. Africa.	IMO Funding IHO in kind			
3.5.2r	4th Course on Hydrographic Data Processing and Marine Cartography	Japan Nippon Foundation CB Project			
3.5.3	Hydrographic and Nautical Cartography Courses.		2.3.3		
3.5.4	On the Job Training (ashore / on board)	no expenditure anticipated in 2012	2.3.4		
3.5.5	Marine/Maritime Projects.				
3.5.5a	- Marine Electronic Highway Project (Malacca Strait)		2.3.5		
3.5.5b	- Marine Highway Development (Western IO)				
3.5.5c	- Safety of Navigation on Lake Victoria	no expenditure anticipated in 2012			
3.5.5d	- Marine Highway Development (Western Mediterranean Sea)	no expenditure anticipated in 2012			
3.5.5e	- CBC to foster bilateral agreements in order to help satisfy SOLAS V/9	no expenditure anticipated in 2012	2.3.6		

TASK	TITLE	COMMENTS	5-y WP Task	Strategic Direction	Performance Indicator
	Element 3.6 Coordination of Global Surveying and Charting			2.1, 2.2	SPI2,7,8,WPI15,16,17,18,19,20,21,22
3.6.1	WEND WG		3.1.12		
3.6.2	RHCs to coordinate ENC consistency and quality	no expenditure anticipated in 2012	3.3.4		
3.6.3	C-55 Status of Hydrographic Surveying and Nautical Charting Worldwide	no expenditure anticipated in 2012	2.2.2		
3.6.4	INT Chart Series	no expenditure anticipated in 2012	3.3.5		
	Element 3.7 Maritime Safety Information			1.4, 2.1	SPI2,5,7,WPI9,10,11,17
3.7.1	WWNWS - World-Wide Navigational Warning Service Sub-Committee		3.1.9		
3.7.2	- WWNWS Expansion and Coverage.	no expenditure anticipated in 2012	3.4.1		
3.7.3	- NAVAREA Coordinators	no expenditure anticipated in 2012	3.4.2		
3.7.4	- WWNWS Publications		3.4.3		
	Element 3.8 Ocean Mapping Program			1.1,1.5,2.6,3.4	SPI1,4,6,WPI1,12,13,30,35
3.8.1	GEBCO Guiding Committee		3.1.13		
3.8.2	TSCOM - Technical Sub-Committee on Ocean Mapping		3.1.14		
3.8.3	SCUFN - Sub-Committee on Undersea Feature Names		3.1.15		
3.8.4	Shallow Water Bathymetry		3.7.1		
3.8.5	Bathymetric Data Integration		3.7.2		
3.8.6	Maps and Digital Grids	no expenditure anticipated in 2012	3.7.3		
3.8.7	New GEBCO Products		3.7.4		
3.8.8	Global Awareness	no expenditure anticipated in 2012	3.7.5		
3.8.9	IHO Digital Bathymetry Data Center	no expenditure anticipated in 2012	3.7.6		
3.8.10	IBC Projects, consistency, regional mapping series	no expenditure anticipated in 2012	3.7.7		
3.8.11	Maintain GEBCO publications: B1, B4, B6, B7, B8, B9		3.7.8		

FROM THE STRATEGIC PLAN	STRATEGIC DIRECTIONS
Each item of the programmes identifies: (a) the strategic direction to which it refers, (b) any stakeholder outside the IHO that is affected, (c) the deliverables and associated milestones, (d) the lead authority and participants, if any, (e) the estimated resources from the IHO budget, (f) other resources when significant, (g) the performance indicator(s) against which progress is monitored.	1. Strengthen the role and effectiveness of the IHO 2. Facilitate global coverage and use of official hydrographic data, products and services 3. Raise global awareness of the importance of hydrography 4. Assist Member States to fulfil their roles

INTERNATIONAL HYDROGRAPHIC ORGANIZATION
IHO WORK PROGRAMME AND BUDGET FOR 2012
EXPLANATORY DOCUMENT

This document expands upon the Budget and IHO Work Programme (WP) for 2012, provided in Annexes A and B. Together they provide an estimate of the budgetary resources required for the execution of the Work Programme and the functioning of the IHO. This document describes these links in more detail.

The Proposed IHO Work Programme for 2012 is divided into the following three programmes:

- Programme 1 "Corporate Affairs";
- Programme 2 "Hydrographic Services and Standards" and
- Programme 3 "Inter Regional Coordination and Support".

The new structure of the IHO WP reflects the modified layout of the 5-Year Work Programme approved by the XVIIth IHC in 2007. The former Programmes 4 and 5 mainly form the basis of the new Programme 1; the former Programme 3 is now the new Programme 2 and the former Programmes 1 and 2 constitute the basis for the new Programme 3. The Elements of the original Programme have been retained but placed in a different order. Consequently, they have been allocated different numbers. Further details are given below:

FINANCIAL ANALYSIS

Income:

The funds needed to execute the IHO programme are almost exclusively derived from the Member States' contributions. For 2012 the number of shares has increased to 680, compared to the 673 shares used to prepare the budget estimates for the XVIIth IHC in 2007. This is due to two new Member States joining the IHO and changes in tonnages, resulting in a net increase of seven shares. The four shares that remain unpaid by suspended Member States have been taken into account.

As regards the level of contribution, the XVIIth I.H. Conference decided, for 2012, to increase the unit share value by 3.00% to raise it to 4,165.57 €; however, in view of the continuing satisfactory financial status of the Organization, the Directing Committee will maintain the share value at the same level in force since 2005, i.e. 3,984.48€. The total expected income is slightly under the amount approved in the 5- year budget - 3,041,916 €, bringing the total expected income to 2,911,006 €.

Expenditure:

The Directing Committee proposes to set expenditure at slightly below that approved by the XVIIth I.H. Conference, i.e. 2,911.006 €. This will provide a strictly balanced budget.

Expenditures are divided into the following Chapters:

Chapter 1 – Personnel Costs:

Personnel costs are budgeted at 2,185,720 € for 2012, representing about 75% of the overall expenditure. The largest part of Chapter 1 is devoted to salaries of the IHB Directors and Staff (74%). The Internal Retirement Fund (IRF) is maintained separately and adjusted annually based on regular actuarial assessments. The pensions for retirees are paid from the IRF and not from the IHO budget.

Chapter 2 – Current Operating Costs:

Current Operating Costs have been kept at the 2011 revised Budget approved level, i.e. 532,035 € (instead of 548,820 €.)

Travel expenditure is very much in line with the previous years' figures, despite the rise in air fares, the effect of which will be absorbed in the Work Programme. Travel-associated costs linked to the execution of the Capacity Building Programme have been kept within the Five-year Budget estimates.

Chapter 3 – Capital Expenditure:

The management of these expenditures has been optimized. For 2012, the level of expenditure (67,051 €) remains in line with the Five-year Budget estimates approved by the XVIIth I.H. Conference.

Allocation to Funds:

Funds set aside for future expenditures have been kept at the XVIIth I.H. Conference-approved level (126,200 €).

In summary: the number of shares, the share value, income and expenditures are at the level of the 2011 budget.

PROGRAMMATIC ANALYSIS

The discussion below provides an indication of the level of effort and the number of staff from the IHB and Member States involved in each element. From this information a gross level of expense can be estimated. Funds allocated for specific budget lines associated with a programme element are highlighted when applicable.

Programme 1 "Corporate Affairs"

Element 1.1 Co-operation with International Organizations

This element identifies the main international organizations with which the IHO liaises. For ease of reference they are listed in alphabetical order. Traditionally, IHO participates in the meetings of ATCM, IALA, ICA, IMO, IOC, ISO, PMAWCA, UN and a few others. Participation in other organizations also listed is on an "only if required" basis, as in the case of COMNAP, FIG, GEO, IAPH, IAATO, IEC, PAIGH, SCAR and others. The Directing Committee decides on participation depending on the topics to be discussed at each of these meetings.

The Antarctic Treaty System continues to consider increasing the level of priority to hydrographic surveying and nautical charting availability. The IHO WP seeks to maintain participation in ATCM meetings to report on the progress and to continue to keep the pressure on this subject, raising awareness on the vital need to improve safety to navigation, protection of the marine environment and contribution to sciences in Antarctica. A Director usually represents the IHO at ATCM to maintain continuity in this field.

There is close coordination with IALA and IAPH for cooperation in capacity building projects and for providing expert advice on various safety of navigation initiatives (such as the e-Navigation concept) being undertaken by IALA and IAPH. A Director, Professional Assistant or a Member State representative normally represents the IHO at meetings of interest to the IHO.

Implementing the hydrographic obligations laid down under SOLAS V continues to require close liaison with IMO and its bodies. The existing excellent relationship between IHO and IMO has increased the effectiveness of the provision of safety to navigation worldwide. The coordinated capacity building efforts and the provision of expert advice on hydrography play a key role in achieving IHO's objectives. The IHB President and a Professional Assistant usually attend the meetings of the main IMO bodies. For particular

subjects the IHB representation is strengthened by the participation of a second IHB Director; other Professional Assistants and /or representatives from Member States as required.

Joint initiatives with IOC are mainly related to Capacity Building, GEBCO and IBCs and the increased importance that shallow water bathymetry has acquired in support of Tsunami Warning Systems (TWS) and other coastal hazards. One Director attends IOC Assemblies and Executive Council meetings as they occur.

Several organizations such as ICA, IEC, ISO and FIG are important partners in the development and maintenance of standards. Participation in their main meetings and working groups depends on the value associated to the particular subject being considered. A Director or a Professional Assistant usually represents the IHO at these organizations, when it is considered that IHO will benefit from the discussions. In the case of FIG and ICA, both contribute to the work of the board dealing with the standards of competence for hydrographic surveyors and nautical cartographers.

Participation of the IHO in other meetings is important in order to keep the IHO at the forefront when the topics under discussion concern hydrography or related disciplines. The Directing Committee reviews the agendas in detail before deciding how to proceed.

Element 1.2 Information Management

Maintaining good communications with Member States is a priority for the IHB; therefore the operation and improvements to the IHO Web site and Web Map Services are reviewed on a continuing basis. The most efficient and speedy mode of communication between Member States and the IHB is evidently Internet and the IHB needs to continue to improve its capabilities. Nowadays almost all publications are freely available on the IHO website. Circular Letters are posted on the web as soon as they are signed by the DC. Communications by e-mail are preferred as they can be directly imported into the IHB Document Management System (DMS). The existing DMS requires improvement or replacement in the near future in order to provide the required support. All Directors and Professional Assistants, together with the Translators and several Category B staff members, are involved in the tasks of this element.

Element 1.3 Public Relations

The Directing Committee manages the relations with the Principality of Monaco and with other governmental authorities of IHO and non-IHO Member States. World Hydrography Day is a key event organized by the IHB. The theme that has been proposed to Member States is "***International Hydrographic Cooperation supporting safe navigation***".

The Directing Committee and the Professional Assistants support this element when representing the IHO at external conferences or meetings, where presentations are normally made. Another activity under this element is the preparation and publication of the IHR, which is supported by a Director and several staff members.

Element 1.4 IHO

This element includes the management of the IHO Work Programme and Budget, and the ongoing implementation of the new IHO structure. This includes the development of risk analysis, performance monitoring and reporting processes suitable for assessing the effectiveness of the Organization. The Directing Committee, two Professional Assistants and a Category B staff member deal with this activity. The Chairman and Vice Chairman of the Finance Committee are involved in the review of the IHO budget and financial situation at least twice a year.

Element 1.5 IHB

All IHB in-house work considered for 2012 comes under this element. Administration is handled by the Directing Committee with the assistance of the Professional Assistants and Category B staff. Established internal procedures continue to be documented progressively to improve the administration and financial control of all the permanent IHB activities. The translation workload will continue to be monitored in

order to prioritize resources and identify if and when supplementation is required either with the support of Member States or through outsourcing the translation of selected documents. The maintenance of the level of training of staff, the physical maintenance of the premises and the renewal of office equipment falls under this element.

Element 1.6 International Hydrographic Conferences

The final details corresponding to the preparation of the XVIIIth IHC, following a “countdown” initiated in 2011 will ensure that all documents are available for the study of Member States in a timely fashion. The Directing Committee and all the Staff are heavily involved in this activity, monitoring the progress and putting in place all the arrangements for a successful conference.

Programme 2 "Hydrographic Services and Standards"

Element 2.1 Hydrographic Services and Standards Committee.

This element covers the general scope of the technical aims of the IHO for 2012, amongst which the continued development of standards associated with S-100, namely the S-101 ENC Product Specification and others, lie at the core of the Organization’s technical objectives. A Director, three Professional Assistants and over forty Member State representatives play an active role in progressing these activities. The HSSC meets annually with participation from more than 30 Member States and an increasing number of NGO observers. A level of contract support is required to progress some parts of the development of digital data standards or concepts relating to S-100 where there is no expertise available from Member States.

Elements 2.2 to 2.13

These Elements are listed in alphabetical order for ease of reference.

The HSSC subsidiary bodies are governed by terms of reference and rules of procedure. All - except ABLOS - consist of technical experts drawn from Member States, supplemented by observers from recognized Non Government International Organizations (NGIOs) and invited expert contributors, usually from industry. In the case of ABLOS, expertise comes from IHO Member States representatives and from the International Association of Geodesy. Each body follows a Work Programme coordinated and endorsed by the HSSC as the governing body.

- ABLOS will continue to provide capacity building support in the form of training, to different RHCs requiring training on the technical aspects of the Law of the Sea. The ABLOS Chairman is assisted by a Professional Assistant.
- The CSPCWG handles all activities related to the standardization of charts in paper format.
- Working Groups such as DIPWG, DPSWG, DQWG and EUWG deal mainly with various aspects related to ENC, from the digital information perspective, data protection, quality and update issues. The technical support on ENC Quality and attendance at joint meetings of the RENCs are included.
- The HDWG will continue to consider proposals for inclusion in the Hydrographic Dictionary.
- The MSDIWG will continue to promote hydrography in wider national and regional data infrastructure models, for which a standardized training programme has been developed.
- The SNPWG will continue its work in developing S-100-based standards for digital publications.
- The TSMAD WG will be engaged in further work in implementing S-100 and the development of the S-101 ENC Product Specification.
- The TWLWG will be increasing its focus on tides and water levels as they relate to digital navigation and associated hydrographic service delivery.

Program 3: "Inter Regional Coordination and Support"

Element 3.0.- Inter Regional Coordination Committee

This Committee will continue to conduct the coordination between all RHCs and other bodies that have a global/regional structure. Also it will provide advice to the IHB on the implementation of the planning mechanisms agreed at the XVIIth IHC. One IHB Director and two PAs are directly involved in this activity.

Element 3.1. – Cooperation with Member States and attendance at relevant meetings:

This element is largely accomplished through the meetings of the Regional Hydrographic Commissions (RHCs). For 2012, nine RHCs and the HCA plan to meet. These meetings have increased in importance and will continue to do so as the RHCs become increasingly involved in the overall planning, execution and assessment of the IHO Work Programme and the development of the IHO Strategic Plan, through the IRCC. These two to four-day meetings - often held in conjunction with a workshop, a seminar or a capacity building initiative - constitute the best opportunity for countries in a region, whether Member States and not, to discuss accomplishments, identify initiatives and develop regional positions on IHO issues. More and more accredited NGOs and representatives from hydrographic industry participate in these events offering a unique opportunity to developing countries to keep updated on the technological developments and training opportunities. Attendance varies according to region, but is usually in the order of 20 to 50 participants at each event. A Director, sometimes accompanied by a Professional Assistant, represents the IHB at the meetings, providing guidance and assistance on IHO matters. Also the incumbent Director keeps control over the follow-up of the actions agreed at each RHC meeting.

Element 3.2. – Increase Participation by non-Member States:

This element includes activities to implement regional strategies that encourage the participation and involvement of non-Member States in IHO activities, aiming at increasing awareness of their international obligations for hydrography under SOLAS V and to develop a capacity to fulfill those obligations. Each Director and Professional Assistant assigned to an RHC is required to monitor this activity and support the respective RHC Chair. This element also includes activities to encourage the reinstatement of suspended Member States, approval of applications and deposit of instruments of accession, as appropriate.

Element 3.3 – Capacity Building Management:

This element includes the CBSC and the IB on Standards of Competence meetings.

- With regard to the CBSC, this element contains various tasks focused on the need to optimize the IHO CB structure by improving coordination with the RHCs, increasing the control over the projects / initiatives agreed following the procedures developed to help the management of the CB Fund. The CB Fund will support the activities identified in Elements 3.4 and 3.5. For 2012, 55,000€ from the normal budget and close to 260,000€ from a contribution made by the Republic of Korea for the purpose of implementing the IHO/ROK Programme of Technical Cooperation particularly the implementation of the IHO Capacity Building Work Programme, will be allocated to the CB Fund for projects. Priority is being given to developing first and second phase hydrographic capabilities in developing countries. ENC production capabilities are also included, particularly through support by the Japan Capacity Building Project and an IMO contribution. A Director and a Professional Assistant are involved for about 30% of their overall time in the execution of this activity. The IHB Finance personnel also contribute to this element.

- The IHB and the CBSC Chair will maintain coordination with the secretariats of IMO, IOC, IALA and WMO in respect of CB matters aiming at improving the effectiveness of the capacity building effort in these organizations areas as they relate to hydrography, cartography and marine safety information. A Director and a Professional Assistant are involved.

- With regard to the IBSC, progress is forecast in updating the Standards of Competence for Hydrographic Surveyors and Nautical Cartographers and relevant publications (particularly S-5 and S-8). This particular task involves a Director, a Professional Assistant and representatives of four Member States.

Element 3.4 – Capacity Building Assessment

This element includes visits to selected countries located in the areas of the MACHC, NIOHC, RSAHC, SAIHC and SWPHC. Technical and advisory visits will be made by teams of experts from the respective region supported by staff from the IHB or Member States as required. The CBSC will continue reviewing

the procedures established for assessing the effectiveness of individual CB projects. The IHB and RHCs will assist in assessing in-country follow-up actions in relation to any recommendations included in Technical Visit Reports. This task involves a Director and a Professional Assistant supporting the relevant CBSC Chair.

Element 3.5 - Capacity Building Provision

Several tasks are included under this element, including raising awareness of the importance of hydrography during visits requested by governments. Several RHCs will benefit from technical workshops and short courses. All initiatives have been identified as a priority by the relevant RHCs and the CBSC has studied and assessed all proposals and has determined the level of support that will be provided by the CB Fund. During 2012 priority will be given to the following RHCs: EAHC, NIOHC, MACHC, SWAHC, SEPHC, RSAHC, SWPHC and SAIHC. Four initiatives described correspond to those funded by IMO and by the JNF. This element also includes several Marine Projects. The follow-up and coordination of all CB activities absorbs close to 50% of the time of a Director and a Professional Assistant.

Element 3.6.- Coordination of Global Surveying and Charting

The WEND WG will monitor progress on coverage, consistency and quality of ENC and keep RHCs informed on ENC issues. This WG will also assist the IHB in the preparation of reports to IMO and other relevant organizations on availability of ENCs. IHB support for the INT Chart Series is also included under this element. One Director and a Professional Assistant are involved in the components of this element.

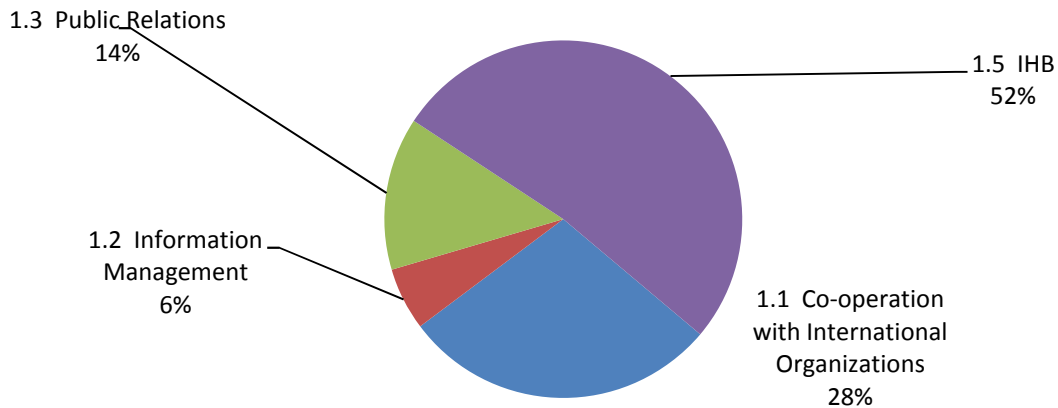
Element 3.7 - Marine Safety Information

Included under this element is the annual meeting of the WWNWS Sub-Committee and the continuous improvement of coordination of NAVAREAS. Routine review and maintenance of the relevant publications such as S-53 is also included. The Chairman of the WWNWS will attend IRCC4 meeting and members of the WWNWS will contribute to the delivery of the MSI component at relevant courses under the CB programme. One Director and one Professional Assistant are required to monitor this activity together with support from members of the WWNWS and its Chairman.

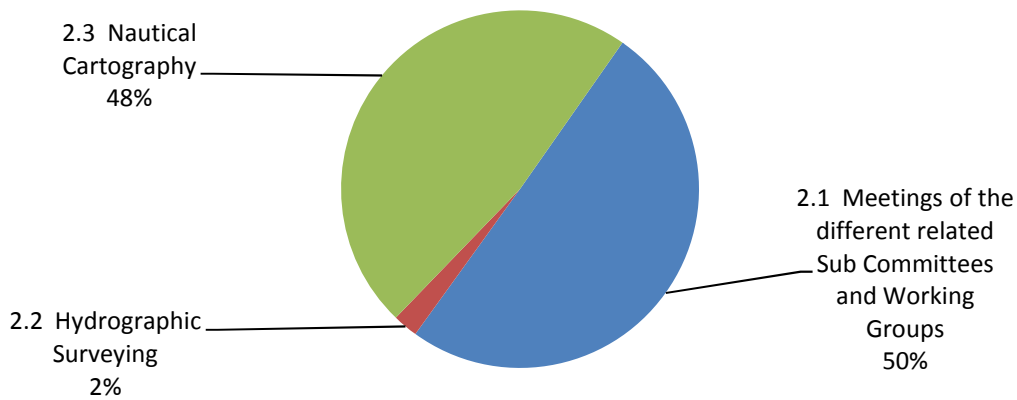
Element 3.8 - Ocean Mapping Programme

This element includes the meeting of the Guiding Committee and its two sub-committees. Improving the availability of shallow water bathymetry continues to be a high priority in this element. Gathering existing dispersed bathymetric data of Antarctica and the Arctic region is also a key activity to progress. Other tasks planned for 2012 include the formal establishment of a new sub-committee "SGRUM"; and the maintenance of associated publications, with priority to B-7 GEBCO Guidelines. GEBCO matters are handled by a Director, three Professional Assistants and as many as ten Member State representatives who participate in the GEBCO Guiding Committee and its Sub-Committees.

Program 1 - Corporate Affairs



Program 2 - Hydro services & Standards



Program 3 - Coordination & Support

(Capacity Building Support included)

