



IHB File No. CBSC-1
AB-1

CIRCULAR LETTER 72/2013
10 December 2013

**CAPACITY BUILDING AND
STANDARDS OF COMPETENCE STAKEHOLDERS' SEMINARS
5-6 and 7 March 2014, IHB, Monaco**

- References:
- A. IHO Publication P-6, Volume 1 "2012 Conference Proceedings"
 - B. IHO Publication S-5 "Standards of Competence for Hydrographic Surveyors"
 - C. IHO Publication S-8 "Standards of Competence for Nautical Cartographers"

Dear Hydrographer, Dear IHO Stakeholders,

1. The first Stakeholders' Seminars for IHO Capacity Building (CB) and FIG/IHO/ICA International Board on Standards of Competence for Hydrographic Surveyors and Nautical Cartographers (IBSC) will take place on 5-6 and 7 March 2014 respectively, at the International Hydrographic Bureau (IHB) in Monaco.

2. Objectives of the Seminars

The objectives of the Seminars are to encourage active participation and obtain feedback from the broad range of stakeholders. The CB Stakeholders' Seminar will focus on the revision of the CB Strategy, in accordance with Decision 11 of the last International Hydrographic Conference (Reference A) and the lessons learned from previous CB activities. The IBSC Stakeholders' Seminar will concentrate on the need for future revisions to the Standards of Competence for Hydrographic Surveyors and Nautical Cartographers (References B and C).

3. Draft Programme for the Seminars

Draft programmes for both seminars are provided in Annexes A and B. The programmes will also be posted on the IHO website under *Committees & WGs*, at their respective pages (CBSC and IBSC). Revised versions of the programmes will be uploaded from time to time and the finalised programmes will be announced by a follow-up Circular Letter one month before the Seminars. Other supporting documents and presentations will be made available as they become available.

4. Venue and Accommodation

The Seminars will be held at the IHB in Monaco. Logistics information, such as details of available hotels and transportation can be obtained from the IHO website (www.iho.int > *Visiting the IHB*). Attendees are advised to make their own travel and accommodation bookings at their earliest convenience. Ms Mireille Mollet at: info@iho.int is available to assist in the event of difficulties with accommodation or other logistic arrangements.

5. Participation

The CB Stakeholders' Seminar is open to members of the IHO Capacity Building Sub-Committee, CB Coordinators from Regional Hydrographic Commissions, other representatives from Member States, representatives from industry stakeholders/expert contributors, representatives from partner organizations and accredited Non-Governmental International Organizations (NGIOs). The former trainees/alumni and the instructors or programme managers of CB courses/projects will also be invited to attend the Seminar.

6. The FIG/IHO/ICA International Board on Standards of Competence for Hydrographic Surveyors and Nautical Cartographers (IBSC) Stakeholders' Seminar is open to members of IBSC, representatives of the institutions running recognized course programmes (see: www.iho.int > *Capacity Building > List of Recognized Programmes*), and representatives from Member States and partner organizations, accredited Non-Governmental International Organizations (NGIOs) and other external stakeholders.

7. Registration forms (Annex C) for the Seminars should be submitted by email (info@iho.int) or by fax (+377 93 10 81 40) to the IHB **no later than 14 February 2014**.

On behalf of the Directing Committee

Yours sincerely,



Mustafa IPTES
Director

Annex A – CB Stakeholders' Seminar Programme
Annex B – IBSC Stakeholders' Seminar Programme
Annex C – Registration Form

Distribution:

IHO Member States
Partner Organizations
Recognized Non-Governmental International Organizations (NGIOs)
Institutions currently accredited by the IBSC
Industry Stakeholders/Expert Contributors

IHO CAPACITY BUILDING STAKEHOLDERS SEMINAR
5-6 March 2014, IHB, Monaco

DRAFT PROGRAMME

TUESDAY, 04 MARCH		
Preregistration		
DAY 1 – WEDNESDAY, 05 MARCH		REMARKS
09.00 – 09.30	<u>Opening Ceremony</u> Administrative Brief Welcome Speech by the IHO President Keynote speeches by the Guest Speakers Objectives of the CB Seminar	Alberto C. NEVES Robert WARD TBD Mustafa IPTES
09.30 – 10.30	<u>Session 1 – Introduction of the IHO CB Programme</u> Development of the IHO CB Programme CB Strategy (General) and Phases of Hydrographic CB The Role of the CB Sub Committee CB Funds and New Resources CB Workflow (Role of the RHCs and CB Coordinators) CB Work Programme and Review Process	Mustafa IPTES, IHO Director Thomas DEHLING Thomas DEHLING Thomas DEHLING Alberto C. NEVES Alberto C. NEVES Alberto C. NEVES
10.30 – 11.00	Coffee break	
11.00 – 12.30	<u>Session 2 – Stakeholders Status Report on CB</u> (Stakeholders will present their activities where they relate to IHO CB)	Thomas DEHLING, CBSC Chair TBD
12.30 – 12.40	Group Photo	
12.40 – 14.00	Lunch	
14.00 – 15.30	<u>Session 3 – CB Assessment and Provision</u> High Level Visits (General) Technical and Advisory Visits (Lessons Learned by IHO Teams) Technical and Advisory Visits (Sample Report by a Visited State) Technical Workshops and Seminars (Lessons Learned by RHC Rep.)	Jeff BRYANT, UKHO Mustafa IPTES Bob WILSON, Adam GREENLAND (TBD) TBD KHOA, TBD

	Technical Workshops and Seminars (Lessons Learned by Trainers) Short Courses (MSI&MSDI Courses) (Lessons Learned by Trainees) Short Courses (MSI&MSDI Courses) (Lessons Learned by Trainers) IMO Funded Courses (Lessons Learned by Trainees) IMO Funded Courses (Lessons Learned by IMO / Trainers)	UKHO, TBD TBD TBD TBD Representative of the IMO, TBD
15.30 – 16.00	Coffee break	
16.00 – 18.00	<u>Session 4- Lessons Learned from Established CB Training Activities</u> Lessons Learned from CAT-B Course (Trainee 1) Lessons Learned from CAT-B Course (Trainee 2) Lessons Learned from CAT-B Course (Trainer/Programme Manager) Lessons Learned from GEBCO Ocean Mapping Course (Trainees) Lessons Learned from GEBCO Ocean Mapping Project (Prog. Manager) Lessons Learned from CAT-A Programme (Trainee) Lessons Learned from CAT-A Programme (Prog. Manager) Overviews from Funding/Donor Organizations	Mustafa IPTES, IHO Director Trainee from Kenya Trainee from Ukraine UKHO (TBD) Alumnus from UNH, GEBCO-NF Pro. TBD TBD (Teleconference/Video) TBD (Teleconference/Video) RoK, Nippon Foundation/Japan
18.30-20.00	Reception, hosted by IHB	IHB
DAY 2 – THURSDAY, 06 MARCH		
09.00 – 10.30	<u>Session 5 – CB Strategy Development</u> Presentation of revised CB Strategy Contributions to revised CB Strategy by Stakeholders Discussion on the revised CB Strategy	Robert WARD, IHO President Thomas DEHLING (TBD) Seminar Participants
10.30 – 11.00	Coffee break	
11.00 – 12.30	<u>Session 6 - CB Strategy Development (Continues)</u> Discussion on the revised CB Strategy (cont.) Summary of the revised CB Strategy Discussions	Robert WARD, IHO President Seminar Participants Thomas DEHLING
12.30 – 14.00	Lunch	
14.00 – 15.30	<u>Session 7 –Future of the IHO CB Programme</u> Implementation of the CB Procedures and needs for new Procedures SWOT analysis of CB Framework and Procedures Co-ordination with other international organizations Prototype Hydrographic Risk Assessment Report	Mustafa IPTES, IHO Director Alberto C. NEVES IHB, Seminar Participants Thomas DEHLING Adam GREENLAND (TBD)

	New Demands, Projects and Possibilities for the IHO CB Programme New NF-CHART Project, CAT-B Course at the UKHO	Mustafa IPTES POJ at the IHB
15.30 – 16.00	Coffee break	
16.00 – 17.30	<u>Session 8 - Podium Discussion, Summary and Way Ahead</u> Open Discussion, Questions and Answers Summary of the Seminar Way Ahead	Gilles BESSERO, IHO Director Seminar Participants Mustafa IPTES Thomas DEHLING
17.30 – 17.45	Closing	Robert WARD

FIG/IHO/ICA IBSC STAKEHOLDERS' SEMINAR
07 March 2014, Monaco,
DRAFT PROGRAMME

FRIDAY, 07 MARCH		REMARKS
08.00 –09.00 09.00 –09.30	<u>Registration</u> <u>Opening Ceremony</u> Administrative Brief Welcome Speech by the IHO President Keynote speech by the Guest Speaker Objectives of the IBSC Seminar	Alberto C. NEVES Robert WARD TBD Mustafa IPTES
09.30 – 10.30	<u>Session 1 – Standards of Competence for Hydrographic Surveyors and Nautical Cartographers</u> The role of the IBSC and the Standards of Competence (introductory part) The IBSC 2013-2017 Work Programme Programme Submission process	Nicolas SEUBE, IBSC Chair Nicolas SEUBE Alberto NEVES
10.30 – 11.00	Coffee break	
11.00 – 12.30	<u>Session 2 – New standards development</u> 1. New category A and B standards structure 2. New category B syllabus outline Round table and discussions (50 minutes)	IBSC member (video conf) IBSC member (video-conf) IHB, Seminar participants
12.30 – 12.40	Group Photo	
12.40 – 14.00	Lunch	
14.00 – 15.30	<u>Session 3 – Standards of Competence in the Industry</u> 1. Cat. A and Cat. B hydrographers in the dredging industry 2. Cat. A and Cat. B cartographers in the industry 3. Hydrographic Office view	Boskalis Survey Manager TBD TBD

	Round table and discussions (30 minutes)	IHB, Seminar Participants
15.30 – 16.00	Coffee break	
16.00 – 17.30	<u>Session 4 – New delivery methods and contribution to CB</u> 1. Capacity building and modular courses vs recognized courses 2. Collaborative e-learning resources development Round table and discussions (50 minutes)	TBD, CBSC Chair HCU IHB, Seminar Participants
17.00– 18.00	General discussion, action plan and concluding remarks	Nicolas Seube, Seminar Participants
18.00 – 18.15	Closing	Robert WARD

**CAPACITY BUILDING (CB) STAKEHOLDERS' SEMINAR AND
FIG/IHO/ICA IBSC STAKEHOLDERS' SEMINAR**

5-6 and 7 March 2014, IHB, Monaco,

REGISTRATION FORM

(to be returned to IHB: info@iho.int and copy to cba@iho.int by **14 February 2014**)

Please identify the organization that you will be representing:

IHO Member State: _____

IGO/NGIO: _____

IBSC Recognized Institution: _____

Industry Stakeholder/Expert Contributor: _____

Please indicate (X) your participation in: CB Stakeholders Seminar
 IBSC Stakeholders Seminar

RANK or TITLE	
SURNAME (Family Name)	
FIRST or PERSONAL NAME	
E-MAIL	
TELEPHONE	