



IHB File N° TA-006-S1/3022

**CIRCULAR LETTER 12/2014
05 February 2014**

**IHO - NIPPON FOUNDATION CHART PROJECT
Call for Applications for 6th Course in Hydrographic Data Processing and Marine Cartography**

References:

- A. CL 77/2008 dated 02 October - *Japan Capacity Building Project and Secondment of Personnel.*
- B. CL 10/2013 dated 07 February - *Japan Capacity Building Project 5th Course in Hydrographic Data Processing and Marine Cartography. 2 September - 15 December 2013 UKHO Taunton.*
- C. CL 30/2013 dated 30 April - *Japan Capacity Building Project: 5th Course in Hydrographic Data Processing and Marine Cartography, including specialism in Electronic Navigational Chart. UKHO, Taunton, UK, 02 September - 13 December 2013.*
- D. CL 10/2014 dated 24 January - *Signing of the Memorandum of Understanding between the International Hydrographic Organization and the Nippon Foundation.*

Dear Hydrographer,

1. Five courses in Hydrographic Data Processing and Marine Cartography including specialism in the Electronic Navigational Chart (ENC) have been conducted at the UKHO, Taunton, since 2009 under the programme announced in Reference A. These courses were funded by the Nippon Foundation (NF). References B and C provided information on the 5th course which was successfully completed on 13 December 2013.
2. Member States were informed by Reference D that a Memorandum of Understanding (MoU) between the International Hydrographic Organization and the Nippon Foundation (NF) was signed in December 2013 covering capacity building opportunities and further cooperation in the future. In accordance with the purpose of the new MoU, the IHB has submitted a proposal to the Nippon Foundation for a three-year capacity building programme. The programme to be known as The IHO-Nippon Foundation CHART (Cartography, Hydrography and Related Training) Project is expected to begin in 2014, subject to approval and funding by the Nippon Foundation. This programme of courses, like the previous courses, will be conducted at the UKHO in English. The course is currently recognised at the Category B level by the FIG-IHO-ICA International Board of Standards of Competence for Hydrographic Surveyors and Nautical Cartographers (IBCS) and is due for re-evaluation by the IBSC in 2014.
3. A coordination meeting was held in Tokyo, Japan on 15 and 16 January 2014 to review the last course and to discuss the details of the next course to be conducted under the CHART Project. Representatives of the Japan Hydrographic Association (JHA), the Japan Hydrographic and Oceanographic Department (JHOD), the UKHO and the IHB attended.
4. The next course in Hydrographic Data Processing and Marine Cartography including specialism in the Electronic Navigational Chart (ENC) will take place at the UKHO and will run from 1 September to 5 December 2014. A one-week on-line pre-learning module will be conducted prior to the course. The course will consist of five modules, each module varying from two to five weeks in length. The summary of the course programme is provided in Annex A.

5. Financial support from the Nippon Foundation is expected for up to seven trainees. The support will cover course fees, travel to and from the respective countries, accommodation and a reasonable living allowance.
6. IHO Member States are invited to consider nominating **ONE suitable candidate** who would benefit from the training. The Chairs of the Regional Hydrographic Commissions are invited to pass on this information to their Associate and Observer Members so that they can also consider applying for this training opportunity.
7. The authority nominating a candidate should select the nominee carefully and ensure that opportunities will be in place for the individual to apply the learning received in a structured manner. This will ensure that the individual and the sponsoring organization gain the maximum benefit from the training opportunity.
8. It is essential that candidates are employed by a hydrographic office, a port authority or a related national agency of the nominating country. The nomination must include a statement specifying that the candidate is or will be involved in the production and maintenance of nautical charts - paper and ENC- and once the training has been successfully completed, will continue to work in this field.
9. Nominated candidates **MUST** meet the following criteria:
- A very good standard of English, both written and spoken, with reasonable technical English. (Candidate's English skill will be checked and confirmed by a telephone or teleconference interview before final selection).
 - A high standard in mathematics and geography.
 - Background in cartography or hydrographic surveying.
10. A Selection Panel, comprising the representatives from the IHB Directing Committee and the Nippon Foundation, in consultation with JHA/JHOD and the UKHO, will select the candidates for the next course. The successful candidates and their parent organizations will be informed of their selection **by the end of April 2014**. Once selected, candidates cannot be changed by their national authorities. Selected candidates will receive detailed logistic information directly from the UKHO Training Team.
11. An Application Form (included at Annex B and Word file version is available on the IHO website at: http://www.iho.int/mtg_docs/CB/Special-Projects/Webpage-JCBP/CHART_app_2014.html) should be submitted to the following address **no later than 4 April 2014**:

International Hydrographic Bureau
Fax: + 377 93 10 81 40
e-mail: info@iho.int with copy to: cba@iho.int

On behalf of the Directing Committee
Yours sincerely,



Mustafa IPTES
Director

Annexes (*in English only*):

- A. Summary of Course Programme
- B. Application Form

SUMMARY OF THE COURSE PROGRAMME

THE IHO - NIPPON FOUNDATION CHART PROJECT 6th Course in Hydrographic Data Processing and Marine Cartography UKHO, Taunton, UK, 1 September – 12 December 2014

- **Pre-learning/course Module** – 1 week (prior to the collective course at the UKHO)
 - On-line learning (*currently in booklet form to be developed as an online package*).
- **Foundation Module** – 3 weeks
 - Cartographic basics covering the underlying details of the nautical chart.
- **Compilation Module** – 5 weeks.
 - Practical module where the student will compile into a database all the relevant nautical chart content in compliance with IHO S-57 using CARIS S-57 Composer software.
- **Product Construction Module** – 2 weeks
 - Production of an ENC base cell including ENC validation and exchange set creation using CARIS S-57 Composer.
 - Production of a Paper Chart using CARIS Paper Chart Composer.
- **Data Assessment Module** – 3 weeks
 - Decision making and processing of new information using software and traditional checking processes.
- **Maintenance Module** – 2 weeks
 - Notice to Mariner updating of digital and paper products
 - New Edition maintenance of the ENC and Paper Chart.

APPLICATION FORM

THE IHO - NIPPON FOUNDATION CHART PROJECT
 6th Course in Hydrographic Data Processing and Marine Cartography
 UKHO, Taunton, UK, 1 September – 12 December 2014

To reach the IHB no later than **4 April 2014**:

<p>Send to: International Hydrographic Bureau Fax: +377 93 10 81 40 E-mail: info@iho.int with copy to: cba@iho.int</p>

(Information here MUST be written in English. The course will be provided in English.)

Family Name	
Given Name	
Nationality	
Date of Birth	
Place of Birth	
Mailing Address	
Telephone (office)	
Telephone (home)	
Mobile phone (may be used for telephone interview before final selection)	
Fax	
E-mail	
<i>Note: Reliable phone numbers, fax numbers and e-mail addresses are MANDATORY and VITAL for further communications and interview, if necessary.</i>	
Brief description of candidate's written and spoken ability in English language together with supporting evidence/certificate	

<p>Present position and description of duties</p>	
<p>Brief description of candidate's past experience in hydrography and cartography</p>	
<p>Candidate's short-term (within 5 years) working plans in the Production and Maintenance of Navigational Charts – Paper Charts and ENC</p>	
<p>Candidate's long-term vision in his/her future career path (within 200 words)</p>	
<p>Nominee's signature and date</p>	

STATEMENT

The Hydrographer (or equivalent authority) of endorses this application and accepts the conditions that apply.

Date: _____

Signature: _____

Name:

Title/Position:

Attachment: Curriculum Vitae of Candidate (mandatory, in English, with a photo included).