



IHB File N° TA-006-S1/3022

CIRCULAR LETTER 10/2015
28 January 2015

IHO - NIPPON FOUNDATION CHART PROJECT
Call for Applications for 7th Course in Marine Cartography and Data Assessment (Category B)
UKHO, Taunton, UK, 7 September – 18 December 2015

References:

- A. IHO CL 10/2014 dated 24 January - *Signing of the Memorandum of Understanding between the International Hydrographic Organization and the Nippon Foundation.*
- B. IHO CL 12/2014 dated 05 February- *IHO-Nippon Foundation CHART Project, Call for Applications for 6th Course in Hydrographic Data Processing and Marine Cartography.*
- C. IHO CL 36/2014 dated 02 May- *IHO-Nippon Foundation CHART Project, Successful Candidates for the 6th Course*

Dear Hydrographer,

1. Member States were informed by Reference A that a Memorandum of Understanding (MoU) between the International Hydrographic Organization and the Nippon Foundation (NF) had been signed in December 2013 covering capacity building opportunities and further cooperation in the future. In accordance with the purpose of the MoU, the IHO-NF CHART (Cartography, Hydrography and Related Training) Project started in 2014 as a continuation of the previous Category B courses funded by the Nippon Foundation, aimed at developing and promoting human capacity building of technical personnel in nautical cartography mainly in developing countries. References B and C provided information on the most recent training conducted under the terms of the CHART Project which was successfully completed in December 2014.
2. A coordination meeting comprising representatives from the Japan Hydrographic and Oceanographic Department (JHOD), the UKHO and the IHB was held in Taunton, UK on 15 January to review the last course and to discuss the details of the next course to be conducted under the CHART Project.
3. The next course in Marine Cartography and Data Assessment will take place at the UKHO from 7 September to 18 December. A one-week 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.
4. Financial support from the Nippon Foundation will be provided for up to seven trainees. The support will cover course fees, travel to and from the respective countries, accommodation and a reasonable living allowance.
5. 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.

6. 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 on their return to their country. This will ensure that the individual and the sponsoring organization gain the maximum benefit from the training opportunity.

7. 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. This requirement should allow the candidate to contribute also to the alumni network composed of former students.

8. Nominated candidates **MUST** meet the following criteria:

- A very good standard of English, both written and spoken, with reasonable technical English. (Candidates' level of English will be checked and confirmed by a telephone or teleconference interview before final selection).
- A high standard in mathematics and geography.
- A background in cartography or hydrographic surveying.

9. A Selection Panel, comprising representatives from the IHB Directing Committee and the Nippon Foundation, in consultation with 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 2015**. Once selected, candidates cannot be changed by their national authorities. Selected candidates will receive detailed logistic information directly from the UKHO Training Team.

10. An Application Form is provided in Annex B (a Word file version is also available on the IHO website at: http://www.iho.int/mtg_docs/CB/Special-Projects/Webpage-JCBP/CHART_app.html) which should be submitted to the following address **no later than 3 April 2015**:

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

IHO-NF CHART Project
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SUMMARY OF THE COURSE PROGRAMME

- **Pre-learning/course Module**
 - On-line learning (*currently in booklet form*).
- **Foundation Module**
 - Cartographic basics covering the underlying details of the nautical chart.
- **Compilation Module**
 - 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**
 - 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**
 - Decision-making and processing of new information using software and traditional checking processes.
- **Maintenance Module**
 - Notices to Mariners updating of digital and paper products
 - New Edition maintenance of the ENC and Paper Chart.

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To reach the IHB no later than **3 April 2015**

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

APPLICATION FORM

*(Information here must be written in English by the Candidates themselves.
The course will be conducted in English.)*

1. Title Mr. / Ms.
 FAMILY NAME
 GIVEN NAME
 NATIONALITY
 Date of Birth
 Place of Birth

2. Mailing Address

 Telephone (office).....
 Telephone (home).....
 Mobile phone.....
 Fax
 E-mail

Note: Reliable phone numbers, fax numbers and e-mail addresses are MANDATORY and VITAL for further communications and interview, if necessary.

3. Brief description of candidate’s written and spoken ability in English language together with supporting evidence/certificate.

4. Candidate’s current position of employment.

5. Description of duties of candidate’s current position of employment.

STATEMENT

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

Date: _____

Signature: _____

Name: _____

Title/Position: _____

Information about the candidate:

1. What makes the candidate suitable for the course?

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2. What are the expected employment position and responsibilities of the candidate immediately upon completion of the course?

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Attachment: Curriculum Vitae of Candidate (mandatory, photo included).