



**THIS CIRCULAR LETTER REQUIRES YOU TO VOTE**

**IHB File N° S1/1001/WP-FO/592/16**

**CIRCULAR LETTER 74/2015  
1 October 2015**

### **PROPOSED IHO WORK PROGRAMME AND BUDGET FOR 2016**

References:

- A. IHO Financial Regulations, Article 8 (b)
- B. IHO Resolution 12/2002 as amended - *Planning Cycle*
- C. IHO Resolution 1/2014 - *Guiding Principles for IHO Funds*
- D. XVIII<sup>th</sup> International Hydrographic Conference - Decision 18 - *Approval of the 5-Year Work Plan*
- E. XVIII<sup>th</sup> International Hydrographic Conference - Decision 21 - *Approval of IHO 5-Year Budget 2013-2017*
- F. IHO FCCL 02/2015 dated 4 August - *Proposed IHO Work Programme and Budget for 2016*
- G. 5<sup>th</sup> Extraordinary International Hydrographic Conference - Decision 2.6 - *Technical Capacity of the International Hydrographic Bureau*
- H. Staff Regulations - Article II.2.1(b) - *Composition of the Staff*
- I. IHO Publication P-7 - *IHO Annual Report 2014 - Part 2 - Finances*, paragraphs 1 to 17

Dear Hydrographer,

1. Following the guidance in References A, B and C, the Directing Committee has formulated the proposed Budget for 2016. This is based on the proposed Work Programme for 2016, which, in turn, is guided by the IHO five-year Work Plan and Budget approved by the XVIII<sup>th</sup> International Hydrographic Conference (References D and E). It also takes into account the progressive adjustments that are approved annually by the Member States when each year's Work Programme and Budget are approved.

2. In accordance with Reference B, the draft Budget was provided to the Members of the Finance Committee in August for their review and comments (see Reference F). Three Member States (Australia, France and Tunisia) approved the draft Budget. The USA provided substantive comments requiring additional information. These comments related mainly to the identification of certain supporting references and an inference by the USA that a significant cash balance was available in the accounts for redistribution to Member States. The Directing Committee has provided the USA with clarifying information, in particular to show that a significant cash balance is not available for redistribution.

3. This Circular Letter now invites Member States to consider and approve:

- a. the proposed Budget for 2016 as shown in Annex A, and
- b. the associated Work Programme as shown in Annex B.

4. In addition to the proposed figures for 2016, the Budget tabled at Annex A shows the figures previously approved in the IHO five-year Budget. In addition, comparison figures indicating the difference between the approved Budget for 2015 and that proposed for 2016 is provided. Where there are differences between the 2015 and the 2016 Budget, supporting comments have been provided.

5. Member States should take particular note of the following remarks in relation to the proposed Budget for 2016:

#### ***Share Value***

- 5.1. The share value for membership contributions that was forecast to increase by 1% (39.84€ per share) in the approved five-year Budget 2013-2017 has been incorporated. The proposed share value for 2016 is 4 024.32€. This will be the first increase in the share value since 2005.
- 5.2. The Budget being proposed for 2016 takes into account a net increase of shares compared to the number of shares forecast in the five-year Budget (737 shares rather than the forecast of 694 shares) and an increase in shares compared to 2015 (there were 715 shares in 2015). This is due to changes in declared tonnages, and the addition of three new Member States not forecast in the five-year Budget. The forecast contribution income for 2016 is 2,965,924€. This is 173,043€ more than the figure approved in the five-year Budget forecast and 117,021€ more than the approved Budget for 2015.
- 5.3. Taking into account all forms of income, the total forecast income for 2016 is 3,206,924€. This is 182,467€ (6%) more than the figure forecast in the five-year Budget.

#### ***Travel***

- 5.4. The overseas travel component of the Budget has been maintained at the same level as 2015. This has been achieved by the Directing Committee continuing its policy of not attending all intergovernmental and other international meetings in which the IHB has participated in the past. In some cases, the Member States where international meetings are taking place will be asked to represent the IHO. In addition, some savings are anticipated from proposed changes to the Staff Regulations that more closely align IHB travel reimbursement rules with the UN Common System.

#### ***Medical Cover for Staff and Retirees***

- 5.5. The costs associated with medical cover for Staff and retirees are an estimate based on the latest figures for 2015.

#### ***Contributions to Retirement Plans***

- 5.6. 30k€ has been included in the total value of the Chapter on personnel costs in anticipation of proposed changes to the Staff Regulations that will more closely align the pension rights of Locally Recruited IHB staff with the Monaco Civil Service and will also include all salary components in the pensionable salary. This will result in an increase in the employer contribution paid by the IHO through the Chapter on personnel costs, as well as an increase in the personal contribution made by the relevant Members of Staff.

#### ***Provision for a Technical Standards Support Officer***

- 5.7. The Chapter on personnel costs includes 80k€ to enable the recruitment on a permanent basis of a Technical Standards Support Officer. 80k€ represents the total cost (salary, allowances,

medical cover, and pension) for this position. The establishment of this position has been consistently supported by the Hydrographic Services and Standards Committee (HSSC) and acknowledged by Member States at the 5<sup>th</sup> Extraordinary International Hydrographic Conference in October 2014 (see Reference G). In accordance with Reference H, and as part of the submission of the Budget for 2016, the Directing Committee is seeking Member States' approval to establish this urgently required position.

### ***IHO Funds***

- 5.8. Internal Retirement Fund (IRF). As indicated in paragraphs 13 to 17 of the Finance Report for 2014 (see Reference I), the Directing Committee has realized that the IHO has provided a long-standing option for some Locally Recruited Staff to choose a pension from their commercial personalized retirement plan contract or, in the case that the pension from the personalized retirement plan is worth less than the value of a similar pension under the Monaco *Caisse autonome des retraites* (CAR) system at the time of retirement, they may opt to allocate the capital in their personalized retirement plan to the IHO and draw a pension at the CAR rate from the IHO instead. In the current era of extremely low investment rates, this has placed an increased financial liability on the IHO since it is, in effect, underwriting any failure of the commercially-based personalized retirement plans. Accordingly, a provision of 65k€ is being proposed for the IRF to increase the capital required in the Fund to meet its potential liabilities. This figure also anticipates consequential changes to the Staff Regulations that aim to ensure that the retirement plans of Locally Recruited Staff are not inferior to those of the Monaco Civil Service by underwriting the pensions of all relevant Locally Recruited Staff in addition to those currently affected.
- 5.9. Renovation and Enhancement Fund, and Relocation Fund. The assets in the Renovation and Enhancement Fund, and the Relocation Fund are sufficient to meet all anticipated requirements. Accordingly, the Directing Committee considers that there is no requirement to allocate additional monies to either of these Funds in 2016.
- 5.10. Conference Fund. The Directing Committee proposes to allocate the sum of 20k€ to the Conference Fund, as forecast in the approved five-year Budget, in accordance with the schedule of conferences.
- 5.11. ABLOS Fund. The ABLOS Fund supports the biennial ABLOS Conference. It is maintained directly from the attendance fees levied for ABLOS Conferences. No allocation from the IHO Budget was forecast in the five-year Budget and none is required in 2016.
- 5.12. Capacity Building Fund. Expenditure from the Capacity Building Fund will be in accordance with the Capacity Building Work Programme for 2016 that will be promulgated shortly together with the report of the 13<sup>th</sup> meeting of the Capacity Building Sub-Committee.
- 5.13. Presentation Library Fund and Special Projects Fund. Expenditures from the Presentation Library and Special Projects Funds will be in accordance with the work plan of the HSSC to be considered and approved at the 7<sup>th</sup> meeting of the Committee in November 2015. Spending from these funds is expected to be used primarily for the on-going high priority development of the S-100 series of standards and related activities.

6. A two-thirds majority of IHO Member States is required to approve the proposed Budget for 2016. Responses are requested **no later than 30 November 2015** so that any comments and/or changes proposed by Member States can be taken into account by the Directing Committee when preparing the final version of the documents which then will be implemented on 1 January 2016. A Voting Form is provided in Annex C.

On behalf of the Directing Committee  
Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Robert Ward', with a period at the end.

Robert WARD  
President

Annex A: Proposed Budget for 2016 (bilingual English/French)  
Annex B: Proposed Work Programme for 2016  
Annex C: Voting Form

**PROPOSED IHO BUDGET FOR 2016**

DRAFT

PROPOSED BUDGET FOR 2016  
PROJET DE BUDGET POUR 2016

**TABLE 1**  
PROPOSED IHO BUDGET DETAILS FOR 2016  
SUMMARY

**TABLEAU 1**  
PROJET DETAILLE DE BUDGET DE L'OHI POUR 2016  
RECAPITULATIF

| 5-Year Budget<br>(2016)   | Chapters and Items   | Approved budget<br>2015 | Proposed budget<br>2016 | Difference<br>2016 - 2015 |   |  |
|---------------------------|--|-------------------------|-------------------------|---------------------------|---|--|
| <i>Budget quinquennal</i> | <i>Chapitres et postes budgétaires</i>   | <i>Budget approuvé</i>  | <i>Budget révisé</i>    | <i>Différence</i>         |   |  |
|                           | Number of shares - <i>Nombre de parts</i>  | 726                     | 748                     | 22                        | <i>Nouveaux Etats membres: Brunei, Georgie, Vietnam et ajustement de tonnages</i> | <i>New Member States: Brunei, Georgia, Vietnam and tonnage adjustments</i> |
|                           | Provision for suspended Member States<br><i>Provision pour Etats membres suspendus</i> | -11                     | -11                     |                           |   |  |
| 694                       | Final number of shares<br><i>Nombre de parts définitif</i>                             | 715                     | 737                     | 22                        |   |  |
| <hr/>                     |  |                         |                         |                           |   |  |
| <u>(Euros)</u>            |  | <u>(Euros)</u>          | <u>(Euros)</u>          | <u>(Euros)</u>            |   |  |
| 3 024 457                 | Income - <i>Revenus</i>  | 3 062 403               | 3 206 924               | 144 521                   |   |  |
| 3 024 133                 | Net Expenditure - <i>Dépenses nettes</i>   | 3 060 600               | 3 206 650               | 146 050                   |   |  |
| -----                     | 324 Budget Excess/Deficit - <i>Excédent/Déficit budgétaire</i>                         | -----                   | -----                   |                           |   |  |
| -----                     |  | 1 803                   | 274                     |                           |   |  |
|                           | 324 Effect on capital - <i>Effet sur le capital</i>                                    | -----                   | -----                   |                           |   |  |
| =====                     |  | 1 803                   | 274                     |                           |   |  |
|                           |  | =====                   | =====                   |                           |   |  |

**TABLE 2**  
**INCOME**

**TABLEAU 2**  
**REVENUS**

| 5-Year Budget<br>(2016)<br>Budget<br>quinquennal | Chapters and Items<br><br>Chapitres et postes budgétaires           | Approved<br>budget<br>2015<br><br>Budget<br>approuvé | Proposed<br>budget<br>2016<br><br>Budget<br>révisé | Difference<br><br>2016-2015<br><br>Différence | Commentaires  | Comment   |
|--|---|--|--|---|---|---|
| (Euros)  |   | (Euros)  | (Euros)  | (Euros)                                       |   |   |
| 2 792 881  | CONTRIBUTIONS<br><i>Contributions</i>                               | 2 848 903  | 2 965 924  | 117 021                                       | <i>Augmentation de la valeur de la part 1% + nouveaux Etats Membres + ajustement tonnages</i> | Increase 1% value of share + new MS + tonnage adjustments |
| 1 500  | SALES OF PUBLICATIONS<br><i>Ventes de publications</i>              |  |  | 0   |   |   |
| 40 000   | INTEREST ON BANK ACCOUNTS<br><i>Intérêts sur comptes en banques</i> | 40 000   | 60 000   | 20 000  | <i>Basé sur l'intérêt perçu en 2014</i>   | Based on interest accrued in 2014                         |
| 8 200  | EXTRAORDINARY INCOME<br><i>Revenus exceptionnels</i>                |  |  |   |   |   |
| 181 876  | INTERNAL TAX<br><i>Imposition interne</i>                           | 173 500  | 181 000  | 7 500   | <i>Recrutement d'une personne supplémentaire</i>  | Recruitment of one additional staff                       |
| -----<br><b>3 024 457</b><br>=====               |   | -----<br><b>3 062 403</b><br>=====                   | -----<br><b>3 206 924</b><br>=====                 | 144 521                                       |   |   |

**TABLE 3**  
**DETAILED EXPENDITURE**

**TABLEAU 3**  
**DETAIL DES DEPENSES**

| 5-Year Budget<br>(2016)  | Chapters and Items   | Approved budget<br>2015 | Proposed budget<br>2016 | Difference<br>2016-2015 | Commentaires  | Comment  |
|--|--|-------------------------|-------------------------|-------------------------|---|--|
| Budget<br>quinquennal  | Chapitres et postes budgétaires  | Budget<br>approuvé      | Budget<br>révisé        | Différence              |   |  |
| <b>Chapter 1 - Personnel Costs</b>   |  |                         |                         |                         |   |  |
| <b>Chapitre 1 - Dépenses de personnel</b>  |  |                         |                         |                         |   |  |
| (Euros)  |  | (Euros)                 | (Euros)                 | (Euros)                 |   |  |
| 478 663  | Salaries - Directing Committee - <i>Salaires - Comité de direction</i>                   | 474 000                 | 485 000                 | 11 000                  | <i>Variation due à l'augmentation de salaires pour les directeurs (après 3 ans)</i> | Salary increase due to the directors after 3 years in office       |
| 617 168  | - Category A - <i>Personnel de catégorie A</i>   | 575 000                 | 575 000                 | 0                       |   |  |
| 142 962  | - Translators - <i>Personnel de traduction</i>   | 220 000                 | 210 000                 | -10 000                 | <i>Changement de traductrice</i>  | Change of translator   |
| 479 088  | - General Services (B & C) - <i>Services généraux (B &amp; C)</i>                        | 425 000                 | 490 000                 | 65 000                  | <i>Recrutement d'une personne supplémentaire</i>                                    | Recruitment of one additional staff                                |
| 6 192  | Overtime for B & C Categories - <i>Heures supplémentaires pour les catégories B et C</i> | 6 500                   | 6 500                   | 0                       |   |  |
| <b>Costs dependent on Salaries - Coûts liés aux salaires</b>                     |  |                         |                         |                         |   |  |
| 39 924   | Annual Bonus (B & C Categories) - <i>Gratification annuelle (catégories B &amp; C)</i>   | 33 500                  | 38 700                  | 5 200                   | <i>Recrutement d'une personne supplémentaire</i>                                    | Recruitment of one additional staff                                |
| 351 186  | Payment to Retirement schemes - <i>Cotisation patronale de retraite</i>                  | 352 000                 | 395 650                 | 43 650                  | <i>Recrutement d'une personne + augmentation des contributions retraites</i>        | Recruitment of one staff+ increase in pensionable salary           |
| 16 650   | Insurances based on wages - <i>Assurances assises sur salaires</i>                       | 17 000                  | 17 000                  | 0                       |   |  |
| 70 000   | Medical (GAN premiums) - <i>Primes médicales versées au GAN</i>                          | 80 000                  | 110 000                 | 30 000                  | <i>Augmentation des cotisations pour un meilleur remboursement</i>                  | Increase of contributions in order to receive better reimbursement |
| 11 000   | Family Allowances - <i>Allocations familiales</i>  | 18 000                  | 18 000                  | 0                       |   |  |
| 35 000   | Education Grants - <i>Allocations pour frais d'études</i>                                | 25 000                  | 25 000                  | 0                       |   |  |
| <b>Costs independent of Salaries - Autres charges indépendantes des salaires</b> |  |                         |                         |                         |   |  |
| 85 000   | Medical claims paid - <i>Remboursements de soins</i>                                     | 85 000                  | 90 000                  | 5 000                   | <i>Recrutement d'une personne</i>   | Recruitment of one staff   |
| -35 000  | Medical refunds from GAN - <i>Remboursements médicaux du GAN</i>                         | -30 000                 | -60 000                 | -30 000                 | <i>Augmentation des remboursements</i>  | Increase of reimbursements   |
|  | Home rental - <i>Indemnité de logement</i>   | 13 000                  | 7 000                   | -6 000                  | <i>Allocation versée à une seule personne</i>                                       | Allocation for one staff member instead of two                     |
| 15 000   | Home Leave - <i>Congés dans les foyers</i>   | 15 000                  | 15 000                  | 0                       |   |  |
| 12 000   | Miscellan. Personnel Expenses - <i>Autres dépenses de personnel</i>                      | 2 000                   | 3 000                   | 1 000                   | <i>exceptionnelle</i>   | Provision for exceptional performance bonus                        |
| <b>Controllable Personnel costs - Coûts de personnel modulables</b>              |  |                         |                         |                         |   |  |
| 2 000  | Salaries - Temporary staff - <i>Personnel temporaire</i>                                 | 1 000                   | 1 000                   | 0                       |   |  |
| 8 000  | IHB Staff training - <i>Formation du personnel du BHI</i>                                | 7 000                   | 7 000                   | 0                       |   |  |
| -----  |  | -----                   | -----                   | -----                   |   |  |
| 2 334 833  | <b>TOTAL CHAPTER I - TOTAL CHAPITRE I</b>  | <b>2 319 000</b>        | <b>2 433 850</b>        | <b>114 850</b>          |   |  |



| 5-Year Budget<br>(2016)  | Chapters and Items   | Approved<br>budget<br>2015 | Proposed<br>budget<br>2016 | Difference<br>2016-2015 | Commentaires  | Comment  |
|--|--|----------------------------|----------------------------|-------------------------|---|--|
| Budget<br>quinquennal  | Chapitres et postes budgétaires                                      | Budget<br>approuvé         | Budget<br>révisé           | Différence              |   |  |
| <b>Chapter II - Current Operating Costs</b>                              |  |                            |                            |                         |   |  |
| <b>Chapitre II - Dépenses de gestion courante</b>                        |  |                            |                            |                         |   |  |
| <b>Maintenance, communications, etc - Entretien, communications, etc</b> |  |                            |                            |                         |   |  |
| (Euros)  |  | (Euros)                    | (Euros)                    | (Euros)                 |   |  |
| 50 000   | Maintenance of building - <i>Entretien des locaux</i>                | 42 000                     | 42 000                     | 0                       |   |  |
| 2 700  | Multirisk insurance - <i>Assurance multi-risques</i>                 | 3 000                      | 3 000                      | 0                       |   |  |
| 50 000   | Maintenance of IT equipment - <i>Entretien des équipements</i>       | 60 000                     | 60 000                     | 0                       |   |  |
| 10 000   | Office Stationery - <i>Fournitures de bureau</i>                     | 10 000                     | 8 000                      | -2 000                  | Basé sur l'historique des dépenses  | Based on historical expenditure  |
| 40 000   | Postage, telephone, telefax - <i>Courrier, télécommunications</i>    | 34 000                     | 34 000                     | 0                       |   |  |
| 3 300  | Local Travel - <i>Déplacements locaux</i>                            | 1 500                      | 1 500                      | 0                       |   |  |
| 6 000  | Bank Charges - <i>Frais bancaires</i>                                | 6 000                      | 7 000                      | 1 000                   | Basé sur l'historique des dépenses  | Based on historical expenditure  |
| 61 000   | Contract support - <i>Support contractuel</i>                        | 25 000                     | 10 000                     | -15 000                 | Diminution pour absorber l'augmentation des contributions retraites         | Cut back to cover increase in retirement contributions                     |
| 4 400  | Auditors fees - <i>Honoraires du commissaire aux comptes</i>         | 8 000                      | 8 000                      | 0                       |   |  |
| 15 000   | Public Relations - <i>Relations publiques</i>                        | 12 000                     | 12 000                     | 0                       |   |  |
| 1 000  | Miscellan. Operating Expenses - <i>Autres charges d'exploitation</i> | 1 000                      | 1 000                      | 0                       |   |  |
| <b>Travel costs - Frais de déplacements</b>                              |  |                            |                            |                         |   |  |
| 50 000   | Technical Assistance (CB) - <i>Assistance technique (CB)</i>         | 50 000                     | 50 000                     | 0                       | Conformément aux besoins recensés par le CBSC pour 2016                     | Based on requirements identified by the CBSC for 2016                      |
| 235 000  | Long Distance - <i>Grands déplacements</i>                           | 265 000                    | 265 000                    | 0                       | Conformément aux prévisions du projet de programme de travail OHI pour 2016 | Based on the projections of the draft proposed IHO work programme for 2016 |
| <b>Publications costs - Frais de publications</b>                        |  |                            |                            |                         |   |  |
| 12 000   | I.H. Review - <i>Revue hydrographique internationale</i>             | 10 000                     | 10 000                     | 0                       |   |  |
| 2 000  | Other publications - <i>Autres publications</i>                      | 1 600                      | 1 600                      | 0                       |   |  |
|  | Provision for bad debts - <i>Provisions pour créances douteuses</i>  | 50 000                     | 50 000                     | 0                       |   |  |
| 542 400  | <b>TOTAL CHAPTER II - TOTAL CHAPITRE II</b>                          | <b>579 100</b>             | <b>563 100</b>             | <b>-16 000</b>          |   |  |

| 5-Year Budget<br>(2016)                        | Chapters and Items  | Approved<br>budget<br>2015 | Proposed<br>budget<br>2016 | Difference<br>2016-2015 | Commentaires  | Comment   |
|--|---|----------------------------|----------------------------|-------------------------|---|---|
| Budget<br>quinquennal                          | Chapitres et postes budgétaires   | Budget<br>approuvé         | Budget<br>révisé           | Différence              |   |   |
| <b>Chapter III - Capital Expenditure</b>       |   |                            |                            |                         |   |   |
| <b>Chapitre III - Dépenses d'équipement</b>    |   |                            |                            |                         |   |   |
| (Euros)  |   | (Euros)                    | (Euros)                    | (Euros)                 |   |   |
| 30 000   | Purchase of IT equipment - Equipements informatiques                    | 8 000                      | 8 000                      | 0                       |   |   |
| 12 000   | Furniture & other equipment - Mobilier et autres équipements            | 3 000                      | 3 000                      | 0                       |   |   |
| 1 200  | Purchase Publications & Binding - Reliures et publications              | 1 300                      | 500                        | -800                    |   |   |
| 20 000   | Depreciation of fixed assets - Dépréciation des immobilisations         | 22 000                     | 15 000                     | -7 000                  | immobilisations   | Reduction due to ageing of assets   |
| -----  |   | -----                      | -----                      |                         |   |   |
| 63 200   | <b>TOTAL CHAPTER III - TOTAL CHAPITRE III</b>                           | <b>34 300</b>              | <b>26 500</b>              | <b>-7 800</b>           | Allocation séparée désormais en 2 parties:<br>chapitres III et IV     | Allocation now separated in two parts: chapters III<br>and IV             |
| -----  |   | -----                      | -----                      |                         |   |   |
| 2 940 433                                      | <b>Annual Operating Costs - Coût opérationnel annuel</b>                | <b>2 932 400</b>           | <b>3 023 450</b>           | 91 050                  |   |   |
| -----  |   | -----                      | -----                      |                         |   |   |
| <b>Chapter IV - Asset Allocation</b>           |   |                            |                            |                         |   |   |
| <b>Chapitre IV - Immobilisations</b>           |   |                            |                            |                         |   |   |
| (Euros)  |   | (Euros)                    | (Euros)                    | (Euros)                 |   |   |
|  | Purchase of IT equipment - Equipements informatiques                    | 15 000                     | 15 000                     | 0                       |   |   |
|  | Furniture & other equipment - Mobilier et autres équipements            | 10 000                     | 10 000                     | 0                       |   |   |
|  |   | <b>25 000</b>              | <b>25 000</b>              | <b>0</b>                |   |   |
| <b>Chapter V - Allocation to Funds</b>         |   |                            |                            |                         |   |   |
| <b>Chapitre V - Dotations aux fonds dédiés</b> |   |                            |                            |                         |   |   |
| (Euros)  |   | (Euros)                    | (Euros)                    | (Euros)                 |   |   |
| 8 200  | GEBCO Fund - Fonds pour la GEBCO  | 8 200                      | 8 200                      | 0                       |   |   |
| 3 000  | Renovation and Enhancement Fund - Fonds de rénovation et d'amélioration | 0                          | 0                          | 0                       |   |   |
| 20 000   | Conference Fund - Fonds pour les conférences                            | 20 000                     | 20 000                     | 0                       |   |   |
| 7 500  | Relocation Fund - Fonds pour les déménagements                          | 0                          | 0                          | 0                       |   |   |
| 45 000   | Capacity Building Fund - Fonds pour le renforcement des capacités       | 45 000                     | 45 000                     | 0                       |   |   |
|  | Special Project Fund - Fonds pour les projets spéciaux                  | 30 000                     | 20 000                     | -10 000                 |   |   |
|  | Internal Retirement Fund - Fonds de Retraite Interne                    |                            | 65 000                     | 65 000                  | Engagements supplémentaires liés au plan de<br>retraite externe (NSM) | Increased obligation in connexion with Personalized<br>Pension Plan (NSM) |
| -----  |   | -----                      | -----                      |                         |   |   |
| 83 700   | <b>TOTAL CHAPTER V - TOTAL CHAPITRE V</b>                               | <b>103 200</b>             | <b>158 200</b>             | <b>146 050</b>          |   |   |
| -----  |   | -----                      | -----                      |                         |   |   |
| 3 024 133                                      | <b>TOTAL EXPENDITURE - Dépense totale</b>                               | <b>3 060 600</b>           | <b>3 206 650</b>           |                         |   |   |
| -----  |   | -----                      | -----                      |                         |   |   |

TABLE 3A  
SUMMARY OF EXPENDITURE

TABLEAU 3A  
RECAPITULATIF DES DEPENSES

| 5-Year Budget<br>(2016)          | Chapters and Items  | Approved budget<br>2015       | Proposed budget<br>2016     | Difference<br>2016-2015 | Commentaires   | Comment   |
|----------------------------------|---|-------------------------------|-----------------------------|-------------------------|--|---|
| Budget<br>quinquennal<br>(Euros) | Chapitres et postes budgétaires   | Budget<br>approuvé<br>(Euros) | Budget<br>révisé<br>(Euros) | Différence<br>(Euros)   |  |   |
|                                  | <b>PERSONNEL COSTS</b>  |                               |                             |                         |  |   |
|                                  | <i>DEPENSES DE PERSONNEL</i>  |                               |                             |                         |  |   |
| 2 334 833                        | Salaries Directing Committee - Salaires Comité de direction<br>Salaries Other staff - Salaires autres membres du personnel<br>Social charges - Charges sociales<br>Benefits and Pensions - Prestations de retraite<br>Controllable Personnel cost - Coûts de personnel modulables | 2 319 000                     | 2 433 850                   | 114 850                 | Recrutement d'une personne et augmentation des contributions retraites                 | Recruitment of one staff and increase in retirement contributions               |
| 542 400                          | <b>CURRENT OPERATING COSTS</b><br><i>DEPENSES DE GESTION COURANTE</i><br>Maintenance, communications, etc.. - Entretien et communications<br>Contract support - Support contractuel<br>Travels - Déplacements<br>Publications - Publications                                      | 579 100                       | 563 100                     | -16 000                 | Diminution du support contractuel pour absorber le coût des contributions de retraites | Cut back on contract support to absorb the increase in retirement contributions |
| 63 200                           | <b>CAPITAL EXPENDITURE</b><br><i>DEPENSES DE CAPITAL</i>  | 34 300                        | 26 500                      | -7 800                  | Diminution des dépréciations due au vieillissement des immobilisations                 | Reduction of depreciation due to ageing of assets                               |
|                                  | <b>ASSET ALLOCATION</b><br><i>IMMOBILISATIONS</i>   | 25 000                        | 25 000                      | 0                       |  |   |
|                                  | <b>ALLOCATIONS TO FUNDS</b><br><i>DOTATIONS AUX FONDS DEDIES</i>  |                               |                             |                         |  |   |
| 8 200                            | GEBCO Fund - Fonds pour la GEBCO  | 8 200                         | 8 200                       | 0                       |  |   |
| 3 000                            | Renovation and Enhancement Fund - Fonds de rénovation et d'amélioration   | 0                             | 0                           | 0                       |  |   |
| 20 000                           | Conference Fund - Fonds pour les conférences  | 20 000                        | 20 000                      | 0                       |  |   |
| 7 500                            | Relocation Fund - Fonds pour les déménagements  | 0                             | 0                           | 0                       |  |   |
| 45 000                           | Capacity Building Fund - Fonds pour le renforcement des capacités<br>Special Projects Fund - Fonds pour les projets spéciaux  | 45 000<br>30 000              | 45 000<br>20 000            | 0<br>-10 000            |  |   |
|                                  | Internal Retirement Fund - Fonds de Retraite Interne  |                               | 65 000                      | 65 000                  | Engagements supplémentaires liés au plan de retraite externe (NSM)                     | Increased obligation in connexion with Personalized Pension Plan (NSM)          |
| 3 024 133                        | <b>Net Expenditure - Dépenses nettes</b>  | <b>3 060 600</b>              | <b>3 206 650</b>            | <b>146 050</b>          |  |   |

ANNEX - FUNDS / ANNEXE - FONDS

| V - FUNDS<br>V - FONDS  | Funds available<br>beginning of<br>2015<br>Fonds<br>disponible<br>début 2015 | Approved<br>budget for 2015<br>Budget<br>approuvé pour<br>2015 | Anticipated<br>Funds available<br>at end 2015<br>Fonds prévus<br>disponibles à la<br>fin 2015 | Expected<br>income in<br>2016<br>Revenus<br>prévus en<br>2016 | Proposed<br>Expenditure for<br>2016<br>Propositions de<br>dépenses pour<br>2016 | Anticipated<br>Funds remaining<br>at end of 2016<br>Fonds prévus<br>restants à la fin<br>2016 | Commentaires  | Comments  |
|---|--|--|---|---|---|---|---|---|
| GEBCO FUND<br>FONDS POUR LA GEBCO   | 175 328,00   | 25 000,00  | 150 328,00  | 16 500,00   | 10 000,00   | 156 828,00  | L'allocation inclut la subvention reçue de Monaco.<br>Budget 2016 pas encore présenté par le comité directeur GEBCO - dépenses estimées sur la base des années précédentes          | Allocation includes the contribution from Monaco.<br>2016 budget not yet submitted by GEBCO Guiding Committee - estimated expenditure based on previous years                                       |
| ABLOS CONFERENCE FUND<br>FONDS POUR LA CONFERENCE ABLOS   | 98,88  | -3 000,00  | 3 098,88  | 0,00  | 0,00  | 3 098,88  | Le budget approuvé pour 2015 est l'estimation du surplus minimum de la conférence ABLOS de 2015. Aucune dépense n'est prévue en 2016 sauf en cas de surplus supérieur à 3 000 euros | The approved budget for 2015 is an estimate of the minimum excess income from the ABLOS 2015 Conference. No expenditure is planned in 2016 except in case of excess income greater than 3 000 euros |
| RENOVATION AND ENHANCEMENT FUND<br>FONDS DE RENOVATION ET D'AMELIORATION                                    | 80 489,46  | 0,00   | 80 489,46   | 0,00  | 0,00  | 80 489,46   | Pas de besoin de dotation en 2016   | No requirement to add to fund in 2016   |
| CONFERENCE FUND<br>FONDS POUR LES CONFERENCES   | 340 357,99   | 0,00   | 340 357,99  | 20 000,00   | 0,00  | 360 357,99  | Conférence ou Assemblée en 2017   | Conference or Assembly in 2017  |
| PRESENTATION LIBRARY FUND<br>FONDS POUR LA BIBLIOTHEQUE DE PRESENTATION                                     | 42 974,00  | 27 695,00  | 15 279,00   | 0,00  | 0,00  | 15 279,00   | Les dépenses éventuelles à approuver par le HSSC devraient être équilibrées par les ventes de la nouvelle édition de la bibliothèque de présentation S-52                           | Eventual expenditures to be approved by HSSC should be balanced by the income from the sales of new editions of the S-52 Presentation Library   |
| RELOCATION FUND<br>FONDS POUR LES DEMENAGEMENTS   | 298 546,36   | 0,00   | 298 546,36  | 0,00  | 0,00  | 298 546,36  | Pas de besoin de dotation en 2016   | No requirement to add to fund in 2016   |
| INTERNAL RETIREMENT FUND<br>FONDS DE RETRAITE INTERNE   | 3 167 006,00   | -152 000,00  | 3 319 006,00  | 120 000,00  | 145 000,00  | 3 294 006,00  | Les montants de début et de fin de période tiennent compte des pensions versées aux retraités, des contributions du personnel en activité et des intérêts sur le capital            | Opening and closing balances take into account pension payments to retired staff, contributions by active staff and interest on capital sum   |
| SPECIAL PROJECTS FUND<br>FONDS POUR LES PROJETS SPECIAUX  | 80 242,33  | 8 635,00   | 71 607,33   | 20 000,00   | 30 000,00   | 61 607,33   | Dépenses estimées en attente du programme de travail 2016 à approuver par le HSSC   | Estimated expenditures subject to the 2016 work programme to be approved by HSSC  |
| CAPACITY BUILDING FUND - IHO FUNDED<br>FONDS POUR LE RENFORCEMENT DES CAPACITES - FINANCEMENT OHI           | 210 604,00   | 192 332,00   | 18 272,00   | 45 000,00   | 60 000,00   | 3 272,00  | Dépenses estimées en attente du programme de travail CB 2016 à approuver par le CBSC  | Estimated expenditures subject to the 2016 CB work programme to be approved by CBSC   |
| CAPACITY BUILDING FUND - EXTERNAL FUNDING<br>FONDS POUR LE RENFORCEMENT DES CAPACITES - FINANCEMENT EXTERNE | 996 689,00   | 738 575,00   | 258 114,00  | 80 000,00   | 338 000,00  | 114,00  | Dépenses estimées en attente du programme de travail CB 2016 à approuver par le CBSC  | Estimated expenditures subject to the 2016 CB work programme to be approved by CBSC   |
| <b>TOTAL</b>  | <b>5 392 336,02</b>  | <b>837 237,00</b>  | <b>4 555 099,02</b>   | <b>301 500,00</b>   | <b>583 000,00</b>   | <b>4 273 599,02</b>   |   |   |

Proposed IHO Work Programme for 2016 - (as submitted to MS for approval)

| Strategic Direction                    | Element / Task | Title  | Principal Director | Principal Manager | Key deliverables in 2016  | Significant risk to delivery | Remarks / Dates / Venue  |
|--|----------------|--|--------------------|-------------------|---|------------------------------|--|
| <b>PROGRAMME 1 - CORPORATE AFFAIRS</b> |                |  |                    |                   |   |                              |  |
| 1 & 3                                  | 1.1            | Co-operation with International Organizations and participation in relevant meetings |                    |                   | Objective / Deliverable:<br>To maintain relationships with relevant international organizations in order to further the interests of the IHO by enlisting their support and cooperation and to participate in projects of common interest |                              |  |
|  | 1.1.1          | Antarctic Treaty Consultative Meeting (ATCM)   | Pres               | ADCS              | ensure HCA activities are recognised by ATCM, coordination and liaison  |                              | Santiago, Chile, 6-15 June.<br>Consider representation by Chile or Monaco                      |
|  | 1.1.2          | Comité International Radio Maritime (CIRM)   | DTech              | ADSO              | present relevant IHO programmes, coordinate activities with OEMs, outreach, coordination and liaison  |                              | Annual meeting<br>Genoa, Italy, April  |
|  | 1.1.3          | Council of Managers of National Antarctic Programs (COMNAP)                          | Pres               | ADCS              | present relevant IHO programmes, coordinate data acquisition activities with COMNAP, outreach, liaison  |                              | No meetings anticipated, low level correspondence only   |
|  | 1.1.4          | European Union Initiatives, including:   | Pres               | ADCS              | ensure IHO activities are recognised and supported as appropriate by the EU, coordination and liaison   |                              | Up to 4 meetings in Europe   |
|  | 1.1.4.1        | INSPIRE  | DTech              | ADDT              | ensure that the maritime dimension of spatial data infrastructures is recognized in the Inspire framework   |                              |  |
|  | 1.1.4.2        | IHO-EU Network WG  | DTech              | ADCS              |   |                              |  |
|  | 1.1.5          | International Federation of Surveyors (FIG)  | DCoord             | ADCC              | present relevant IHO programmes, coordinate activities with FIG, outreach and liaison   |                              | FIG working week 2016,<br>Christchurch, New Zealand, 2-6 May.<br>Consider representation by NZ |
|  | 1.1.6          | International Federation of Hydrographic Societies (IFHS)                            | Pres               | ADSO              | present relevant IHO programmes, outreach via annual HYDRO meetings   |                              |  |
|  | 1.1.6.1        | HYDRO16  | Pres               | ADSO              | present relevant IHO programmes, outreach   |                              | Rostock, Germany, 8-10 Nov.<br>Consider representation by Germany?                             |
|  | 1.1.7          | International Association of Antarctic Tour Operators (IAATO)                        | Pres               | ADCS              |   |                              | No meetings anticipated  |
|  | 1.1.8          | IALA, such as:   | DTech              | ADSO              |   |                              |  |
|  | 1.1.8.1        | e-NAV Committee  | DTech              | ADSO              | present relevant IHO programmes, provide S-100 liaison activities   |                              | Coordinate IHO representation with UKHO representative (IHO rapporteur)                        |

| Strategic Direction | Element / Task | Title  | Principal Director | Principal Manager | Key deliverables in 2016  | Significant risk to delivery | Remarks / Dates / Venue  |
|---------------------|----------------|--|--------------------|-------------------|---|------------------------------|--|
|                     | 1.1.8.2        | Annual secretariat liaison meeting   | Pres               | ADSO              | coordinate programmes, particularly CB  |                              | Possibly meeting back-to-back with another meeting                                     |
|                     | 1.1.8.3        | World VTS Guide Advisory board meeting   | DTech              | ADSO              |   |                              | London, 3 Mar, IHO normally represented by UKHO  |
|                     | 1.1.9          | International Association of Ports and Harbours (IAPH)                               | Pres               | ADDT              |   |                              | No meetings anticipated  |
|                     | 1.1.10         | International Cartographic Association (ICA) such as:                                | DTech              | ADCC              | coordinate programmes, particularly in relation with GI and training standards                  |                              | 2016 Calendar of meetings not yet available  |
|                     | 1.1.10.1       | ICA Commission on Geoinformation Infrastructures and Standards)                      | DTech              | ADCC              |   |                              |  |
|                     | 1.1.10.2       | ICA Working Group on Marine Cartography  | DTech              | ADCS              |   |                              |  |
|                     | 1.1.11         | International Electrotechnical Commission (IEC) (such as IEC Technical Committee 80) | DTech              | ADDT              | present relevant IHO programmes, coordinate S-100 and other IHO standards developments, liaison |                              | Participation by at least 1 MS would be desirable                                      |
|                     | 1.1.12         | International Maritime Organization (IMO), including:                                |                    |                   |   |                              |  |
|                     | 1.1.12.1       | Assembly   | Pres               | ADSO              | present relevant IHO programmes and activities, outreach and liaison                            |                              | No meeting in 2016   |
|                     | 1.1.12.2       | Council  | Pres               | ADSO              | present relevant IHO programmes and activities, outreach and liaison                            |                              | C116, London, UK, 4-8 July<br>C117, London, UK 5-9 Dec<br>No participation anticipated |
|                     | 1.1.12.3       | MSC  | Pres               | ADSO              | present relevant IHO programmes and activities, outreach and liaison                            |                              | MSC96, London, 11-20 May<br>MSC97, London, 21-25 Nov                                   |
|                     | 1.1.12.4.1     | NCSR   | DTech              | ADSO              | present relevant IHO programmes and activities, outreach and liaison                            |                              | NCSR3, London, 29 Feb-4 March  |
|                     | 1.1.12.4.2     | Intersessional meetings on e-Nav or other issues                                     | DTech              | ADSO              | present relevant IHO programmes and activities, outreach and liaison                            |                              |  |
|                     | 1.1.12.5       | TCC  | DCoord             | ADCC              | present relevant IHO programmes and activities, coordination with IMO TC, outreach and liaison  |                              | TCC66, London, 20-22 June  |
|                     | 1.1.13         | International Maritime Pilots' Association (IMPA)                                    | Pres               | ADSO              |   |                              | Not anticipating IHO attendance at IMPA Congress 2016                                  |
|                     | 1.1.14         | Intergovernmental Oceanographic Commission (IOC) of UNESCO, including:               | DCoord             | ADSO              |   |                              |  |
|                     | 1.1.14.1       | Assembly   | DCoord             | ADSO              | present relevant IHO programmes and activities, outreach and liaison                            |                              | No meeting in 2016   |
|                     | 1.1.14.2       | Executive Council  | DCoord             | ADSO              |   |                              | EC49, Paris, 6-10 June   |

| Strategic Direction | Element / Task | Title  | Principal Director | Principal Manager | Key deliverables in 2016   | Significant risk to delivery                                     | Remarks / Dates / Venue   |
|---------------------|----------------|--|--------------------|-------------------|--|--|---|
|                     | 1.1.14.3       | IODE Committee   | DTech              | ADDT              | Promote the use of S-100 by the IOC, outreach and liaison  |  | No participation anticipated in 2016  |
|                     | 1.1.14.4       | Specialized WGs -(such as GLOSS)                                 | DTech              | ADSO              | ensure appropriate levels of coordination with IHO work items related to tides and surface currents  | MS may not have resources or technical background to participate | MS to be requested to represent IHO if IHO technical support required                   |
|                     | 1.1.15         | International Organization for Standardization (ISO), including: | DTech              | ADDT              |  |  |   |
|                     | 1.1.15.1       | ISO Technical Committee 211                                      | DTech              | ADDT              | present relevant IHO programmes and activities, coordinate IHO standards development with ISO programmes, outreach and liaison   |  | 2 meetings - one in Europe, one in USA  |
|                     | 1.1.16         | Joint Board of GIS (JB-GIS)                                      | Pres               | ADCS              | present relevant IHO programmes and activities, outreach, coordination and liaison with other geospatial organisations   |  | Normally undertaken as a short side trip from another meeting = very limited extra cost |
|                     | 1.1.17         | NATO geospatial bodies, such as:                                 | DTech              | ADDT              |  |  |   |
|                     | 1.1.17.1       | DGIWG  | DTech              | ADDT              | coordination and liaison with other geospatial organisations   |  | UKHO will provide IHO representative  |
|                     | 1.1.18         | UN, including:   | Pres               | ADCS              |  |  |   |
|                     | 1.1.18.1       | UN General Assembly  | Pres               | ADSO              | present relevant IHO programmes and activities, outreach, recruitment of new IHO Member States   |  | No participation anticipated in 2016  |
|                     | 1.1.18.2       | UNICPOLOS & SPLOS  | Pres               | ADSO              | present relevant IHO programmes and activities, outreach, recruitment of new IHO Member States   |  | New York, April or June   |
|                     | 1.1.18.4.1     | UN-GGIM  | Pres               | ADCS              | present relevant IHO programmes and activities in relation to UN-GGIM  |  | UNGGIM-6, New York, August  |
|                     | 1.1.18.4.2     | UN-GGIM High Level Forum   | Pres               | ADCS              | programme to ensure that hydrography is appropriately represented in doctrine being developed by UN-GGIM and adopted by UN   |  | 4 <sup>th</sup> Forum, Addis Ababa Ethiopia, April                                      |
|                     | 1.1.18.5       | UNISDR   | Pres               | ADSO              | ensure that hydrography is appropriately accounted for in the implementation of the Sendai Framework for Disaster Risk Reduction 2015-2030                               |  | No participation anticipated in 2016  |
|                     | 1.1.18.6       | UN Environment Assembly  | Pres               | ADSO              | present relevant IHO programmes and activities in relation to UNEP programme to ensure that hydrography is appropriately represented in doctrine being developed by UNEA |  | 2 <sup>nd</sup> UNEA, 23-27 May   |

| Strategic Direction | Element / Task | Title  | Principal Director  | Principal Manager | Key deliverables in 2016  | Significant risk to delivery                                     | Remarks / Dates / Venue   |
|---------------------|----------------|--|---|-------------------|---|--|---|
|                     | 1.1.19         | World Meteorological Organization (WMO)  | Pres  | ADSO              | ensure appropriate levels of coordination with IHO work items related to WWNWS and MSI delivery   |  | No meetings anticipated, low level correspondence only,   |
|                     | 1.1.19.1       | Participation at ETMSS, ETSI and other JCOMM meetings  | DTech   | ADSO              | ensure appropriate levels of coordination with IHO work items related to S-100 and to WWNWS and MSI delivery                            |  |   |
|                     | 1.1.20         | Other organizations when their agendas have relevance to the programme of the IHO, such as : The Group on Earth Observation (GEO); the Scientific Committee on Antarctic Research (SCAR); Global Partnership for Oceans (GPO); The International Cable Protection Committee (ICPC), The International Seabed Authority (ISA); The Maritime Organizations of West and Central Africa (MOWCA); The Pan-American Institute of Geography and History (PAIGH); The Port Management Association West and Central Africa (PMAWCA) | Pres or Director and AD responsible for the relevant RHC when appropriate |                   | ensure IHO programmes and outcomes are recognised and coordinated with other organizations as appropriate                               |  |   |
|                     | 1.1.20.1       | Asia Pacific Heads of Maritime Safety Agencies (APHoMSA)   | Pres  | ADSO              | ensure IHO regional programmes are recognised and coordinated with APHoSMA regional programmes as appropriate                           |  | 17 <sup>th</sup> meeting, Queenstown, New Zealand<br>14-18 Mar.<br>Chair SWPHC or LINZ will be asked to represent IHO |
|                     | 1.1.20.2       | International Steering Committee for Global Mapping (ISCGM)  | Pres  | ADCS              | ensure IHO programmes and outcomes are recognised and coordinated with ISCGM as appropriate   | MS may not have resources or technical background to participate | Local MS will be requested to represent IHO unless meeting held back-to-back with other event attended by IHB         |
|                     | 1.1.20.3       | Group on Earth Observation (GEO)   | DTech   | ADCS              | ensure IHO programmes and outcomes are recognised and coordinated with GEO as appropriate   |  | GEO-XIII Plenary  |
|                     | 1.1.20.4       | African Union Extraordinary Summit on Maritime Security and Safety and Development in Africa   | DTech   | ADCS              |   |  | Lomé, Togo  |
|                     | 1.1.20.5       | International Seabed Authority   | Pres  | ADSO              |   |  | 22 <sup>nd</sup> Session, Kingston, Jamaica, July   |
|                     | 1.1.20.6       | International Harbour Masters Association (IHMA)   | Pres  | ADSO              | present relevant IHO programmes and activities, outreach and liaison  |  | Correspondence only   |
| 1 & 4               | 1.2            | Information Management   |   |                   | Objective / Deliverable:<br>To provide MS and IHO stakeholders with accurate and relevant information in a timely and accessible manner |  |   |
|                     | 1.2.1          | Compile and publish the following documents that are not allocated to a specific IHO body, including:  |   |                   |   |  |   |
|                     | 1.2.1.1        | P-5 – IHO Yearbook   | DTech   | ADDT              |   |  |   |



| Strategic Direction | Element / Task | Title  | Principal Director | Principal Manager | Key deliverables in 2016  | Significant risk to delivery                       | Remarks / Dates / Venue |
|---------------------|----------------|--|--------------------|-------------------|---|--|-------------------------|
|                     | 1.2.1.2        | P-7 – IHO Annual Report  | DCoord             | ADCC              |   |  |                         |
|                     | 1.2.1.3        | S-11 Part B - Catalogue of INT Charts  | Pres               | ADCS              | S-11 database and auto-publisher  |  | see 2.3.2.6             |
|                     | 1.2.1.4        | M-3 – IHO Resolutions  | Pres               | ADSO              | Appropriateness and currency of Resolutions related to current WP items   |  |                         |
|                     | 1.2.2          | Maintain and extend IHB Admin IT infrastructure, including:  | Pres               | ADDT              |   |  |                         |
|                     | 1.2.2.1        | high volume printers and photocopiers  |                    |                   |   |  |                         |
|                     | 1.2.2.2        | IT maintenance and development   |                    |                   |   |  |                         |
|                     | 1.2.2.3        | IT equipment purchases   |                    |                   |   |  |                         |
|                     | 1.2.3          | Communication between the IHB and Member States through Circular Letters                           | Pres               | ADSO              |   |  |                         |
|                     | 1.2.4          | IHB Technical Library – incorporate new material   | Pres               | ADSO              |   |  |                         |
| 3                   | 1.3            | Public Relations   |                    |                   | Objective / Deliverable:<br>To raise awareness of the role of the IHO and its Member States and the importance of hydrography, particularly by government and in the user community |  |                         |
|                     | 1.3.1          | Maintain relationships with the Government of Monaco and the diplomatic corps accredited in Monaco | Pres               | MFA               |   |  |                         |
|                     | 1.3.2          | Compile and publish P-1 – International Hydrographic Review in collaboration with IHR editor       | DCoord             | ADCC              |   | Contribution of suitable papers from MS and others |                         |
|                     | 1.3.3          | World Hydrography Day, including:  | DCoord             | ADCC              |   |  |                         |
|                     | 1.3.3.1        | Preparation of support materiel  | DCoord             | ADCC              |   |  |                         |
|                     | 1.3.3.2        | Celebratory events in Monaco   | DCoord             | ADCC              |   |  |                         |
|                     | 1.3.3.3        | Celebratory events in Member States  | DCoord             | ADCC              |   |  |                         |
|                     | 1.3.4          | General Public Relation support. Representation expenses   | Pres               | ADCC              | Raising levels of awareness of IHO and hydrography  |  |                         |
|                     | 1.3.4.1        | Compile and publish International Hydrographic Bulletin  | Pres               | ADSO              |   |  |                         |

| Strategic Direction | Element / Task | Title   | Principal Director | Principal Manager               | Key deliverables in 2016   | Significant risk to delivery                                    | Remarks / Dates / Venue                   |
|---------------------|----------------|---|--------------------|---------------------------------|--|---|---|
| 1                   | 1.4            | Work Programme & Budget, Strategic Plan and Performance Monitoring  |                    |                                 | Objective / Deliverable:<br>To ensure that the formulation and the execution of the IHO Work Programme and Budget is managed, monitored and executed efficiently to best meet the requirements of Member States and the interests of stakeholders. This Element focuses on the implementation of the IHO's Strategic Plan particularly with regard to risk assessment and performance indicators |   |   |
|                     | 1.4.1          | Implement and administer processes for programme management, performance monitoring and risk assessment, including the acquisition and operation of suitable business software tools          | Pres               | ADCC                            | Continuing development of processes to better monitor progress, execution and achievement of the IHO WP  |   | Included in the overall IT support budget |
|                     | 1.4.2          | Execute the IHO Work Programme and Budget approved by the XVIIIth IHC, monitoring its progress and adopting the necessary adjustment according to the circumstances                           | Pres               | MFA                             |  |   |   |
|                     | 1.4.3          | Conduct biennial IHO stakeholders' forums   | DTech              | as required according to topics | Collect feedback from stakeholders on critical issues  | Input from and participation of the relevant IHO Working Groups | No meeting anticipated in 2016            |
|                     | 1.4.4          | Initiate review of IHO Strategic Plan   | Pres               | ADCC                            |  |   |   |
| 1                   | 1.5            | IHB Management  |                    |                                 | Objective / Deliverable:<br>To ensure that the IHB meets the requirements set by the Member States, by providing the best service (quality, opportunity, reasonable cost) within the resources available   |   |   |
|                     | 1.5.1          | Maintain, update and develop necessary procedures to facilitate and improve effectiveness of the general and permanent Finance and Administrative work.                                       | Pres               | MFA                             |  |   |   |
|                     | 1.5.1.1        | Staff training  | Pres               | MFA                             | Enhancement of staff skills to meet changing job requirements  |   |   |
|                     | 1.5.2          | Provide in-house translation service English/French and French/English in support of the IHO WP. Include Spanish translations as much as possible in accordance with relevant IHO Resolutions | Pres               | ADSO                            |  | IHB staff capacity  |   |
|                     | 1.5.3          | Engage contract support to provide on-off development or maintenance support beyond the resources or competence of the IHB, including:  | Pres               | MFA                             | Advancement of one-off IHB tasks beyond the capability or resources of IHB   |   |   |
|                     | 1.5.3.1        | Translation   | Pres               | ADSO                            |  |   |   |
|                     | 1.5.3.2        | Technical editing   | DTech              | As required according to topic  |  |   |   |
|                     | 1.5.4          | Monitor and maintain the Staff Regulations and the Job Descriptions of the IHB Staff in step with the evolution of the IHO work programme and IHO requirements.                               | Pres               | MFA                             |  |   |   |

| Strategic Direction                         | Element / Task | Title   | Principal Director | Principal Manager | Key deliverables in 2016   | Significant risk to delivery | Remarks / Dates / Venue   |
|---|----------------|---|--------------------|-------------------|--|------------------------------|---|
|   | 1.5.5          | Maintain the IHB premises as required as the occupant. Maintain furniture, carry out renovations or modifications as requirements arise | Pres               | MFA               |  |                              |   |
| 1 & 4                                       | 1.6            | International Hydrographic Conference   |                    |                   | Objective / Deliverable:<br>To ensure the successful functioning of Conferences or Assemblies so that they fulfil their top-level governance and decision-making functions in accordance with Convention and the other Instruments of the Organization                   |                              |   |
|   | 1.6.1          | Organize IHC-19 / Assembly-1 in 2017  | DCoord             | ADCC              |  |                              |   |
| <b>PROGRAMME 2 - SERVICES AND STANDARDS</b> |                |   |                    |                   |  |                              |   |
| 2   | 2.1            | Technical Programme Coordination  |                    |                   | Objective / Deliverable:<br>To monitor technical developments, oversee the development of IHO technical standards, specifications and publications through the coordination and interaction of relevant IHO Working Groups, and to make recommendations to Member States |                              |   |
|   | 2.1.1          | Conduct annual meeting of HSSC  | DTech              | ADCS              | Implementation of HSSC Work Plan<br>HSSC forward WP<br>Performance statistics  |                              | HSSC-8, Monaco, November  |
|   | 2.1.1.1        | Chair briefing  | DTech              | ADCS              | Efficient running of HSSC-8  |                              |   |
|   | 2.1.2          | Support the IHB to implement the planning mechanism annually and at the end of each 5-year (3-year) cycle by:                           | DTech              | ADCS              |  |                              |   |
|   | 2.1.2.1        | Contributing to the IHO Annual Report.  | DTech              | ADCS              |  |                              |   |
|   | 2.1.2.2        | Updating and implementing the HSSC Work Programme   | DTech              | ADCS              |  |                              |   |
|   | 2.1.2.3        | Implementing the restructuring of HSSC Working Groups   | DTech              | ADCS              | Feedback at HSSC-8   |                              |   |
|   | 2.1.3          | Provide technical advice and guidance on IHO technical standards, specification and publications  | DTech              | ADDT              | Promote uptake of S-100 and S-100 based product specifications   |                              | Includes participation in e-Navigation underway conference. In support of 2.2.5 |
| 3 & 4                                       | 2.2            | Hydrographic Data Transfer Standards  |                    |                   | Objective / Deliverable:<br>To monitor developments related to transfer standards for digital hydrographic data, to develop and maintain the relevant IHO standards, specifications and publications, and to provide technical advice as appropriate                     |                              |   |
|   | 2.2.1          | Conduct meetings of—S-100 and ENC Standards Maintenance WGs   | DTech              | ADDT              | Implementation of HSSC Work Plan   |                              | Implementation of the new HSSC structure : S-100 WG-1 & ENC WG-1, Tokyo, March  |

| Strategic Direction | Element / Task | Title   | Principal Director | Principal Manager | Key deliverables in 2016  | Significant risk to delivery | Remarks / Dates / Venue   |
|---------------------|----------------|---|--------------------|-------------------|---|------------------------------|---|
|                     | 2.2.2          | Maintain and extend the relevant IHO standards, specifications and publications, using contract support assistance as appropriate, including: | DTech              | ADDT              | Implementation of HSSC Work Plan  |                              | Funded from Special Projects and/or PL Fund according to funding availability and on a priority basis set by HSSC-7 |
|                     | 2.2.2.1        | S-57 IHO Transfer Standard for Digital Hydrographic Data  | DTech              | ADDT              | Encoding Bulletins as required to keep S-57 fit for purpose   |                              |   |
|                     | 2.2.2.2        | S-100 IHO Universal Hydrographic Data Model   | DTech              | ADDT              | Edition 2.0.0 approved by MS  |                              |   |
|                     | 2.2.2.2.1      | S-100 /S-101 Test bed   | DTech              | ADDT              | Support the end-to-end testing of S-101 and other S-10x specifications in compliance with IHO Resolution 2/2007 |                              | S-100 TSM4, Monaco, August?   |
|                     | 2.2.2.3        | S-101 ENC Product Specification   | DTech              | ADDT              | Edition 0.0.0 (draft) approved by Member States for test-bed purposes   |                              |   |
|                     | 2.2.2.4        | S-102 Bathymetric Surface Product Specification   | DTech              | ADDT              |   |                              | Revision may be required from task 2.7.5  |
|                     | 2.2.2.5        | S-58 ENC Validation Checks  | DTech              | ADDT              | Implementation of Edition 5.0.0 in conjunction with new edition of IEC 61174                                    |                              |   |
|                     | 2.2.2.6        | S-65 ENC Production Guidance  | DTech              | ADDT              |   |                              |   |
|                     | 2.2.2.7        | S-64 IHO Test Data Sets for ECDIS   | DTech              | ADDT              | Implementation of Edition 3.0.0 in conjunction with new edition of IEC 61174                                    |                              |   |
|                     | 2.2.2.8        | S-61 Product Specification for Raster Navigational Charts   | DTech              | ADDT              |   |                              | No action required  |
|                     | 2.2.2.9        | S-99 Operational Procedures for the Organization and Management of the S-100 Geospatial Information Registry                                  | DTech              | ADDT              | Keep S-99 fit for purpose   |                              |   |
|                     | 2.2.2.10       | S-66 Facts about Electronic Charts and Carriage Requirements  | DTech              | ADCS              | NE of S-66 released in 2016   |                              |   |
|                     | 2.2.2.11       | Participate in RENC Joint Technical Experts WG (JTEWG)  | DTech              | ADDT              |   |                              | possibility of meeting in 2016 in Europe  |
|                     | 2.2.2.12       | Appendix 1 to S-52 - Guidance on Updating the Electronic Navigational Chart   | DTech              | ADCS              | Keep S-52 Appendix 1 fit for purpose  |                              |   |
|                     | 2.2.2.13       | S-52 and its accompanying Presentation Library - Specifications for Chart Content and Display Aspects of ECDIS                                | DTech              | ADCS              | PB as required to keep S-52 fit for purpose   |                              |   |

| Strategic Direction | Element / Task | Title   | Principal Director | Principal Manager | Key deliverables in 2016   | Significant risk to delivery   | Remarks / Dates / Venue   |
|---------------------|----------------|---|--------------------|-------------------|--|--|---|
|                     | 2.2.3          | Develop and maintain as-yet undefined S-100-based Product Specifications  | DTech              | ADDT              | Template Product Specification for Marine Information Overlays (MIO)   |  | funded from Special Projects and/or PL Fund according to funding availability and on a priority basis set by HSSC-7 |
|                     | 2.2.4          | Maintain and extend S-100 Registry  | DTech              | ADDT              | Keep the Registry fit for purpose including recruitment of Technical Standards Support Officer at IHB  | Dependent of continuing support from ROK, UK and USA and limited IHB resources |   |
|                     | 2.2.5          | Provide outreach and technical assistance regarding transfer standards  | DTech              | ADDT              |  |  | see 2.1.3   |
| 2                   | 2.3            | Nautical Cartography  |                    |                   | Objective / Deliverable:<br>To monitor developments related to nautical cartography for paper nautical charts and the colours, symbols and display rules used to show SENC information on ECDIS, to develop and maintain the relevant IHO standards, specifications and publications, and to provide technical advice as appropriate |  |   |
|                     | 2.3.1          | Conduct meetings of Nautical Cartography Working Group  | DTech              | ADCS              | Implementation of HSSC Work Plan   |  | Monaco, April   |
|                     | 2.3.2          | Maintain and extend the relevant IHO standards, specifications and publications, using contract support assistance as appropriate, including: | DTech              |                   |  |  |   |
|                     | 2.3.2.1        | S-4 Chart Specifications of the IHO and Regulations for International (INT) Charts  | DTech              | ADCS              | Keep S-4 fit for purpose   |  | Routine maintenance   |
|                     | 2.3.2.2        | INT 1 - Symbols, Abbreviations and Terms used on Charts   | DTech              | ADCS              | New edition(s) in 2015-2016  |  |   |
|                     | 2.3.2.3        | INT 2 - Borders, Graduations, Grids and Linear Scales   | DTech              | ADCS              |  |  |   |
|                     | 2.3.2.4        | INT 3 - Use of Symbols and Abbreviations  | DTech              | ADCS              |  |  |   |
|                     | 2.3.2.5        | S-11 Part A - Guidance for the Preparation and Maintenance of INT Chart schemes   | DTech              | ADCS              | New edition of S-11 Part A released in 2016  |  |   |
|                     | 2.3.2.6        | S-11 Part B - Catalogue of INT Charts   | DTech              | ADCS              | New edition of S-11 Part B database released in 2016   |  | See also 1.2.1.3  |
| 2                   | 2.4            | Digital Data Protection and Authentication  |                    |                   | Objective / Deliverable:<br>To monitor developments related to data protection and data authentication, to develop and maintain the relevant IHO standards, specifications and publications, and to provide technical advice as appropriate  |  |   |
|                     | 2.4.1          | Conduct meetings of Data Protection Scheme WG   | DTech              | ADDT              | Implementation of HSSC Work Plan   |  | 1 meeting in Europe   |
|                     | 2.4.2          | Maintain and extend the relevant IHO standards, specifications and publications, including:   | DTech              |                   |  |  |   |

| Strategic Direction | Element / Task | Title   | Principal Director | Principal Manager | Key deliverables in 2016  | Significant risk to delivery  | Remarks / Dates / Venue                     |
|---------------------|----------------|---|--------------------|-------------------|---|-------------------------------|---|
|                     | 2.4.2.1        | S-63 IHO Data Protection Scheme   |                    | ADDT              | Keep S-63 fit for purpose   | Lack of appropriate expertise |   |
|                     | 2.4.2.2        | Data protection and authentication related elements of                                      |                    | ADDT              |   |                               |   |
|                     | 2.4.2.2.1      | S-100 - IHO Universal Hydrographic Data Model   |                    | ADDT              | see 2.2.2.2   |                               |   |
|                     | 2.4.2.2.2      | Data protection and authentication related elements of S-101 - ENC Product Specification    |                    | ADDT              | see 2.2.2.3   |                               |   |
| 2                   | 2.5            | Data Quality  |                    |                   | Objective / Deliverable:<br>To monitor developments related to methods of classifying and depicting the quality of hydrographic information, to develop and maintain the relevant IHO standards, specifications and publications, and to provide technical advice as appropriate  |                               |   |
|                     | 2.5.1          | Conduct meetings of Data Quality WG   | DTech              | ADCS              | Implementation of HSSC Work Plan  |                               | 1 meeting, possibly in USA, May?            |
|                     | 2.5.2          | Maintain and extend the relevant IHO standards, specifications and publications, including: | DTech              |                   |   |                               |   |
|                     | 2.5.2.1        | Data quality related elements of S-57 - IHO Transfer Standard for Digital Hydrographic Data | DTech              | ADCS              | see 2.2.2.1   |                               |   |
|                     | 2.5.2.2        | Data quality related elements of S-100 - IHO Universal Hydrographic Data Model              | DTech              | ADCS              | see 2.2.2.2   |                               |   |
|                     | 2.5.2.3        | Data quality related elements of:   | DTech              |                   |   |                               |   |
|                     | 2.5.2.3.1      | S-52 - Specifications for Chart Content and Display Aspects of ECDIS                        | DTech              | ADCS              | see 2.2.2.13  |                               |   |
|                     | 2.5.2.3.2      | S-101 - ENC Product Specification and other S-100-based Product Specifications              | DTech              | ADCS              | see 2.2.2.3 & 2.2.3   |                               |   |
| 2                   | 2.6            | Nautical Publications   |                    |                   | Objective / Deliverable:<br>To monitor developments related to the preparation of nautical publications, to develop and maintain the relevant IHO standards, specifications and publications, and to provide technical advice as appropriate  |                               |   |
|                     | 2.6.1          | Conduct meetings of Nautical Information Provision WG (NIPWG)                               | DTech              | ADCS              | Implementation of HSSC Work Plan  |                               | 1 meeting, possibly in UK or Monaco, March? |
|                     | 2.6.2          | Develop, maintain and extend S-10n - Nautical Information Product Specification             | DTech              | ADCS              | Draft Product Specification for Marine Protected Areas (S-122)  |                               |   |
|                     | 2.6.3          | Maintain and extend the relevant IHO standards, specifications and publications, including: | DTech              |                   |   |                               |   |
|                     | 2.6.3.1        | IHO Resolutions in M-3 relating to Nautical Publications                                    | DTech              | ADSO              | Keep the Resolutions fit for purpose  |                               |   |
|                     | 2.6.3.2        | S-12 Standardization of List of Lights and Fog Signals                                      | DTech              | ADSO              | Keep S-12 fit for purpose   |                               |   |
|                     | 2.6.3.3        | S-49 Standardization of Mariners' Routing Guides  | DTech              | ADCS              | Keep S-49 fit for purpose   |                               |   |
| 2                   | 2.7            | Tides and Water Levels  |                    |                   | Objective / Deliverable:<br>To monitor developments related to tidal and water level observation, analysis and prediction and other related information including vertical and horizontal datums, to develop and maintain the relevant IHO standards, specifications and publications, and to provide technical advice as appropriate |                               |   |

| Strategic Direction | Element / Task | Title   | Principal Director | Principal Manager | Key deliverables in 2016  | Significant risk to delivery               | Remarks / Dates / Venue  |
|---------------------|----------------|---|--------------------|-------------------|---|--|--|
|                     | 2.7.1          | Conduct meetings of the Tides, Water Level and Currents WG (TWCWG)  | DTech              | ADSO              | Implementation of HSSC Work Plan  |  | Niteroi, Brazil, 25-29 Aug   |
|                     | 2.7.2          | Maintain and extend the relevant IHO standards, specifications and publications, including:                 | DTech              |                   |   |  |  |
|                     | 2.7.2.1        | Relevant IHO Resolutions in M-3   | DTech              | ADSO              | Keep the Resolutions fit for purpose  |  |  |
|                     | 2.7.2.2        | S-60 User's Handbook on Datum Transformations involving WGS 84  | DTech              | ADSO              |   |  | Publication frozen   |
|                     | 2.7.2.3        | Standard Tidal Constituent List   | DTech              | ADSO              | Keep the List fit for purpose   |  |  |
|                     | 2.7.2.4        | Inventory of Tide Gauges and Current Meters used by Member States   | DTech              | ADSO              | Keep the inventory current  |  |  |
|                     | 2.7.3          | Develop, maintain and extend a Product Specification for digital tide tables                                | DTech              | ADSO              | Prepare draft Standard  | Lack of WG expertise and OEM participation |  |
|                     | 2.7.4          | Develop, maintain and extend a Product Specification for the transmission of real-time tidal data (S-112)   | DTech              | ADSO              | Compare XML datasets to create common format aligned to INSPIRE and other developed formats in use  | Lack of WG expertise and OEM participation |  |
|                     | 2.7.5          | Develop, maintain and extend a Product Specification for dynamic tides in ECDIS                             | DTech              | ADSO              | Meet the requirements of the E-Navigation Strategy Implementation Plan  | Lack of WG expertise and OEM participation |  |
| 2                   | 2.8            | Digital Data Updating   |                    |                   | Objective / Deliverable:<br>To monitor developments in standardized processes for the updating of digital hydrographic data products, to develop and maintain the relevant IHO standards, specifications and publications, and to provide technical advice as appropriate |  |  |
|                     | 2.8.1          | Maintain and extend the relevant IHO standards, specifications and publications, including:                 | DTech              |                   |   |  |  |
|                     | 2.8.1.1        | Digital data updating related elements of S-65 - ENC Production Guidance                                    | DTech              | ADCS              | see 2.2.2.6   |  |  |
|                     | 2.8.1.2        | S-52 Appendix 1 - Guidance on Updating the Electronic Navigational Chart                                    | DTech              | ADCS              | see 2.2.2.12  |  |  |
| 2                   | 2.10           | Hydrographic Data Acquisition and Processing  |                    |                   | Objective / Deliverable:<br>To monitor developments related to hydrographic data acquisition and processing, to develop and maintain the relevant IHO publications, and to provide technical advice as appropriate  |  |  |
|                     | 2.10.1         | Conduct meetings of Hydrographic Survey WG (if WG activated)  | DTech              | ADSO              |   |  | Subject to consideration by HSSC7 of the outcome of IHO CL 25/2015 |
|                     | 2.10.2         | Maintain and extend, when required, the relevant IHO standards, specifications and publications, including: | DTech              |                   |   |  |  |
|                     | 2.10.2.1       | S-44 - IHO Standards for Hydrographic Surveys   | DTech              | ADSO              |   |  |  |
| 4                   | 2.11           | Hydrographic Dictionary   |                    |                   | Objective / Deliverable:<br>To develop, maintain and extend S-32 - Hydrographic Dictionary in English, French and Spanish and to provide technical advice as appropriate  |  |  |

| Strategic Direction  | Element / Task | Title   | Principal Director | Principal Manager | Key deliverables in 2016   | Significant risk to delivery   | Remarks / Dates / Venue                                |
|--|----------------|---|--------------------|-------------------|--|--|--|
|  | 2.11.1         | Maintain and extend the IHO Hydrographic Dictionary in English, French and Spanish.                         | DTech              | ADSO              | Implementation of HSSC Work Plan   | more active participation of MS during definition development stage - especially Spanish speaking MS | For WP to progress, a face-to-face meeting is required |
|  | 2.11.2         | Develop the Spanish language Wiki version of S-32   | DTech              | ADSO              |  |  | Task being addressed by seconded Officer from Peru     |
| 2 & 4  | 2.12           | ABLOS   |                    |                   | Objective / Deliverable:<br>To monitor developments related to the hydrographic aspects of the UN Convention on the Law of the Sea, to develop and maintain the relevant IHO publications, and to provide technical advice as appropriate  |  |  |
|  | 2.12.1         | Organize and prepare ABLOS annual business meeting  | DTech              | ADSO              | Implementation of HSSC Work Plan   |  | BM32, Seoul, RoK, October                              |
|  | 2.12.2         | Organize and prepare the biennial ABLOS Conference  | DTech              | ADSO              |  |  | Next ABLOS Conference is in 2017                       |
|  | 2.12.3         | Contribute to the revision of IHO publication C-51- TALOS Manual  | DTech              | ADSO              |  |  |  |
| 2  | 2.13           | Surface Currents  |                    |                   | Objective / Deliverable:<br>To monitor developments related to surface current observation, analysis and prediction and other related information including vertical and horizontal datums, to develop and maintain the relevant IHO standards, specifications and publications, and to provide technical advice as appropriate  |  |  |
|  | 2.13.2         | Maintain and extend the relevant IHO standards, specifications and publications, including:                 | DTech              |                   |  |  |  |
|  | 2.13.2.1       | Relevant IHO Resolutions in M-3   | DTech              | ADSO              | Keep the Resolutions fit for purpose   |  |  |
|  | 2.13.3         | Develop, maintain and extend a Product Specification for the transmission of real-time surface current data | DTech              | ADSO              | Create mature draft S-111 PS, including draft list of attributes and encoding  | Limited WG expertise and OEM participation   |  |
|  | 2.13.4         | Develop, maintain and extend a Product Specification for dynamic surface currents in ECDIS                  | DTech              | ADSO              | Demonstrate test portrayal S-111 PS  | Limited WG expertise and OEM participation   |  |
| <b>PROGRAMME 3 - INTER REGIONAL COORDINATION AND SUPPORT</b> |                |   |                    |                   |  |  |  |
| 1 & 2  | 3.0            | Inter-Regional Coordination Committee (IRCC)  |                    |                   | Objective / Deliverable:<br>To promote and coordinate those activities that might benefit from a regional approach:<br>- establish, coordinate and enhance cooperation in hydrographic activities amongst States on a regional basis, and between regions;<br>- establish co-operation to enhance the delivery of capacity building programs;<br>- monitor the work of specified IHO Inter-Organizational Bodies engaged in activities that require inter-regional cooperation and coordination. |  |  |



| Strategic Direction | Element / Task | Title   | Principal Director | Principal Manager | Key deliverables in 2016   | Significant risk to delivery | Remarks / Dates / Venue   |
|---------------------|----------------|---|--------------------|-------------------|--|------------------------------|---|
|                     | 3.01           | Conduct annual meeting of IRCC  | DCoord             | ADCC              | Implementation of IRCC WP<br>IRCC forward WP<br>Performance statistics   |                              | IRCC8, 29-31 May, Abu Dhabi held back-to-back with CBSC14, - see 3.3.1.1      |
|                     | 3.0.1.1        | Chair briefing  | DCoord             | ADCC              | Efficient running of IRCC-8  |                              |   |
|                     | 3.0.2          | Support the IHB to implement the planning mechanism annually and at the end of each 5-year (3-year) cycle by: | DCoord             |                   |  |                              |   |
|                     | 3.0.2.1        | Contributing to the IHO Annual Report.  | DCoord             | ADCC              |  |                              |   |
|                     | 3.0.2.2        | Updating and implementing the IRCC Work Programme   | DCoord             | ADCC              |  |                              |   |
| 1 & 2               | 3.1            | Cooperation with Member States and attendance at relevant meetings  |                    |                   | Objective / Deliverable:<br>To facilitate IHO MS coordination, cooperation and collaboration to improve hydrographic services and the provision of hydro-cartographic products through the structure of the RHCs |                              |   |
|                     | 3.1.1          | ARHC – Arctic Region Hydrographic Commission  | Pres               | ADCS              |  |                              | ARHC6, Canada   |
|                     | 3.1.2          | BSHC - Baltic Sea Hydrographic Commission   | DCoord             | ADSO              |  |                              | BSHC21, Klaipeda, Lithuania   |
|                     | 3.1.3          | EAHC - East Asia Hydrographic Commission  | Pres               | ADDT              |  |                              | Steering Committee Meeting 3, EAHC region                                     |
|                     | 3.1.4          | EAtHC - Eastern Atlantic Hydrographic Commission  | DTech              | ADCS              |  |                              | EAtHC14, Cadiz, October   |
|                     | 3.1.5          | MACHC - Meso American and Caribbean Sea Hydrographic Commission   | Pres               | ADCC              |  |                              | MACHC17, MACHC region, December?  |
|                     | 3.1.6          | MBSHC - Mediterranean and Black Seas Hydrographic Commission  | DCoord             | ADCS              |  |                              | No plenary meeting anticipated in 2016.<br>BASWG will meet in Istanbul, April |
|                     | 3.1.7          | NHC - Nordic Hydrographic Commission  | DTech              | ADDT              |  |                              | NHC60, 11-13 April, Norway  |
|                     | 3.1.8          | NIOHC - North Indian Ocean Hydrographic Commission  | DCoord             | ADSO              |  |                              | NIOHC16, 14-16 March, Chittagong, Bangladesh,                                 |
|                     | 3.1.9          | NSHC - North Sea Hydrographic Commission  | DTech              | ADSO              |  |                              | NSHC32, 22-24 June, Dublin  |
|                     | 3.1.10         | RSAHC - ROPME Sea Area Hydrographic Commission  | DCoord             | ADSO              |  |                              | No RHC meeting anticipated in 2016.<br>ICCWG meeting in Tehran, Sep/Oct?      |
|                     | 3.1.11         | SAIHC - Southern Africa and Islands Hydrographic Commission   | Pres               | ADDT              |  |                              | SAIHC13, September, Cape Town   |
|                     | 3.1.12         | SEPRHC - South East Pacific Regional Hydrographic Commission  | DTech              | ADCC              |  |                              | No meeting anticipated in 2016  |
|                     | 3.1.13         | SWAHC - South West Atlantic Hydrographic Commission   | DTech              | ADCC              |  |                              | CHAISO10, April, Buenos Aires   |

| Strategic Direction | Element / Task | Title  | Principal Director                         | Principal Manager | Key deliverables in 2016   | Significant risk to delivery | Remarks / Dates / Venue  |
|---------------------|----------------|--|--|-------------------|--|------------------------------|--|
|                     | 3.1.14         | SWPHC-South West Pacific Hydrographic Commission   | Pres                                       | ADCC              |  |                              | SWPHC14 ,late 2016, Nouméa,New Caledonia   |
|                     | 3.1.15         | USCHC - USA and Canada Hydrographic Commission   | DCoord                                     | ADDT              |  |                              | USCHC39, 16 May & Canadian Hydrographic Conference 2016 16-19 May, Halifax, Canada |
|                     | 3.1.16         | HCA - Hydrographic Commission on Antarctica  | Pres                                       | ADCS              |  |                              | HCA14, June, Guayaquil, Ecuador  |
|                     | 3.1.16.1       | HCA to conduct a risk assessment for the Antarctic region and develop a Work Program to improve Antarctic charting   | Pres                                       | ADCS              |  |                              |  |
|                     | 3.1.17         | WEND Working Group   | DCoord                                     | ADCS              |  |                              | WENDWG6, 8-10 March, Stavanger, Norway, See also 3.6.2                             |
|                     | 3.1.18         | Industry participation in RHC meetings   | Director & AD responsible for relevant RHC |                   |  |                              |  |
|                     | 3.1.19         | Contribute to improving the framework of IHO response to marine disasters  | DCoord                                     | ADSO              |  |                              |  |
| 1 & 3               | 3.2            | Increase participation by non-Member States  |  |                   | Objective / Deliverable:<br>To raise awareness in non-Member States of the importance of hydrography and nautical charting services and their related products. Give advice to Coastal States on how to comply with international regulations such as SOLAS Chapter V and highlight the importance of coordinated efforts in providing for safety of navigation and protection of the marine environment. Stress the importance of becoming an IHO Member State and of integration in the work of the RHCs |                              |  |
|                     | 3.2.1          | EATC - Execute strategy to increase participation of non-Member States in IHO activities and advise them on how to comply with international regulations such as SOLAS V.  | Pres                                       | ADDT              |  |                              |  |
|                     | 3.2.2          | EATC - Execute strategy to increase participation of non-Member States in IHO activities and advise them on how to comply with international regulations such as SOLAS V   | DTech                                      | ADCS              |  |                              |  |
|                     | 3.2.2.1        | Maintain contact with pending applicants in the region to encourage the ratification of the IHO Convention   | DTech                                      | ADCS              | Ratification of the IHO Convention by Mauritania and Sierra Leone  |                              |  |
|                     | 3.2.2.2        | Maintain contact with suspended Member State in the region to encourage its re-insertion in IHO  | DTech                                      | ADCS              | Re-integration of the Democratic Republic of Congo   |                              |  |
|                     | 3.2.3          | MACHC - Execute strategy to increase participation of non-Member States in IHO activities and advise them on how to comply with international regulations such as SOLAS V. | Pres                                       | ADCC              | MACHC OECS Project - to develop hydrographic services in the Eastern Caribbean: complete scoping study and seek donors   |                              |  |

| Strategic Direction | Element / Task | Title   | Principal Director | Principal Manager | Key deliverables in 2016                       | Significant risk to delivery | Remarks / Dates / Venue   |
|---------------------|----------------|---|--------------------|-------------------|--|------------------------------|---|
|                     | 3.2.3.1        | Maintain contact with pending applicant in the region to encourage the ratification of the IHO Convention   | Pres               | ADCC              | Ratification of the IHO Convention by Haiti    |                              |   |
|                     | 3.2.3.2        | Maintain contact with suspended Member State in the region to encourage its re-insertion in IHO   | Pres               | ADCC              | Re-integration of the Dominican Republic       |                              |   |
|                     | 3.2.4          | MBSHC - Execute strategy to increase participation of non-Member States in IHO activities and advise them on how to comply with international regulations such as SOLAS V   | DCoord             | ADCS              |  |                              | Target non-Member States: Albania, Bulgaria, Israel, Lebanon, Libya   |
|                     | 3.2.4.1        | Maintain contact with pending applicants in the region to encourage the ratification of the IHO Convention  | DCoord             | ADCS              | Ratification of the IHO Convention by Bulgaria |                              |   |
|                     | 3.2.4.2        | Maintain contact with suspended Member State in the region to encourage its re-insertion in IHO   | DCoord             | ADCS              |  |                              |   |
|                     | 3.2.5          | NIOHC - Execute strategy to increase participation of non-Member States in IHO activities and advise them on how to comply with international regulations such as SOLAS V   | DCoord             | ADSO              |  |                              | Target non-Member States: Jordan, Sudan, Maldives, Seychelles, Yemen, Eritrea, Djibouti, Somalia<br><br>(side-visits as part of other programmes) |
|                     | 3.2.6          | RSAHC - Execute strategy to increase participation of non-Member States in IHO activities and advise them on how to comply with international regulations such as SOLAS V   | DCoord             | ADSO              |  |                              | Target non-Member State: Iraq   |
|                     | 3.2.7          | SAIHC - Execute strategy to increase participation of non-Member States in IHO activities and advise them on how to comply with international regulations such as SOLAS V.  | Pres               | ADDT              |  |                              | Target non-Member States: Angola, Comoros, Kenya, Madagascar, Malawi, Namibia, Seychelles & Tanzania  |
|                     | 3.2.8          | SEPRHC - Execute strategy to increase participation of non-Member States in IHO activities and advise them on how to comply with international regulations such as SOLAS V. | DTech              | ADCC              |  |                              |   |
|                     | 3.2.8.1        | Continue the efforts to include Panama as Observer Country to the Commission.   | DTech              | ADCC              | Participation of Panama in SEPRHC              |                              |   |
|                     | 3.2.9          | SWAHC - Execute strategy to increase participation of non-Member States in IHO activities and advise them on how to comply with international regulations such as SOLAS V   | DTech              | ADCC              |  |                              | Target non-Member States: Bolivia and Paraguay  |

| Strategic Direction | Element / Task | Title   | Principal Director                         | Principal Manager | Key deliverables in 2016   | Significant risk to delivery | Remarks / Dates / Venue   |
|---------------------|----------------|---|--|-------------------|--|------------------------------|---|
|                     | 3.2.10         | SWPHC - Execute strategy to increase participation of non-Member States in IHO activities and advise them on how to comply with international regulations such as SOLAS V | Pres                                       | ADCC              |  |                              |   |
|                     | 3.2.11         | RHCs to encourage the approval of pending applications for IHO membership   | Director & AD responsible for relevant RHC |                   |  |                              |   |
|                     | 3.2.12         | IHO Convention  | Director & AD responsible for relevant RHC |                   |  |                              |   |
|                     | 3.2.12.1       | RHCs to encourage the ratification of the IHO Convention by approved applicants.  |  |                   |  |                              |   |
|                     | 3.2.12.2       | Secure the ratification of the Protocol of Amendments to the IHO Convention.  |  |                   | Secure ratification before end of 2016   |                              |   |
| 1 & 4               | 3.3            | Capacity Building Management  |  |                   | Objective / Deliverable:<br>To maintain an IHO Strategy on Capacity Building (CB), and the establishment of coordination, operational and control procedures directed to achieve effective and efficient interaction between all parties involved in the IHO CB effort |                              |   |
|                     | 3.3.1          | CBSC - Capacity Building Sub-Committee, including:  | DCoord                                     | ADCC              |  |                              |   |
|                     | 3.3.1.1        | Organize, prepare, conduct and report annual CBSC meetings  | DCoord                                     | ADCC              | Efficient running of CBSC14  |                              | CBSC14, 24-26 May, Abu Dhabi, held back-to-back with IRCC8, see 3.0.1 |
|                     | 3.3.1.2        | Chair briefing  | DCoord                                     | ADCC              | Efficient running of CBSC14  |                              |   |
|                     | 3.3.1.3        | Follow-up the coordination required to execute the action lists agreed  | DCoord                                     | ADCC              |  |                              |   |
|                     | 3.3.1.4        | Maintain IHO publication M-2 - The Need for National Hydrographic Services  | DCoord                                     | ADCC              |  |                              |   |
|                     | 3.3.1.5        | Contribute to the development of MSDI   | DCoord                                     | ADCC              |  |                              |   |

| Strategic Direction | Element / Task | Title   | Principal Director | Principal Manager | Key deliverables in 2016 | Significant risk to delivery | Remarks / Dates / Venue    |
|---------------------|----------------|---|--------------------|-------------------|--------------------------|------------------------------|----------------------------|
|                     | 3.3.2          | Manage Capacity Building Fund   | DCoord             | ADCC, MFA         |                          |                              |                            |
|                     | 3.3.2.1        | Develop and maintain a CB Management system   | DCoord             | ADCC              |                          |                              |                            |
|                     | 3.3.3          | Meetings with other organizations, funding agencies, private sector and academia  | DCoord             | ADCC              | Increase the CB Fund     |                              |                            |
|                     | 3.3.3.1        | Joint IHO/IMO/WMO/IOC/IAEA/IALA/FIG Capacity Building Meeting   | DCoord             | ADCC              |                          |                              | Venue in W. Europe         |
|                     | 3.3.3.2        | Capacity Building Stakeholders Forum  | DCoord             | ADCC              |                          |                              | No meeting planned in 2016 |
|                     | 3.3.4          | IHO Capacity Building Strategy. CBSC to keep the IHO Capacity Building Strategy updated. At each CBSC meeting, the Sub-Committee is to review the Strategy in the light of new elements, update it accordingly and display it in the IHO website. | DCoord             | ADCC              |                          |                              |                            |
|                     | 3.3.5          | Capacity Building Work Programme  | DCoord             | ADCC              |                          |                              |                            |
|                     | 3.3.5.1        | CBSC to study the CB needs presented to the CBSC by the RHCs, to foster the sharing of lessons learned and to help RHCs to develop best practices   | DCoord             | ADCC              |                          |                              |                            |
|                     | 3.3.5.2        | CBSC to develop and propose an annual IHO Capacity Building Work Program (CBWP) to be included in the general IHO WP  | DCoord             | ADCC              |                          |                              |                            |
|                     | 3.3.5.3        | CBSC to maintain and control the execution of the approved CBWP   | DCoord             | ADCC              |                          |                              | See CBWP 2016              |
|                     | 3.3.6          | Follow-up of CB activities and initiatives, including:  | DCoord             |                   |                          |                              |                            |
|                     | 3.3.6.1        | CBSC to follow-up the CB activities and initiatives, especially those for which the CB Fund and MSSs have contributed   | DCoord             | ADCC              |                          |                              |                            |
|                     | 3.3.6.2        | To study and install measures to improve the technical work with the Management Plan, i.e. developing a database, aiming at reducing the administrative work  | DCoord             | ADCC              |                          |                              |                            |
|                     | 3.3.7          | IBSC - International Board on Standards of Competence for Hydrographic Surveyors and Nautical Cartographers   | DCoord             | ADCC              |                          |                              |                            |
|                     | 3.3.7.1        | Conduct and report annual IBSC meetings   | DCoord             | ADCC              |                          |                              | IBSC39, March, Paris       |
|                     | 3.3.7.2        | Implement the IBSC Work Programme including   | DCoord             | ADCC              |                          |                              |                            |
|                     | 3.3.7.2.1      | IBSC Stakeholders' Seminar  | DCoord             | ADCC              |                          |                              | To be decided              |
|                     | 3.3.7.3        | Manage the IBSC Fund and report to IHO  | DCoord             | ADCC              |                          |                              |                            |
|                     | 3.3.8          | Provide guidance to training institutions   | DCoord             | ADCC              |                          |                              |                            |

| Strategic Direction | Element / Task | Title  | Principal Director                         | Principal Manager | Key deliverables in 2016   | Significant risk to delivery         | Remarks / Dates / Venue                                     |
|---------------------|----------------|--|--|-------------------|--|--------------------------------------|---|
|                     | 3.3.9          | Maintain IBSC Publications (C-6, C-47, S-5, S-8)   | DCoord                                     | ADCC              |  | lack of availability of IBSC members |   |
|                     | 3.3.9.1        | IBSC to develop a new Standards framework to separate competency requirements for Cat A and Cat B  | DCoord                                     | ADCC              |  |                                      | x IBSC meetings, to be decided                              |
| 3 & 4               | 3.4            | Capacity Building Assessment   |  |                   | Objective / Deliverable:<br>To assess the hydrographic surveying, nautical charting and nautical information status of nations and regions where hydrography is developing. Provide guidelines for the development of local hydrographic capabilities taking into account the regional context and possibilities of support for shared capabilities. Identify regional requirements and study the possibilities for capacity building assistance and training from the CB Fund and other sources |                                      |   |
|                     | 3.4.1          | Technical and advisory visits. RHCs, with the support of the CBSC Chair and IHB, CBSC Chair and IHB, to establish appropriate teams of experts and to schedule and undertake Technical and Advisory Visits to assess the status of hydrography, cartography and aids to navigation in accordance with the IHO CBWP | Director & AD responsible for relevant RHC |                   |  |                                      | In accordance with the Agreed 2016 CB Work Programme (CBWP) |
|                     | 3.4.2          | Enhance publication C-55. IHB with the support of the RHCs, CBSC and GGC to develop a new framework for C-55   | DCoord                                     | ADCC              |  |                                      |   |
| 3 & 4               | 3.5            | Capacity Building Provision  |  |                   | Objective / Deliverable:<br>To undertake initiatives for the provision of general support, training and education to address identified CB shortcomings; identify aid agencies and other sources of funds; liaise with MS, other organizations and funding agencies for such provision and establish and participate in joint development projects   |                                      |   |
|                     | 3.5.1          | Raise Awareness on the Importance of Hydrography   | DCoord                                     | ADCC              |  |                                      |   |
|                     | 3.5.2          | Technical Workshops, Seminars, Short Courses   | DCoord                                     | ADCC              |  |                                      | In accordance with the Agreed 2016 CB Work Programme (CBWP) |
|                     | 3.5.3          | IHB, in conjunction with IBSC and CBSC, to encourage the development and delivery of new Hydrographic and Nautical Cartography Programs, including the establishment of new Hydrographic Schools where that regional capacity does not exist. Report to the IHO on the results                                     | DCoord                                     | ADCC              |  |                                      |   |
|                     | 3.5.4          | On the Job Training (ashore / on board). CBSC, with IHB support, to investigate "on-the-job training opportunities" ashore and on board (ships of opportunity)   | DCoord                                     | ADCC              |  |                                      |   |

| Strategic Direction | Element / Task | Title   | Principal Director | Principal Manager | Key deliverables in 2016   | Significant risk to delivery  | Remarks / Dates / Venue                  |
|---------------------|----------------|---|--------------------|-------------------|--|---|--|
|                     | 3.5.5          | IHB, with the support of CBSC and RHCs, to ensure awareness of multilateral or bilateral projects with hydrographic and/or cartographic components, and to provide advice to governments, project managers and funding agencies on the importance of including a hydrographic Capacity Building Component. Report to IHO annually on the results obtained | DCoord             | ADCC              |  |   |  |
|                     | 3.5.6          | CBSC to foster bilateral agreements in order to help satisfy SOLAS V/9  | DCoord             | ADCC              |  |   |  |
| 2                   | 3.6            | Coordination of Global Surveying and Charting   |                    |                   | Objective / Deliverable:<br>To facilitate the achievement of a world-wide quality nautical charting coverage to suit the needs of the mariner in support of safe and efficient navigation through the development of specifications and standards for the production, distribution and updating of cartographic products and supporting publications |   |  |
|                     | 3.6.1          | C-55 Status of Hydrographic Surveying and Nautical Charting World-wide  | DCoord             | ADCC              |  |   |  |
|                     | 3.6.1.1        | MS to provide annual updates to C-55  | DCoord             | ADCC              |  |   |  |
|                     | 3.6.1.2        | IHB to implement new framework for publication C-55   | DCoord             | ADCC              | C-55 GIS solution implemented  | lack of funds for on-going support and maintenance of GIS software solution |  |
|                     | 3.6.1.3        | IHB to report periodically to IMO on limitations and requirements for improvements in global charting and associated services   | DCoord             | ADCS              |  |   |  |
|                     | 3.6.2          | WEND WG to foster the implementation of the WEND principles, monitor progress and report to IRCC  | DCoord             | ADCS              |  |   | See also 3.1.17                          |
|                     | 3.6.2.1        | WG to facilitate the production, distribution and updating of ENC cartographic products ensuring uniform ENC quality and consistency  | DCoord             | ADCS              |  |   |  |
|                     | 3.6.2.2        | WG to facilitate the resolution of gaps and overlaps in ENC coverage  | DCoord             | ADCS              |  |   |  |
|                     | 3.6.2.3        | WG to facilitate the promotion of RENC co-operation for the benefit of ENC end-users  | DCoord             | ADCS              |  |   | 2 meetings, Venues probably in Europe    |
|                     | 3.6.3          | Maintain and coordinate ENC schemes, consistency and quality  | DCoord             | ADCS              |  |   |  |
|                     | 3.6.3.1        | RHCs to develop ENC schemes in their regions and coordinate the production and maintenance of ENC   | DCoord             | ADCS              |  |   |  |
|                     | 3.6.4          | Maintain and coordinate INT Chart Schemes and improve the availability of the INT Chart Series  | DTech              | ADCS              |  |   |  |
|                     | 3.6.4.1        | RHCs to coordinate INT Chart Schemes and coordinate the production of INT Chart in their region   | DTech              | ADCS              |  |   | ICCWG workshop in conjunction with NCWG2 |
|                     | 3.6.5          | Contribute to monitoring and improving the global status of hydrographic surveying  | DCoord             | ADCC              |  |   |  |

| Strategic Direction | Element / Task | Title  | Principal Director | Principal Manager | Key deliverables in 2016   | Significant risk to delivery | Remarks / Dates / Venue                                  |
|---------------------|----------------|--|--------------------|-------------------|--|------------------------------|--|
| 1 & 2               | 3.7            | Maritime Safety Information  |                    |                   | Objective / Deliverable:<br>To facilitate the efficient provision of MSI to mariners through coordination and the establishment of relevant standards between agencies   |                              |  |
|                     | 3.7.1          | WWNWS-SC - World-Wide Navigational Warning Service Sub-Committee. Organize, prepare, attend and report annual WWNWS-SC meetings                | DCoord             | ADSO              | Review customer survey results and development action plan to initiate identified service delivery improvements  |                              | WWNWS8, September? Norway                                |
|                     | 3.7.2          | WWNWS Document Review Working Group. Conduct annual meetings of the WWNWS Document Review WG   | DCoord             | ADSO              | Keep documentation fit for purpose   |                              | DRWG14, 8-10 March, London, held back-to-back with NCSR3 |
|                     | 3.7.3          | Maintain and extend the following IHO standards, specifications and publications:  | DCoord             | ADSO              |  |                              |  |
|                     | 3.7.3.1        | relevant IHO Resolutions in M-3  | DCoord             | ADSO              | M-3 kept up to date  |                              |  |
|                     | 3.7.3.2        | S-53 - Joint IMO/IHO/WMO Manual on Maritime Safety Information   | DCoord             | ADSO              | S-53 kept up to date by incorporating IMO decisions as required  |                              |  |
|                     | 3.7.4          | Liaise with IMO and WMO on the delivery of MSI within the GMDSS  | DCoord             | ADSO              | Monitor GMDSS modernization programme to ensure maintenance of service delivery  |                              |  |
|                     | 3.7.5          | Participate and contribute to the IMO work items on the modernization of the GMDSS and the development of the e-navigation implementation plan | DCoord             | ADSO              | Monitor projects to ensure maintenance of service delivery at least at current levels, investigation areas for improvement   |                              |  |
|                     | 3.7.6          | Improve the delivery and exploitation of MSI to global shipping by taking full advantage of technological developments                         | DCoord             | ADSO              | Progress development of S-124 PS to align with the development of e-navigation and GMDSS modernization   |                              |  |
| 1 & 2 & 3           | 3.8            | Ocean Mapping Programme  |                    |                   | Objective / Deliverable:<br>To contribute to global ocean mapping programmes through the IHO/IOC General Bathymetric Chart of the Oceans (GEBCO) Project, the International Bathymetric Chart (IBC) Projects and other related international initiatives |                              |  |
|                     | 3.8.1          | Conduct meetings of relevant GEBCO bodies:   |                    | DCoord            |  |                              |  |
|                     | 3.8.1.1        | Guiding Committee  | DCoord             | ADSO              | Strategic goals for the next decade  |                              | GGC33, Santiago, Chile, late 2016?                       |
|                     | 3.8.1.2        | TSCOM  | DCoord             | ADDT              |  |                              | Joint meeting, late 2016?                                |
|                     | 3.8.1.3        | SCRUM  | DCoord             | ADDT              |  |                              |  |
|                     | 3.8.1.4        | SCUFN  | DCoord             | ADCS              |  |                              | SCUFN29<br>2 <sup>nd</sup> semester?                     |
|                     | 3.8.2          | Ensure effective operation of IHO Data Centre for Digital Bathymetry (DCDB)  | DCoord             | ADDT              | Enhance DCDB interface for upload, ingest, discovery and download of bathymetric data. Coordinate with IHO on Crowd Sourced Bathymetry project   | Funds and resources          |  |



| Strategic Direction | Element / Task | Title   | Principal Director | Principal Manager | Key deliverables in 2016  | Significant risk to delivery   | Remarks / Dates / Venue   |
|---------------------|----------------|---|--------------------|-------------------|---|--|---|
|                     | 3.8.2.1        | Encourage the contribution of bathymetric data to the IHO DCDB through GEBCO participation in RHC meetings  | DCoord             | ADDT              | GEBCO representatives participate in RHC meetings   | Lack of MS willingness to provide data.<br>No NF funds for NF Scholar alumni to travel to RHC meetings | Participation in RHC meetings according to GEBCO priority of regional mapping needs |
|                     | 3.8.3          | Prepare a new IHO publication on policy for trusted crowd-sourced bathymetry  | Pres               | ADSO              | Progress report to IRCC8  |  |   |
|                     | 3.8.3.1        | Conduct meetings of CSBWG   | DCoord             | ADSO              | Implementation of CSB Work Plan   | Efficient running of CSBWG2  | CSBWG-2, USA?<br>See also 3.8.2   |
|                     | 3.8.3.2        | Participate in N. Atlantic seabed mapping programme meetings (Galway Statement)   | DTech              | ADSO              |   |  | Funded by EU  |
|                     | 3.8.4          | Maintain IHO bathymetric publications, including:   | DCoord             |                   |   |  |   |
|                     | 3.8.4.1        | B-4 - Information concerning recent bathymetric data  | DCoord             | ADDT              |   |  | Primarily an IHB activity   |
|                     | 3.8.4.2        | B-6 - Standardisation of undersea feature names   | DCoord             | ADCS              |   |  | Primarily an IHB activity   |
|                     | 3.8.4.3        | B-7 - GEBCO guidelines  | DCoord             | ADSO              |   |  | Primarily an IHB activity   |
|                     | 3.8.4.4        | B-8 - Gazetteer   | DCoord             | ADCS              |   |  | Primarily an IHB activity   |
|                     | 3.8.4.5        | B-9 - GEBCO digital atlas   | DCoord             | ADDT              |   |  | Primarily an IHB activity   |
|                     | 3.8.4.6        | B-10 - The history of GEBCO   | DCoord             | ADSO              |   |  | Primarily an IHB activity   |
|                     | 3.8.4.7        | B-11 - GEBCO Cookbook   | DCoord             | ADDT              |   |  | Primarily an IHB activity   |
|                     | 3.8.4.8        | Develop the on-line function of B-4   | DCoord             | ADDT              |   |  | Primarily an IHB activity   |
|                     | 3.8.5          | Contribute to outreach and education about ocean mapping. Increase understanding of the importance of hydrography and interest in following ocean mapping as a career through activities such as: | DCoord             | ADSO              | Development of Roadmap for outreach and education Working Group<br>Development of Education Materials |  |   |
|                     | 3.8.5.1        | Development of outreach materials (paper maps, brochures, web-based presentations) and educational materials;   | DCoord             | ADSO              | Development of Roadmap for outreach and education Working Group                                       |  | Funding under task 3.8.5  |
|                     | 3.8.5.2        | Printing of GEBCO World Map at various locations in MS  | DCoord             | ADSO              | Printing of GEBCO World Map in MS   |  | Funding under task 3.8.5  |
|                     | 3.8.5.3        | Facilitate the "Future of the Ocean" GEBCO celebration event  | DCoord             | ADSO              |   |  | Monaco, 14-17 June  |

| Strategic Direction | Element / Task | Title   | Principal Director | Principal Manager | Key deliverables in 2016   | Significant risk to delivery | Remarks / Dates / Venue                      |
|---------------------|----------------|---|--------------------|-------------------|--|------------------------------|--|
|                     | 3.8.6          | GEBCO Web site kept current and updated regularly   | DCoord             | ADDT              | Content of GEBCO web site continually updated with news items; information about meetings and events and information about and links to new products   |                              |  |
|                     | 3.8.7          | Develop short course and course material on compiling digital bathymetric models (DBMs) to be included in GEBCO from a heterogeneous bathymetric source database. Associated deliverables: -a course curriculum | DCoord             | ADSO              | Course curriculum and schedule for first course occasion   |                              |  |
|                     | 3.8.8          | Update and enhance the GEBCO Gazetteer (B-8) for internet access  | DCoord             | ADCS              | Continuing enhancement and maintenance to incorporate new names from each SCUFN meeting  |                              |  |
| 2 & 4               | 3.9            | Marine Spatial Data Infrastructures   |                    |                   | Objective / Deliverable:<br>To monitor developments related to the hydrographic component of Spatial Data Infrastructures, to develop and maintain the relevant IHO publications, and to provide technical advice as appropriate |                              |  |
|                     | 3.9.1          | Conduct meetings of MSDIWG  | DCoord             | ADCC              | Implementation of MSDI Work Plan   |                              | MSDIWG7 and Open Forum, 25-29 January, Tokyo |
|                     | 3.9.2          | Maintain the relevant IHO standards, specifications and publications, including:  | DCoord             | ADCC              |  |                              |  |
|                     | 3.9.2.1        | C-17 Spatial Data Infrastructures: "The Marine Dimension" - Guidance for Hydrographic Offices   | DCoord             | ADCC              | Keep C-17 fit for purpose  |                              |  |
|                     | 3.9.3          | Develop training syllabi for MSDI and associated learning subjects, including:  | DCoord             | ADCC              |  |                              |  |
|                     | 3.9.3.1        | Content for an "Introduction to MSDI" training course   | DCoord             | ADCC              | Content tested in experimental course(s)   |                              |  |

**MEMBER STATES' APPROVAL OF AND COMMENTS ON  
PROPOSED IHO WORK PROGRAMME AND BUDGET FOR 2016**

**VOTING FORM**

*(to be returned to the IHB by 30 November 2015*

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

Member State: .....

1. Do you approve the adoption of the proposed IHO Budget for 2016, as contained in Annex A to IHO CL 74/2015?

YES

NO

Do you have any comments or reservations on specific aspects of the proposed Budget?

.....  
.....

2. Do you approve the adoption of the proposed IHO Work Programme for 2016, as contained in Annex B to IHO CL 74/2015?

YES

NO

Do you have any comments or reservations on specific aspects of the proposed Work Programme?

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.....  
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Name/Signature: ..... Date: .....