



ORGANIZACION HIDROGRAFICA INTERNACIONAL

Dossier del BHI No. AB-2

CIRCULAR No. 72/2010
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COMITÉ INTERNACIONAL FIG/OHI/ACI SOBRE NORMAS DE COMPETENCIA PARA HIDROGRAFOS Y CARTOGRAFOS NAUTICOS

Esquemas de Reconocimiento Individual – Gastos para la Revisión de Sumisiones – Términos de Referencia y Reglas de Procedimiento actualizados.

Estimado(a) Director(a),

1. El Comité Internacional sobre Normas de Competencia (IBSC) mantiene las Normas de Competencia para Hidrógrafos (Pub. S-5 de la OHI) y Cartógrafos Náuticos (Pub. S-8 de la OHI), y revisa y otorga reconocimiento a los cursos adecuados en las Categorías A o B.

2. En el 2010, durante la 33ª reunión del IBSC, se efectuaron pequeños cambios en los programas de enseñanza y los miembros del IBSC convinieron dos cambios significativos a incluir en las Normas. Estos cambios se refieren al reconocimiento de esquemas que proporcionan la supervisión de las competencias de un individuo y una serie de gastos para la revisión de sumisiones y el reconocimiento de los cursos.

2.1 Programas que reconocen los “Esquemas de Reconocimiento de las Competencias Individuales”.

En la primera reunión del IRCC, que se celebró en el 2009, inmediatamente después de la 4ª Conferencia Hidrográfica Internacional Extraordinaria, el Presidente del IBSC propuso examinar el modo en el que el IBSC puede considerar los programas que proporcionan una evaluación de los Esquemas de Reconocimiento de Competencias Individuales. Este esfuerzo ha sido completado y, conforme a la decisión de la 2ª Reunión del IRCC, el IBSC ha proporcionado al BHI una actualización de las Normas S-5 y S-8 relativa a las Directivas sobre el Reconocimiento Individual, que incluye la posible revisión y el reconocimiento de dichos programas.

2.2 Gastos para la Revisión de Sumisiones y el Reconocimiento de los Cursos.

En la primera reunión del IRCC, que se celebró en el 2009, inmediatamente después de la 4ª Conferencia Hidrográfica Internacional Extraordinaria, y en la segunda reunión del IRCC celebrada este año, el Presidente del IBSC presentó su informe, que incluyó la revisión de las posibles fuentes de financiación. La 2ª Reunión del IRCC solicitó al IBSC que enviase una carta a las instituciones que imparten cursos reconocidos, que tratan sobre un mecanismo de recuperación de costes. Las respuestas han sido positivas y, basándose en ello, el IBSC intenta introducir un gasto para la Revisión y el Reconocimiento de los Cursos.

En un Anexo de las Reglas de Procedimiento del IBSC se destaca el modo en el que se cobrarían y administrarían los gastos. Dicho Anexo explica cómo se reservarán los gastos en una cuenta especial manejada por la FIG. Un Grupo de Financiación, compuesto por tres representantes de los miembros y del Secretario del IBSC, controlará la administración de los gastos y todo pago efectuado a partir de esta cuenta. Se atribuirán los recursos en respuesta a una solicitud por escrito y una reunión anual resumirá la actividad del fondo del IBSC e informará a éste último y a los organismos principales. En el caso de la OHI, esto se efectuará a través del IRCC.

3. Como consecuencia de estos nuevos elementos, el IBSC ha revisado y convenido varias actualizaciones de los Términos de Referencia y las Reglas de Procedimiento (TdR y RdP), para que reflejen exactamente las actividades laborales del Comité. Estos TdR y RdP actualizados, una vez aceptados, permitirán que se apliquen las Normas, que están ahora listas para su publicación.
4. Según el procedimiento establecido en el marco de la OHI, el Presidente del IBSC ha solicitado al BHI que distribuya por Circular los TdR actualizados para su ratificación. Puede observarse que el texto ha sido ratificado ya por la FIG y por la ACI. El BHI invita gentilmente a los Estados Miembros de la OHI a que manifiesten su apoyo a esta iniciativa. A menos que se reciban objeciones **antes del 10 de Diciembre del 2010**, los nuevos Términos de Referencia entrarán en vigor **a partir del 31 de Diciembre del 2010**.
5. El BHI aprovecha esta oportunidad para felicitar al IBSC por su constante determinación para mejorar la eficacia del Comité y, por consiguiente, el nivel de las Normas de Competencia hidrográficas y cartográficas.

En nombre del Comité Directivo
Atentamente,

A handwritten signature in blue ink, consisting of a large, stylized capital 'G' followed by a smaller capital 'A' and a final flourish.

Capitán de Navío Hugo GORZIGLIA
Director

Anexo: IBSC - Nuevos TdR y RdP (*en Inglés únicamente*).

FIG/IHO/ICA INTERNATIONAL BOARD (IB) ON STANDARDS OF COMPETENCE	
TERMS OF REFERENCE	
1. Review at appropriate intervals (not exceeding two years) the recommended minimum standards of competence for hydrographic surveyors and nautical cartographers, taking into account developments in science and technology, current practices and comments and recommendations received from National Focal Points (NPF) and other authorities.	
2. Maintain and promulgate all publications and documents resulting from the tasks carried out by the Board.	
3. Review the syllabi of programmes and individual recognition schemes submitted by Hydrographic Offices, institutions and learned bodies taking into account comments and recommendations received from National Focal Points and other authorities.	
4. Review such syllabi by comparison with the recommended minimum standards and award certificates of programme recognition to those institutions whose programmes meet the recommended standards.	
5. Conduct where appropriate, site visits to submitting and recognized organizations.	
6. Review the procedures of submission.	
7. Communicate with IHO through the Inter Regional Co-ordination Committee (IRCC), with FIG through the Chair of Commission IV, and with ICA through the Commission on Marine Cartography.	
8. Normally meet once each year.	
9. The FIG/IHO/ICA International Board shall be composed of members: of known competence in the civil, governmental or educational sectors of hydrographic surveying and nautical cartography, selected to provide as wide as possible a spectrum of knowledge and experience in educational practices, hydrography and nautical cartography, from different geographical areas, as far as reasonable.	
10. The Board shall have up to ten members, four provided by FIG, four provided by IHO and two provided by ICA. The Chairman shall have a seat in the IRCC and shall report on the activities of the Board to the IRCC Chairman for further report to each ordinary session of the International Hydrographic Conference (<i>“each ordinary session of the International Hydrographic Conference”</i> to be replaced by <i>“each ordinary session of the IHO Assembly through the IHO Council”</i> when the IHO Council and IHO Assembly are established).	
11. The Board shall have its permanent Secretariat at the International Hydrographic Bureau, (<i>“the International Hydrographic Bureau”</i> to be replaced by <i>“the IHO Secretariat”</i> when the IHO Secretariat is established). The Secretary shall be nominated by the Directing Committee of the International Hydrographic Bureau (<i>“the Directing Committee of the International Hydrographic Bureau”</i> to be replaced by <i>“the IHO Secretariat”</i> when the IHO Secretariat is established). The Secretary shall provide the secretarial and administrative support needed to gather, hold and disseminate information on behalf of the Board, as required. The Secretary shall provide a summary of the Board's activities to be included in the IHO Annual Report.	
12. The IHO shall finance the cost involved of the IHB (<i>the IHB</i> to be replaced by <i>“the IHO Secretariat”</i> when the Secretariat is established) and Secretary. Members of the Board are expected to be supported by their own organizations for travel expenses and work.	
13. The Board will set fees for submissions. FIG will receive and hold in trust for the use of the Board monies received from fees levied by the Board.	
14. Proposals from the Board to modify these Terms of Reference must be ratified by IHO, FIG and ICA following the procedures of these bodies.	
15. The internal functioning of the Board shall be ruled by Rules of Procedure issued and approved by the Board Members, as deemed necessary.	

FIG/IHO/ICA INTERNATIONAL BOARD (IB) ON STANDARD OF COMPETENCE	
RULES OF PROCEDURE	
1. The IB shall normally hold a meeting every year (usually in April/May time) whenever possible in conjunction with another related conference or meeting. The venue and date of the meeting shall be decided at the previous meeting, in order to facilitate participants' travel arrangements. Extraordinary meetings can be called by the Chairman or any appointed member, as considered necessary, with the agreement of the simple majority of all members of the Commission.	
2. The Board shall elect, from amongst its members, a Chairman and two Vice-Chairmen for a term of three years. Under agreement of all the Board's members, the Chairman may be re-elected for a second period. FIG, IHO and ICA nominees on the Board shall hold these posts alternatively. On completion of the Chairman's mandate (30th September of the 3 rd year), the First Vice-Chairman shall automatically become the Chairman and a new Vice-Chairman shall be elected. It is expected that members shall serve on the Board initially for a period of six years.	
3. Members are expected to attend every meeting of the Board, and to conduct business by correspondence between meetings. E-mail communication will be the normal method. Papers and information material will be posted on the IB section of the IHO web-site.	
4. During the meetings, decisions shall be taken by simple majority vote of Members of the Board present. When dealing with matters by correspondence, a simple majority of all Members of the Board shall be required. Recommendations of the Board shall be submitted to the IHO Member States for adoption through the IHB Directing Committee. (<i>"the IHB Directing Committee"</i> to be replaced by <i>"the IHO Secretariat"</i> when the IHO Secretariat is established).	
5. The draft minutes of each meeting shall be distributed by the Chairman to the members of the Board within one month of the meeting, and members' comments should be returned within two months of the meeting. Final minutes will be posted on the IHO web-site and sent to IHO, FIG and ICA, to institutions running currently recognized courses and other appropriate organizations.	
6. The working language of the Board shall be English.	
7. Fees and Funding issues:	
7.1 Fees will be reviewed by the Board at appropriate intervals (not exceeding 2 years). Revenue from any fee will be used for the work of the Board. All expenditure will be approved by the Board as outlined in the Annex "Course Recognition's Fee".	
7.2 The fees levied by the Board shall be deposited in the FIG-IBSC account (operated by FIG). The Board shall identify a funding group comprising three Board members (including the Chairman) and the IB Secretary. The funding group will oversee the account and instruct any payments.	
7.3 Requests for funds shall be submitted to the Funding Group in writing prior to any expenditure being accumulated.	
8. The IB Rules of Procedure can be amended by simple majority of all its Members.	

FIG/IHO/ICA
INTERNATIONAL BOARD ON STANDARDS OF COMPETENCE (IBSC)

ANNEX TO THE RULES OF PROCEDURES

Course Recognition's Fee

1.- Rationale:

To achieve, with effectiveness and efficiency, the ongoing work entrusted to the IBSC, the IBSC requires holding annual meetings and to assess the training programmes before and after their programmes have been recognized as complying to the international standards set.

This document aims to outline the process for collecting, holding and disbursing the fees received in the process of recognizing courses. It helps the IBSC and the parent organizations to understand the process and ensures transparency and openness on the use of the funds.

2.- Collection of fees:

The fees are applied to each submission on an annual basis. It has been agreed an annual value of 500 USD to be levied for each programme, while such a programme holds the recognition of the IBSC. The first fee is to be paid when submitting a programme for recognition. That fee will not be returned in the case of failure to gain recognition, but it will not be necessary to make a second payment when offering an amended submission. However for new or revised documentation submitted the following year for assessment then a fee would apply. Annual fees thereafter shall be paid before the end of the year.

Fees are paid to FIG that holds and operates a specially dedicated IBSC account. The details for transfer will be made available to any submitting organization and are likely to include:

Name of Account:

Bank Name and Branch:

Account Number:

International IBAN/Roll No. (or equivalent) number:

Postal Address:

Amount of fee due (based upon submission(s) etc): \$500 per submission:

Currency - Dollars/Euros (tbc)

Date of any required payment:

3.- Holding of fees:

The FIG office in Copenhagen, Denmark, shall create an account to hold the funds. The account will be operated by FIG such that FIG retains its charity status within Denmark.

Upon receiving a payment FIG will issue a certificate acknowledging the receipt of the fee, clearly identifying the source, year that covers and any other identification felt to be useful. The FIG will make resources available to the IBSC following the instructions of an IBSC Funding Group, details of which are provided below.

4.- Disbursing the fees:

The IBSC shall form a Funding Group (FG) integrated by one representative of each organization. The IBSC Chair will be the FG Chair. The IBSC secretary shall keep minutes of the FG meetings and be the only liaison with submitting institutions.

The fees are intended to support the work of the IBSC, mainly to support members' expenses to attend meetings and site visits to programmes.

The FG shall receive the requests of support from each incumbent IBSC member and approve the provision of funds. The FG may not necessarily fund the 100% of any request made. The funds may only be used to support IBSC members' expenses such as travel, accommodation and meals. The FG shall report on the status of the fees at each IBSC annual meeting and submit for consideration of the IBSC the documentation detailing the income, outgoings and the standing balance.

The IBSC Chair shall keep the parent organizations informed on the status and management of the fees and therefore shall include a section on this matter in its reports at the end of each IBSC meeting.
