

**12th MEETING OF THE IHO CAPACITY BUILDING SUB-COMMITTEE
IHO-CBSC12
Brest, France, 14-16 May 2014**

REPORT

1. OPENING AND WELCOME

Mr. Thomas Dehling, Chair of the Capacity Building Sub-Committee (CBSC), opened the meeting at 09h00 on 14 May 2014 at the *Service hydrographique et océanographique de la marine* (SHOM) in Brest, France.

1.1. Opening Remarks

The Chair welcomed the members and observers to CBSC12. The *Ingénieur général de l'armement* (IGA) Bruno Frachon (France) welcomed all to Brest and highlighted the importance of the meeting. He appointed Mr Eric Langlois from SHOM as the liaison officer for the meeting. Apologies were received from the Vice Chair, Mr Olumide Omosoto.

IHB Director Mustafa Iptes thanked the SHOM for hosting the meeting and highlighted the strategic role of the CBSC. The Chair requested the hosts from France to provide participants with administrative and local details.

1.2. Introductions

The meeting participants were invited to introduce themselves.

1.3. Administrative matters

<i>Docs: CBSC12-01A</i>	<i>List of Documents (IHB)</i>
<i>CBSC12-01B</i>	<i>List of Participants (IHB)</i>
<i>CBSC12-01C</i>	<i>CBSC Membership (IHB)</i>
<i>CBSC12-01D</i>	<i>ToR and RoP (IHB)</i>
<i>CBSC12-01E</i>	<i>ToR for the CB Coordinators (IHB)</i>

The Secretary introduced the list of documents (*doc. CBSC12-01A*). The Chair introduced the list of participants (*doc. CBSC12-01B*) that was reviewed and updated (**Annex A**). The membership list (*doc. CBSC12-01C*) was also presented. The Chair stressed that the CBSC is open to all Member States and Regional Hydrographic Commissions but requested a formal nomination so they can be considered as members. He recalled that only members can vote in case a voting is necessary.

The CBSC ToR and RoP (*doc. CBSC12-01D*) were reviewed and no changes were proposed. The Chair introduced the new ToR for the CB Coordinators (*doc. CBSC12-01E*). The CBSC considered the duration for the assignment to the position of CB Coordinator and agreed to keep two years as the recommended minimum duration for the benefit of the regions.

The meeting recognized the importance of the CB Coordinators from all regions including the ones that do not need CB support but may support the other regions in the CBWP. The CBSC agreed on the following decision and actions:

Decision 1: to adopt the ToR for the CB Coordinators (Annex B).

Action 14: Secretary to upload the ToR for the Coordinators to the IHO website (deadline: June 2014)

Action 15: Chair to address the new ToR for CB Coordinators and their importance for RHCs during IRCC6 (deadline: IRCC6)

2. **Note:** Actions 1 to 14 are permanent and actions agreed during the respective agenda items are numbered from 15 onward. **APPROVAL OF AGENDA**

Doc: CBSC12-02rev1 Agenda and Timetable (IHB)

Participants were invited to comment the agenda and timetable (*doc. CBSC12-02rev1*). Agenda and timetable were adopted without any changes.

3. MATTERS ARISING FROM MINUTES OF CBSC11 MEETING

Docs: CBSC12-03A Minutes of CBSC11 (IHB)
CBSC12-03B Status of Action List from CBSC11 (IHB)

The Chair introduced the CBSC11 meeting report (*doc. CBSC12-03A*) that was approved without alteration. He also introduced the list of actions (*doc. CBSC12-03B*) that was updated and accepted by the participants (**Annex C**). The participants provided the following additional comments regarding some of the actions:

Action CBSC11/17: the SWPHC Chair informed that Timor Leste decided to establish the MSI structure in the military at Timor and the IHO will help to accomplish its goals.

Action CBSC11/20: the collective view was that country profile, C-55 and the Country Information System (CIS) are all complex. There are some difficulties to implement some of the aspects due to the boundary issues (lack of agreements), specially the C-55 information. Director Iptes explained the relationship with the information provided in IHO CL-23 for the further development of the IHB infrastructure.

China stated that supports a central and integrated database and Mexico recalled that the GIS Antarctica is not user friendly. The IHB informed the participants that this was the reason to have a commercial GIS and the layers provided by web map service and web feature service. This topic will continue at Agenda Item 5.2 on C-55 status.

The meeting further discussed Actions CBSC11/35 and 37 on Tides and Water Level Course development under the guidance of HSSC/TWLWG. The IHB informed the participants that this is an ongoing project within TWLWG.

The participants then agreed on the following actions:

Action 16: IHB to list the current information available and the plans to expand the database for CIS to CBSC to allow the review (deadline: September 2014).

Action 17: Chair to request the TWLWG Chair a progress report on the tide and water level course (deadline: June 2014)

4. REPORT BY THE CHAIR AND THE IHB

Doc: CBSC12-04A Report by the Chair (Chair)

Chair introduced the report (*doc. CBSC12-04A*) and stressed the following aspects of the CBSC activities:

Strategy: the revised IHO Capacity Building Strategy was finalized in February and a consolidated version was produced after the IHO CB Stakeholders Seminar, when very valid input was provided by the audience. The Chair thanked all members of that Strategy WG and of all CBSC members for their very active participation. Following the adoption of a final version during the meeting it will be presented at IRCC and reported to EIHC5.

Stakeholder Seminar: the CB stakeholder seminar was held at the IHB from 4 to 5 March 2014. The two days seminar was very useful for providing the participants with open and fruitful discussions. It was also a good opportunity to gather feedback and suggestions from the industry, other stakeholders, trainers and trainees, besides the discussions on the revised IHO CB Strategy. About 60 participants attended the seminar, which was also broadcasted via internet.

Procedures: the number of procedures continued to increase but in the Chair view this is not a bureaucratic overload. The necessary improvement and clarification for the practical work of CB has been incorporated and this became more and more important due to the growing CB activities. The Chair thanked the IHB for the constructive input regarding these improvements in the procedures.

Membership: the membership to the CBSC is open to all MS of the IHO however it is necessary to have a clear overview who is a member of the CBSC and who is an observer of a meeting. The Chair thus asked all Member States to clearly indicate their representatives to the Secretary.

CB Coordinators: the CB Coordinators play an extraordinary important role in the success of CB efforts in the IHO. He thanked all the Coordinators for the very active and supportive activities. The Chair stressed the crucial role of the Coordinators in linking the practical provision and the procedural work, besides promoting CB in the respective regions.

IHB Work: with the growing success of CB, the administrative work is growing likewise. The Chair thanked the IHB CB Team explicitly for their work, namely Director Mustafa Iptes, Assistant Director Alberto Costa Neves and CB Assistant Bianca Costin.

Intersessional work: the Chair highlighted the importance of the intersessional work of the CBSC in order to react in-between two meetings and reach decisions by e-mail when necessary.

Contribution from Japan and the Republic of Korea to the Capacity Building: the extraordinary generous contributions from ROK and Japan through the Nippon Foundation have been one major factor in the success of CB. He said to be very confident to sustain the fruitful cooperation with both countries.

Joint Capacity Building efforts: in November 2013 the annual joint CB meeting of IHO, IMO, IOC, WMO, IALA, FIG and IAEA was held at the IHB in Monaco. Director Iptes, AD Costa Neves and the CBSC Chairman attended the meeting and considered it very helpful to exchange experiences, to develop common projects and to foster the visibility of CB. He highlighted that the IMO volunteered to lead the development of a joint project.

EIHC5: the 18th International Hydrographic Conference tasked the CBSC to review the CB Strategy based on the discussions had and report back to the next Conference. He noted that the CB issues will play an important role at the next EIHC5 in October and the possibility to use the presentation of the revised strategy to further foster the CB issues and its visibility to a wide audience.

Developments and improvement of the work: the Chair highlighted that two years ago, when chairing his first CBSC meeting, he brought up some issues that the CBSC should try to improve:

- Take more time for strategic issues and the further development of CB;
- Streamline and ease the secretarial work including the development of a management Database;
- Further improve the procedures;

- Facilitate and speed up the process from submission to execution of projects;
- Identify measures to improve the long-term effects of CB-projects;
- Standardized trainings and a modular structure of them may facilitate the CB provision;
- Improve the contact and cooperation with the IBSC;
- Check whether e-learning or self-learning can be used to some extent;
- Monitor the provisions in place for raising the awareness for the need for hydrography;
- Further improve PR measures.

In the Chair's view the CBSC Members have been very active in many of these issues and the CBSC is on track to deliver a comprehensive IHO CB programme, which is growing and evolving constantly. He stated that the CB is much more visible in the hydrographic community and the CBSC have to use the momentum and further develop the hydrographic capacity worldwide.

The meeting recognized the work done by the IHB CB Assistant (Ms Bianca Costin) for the management of the CB Activities. UK noted that not many CB Coordinators attend the RHC meetings and this is a desirable presence.

Director Iptes reported on the organization of the CB and Standards of Competence Seminars in March at the IHB. He noted the presence of a significant number of participants and the active discussions that will further help improving the CB outcomes and the standards of competence for hydrographers and nautical cartographers. He also presented the statistics of the CB activities and how the management is affected (**Annex D**).

Suriname thanked the IHB and the Nippon Foundation for selecting the student from Suriname for the IHO-NF CHART project and highlighted the impact this will have in the hydrographic services in Suriname.

The Chair stressed the need to execute the budget efficiently considering that the funds may increase in the future as seen in the graphics of statistics.

5. IHO 2013 CBWP AND 2014 CBWP

<i>Docs: CBSC12-05A</i>	<i>CB Fund Report (IHB)</i>
<i>CBSC12-05B</i>	<i>Updated 2013 CBWP (IHB)</i>
<i>CBSC12-05C</i>	<i>EAtHC Report (EAtHC)</i>
<i>CBSC12-05D</i>	<i>SWAtHC Report (SWAtHC)</i>
<i>CBSC12-05E</i>	<i>MACHC Report (MACHC)</i>
<i>CBSC12-05F</i>	<i>NIOHC Report (NIOHC)</i>
<i>CBSC12-05G</i>	<i>RSAHC Report (RSAHC)</i>
<i>CBSC12-05H</i>	<i>SAIHC Report (SAIHC)</i>
<i>CBSC12-05I</i>	<i>SWPHC Report (SAWPHC)</i>
<i>CBSC12-05J</i>	<i>MBSHC Report (MBSHC)</i>
<i>CBSC12-05K</i>	<i>2014 CBWP (IHB)</i>

Chair introduced the report on the CB Fund (*doc. CBSC12-05A*), reported on the activities in general and particularly the Programme Management Board (PMB) meetings with Korea, under the IHO/ROK MoU.

Director Iptes noted the new agreement signed with Nippon Foundation (NF) and the new arrangement with UKHO for the implementation of the IHO-NF cooperation. He also reported the coordination meeting held in Japan for the new IHO-NF CHART (Cartography, Hydrography and Related Training) project in Taunton, and the next CAT-B course to be held from September to December 2014. This next course will have an increase from six to seven students.

The Chair invited the RHC CB Coordinators or their representatives to introduce the reports (*docs. CBSC12-05C to CBSC12-05J*):

EAtHC: highlighted the support of IMO and IALA in the regional awareness seminar held in Africa and the efforts in place to get the assessment of MSI infrastructure in the region in order to carry out the MSI training in 2014.

SWAtHC: presented the efforts to increase the capacity in the region and across the regions. He also noted the support to the training course in Mozambique and how the students continued in touch with the instructor (Lt. Rafael Vieira, from Brazil) following the training.

MACHC: reported the difficulties in putting in place the 5-year work plan and the revision cycles and how important this plan is to give the continuity necessary in the regions.

The MACHC Chair acknowledged the support received from France in the region (by Survey Ship Borda) where a joint survey was conducted. The Chair highlighted the importance of the CB support of this kind.

NIOHC: stressed the difficulties in attracting the attention of some of the coastal States in the region. He noted the case in Sri Lanka where equipment is available but no human resources are in place to properly operate them. He also noted the experience to use industry to deliver training in cartographic production in Bangladesh.

Saudi Arabia noted the establishment of a training center in Jeddah, the courses available and the plans for further provide trainings starting in 2015 (MSI, MB, etc.). South Africa expressed that sending someone to do an on-the-job training with the ship in Sri Lanka could make a difference in creating capacity in the country.

RSAHC: reported on the high level visit to UAE by Director Iptes before the technical visit. He also noted the need to cancel the Ports and Shallow Water Survey (P&SWS) Workshop and that the RSAHC showed no interest to hold the partially funded MSDI course. He requested the CBSC to transfer the P&SWS workshop from 2013 to 2014.

SAIHC: reported the review cycle for the 5-year CB Plan and its link to the assessments done in the region. He stressed the need of SOLAS awareness in the SAIHC.

SWPHC: noted the long distances and low frequency of flights as they pose difficulties to the region. He reported on the outcomes of the risk assessment tools and the Vanuatu results.

The SWPHC Chair commended the work done by the CB Coordinator, Mr. Adam Greenland, to put the risk assessment project in place.

MBSHC: reported the development of the 5-year Plan and the assessment activities held (Lebanon and Georgia) or planned (Israel and Montenegro) in the region.

SEPRHC: reported the workshops organized in 2013 on Hydrographic Production Database and S-100, the 2014 workshop on hydro/cartographic river survey, and requested the CBSC to change the workshop on Multi-beam from 2015 to 2016.

The CBSC considered the requests and agreed on the following actions:

Action 18: Secretary to transfer the Ports and Shallow Water Survey Workshop from the 2013 to the 2014 CBWP (done during the meeting).

Action 19: Secretary to update the 2015 Management Plan and remove the SEPRHC Workshop on Multi-beam (done during the meeting).

The CBSC discussed the partial funding for MSDI and the lack of interest from RHCs if the course is not fully funded and how this would be the case for other courses as well. The general understanding was that it is difficult to get commitment from the institutions receiving the trainings.

Saudi Arabia asked whether the trainings are open and freely available or proprietary. The Chair explained that there is no single model and it depends on the institution providing the trainings and the arrangements made. Saudi Arabia then suggested that all the CB Funded trainings should have the material freely available. The meeting agreed that this is difficult to implement and it would limit the access to training resources.

Based on the reports from the RHCs and participants the 2013 CBWP (**Annex E**) and the 2014 CBWP (**Annex F**) were updated. Director Iptes explained the difficulties in management when carrying courses from one year to the next. This poses a problem for the accounting and auditing of the programme and for the planning of the next year's CBWP. The meeting agreed on the following decision:

Decision 2: to Cancel or Transfer to the following year the CB Activities that are not accomplished by the end of December of the current CBWP year. There will be no automatic transfer and the request needs to be submitted to the CBSC in due time. The CBSC will consider the request intersessionally if necessary, based on the justification provided.

The CBSC also evaluated the joint trainings with the IMO and the need to better coordinate with all the stakeholders. The procedure for establishing the joint programme was also discussed. The IHB explained how the trainings are submitted to the IMO and informed the meeting that the next submission will happen in January 2015. The following action was then agreed:

Action 20: CB Coordinators to provide input to the IHB on the needs and considerations regarding the IMO trainings to be submitted to the IMO TC65 for the ITCP 2016-2017 (deadline: December 2014).

South Africa suggest considering other training opportunities supplementing the USM Category A. The IHB explained the complex environment for defining the entry requirements, the selection process and the students' relocations, to be done both at the IHB and at the provider institution. This complexity makes it difficult to change institutions or make more than one available.

6. STRATEGIC ISSUES OF THE CBSC

Docs: CBSC12-06A IHO Capacity Building Strategy (IHB)
CBSC12-06B Proceedings of the IHC18, Decision 11 (IHB)
CBSC12-06C Current Revised CB Strategy (Chair)
CBSC12-06D CB Stakeholders' Seminar Results (Chair)

The Chair and the IHB introduced the *docs CBSC12-06A to CBSC12-06D* regarding the revision of the IHO CB Strategy, following the Decision 11 of the IHC18. The Chair explained that it was an evolution and not a revolution in the Strategy, and also the rationale for the changes.

The Chair and IHB also presented the outcomes on the CB Seminar, the actions arising and the participants to the meeting. The IBSC Chair also presented the outcomes of the Standards of Competence Seminar: separation of the standards, the new syllabus with learning outcomes and the e-learning courses.

The meeting discussed the way ahead for the CB Strategy and the importance of public relations to help the publicity of the CB outreach. The CBSC agreed on the following decisions and actions:

Decision 3: to approve the revised IHO CB Strategy and to submit it to the EIHC5 for endorsement (Annex G).

Action 21: Chair to present the IHO CB Strategy to IRCC6 for notice (deadline: IRCC6)

Action 22: Chair to report the IHO CB Strategy to the EIHC5 for endorsement (deadline: EIHC5)

Decision 4: to form a drafting group 1 (New Zealand [Adam Greenland - AG], South Africa [Abri Kampfer - AK], UK [Jeff Bryant - JB], Turkey [Bülent Gürses - BG], IBSC Chair [Nicolas Seube - NS], Chair [Thomas Dehling – TD, lead], Mexico [Ricardo Lopes - RL], and the Secretary) to develop a Public Relation Paper to publicize the revised IHO CB Strategy.

Action 23: drafting group (AG, AK, JB, BG, NS, TD-lead, RL, Secretary) to develop a Public Relation Paper to publicize the revised IHO CB Strategy (deadline: CBSC13)

Action 24: Mexico and Secretary to produce a Spanish version of the Public Relation Paper to publicize the revised IHO CB Strategy (deadline: CBSC13)

7. OPERATIONAL ISSUES OF THE CBSC

Docs: CBSC12-07A Revised Procedure 3 – Reviewing process and the preparation of the Management Plan (IHB)

CBSC12-07B Revised Procedure 8 – Finance Management (IHB)

CBSC12-07C Draft Procedure 9 – Technical Visits (IHB)

CBSC12-07D Revised CBWP Workflow (IHB)

CBSC12-07E CB Management System update (IHB)

The IHB introduced *docs. CBSC12-07A to CBSC12-07E* highlighting the benefits of proposed revisions to Procedures 3 and 8, and the development of the new Procedure 9, based on existing notes already in use by the CBSC. The Chair reviewed the evolution of the Procedures to help the work of the CBSC, RHC Chairs, CB Coordinators, project leaders and IHB.

The Secretary explained the CB Workflow and invited the participants to consider ways to improve the work done each component. The objective is to have the documents (Management Plan, updated CBWP, etc.) timely available and complete, following the procedures. Turkey suggested using an online submission or a template to help the submission phase of the documents. The IHB explained that the templates will be available before CBSC13 and the online submission is also under consideration.

The CBSC agreed on the following decisions and actions:

Decision 5: to approve and adopt the revised Procedures 3 and 8.

Action 25: Secretary to upload Procedures 3 and 8 to the IHO website (deadline: June 2014).

Decision 6: to create a drafting group 2 (South Africa [Abri Kampfer - AK, lead], Turkey [Bülent Gürses - BG], Mexico [Ricardo Lopes - RL], UK [Jeff Bryant - JB], New Zealand [Adam Greenland - AG], France [Henri Dolou - HD], Latvia [Janis Krastins - JK], IBSC Chair [Nicolas Seube - NS] and the Secretary) to review the draft Procedure 9 (Guidelines to conduct technical visits).

Action 26: drafting group (AK, lead, BG, RL, JB, AG, HD, JK, NS and the Secretary) to review the draft Procedure 9 (Guidelines to conduct technical visits) and report back to the CBSC (deadline: CBSC13).

Action 27: Brazil to seek an expert to participate in the drafting group (deadline: June 2014).

Action 28: UK to provide an input to the Strategy to have the follow up actions following the technical visits (done during the meeting).

Chair presented the CB related performance indicators (PI) on **Annex H** and the need to review the current PIs. The general understanding was that the strategic performance indicators (SPI) and the Work performance indicators (WPI) are complex and that the CBSC will learn during the process of implementation the ways to improve them.

The IHB presented the current status of development for C-55: the new format available at the IHB website and the future development as a derived product from an IHO GIS and Database. The meeting agreed on the following actions:

Action 29: IHB to further develop the display of C-55 information and report to CBSC (deadline: CBSC13).

Action 30: IHB to keep the CBSC involved in the development of C-55 and report to CBSC (deadline: CBSC13).

Action 31: Chair to request action from IRCC on the development of the GIS replacement of C-55 (deadline: IRCC6).

8. MANAGEMENT PLAN

Doc: CBSC12-08 Draft Management Plan (IHB)

The Secretary introduced the draft Management Plan (*doc. CBSC12-08*). The CBSC considered the case of technical visits (TV) that have the weight 10 (same as Phase 1) in Procedure 4 but will get lower priority compared to Phase 1 projects. The Chair highlighted that TV are not automatically approved and the CBSC will review the priority according to the circumstances.

The meeting reviewed the proposals in the Management Plan, with the following updates, decisions and actions:

a) EAtHC - Definition Study for Long Term CB Project
Approved. Due to the new approach for regional CB projects, the Chair requested France to keep the CBSC informed on the execution of the project.

Action 32: France to keep the CBSC informed on the execution of the project at EAtHC through all the phases (deadline: CBSC13).

b) SWPHC - Technical Workshop on Hydrography and Hydrographic Governance
Approved.

c) SWPHC - Vanuatu technical implementation visit
Approved, with the name changed.

d) MACHC - Phase 1 Skills Course for Spanish Speakers
Approved.

e) SAIHC - Phase 1 Skills Training Course
Approved.

Action 33: France and UK to liaise and check the Phase 1 Skills training material in English and French are consistent and the need of harmonization (deadline: October 2014).

f) MACHC - Seminar on Raising Awareness of Hydrography
Approved.

g) SWPHC - Kiribati technical implementation visit
Approved, with the name changed.

h) MBSHC - Technical Visit to Montenegro
Approved with a reduced technical visiting team from 3 to 2 participants and the approved budget reduced from 5 100 to 3 400 Euros.

i) SWPHC - Tides & Water Levels Technical Workshop
Approved.

j) MBSHC - Workshop on MSI
Approved with a reduced number of participants and budget.

Action 34: Turkey to review the number of participants for the MSI workshop (done during the meeting).

k) NIOHC - Introduction to MBES
Approved. Turkey requested to join the MB course in India if the participants accept to finance their participation.

l) EAHC - Technical Visit to Cambodia
Approved. The CBSC considered the time between the last TV to Cambodia in December 2013 and the next is short and does not provide the necessary technical background to help Cambodia. The meeting considered that the recommendations from the last TV do not support the new TV and that some of the problems were due to the fact that the CB Coordinator changes every year. Thailand suggested to reduce the number of the TV team and asked the CBSC to reconsider. The meeting agreed to approve with a reduced team and budget.

Action 35: Chair and the IHB to invite the EAHC to consider assigning a permanent CB Coordinator (deadline: July 2014).

Action 36: EAHC to review the submission for a Technical Visit to Cambodia (done during the meeting)

m) NIOHC - MBES Processing for Bangladesh
Approved.

n) RSAHC - MBES Processing
Approved. Accepted the inclusion of Iraq, a non-Member State.

o) SWAtHC - MSDI Workshop with MACHC and SEPRHC
Approved.

p) NIOHC - MBES Processing for Sri Lanka
Approved.

q) NIOHC - ENC QA
Approved.

r) MBSHC - Workshop on Multi-beam Echo Sounder and SSS Systems
Approved with a reduction from 26 946 to 13 070 euros.

s) SAIHC - Technical aspects of Maritime boundaries, baselines
Approved.

t) EAHC - Satellite Derived Bathymetry (SDB)
Not approved. The CBSC considered the submission not consistent with the IHO Strategy. France and Suriname reported their experiences in the MACHC where they held technical sessions on SDB.

Decision 7: to withdraw the activity from the Management Plan.

Action 37: EAHC to review the submission on SDB and resubmit in 2015 (deadline: 1 April 2015).

Action 38: Chair to invite EAHC to bring the SDB to the RHC meetings, inviting experts on this field (deadline: June 2014).

u) EAHC - Seabed Classification and Multi-beam Survey
Approved.

v) EAHC - Tsunami Inundation Mapping Workshop
Approved.

Action 39: Chair to discuss the tsunami inundation maps during the Joint CB Coordinating Meeting (November 2014).

Action 40: IHB to input the IOC Council with the subject on the tsunami inundation maps (July 2014).

w) MACHC - Haiti Nautical Charting Project

Partially approved. There is full support from the CBSC Members that Haiti needs support but the submission was not consistent and needed a better approach. The meeting recognized the efforts done by Haiti and the participation in the MACHC meetings and in training events and noted that USA is the Charting Authority but is not participating in the project. CBSC also recognized that Haiti needs to raise awareness of Hydrography in the country. Main points considered by the CBSC:

- 1) High cost project (55 000 Euros)
- 2) Large percentage of the budget to buy licenses (does not fit the Strategy)
- 3) Not creating a National Hydrographic Coordinating Committee
- 4) Not established the MSI infrastructure
- 5) Not established a plan to update and maintain the charts
- 6) The project leader not from a Member State
- 7) Not provided the instrument of accession to the IHO Convention
- 8) Outcomes of the previous training in 2011 not clear
- 9) Last TV done in 2009
- 10) Not in line with the strategy (to provide support for a non-MS for a Phase 3 project)
- 11) The project does not help to raise awareness of Hydrography in the country
- 12) Need a follow up report with the status of the recommendations from the TV (2009).

Action 41: MACHC to find a better way to address the proposal of a project for Haiti (deadline: CBSC13)

Decision 8: to pay a high level technical visit by IHB and France.

Action 42: MACHC to propose a TV to Haiti (July 2014).

Action 43: MACHC to propose a 3-day MSI course on Haiti to follow the TV or to participate in the MSI training course to be held at EAHC (October 2014).

Action 44: IHB and France to conduct the high level technical visit (deadline: TBD).

x) SWAtHC - Seminar on S-100
Approved.

y) EAHC - MSDI and Database Management
Approved. The CBSC considered that this same course was delivered in 2011, 2012 and 2013 in the EAHC by industry without showing capacity creation in the region.

Decision 9: the majority of the members decided to support the project as it is.

z) MACHC - Technical aspects of Maritime boundaries, baselines
Approved.

aa) EAHC - Seminar on S-100

Saudi Arabia highlighted the importance of making the available training material posted in a website. The meeting then agreed to on the following action:

Action 45: Chair to invite the IHB to consider creating a web page in the IHO website to hold the available training courses (deadline: July 2014).

Secretary introduced the Finance Report and the meeting agreed on the following decisions:

Decision 10: to approve the 2015 Management Plan (Annex I).

Decision 11: to approve the 2015 Agreed CBWP (Annex J).

9. REPORT FROM THE CBSC TO THE IRCC6 MEETING AND EIHC5

The CBSC Chair invited the meeting to elaborate the topics to the report to the IRCC6 meeting and to the EIHC5 and presented his initial points. Both reports will be prepared a posteriori by the Chair. Based on the discussions the meeting agreed on the following actions:

Action 46: SWPHC, MACHC, SWAtHC, SEPRHC, EAHC, EAAtHC, SAIHC, NIOHC, MBSHC, RSAHC with the aid of the CB Coordinators to provide a revised and harmonized 5-year Work Plan (deadline: CBSC13).

Action 47: Chair and the Secretary to include an agenda item for CBSC13 on the revision of the 5-year Work Plans (deadline: CBSC13).

10. ANY OTHER BUSINESS

The CBSC discussed the following additional items:

a) Procurement of equipment and software licenses when part of the projects approved by the CBSC:

The meeting agreed that procurement for equipment or services may pose problems with the changes in the CB Strategy. However, acquisition is only possible within a comprehensive programme and this programme should specify how the procurement is done. The meeting understood that the CBSC should be kept away from procurement as far as possible and that this would apply to consultants and to what extent the CBSC gets involved in this selection. The IHB reminded the meeting that the use of CB Funds requires the scrutiny of the auditing team and this applies to the equipment procurement.

Decision 12: to include procurement in the agenda for the future meetings in view of the importance and complexity of the subject.

Action 48: Chair to address the procurement issues at IRCC6 and EIHC5 (deadline: IRCC6 and EIHC5).

Action 49: Chair and Secretary to include procurement of equipment in the agenda for CBSC13 (deadline: CBSC13).

b) Conflicts of IHO and IMO funded courses in SAIHC and MACHC:

The meeting reviewed the possible conflict of the IHO and IMO courses in the regions, due to the similarities and the need of coordination.

Decision 13: to combine the two courses in both regions (SAIHC and MACHC)

Action 50: IHB (in liaison with the CB Coordinator of SAIHC and MACHC) to approach the IMO to inform on the decision (deadline: June 2014).

c) Saudi Arabia informed the CBSC on the investments done by GCS for capacity building and infrastructure in Hydrography and Nautical Cartography.

d) IBSC Chair presented relevant information about the IBSC and called for the need to better exchange information between the two bodies.

Action 51: Chair to liaise with the IBSC in order to improve the harmonization of information exchange between the CBSC and the IBSC (permanent).

11. NEXT CBSC MEETINGS (VENUE AND DATE)

The Chair invited the participants to consider the dates and venue for CBSC13 and CBSC14, considering the possibility to have the meeting back to back to IRCC7 and IRCC8 respectively. The Chair informed that received the kind invitation from Mexico to hold CBSC13 in Mexico.

Decision 14: to inform the IRCC on the suggestion to hold CBSC13 in Mexico on 27 to 29 May 2015, in Acapulco or Mexico City (TBC).

Action 52: Chair to inform IRCC on the decision to hold CBSC13 back-to-back to IRCC7 (deadline: IRCC6).

Action 53: Mexico to send the logistic information on CBSC13 to the IHB in order to allow the announcement via CL (deadline: December 2014).

The IHB informed the meeting that UAE (Abu Dhabi) volunteered to host the CBSC14 in 2016 (exact dates and venue TBD). Suriname offered to hold the CBSC15 (2017) in Suriname, subject to confirmation.

Decision 15: to hold CBSC14 in Abu Dhabi, pending confirmation.

Decision 16: to hold CBSC15 in Suriname, pending confirmation.

12. REVIEW OF THE LIST OF ACTIONS AND DRAFT REPORT

The CBSC reviewed the draft report of the meeting and the list of decisions and actions with deadlines and assigned lead, in addition to the 13 permanent items.

Decision 17: to adopt the CBSC12 List of Actions and Decisions (**Annex K**).

CLOSURE

The Chair thanked France for the hospitality and the participants for the contributions and support.

The Chair closed the meeting at 15h23 of 16 May 2014.

ANNEXES:

- Annex-A: List of participants
- Annex-B: ToRs for the CB Coordinators
- Annex-C: Updated List of Actions of the CBSC11
- Annex-D: CB Statistics
- Annex-E: Updated 2013 CBWP
- Annex-F: Agreed 2014 CBWP
- Annex-G: Revised IHO CB Strategy
- Annex-H: Performance Indicators
- Annex-I: 2015 CB Management Plan
- Annex-J: 2015 Agreed CBWP
- Annex-K: List of Actions and Decisions

**12th MEETING OF THE IHO CAPACITY BUILDING SUB-COMMITTEE
IHO-CBSC12
Brest, France, 14 - 16 May 2014**

LIST OF PARTICIPANTS

A – Nominated CBSC Members

RHC/MSs	Name	E-mail address
Chairman/BSHC	Thomas Dehling (Germany)	thomas.dehling(*)bsh.de
Director	Mustafa Iptes (IHB)	mustafa.iptes(*)iho.int
Secretary	Alberto P. Costa Neves (IHB)	alberto.neves(*)iho.int
NHC/NSHC	Noralf Slotsvik (Norway)	noralf.slotsvik(*)kartverket.no
MBSHC	Bülent Gürses (Turkey)	bgurses(*)shodb.gov.tr
EAtHC	Michel Even (France)	michel.even(*)shom.fr
SWPHC	Adam Greenland (New Zealand)	agreenland(*)linz.govt.nz
MACHC/NIOHC	Jeff Bryant (UK)	jeff.bryant(*)ukho.gov.uk
SEPHC	Rafael Benavente (Peru)	rbenavente(*)dhn.mil.pe rbenavente(*)mindef.gob.pe
SAIHC	Abri Kampfer (South Africa)	hydrosan(*)iafrica.com
SWAtHC	Nickolas Roscher (Brazil)	nickolas.roscher(*)dhn.mar.mil.br
Japan	Teruo Kanazawa	kanazawa-r4w(*)jha.jp
Latvia	Janis Krastins	janis.krastins(*)lja.lv
Mexico	Manuel Ricardo López Cruz	asunext.hidro(*)gmail.com

B – Observers

Representing	Name	E-mail address
SWPHC	Brett Brace (Australia)	brett.brace(*)defence.gov.au
MACHC	Michel Amafo (Suriname)	mamafo(*)mas.sr
NIOHC	Witoon Tantigun (Thailand)	hydrotech(*)navy.mi.th
EAtHC	Bruno Frachon (France)	bruno.frachon(*)shom.fr
IBSC	Nicolas Seube (France)	nicolas.seube(*)ensta-bretagne.fr
China	Binsheng Xu	xubinsheng(*)msa.gov.cn
China	Ping Wang	wingping(*)hotmail.com
France	Henri Dolou	henri.dolou(*)shom.fr
France	Eric Langlois	eric.langlois(*)shom.fr/dmi-rex-d(*)shom.fr
Japan	Hideki Kinoshita	ico(*)jodc.go.jp
Mozambique	Humberto Mutevuie	mutevuie(*)inahina.gov.mz
Saudi Arabia	Mohammed Hamed M. Al Harbi	mh_harbi(*)yahoo.com
Saudi Arabia	Saud Hamoud M. Al Otaibi	s.alotaibi(*)gcs.gov.sa
Saudi Arabia	Krishnaswamy R. Srinivasan	admiralvasan.sa(*)gmail.com
South Africa	Kgahliso Solo	hydrosan(*)iafrica.com
Thailand	Bongkoch Samosorn	bsamosorn(*)gmail.com



IHO CAPACITY BUILDING SUB-COMMITTEE (CBSC)

TERMS OF REFERENCE FOR CAPACITY BUILDING COORDINATOR

Ref: IHB Circular Letter No ____/2014, dated ____ June 2014.

1. All Regional Hydrographic Commissions (RHCs) are encouraged to appoint a Capacity Building (CB) Coordinator to ensure that regional capacity building activities are aligned and coordinated in accordance with the procedures and practices developed by the CBSC. Such appointment should be reflected in the RHC Statutes to define the role of the CB Coordinator.
2. It is recommended that the CB Coordinator is to be appointed for a period of no less than two years to ensure continuity and should be conversant with the CB Strategy, CB Fund, CB Work Programme and CB Procedures.
3. The CB Coordinator is expected to hold a prominent position within the governance structure of the RHC and to drive the CB programme of work for the benefit of the region, within the overarching IHO CB Strategy. The CB Coordinator should have oversight of all CB assessments and analysis and organise action to build capacity in the region and promote the work of the IHO.
4. CB Coordinators are expected to keep a record of the Capacity Building Phase Stage of all the countries and territories in their RHC region in accordance with the template in annex. This record will be part of the 5-year regional CB plan.
5. The CB Coordinator will be a member of the CBSC which meets at least once per annum. Between meetings the business of the CBSC is conducted through email.
6. The CB Coordinator is responsible for developing a 5-year regional CB plan to feed into the 5-year IHO Work Plan (approved at each International Hydrographic Conference) and to review this plan on an annual basis to ensure emerging requirements are addressed. This plan will be the supporting document to the annual request of Capacity Building support to the CBSC.
7. The CB Coordinator should be alert to regional projects (possibly donor funded) which might benefit the members of the RHC and be prepared to promote the work of the IHO and CB in particular within these projects.
8. CB Coordinators should look into hydrographic ship deployments to least developed RHC for possible on-job training when conducting surveys on behalf of Member States in need of CB provision.



XXXHC Countries/Territories Capacity Building Phase Stage

	Country / Territory	CB Phase 0	CB Phase 1	CB Phase 2	CB Phase 3	Last TV
1	Country A		Self		Bilateral with Country Y	2006
2	Country B		Self		Bilateral with Country Y	2006
3	Country C		Self		Bilateral with Country Z	2006
4	Country D		?	Self	Bilateral with Country X	2011
5	Territory E		Self	Self	Bilateral with Country Y	2008
6	Country F		Self	Self	Self	
7	Territory G		?		Bilateral with Country Y	2011
8	Country H		Self	Self	Self	
9	Territory I	?			Bilateral with Country Z	2006
10	Country J	?			Bilateral with Country Z	

KEY TO REQUIRED TRAINING ACTIVITY

	Technical visit
	MSI Training and development
	Hydrographic survey training and development
?	Estimated assessment
Self	Country/Territory are self sufficient

12th IHO CAPACITY BUILDING SUB-COMMITTEE MEETING
Brest, France 14-16 May 2014

UPDATED LIST OF ACTIONS FROM CBSC11

No	Action	Responsible	Deadline	Status
1	Send letter of thanks to the hosts for having hosted the CBSC11 Meeting	Chair	End June	Permanent Done
2	Send letter of thanks to future host for offering to hold CBSC12 in 2014.	Chair	End June	Permanent Done
3	To prepare and circulate draft minutes to all participants to CBSC11	Chair, Secretary	End June	Permanent Done
4	To provide comments to Chair.	All	End July	Permanent Done
5	To issue final version of the CBSC11 Meeting minutes. Secretary to post in the IHO website. IHB to prepare CL on the subject.	Chair, Secretary	August	Permanent Done
6	To send letters to the RHCs Chairs informing them of the approval or rejection of their submissions.	Chair	End July	Permanent Done
7	To prepare Agenda, Annotated Agenda, Timetable and List of Documents and circulate them timely to all CBSC12	Chair, Secretary	February 2013	Permanent Done
8	Consider participation in the 7 th Joint IMO/IHO/IOC/WMO/IALA/IAEA/FIG CB meeting (October 2013)	Chair, IHB	October	Permanent Done
9	Write to the RHC Chairs to remind the RoS submissions, highlighting the main topics: - Comply with Procedure 1 and 4 - Priority definition (1, 2, 3) - Spreadsheet with compiled values from RoS - Deadline	Chair	December	Permanent Done
10	To provide summary reports for their respective region.	CB Coordinators	April 2014	Permanent Done
11	To provide written reports of the region's CB Projects of the intersessional period.	RHC Chairs	April 2014	Permanent Done
12	To inform the venue and dates of CBSC11 and invite the IHB to draft a Circular Letter to MSs	Chair	October	Permanent Done
13	To contact FIG to confirm the joint CB Meeting in October and the venue	Secretary	June 2013	Done. Venue changed to Monaco
14	To invite Suriname to address the benefits of industry participation to MACHC in IRCC5	Chair	during IRCC5	Done
15	to include Inundation Maps in the agenda for the Joint CB meeting	Chair	before the Joint CB meeting	Done
16	to provide figures for Vanuatu and Timor Leste placement in the Australian Hydrographic Service: 6 000 Euros	Australia	done during the meeting	Done
No	Action	Responsible	Deadline	Status
17	to communicate with Portugal and Timor Leste about the letter requesting a Technical Visit	Secretary	June 2013	Done

18	to approach IMO to try to get to figures of the joint CB Projects in order to illustrate the investment from IMO to the CBWP	IHB	August 2013	Done
19	to get the figures for the portable devices: 50 000 euros approximate	France	done during the meeting	Done
20	to investigate the use of the Country Database (under development) to create a country profile that can guide the CB efforts	IHB	before CBSC12	Done
21	to provide the job description for the aAssistant to CB in the Bureau	IHB	done during the meeting	Done
22	to write the text for the Strategy revision enabling feasibility studies for larger projects	France	August 2013	Done
23	to invite RHC Chairs to provide a consolidated C-55 update from the National Reports	Chair	during IRCC5	Done
24	to draft a revised strategy (rev 1) to CBSC	Drafting Group	December 2013	Done
25	to circulate the draft revised strategy (rev 2) to CBSC	Chair	January 2014	Done
26	to consider participation at CB Stakeholders Seminar in Monaco to discuss the draft revised strategy	Chair	11-12 March 2014	Done
27	to upload Procedures 7 and 8 and implement them at the IHB	Secretary	June 2013	Done
28	to upload the CB workflow to the IHO website	Secretary	June 2013	Done
29	to liaise with Norway for the development of the Management System and its specifications for contract	Secretary	August 2013	Done
30	to present the provisional performance indicators figures to IRCC	Chair	during IRCC5	Done
31	to develop a new proposal for the River Survey Course to be included in the Agreed 2014 CBWP	SEPHC, SWAtHC, MACHC	done during the meeting	Done
32	Turkey to submit the proposal for the Technical Visit to Lebanon according to the CB Procedures	Turkey	done during the meeting	Done
33	to investigate the costs for funding the participation in a Hydrographic Surveyor Cat B Course	IHB	July 2013	Done
34	to investigate the budget for former CB Students participation in the CB Seminar and submit to the CBSC for intersessional consideration	UK	December 2013	Done
35	to invite HSSC to task TWLWG to develop a basic one-week training course on tides and water levels to be delivered to the RHC	Chair	before HSSC5	Done
36	to provide details of the Tidal and Water Level Course developed in Australia	Australia	June 2013	Done
37	to check with the TWLWG the existence of a basic course on tides	Secretary	June 2013	Done

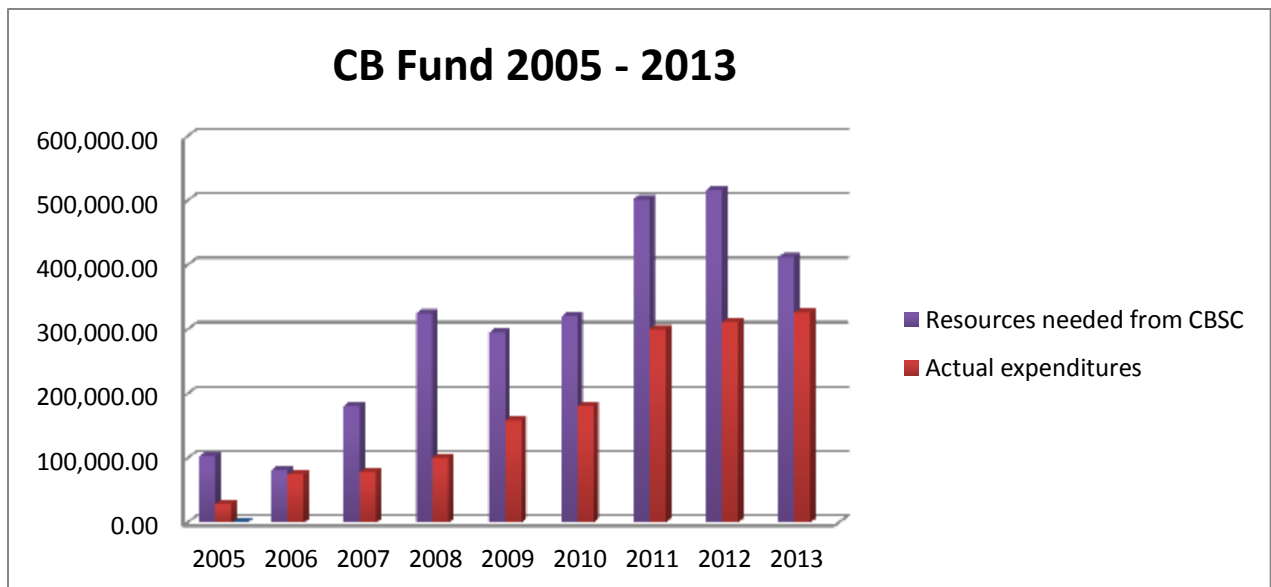
No	Action	Responsible	Deadline	Status
38	to address Print on Demand with IRCC and HSSC	Chair	during IRCC5 and HSSC5	Done

39	to get back to their regions and assess whether the countries are willing to participate in the 2014 MSDI Courses funding their own attendees	MACHC, NIOHC and RSAHC CB Coordinators	July 2013	Done
40	to develop the ToR for the CB Coordinators	Task Group: UK(chair), NZ, Turkey, Secretary	June 2013	Done
41	to present the CBSC11 report to IRCC5	Chair	during IRCC5	Done

CAPACITY BUILDING STATISTICS (2005-2013)

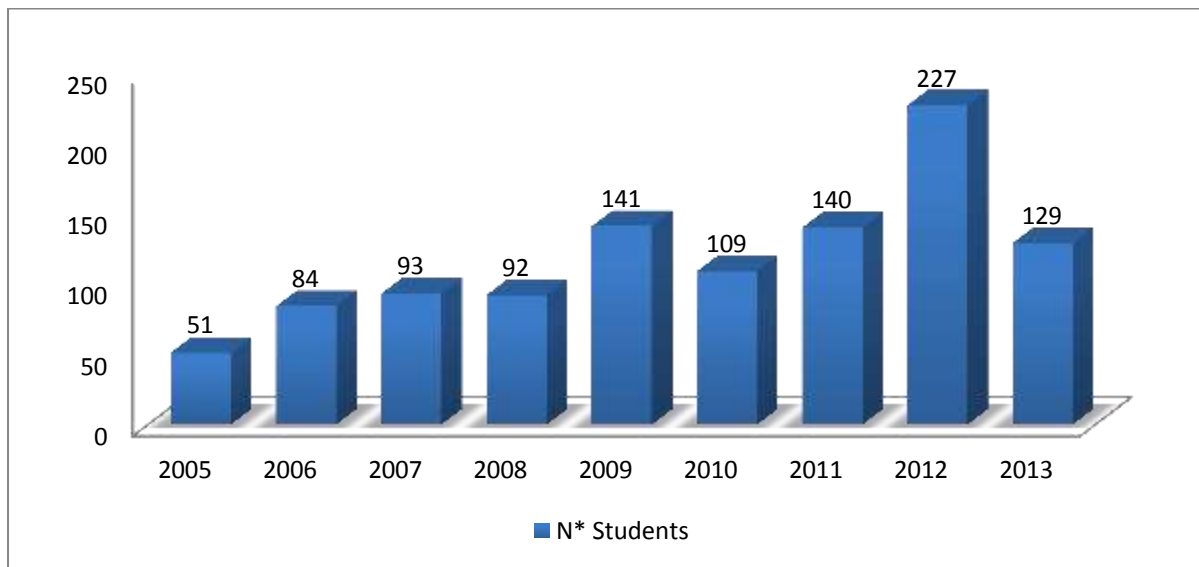
Capacity Building Fund:

Year	Resources needed from CBSC	Actual expenditures
2005	103,166.90	29,699.29
2006	82,000.00	74,420.73
2007	181,500.00	78,827.55
2008	325,267.00	100,695.98
2009	294,782.00	158,205.44
2010	319,880.00	180,625.99
2011	502,435.00	300,388.32
2012	516,185.76	310,810.03
2013	412,600.00	325,717.63



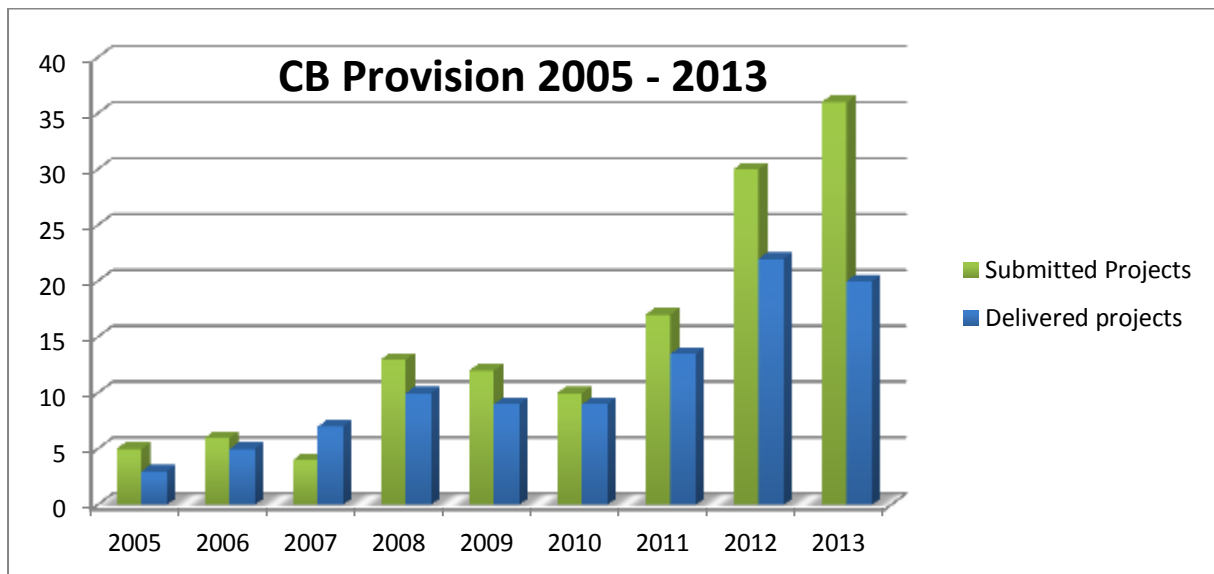
Number of trainees attending CB Courses:

Year	N* Students
2005	51
2006	84
2007	93
2008	92
2009	141
2010	109
2011	140
2012	227
2013	129



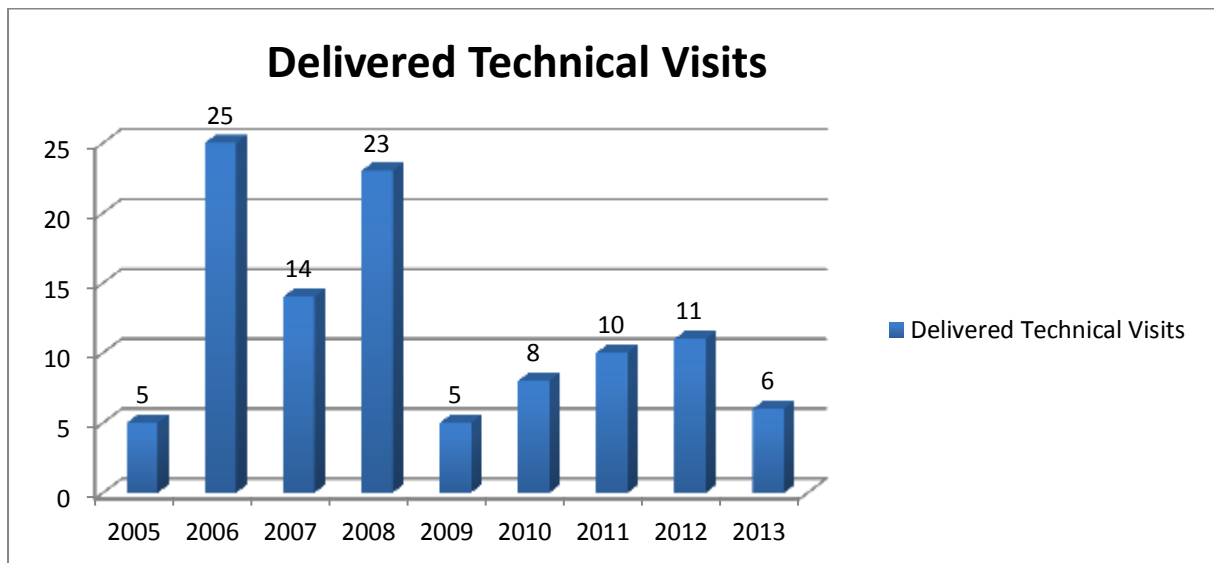
Number of CB Projects:

Year	Submitted Projects	Delivered projects
2005	5	3
2006	6	5
2007	4	7
2008	13	10
2009	12	9
2010	10	9
2011	17	13.5
2012	30	22
2013	36	20



Number of Technical Visits:

Year	Delivered Technical Visits
2005	5
2006	25
2007	14
2008	23
2009	5
2010	8
2011	10
2012	11
2013	6



2013 CBWP

Updated in: 16/05/2014

Element 3.4.1 Capacity Building Assessment - Technical and Advisory Visits								Resource
No.	Events	Respons.	Budget	Paid 2013	Paid 2014	Balance	Status	s
3.4.1a	Technical Assessment & Advice - Tonga	SWPHC	5,500	0.00	5,030.04	469.96	Led by LINZ with Risk Assessment Mar 2014 DONE	*IHO
3.4.1b	Technical visit to Cook Islands to facilitate National Hydrographic Requirements	SWPHC	7,000	0.00	7,357.89	-357.89	Led by LINZ with Risk Assessment 7-18 Oct 2013 DONE	*IHO
3.4.1c	Technical Visit to Government high authorities - Eritrea and Sudan	NIOHC	6,000	0.00	0.00	6,000.00	CANCELLED	*IHO
3.4.1d	Technical Visit to Cambodia	EAHC	4,000	2,605.67	0.00	1,394.33	From 2011 & 2012 CBWP, Led by Philippines, 4-6 Dec 2013 DONE	*IHO
3.4.1e	Technical advisory & Assessment Visit – Sri Lanka	NIOHC	6,000	0.00	6,000.00	0.00	From 2012 CBWP. Led by UKHO with Consultant. 14-17 Jan 2014 DONE	*IHO
3.4.1f	Technical High Level Visit - UAE	RSAHC	8,000	1,000.00	7,000.00	0.00	From 2012 Manag. Plan. Led by IHB with UKHO, 8-12 Dec 2013 DONE	*IHO
3.4.1g	High Level Visit to MOWCA	EAHC	4,000	0.00	3,647.91	352.09	From 2012 Manag. Plan. Led by SHOM, 18-20 Nov 2013 DONE	*IHO
3.4.1	Subtotal	-	40,500	3,605.67	29,035.84	7,858.49		

Element 3.5 Capacity Building Provision - Technical Workshops, Seminars, Short Courses								Resource
No.	Events	Respons.	Budget	Paid 2013	Paid 2014	Balance	Status	s
3.5.1a	MSI (training on establishment of MSI structure and basic MSI procedures)	MACHC	12,600	15,869.95	0.00	-3,269.95	Trinidad and Tobago, 20-22 May 2013 Led by USA DONE	*ROK
3.5.1b	Advanced Chart Production in Sri Lanka	NIOHC	6,800	6,795.08	0.00	4.92	Colombo, Sri Lanka, 11-15 Feb 2013 Led by UKHO DONE	*ROK
3.5.1c	Chart Production training course in Mozambique	SAIHC	4,200	3,320.00	0.00	880.00	Maputo, Mozambique, 23-27 Sep 2013 Led by Brazil DONE	*ROK
3.5.1d	MSI (training on establishment of MSI structure and basic MSI procedures)	SAIHC	11,000	0.00	12,248.47	-1,248.47	Fish Hoek, S. Africa, 16-18 Dec 2013 Led by UKHO DONE	*ROK
3.5.1e	Workshop on Port & Shallow Water Surveys	RSAHC	10,400	0.00	0.00	10,400.00	Manama, Bahrain, 1st half Dec 2013 Led by UKHO TRANSFERRED TO 2014	*ROK
3.5.1f	Seminar on S-100	EAHC	14,000	13,633.85	0.00	366.15	Pusan, Korea, 9-13 Sep 2013 Led by KHOA DONE	*ROK
3.5.1g	Regional Workshop in Hydrographic Production Database (HPD)	SEPHC SWAtHC	29,000	33,466.06	0.00	-4,466.06	Lima, Peru, 2-6 Sep 2013 Led by DHN DONE	*ROK
3.5.1h	2-weeks Regional Training Course on Basic Hydrography and Hydrographic Awareness	SWPHC NIOHC	0	0.00	0.00	0.00	Suva, Fiji, 10-21 Feb 2014 Led by LINZ TRANSFERRED TO 2014	*IMO

3.5.1i	2-weeks Regional Training Course on Basic ENC and ENC Production	EAtHC SAIHC	0	0.00	0.00	0.00	Dar Es Salaam, Tanzania, 1st Sem. 2014 Led by UKHO TRANSFERED TO 2014	*IMO
3.5.1j	5th Course on Hydrographic Data Processing and Marine Cartography	IHB	0	0.00	0.00	0.00	Taunton, UK, 02 Sep-13 Dec 2013 Led by UKHO DONE	°Nippon
3.5.1k	Hydrographic Administration Training Placements with Regional HO for Vanuatu and Timor Leste	SWPHC	6,000	0.00	0.00	6,000.00	From 2012 CBWP Led by Australia CANCELLED	*ROK
3.5.1l	Self Training Course preparation (MSI)	IHB	5,500	0.00	0.00	5,500.00	From 2012 CBWP Led by IHB TRANSFERED TO 2014	*ROK
3.5.1m	Administration for the CB Management	CBSC	10,000	0.00	0.00	10,000.00	For CBA. Led by IHB DONE	*ROK
3.5.1n	Cat A Hydrography Programme (USM)	IHB	155,000	107,472.44	0.00	47,527.56	USM 7 Aug 2013 - 8 Aug 2014 Led by IHB DONE	*ROK
3.5.1o	Development and delivery of a basic Training for Trainers (TFT) (EAHC Members)	EAHC	79,900	23,829.96	49,216.32	6,853.72	Busan, Korea, 18-29 Nov 2013 Led by UKHO DONE	*ROK
3.5.1p	MSDI and Database Management (EAHC Members)	EAHC	19,200	20,826.06	0.00	-1,626.06	From 2012 Manag. Plan. Singapore, 7-11 Oct 2013 DONE	*ROK
3.5.1q	S-100 Exchange of Information Workshop	SEPHC	8,500	6,397.93	0.00	2,102.07	From 2012 Manag. Plan. Guayaquil, Ecuador, 12-15 Nov 2013 DONE	*ROK
3.5.1r	GEBCO Training Project (UNH)	IHB	0	0.00	0.00	0.00	Durham, New Hampshire, 22 Aug 2013 - 22 Aug 2014 DONE	°Nippon
3.5.1r	GEBCO Training Project (UNH)	IHB	0	0.00	0.00	0.00	Durham, New Hampshire, 22 Aug 2013 - 22 Aug 2014 DONE	°Nippon
3.5.1	Subtotal	-	372,100	231,611.33	61,464.79	79,023.88		

*IHO/ROK Programme of Technical Cooperation

°Nippon Foundation - Japan CB Project

*IMO Funding IHO in kind

		2013	2014	
Total	412,600	235,217.00	90,500.63	86,882.37
Regular	40,500	3,605.67	29,035.84	7,858.49
*ROK	372,100	231,611.33	61,464.79	79,023.88
Check	Ok			Ok
Total expenditures		325,717.63		
Total regular expenditures		32,641.51		
Total ROK expenditures		293,076.12		

INTERNATIONAL HYDROGRAPHIC ORGANIZATION
Updated 2014 CBWP

16/06/2014

IHO WP Element: Capacity Building Assessment - Technical and Advisory Visits								
No.	Events	Responsible	Budget	Paid 2014	Paid 2015	Balance	Status	Resources
A-01	Technical visit to Brunei Darussalam	EAHC	4,000	0.00	0.00	4,000.00	Led by EAHC Chair Dates TBD	IHO
A-02	Technical visit to Viet Nam	EAHC	4,000	0.00	0.00	4,000.00	Led by EAHC Chair Dates TBD	IHO
A-03	Technical Assessment & Advice Visit – Nicaragua	MACHC	9,000	0.00	0.00	9,000.00	Led by UKHO Dates TBD	IHO
A-04	Technical visit to Israel	MBSHC	5,000	0.00	0.00	5,000.00	Led by Turkey with Greece and IHB 1 -3 Jul 2014	IHO
A-05	Technical visit to Georgia	MBSHC	5,000	2,305.08	0.00	2,694.92	Led by Turkey and Ukraine 22-24Apr 2014 DONE	IHO
A-06	Technical Visit to Government high authorities - Jordan	NIOHC	6,000	0.00	0.00	6,000.00	Led by IHB Dates July	IHO
A-07	Technical Visit to Paraguay	SWAtHC	9,000	8,197.40	0.00	802.60	Led by Brazil with IHB 13-16 Jan 2014 DONE	IHO
A-08	Technical Assessment & Advice - Samoa	SWPHC	6,000	0.00	0.00	6,000.00	Led by LINZ Dates October/November	IHO
A-09	MOWCA (all western Africa coastal and island states from Mauritania to Angola) high level visit	EAtHC	5,000	0.00	0.00	5,000.00	Led by France Dates TBD	IHO
A-10	Technical visit to Lebanon	MBSHC	5,000	4,041.18	0.00	958.82	Led by Turkey with France and IHB 4-6 Feb 2014 DONE	IHO
A-11	Technical Visit to Iraq	RSAHC	6,000	0.00	0.00	6,000.00	Led by IHB Dates November	IHO
	Subtotal of A (Assessment)	-	64,000	14,543.66	0.00	49,456.34		

IHO WP Element: Capacity Building Provision - Technical Workshops, Seminars, Courses								
No.	Events	Responsible	Budget	Paid 2014	Paid 2015	Balance	Status	Resources
P-01	MSI (training on establishment of MSI structure and basic MSI procedures), for NIOHC Members	NIOHC	26,194	0.00	0.00	26,194.00	Led by UKHO 10-12 November	ROK
P-02	MSI (training on establishment of MSI structure and basic MSI procedures), for RSAHC Members	RSAHC	21,417	0.00	0.00	21,417.00	Led by UKHO 10-12 November	ROK
P-03	MSI Regional Workshop, for Solomon Is, Tuvalu, Cook Is, Fiji, Samoa, Tonga, Kiribati, PNG, Tokelau, New Caledonia, Niue, Vanuatu, French Polynesia	SWPHC	21,000	0.00	0.00	21,000.00	Led by LINZ 25-27 August	ROK

INTERNATIONAL HYDROGRAPHIC ORGANIZATION
Updated 2014 CBWP

P-04	Phase 1 Skills: MSI course (3 days) + Introduction to the assessment and promulgation of navigationally significant data (2 days), for EAHC Members	EAHC	19,200	0.00	0.00	19,200.00	Led by Philippines Dates TBD	ROK
P-05	MSI Regional Workshop, for EAHC Members	EAtHC	20,000	0.00	0.00	20,000.00	Led by France December at ASTM in Abidjan	ROK
P-06	Tides and water level for hydrographic survey, for EAHC Members	EAHC	19,000	0.00	0.00	19,000.00	Led by Malaysia Dates TBD	ROK
P-07	Sub-regional course on Hydrography (for Spanish speakers), for Guatemala (lead) Belize, El Salvador, Honduras, Nicaragua, Costa Rica and Dominican Republic	MACHC	10,896	0.00	0.00	10,896.00	Led by Guatemala Dates TBD	IHO
P-08	Tidal and Water Levels Workshop, for RSAHC Members	RSAHC	19,285	0.00	0.00	19,285.00	Led by UKHO Dates TBD, Abu Dabi	IHO
P-09	Introduction to Hydrographic Surveying, for SAIHC Members	SAIHC	32,865	0.00	0.00	32,865.00	Led by UKHO Dates TBD, Maputo or Dar el Salam	IHO
P-10	Tidal and Water Levels Workshop, for SAIHC Members	SAIHC	24,731	0.00	0.00	24,731.00	Led by UKHO Dates TBD, Kenya	IHO
P-11	Technical Workshop on Hydro/Cartography River Survey, for SEPHC (8) SWAHC (3) MACHC (3)	SEPHC	35,000	0.00	0.00	35,000.00	Led by Peru Dates September	IHO
P-12	Solomon Is. National Hydrographic Capability Development	SWPHC	5,000	0.00	0.00	5,000.00	Led by Australia 11-22 August	IHO
P-13	Advanced ENC Production, for Myanmar	NIOHC	7,000	6,786.39	0.00	213.61	Led by UKHO, Yangon, Myanmar 3-7 Mar DONE	ROK
P-14	Advanced ENC Production, for Bangladesh	NIOHC	7,000	0.00	0.00	7,000.00	Led by UKHO, Bangladesh Dates DONE	ROK
P-15	Seminar on Raising Awareness of Hydrography (for MACHC Associate and Non Members)	MACHC	10,000	0.00	0.00	10,000.00	Led by UKHO Dates December	IHO
P-16	Development of a Regional Marine Spatial Data Infrastructure (MSDI) Workshop, for NIOHC Members	NIOHC	0	0.00	0.00	0.00	CANCELLED (Originally 10 000)	-
P-17	Development of a Regional Marine Spatial Data Infrastructure (MSDI) Workshop, for RSAHC Members	RSAHC	0	0.00	0.00	0.00	CANCELLED (Originally 10 000)	-
P-18	Technical aspects of maritime boundaries, baselines and extended continental shelf, for EAHC Members	EAHC	0	0.00	0.00	0.00	Led by ROK Dates TBD	ROK
P-19	CB Management Assistant	IHB	20,000	20,000.00	0.00	0.00	Led by the IHB DONE	IHO
P-20	IMO funded course - Caribbean	IHB	0.00	0.00	0.00	0.00	Led by COCATRAM, to be consiered with the Guatemala course	IMO
P-21	IMO funded course - Africa	IHB	0.00	0.00	0.00	0.00	Led by UKHO, to be considered with the Hydro training	IMO

INTERNATIONAL HYDROGRAPHIC ORGANIZATION
Updated 2014 CBWP

P-22	IMO funded course - Southwest Pacific	IHB	0.00	0.00	0.00	0.00	Led by LINZ 16-27 June	IMO
P-23	Cat A Hydrography Programme (USM)	IHB	92,000.00	0.00	0.00	92,000.00	Led by IHB, Hattiesburg, USA Aug 2014-Aug 2015 CL 30/2014	ROK
P-24	Participation of CB training recipients to the CB Stakeholders Seminar at the IHB (Kenya, Ukraine)	IHB	3,700	3,148.18	0.00	551.82	Monaco, 5-6 Mar 2014 Led by the IHB DONE	ROK
P-25	6th Course in Marine Cartography and Data Assessment	IHB	229,201.00	229,201.00	0.00	0.00	Led by UKHO, Taunton, UK 1 Sep-5 Dec	Nippon
P-26	GEBCO Training Project (UNH)	UNH	0.00	0.00	0.00	0.00	Led by UNH, Durham, USA Aug 2014-Aug 2015, CL 13/2014	Nippon
P-27	On-board training for Comoros and Madagascar	SAIHC	771.60	0.00	0.00	771.60	Led by SHOM, France June-August 2014	IHO
P-28	Workshop on Port & Shallow Water Surveys	RSAHC	0.00	0.00	0.00	0.00	Led by UKHO (From 2013) Transferred to 2015	ROK
Subtotal of P (Provision)		-	624,260.60	259,135.57	0.00	365,125.03		

		2014	2015	
Total	688,261	273,679.23	0.00	414,581.37
ROK	236,511	9,935	0.00	226,576.43
IHO	222,549	34,543.66	0.00	188,004.94
Nippon	229,201	229,201.00	0.00	0.00

*IHO/ROK Programme of Technical Cooperation

°Nippon Foundation - CHART Project

ªIMO Funding IHO in kind

Subtotal ROK
Subtotal IHO
Subtotal Nippon



INTERNATIONAL HYDROGRAPHIC ORGANIZATION
CAPACITY BUILDING SUB-COMMITTEE (CBSC)

IHO CAPACITY BUILDING STRATEGY

(Version 2.0 dated 15 May 2014)

References:

- IHO CBSC Terms of Reference
- M-2 “The Need for National Hydrographic Services”
- C-55 “Status of Hydrographic Surveying and Nautical Charting Worldwide”
- Safety of Life at Sea Convention (SOLAS), Chapter V
- United Nation Convention on the Law of the Sea (UNCLOS)
- UN General Assembly Resolution A/RES/58/240 dated 23 December 2003
- IHO CB Coordinator Terms of Reference

Table of contents

I. INTRODUCTION

- 1. The IHO and Capacity Building**
- 2. Vision Statement**

II. PRINCIPLES AND OBJECTIVES

- 3. Principles**
- 4. Objectives**

III. PROCESS

- 5. The Process and Management**
- 6. Review and updates**



INTERNATIONAL HYDROGRAPHIC ORGANIZATION
CAPACITY BUILDING SUB-COMMITTEE (CBSC)

I. INTRODUCTION

1. The IHO and Capacity Building

Capacity building is a vital component of the efforts of intergovernmental technical organisations to support the development goals of the United Nations (UN). The IHO is committed to matching its efforts to those of the International Maritime Organisation (IMO), the International Oceanographic Commission (IOC), the International Association of Lighthouse Authorities (IALA), the International Federation of Surveyors (FIG) and other organizations working in allied fields.

In the IHO, capacity building is defined as the process by which the organisation assesses the status of current arrangements and assists States to achieve sustainable development and improvement in their ability to meet hydrographic, cartographic and maritime safety obligations with particular reference to recommendations in UNCLOS, SOLAS, and other international instruments. The scope encompasses all hydrographic needs as it underpins every other activity associated with the sea, including safety of navigation, protection of the marine environment, national infrastructure development, coastal zone management, marine exploration, marine resource exploitation (minerals, fishing, etc.), maritime boundary delimitation, maritime defense and security, and coastal disaster management.

The IHO Capacity Building Committee (re-designated a Sub-Committee in 2009) was established in 2003 to coordinate this effort, and the members developed a strategy paper drawing on the experience of the former FIG/IHO Technical Assistance and Coordination Committee (TACC). That strategy paper has been updated several times. The 18th International Hydrographic Conference in 2012 tasked the Capacity Building Sub-Committee (CBSC) to review the CB Strategy and report back to the next Conference. This version has been reviewed and amended by the CBSC in liaison with the IRCC and the industrial and academic sectors. It will be presented at the 5th Extraordinary Hydrographic Conference in 2014 for endorsement.

2. Vision Statement

The vision behind this policy paper is to provide strategic guidance for IHO capacity building to ensure the optimum contribution to safety of life at sea, to the protection of the environment, and to national economic development.



INTERNATIONAL HYDROGRAPHIC ORGANIZATION
CAPACITY BUILDING SUB-COMMITTEE (CBSC)

II. PRINCIPLES AND OBJECTIVES

3. Principles

The strategy and its implementation will be consistent with the following principles:

- 3.1 Individual national needs for infrastructure, together with a nation's capacity for infrastructure development, should be assessed firmly against the 3 phases of development as defined in M-2 and shown in Figure 1.
- 3.2 Skill and technology transfers must result in solutions which are appropriate and sustainable.
- 3.3 Wherever possible, capacity building projects should be coordinated regionally and be supported through regional cooperation.
- 3.4 The national administration of a State with developing hydrographic services must embrace and support the concept of capacity building as being in its national interest.
- 3.5 The focus should be on achieving enduring output which will benefit safe navigation, safety of life at sea, protection of the marine environment and economic development, rather than on creating enabling infrastructure per se.
- 3.6 Funding of Non MS is generally limited to technical visits and Phase 1 projects (this will include an overall assessment of the status of hydrography and information of relevant authorities). Exceptions to this have to be reflected against the resources provided, the expected output and the situation in the country;
- 3.7 Funding of equipment shall be limited to those cases, where it is embedded into a comprehensive programme (see Chapter 5) requesting such equipment to remain in-country to complete the project, and insuring a sustainable effect and ongoing support. Whenever possible, external funds should be included, taking into account the relatively high costs of equipment and assuring a reasonable cost-benefit-ratio for the improvement of the hydrographic capacity;
- 3.8 Comprehensive programmes (see Chapter 5) may be supported by start-up funds to allow participation in, or preparation of, externally funded projects, especially when substantial additional funds can be expected;
- 3.9 The use of consultants will be permitted if this supports the vision and the objectives of this strategy;
- 3.10 CB funds may be allocated for administrative purposes (the amount/percentage to be agreed by the CBSC);



INTERNATIONAL HYDROGRAPHIC ORGANIZATION
CAPACITY BUILDING SUB-COMMITTEE (CBSC)

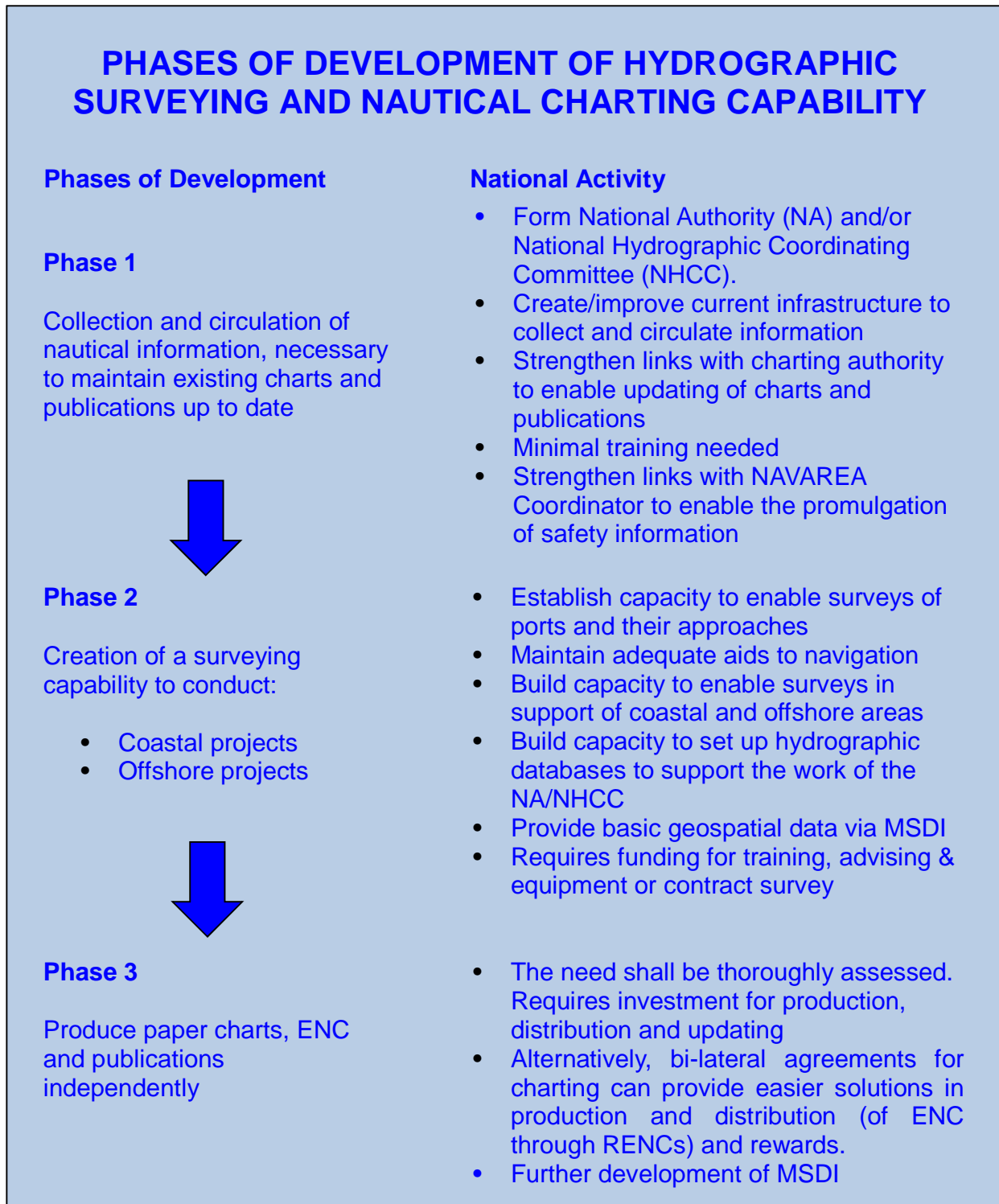


Figure 1



INTERNATIONAL HYDROGRAPHIC ORGANIZATION
CAPACITY BUILDING SUB-COMMITTEE (CBSC)

4. Objectives

The willingness of the IHO to assist capacity building has been expressed in terms of short and long term objectives, providing a clear signal of the desired effect which the Organization is seeking. These objectives also constitute guidance for the work of the CBSC in implementing this strategy.

4.1 Long Term Objective

- To enable all states which have navigable waters to achieve Phase 1 of development (i.e. timely collection and promulgation of hydrographic information for their national waters), and to develop a national plan to put in place appropriate elements of Phases 2 and 3 or alternative cooperative regional or bilateral arrangements.
- In conjunction with the IMO's Technical Cooperation Committee and IALA's World Wide Academy a series of 'country profiles' will be developed to accurately measure the state of hydrography in every coastal state.

4.2 Short/Medium Term Objectives

- To implement a programme of events to raise awareness of the importance of hydrography at all relevant levels.
- To establish a GIS-based electronic version of C-55 presenting an accurate picture of the status of hydrographic services world-wide, as available to mariners.
- To enable the IHO to present clear priorities for capacity building action to the UN and subordinate technical organisations and funding agencies, and to national governments.
- To enable Regional Hydrographic Commissions (RHCs) to establish a suite of capacity building initiatives and a prioritisation process for regional cooperative efforts.
- To enable RHCs, where significant progress is required, to develop a holistic approach to capacity building, designed to deliver wide ranging assistance with sustainable outcomes. This would include training, technical cooperation, organisational and structural advice which may be part of a donor programme.
- To implement appropriate management of an IHO Capacity Building Fund.
- To produce and maintain an auditable IHO Capacity Building Management Plan.



INTERNATIONAL HYDROGRAPHIC ORGANIZATION
CAPACITY BUILDING SUB-COMMITTEE (CBSC)

III. PROCESS

5. The Process and Management

5.1 The 4 steps in the process

The capacity building process is built around 4 steps: awareness, assessment, analysis and action (the 4 As of Capacity Building).

The IHO CBSC recognises that the first step must be the raising of awareness of the significance and impact of hydrography on maritime safety, at the highest political levels in each country, and in the UN and subordinate technical organisations, regional maritime associations and funding agencies. Without this, adequate resources will not be secured and sustained for the implementation of the strategy. Assessment is underway on a permanent basis through the revision and update of C-55 and through technical visits. The subsequent steps of analysis, including prioritisation and identification of actions, and then the management and implementation of appropriate actions, require more detailed development within this policy paper and are itemised below. The degree of engagement required from each contributor to the process is suggested in the following table.

	IHO	CBSC	RHC	Country
Awareness	XXX	XXXX	XX	X
Assessment	X	XXX	XXXX	XX
Analysis	XXXX	XXX	XX	X
Action	X	XX	XXX	XXXX

Table 1: Degree of engagement (X = Low, XX = Medium-low, XXX = Medium-high, XXXX = High)



INTERNATIONAL HYDROGRAPHIC ORGANIZATION
CAPACITY BUILDING SUB-COMMITTEE (CBSC)

The process will require development of the following elements:

1. Intensification of efforts to raise awareness of hydrography and to provide reference documents on the minimum requirements for national hydrographic services in accordance with SOLAS Chapter V Regulation 9.
2. Implementation and management of a CB fund.
3. Completion of the revision of the C-55 database to identify key deficiencies.
4. Development of assessment criteria to determine appropriate and sustainable national capacity.
5. Implementation of effective RHC processes for analysis and prioritisation of capacity building needs within the region.
6. Definition of an Action Plan to address selected goals within specific timescales, and to identify and manage funding.

In some RHCs, it may be appropriate to consider a comprehensive, multi-year, programme of work, including multiple projects. This may include precise assessment of the first priority requirements, definition of the target capacity, identification of complementary funding, installation and coaching of an organization, training, delivery of some equipment etc. These actions should be conducted in a strongly integrated way, in order for each project to contribute as a part of a holistic programme. A rigorous project methodology should be applied, to ensure successful implementation in terms of scope/budget/timeframe and monitoring/reporting to ensure the expected benefits are realised.

RHCs may also consider the adoption of a CB maturity model where the aspirations of nations can be assessed against each of the 3 CB Phases of development as defined in M-2 and shown in Figure 1. Such a model would identify the appropriate training/assistance/funding required to provide a clear pathway and action plan for a nation to achieve each CB Phase in a sustainable and enduring manner. The model may be used by RHCs to monitor and record a nation's progress towards the creation of a national hydrographic service. This information could become part of a comprehensive country profile as mentioned in Chapter 4.1.

The successive steps in the process are outlined in the paragraphs which follow. The CB Procedures approved by the CBSC contain the detailed information necessary to plan and execute the CB Projects, and are published in the IHO website (www.iho.int > Capacity Building).



INTERNATIONAL HYDROGRAPHIC ORGANIZATION
CAPACITY BUILDING SUB-COMMITTEE (CBSC)

5.2 Raising Awareness

The IHB should continue the campaign for the establishment of the hydrographic services required to meet obligations under UNCLOS and SOLAS. The high profile which the IHB has sustained in the UNICPOLOS process, and within the IMO, should assist the CBSC to implement specific actions to target subordinate international and regional agencies. Very significant progress has been made in IMO, and the imminent inclusion of the C-55 database in the IMO Member State Audit Scheme (VIMSAS) will provide effective leverage to commit governments to resource the arrangements required under SOLAS V Regulations 4 and 9.

The Marine Spatial Data Infrastructure (MSDI) provides a framework for the provision of hydrographic information beyond the traditional field of surface navigation. The IHO/CBSC should contribute to raising the consciousness among the HO's of the importance of hydrographic data in order to drive "The Blue Economy" and all it signifies, in terms of economic and socio-economic development.

The CBSC should continue to explore the best means of raising awareness of the importance of hydrography to the funding agencies. The urgency of this task is underlined by increasing evidence of international and regional investment in hydrographic equipment for either marine scientific research or protection of the marine environment, without adequate awareness of measurement criteria for data to support safe navigation.

Raising awareness may be efficiently supported by a risk assessment process, based on the status of hydrographic knowledge, the main characteristics of maritime activities, including shipping, and of their evolution, and an impact study of the consequences of insufficient hydrographic knowledge or services.

M-2 is available, free of charge, together with general IHO Information Brochure and IHO PowerPoint presentation, on the IHO website (www.iho.int). It is an important tool for meetings at ministry level during technical advisory visits, and are continuously updated.



INTERNATIONAL HYDROGRAPHIC ORGANIZATION
CAPACITY BUILDING SUB-COMMITTEE (CBSC)

5.3 Assessment and Analysis of Needs

5.3.1 Country profile

A further developed C-55 as a “country profile” will play an even more important role in Capacity Building;

The C-55 data-base on the IHO website contains tables of MSI, survey and charting information for each coastal state or state with hydrographically significant waters. The standard formats for the agendas of the IHO RHCs, and for the National Reports presented to them, provide for the regular review of this information and for the discussion of capacity building initiatives to improve the situation in each country. The main deficiencies in complying with SOLAS V Regulation 4 and 9 in many coastal states are as follows:

- No effective organisation for the promulgation of information of importance to safe navigation and the protection of the maritime environment, either as navigational warnings or as inputs to NAVAREA Coordinators and those hydrographic offices with responsibility for charting;
- Outstanding actions to implement the GMDSS;
- No capacity to plan and implement a prioritised survey programme, including a re-survey component;
- Failure to apply IHO S-44 criteria in Marine Scientific Research and offshore industrial surveys;
- The lack of measures to ensure scientific & commercial survey data being incorporated in national bathymetric database;
- Lack of chart information on datum transfer parameters for GPS navigation;
- Lack of INT paper charts and ENC to support international navigation, especially in dangerous and VTS areas.

5.3.2 Technical Visits

Technical visits provide a powerful means of working with local administrators and experts to determine the arrangements for delivering SOLAS V obligations which are appropriate and sustainable for their country.

Follow up visits may be required to support the recipient of the technical visit to implement the recommendations to establish hydrographic services.



INTERNATIONAL HYDROGRAPHIC ORGANIZATION
CAPACITY BUILDING SUB-COMMITTEE (CBSC)

5.3.3 Risk Assessment

A risk assessment provides a robust basis for prioritising a national/regional charting programme. The risk analysis methodology is evidence-based and objective against set criteria. It includes AIS traffic analysis and an economic assessment. The main output is a risk heat map which allows governments, charting authorities and other interested parties to come to a conclusion about the nature and scope of charting improvements and related maritime safety initiatives. A GIS is used for the analysis and to display the results. This allows complex data to be easily accessed and understood by key stakeholders to aid decision making and present a compelling case for action.

5.4 Mechanisms for Action

The following mechanisms are available for capacity building action:

5.4.1 Contact with decision-makers and advice to national experts:

- IHO input to projects championed by IMO and other organisations;
- IHB advisory visits;
- RHC Visit Teams;
- Technical Workshops.

5.4.2 Technical assistance

IHO and RHC assistance in coordination of regional survey, charting and MSI projects, including advice on liaison with funding agencies and with industry.

5.4.3 Bilateral assistance by other IHO MS, by MOU, or on contract or aid-funded basis:

- provision of SOLAS-compliant hydrographic services by other MS through legal administrative arrangement;
- loan of skilled staff;
- training, including options in region;
- output-based project assistance, with out-sourcing fully evaluated and exploited;
- appropriate and sustainable skill and technology transfer, including advice on organisation and planning as well as support for practicing hydrography.



INTERNATIONAL HYDROGRAPHIC ORGANIZATION CAPACITY BUILDING SUB-COMMITTEE (CBSC)

Specific regional comprehensive programmes, as mentioned in Chapter 5, may be prepared by a study, possibly outsourced, on the feasibility of building a generic multi-year CB programme, taking into account sustainable expected progress, funding sources and their availability, possible synergies with complementary international cooperation programmes, languages issues and the level of commitment of concerned nations.

5.5 Management of Capacity Building Action

The CBSC has established an IHO Capacity Building Fund (CB Fund). All transactions are transparent. Any donor may pledge funding for a particular purpose or project if desired.

The disbursement of the IHO CB Fund is controlled by using a costed Management Plan to derive annual Work Programmes. It enables the CBSC to assess and prioritise proposals submitted through the RHCs, and to approve appropriate responses for which costs and benefits have been balanced. Further details are given in the relevant Procedures.

5.6 Training methodologies and cooperation

Training is a very important part of the IHO CB. The methodologies and the means of cooperation with training facilities play an important role in the success of funded trainings. The following list encompasses the main rules and fields of work for the capacity building efforts of the IHO:

- Maritime Safety Information (MSI) will be given priority in order to achieve the first long term objective of this Strategy, based on a multi-year MSI CB Plan to be developed jointly by the CBSC and World-wide Navigation Warning Service Sub-Committee (WWNWS);
- CAT A and B – Depending on funding, consideration will be given to use IHO funds for CAT A and B survey training and CAT B cartography training for candidates from MS only.
- Training for the trainer (TFT), to improve the availability of trainers within a region or country.
- Standardization of trainings beyond CAT A and B where feasible, providing a structure of training possibilities for certain topics.
- MSDI training – MSDI Courses will be developed to cater for the different



INTERNATIONAL HYDROGRAPHIC ORGANIZATION
CAPACITY BUILDING SUB-COMMITTEE (CBSC)

requirements of the various phases of Hydrographic development.

- Ensuring that syllabi of trainings are widely available, preferably in different languages.
- Investigation of the practical benefit and a possible implementation of blended and e-learning.

5.7 Cooperation with Stakeholders

The CBSC works closely together with stakeholders, such as Nations, international and regional organizations and Non-Governmental Organizations (NGOs) to find a broad basis for the cooperation for the benefit of the IHO CB Strategy.

IV. PERIOD IN FORCE

6. Review and updates

The first version of the IHO Capacity Building Strategy Paper was approved by the members of the CBSC on 30 November 2006 and has been updated since then. This updated version was approved by the CBSC in May 2014. It remains in force until withdrawn by that sub-committee. It will be reviewed at each annual meeting of the CBSC. The date of most recent approval will be shown at the head of the document.

~~~~~





INTERNATIONAL HYDROGRAPHIC ORGANIZATION  
CAPACITY BUILDING SUB-COMMITTEE (CBSC)

IHO Strategic Plan (2009)

CB Related Performance Monitoring

| CB Strategic Performance Indicators (4 and 4bis) |       |       |      |       |
|--------------------------------------------------|-------|-------|------|-------|
| Year                                             | 2011  | 2012  | 2013 | 2014  |
| Submitted (a)                                    | 14    | 31    | 28   | 29    |
| Planned (b)                                      | 17    | 30    | 21   | 28    |
| SPI 4 (100*b/a)                                  | 100%  | 96,7% | 75%  | 96,5% |
| Delivered (c)                                    | 13,5  | 22    | 18   |       |
| SPI 4bis (100*c/b)                               | 79,4% | 73,3% | 85,7 |       |

Note: the submitted (a) and planned (b) projects are taken from the management plan as considered by the CBSC.

| Statistics  |     |     |     |  |
|-------------|-----|-----|-----|--|
| Students    | 140 | 227 | 129 |  |
| Tech Visits | 10  | 11  | 6   |  |

INTERNATIONAL HYDROGRAPHIC ORGANIZATION  
CAPACITY BUILDING SUB-COMMITTEE  
DRAFT MANAGEMENT PLAN 2015

Approved projects:

| CB Phase     | Number of projects approved | Amount (Euros)    | %          |
|--------------|-----------------------------|-------------------|------------|
| 0            | 3                           | 16,800            | 4.4        |
| 1            | 7                           | 111,476           | 29.4       |
| 2            | 7                           | 102,727           | 27.1       |
| 3            | 4                           | 51,522            | 13.6       |
| 4            | 5                           | 97,221            | 25.6       |
| <b>Total</b> | <b>26</b>                   | <b>379,746.00</b> | <b>100</b> |

| RHC          | Number of projects approved | Amount (Euros)    | %            |
|--------------|-----------------------------|-------------------|--------------|
| MBSHC        | 3                           | 26,300.00         | 6.9          |
| EAHC         | 5                           | 80,200.00         | 21.1         |
| EAtHC        | 1                           | 40,000.00         | 10.5         |
| SWPHC        | 4                           | 53,000.00         | 14.0         |
| MACHC        | 4                           | 56,351.00         | 14.8         |
| SAIHC        | 2                           | 34,716.00         | 9.1          |
| NIOHC        | 4                           | 45,666.00         | 12.0         |
| RSAHC        | 1                           | 20,513.00         | 5.4          |
| SWAtHC       | 2                           | 23,000.00         | 6.1          |
| <b>Total</b> | <b>26</b>                   | <b>379,746.00</b> | <b>100.0</b> |

Not approved:

| CB Phase     | Number of projects not approved | Amount (Euros)   | %          |
|--------------|---------------------------------|------------------|------------|
| 0            | 0                               | 0                | 0.0        |
| 1            | 0                               | 0                | 0.0        |
| 2            | 0                               | 0                | 0.0        |
| 3            | 0                               | 0                | 0.0        |
| 4            | 1                               | 19,200           | 100.0      |
| <b>Total</b> | <b>1</b>                        | <b>19,200.00</b> | <b>100</b> |

| RHC          | Number of projects not approved | Amount (Euros)   | %            |
|--------------|---------------------------------|------------------|--------------|
| MBSHC        | 0                               | 0.00             | 0.0          |
| EAHC         | 1                               | 19,200.00        | 100.0        |
| EAtHC        | 0                               | 0.00             | 0.0          |
| SWPHC        | 0                               | 0.00             | 0.0          |
| MACHC        | 0                               | 0.00             | 0.0          |
| SAIHC        | 0                               | 0.00             | 0.0          |
| NIOHC        | 0                               | 0.00             | 0.0          |
| RSAHC        | 0                               | 0.00             | 0.0          |
| SWAtHC       | 0                               | 0.00             | 0.0          |
| <b>Total</b> | <b>1</b>                        | <b>19,200.00</b> | <b>100.0</b> |

INTERNATIONAL HYDROGRAPHIC ORGANIZATION  
CAPACITY BUILDING SUB-COMMITTEE  
DRAFT MANAGEMENT PLAN 2015

| RHC                         | CB Phase | Year of Execution | Country/Countries involved                                                                                      | Priority/Status | Project Name (Reference)    | Project Objective                                                                                                                          | Benefits                                                                                                    | Assistance required                                 | Cost (Euro)   | Allocation and Priority (to be filled by CBC) | Contact Person                                                             |
|-----------------------------|----------|-------------------|-----------------------------------------------------------------------------------------------------------------|-----------------|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|---------------|-----------------------------------------------|----------------------------------------------------------------------------|
| MBSHC                       | 0        | 2015              | Montenegro                                                                                                      | 1               | Technical visit             | Advise on a way forward                                                                                                                    | Promote in Montenegro hydrographic services to meet national and international obligations                  |                                                     | 5,100         | 3,400                                         | LCDR.Bülent GÜRSES, ONHO, bgurses@shodb.gov.tr<br>+90 216 322 25 80 (3600) |
| EAHC                        | 0        | 2015              | EAHC Chair, 1 technical officer from EAHC Chair, EAHC Vice Chair, EAHC Charting and Hydrography Committee Chair | 6               | Technical Visit to Cambodia | To follow up with the progress of the country's intention to be a member of the IHO and to assist and accelerate the process of accession. | EAHC will be able to assess the progress of Cambodia's status with regards to becoming a member of the IHO. | CB Funds for accommodation costs and return flights | 5,200         | 3,400                                         | Capt. Jacinto M. Cablayan, EAHC Chair                                      |
| <b>Total Amount Phase 0</b> |          |                   |                                                                                                                 |                 |                             |                                                                                                                                            |                                                                                                             |                                                     | <b>10,300</b> | 6,800                                         |                                                                            |

|       |   |      |                                                                                                                                                              |   |                                                                              |                                                                                                                                                                                             |                                                                                                                       |                                                                                  |        |        |                                                                            |
|-------|---|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|---|------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|--------|--------|----------------------------------------------------------------------------|
| MBSHC | 1 | 2015 | Egypt, Lebanon, Libya, Montenegro and Morocco                                                                                                                | 2 | Workshop on MSI                                                              | Increase the flow of MSI to the NAVAREA Coordinators for promulgation and emphasize the importance of establishing expertise in the countries to fulfill the role of National Coordinators. | Increased awareness and knowledge of the MSI and enhanced standardization of provision of MSI.                        |                                                                                  | 21,514 | 9,830  | LCDR.Bülent GÜRSES, ONHO, bgurses@shodb.gov.tr<br>+90 216 322 25 80 (3600) |
| EAtHC | 1 | 2015 | France                                                                                                                                                       |   | Definition Study for Long Term CB Project                                    | Definition of a sub-regional specific long term CB project                                                                                                                                  | Designing a sustainable and efficient sub-regional CB project                                                         | Hiring a dedicated expert to achieve the study                                   | 40,000 | 40,000 | Eric Langlois                                                              |
| SWPHC | 1 | 2015 | Cook Islands, Fiji, French Polynesia, Kiribati, Nauru, New Caledonia, Niue, Palau, Papua New Guinea, Samoa, Solomon Islands, Tokelau, Tonga, Tuvalu, Vanuatu | 1 | Technical Workshop on Hydrography and Hydrographic Governance (SWPHC2015_01) | To provide a forum for senior managers of regional National Hydrographic Authorities to develop governance knowledge pertaining to hydrographic affairs.                                    | Increased efficiencies in developing hydrographic administrations and develop knowledge in related technical matters. | Fund travel and Per Diem costs for 15 persons from region to attend the Workshop | 21,600 | 21,600 | CDRE Brett BRACE, RAN (Hydrographer of Australia)                          |
| SWPHC | 1 | 2015 | Vanuatu, NZ, PNG                                                                                                                                             | 2 | Vanuatu National Hydrographic Authority                                      | To ensure SOLAS obligations are met.                                                                                                                                                        | Improved Maritime Safety and charting in the region                                                                   | Advice and assistance to fully implement IHO recommendations.                    | 4,000  | 4,000  | Mr Adam Greenland (Hydrographer of NZ)                                     |

|       |   |      |                                                                                                                                                                                                                    |   |                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                  |                                                                                                                                                                                                                                            |        |        |                                    |
|-------|---|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|------------------------------------|
| SWPHC | 1 | 2015 | Kiribati, UK                                                                                                                                                                                                       | 4 | Kiribati National Hydrographic Authority                                          | To ensure SOLAS obligations are met.                                                                                                                                                                                                                                                                                                                                                                                                                              | Improved Maritime Safety and charting in the region                                                                                                              | Advice and assistance to implement the recommended measures contained in the IHO report Feb 2012                                                                                                                                           | 5,800  | 5,800  | Mr Jeff Bryant (UKHO)              |
| MACHC | 1 | 2015 | Mexico (lead)<br>El Salvador,<br>Honduras,<br>Nicaragua,<br>Costa Rica<br>and<br>Dominican Republic                                                                                                                | 1 | Phase 1 Skills Course (for Spanish speakers)                                      | The aim is to provide delegates with the skills and knowledge to assess and promulgate navigationally significant information to the wider maritime community                                                                                                                                                                                                                                                                                                     | To establish a core group of trained persons to deal with MSI                                                                                                    | Flights for up to 8 students                                                                                                                                                                                                               | 10,294 | 10,294 | Jeff Bryant (MACHC CB Coordinator) |
| MACHC | 1 | 2015 | Bahamas,<br>Belize, Costa Rica,<br>Dominica,<br>Dominican Republic, El Salvador,<br>Grenada,<br>Guyana,<br>Haiti,<br>Honduras,<br>Nicaragua,<br>Panama, St Kitts & Nevis,<br>St Lucia, St Vincent & the Grenadines | 2 | Seminar on Raising Awareness of Hydrography (for MACHC Associate and Non Members) | To ensure that countries in the MACHC region are made aware that the provision of hydrographic services is an international obligation under treaty law affecting all Member States (MS) of the IMO and also provides significant national infrastructure and long-term economic benefits. The Seminar is configured to assist countries on how they take the necessary steps to meet their obligation noting that most MACHC countries are IMO MS but not IHO MS | Participants will gain a better understanding of the regulatory framework which supports hydrography and how this can benefit a coastal state (Blue Economy etc) | The contribution from the CBSC fund will cover travel and subsistence for one representative from each of the 15 countries involved. The representatives will be expected to stay on for the 16th MACHC meeting and be active participants | 10,000 | 10,000 | Jeff Bryant (MACHC CB Coordinator) |

|                             |   |      |                                                                                                                                  |   |                                                                |                                                                                                                                                               |                                                                                                                 |                                                                                                                        |                |                |                                                                               |
|-----------------------------|---|------|----------------------------------------------------------------------------------------------------------------------------------|---|----------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|----------------|----------------|-------------------------------------------------------------------------------|
| SAIHC                       | 1 | 2015 | Angola,<br>Kenya,<br>Madagascar,<br>Malawi,<br>Mauritius,<br>Mozambique,<br>Namibia,<br>Seychelles,<br>Tanzania,<br>Comoros, RSA | 1 | Phase 1 Skills Course                                          | The aim is to provide delegates with the skills and knowledge to assess and promulgate navigationally significant information to the wider maritime community | To establish a core group of trained persons to deal with MSI                                                   | Fund Travel & subsistence for up to 10 students, together with one instructor from the UKHO (no fee for trainers time) | 19,952         | 19,952         | Jeff Bryant<br>(SAIHC CB Coordinator)                                         |
| <b>Total Amount Phase 1</b> |   |      |                                                                                                                                  |   |                                                                |                                                                                                                                                               |                                                                                                                 |                                                                                                                        | <b>133,160</b> | <b>121,476</b> |                                                                               |
| MBSHC                       | 2 | 2015 | Algeria,<br>Croatia,<br>Montenegro,<br>Romania and<br>Ukraine                                                                    | 3 | Workshop on Multi-beam Echosounder and Side Scan Sonar Systems | Improve the capacity of MBSHC countries to perform modern surveys with the most recent techniques (MB Echosounder and Side Scan Sonar).                       | Promote modern hydrographic surveys to meet national and international obligations.                             |                                                                                                                        | 26,946         | 13,070         | LCDR.Bülent GÜRSES, ONHO,<br>bgurses@shodb.gov.tr<br>+90 216 322 25 80 (3600) |
| EAHC                        | 2 | 2015 | EAHC Members                                                                                                                     | 3 | Seabed Classification and Multibeam Survey                     | To improve the MS capability in the identification and classification of seabed characteristic                                                                | MS will be able to enhance their capability of the identification and classification of seabed characteristics. | CB Funds for course fees, accommodation costs and return flights                                                       | 19,200         | 19,200         | Capt. Jacinto M. Cablayan, EAHC Chair                                         |
| EAHC                        | 2 | 2015 | EAHC Members                                                                                                                     | 4 | Satellite Derived Bathymetry (5 days)                          | To introduce the MS to this technology that could be used to acquire bathymetric data in a faster way.                                                        | MS will be aware of the SDB technology which they could apply to their charting operations.                     | CB Funds for course fees, accommodation costs and return flights                                                       | 19,200         | 0              | Capt. Jacinto M. Cablayan, EAHC Chair                                         |

|       |   |      |                                                                                                                                                              |   |                                         |                                                                                                                                                              |                                                                                                                                                  |                                                                                  |        |        |                                                   |
|-------|---|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|---|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|--------|--------|---------------------------------------------------|
| SWPHC | 2 | 2015 | Cook Islands, Fiji, French Polynesia, Kiribati, Nauru, New Caledonia, Niue, Palau, Papua New Guinea, Samoa, Solomon Islands, Tokelau, Tonga, Tuvalu, Vanuatu | 3 | Tides & Water Levels Technical Workshop | To enhance knowledge and also aid exchange of information and ideas about challenges faced by hydrographic surveyors in the SW Pacific in relation to tides. | Improved understanding and collaboration on tidal knowledge in the region.                                                                       | Fund travel and Per Diem costs for 12 persons from region to attend the Workshop | 21,600 | 21,600 | CDRE Brett BRACE, RAN (Hydrographer of Australia) |
| NIOHC | 2 | 2015 | NIOHC Member States                                                                                                                                          | 2 | Introduction to MBES use                | To deliver an interactive one week introduction to all aspects of MBES operation from data collection to post processing                                     | This training opportunity will give the participants a valuable introduction to MBES use through a mixture of classroom and practical field work | Fund Travel & subsistence for up to 10 students                                  | 14,344 | 14,344 | Jeff Bryant (NIOHC CB Coordinator)                |
| NIOHC | 2 | 2015 | Sri Lanka                                                                                                                                                    | 3 | MBES Processing (5 days)                | To deliver an interactive one week specialist training course in MBES Processing utilizing the software that they own.                                       | Better and more efficient post processing of survey data will mean better and safer charts                                                       | Fund Travel & subsistence for x1CARIS trainer                                    | 7,000  | 7,000  | Jeff Bryant (NIOHC CB Coordinator)                |
| NIOHC | 2 | 2015 | Bangladesh                                                                                                                                                   | 3 | MBES Processing (5 days)                | To deliver an interactive one week specialist training course in MBES Processing utilizing the software that they own.                                       | Better and more efficient post processing of survey data will mean better and safer charts                                                       | Fund Travel & subsistence for x1CARIS trainer                                    | 7,000  | 7,000  | Jeff Bryant (NIOHC CB Coordinator)                |

|                             |   |           |                                                                                    |      |                                                         |                                                                                                              |                                                                                                                                                                  |                                                                               |                |                |                                       |
|-----------------------------|---|-----------|------------------------------------------------------------------------------------|------|---------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|----------------|----------------|---------------------------------------|
| RSAHC                       | 2 | 2015      | RSAHC Member States                                                                | 1    | MBES Processing (5 days)                                | To train a group of hydrographic surveyors the techniques required to post process MBES data                 | Improved knowledge of the processing element of MBES data and greater confidence in its use                                                                      | Fund Travel & subsistence for up to 8 students, together with x1 UKHO trainer | 20,513         | 20,513         | Jeff Bryant (RSAHC CB Coordinator)    |
| <b>Total Amount Phase 2</b> |   |           |                                                                                    |      |                                                         |                                                                                                              |                                                                                                                                                                  |                                                                               | <b>135,803</b> | <b>102,727</b> |                                       |
| EAHC                        | 3 | 2015      | EAHC Members                                                                       | 5    | Seminar on S-100                                        | To enable the MS to better understand the S-100 and address issues that they encounter in its implementation | MS will be able to address issues that they will encounter in the implementation of S-100                                                                        | CB Funds for course fees, accommodation costs and return flights              | 19,200         | 19,200         | Capt. Jacinto M. Cablayan, EAHC Chair |
| MACHC                       | 3 | 2014-2017 | Haiti                                                                              |      | Haiti Nautical Charting Project                         | Create seminal capacity for SHOH in charting                                                                 | Haiti: Introduction to Paper and Electronic Nautical Chart Production                                                                                            | Instructors, equipment and Software                                           | 55,000         | 10,000         | Paul Cooper                           |
| NIOHC                       | 3 | 2015      | NIOHC Member States                                                                | 1    | ENC QA (5 days)                                         | To train a group of professionals to verify and validate S-57 data                                           | Improved knowledge of V & V and greater confidence in ENC QA                                                                                                     | Fund Travel & subsistence for up to 8 students, together with x1 UKHO trainer | 17,322         | 17,322         | Jeff Bryant (NIOHC CB Coordinator)    |
| SWAtHC                      | 3 | 2014      | Argentina<br>Brazil<br>Obs.: Other four Latin American countries could be invited. | High | S-100 – IHO Universal Hydrographic Data Model WORK SHOP | To increase the CHAtSO members capacity to use S-100.                                                        | More qualified hydrographers would benefit the final quality of their Paper Charts. The main purpose is to improve capacity on creatind Metadata, data exchange. |                                                                               | 5,000          | 5,000          | (DHN)                                 |
| <b>Total Amount Phase 3</b> |   |           |                                                                                    |      |                                                         |                                                                                                              |                                                                                                                                                                  |                                                                               | <b>96,522</b>  | <b>51,522</b>  |                                       |



|       |       |      |                     |   |                                                                  |                                                                                                                                                          |                                                                                                                                                                                                                                                                         |                                                                                                                                                                              |        |        |                                       |
|-------|-------|------|---------------------|---|------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|---------------------------------------|
| EAHC  | Extra | 2015 | EAHC Members        | 1 | Marine Spatial Data Infrastructure and Database Management       | To improve the MS capabilities in properly managing the huge volume of data that they acquire and properly document the details that describe these data | MS will be able to properly manage their bathymetric database                                                                                                                                                                                                           | CB funds for course fees, accommodation costs and return flights                                                                                                             | 19,200 | 19,200 | Capt. Jacinto M. Cablayan, EAHC Chair |
| EAHC  | Extra | 2015 | EAHC Members        | 2 | Tsunami Inundation Mapping Workshop (5 days)                     | To enhance the MS' disaster preparedness and to better understand the possible effects of tsunamis.                                                      | MS will gain the capacity to improve their disaster preparedness and response mechanisms                                                                                                                                                                                | CB Funds for course fees, accommodation costs and return flights                                                                                                             | 19,200 | 19,200 | Capt. Jacinto M. Cablayan, EAHC Chair |
| MACHC | Extra | 2015 | MACHC Member States | 3 | Technical aspects of Maritime boundaries, and baselines (5 days) | To teach participants the basic technical principles applicable to maritime boundary delimitation.                                                       | Increased understanding of the importance of technical aspects in the delimitation process, the legal principles behind boundary delimitation, and to give students the ability to play their role in a boundary team alongside lawyers, politicians and other experts. | Fund travel & subsistence for up to 12 students, together with accommodation-only for x2 UKHO trainers (UKHO will cover the costs of international flights and trainer fees) | 26,057 | 26,057 | Jeff Bryant (MACHC CB Coordinator)    |

|                             |       |      |                                                                                                            |      |                                                                  |                                                                                                    |                                                                                                                                                                                                                                                                         |                                                                                                                                                                               |               |               |                                    |
|-----------------------------|-------|------|------------------------------------------------------------------------------------------------------------|------|------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------|------------------------------------|
| SAIHC                       | Extra | 2015 | SAIHC Member States                                                                                        | 2    | Technical aspects of Maritime boundaries, and baselines (5 days) | To teach participants the basic technical principles applicable to maritime boundary delimitation. | Increased understanding of the importance of technical aspects in the delimitation process, the legal principles behind boundary delimitation, and to give students the ability to play their role in a boundary team alongside lawyers, politicians and other experts. | Fund Travel & subsistence for up to 10 students, together with accommodati-on only for x2 UKHO trainers (UKHO will cover the costs of international flights and trainer fees) | 14,764        | 14,764        | Jeff Bryant (SAIHC CB Coordinator) |
| SWAtHC                      | Extra | 2015 | Argentina Uruguay As well as SEpHC, and MACHC. Obs.: Other four Latin American countries could be invited. | High | MSDI WORKSHOP                                                    | To increase the SWAtHC members capacity on MSDI according to the new avaiable technologies         | More qualified hydrographers would benefit improving the MSDI concenciosness in therir MS. The main purpose is to meet the spatial databases basic needs in order to provide a Regional MSDI                                                                            | 18 000 Euros from CBC                                                                                                                                                         | 18,000        | 18,000        | CAP. Nickolás Roscher(DHN)         |
| <b>Total Amount "Extra"</b> |       |      |                                                                                                            |      |                                                                  |                                                                                                    |                                                                                                                                                                                                                                                                         |                                                                                                                                                                               | <b>97,221</b> | <b>97,221</b> |                                    |

|                    |                |                |
|--------------------|----------------|----------------|
| <b>GRAND TOTAL</b> | <b>473,006</b> | <b>379,746</b> |
|--------------------|----------------|----------------|

INTERNATIONAL HYDROGRAPHIC ORGANIZATION  
CAPACITY BUILDING SUB-COMMITTEE (CBSC)  
2015 MANAGEMENT PLAN

| RHC    | Project Name                                           | N.     | 1 | 2  | 3 | 4 | 5  | 6 | 7 | 8  | 9 | TOTAL | Priority | Resources | Sum     | Phase |
|--------|--------------------------------------------------------|--------|---|----|---|---|----|---|---|----|---|-------|----------|-----------|---------|-------|
| EAtHC  | Definition Study for Long Term CB Project              | P-01   | 5 | 10 | 5 | 0 | 10 | 5 | 5 | 0  | 5 | 45    | 1        | 40,000    | 40,000  | 1     |
| SWPHC  | Technical Workshop on Hydrography and Hydro Governance | P-02   | 3 | 10 | 5 | 3 | 7  | 5 | 5 | -1 | 5 | 42    | 2        | 21,600    | 61,600  | 1     |
| SWPHC  | Vanuatu technical implementation visit                 | A-01   | 5 | 10 | 1 | 5 | 8  | 3 | 5 | 0  | 5 | 42    | 3        | 4,000     | 65,600  | 1     |
| MACHC  | Phase 1 Skills Course for Spanish Speakers             | P-03   | 5 | 10 | 5 | 3 | 6  | 5 | 4 | 0  | 4 | 42    | 4        | 10,294    | 75,894  | 1     |
| SAIHC  | Phase 1 Skills Training Course                         | P-04   | 3 | 10 | 5 | 3 | 6  | 5 | 4 | -1 | 4 | 39    | 5        | 19,952    | 95,846  | 1     |
| MACHC  | Seminar on Raising Awareness of Hydrography            | P-05   | 5 | 10 | 5 | 0 | 6  | 5 | 4 | 0  | 3 | 38    | 6        | 10,000    | 105,846 | 0     |
| SWPHC  | Kiribati technical implementation visit                | A-02   | 5 | 10 | 1 | 3 | 10 | 0 | 4 | 0  | 4 | 37    | 7        | 5,800     | 111,646 | 1     |
| MBSHC  | Technical Visit to Montenegro                          | A-03   | 5 | 10 | 1 | 0 | 7  | 5 | 5 | -3 | 5 | 35    | 8        | 3,400     | 115,046 | 0     |
| SWPHC  | Tides & Water Levels Technical Workshop                | P-06   | 3 | 5  | 5 | 4 | 7  | 1 | 5 | 0  | 5 | 35    | 9        | 21,600    | 136,646 | 2     |
| MBSHC  | Workshop on MSI                                        | P-07   | 3 | 10 | 3 | 0 | 7  | 3 | 5 | -1 | 5 | 35    | 10       | 9,830     | 146,476 | 1     |
| NIOHC  | Introduction to MBES                                   | P-08   | 3 | 5  | 5 | 3 | 7  | 3 | 4 | 0  | 4 | 34    | 11       | 14,344    | 160,820 | 2     |
| EAHC   | Technical Visit to Cambodia                            | A-04   | 5 | 10 | 3 | 0 | 8  | 0 | 5 | -2 | 5 | 34    | 12       | 3,400     | 164,220 | 0     |
| NIOHC  | MBES Processing for Bangladesh                         | P-09   | 3 | 5  | 1 | 4 | 10 | 1 | 5 | 0  | 4 | 33    | 13       | 7,000     | 171,220 | 2     |
| RSAHC  | MBES Processing                                        | P-10   | 3 | 5  | 3 | 2 | 6  | 5 | 4 | 0  | 4 | 32    | 14       | 20,513    | 191,733 | 2     |
| SWAtHC | MSDI Workshop with MACHC and SEPRHC                    | P-11   | 3 | 1  | 5 | 1 | 6  | 5 | 5 | 0  | 5 | 30.8  | 15       | 18,000    | 209,733 | 4     |
| NIOHC  | MBES Processing for Sri Lanka                          | P-12   | 3 | 5  | 1 | 4 | 7  | 1 | 5 | 0  | 4 | 30    | 16       | 7,000     | 216,733 | 2     |
| NIOHC  | ENC QA                                                 | P-13   | 3 | 1  | 3 | 3 | 7  | 5 | 4 | 0  | 4 | 30    | 17       | 17,322    | 234,055 | 3     |
| MBSHC  | Workshop on Multi-beam Echo Sounder and SSS Systems    | P-14   | 3 | 5  | 3 | 0 | 6  | 3 | 5 | 0  | 5 | 30    | 18       | 13,070    | 247,125 | 2     |
| SAIHC  | Technical aspects of Maritime boundaries               | P-15   | 3 | 1  | 5 | 4 | 6  | 3 | 4 | 0  | 2 | 28    | 19       | 14,764    | 261,889 | 4     |
| EAHC   | Seabed Classification and Multi-beam Survey            | P-16   | 3 | 5  | 3 | 0 | 6  | 1 | 5 | -2 | 5 | 26    | 20       | 19,200    | 281,089 | 2     |
| EAHC   | Tsunami Inundation Mapping Workshop                    | P-17   | 3 | 1  | 3 | 0 | 6  | 3 | 5 | 0  | 5 | 26    | 21       | 19,200    | 300,289 | 4     |
| MACHC  | Haiti follow up visit                                  | P-18   | 5 | 1  | 1 | 4 | 7  | 3 | 4 | -1 | 2 | 26    | 22       | 10,000    | 310,289 | 3     |
| SWAtHC | Seminar on S-100                                       | P-19   | 3 | 1  | 1 | 0 | 6  | 5 | 5 | 0  | 5 | 26    | 23       | 5,000     | 315,289 | 3     |
| EAHC   | MSDI and Database Management                           | P-20   | 3 | 1  | 3 | 0 | 6  | 5 | 5 | -3 | 5 | 25    | 24       | 19,200    | 334,489 | 4     |
| MACHC  | Technical aspects of Maritime boundaries               | P-21   | 3 | 1  | 5 | 4 | 6  | 0 | 4 | 0  | 2 | 25    | 25       | 26,057    | 360,546 | 4     |
| EAHC   | Seminar on S-100                                       | cutoff | 3 | 1  | 3 | 0 | 6  | 0 | 5 | -2 | 5 | 21    | 26       | 19,200    | 379,746 | 3     |

**Not approved:**

|             |                              |   |   |   |   |   |   |   |   |   |   |          |           |   |  |   |
|-------------|------------------------------|---|---|---|---|---|---|---|---|---|---|----------|-----------|---|--|---|
| <b>EAHC</b> | Satellite Derived Bathymetry | 3 | 3 | 5 | 3 | 0 | 6 | 0 | 5 | 0 | 5 | <b>0</b> | <b>27</b> | 0 |  | 4 |
|-------------|------------------------------|---|---|---|---|---|---|---|---|---|---|----------|-----------|---|--|---|

| Observations                                                 |
|--------------------------------------------------------------|
|                                                              |
|                                                              |
| Name changed                                                 |
|                                                              |
| Action on France and UK                                      |
|                                                              |
| Name changed                                                 |
| Value reduced from 5 100 euros                               |
|                                                              |
| Reduced the number of participants / budget to 9 830 Euros   |
|                                                              |
| Reduced from 5 100 euros                                     |
|                                                              |
|                                                              |
|                                                              |
|                                                              |
|                                                              |
| Reduced from 26946 euros                                     |
|                                                              |
|                                                              |
|                                                              |
| Not supported. Allocated 10 000 euros for a follow up action |
|                                                              |
|                                                              |
|                                                              |
| cut off                                                      |

not approved (19 200 Euros)

INTERNATIONAL HYDROGRAPHIC ORGANIZATION  
Agreed 2015 CBWP

16/05/2014

| <b>IHO WP Element: Capacity Building Assessment - Technical and Advisory Visits</b> |                                         |             |         |        |           |           |         |              |           |
|-------------------------------------------------------------------------------------|-----------------------------------------|-------------|---------|--------|-----------|-----------|---------|--------------|-----------|
| No.                                                                                 | Events                                  | Responsible | Request | Budget | Paid 2015 | Paid 2016 | Balance | Status       | Resources |
| A-01                                                                                | Vanuatu technical implementation visit  | SWPHC       | 4,000   |        |           |           | 0.00    | Led by Dates | IHO       |
| A-02                                                                                | Kiribati technical implementation visit | SWPHC       | 5,800   |        |           |           | 0.00    | Led by Dates | IHO       |
| A-03                                                                                | Technical Visit to Montenegro           | MBSHC       | 3,400   |        |           |           | 0.00    | Led by Dates | IHO       |
| A-04                                                                                | Technical Visit to Cambodia             | EAHC        | 3,400   |        |           |           | 0.00    | Led by Dates | IHO       |
|                                                                                     | Subtotal of A (Assessment)              | -           | 16,600  | 0      | 0.00      | 0.00      | 0.00    |              |           |

| <b>IHO WP Element: Capacity Building Provision - Technical Workshops, Seminars, Courses</b> |                                                               |             |         |        |           |           |         |              |           |
|---------------------------------------------------------------------------------------------|---------------------------------------------------------------|-------------|---------|--------|-----------|-----------|---------|--------------|-----------|
| No.                                                                                         | Events                                                        | Responsible | Request | Budget | Paid 2015 | Paid 2016 | Balance | Status       | Resources |
| P-01                                                                                        | Definition Study for Long Term CB Project                     | EAtHC       | 40,000  |        |           |           | 0.00    | Led by Dates | ROK       |
| P-02                                                                                        | Technical Workshop on Hydrography and Hydrographic Governance | SWPHC       | 21,600  |        |           |           | 0.00    | Led by Dates | ROK       |
| P-03                                                                                        | Phase 1 Skills Course for Spanish Speakers                    | MACHC       | 10,294  |        |           |           | 0.00    | Led by Dates | IHO       |
| P-04                                                                                        | Phase 1 Skills Training Course                                | SAIHC       | 19,952  |        |           |           | 0.00    | Led by Dates | IHO       |
| P-05                                                                                        | Seminar on Raising Awareness of Hydrography                   | MACHC       | 10,000  |        |           |           | 0.00    | Led by Dates | IHO       |
| P-06                                                                                        | Tides & Water Levels Technical Workshop                       | SWPHC       | 21,600  |        |           |           | 0.00    | Led by Dates | ROK       |
| P-07                                                                                        | Workshop on MSI                                               | MBSHC       | 9,830   |        |           |           | 0.00    | Led by Dates | IHO       |
| P-08                                                                                        | Introduction to MBES                                          | NIOHC       | 14,344  |        |           |           | 0.00    | Led by Dates | ROK       |
| P-09                                                                                        | MBES Processing for Bangladesh                                | NIOHC       | 7,000   |        |           |           | 0.00    | Led by Dates | ROK       |
| P-10                                                                                        | MBES Processing                                               | RSAHC       | 20,513  |        |           |           | 0.00    | Led by Dates | IHO       |
| P-11                                                                                        | MSDI Workshop with MACHC and SEPRHC                           | SWAtHC      | 18,000  |        |           |           | 0.00    | Led by Dates | ROK       |
| P-12                                                                                        | MBES Processing for Sri Lanka                                 | NIOHC       | 7,000   |        |           |           | 0.00    | Led by Dates | ROK       |

INTERNATIONAL HYDROGRAPHIC ORGANIZATION  
Agreed 2015 CBWP

| IHO WP Element: Capacity Building Provision - Technical Workshops, Seminars, Courses |                                                                          |             |         |        |           |           |         |                                                               |           |
|--------------------------------------------------------------------------------------|--------------------------------------------------------------------------|-------------|---------|--------|-----------|-----------|---------|---------------------------------------------------------------|-----------|
| No.                                                                                  | Events                                                                   | Responsible | Request | Budget | Paid 2015 | Paid 2016 | Balance | Status                                                        | Resources |
| P-13                                                                                 | ENC QA                                                                   | NIOHC       | 17,322  |        |           |           | 0.00    | Led by Dates                                                  | ROK       |
| P-14                                                                                 | Workshop on Multi-beam Echosounder and SSS Systems                       | MBSHC       | 13,070  |        |           |           | 0.00    | Led by Dates                                                  | IHO       |
| P-15                                                                                 | Technical aspects of Maritime boundaries, baselines                      | SAIHC       | 14,764  |        |           |           | 0.00    | Led by Dates                                                  | ROK       |
| P-16                                                                                 | Seabed Classification and Multibeam Survey                               | EAHC        | 19,200  |        |           |           | 0.00    | Led by Dates                                                  | ROK       |
| P-17                                                                                 | Tsunami Inundation Mapping Workshop                                      | EAHC        | 19,200  |        |           |           | 0.00    | Led by Dates                                                  | ROK       |
| P-18                                                                                 | Haiti follow up visit                                                    | MACHC       | 10,000  |        |           |           | 0.00    | Led by Dates                                                  | ROK       |
| P-19                                                                                 | Seminar on S-100                                                         | SWAtHC      | 5,000   |        |           |           | 0.00    | Led by Dates                                                  | IHO       |
| P-20                                                                                 | MSDI and Database Management                                             | EAHC        | 19,200  |        |           |           | 0.00    | Led by Dates                                                  | ROK       |
| P-21                                                                                 | Technical Aspects of Maritime Boundaries                                 | MACHC       | 26,057  |        |           |           | 0.00    | Led by Dates                                                  | IHO       |
| P-22                                                                                 | Workshop on Port & Shallow Water Surveys                                 | RSAHC       | 10,400  |        |           |           | 0.00    | Led by Dates                                                  | IHO       |
| P-23                                                                                 | Cat A hydrography Programme (USM)                                        | IHB         | 215,000 |        |           |           | 0.00    | Led by USM, Hattiesburg, USA<br>Dates August 2015-August 2016 | ROK       |
| P-24                                                                                 | 7th Course on Hydrographic Data Processing and Marine Cartography (UKHO) | IHB         | 192,145 |        |           |           | 0.00    | Led by UKHO, Taunton, UK<br>Dates September-December 2015     | Nippon    |
| P-25                                                                                 | GEBCO Training Project (UNH)                                             | UNH         | -       | -      | -         | -         | -       | Led by UNH, Durham, USA<br>Dates August 2015 - August 2016    | Nippon*   |
| P-26                                                                                 | Regional Training Course in Africa                                       | IMO         | -       | -      | -         | -         | -       | Led by Dates                                                  | IMO       |
| P-27                                                                                 | Regional Training Course in the Pacific Islands                          | IMO         | -       | -      | -         | -         | -       | Led by Dates                                                  | IMO       |
|                                                                                      | Subtotal of P (Provision)                                                | -           | 761,491 | 0.00   | 0.00      | 0.00      | 0.00    |                                                               |           |

2015      2016

Resources:

ROK = IHO/ROK Programme of Technical Cooperation

IHO = IHO regular budget

Nippon = Nippon Foundation - CHART Project

Nippon\* = Nippon Foundation - GEGCO Project

IMO = IMO Funding IHO in kind

|        |         |      |      |      |      |                 |
|--------|---------|------|------|------|------|-----------------|
| Total  | 778,091 | 0.00 | 0.00 | 0.00 | 0.00 |                 |
| ROK    | 444,230 | 0.00 | 0.00 | 0.00 | 0.00 | Subtotal ROK    |
| IHO    | 141,716 | 0.00 | 0.00 | 0.00 | 0.00 | Subtotal IHO    |
| Nippon | 192,145 | 0.00 | 0.00 | 0.00 | 0.00 | Subtotal Nippon |



**12<sup>th</sup> IHO CAPACITY BUILDING SUB-COMMITTEE MEETING**  
**Brest, France 14-16 May 2014**

**CBSC12 - LIST OF ACTIONS AND DECISIONS**

**a) List of Actions**

| <b>No</b> | <b>Action (Agenda item)</b>                                                                                                                                                                                                  | <b>Responsible</b>  | <b>Deadline</b>            | <b>Status</b> |
|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|----------------------------|---------------|
| 1         | Send letter of thanks to the hosts for having hosted the CBSC12 Meeting (P)                                                                                                                                                  | Chair               | June                       | Permanent     |
| 2         | Send letter of thanks to future host for offering to hold CBSC13 in 2015 (P)                                                                                                                                                 | Chair               | June                       | Permanent     |
| 3         | Prepare and circulate draft minutes to all participants to CBSC12 (P)                                                                                                                                                        | Chair,<br>Secretary | June                       | Permanent     |
| 4         | Provide comments to Chair on the draft minutes of the CBSC12 (P)                                                                                                                                                             | All                 | July                       | Permanent     |
| 5         | Issue final version of the CBSC12 Meeting report. Secretary to post in the IHO website (P)                                                                                                                                   | Chair,<br>Secretary | August                     | Permanent     |
| 6         | Issue CL on the outcomes of the CBSC12 (P)                                                                                                                                                                                   | Secretary           | August                     | Permanent     |
| 7         | Send letters to the RHCs Chairs informing them of the approval or rejection of their submissions (P)                                                                                                                         | Chair               | July                       | Permanent     |
| 8         | Prepare Agenda, Annotated Agenda, Timetable and List of Documents and circulate them timely to all CBSC13 (P)                                                                                                                | Chair,<br>Secretary | February<br>2015           | Permanent     |
| 9         | Consider participation in the 8th Joint IMO/IHO/IOC/WMO/IALA/IAEA/FIG CB meeting (November 2014) (P)                                                                                                                         | Chair, IHB          | November                   | Permanent     |
| 10        | Write to the RHC Chairs to remind the RoS submissions, highlighting the main topics:<br>- Comply with Procedure 1 and 4<br>- Priority definition (1, 2, 3)<br>- Spreadsheet with compiled values from RoS<br>- Deadlines (P) | Chair               | December                   | Permanent     |
| 11        | Provide summary reports for their respective region (P)                                                                                                                                                                      | CB<br>Coordinators  | April 2015                 | Permanent     |
| 12        | Provide written reports of the region's CB Projects of the intersessional period (P)                                                                                                                                         | RHC Chairs          | April 2015                 | Permanent     |
| 13        | Inform the venue and dates of CBSC13 and invite the IHB to draft a Circular Letter to MSs (P)                                                                                                                                | Chair               | October                    | Permanent     |
| 14        | upload the ToR for the Coordinators to the IHO website (1)                                                                                                                                                                   | Secretary           | June 2014                  | Done          |
| 15        | address the new ToR for CB Coordinators and their importance for RHCs during IRCC6 (1)                                                                                                                                       | Chair               | IRCC6                      | Done          |
| 16        | list the current information available and the plans to expand the database for CIS to CBSC to allow the review (3)                                                                                                          | IHB                 | September<br>2014          |               |
| 17        | request the TWLWG Chair a progress report on the tide and water level course (3)                                                                                                                                             | Chair               | June 2014                  |               |
| 18        | transfer the Ports and Shallow Water Survey Workshop from the 2013 to the 2014 CBWP (5)                                                                                                                                      | Secretary           | done during<br>the meeting | Done          |
| 19        | update the 2015 Management Plan and remove the SEPRHC Workshop on Multi-beam (5)                                                                                                                                             | Secretary           | done during<br>the meeting | Done          |

|    |                                                                                                                                                 |                                                                           |                         |                      |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|-------------------------|----------------------|
| 20 | provide input to the IHB on the needs and considerations regarding the IMO trainings to be submitted to the IMO TC65 for the ITCP 2016-2017 (5) | CB Coordinators                                                           | December 2014           |                      |
| 21 | present the IHO CB Strategy to IRCC6 for notice (6)                                                                                             | Chair                                                                     | IRCC6                   | Done                 |
| 22 | report the IHO CB Strategy to the EIHC5 for endorsement (6)                                                                                     | Chair                                                                     | EIHC5                   |                      |
| 23 | develop a Public Relation Paper to publicize the revised IHO CB Strategy (6)                                                                    | drafting group 1 (AG, AK, JB, BG, NS, TD-lead, RL, Secretary)             | CBSC13                  |                      |
| 24 | produce a Spanish version of the Public Relation Paper to publicize the revised IHO CB Strategy (6)                                             | Mexico and Secretary                                                      | CBSC13                  |                      |
| 25 | upload Procedures 3 and 8 to the IHO website (7)                                                                                                | Secretary                                                                 | June 2014               | Done                 |
| 26 | review the draft Procedure 9 (Guidelines to conduct technical visits) and report back to the CBSC (7)                                           | drafting group 2 (AK, lead, BG, RL, JB, AG, HD, JK, NS and the Secretary) | CBSC13                  |                      |
| 27 | seek an expert to participate in the drafting group (7)                                                                                         | Brazil                                                                    | June 2014               | Done. Not available. |
| 28 | provide an input to the Strategy to have the follow up actions following the technical visits (7)                                               | UK                                                                        | done during the meeting | Done                 |
| 29 | further develop the display of C-55 information and report to CBSC (7)                                                                          | IHB                                                                       | CBSC13                  |                      |
| 30 | keep the CBSC involved in the development of C-55 and report to CBSC (7)                                                                        | IHB                                                                       | CBSC13                  |                      |
| 31 | request action from IRCC on the development of the GIS replacement of C-55 (7)                                                                  | Chair                                                                     | IRCC6                   | Done                 |
| 32 | keep the CBSC informed on the execution of the project at EAHC through all the phases (8)                                                       | France                                                                    | CBSC13                  |                      |
| 33 | liaise and check the Phase 1 Skills training material in English and French are consistent and the need of harmonization (8)                    | France and UK                                                             | October 2014            |                      |
| 34 | review the number of participants for the MSI workshop (8)                                                                                      | Turkey                                                                    | done during the meeting | Done                 |
| 35 | invite the EAHC to consider assigning a permanent CB Coordinator (8)                                                                            | Chair and the IHB                                                         | July 2014               |                      |
| 36 | review the submission for a Technical Visit to Cambodia (8)                                                                                     | EAHC                                                                      | done during the meeting | Done                 |
| 37 | review the submission on SDB and resubmit in 2015 (8)                                                                                           | EAHC                                                                      | 1 April 2015            |                      |
| 38 | invite EAHC to bring the SDB to the RHC meetings, inviting experts on this field (8)                                                            | Chair                                                                     | June 2014               |                      |
| 39 | discuss the tsunami inundation maps during the Joint CB Coordinating Meeting (8)                                                                | Chair                                                                     | November 2014           |                      |
| 40 | input the IOC Council with the subject on the tsunami inundation maps (8)                                                                       | IHB                                                                       | July 2014               |                      |

|    |                                                                                                                           |                                                                                                           |                 |         |
|----|---------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|-----------------|---------|
| 41 | find a better way to address the proposal of a project for Haiti (8)                                                      | MACHC                                                                                                     | CBSC13          |         |
| 42 | propose a TV to Haiti (8)                                                                                                 | MACHC                                                                                                     | July 2014       |         |
| 43 | propose a 3-day MSI course on Haiti to follow the TV or to participate in the MSI training course to be held at EAtHC (8) | MACHC                                                                                                     | October 2014    |         |
| 44 | conduct the high level technical visit on Haiti (8)                                                                       | IHB and France                                                                                            | TBD             |         |
| 45 | invite the IHB to consider creating a web page in the IHO website to hold the available training courses (8)              | Chair                                                                                                     | July 2014       |         |
| 46 | provide a revised and harmonized 5-year Work Plan (9)                                                                     | SWPHC, MACHC, SWAtHC, SEPRHC, EAHC, EAtHC, SAIHC, NIOHC, MBSHC, RSAHC with the aid of the CB Coordinators | CBSC13          |         |
| 47 | include an agenda item for CBSC13 on the revision of the 5-year Work Plans (9)                                            | Chair and the Secretary                                                                                   | CBSC13          |         |
| 48 | address the procurement issues at IRCC6 and EIHC5 (10)                                                                    | Chair                                                                                                     | IRCC6 and EIHC5 |         |
| 49 | include procurement of equipment in the agenda for CBSC13 (10)                                                            | Chair and Secretary                                                                                       | CBSC13          |         |
| 50 | approach the IMO to inform on the decision 13 (10)                                                                        | IHB (in liaison with the CB Coordinator of SAIHC and MACHC)                                               | June 2014       | Done    |
| 51 | liaise with the IBSC in order to improve the harmonization of information exchange between the CBSC and the IBSC (10)     | Chair                                                                                                     | Permanent       | Ongoing |
| 52 | inform IRCC on the decision to hold CBSC13 back-to-back to IRCC7 (11)                                                     | Chair                                                                                                     | IRCC6           | Done    |
| 53 | send the logistic information on CBSC13 to the IHB in order to allow the announcement via CL (11)                         | Mexico                                                                                                    | December 2014   |         |

**b) List of Decisions**

|                                                                                                                                                                                                                                                                                                                                                               |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Decision 1:</b> to adopt the ToR for the CB Coordinators ( <b>Annex B</b> ).                                                                                                                                                                                                                                                                               |
| <b>Decision 2:</b> to Cancel or Transfer to the following year the CB Activities that are not accomplished until December of the current CBWP year. There will be no automatic transfer and the request needs to be submitted to the CBSC in due time. The CBSC will consider the request intersessionally if necessary, based on the justification provided. |
| <b>Decision 3:</b> to approve the revised IHO CB Strategy and to submit it to the EIHC5 for endorsement                                                                                                                                                                                                                                                       |

|                                                                                                                                                                                                                                                                                                                                                                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>(Annex G).</b>                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Decision 4:</b> to form a drafting group 1 (New Zealand [Adam Greenland - AG], South Africa [Abri Kampf - AK], UK [Jeff Bryant - JB], Turkey [Bülent Gürses - BG], IBSC Chair [Nicolas Seube - NS], Chair [Thomas Dehling – TD, lead], Mexico [Ricardo Lopes - RL], and the Secretary) to develop a Public Relation Paper to publicize the revised IHO CB Strategy.                           |
| <b>Decision 5:</b> to approve and adopt the revised Procedures 3 and 8.                                                                                                                                                                                                                                                                                                                          |
| <b>Decision 6:</b> to create a drafting group 2 (South Africa [Abri Kampf - AK, lead], Turkey [Bülent Gürses - BG], Mexico [Ricardo Lopes - RL], UK [Jeff Bryant - JB], New Zealand [Adam Greenland - AG], France [Henri Dolou - HD], Latvia [Janis Krastins - JK], IBSC Chair [Nicolas Seube - NS] and the Secretary) to review the draft Procedure 9 (Guidelines to conduct technical visits). |
| <b>Decision 7:</b> to withdraw the activity from the Management Plan.                                                                                                                                                                                                                                                                                                                            |
| <b>Decision 8:</b> to pay a high level technical visit by IHB and France.                                                                                                                                                                                                                                                                                                                        |
| <b>Decision 9:</b> the majority of the members decided to support the project as it is.                                                                                                                                                                                                                                                                                                          |
| <b>Decision 10:</b> to approve the 2015 Management Plan ( <b>Annex I</b> ).                                                                                                                                                                                                                                                                                                                      |
| <b>Decision 11:</b> to approve the 2015 Agreed CBWP ( <b>Annex J</b> ).                                                                                                                                                                                                                                                                                                                          |
| <b>Decision 12:</b> to include procurement in the agenda for the future meetings in view of the importance and complexity of the subject.                                                                                                                                                                                                                                                        |
| <b>Decision 13:</b> to combine the two courses in both regions (SAIHC and MACHC)                                                                                                                                                                                                                                                                                                                 |
| <b>Decision 14:</b> to inform the IRCC on the suggestion to hold CBSC13 in Mexico on 27 to 29 May 2015, in Acapulco or Mexico City (TBC).                                                                                                                                                                                                                                                        |
| <b>Decision 15:</b> to hold CBSC14 in Abu Dhabi, pending confirmation.                                                                                                                                                                                                                                                                                                                           |
| <b>Decision 16:</b> to hold CBSC15 in Suriname, pending confirmation.                                                                                                                                                                                                                                                                                                                            |
| <b>Decision 17:</b> to adopt the CBSC12 List of Actions and Decisions ( <b>Annex K</b> ).                                                                                                                                                                                                                                                                                                        |