

**14<sup>th</sup> MEETING OF THE IHO CAPACITY BUILDING SUB-COMMITTEE  
IHO-CBSC14**

**Abu Dhabi, UAE, 24-26 May 2016**

**AGENDA AND TIMETABLE**

**Note:** Presenters of papers in parentheses ().

<b>Time</b>	<b>DAY ONE OF CBSC14 – Tuesday 24 May</b>	<b>Action</b>
08h00	<b>Registration</b>	All
09h00	<p><b>1. a. Opening Remarks</b> Opening of the meeting and welcome.</p> <p><b>b. Introductions</b> Participants will be invited to introduce themselves.</p> <p><b>c. Administrative Arrangements</b> <i>Docs: <a href="#">CBSC14-01A</a> List of Documents (IHB)</i> <i><a href="#">CBSC14-01B</a> List of Participants (IHB)</i> <i><a href="#">CBSC14-01C</a> CBSC Membership (IHB)</i> <i><a href="#">CBSC14-01D</a> ToR and RoP (IHB)</i> <i><a href="#">CBSC14-01E</a> ToR for the CB Coordinators (IHB)</i></p> <p>Logistic guidance and information. Documents are presented and updated as necessary.</p>	<p>Chair/Host/ IHB</p> <p>All</p> <p>Host/IHB</p>
09h50	<p><b>2. Approval of Agenda</b> <i>Doc: CBSC14-02 Agenda and Timetable (IHB)</i></p> <p>Participants are invited to comment the agenda and timetable in case updates are necessary. Agenda is adopted.</p>	Chair
10h00	<p><b>3. Matters arising from Minutes of CBSC13 Meeting</b> <i>Docs: CBSC14-03A Minutes of CBSC13 (IHB)</i> <i>CBSC14-03B Status of Action List from CBSC13 (IHB)</i></p> <p>Approval of the CBSC13 Minutes. List of Actions is reviewed and updated.</p>	Chair
10h30	<b>Coffee break</b>	Host
11h00	<p><b>4. Report by the Chair and the IHB</b> <i>Docs: CBSC14-04A Report by the Chair (Chair)</i> <i>CBSC14-04B Report by the IHB (IHB)</i></p> <p>Highlights from the Chair and the IHB on ongoing issues and the future of the IHO Capacity Building programme. Chair reports on the Coordination of CB activities with ROK and Japan and the work of the Joint IHO/IMO/WMO/IOC/IALA/IAEA/FIG CB Coordination Meeting.</p>	Chair/IHB

Time	DAY ONE OF CBSC14 – Tuesday 24 May (Continued)	Action
11h30	<p><b>5. Regional Assessment of CB Activities</b></p> <p><b>5.1 Reports of the RHCs</b></p> <p><i>Docs: CBSC14-05.1A MBSHC Report</i>  <i>CBSC14-05.1B EAHC Report</i>  <i>CBSC14-05.1C EAAtHC Report</i>  <i>CBSC14-05.1D SEPRHC Report</i>  <i>CBSC14-05.1E SWPHC Report</i>  <i>CBSC14-05.1F MACHC Report</i>  <i>CBSC14-05.1G SAIHC Report</i>  <i>CBSC14-05.1H NIOHC Report</i>  <i>CBSC14-05.1I RSAHC Report</i>  <i>CBSC14-05.1J SWAtHC Report</i></p> <p>RHC Members and CB Coordinators will update the meeting on the status of C-55, report on visits (high-level, technical and follow-up) and report on courses, workshops and seminars.</p>	RHC Reps.
12h30	<b>Group photo followed by lunch break</b>	Host
14h00	<p><b>5. Regional Assessment of CB Activities (continued)</b></p> <p><b>5.2 Update and closure of the 2015 CBWP</b></p> <p><i>Doc: CBSC14-05.2 Closed 2015 CBWP</i></p> <p>CBSC will update and close the 2015 CBWP.</p>	Chair/IHB
14h30	<p><b>6. Regional projects for CB</b></p> <p><i>Docs: CBSC14-06A Risk Assessment (SWPHC)</i>  <i>CBSC14-06B OECS Project (UK)</i>  <i>CBSC14-06C Definition Study for Long Term Project (EAAtHC)</i>  <i>CBSC14-06D Strengthening the Hydrographic Capacities in the MACHC (Mexico)</i>    <i>CBSC14-06E Neptune Programme (UK)</i>  <i>CBSC14-06F Italian CB Support (Italy)</i>  <i>CBSC14-06G E-learning potential for CB (IMarEST)</i></p> <p>Reports and presentations on ongoing developments in regional projects (20 minutes each):</p> <p>a) SWPHC (Risk assessment)  b) MACHC (OECS Project)  c) EAAtHC (Definition Study for a Long Term Project)  d) MACHC (Strengthening the Hydrographic Capabilities)  e) UK Overseas Territories (Neptune Programme)  f) Italian CB Support  g) E-learning potential for hydrographic capacity building</p>	N. Zealand UK France Mexico UK Italy IMarEST
15h30	<b>Coffee break</b>	Host
16h00	<p><b>6. Regional projects for CB (continued)</b></p> <p>Continuation of item 6.</p>	RHC Reps.
17h30	<b>END OF DAY ONE</b>	Chair

Time	DAY TWO OF CBSC14 – Wednesday 25 May	Action
09h00	<p><b>7. Strategic Issues of the CBSC</b>  <i>Docs: <a href="#">CBSC14-07</a> IHO Capacity Building Strategy (IHB)</i></p> <p><b>7.1 Assessment of the IHO CB Strategy</b></p> <p><b>7.2 Way Ahead for the IHO CB Strategy</b></p> <p><b>7.3 Development of projects to seek donor funds</b></p> <p><b>7.4 Measures of success of the CB Programme</b></p> <p>The meeting will discuss the revised IHO CB Strategy and the way ahead for the CB Strategy, including the development of projects to seek donor funds and the measures of success of the CB Programme.</p>	Chair/IHB
10h30	<b>Coffee break</b>	Host
11h00	<p><b>8. Operational issues of the CBSC</b></p> <p><b>8.1 Revision of the CB Procedure 7 (<i>Application Procedure</i>)</b>  <i>Doc: CBSC14-08.1 draft revised CB Procedure 7 (IHB)</i>  Revision of the draft revised CB Procedure 7.</p> <p><b>8.2 Revision of the CB Procedure 8 (<i>Finance Management</i>)</b>  <i>Doc: CBSC14-08.2 draft revised CB Procedure 8 (IHB)</i>  Revision of the draft revised CB Procedure 8.</p> <p><b>8.3 Revision of the draft CB Procedure 9 (<i>Technical Visits</i>)</b>  <i>Doc: CBSC14-08.3 draft CB Procedure 9 (IHB)</i>  Revision of the experimental draft CB Procedure 9 in view of the lessons learned in using this draft in the past year.</p>	IHB  IHB  IHB
12h30	<b>Lunch break</b>	Host
14h00	<p><b>8. Operational issues of the CBSC (Continued)</b></p> <p><b>8.4 Proposal of new CB Procedures</b>  <i>Docs: CBSC14-08.4A Draft CB Procedure 10 on the Management Plan (IHB)</i>  <i>CBSC14-08.4B Draft CB Procedure 11 on the Assessment of the Status of CB Phases (UK)</i>  <i>CBSC14-08.4C Draft CB Procedure 12 on a Certificate for the Completion of CB Activities (UK and IHB)</i></p> <p>Meeting will consider the draft new CB Procedures on the Management Plan, the assessment of the status of the CB Phases in coastal States and the adoption of a certificate template to be awarded to those successfully completing CB Activities.</p> <p><b>8.5 CB Management System update</b>  <i>Doc: CBSC14-08.5 CB Management System update (IHB)</i>  Analysis of the issues for the development of the CB Management System</p> <p><b>8.6 C-55 Status and Developments</b>  <i>Doc: CBSC14-08.6 C-55 Status and Developments (IHB)</i>  IHB will update on the status of C-55 and current developments.</p>	IHB/UK       IHB  IHB
15h30	<b>Coffee break</b>	Host

Time	DAY TWO OF CBSC14 – Wednesday 25 May (continued)	Action
16h00	<p><b>8. Operational issues of the CBSC (Continued)</b></p> <p><b>8.7 Performance Indicators and Statistics</b>  <i>Docs: CBSC14-08.7 Performance Indicators (Chair)</i>            Discussion on the requirements for the Performance Indicators and the establishment of the relevant statistics related to CB.</p> <p><b>8.8 Review of the 3-year RHC Work Plans</b>  <i>Docs: CBSC14-08.8A MBSHC 3-year Work Plan</i>  <i>CBSC14-08.8B EAHC 3-year Work Plan</i>  <i>CBSC14-08.8C EAHC 3-year Work Plan</i>  <i>CBSC14-08.8D SEPRHC 3-year Work Plan</i>  <i>CBSC14-08.8E SWPHC 3-year Work Plan</i>  <i>CBSC14-08.8F MACHC 3-year Work Plan</i>  <i>CBSC14-08.8G SAIHC 3-year Work Plan</i>  <i>CBSC14-08.8H NIOHC 3-year Work Plan</i>  <i>CBSC14-08.8I RSAHC 3-year Work Plan</i>  <i>CBSC14-08.8J SWAtHC 3-year Work Plan</i></p> Review of the 3-year Work Plans of the RHCs (CBSC13 Action 45)	Chair           RHCs
17h30	<b>END OF DAY TWO</b>	Chair

Time	DAY THREE OF CBSC14 – Thursday 26 May	Action
09h00	<p><b>9. CB Management</b></p> <p><b>9.1 Update of the 2016 CBWP</b>  <i>Docs: CBSC14-09.1A Updated 2016 CBWP (IHB)</i>  <i>CBSC14-09.1B Request on P-02 (EAHC)</i>            Assessment of and feedback to the 2016 CBWP.</p> <p><b>9.2 Finance Report</b>  <i>Doc: CBSC14-09.2 Finance Report (IHB)</i>            IHB will introduce the finance report for the approval of the CBSC</p>	Chair      IHB
10h30	<b>Coffee break</b>	Host
11h00	<p><b>9. CB Management (continued)</b></p> <p><b>9.3 Management Plan</b>  <i>Doc: CBSC14-09.3 draft 2017 CB Management Plan (IHB)</i>            CBSC will review, update and approve the 2017 CB Management Plan.</p> <p><b>9.4 Adoption of the 2017 CBWP</b>  <i>Doc: CBSC14-09.4 Adopted 2017 CBWP (IHB)</i>            CBSC adopt the 2017 CBWP. <i>Doc. CBSC14-09.4</i> will be drafted during the meeting following the approval of the 2017 CB Management Plan.</p>	IHB
12h30	<b>Lunch break</b>	Host
14h00	<p><b>10. Report from the CBSC to the IRCC8 Meeting</b>            Preparation of the CBSC Chair report to the IRCC8 Meeting.</p>	Chair
14h30	<p><b>11. Any other business</b>            CBSC discuss any other business.</p>	Chair

<b>Time</b>	<b>DAY THREE OF CBSC14 – Thursday 26 May (Continued)</b>	<b>Action</b>
15h00	<p><b>12. Next CBSC Meetings (venue and date)</b></p> <p>Definition of the dates and venue for CBSC15 and confirmation of CBSC16. Participants are expected to offer to host CBSC17.</p> <p>CBSC15: Tentative date: 31 May-2 June 2017 – Paramaribo, Suriname</p> <p>CBSC16: May / June 2018 – Goa, India (subject to confirmation)</p> <p>CBSC17: May / June 2019 - Venue depending on proposals from Member States</p>	Chair
15h30	<b>Coffee break</b>	Host
16h00	<p><b>13. Review of the List of Actions</b></p> <p><i>Doc: CBSC14-13 Draft list of actions from CBSC14 (IHB)</i></p> <p>CBSC reviews the List of Actions with deadlines and assigned lead. <i>Doc. CBSC14-13</i> will be drafted during the meeting.</p>	Chair
16h45	<p><b>19. Closure</b></p> <p>Chair ends the meeting.</p>	Chair
17h00	<b>END OF THE MEETING</b>	Chair