

**THIRTEENTH MEETING OF THE IHO CAPACITY BUILDING SUB-COMMITTEE
IHO-CBSC13
Mexico City, Mexico, 27-29 May 2015**

REPORT

1. Opening and welcome

<i>Docs: CBSC13-01A</i>	<i>List of Documents (IHB)</i>
<i>CBSC13-01B</i>	<i>List of Participants (IHB)</i>
<i>CBSC13-01C</i>	<i>CBSC Membership (IHB)</i>
<i>CBSC13-01D</i>	<i>ToR and RoP (IHB)</i>
<i>CBSC13-01E</i>	<i>ToR for the CB Coordinators (IHB)</i>

Mr. Thomas Dehling, Chair of the Capacity Building Sub-Committee (CBSC), opened the meeting at 09h00 on 27 May 2015 at *Centro de Estudios Superiores Navales (CESNAV)* in Mexico City, Mexico. Vice-Admiral Luis Orozco Inclán, on behalf of Admiral Vidal Francisco Soberón Sanz, Minister of the Navy, welcomed the participants and wished a successful meeting.

Rear-Admiral Francisco Abascal Andrade, Mexican National Hydrographer, wished that the hydrographic and cartographic capacities of Mexico could be shared with the Member and non-Member States. He highlighted all the numerous professionals of the related disciplines that help the work of the hydrographic services and importance of unified special databases to support the provision of hydrographic services. He further highlighted the importance of cooperation with other hydrographic offices and with industry and also the development of the FOCAHIMECA (Strengthen the hydrographic abilities in Mesoamerican and the Caribbean Sea) project.

The CBSC Chair thanked the hosts for the organization of the meeting with an excellent environment for the work of the CBSC. He highlighted the growing contribution of Mexico to the IHO Capacity Building activities. IHO Director Mustafa Iptes stressed the strategic character of CB for the development of hydrography, especially in developing regions. He also mentioned the growing CBWP since 2004 and the contributions of the Republic of Korea (ROK) and Japan/Nippon Foundation for the safety of navigation and protection of the marine environment. He called for the continuing participation of the members and the need for additional funding to cope with all the challenges worldwide.

The Chair invited Mexico to provide logistics information for the meeting and then invited all the participants to introduce themselves. The list of participants is provided in Annex-A. The Secretary was invited to present the list of documents, the Membership list and the Terms of Reference for the CBSC and the CB Coordinators and no changes were proposed.

2. Approval of Agenda

Doc: CBSC13-02 Agenda and Timetable (IHB)

Participants were invited to comment the agenda and timetable in case updates were necessary. The CBSC then agreed on the following decision and action:

Decision 1: CBSC approved the agenda with one amendment (CB Fund report moved to agenda item 8).

Action 13: Secretary to amend the CBSC13 Agenda and Timetable (doc. CBSC13-02) in accordance with Decision 1 (done during the meeting).

Note: the first 12 actions listed in Annex-G are permanent.

3. Matters arising from the minutes of the CBSC12 Meeting

Docs: CBSC13-03A Minutes of CBSC12 (IHB)
CBSC13-03B Status of Action List from CBSC12 (IHB)

The CBSC reviewed the Minutes of the CBSC12 and the list of actions arising from CBSC12. The Chair informed that the paper on Public Relations (Action CBSC12/23) will be addressed during the meeting and UK reported that the Phase 1 Skills Training course material (Action CBSC12/33) was also sent to Portugal for translation to Portuguese and to Mexico for translation to Spanish. The CBSC then agreed on the following decisions:

Decision 2: CBSC approved the CBSC12 Report (*doc. CBSC13-03A*).

Decision 3: CBSC approved the updated CBSC12 list of actions (*doc. CBSC13-03B*). (Annex-B)

4. Report by the Chair and the IHB

Docs: CBSC13-04A Report by the Chair (Chair)
CBSC13-04B Report by the IHB (IHB)

The Chair reported on the activities since the last meeting, in particular the revision of the IHO CB Strategy, the outcomes of the EIHC5 with the CB Panel and the work done by the IHB, in particular the CB Assistant (CBA) and the need for additional resources. He also reported on the work and contributions of the CB Coordinators, the contributions from the ROK and Japan/Nippon Foundation, the Joint CB Group and developments and improvement of the CBSC work.

Director Iptes reported on the new IHO Member States (Brunei Darussalam, Georgia and Viet Nam) and the new applications recently received (Malta, Solomon Islands and Vanuatu) with prospective applications from Iraq and Congo. He also reported on the approvals of the protocols of amendments to the IHO Convention with the missing 4 votes. He also reported on the contribution of the IHB Staff as the Secretariat, the contribution from the temporary contract of the CBA, the administrative increase for CBSC and IBSC taking the IHB under strain. He highlighted the great contribution from the ROK and from Japan/Nippon Foundation for the Cat A and Cat B programmes and that the IHB Directing Committee continues seeking funds from other agencies.

ROK stressed the will to continue the support for the Capacity Building Work Programme and Fund and announced that the total contribution for 2015 will be 400 000 000 Korean Won and the Chair commended on the impact for the CBSC. China announced that they will open their Cat A and Cat B for foreigners and requested CB support for this. India pointed that the reports of the CB courses should be readily available in the website and the Chair and IHB explained the resources constrains regarding this issue. The CBSC then agreed on the following decision:

Decision 4: CBSC noted the reports under agenda item 4 (*docs. CBSC13-04A and CBSC13-04B*).

5. IHO 2014 AND 2015 CBWPs

5.1 CB Management

Docs: CBSC13-05.1A Closed 2014 CBWP (IHB)

CBSC13-05.1B Updated 2015 CBWP (IHB)

The Chair described the coordination with the ROK and Japan by means of the MoUs and the Programme Management Board (PMB) and the benefits of the interactions in the Joint IHO/IMO/WMO/IOC/IALA/IAEA/FIG CB Group Meeting, which helps to increase the awareness of Hydrography, the coordinate the joint activities and the access to donor agencies. The meeting then agreed the following action:

Action 14: Secretary to upload documents submitted to the IMO/TC 65 to be discussed under agenda item 10 (done during the meeting)

The Secretary introduced the 2014 CBWP and participants provided feedbacks. The CBSC then agreed on the following decision:

Decision 5: CBSC noted the closed 2014 CBWP (Annex C)

The Secretary also introduced the current 2015 CBWP and participants provided feedbacks, updates and plans for the pending activities:

A-05: TV to Haiti: UK is investigating ways to efficiently organize the visit

A-07: TV to Samoa: transferred to 2016

A-08: Participation in the MOWCA: depending on the end of the definition study (P-01)

P-01: Definition study: ongoing (deadline December 2015)

P-03: Phase 1 Skills Training course material provided by UK being translated to Spanish

P-04: Execution by the end of 2015

P-06: Execution in September/October 2015

P-09: Incomplete due to the illness of instructor but will be completed soon

P-11: Execution in the first week of November 2015 in Niteroi (Brazil)

P-13: Bangladesh volunteered but still not confirmed

P-14: Execution to be decided in July 2015 during the MBSHC19 meeting

Action 15: MBSHC to report to the IHB the decisions from MBSHC19 related to capacity building regarding to venue and dates of the 2015 CBWP activities in the region (deadline: 10 July 2015).

P-15: Execution not yet defined

P-16: Dates not decided. Japan requested additional resources for Viet Nam and Brunei Darussalam that recently became IHO Member States

Action 16: Japan to provide the updated proposal of the three EAHC activities to include Brunei Darussalam and Viet Nam that became IHO Member States (done during the meeting).

P-17: Execution in November 2015 in Tokyo (Japan)

P-19: Execution in September 2015 in Montevideo (Uruguay)

P-20: Dates to be determined and organization by China

P-25: Joint IMO-IHO activity in Africa that will require support from the CB Coordinators

P-26: Joint IMO-IHO activity in the SWP that will require support from the CB Coordinators

Action 17: SAIHC, EAHC and SWPHC Chairs and CB Coordinators to liaise with the IHB to coordinate the organization of the IMO funded trainings in 2015 (done during the meeting).

Post-meeting note: the two Joint IMO-IHO activities were not funded and subsequently cancelled.

P-29: Execution in September 2015 in Abu Dhabi (UAE)

Following the updates to the 2015 CBWP the IHB introduced the need for a temporary solution for CBA until a permanent solution is found. France suggested a long lasting solution to support this very important program with large the amount of work, and was seconded by UK, Australia/SWPHC, South Africa, Turkey, France and Brazil. The meeting agreed on the following decision and action:

Decision 6: CBSC agreed to allocate 10.000 euros for CBA for the second semester of 2015.

Action 18: Secretary to add new event for the CBA for a temporary solution for 2015 in the 2015 CBWP: 7 500 Euros that will be complemented by the CB Admin fund with 7 500 Euros (deadline: June 2015).

The Chair highlighted that Decision 6 and Action 18 are a temporary solution to support the execution of the 2015 CBWP that is at risk and should not replace a permanent solution. He highlighted that there has been a progressive increasing level of work in the CB activities in recent years due to:

- a) the increasing workload at the annual CB meetings;
- b) the need to conduct additional inter-sessional correspondences / activities in order to manage the CB activities; and
- c) the consequential additional administration, logistic and fund management requirements.

Director Iptes stressed that due to the significant increase in the level of activities related to CB, the secretarial and administrative support provided by the IHB has come under increasing strain because of other competing IHO requirements and priorities. This situation regarding resources was reported to the EIHC5 by the IHB (Doc. CONF.EX5/REP.02Report on the Technical Capacity of the International Hydrographic Bureau) and noted by the Conference (Decision No.2).

Decision 7: CBSC noted the reports presented under agenda item 5.1 (docs. CBSC13-05.1A and CBSC13-05.1B).

The agreed and updated 2015 CBWP is provided at Annex D.

5.2 CB Assessment and CB Provision

Docs: CBSC13-05.2A1 C-55 Status and Developments (IHB)

CBSC13-05.2A2 CATZOCs for the C-55 Database (IHB)

CBSC13-05.2B NIOHC Report

CBSC13-05.2C RSAHC Report

CBSC13-05.2D SAIHC Report

CBSC13-05.2E MACHC Report

CBSC13-05.2F EAHC Report

CBSC13-05.2G SEPRHC Report

CBSC13-05.2H SWPHC Report

CBSC13-05.2I SWAtHC Report

CBSC13-05.2J MBSHC Report

CBSC13-05.2K EAtHC Report- C-55 Status

The Chair invited the participants to introduce the reports. The Secretary reported on the status of development of the Geographic Information System (GIS) and the Regional/Country Information System at the IHB (doc. CBSC13-05A1) and how these systems and the associated databases will support C-55 in its current format and also with the use of the CATZOCs (doc. CBSC13-05A2).

The Chair acknowledged the developments in the IHB but highlighted the need to consider the needs of the CBSC Members. The CBSC discussed the need for a better depiction of the status of surveying, the use of CATZOCs against the depths, the use of shapefiles to input the IHO/GIS, the experiences already done with CATZOCs, the need to develop an assessment mechanism for establishing priorities

for surveys, the need to keep the current C-55 and use it in conjunction with the new developments and the need for simple solutions.

Norway (NHC/NSHC) reported on the support to Albania to reorganize the hydrographic service and the mapping authority in the country. He reported that one student attended the SkillTrade training for a Category B Hydrographic Programme. It is reported that Norway will also fund a Category B Hydrographic Programme in Italy and a distance learning training at the Hydrographic Academy (Marine Learning Alliance, Plymouth, UK) for supporting Albanian trainees.

South Africa (SAIHC) highlighted the contribution of in-kind contributions and the need to advertise this effort and was echoed by the Chair. Director Iptes proposed that the annual reports from the RHCs should contain the support received from countries.

Japan, on behalf of the EAHC, reported on the two new IHO Member States in the region and highlighted that CB has a high priority in the region. He also informed the meeting on the creation of the Training, Research and Development Center (TRDC) and its governing mechanism. The TRDC already delivers the Training for Trainers (TFT) course in basic hydrography and cartography. Director Iptes reminded that past reports from the TVs at EAHC were not sent to the IHB.

Action 19: EAHC to provide the reports of the Technical Visits done during 2014 (deadline: August 2015).

Turkey (MBSHC) reported on the CB Activities in the region and Director Iptes highlighted that CB is growing in this region. However, some activities were not reported to the IHB (TVs to Georgia and Israel).

Action 20: MBSHC to provide the reports of the Technical Visits done during 2014 (deadline: August 2015).

Australia, on behalf of the SWPHC, reported on the benefits of the seminar preceding the SWPHC conference that created a hydrographic environment for the non-hydrographers in the region. He also reported the support from New Zealand for the hydrographic risk assessment in the region that also received support from the Japan International Cooperation Agency (JICA) and from the International Maritime Organization (IMO). The MACHC CB Coordinator echoed on the benefits of the seminar that precedes the main meeting and the CBSC agreed on the following action:

Action 21: CB Coordinators from MACHC and SWPHC to produce a syllabus for the Awareness Seminar to be delivered in future events (Deadline: CBSC14)

UK (RSAHC/NIOHC/SAIHC/MACHC CB Coordinator) reported on the activities in the RSAHC and NIOHC including a joint MSI training in the two regions and a Technical Visit to Jordan. He also reported on the activities in the SAIHC, including the joint IMO-IHO Hydrographic Training, and the activities in the MACHC, including the successful Technical Visit to Nicaragua.

The Secretary highlighted the onboard training opportunities provided by France and invited other nations to offer on-the-job training whenever possible. He also noted the increase in joint activities across Regional Hydrographic Commission and with other international organizations, in particular with the International Maritime Organization (IMO).

Brazil (SWAtHC) reported the events done in the region and the near future plans. He also reported the increasing number of foreign students attending hydrographic and cartographic trainings in the region, the majority as an in-kind contribution to developing nations. The most recent case was the successful graduation of two Category A Hydrographers from Haiti in Brazil.

Ecuador, on behalf of the SEPRHC, reported on the joint river survey trainings jointly with the MACHC and the SWAtHC and hosted by Peru, amongst other training activities.

France (EAHC) informed the meeting on the definition study project in the region, including the coordination with other regions and offices, the challenges in the region and the need for a better awareness. He also reported the successful execution of a MSI training for francophone Africa with

the support of the *Academie Regionale des Sciences et Techniques de la Mer* (ARSTM) in Abidjan (Côte d'Ivoire).

The Secretary reported the difficulties in finding the instructors for the MSI courses and stressed the need for an early request to the WWNWS-SC Chair. The creation of the Instructors' Database in the IHB as part of the developments of a CB Management System will help to deal with this challenge.

Decision 8: CBSC noted the reports presented under agenda item 5.2 (docs. CBSC13-05.2A1, CBSC13-05.2A2, CBSC13-05.2B, CBSC13-05.2C, CBSC13-05.2D, CBSC13-05.2E, CBSC13-05.2F, CBSC13-05.2G, CBSC13-05.2H, CBSC13-05.2I, CBSC13-05.2J and CBSC13-05.2K)

5.3 New developments and projects for CB

Docs: CBSC13-05.3A Risk Assessment (SWPHC)

CBSC13-05.3C CB Developments in EAHC (EAHC)

CBSC13-05.3D Definition Study for Long Term Project (EAHC)

CBSC13-05.3E Strengthening the Hydrographic Capacities in the MACHC (Mexico)

The Chair invited the participants to provide with their presentations on new developments and projects for CB highlighting the importance in sharing experiences and best practices across the regions and organizations.

a) SWPHC (Risk assessment)

Australia, on behalf of the Hydrographer of New Zealand, Mr. Adam Greenland (LINZ), reported on the developments in the methodology for the hydrographic risk assessment in the South-west Pacific and the main goal in establishing priority for surveys.

He then posed three questions to the CBSC:

- i. Is there a need for a peer review
- ii. Who would undertake such a review
- iii. Funding from CBSC

Following a discussion the CBSC agreed the following decision and action:

Decision 9: CBSC noted the report from SWPHC (doc. CBSC13-05.3A) and agreed in principle that the peer review of the risk assessment methodology developed at the SWPHC by LINZ is in line with the strategy.

Action 22: SWPHC to intersessionally submit a project for funding for the peer review of the risk assessment methodology developed at the SWPHC by LINZ (deadline: December 2015)

b) MACHC (OECS Project)

UK briefed the participants on the status of the Organization of the Eastern Caribbean States (OECS) Project and the risks faced in the region with declining hydrographic capabilities and increasing risks to the maritime traffic and to the marine environment. The Technical Visits to the nine OECS States requires a big effort in the region and is scheduled to end in December 2015. He highlighted that these nine States are part of the OECS are also part of the new Mexican CB Project (FOCAHIMECA- Strengthen the hydrographic abilities in Mesoamerican and the Caribbean Sea).

Director Iptes highlighted the recent approval of the MoU with the OECS and invited the MACHC Chair to liaise with the IHB in the execution of the project. The CBSC then agreed the following decision and action:

Decision 10: CBSC noted the verbal report from MACHC on the OECS Project.

Action 23: MACHC Chair to continuously update the CBSC on the developments of the OECS project (deadline: CBSC14)

c) EAHC developments

ROK reported the developments in EAHC with the creation of the Training, Research and Development Center (TRDC) in Busan (ROK), and introduced the concept of the Training for Trainers in Hydrography and Cartography. The TRDC also provides a platform for communication and e-learning. He noted that currently the focus is only the EAHC Members due to the limitation in human resources. One of the objectives is to overcome the barrier with language as trainees will propagate the knowledge in their own languages.

He also reported that the TRDC is working on standardized trainings, on expanding the trainings to non-EAHC Members, on developments in e-learning and in the continuous improvements to the website (<http://trdc.eahc.asia>). The CBSC agreed on the decision:

Decision 11: CBSC noted the report from EAHC on the CB developments in the region (doc. CBSC13-05.3C).

d) EAHC Project

France reported on the progress done for the Definition Study Project for Western Africa using a SWOT (Strength, Weakness, Opportunities and Threats) analysis and aiming at improving the know-how, raising the hydrographic profiles, creating platforms and tools for the region. The project also aims at identifying funding for the region and the points of contact for hydrography in each country. Training in the region can be provided with the support of Regional Academy of Maritime Science and Technology (ARSTM) in Abidjan (Cote D'ivoire) and the Regional Maritime University in Accra (Ghana). The Project also identified the need for survey equipment and for the use of new technologies. The CBSC agreed the following decision and actions:

Decision 12: CBSC noted the report from EAHC on the definition study for a long term project (doc. CBSC13-05.3D).

Action 24: Chair to address the RHCs in the IRCC proposing the consideration for comprehensive projects to raise funds from Donor agencies (deadline: IRCC7).

Action 25: RHC Chairs and CB Coordinators to address the development of comprehensive projects in the regions (deadline: CBSC14).

e) Mexico Hydrographic Project (FOCAHIMECA)

Mexico reported on the recent establishment of the FOCAHIMECA project to develop hydrographic capabilities in support of the regional programme of short distance transportation in the Caribbean. It is financed by the Mexican Aid Programme. The project is supported by the Mexican Navy that identified the need to update nautical charts in the region. It will contemplate capacity building activities for all the Organization of the Caribbean States (OCS) Members. States will then be requested to commit to participate in trainings and to make the bathymetric data available. Mexico will also provide trainers and interpreters for the CB Activities and there will be funding for participation in the trainings.

The CBSC discussed the proposed process of using The Hydrographic Society of America (THSOA) recognition to measure the developments in the local capacity. Mr. Paul Cooper (PAIGH), speaking on behalf of the THSOA, suggested Mexico to communicate the intensions as soon as possible. The CBSC also raised questions on how this project will be linked to other projects in the region as these links are not clear. The Sub Committee then agreed the following decisions and actions:

Decision 13: CBSC noted the report on the FOCAHIMECA Project (doc. CBSC13-05.3E) and thanked to Mexico for this promising and complex project.

Decision 14: CBSC agreed that SEPRHC and SWAtHC should submit projects as necessary according to the CB Procedures in order to get South American countries to participate in the training projects in FOCAHIMECA in 2016 and 2017.

Action 26: Mexico, SEPRHC and SWPHC to submit projects related to the FOCAHIMECA Project to the CBSC in accordance with the CB Procedures (deadline: according to the CB Procedures).

Action 27: Mexico to liaise with the MACHC Chair to seek support for the FOCAHIMECA Project with technical advices for the execution of the project in accordance with the MoU with the Association of Caribbean States (ACS) (deadline: CBSC14).

Action 28: Mexico to write a formal letter to the IHB with the summary of the FOCAHIMECA Project and the alignment with the IHO Strategy and work programme (deadline: July 2015).

Action 29: IHB to communicate with the ACS to express the willingness to support the FOCAHIMECA Project in accordance with the MoU with ACS (deadline: following Action 28).

Action 30: CBSC Chair to inform the IRCC about the conclusions of the discussions on the FOCAHIMECA Project (deadline: IRCC7).

Action 31: Mexico to report to the CBSC the status of development of the FOCAHIMECA Project (deadline: CBSC14).

Action 32: PAIGH to write to Mexico offering support for the project regarding technical advice and the professional recognition (deadline: August 2015).

f) Intergovernmental Oceanographic Commission (IOC) Ocean Teacher

The Chair briefly described the IHO Ocean Teacher (www.oceanteacher.org) that provides trainings around the world by e-learning and with a network of training centers. Ocean Teacher also contains a database for trainers and a training for trainers' course. The CBSC then agreed the following decision:

Decision 15: CBSC noted the verbal report done by the Chair on the IOC/IODE Ocean Teacher.

6. Strategic Issues of the CBSC

Docs: CBSC13-06A IHO Capacity Building Strategy (IHB)

CBSC13-06B Proceedings of the EIHC5, Decision 11 (IHB)

6.1 Revised CB Strategy

The Chair informed the meeting on the improvements incorporated in the IHO CB Strategy, in particular that the implementation of the strategy means that training opportunities for Phases 2 and 3 (like the Category A and Category B programmes) are now limited to the IHO Member States only. The non-Member States can only access trainings for Phase 1 (Maritime Safety Information) and receive Technical and High-level Visits.

6.2 Way Ahead for CB Strategy

The Chair invited the CBSC to discuss the way ahead with the IHO CB Strategy and the need for a Public Relations (PR) paper on the strategy. The Sub Committee considered that the Strategy is fit for purpose and the need to identify the public to whom the PR paper should be addressed.

6.3 Procurement of Equipment (CBSC12 Action 49)

The meeting discussed the revised IHO CB Strategy with a view to the procurement of equipment and no additional input was considered necessary.

The CBSC then agreed the following actions and decisions:

Action 33: CBSC Members to investigate the opportunities to promote the IHO CB activities and report back to CBSC (deadline: CBSC14) (Permanent).

Action 34: Chair to invite RHCs to provide input to the Public Relation paper (deadline: IRCC7).

Action 35: IHB to upload available presentations from the past CB Exhibition to the CB website (deadline: August 2015).

Action 36: PAIGH to provide input to the Public Relation paper from the THSOA and PAIGH (done during the meeting).

Action 37: Chair to provide presentations on Capacity Building to be uploaded do the IHO website (deadline: September 2015).

Decision 16: CBSC agreed to note the documents submitted under agenda item 6 (docs. CBSC13-06A and CBSC13-06B).

Decision 17: CBSC agreed that no input or update to the IHO CB Strategy is necessary at this moment.

7. Operational issues of the CBSC

7.1 Impact of the revised IHO CB Strategy on the Management Plan

Doc: CBSC13-07.1 IHO CB Strategy (Chair)

The Chair invited the meeting to analyze the impact of principles and phases of the IHO CB Strategy (doc. CBSC13-07.1) in respect to the operational aspects of the Management Plan. The Secretary and IHB noted the impact for the non-Member States that now understand that it is necessary to join the IHO to gain full access to the powerful CB Programme. The CBSC can be flexible and discuss on a case-by-case basis but the rule is stricter and non-Member States can still participate if they pay for their own participation. The Category A and Category B programmes are strictly to the IHO Member States.

7.2 CB Procedures

Doc: CBSC13-07.2 Draft CB Procedure 9 on Technical Visits (SAIHC)

South Africa (Drafting group leader) introduced the draft new Procedure 9 on Technical Visits (TV) and the Secretary highlighted some of the changes (one report for each country, use of simplified language and the structure of a CB procedure). The Secretary informed that this new procedure is part of the work done for the review of the current structure of the CB Procedures and the need to harmonize parts of the this structure.

Turkey expressed the difficulties in preparing the Technical Visit reports in liaising with the other member of the TV team. South Africa stressed that the report is not meant to limit the work of the TV team but rather to guide the work and to have a standard format for the report. Norway stressed the importance of the preparation for the visit as key for success, both the preparation of the team and the preparation of the staff in-country. Director Iptes stressed the importance of the anticipated feedback from the visited countries after one year from the TV.

The CBSC then agreed on the following decisions and actions:

Decision 18: CBSC noted the documents submitted under agenda item 7.2 (doc. CBSC13-07.2).

Decision 19: CBSC agreed on the way forward for the development of the draft Procedure 9 (*Technical Visits*) to use the draft version (doc. CBSC13-07.2), get experience and feedback before approving at CBSC14. Work to be done intersessionally (deadline: CBSC14).

Action 38: RHC Chairs and CB Coordinators to use the draft Procedure 9 in the future Technical Visits and report back to the CBSC (deadline: CBSC14).

Action 39: RHC Chairs and CB Coordinators to provide a copy of the Technical Visit (TV) reports to the IHB based on the draft Procedure 9 (deadline: CBSC14).

Action 40: India to send a draft "feedback report" to be included in draft Procedure 9 to the Chair and Secretary (deadline: July 2015).

Action 41: Secretary to include the "feedback report" to the draft Procedure 9 (deadline: following Action 40).

Action 42: Secretary to upload the draft Procedure 9 in the IHO website (deadline: CBSC14).

7.3 CB Management System update

Doc: CBSC13-07.3 CB Management System update (IHB)

The Secretary reported on the development of the CB Management System at the IHB. The meeting discussed the importance of this being part of a larger IHO management system, the timeframe for the developments, the priority for the update of the website and the availability of information and the search for solutions that reduces the workload of the IHB. The following decision was subsequently agreed:

Decision 20: CBSC noted the presentation on the CB Management System update (doc. CBSC13-07.3).

7.4 Performance Indicators and Statistics

Docs: CBSC13-07.4A IHO Strategic Plan 2009 (IHB)

CBSC13-07.4B Performance Indicators (Chair)

The Chair introduced the IHO Strategic Plan (doc. CBSC13-07.4A) and the current status of the performance indicators (PI) and statistics related to the CB. The CBSC discussed the need to have updated information on C-55 and agreed on the following decision and action:

Decision 21: CBSC noted the documents submitted under agenda item 7.4 (doc. CBSC13-07.4A and CBSC13-07.4B).

Action 43: Chair to invite RHCs and MSs (through the IHB) to update C-55 even when there are no changes to it (deadline: IRCC7).

7.5 Review of the 5-year RHC Work Plans

Doc: CBSC13-07.5A 5-year CB Work Plan (SWPHC)

The Chair invited the CBSC to discuss on the revision of the 5-year Work Plans of the RHCs, related to the Action CBSC12/47 and informed the meeting that the CBSC14 will have an intense agenda item associated with the revision as the 5-year WP will come to an end. The meeting then agreed on the following decision and actions:

Decision 22: CBSC noted the 5-year Work Plan submitted by the SWPHC (doc. CBSC13-07.5A).

Action 44: UK to disseminate the spreadsheet used in 2012 for the preparation of the 5-year Work Plans to the CB Coordinators (deadline: July 2015).

Action 45: CB Coordinators to use the spreadsheet provided under Action 44 to provide the input for the next 5-year Work Plan (deadline: CBSC14).

8. Management Plan

Docs: CBSC13-08A CB Fund Report (IHB)

CBSC13-08B Draft Management Plan (IHB)

The Secretary introduced the CB Fund Report (doc. CBSC13-08A) and highlighted that the figures from ROK are provisional as they had been informed during the meeting.

8.1 Inputs received from RHCs, analysis and decision

Secretary introduced the Management Plan for 2016 (doc. CBSC13-08B) and the Chair highlighted the earmarked projects identified by Japan/Nippon Foundation and by ROK (through the PMB).

France noted that the EAHC input on a distance learning project concept could be used for the other regions as well. The CBSC reviewed the proposed trainings in Panama on Hydrography and on Cartography and agreed the following action:

Action 46: MACHC CB Coordinator to review the submission for the hydrographic training proposed to be held in Panama and resubmit it intersessionally (deadline: July 2015).

Regarding the MBSHC Workshop on ENC Production, Norway suggested inviting Albania that could attend on their own funds. The CBSC also discussed the pending Technical Visit to Libya and agreed the following decision and action:

Decision 23: CBSC agreed to withdraw the submission for a Technical Visit to Libya from the Management Plan due to the security problems.

Action 47: MBSHC to rewrite the submission regarding to ENC production and to resubmit it intersessionally (deadline: July 2015).

The Chair: introduced the submission received from the MSDIWG. It is a new submission and it is an offer from the MSDIWG to help RHCs willing to improve their MSDI. The CBSC then agreed on the following actions:

Action 48: CBSC Members to investigate the possible use of a future MSDIWG training (deadline: CBSC14).

Action 49: Chair to report to IRCC on the MSDIWG training needs and the vision of the CBSC for the future interaction (deadline: IRCC7).

The CBSC also considered the use of funding for a temporary contract for a CB Assistant (CBA) and the Chair invited the floor to approve 20 000 Euros for 2016. The CBSC then agreed the following decision and action:

Decision 24: CBSC agreed to approve up to 20 000 Euros for the contract of a Capacity Building Assistant (CBA) for 2016.

Action 50: Secretary to amend the 2016 draft Management Plan considering the discussions held during CBSC13 (done during the meeting).

In accordance with Action CBSC13/16, Japan presented an extraordinary submission for the incorporation of resources to include Brunei Darussalem and Viet Nam in the three projects previously submitted on Tsunami preparedness, MSDI and Seabed Classification. The CBSC considered that the way forward is for the Chair to decide intersessionally due the lack of additional resources in 2015 and agreed on the following decision and actions:

Decision 25: CBSC agreed that the request from EAHC to increase the funding for activities P-16, P-17 and P-20 of the 2015 CBWP but due to the limited resources available the Chair will liaise with the CBSC intersessionally to decide on the request if resources are made available.

Action 51: Chair to review the situation agreed in Decision 25 and to liaise with the CBSC intersessionally (deadline: when possible).

Action 52: Secretary to amend the 2015 CBWP if any change is decided following Action 51 (deadline: following Action 51).

8.2 Management Plan Update

The CBSC then agreed on the way forward for the final priority for the Management Plan for 2016, due to the reduced resources available to 2016, when almost all the funds will be used in the earmarked projects. The meeting then agreed on the following decisions and actions:

Decision 26: CBSC agreed to rearrange the priorities in the reviewed 2016 Management Plan to have better priority for the lower cost projects and with better world coverage and task the Chair and the Secretary to reorganize the Management Plan.

Action 53: Chair and Secretary to provide a rearranged draft Management Plan and to circulate intersessionally (deadline: June 2015).

Action 54: CBSC Members to review and approve the rearranged draft Management Plan done under Action 53 (deadline: July 2015).

Decision 27: CBSC agreed to adopt the CB Management Plan intersessionally with the previous action.

Post-meeting note: Actions 53 and 54 were done intersessionally and the adopted CB Management Plan for 2016 is attached to this report as Annex E, in accordance with Decision 27.

Decision 28: CBSC noted the documents submitted under agenda item 8 (doc. CBSC13-08A and CBSC13-08B).

9. Report from the CBSC to the IRCC7 Meeting

The Chair presented a suggested list of topics to be the outline of the CBSC Chair report to the IRCC7 Meeting and invited the floor to input the draft report. CBSC Participants approved the CBSC Report to the IRCC7 and agreed on the following decision and action:

Decision 29: CBSC agreed to task the Chair to report the following subjects to IRCC7:

- a) Report the end of the revision of the CB strategy and the Public Relations (PR) paper
- b) CB Strategy
- c) CB Management
- d) CB Assistant need (temporary and permanent) in liaison with the IBSC
- e) The importance of the work of the CB Coordinators and the absence of USCHC Coordinator
- f) C-55 and the GIS development and its importance to the CB
- g) High priority of the updates of the activities in the website
- h) CB Procedures and Procedure 9 for TVs, need to improve and harmonize
- i) The performance indicators and statistics, including the updates to C-55
- j) The Joint CB efforts with other international organizations and the next meeting which will be held at the WMO, in Geneva, Switzerland
- k) The updated 2015 CBWP and the 2016 CBWP, raise awareness of IRCC on the limited resources
- l) Address the need for larger projects (larger and comprehensive projects)
- m) Next CBSC meeting at the UAE in 2016, back to back with IRCC
- n) Proposals:
 - i. Take note
 - ii. Request action on the permanent CB staff
 - iii. Updates for C-55 even if there is no changes
 - iv. Request input from RHCs on the PR paper
 - v. Address the needs for larger projects across RHCs and Organizations

Action 55: Chair to report the outcomes of the CBSC13 to IRCC7 and submit the proposals outlined in Decision 29 (deadline: IRCC7).

10. Any other business

Docs: CBSC13-10A S-100 Basic Training Course (Rep. of Korea)

CBSC13-10B TC65 submission - UN Delivered as One (IHB)

CBSC13-10C TC65 submission - Country Maritime Profile (IHB)

CBSC13-10D TC65 submission - input to ITCP 2016-2017 (IHB)

The Chair invited the CBSC to discuss any other business. The following items were discussed:

- a) SWPHC requested the update of the IHO Publication C-16 (National Regulations) and the Chair will include this item in the Chair's report to IRCC7;
- b) ROK introduced the paper on S-100 (doc. CBSC13-10A); and
- c) Chair and the Secretary introduced the documents on IMO (docs. CBSC13-10B, CBSC13-10C and CBSC13-10D), and the CBSC agreed on the following actions and decision:

Action 56: IHB to inform the IMO regional coordinators to the CB Coordinators (deadline: July 2015).

Action 57: CB Coordinators to liaise with the IMO regional representatives when appropriate in order to optimize the delivery of the IHO Capacity Building activities and report back to CBSC (deadline: CBSC14).

Decision 30: CBSC noted the documents submitted under agenda item 10 (doc. CBSC13-10A, CBSC13-10B, CBSC13-10C and CBSC13-10D).

11. Next CBSC Meetings (venue and date)

The CBSC reviewed and confirmed the dates and venue for CBSC14 and for CBSC15 and agreed on the following decisions:

Decision 31: to hold CBSC14 in Abu Dhabi (UAE) from 24-26 May 2016, back-to-back with IRCC8 (29-31 May 2016).

Decision 32: considering that the meeting venue of CBSC15 has already been offered by Suriname in 2017, to hold CBSC16 in Goa (India) in 2018 back-to-back with IRCC10 (subject to IRCC confirmation and final confirmation of India).

12. Review of the List of Actions and of the List of Decisions

Doc: CBSC13-12 Draft list of actions from CBSC13 (IHB)

The CBSC reviewed the draft List of Decisions and the draft List of Actions with deadlines and assigned lead (doc. CBSC13-12) that was prepared during the meeting and agreed on the following decision and action:

Decision 33: CBSC agreed to accept the draft list of actions organized by the Secretary.

Action 58: Secretary to review the wording of the actions and submit intersessionally to the CBSC for approval (deadline: June 2015).

Post-meeting note: the List of Decisions (Annex F) and the List of Actions (Annex G) were reviewed in accordance with Action 58.

CLOSURE

The Chair thanked to the host (Mexico) for excellent hospitality and the participants of the CBSC13 for their valuable contributions and closed the meeting at 17h05 on 29 May.

ANNEXES:

- Annex-A: List of participants
- Annex-B: Updated List of Actions of CBSC12
- Annex-C: Closed 2014 CBWP
- Annex-D: Agreed/Updated 2015 CBWP
- Annex-E: 2016 CB Management Plan
- Annex-F: List of Decisions
- Annex-G: List of Actions

13th MEETING OF THE IHO CAPACITY BUILDING SUB-COMMITTEE
IHO-CBSC13
Mexico City, Mexico, 27-29 May 2015

LIST OF PARTICIPANTS

A – Nominated CBSC Members

RHC/MSs	Name	E-mail address
Chair, 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/ARHC	Noralf Slotsvik (Norway)	noralf.slotsvik(*)kartverket.no
EAHC	Hideki Kinoshita (Japan)	ico(*)jodc.go.jp
MBSHC	Bülent Gürses (Turkey)	bgurses(*)shodb.gov.tr
EAtHC	Eric Langlois (France)	eric.laglois(*)shom.fr
SWPHC	Brett Brace (Australia)	brett.brace(*)defence.gov.au
MACHC/NIOHC	Jeff Bryant (UK)	jeff.bryant(*)ukho.gov.uk
SEPRHC	Jorge Alavera (Ecuador)	jorge.alavera(*)armada.mil.ec
SAIHC	Abri Kampfer (South Africa)	hydrosan(*)iafrica.com
SWAtHC	Nickolas Roscher (Brazil)	nickolas.roscher(*)dhn.mar.mil.br
India	Vinay Badhwar	inho-navy(*)nic.in
Japan	Teruo Kanazawa	kanazawa-r4w(*)jha.jp
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Mexico	Manuel Ricardo López Cruz	asunext.hidro(*)gmail.com
Mozambique	Augusto Bata	augustobata(*)yahoo.com.br
Rep. of Korea	Moon Bo Shim	shimmb(*)korea.kr

B – Observer Member States

Representing	Name	E-mail address
MBSHC	Erhan Gezgin (Turkey)	director(*)shodb.gov.tr
NSHC/MACHC	Marc van der Donck (Netherlands)	MCJ.vd.Donck(*)mindef.nl
SWAtHC	Fabián Vetere (Argentina)	fvetere(*)hidro.gov.ar
Brazil	Luiz Fernando Palmer	palmer(*)dhn.mar.mil.br
Chile	Patricio Carrasco	director(*)shoa.cl
Chile	Hector Fierro	hfierro(*)shoa.cl
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China	Ping Wang	wping(*)gdmsa.gov.cn
China	Rui Wang	cnho(*)ngd.gov.cn
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South Africa	Promise KHOSA	hydrosan(*)iafrica.com

C – Observers

Representing	Name	E-mail address
PAIGH-IPGH	Paul Cooper	pcooper(*)caris.us
RTCM	Rafael Ponce	rponce(*)esri.com

13th IHO CAPACITY BUILDING SUB-COMMITTEE MEETING
Mexico City, Mexico 27-29 May 2015

CBSC12 - LIST OF ACTIONS (Updated 27 May 2015 during CBSC13)

a) List of Actions

No	Action (Agenda item)	Responsible	Deadline	Status
1	Send letter of thanks to the hosts for having hosted the CBSC12 Meeting (P)	Chair	June	Permanent Done
2	Send letter of thanks to future host for offering to hold CBSC13 in 2015 (P)	Chair	June	Permanent Done
3	Prepare and circulate draft minutes to all participants to CBSC12 (P)	Chair, Secretary	June	Permanent Done
4	Provide comments to Chair on the draft minutes of the CBSC12 (P)	All	July	Permanent Done
5	Issue final version of the CBSC12 Meeting report. Secretary to post in the IHO website (P)	Chair, Secretary	August	Permanent Done
6	Issue CL on the outcomes of the CBSC12 (P)	Secretary	August	Permanent Done
7	Send letters to the RHCs Chairs informing them of the approval or rejection of their submissions (P)	Chair	July	Permanent Done
8	Prepare Agenda, Annotated Agenda, Timetable and List of Documents and circulate them timely to all CBSC13 (P)	Chair, Secretary	February 2015	Permanent Done
9	Consider participation in the 8th Joint IMO/IHO/IOC/WMO/IALA/IAEA/FIG CB meeting (November 2014) (P)	Chair, IHB	November	Permanent Done
10	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 - Deadlines (P)	Chair	December	Permanent Done
11	Provide summary reports for their respective region (P)	CB Coordinators	April 2015	Permanent
12	Provide written reports of the region's CB Projects of the intersessional period (P)	RHC Chairs	April 2015	Combine with action 11
13	Inform the venue and dates of CBSC13 and invite the IHB to draft a Circular Letter to MSs (P)	Chair	October	Permanent Done
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 2014	Done in Doc. CBSC13-07.3
17	request the TWLWG Chair a progress report on the tide and water level course (3)	Chair	June 2014	Done. Course ready
18	transfer the Ports and Shallow Water Survey Workshop from the 2013 to the 2014 CBWP (5)	Secretary	done during the meeting	Done
19	update the 2015 Management Plan and remove the SEPRHC Workshop on Multi-beam (5)	Secretary	done during 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	Done
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	Done
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	Closed. See CBSC13 action list.
24	produce a Spanish version of the Public Relation Paper to publicize the revised IHO CB Strategy (6)	Mexico and Secretary	CBSC13	Closed See CBSC13 action list.
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	Closed See CBSC13 action list
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	Done. See doc CBSC13-05.2A
30	keep the CBSC involved in the development of C-55 and report to CBSC (7)	IHB	CBSC13	Done
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	Done
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	Done
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	Done
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	Closed. No submission
38	invite EAHC to bring the SDB to the RHC meetings, inviting experts on this field (8)	Chair	June 2014	Done
39	discuss the tsunami inundation maps during the Joint CB Coordinating Meeting (8)	Chair	November 2014	Done
40	input the IOC Council with the subject on the tsunami inundation maps (8)	IHB	July 2014	Closed

41	find a better way to address the proposal of a project for Haiti (8)	MACHC	CBSC13	Closed. No submission
42	propose a TV to Haiti (8)	MACHC	July 2014	Done
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	Done
44	conduct the high level technical visit on Haiti (8)	IHB and France	TBD	In the 2015 CBWP
45	invite the IHB to consider creating a web page in the IHO website to hold the available training courses (8)	Chair	July 2014	Done
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	Done
47	include an agenda item for CBSC13 on the revision of the 5-year Work Plans (9)	Chair and the Secretary	CBSC13	Done
48	address the procurement issues at IRCC6 and EIHC5 (10)	Chair	IRCC6 and EIHC5	Done
49	include procurement of equipment in the agenda for CBSC13 (10)	Chair and Secretary	CBSC13	Done
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	Done
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	Done

INTERNATIONAL HYDROGRAPHIC ORGANIZATION
Closed 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	0	0.00	0.00	0.00	Led by EAHC POSTPONED TO 2015	ROK
P-05	MSI Regional Workshop, for EAHC Members	EAHC	20,000	8,844.00	11,213.52	-57.52	Led by France, Abidjan, Ivory C. 16 - 18 December 2014 DONE	ROK
P-06	Tides and water level for hydrographic survey, for EAHC Members	EAHC	19,000	0.00	18,465.00	535.00	Led by Malaysia, Kuala Lumpur 8 - 12 December 2014 DONE	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	15,577.59	-4,681.59	Merged with the IMO Training Event P-20 DONE	IHO
P-08	Tidal and Water Levels Workshop, for RSAHC Members	RSAHC	0	0.00	0.00	0.00	Led by UKHO POSTPONED TO 2015	IHO
P-09	Introduction to Hydrographic Surveying, for SAIHC Members	SAIHC	32,865	16,230.41	8,485.71	8,148.88	Merged with the IMO Training Event P-21 DONE	IHO
P-10	Tidal and Water Levels Workshop, for SAIHC Members	SAIHC	0	0.00	0.00	0.00	Led by SAIHC POSTPONED TO 2015	IHO
P-11	Technical Workshop on Hydro/Cartography River Survey, for SEPHC (8) SWAtHC (3) MACHC (3)	SEPHC	35,000	40,501.76	0.00	-5,501.76	Led by Peru, Lima, Peru 22 - 24 October 2014 DONE	IHO
P-12	Solomon Is. National Hydrographic Capability Development	SWPHC	5,000	3,069.28	0.00	1,930.72	Led by Australia, Wollongong, Aust. 11 - 22 August 2014 DONE	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 2014 DONE	ROK
P-14	Advanced ENC Production, for Bangladesh	NIOHC	7,000	6,523.17	0.00	476.83	Led by UKHO, Chittagong, Banglad. 4 - 8 May 2014 DONE	ROK
P-15	Seminar on Raising Awareness of Hydrography (for MACHC Associate and Non Members)	MACHC	10,000	17,349.03	-1,640.41	-5,708.62	Led by UKHO, Manzanillo, Mexico 9 - 10 December 2014 DONE	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	19,000	19,218.27	0.00	-218.27	Led by Indonesia, Jakarta 10 - 14 November 2014 DONE	ROK
P-19	CB Management Assistant	IHB	20,000	0.00	0.00	20,000.00	Led by the IHB DONE	IHO
P-20	IMO funded course - Meso America and Caribbean Sea	IHB	0.00	0.00	0.00	0.00	Led by COCATRAM, Managua, Nic. 22 September - 3 October 2014 DONE	IHO

INTERNATIONAL HYDROGRAPHIC ORGANIZATION
Closed 2014 CBWP

P-21	IMO funded course - Africa	IHB	0.00	0.00	0.00	0.00	Led by UKHO, Maputo, Mozambique 29 September - 10 October 2014 DONE	IMO
P-22	IMO funded course - Southwest Pacific	IHB	0.00	0.00	0.00	0.00	Led by LINZ, Suva, Fiji 16-27 June 2014 DONE	IMO
P-23	Cat A Hydrography Programme (USM)	IHB	92,000.00	101,717.76	818.00	-10,535.76	Led by IHB, Hattiesburg, USA Aug 2014-Aug 2015 CL 30/2014 DONE	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	185,019.25	20,043.83	24,137.92	Led by UKHO, Taunton, UK 1 September - 5 December 2014 DONE	Nippon
P-26	GEBCO Training Project (UNH)	UNH	0.00	0.00	0.00	0.00	Led by UNH, Durham, USA August 2014 - August 2015 DONE	Nippon
P-27	On-board training for Comoros and Madagascar	SAIHC	771.60	0.00	355.20	416.40	Led by France, Beauteemps-Beaupré June - August 2014 DONE	IHO
P-28	Workshop on Port & Shallow Water Surveys	RSAHC	10,400.00	9,600.71	0.00	799.29	Led by UKHO, Abu Dhabi 22 - 26 September 2014 DONE	ROK
P-29	IMO funded course - Eastern Europe and CIS	IHB	0.00	0.00	0.00	0.00	Led by IHB, Constanza, Romania 3 - 14 November 2014 DONE	IMO
P-30	Category B Marine Geospatial Information Program (Phase 1)	IHB	0.00	0.00	0.00	0.00	Led by IHB, Busan, Korea POSTPONED TO 2015	ROK
P-31	Training for Trainer (TFT) Programme of Foundation Course	EAHC	50,000.00	42,097.60	25.00	7,877.40	Led by KHOA, Busan, Korea 27 October - 7 November 2014 DONE	ROK
	Subtotal of P (Provision)	-	640,444.60	497,906.35	98,312.17	44,226.08		

*IHO/ROK Programme of Technical Cooperation
°Nippon Foundation - CHART Project
°IMO Funding IHO in kind

	2014	2015		
Total	687,444.60	531,536.92	101,076.27	54,831.41
ROK	228,100.00	197,936.08	30,521.52	-357.60
IHO	230,143.60	148,581.59	50,510.92	31,051.09
Nippon	229,201.00	185,019.25	20,043.83	24,137.92
				Subtotal ROK
				Subtotal IHO
				Subtotal Nippon

IHO WP Element: Capacity Building Assessment - Technical and High-Level Visits								
No.	Events	Responsible	Budget	Paid 2015	Paid 2016	Balance	Status	Resources
A-01	Vanuatu technical implementation visit	SWPHC	4,000.00 €			4,000.00 €	Led by LINZ October	IHO
A-02	Kiribati technical implementation visit	SWPHC	5,800.00 €			5,800.00 €	Led by LINZ October	IHO
A-03	Technical Visit to Montenegro combined with Albania	MBSHC	3,400.00 €			3,400.00 €	Led by ONHO Dates: TBD	IHO
A-04	Technical Visit to Cambodia	EAHC	3,400.00 €			3,400.00 €	Led by EAHC Dates: TBD	IHO
A-05	Haiti follow up visit	MACHC	10,000.00 €			10,000.00 €	Led by UKHO Dates: TBD	ROK
A-06	Technical Visit to Liberia (former 2014 CBWP A-11)	EAtHC	6,000.00 €			6,000.00 €	Led by SHOM Dates: TBD	IHO
A-07	Technical Assessment & Advice - Samoa (former 2014 CBWP A-08)	SWPHC	6,000.00 €			6,000.00 €	POSTPONED TO 2016	IHO
A-08	MOWCA (all western Africa coastal and island states from Mauritania to Angola) high level visit (former 2014 A-09)	EAtHC	5,000.00 €			5,000.00 €	Led by SHOM November 2015 (TBC)	IHO
Subtotal of A (Assessment)		-	43,600.00 €	0.00 €	0.00 €	43,600.00 €		

IHO WP Element: Capacity Building Provision - Technical Workshops, Seminars, Courses								
No.	Events	Responsible	Budget	Paid 2015	Paid 2016	Balance	Status	Resources
P-01	Definition Study for Long Term CB Project	EAtHC	40,000.00 €			40,000.00 €	Led by SHOM, West Africa During 2015	ROK
P-02	Technical Workshop on Hydrography and Hydrographic Governance	SWPHC	29,600.00 €	30,182.51 €		-582.51 €	Led by LINZ, Cook Is. 23-24 February 2015 DONE	ROK
P-03	Phase 1 Skills Course for Spanish Speakers	MACHC	10,294.00 €			10,294.00 €	Led by DIGAOHM, Veracruz, Mexico 25 November-01 December 2015	IHO
P-04	Phase 1 Skills Training Course	SAIHC	19,952.00 €			19,952.00 €	Led by UKHO, Moroni, Comoros 30 November-04 December 2015	IHO
P-05	Seminar on Raising Awareness of Hydrography	MACHC	10,000.00 €			10,000.00 €	Led by UKHO, St. John's, Antigua & Barbuda 07-08 December 2015	IHO
P-06	Tides & Water Levels Technical Workshop	SWPHC	21,600.00 €			21,600.00 €	Led by AHS, Wollongong, Australia 26-30 October 2015	ROK

INTERNATIONAL HYDROGRAPHIC ORGANIZATION

Updated 2015 CBWP

P-07	Workshop on MSI	MBSHC	9,830.00 €			9,830.00 €	Led by ONHO, Istanbul, Turkey September/October 2015	IHO
P-08	Introduction to MBES - India	NIOHC	14,344.00 €	11,973.39 €		2,370.61 €	Led by UKHO, Visakhapatnam, India 9-13 February 2015 DONE	ROK
P-09	MBES Processing for Bangladesh	NIOHC	7,000.00 €	7,000.00 €		0.00 €	Led by UKHO, Chittagong, Bangladesh 12-16 April 2015 DONE	ROK
P-10	MBES Processing - Abu Dhabi	RSAHC	20,513.00 €	6,500.02 €		14,012.98 €	Led by UKHO, Abu Dhabi, UAE 07-11 June 2015 DONE	IHO
P-11	MSDI Workshop with MACHC and SEPRHC	SWAtHC	18,000.00 €			18,000.00 €	Led by DHN, Niteroi, Brazil 23-27 November 2015	ROK
P-12	MBES Processing for Sri Lanka	NIOHC	7,000.00 €	7,000.00 €		0.00 €	Led by UKHO, Colombo, Sri Lanka 06-10 April 2015 DONE	ROK
P-13	ENC QA	NIOHC	17,322.00 €			17,322.00 €	Led by UKHO Dates: TBD	ROK
P-14	Workshop on Multi-beam Echosounder and SSS Systems	MBSHC	13,070.00 €			13,070.00 €	Led by ONHO, Istanbul, Turkey October/November 2015	IHO
P-15	Technical aspects of Maritime boundaries, baselines	SAIHC	14,764.00 €			14,764.00 €	Led by UKHO, Fish Hoek, South Africa 30 November-04 December 2015	ROK
P-16	Seabed Classification and Multibeam Survey	EAHC	19,200.00 €			19,200.00 €	Led by DISHIDROS, Jakarta, Indonesia 05-09 October 2015	ROK
P-17	Tsunami Inundation Mapping Workshop	EAHC	19,200.00 €			19,200.00 €	Led by JHOD, Tokyo, Japan 25-27 November 2015	ROK
P-18	Project will be a technical visit (Activity A-05)						Moved to the CB Assessment part	
P-19	Seminar on S-100	SWAtHC	5,000.00 €			5,000.00 €	Led by SOHMA, Montevideo, Uruguay 18-20 November 2015	IHO
P-20	MSDI and Database Management	EAHC	19,200.00 €			19,200.00 €	Led by MSA, Shanghai, China 18-22 January 2016	ROK
P-21	Technical Aspects of Maritime Boundaries	MACHC	26,057.00 €	22,058.04 €		3,998.96 €	Led by UKHO, Paramaribo, Suriname 10-14 August 2015 DONE	IHO
P-22	Cat A hydrography Programme (USM)	IHB	215,000.00 €	178,387.08 €		36,612.92 €	Led by USM, Hattiesburg, USA August 2015-August 2016 DONE	ROK
P-23	7th Course on Hydrographic Data Processing and Marine Cartography (UKHO)	IHB	192,145.00 €			192,145.00 €	Led by UKHO, Taunton, UK 07 September-18 December 2015 DONE	Nippon
P-24	GEBCO Training Project (UNH)	UNH	-	-	-	-	Led by UNH, Durham, USA August 2015-August 2016 DONE	Nippon*
P-25	Regional Training Course in Africa	IMO	-	-	-	-	Cancelled	IMO
P-26	Regional Training Course in the Pacific Islands	IMO	-	-	-	-	Cancelled	IMO

INTERNATIONAL HYDROGRAPHIC ORGANIZATION

Updated 2015 CBWP

P-27	Category B Marine Geospatial Information Program (Phase 1) (former 2014 CBWP P-30)	IHB	75,000.00 €	73,120.00 €		1,880.00 €	Led by ROK, Busan, Korea 2 March-10 April 2015 DONE	ROK
P-28	MSI course (3 days) for EAHC Members (former 2014 CBWP P-04)	EAHC	19,200.00 €	19,375.83 €		-175.83 €	Led by JHOD, Tokyo, Japan 03-05 March 2015 DONE	ROK
P-29	Tidal and Water Levels Workshop, for RSAHC Members (former 2014 CBWP P-08)	RSAHC	19,285.00 €			19,285.00 €	Led by UKHO, Abu Dhabi, UAE 06-10 September 2015	IHO
P-30	Tidal and Water Levels Workshop, for SAIHC Members (former 2014 CBWP P-10)	SAIHC	24,731.00 €	12,455.45 €		12,275.55 €	Led by UKHO, Fish Hoek, South Africa 23-27 February 2015 DONE	IHO
Subtotal of P (Provision)			-	887,307.00 €	368,052.32 €	0.00 €	519,254.68 €	

		2015	2016		
Total	930,907.00 €	368,052.32 €	0.00 €	562,854.68 €	
ROK	546,430.00 €	327,038.81 €	0.00 €	219,391.19 €	Subtotal ROK
IHO	192,332.00 €	41,013.51 €	0.00 €	151,318.49 €	Subtotal IHO
Nippon	192,145.00 €	0.00 €	0.00 €	192,145.00 €	Subtotal Nippon

INTERNATIONAL HYDROGRAPHIC ORGANIZATION
CAPACITY BUILDING SUB-COMMITTEE
MANAGEMENT PLAN 2016

RHC	Project Name	1	2	3	4	5	6	7	8	9	Total	Phase	Priority	Resources	Sum	Observation
IHO/ROK	ROK Category A Programme											2		184,000	184,000	ROK earmarked
IHO/ROK	Trainer for Trainer - Basic Hydrography											2		50,000	234,000	ROK earmarked
IHO/ROK	ROK Category B Programme (second phase)											3		84,700	318,700	ROK earmarked
Japan	Nippon Chart Project											3		195,000	513,700	Nippon earmarked
SWPHC	Technical Assessment & Advice - Samoa (former 2015)	5	10	5	4	7	5	5	-1	5	45	1	1	6,000	6,000	
SAIHC	High-level Visit to Tanzania	5	10	1	4	10	5	4	-2	5	42	0	2	8,000	14,000	
MACHC	Seminar on Raising Awareness of Hydrography	5	10	5	0	6	5	4	-2	5	38	0	3	15,500	29,500	
SWPHC	Technical Assessment & Advice – Tuvalu	5	10	5	4	7	5	5	-1	5	45	0	4	3,326	32,826	
EaTHC	E-learning experimentation (MSI)	3	10	5	0	10	5	5	0	5	43	1	5	20,000	52,826	Cut off
NIOHC	MBES Processing (5 days)	3	5	1	4	10	1	5	0	5	34	2	6	8,500	61,326	
MBSHC	High-level Visit to Lebanon and Technical Visit to Albania	5	10	1	0	5	3	4	-2	5	31	1	7	3,400	64,726	
SWPHC	Technical Workshop for PICTs in Formulating and Implementing	5	10	5	4	7	5	5	-1	5	45	1	8	36,000	100,726	
IHB	CB Assistant (only if at least 100k€ are to be spent)	5	10	5	5	10	5	5	0	5	50	0	9	10,000	110,726	
SWaTHC	Tide Training Course	3	5	5	1	6	5	5	0	5	35	2	10	16,400	127,126	
MACHC	MSI and Hydro Governance Workshop	5	10	5	3	6	1	5	0	5	40	1	11	19,952	147,078	
SEPHC	Workshop on technics, methodology of MBES data processing	3	5	1	0	7	5	5	0	5	31	2	12	26,911	173,989	
NIOHC	Chart Scheming (3 days)	3	1	3	3	7	5	4	0	5	31	3	13	16,627	190,616	
SWPHC	MSI Regional Workshop	3	10	5	3	7	5	5	-3	5	40	1	14	25,000	215,616	
SAIHC	MBES setting to work project for Mozambique	3	5	1	3	10	2	4	0	5	33	2	15	9,604	225,220	
SWaTHC	Multi-beam Training Course	3	5	5	1	6	5	5	0	5	35	2	16	25,000	250,220	
MACHC	MSDI Workshop for Spanish speakers	3	1	5	3	6	5	4	0	5	32	3	17	23,658	273,878	
NIOHC	Introduction to MSDI and Data Management	3	1	5	3	7	3	4	0	5	31	3	18	14,344	288,222	
MACHC	Satellite Derived Bathymetry Workshop	3	5	3	3	4	1	5	0	5	29	2	19	21,734	309,956	
NIOHC	Advanced ENC Production (5 days)	3	1	1	4	8	1	5	0	5	28	3	20	8,500	318,456	
SEPHC	Workshop on LIDAR technology for shallow waters	3	5	1	0	7	3	4	0	5	28	2	21	26,540	344,996	
RSAHC	ENC Production and QA	3	1	3	4	1	1	4	0	5	22	3	22	25,110	370,106	
EaHC	Technical Visit to Timor Leste	5	10	1	0	6	3	5	0	5	35	0	23	7,800	377,906	
EaHC	Satellite Derived Bathymetry	3	5	5	0	6	0	5	0	5	29	2	24	20,450	398,356	
EaHC	Cartographic Production Database System Workshop	3	1	5	0	6	1	5	0	5	26	3	25	19,150	417,506	
EaHC	Multi-beam Survey and Seabed Classification	3	5	5	0	6	0	5	-3	5	26	2	26	20,500	438,006	

INTERNATIONAL HYDROGRAPHIC ORGANIZATION
CAPACITY BUILDING SUB-COMMITTEE
MANAGEMENT PLAN 2016

MSDIWG	MSDI Support	3	1	3	4	1	1	4	0	5	22	4	27	10,000	448,006	no concrete activity
RHC	Project Name	1	2	3	4	5	6	7	8	9	Total	Phase	Priority	Resources	Sum	
	Procedure 4 maximum score	5	10	5	5	10	5	5	0	5	50				961,706	
EAtHC	E-learning experimentation (Hydrography)	3	5	5	5	10	5	5	0	5	43	2		15,000		
SWAtHC	Data Management Workshop	3	5	5	##	6	5	5	0	5	34.8	2		16,400		

**THIRTEENTH MEETING OF THE IHO CAPACITY BUILDING SUB-COMMITTEE
IHO-CBSC13
Mexico City, Mexico, 27-29 May 2015**

LIST OF DECISIONS

Agenda item 2

Decision 1: CBSC approved the agenda with one amendment (CB Fund report moved to agenda item 8).

Agenda item 3

Decision 2: CBSC approved the CBSC12 Report (*doc. CBSC13-03A*).

Decision 3: CBSC approved the updated CBSC12 list of actions (*doc. CBSC13-03B*).

Agenda item 4

Decision 4: CBSC noted the reports under agenda item 4 (*docs. CBSC13-04A and CBSC13-04B*).

Agenda item 5

Decision 5: CBSC noted the closed 2014 CBWP (Annex NNN)

Decision 6: CBSC agreed to allocate 10.000 euros for CBA for the second semester of 2015.

Decision 7: CBSC noted the reports presented under agenda item 5.1 (*docs. CBSC13-05.1A and CBSC13-05.1B*)

Decision 8: CBSC noted the reports presented under agenda item 5.2 (*docs. CBSC13-05.2A1, CBSC13-05.2A2, CBSC13-05.2B, CBSC13-05.2C, CBSC13-05.2D, CBSC13-05.2E, CBSC13-05.2F, CBSC13-05.2G, CBSC13-05.2H, CBSC13-05.2I, CBSC13-05.2J and CBSC13-05.2K*)

Decision 9: CBSC noted the report from SWPHC (*doc. CBSC13-05.3A*) and agreed in principle that the peer review of the risk assessment methodology developed at the SWPHC by LINZ is in line with the strategy.

Decision 10: CBSC noted the verbal report from MACHC on the OECS Project.

Decision 11: CBSC noted the report from EAHC on the CB developments in the region (*doc. CBSC13-05.3C*).

Decision 12: CBSC noted the report from EAHC on the definition study for a long term project (*doc. CBSC13-05.3D*).

Decision 13: CBSC noted the report on the FOCAHIMECA Project (*doc. CBSC13-05.3E*) and thanked to Mexico for this promising and complex project.

Decision 14: CBSC agreed that SEPRHC and SWAtHC should submit projects as necessary according to the CB Procedures in order to get South American countries to participate in the training projects in FOCAHIMECA in 2016 and 2017.

Decision 15: CBSC noted the verbal report done by the Chair on the IOC/IODE Ocean Teacher.

Agenda item 6

Decision 16: CBSC agreed to note the documents submitted under agenda item 6.

Decision 17: CBSC agreed that no input or update to the IHO CB Strategy is necessary at this moment.

Agenda item 7

Decision 18: CBSC noted the documents submitted under agenda item 7.2 (doc. CBSC13-07.2).

Decision 19: CBSC agreed on the way forward for the development of the draft Procedure 9 (*Technical Visits*) to use the draft version (doc. CBSC13-07.2), get experience and feedback before approving at CBSC14. Work to be done intersessionally (deadline: CBSC14).

Decision 20: CBSC noted the presentation on the CB Management System update (doc. CBSC13-07.3).

Decision 21: CBSC noted the documents submitted under agenda item 7.4 (doc. CBSC13-07.4A and CBSC13-07.4B).

Decision 22: CBSC noted the 5-year Work Plan submitted by the SWPHC (doc. CBSC13-07.5A).

Agenda item 8

Decision 23: CBSC agreed to withdraw the submission for a Technical Visit to Libya from the Management Plan due to the security problems.

Decision 24: CBSC agreed to approve up to 20 000 Euros for the contract of a Capacity Building Assistant (CBA) for 2016.

Decision 25: CBSC agreed that the request from EAHC to increase the funding for activities P-16, P-17 and P-20 of the 2015 CBWP but due to the limited resources available the Chair will liaise with the CBSC intersessionally to decide on the request if resources are made available.

Decision 26: CBSC agreed to rearrange the priorities in the reviewed 2016 Management Plan to have better priority for the lower cost projects and with better world coverage and task the Chair and the Secretary to reorganize the Management Plan.

Decision 27: CBSC agreed to adopt the CB Management Plan intersessionally with the previous action.

Decision 28: CBSC noted the documents submitted under agenda item 8 (doc. CBSC13-08A and CBSC13-08B).

Agenda item 9

Decision 29: CBSC agreed to task the Chair to report the following subjects to IRCC7:

- a) Report the end of the revision of the CB strategy and the Public Relations (PR) paper
- b) CB Strategy
- c) CB Management

- d) CB Assistant need (temporary and permanent) in liaison with the IBSC
- e) The importance of the work of the CB Coordinators and the absence of USCHC Coordinator
- f) C-55 and the GIS development and its importance to the CB
- g) High priority of the updates of the activities in the website
- h) CB Procedures and Procedure 9 for TVs, need to improve and harmonize
- i) The performance indicators and statistics, including the updates to C-55
- j) The Joint CB efforts with other international organizations and the next meeting at the WMO, in Geneva
- k) The updated 2015 CBWP and the 2016 CBWP, raise awareness of IRCC on the limited resources
- l) Address the need for larger projects (larger and comprehensive projects).
- m) Next CBSC meeting at the UAE in 2016, back to back with IRCC
- n) Proposals:
 - i. Take note
 - ii. Request action on the permanent CB staff
 - iii. Updates for C-55 even if there is no changes
 - iv. Request input from RHCs on the PR paper
 - v. Address the needs for larger projects across RHCs and Organizations

Agenda item 10

Decision 30: CBSC noted the documents submitted under agenda item 10 (doc. CBSC13-10A, CBSC13-10B, CBSC13-10C and CBSC13-10D).

Agenda item 11

Decision 31: to hold CBSC14 in Abu Dhabi (UAE) from 24-26 May 2016, back-to-back with IRCC8 (29-31 May 2016).

Decision 32: considering that the meeting venue of CBSC15 has already been offered by Suriname in 2017, to hold CBSC16 in Goa (India) in 2018 back-to-back with IRCC10 (subject to IRCC agreement and final confirmation of India).

Agenda item 12

Decision 33: CBSC agreed to accept the draft list of actions organized by the Secretary.

**THIRTEENTH MEETING OF THE IHO CAPACITY BUILDING SUB-COMMITTEE
IHO-CBSC13
Mexico City, Mexico, 27-29 May 2015**

**LIST OF ACTIONS
(Updated on 25 September 2015)**

No	Action (Agenda item)	Responsible	Deadline	Status
1	Send letter of thanks to the hosts for having hosted the CBSC12 Meeting (P)	Chair	June 2015	Permanent
2	Send letter of thanks to future host for offering to hold CBSC13 in 2015 (P)	Chair	June 2015	Permanent
3	Prepare and circulate draft minutes to all participants to CBSC12 (P)	Chair, Secretary	June 2015	Permanent
4	Provide comments to Chair on the draft minutes of the CBSC12 (P)	All	July 2015	Permanent
5	Issue final version of the CBSC12 Meeting report. Secretary to post in the IHO website (P)	Chair, Secretary	August 2015	Permanent
6	Issue CL on the outcomes of the CBSC12 (P)	Secretary	August 2015	Permanent
7	Send letters to the RHCs Chairs informing them of the approval or rejection of their submissions (P)	Chair	July 2015	Permanent
8	Prepare Agenda, Annotated Agenda, Timetable and List of Documents and circulate them timely to all CBSC13 (P)	Chair, Secretary	February 2016	Permanent
9	Consider participation in the 8th Joint IMO/IHO/IOC/WMO/IALA/IAEA/FIG CB meeting (November 2014) (P)	Chair, IHB	November 2015	Permanent
10	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 - Deadlines (P)	Chair	December 2015	Permanent
11	Provide summary reports for their respective region (P)	CB Coordinators	April 2016	Permanent
12	Inform the venue and dates of CBSC13 and invite the IHB to draft a Circular Letter to MSs (P)	Chair	October 2015	Permanent
13	amend the CBSC13 Agenda and Timetable (doc. CBSC13-02) in accordance with Decision 1 (2)	Secretary	done during the meeting	DONE
14	to upload documents submitted to the IMO/TC 65 to be discussed under agenda item 10 (5)	Secretary	done during the meeting	DONE

15	report to the IHB the decisions from MBSHC19 related to capacity building regarding to venue and dates of the 2015 CBWP activities in the region (5)	MBSHC	10 July 2015	DONE
16	provide the updated proposal of the three EAHC activities to include Brunei Darussalam and Viet Nam that became IHO Member States (5)	Japan	done during the meeting	DONE
17	liaise with the IHB to coordinate the organization of the IMO funded trainings in 2015 (5)	SAIHC, EAHC and SWPHC Chairs and CB Coordinators	done during the meeting	DONE
18	add new event for the CBA for a temporary solution for 2015 in the 2015 CBWP: 7 500 Euros that will be complemented by the CB Admin fund with 7 500 Euros (5)	Secretary	June 2015	DONE
19	provide the reports of the Technical Visits done during 2014 (5)	EAHC	August 2015	
20	provide the reports of the Technical Visits done during 2014 (5)	MBSHC	August 2015	DONE
21	produce a syllabus for the Awareness Seminar to be delivered in future events (5)	MACHC and SWPHC CB Coordinators	CBSC14	
22	intersessionally submit a project for funding for the peer review of the risk assessment methodology developed at the SWPHC by LINZ (5)	SWPHC	December 2015	
23	continuously update the CBSC on the developments of the OECS project (5)	MACHC Chair	CBSC14	
24	address the RHCs in the IRCC proposing the consideration for comprehensive projects to raise funds from Donor agencies (5)	Chair	IRCC7	DONE
25	address the development of comprehensive projects in the regions (5)	RHC Chairs and CB Coordinators	CBSC14	
26	submit projects related to the FOCAHIMECA Project to the CBSC in accordance with the CB Procedures (5)	Mexico, SEPRHC and SWPHC	according to the CB Procedures	
27	liaise with the MACHC Chair to seek support for the FOCAHIMECA Project with technical advices for the execution of the project in accordance with the MoU with the Association of Caribbean States (ACS) (5)	Mexico	CBSC14	
28	write a formal letter to the IHB with the summary of the FOCAHIMECA Project and the alignment with the IHO Strategy and work programme (5)	Mexico	July 2015	

29	communicate with the ACS to express the willingness to support the FOCAHIMECA Project in accordance with the MoU with ACS (5)	IHB	following Action 28	
30	inform the IRCC about the conclusions of the discussions on the FOCAHIMECA Project (5)	CBSC Chair	IRCC7	
31	report to the CBSC the status of development of the FOCAHIMECA Project (5)	Mexico	CBSC14	
32	write to Mexico offering support for the project regarding technical advice and the professional recognition (5)	PAIGH	August 2015	
33	investigate the opportunities to promote the IHO CB activities and report back to CBSC (6)	CBSC Members	CBSC14	Permanent
34	invite RHCs to provide input to the Public Relation paper (6)	Chair	IRCC7	DONE
35	upload available presentations from the past CB Exhibition to the CB website (6)	IHB	August 2015	
36	provide input to the Public Relation paper from the THSOA and PAIGH (6)	PAIGH	done during the meeting	DONE
37	provide presentations on Capacity Building to be uploaded do the IHO website (6)	Chair	September 2015	
38	use the draft Procedure 9 in the future Technical Visits and report back to the CBSC (7)	RHC Chairs and CB Coordinators	CBSC14	
39	provide a copy of the Technical Visit (TV) reports to the IHB based on the draft Procedure 9 (7)	RHC Chairs and CB Coordinators	CBSC14	
40	send a draft "feedback report" to be included in draft Procedure 9 to the Chair and Secretary (7)	India	July 2015	
41	include the "feedback report" to the draft Procedure 9 (7)	Secretary	following Action 40	
42	upload the draft Procedure 9 in the IHO website (7)	Secretary	CBSC14	
43	invite RHCs and MSs (through the IHB) to update C-55 even when there are no changes to it (7)	Chair	IRCC7	DONE
44	disseminate the spreadsheet used in 2012 for the preparation of the 5-year Work Plans to the CB Coordinators (7)	UK	July 2015	
45	use the spreadsheet provided under Action 44 to provide the input for the next 5-year Work Plan (7)	CB Coordinators	CBSC14	
46	review the submission for the hydrographic training proposed to be held in Panama and resubmit it intersessionally (8)	MACHC CB Coordinator	July 2015	
47	rewrite the submission regarding to ENC production and to resubmit it intersessionally (8)	MBSHC	July 2015	

48	investigate the possible use of a future MSDIWG training (8)	CBSC Members	CBSC14	
49	report to IRCC on the MSDIWG training needs and the vision of the CBSC for the future interaction (8)	Chair	IRCC7	DONE
50	amend the 2016 draft Management Plan considering the discussions held during CBSC13 (8)	Secretary	done during the meeting	DONE
51	review the situation agreed in Decision 25 and to liaise with the CBSC intersessionally (8)	Chair	when possible	
52	amend the 2015 CBWP if any change is decided following Action 51 (8)	Secretary	following Action 51	
53	provide a rearranged draft Management Plan and to circulate intersessionally (8)	Chair and Secretary	June 2015	DONE
54	review and approve the rearranged draft Management Plan done under Action 53 (8)	CBSC Members	July 2015	DONE
55	report the outcomes of the CBSC13 to IRCC7 and submit the proposals outlined in Decision 29 (9)	Chair	IRCC7	DONE
56	inform the IMO regional coordinators to the CB Coordinators	IHB	July 2015	
57	liaise with the IMO regional representatives when appropriate in order to optimize the delivery of the IHO Capacity Building activities and report back to CBSC	CB Coordinators	CBSC14	
58	review the wording of the actions and submit intersessionally to the CBSC for approval	Secretary	June 2015	DONE