

**15<sup>th</sup> MEETING OF THE IHO CAPACITY BUILDING SUB-COMMITTEE  
IHO-CBSC15  
Paramaribo, Suriname, 7-9 June 2017**

**AGENDA AND TIMETABLE  
Rev. 2**

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

<b>Time</b>	<b>DAY ONE OF CBSC15 – Wednesday 7 June</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: CBSC15-01A List of Documents (Chair)</i> <i>CBSC15-01B List of Participants (Chair)</i> <i>CBSC15-01C CBSC Membership (Chair)</i> <i>CBSC15-01D ToR and RoP (Chair)</i> <i>CBSC15-01E ToR for the CB Coordinators (Chair)</i></p> <p>Logistic guidance and information. Documents are presented and updated as necessary.</p>	<p>Chair/Host</p> <p>All</p> <p>Chair/Host</p>
09h50	<p><b>2. Approval of Agenda</b> <i>Doc: CBSC15-02 Agenda and Timetable (Chair)</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 CBSC14 Meeting</b> <i>Docs: CBSC15-03A Minutes of CBSC14 (Chair)</i> <i>CBSC15-03B Status of Action List from CBSC14 (IHO Sec)</i></p> <p>Approval of the CBSC14 Minutes. List of Actions is reviewed and updated.</p>	Chair
10h30	<b>Coffee break</b>	Host
11h00	<p><b>4. Reports by the Chair and the IHO Secretariat</b> <i>Docs: CBSC15-04A Report by the Chair (Chair)</i> <i>CBSC15-04B Report by the IHO Secretariat (IHO Sec)</i></p> <p>Highlights from the Chair and the IHO Secretariat 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/IHO Sec

Time	DAY ONE OF CBSC15 – Tuesday 24 May (Continued)	Action
11h30	<p><b>5. Regional Assessment of CB Activities</b></p> <p><b>5.1 Reports of the Regional Hydrographic Commissions (RHC)</b></p> <p><i>Docs: CBSC15-05.1A NSHC Report</i>  <i>CBSC15-05.1B MBSHC Report</i>  <i>CBSC15-05.1C BSHC Report</i>  <i>CBSC15-05.1D USCHC Report</i>  <i>CBSC15-05.1E EAHC Report</i>  <i>CBSC15-05.1F EAtHC Report</i>  <i>CBSC15-05.1G SEPRHC Report</i>  <i>CBSC15-05.1H SWPHC Report</i>  <i>CBSC15-05.1I MACHC Report</i>  <i>CBSC15-05.1J SAIHC Report</i>  <i>CBSC15-05.1K NIOHC Report</i>  <i>CBSC15-05.1L RSAHC Report</i>  <i>CBSC15-05.1M 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 2016 CBWP</b></p> <p><i>Doc: CBSC15-05.2 Closed 2016 CBWP</i></p> <p>CBSC will update and close the 2016 CBWP.</p>	IHO Sec
14h30	<p><b>6. Regional and national projects for CB</b></p> <p><i>Docs: CBSC15-06A Risk Assessment (SWPHC)</i>  <i>CBSC15-06B Development of Hydrographic Capabilities (Italy)</i>  <i>CBSC15-06C The Canadian Ocean Mapping Research and Education Network (Canada)</i>  <i>CBSC15-06D IALA AtoN Manager Course (Suriname)</i>  <i>CBSC15-06E Definition Study for Long Term Project (EAtHC)</i>  <i>CBSC16-06F TRDC Developments (EAHC)</i></p> <p>Reports and presentations on ongoing developments in regional and national projects related to CB (20 minutes each):</p> <ol style="list-style-type: none"> <li>SWPHC (Risk assessment)</li> <li>Italy (Capacity Building Activities)</li> <li>Canada (The Canadian Ocean Mapping Research and Education Network - COMREN)</li> <li>Suriname (IALA AtoN Manager Course)</li> <li>EAtHC (Definition Study for a Long Term Project)</li> <li>TRDC Developments (EAHC)</li> <li>UK (Commonwealth Marine Economies Programme)</li> <li>UK (OECS Project)</li> </ol>	RHC Reps
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
<b>Time</b>	<b>DAY TWO OF CBSC15 – Thursday 8 June</b>	<b>Action</b>
09h00	<p><b>7. Outcomes of the 1<sup>st</sup> Session of the IHO Assembly and the Strategic Issues of the CBSC</b></p> <p><i>Docs: CBSC15-07A List of Decisions from A-1 (IHO Sec)</i>  <i>CBSC15-07B IHO Capacity Building Strategy (IHO Sec)</i>  <i>CBSC15-07C Proposal to amend the IHO CB Strategy (France)</i>  <i>CBSC15-07D Draft Amended Strategy (CBSC15)</i></p> <p>The meeting will discuss the IHO CB Strategy and the way ahead for the CB Strategy, including the development of projects to seek donor funds, the measures of success of the CB Programme and the reviewed IHO Strategic Plan adopted at A-1.</p>	Chair/IHO Sec
10h30	<b>Coffee break</b>	Host
11h00	<p><b>8. Operational issues of the CBSC</b></p> <p><b>8.1 Draft CB Procedures 9, 10, 11 and 12</b></p> <p><i>Docs: CBSC15-08.1A Draft CB Procedure 9 on Technical Visits (IHO Sec)</i>  <i>CBSC15-08.1B Draft CB Procedure 10 on the CB Management Plan (IHO Sec)</i>  <i>CBSC15-08.1C Draft CB Procedure 11 on the Assessment of the Status of CB Phases (UK)</i>  <i>CBSC15-08.1D Draft CB Procedure 12 on a Certificate for the Completion of CB Activities (UK and IHO Sec)</i></p> <p>Revision of the draft CB Procedures 9 (<i>Technical Visits</i>), 10 (<i>CB Management Plan</i>), 11 (<i>Assessment of the Status of CB Phases</i>) and 12 (<i>Certificate for the Completion of CB Activities</i>).</p> <p><b>8.2 CB Management System update</b></p> <p><i>Doc: CBSC15-08.2 CB Management System update (IHO Sec)</i></p> <p>Analysis of the issues for the continuing development of the CB Management System</p> <p><b>8.3 C-55 Status and Developments</b></p> <p><i>Doc: CBSC15-08.3 C-55 Status and Developments (IHO Sec)</i></p> <p>IHO Secretariat will update on the status of C-55 and current developments.</p> <p><b>8.4 Performance Indicators and Statistics</b></p> <p><i>Docs: CBSC15-08.4 Performance Indicators (Chair)</i></p> <p>Discussion on the requirements for the Performance Indicators and the establishment of the relevant statistics related to CB.</p> <p><b>8.5 National Hydrographic (Coordinating) Committee (NHC/NHCC)</b></p> <p><i>Docs: CBSC15-07B IHO Capacity Building Strategy (IHO Sec)</i></p> <p>Discussion on the importance of the establishment of the National Hydrographic (Coordinating) Committee (NHC/NHCC).</p>	IHO Sec
12h30	<b>Lunch break</b>	Host

Time	DAY TWO OF CBSC15 – Thursday 8 June	Action
14h00	<p><b>8. Operational issues of the CBSC (Continued)</b></p> <p><b>8.6 Review of the 3-year RHC Work Plans 2018-2020</b></p> <p><i>Docs: CBSC15-08.6A MBSHC 3-year Work Plan</i>  <i>CBSC15-08.6B EAHC 3-year Work Plan</i>  <i>CBSC15-08.6C EAHC 3-year Work Plan</i>  <i>CBSC15-08.6D SEPRHC 3-year Work Plan</i>  <i>CBSC15-08.6E SWPHC 3-year Work Plan</i>  <i>CBSC15-08.6F MACHC 3-year Work Plan</i>  <i>CBSC15-08.6G SAIHC 3-year Work Plan</i>  <i>CBSC15-08.6H NIOHC 3-year Work Plan</i>  <i>CBSC15-08.6I RSAHC 3-year Work Plan</i>  <i>CBSC15-08.6J SWAtHC 3-year Work Plan</i></p> <p>Review of the 3-year Work Plans of the RHCs (CBSC13 Action 45)</p>	<p>Chair</p> <p>RHCs</p>
15h30	<b>Coffee break</b>	Host
16h00	<b>8.7 Discussion on Operational Issues</b>	
17h30	<b>END OF DAY TWO</b>	Chair

Time	DAY THREE OF CBSC15 – Friday 9 June	Action
09h00	<p><b>9. CB Management</b></p> <p><b>9.1 Update of the 2017 CBWP</b></p> <p><i>Doc: CBSC15-09.1 Updated 2017 CBWP (IHO Sec)</i></p> <p>Assessment of and feedback to the 2017 CBWP.</p> <p><b>9.2 Finance Report</b></p> <p><i>Doc: CBSC15-09.2 Finance Report (IHO Sec)</i></p> <p>IHO Secretariat will introduce the finance report for the approval of the CBSC</p>	<p>Chair</p> <p>IHO Sec</p>
10h30	<b>Coffee break</b>	Host
11h00	<p><b>9. CB Management (continued)</b></p> <p><b>9.3 Management Plan</b></p> <p><i>Doc: CBSC15-09.3 Draft 2018 CB Management Plan (IHO Sec)</i></p> <p>CBSC will review, update and approve the 2018 CB Management Plan.</p> <p><b>9.4 Adoption of the 2018 CBWP</b></p> <p><i>Doc: CBSC15-09.4 Adopted 2018 CBWP (IHO Sec)</i></p> <p>CBSC adopt the 2018 CBWP. <i>Doc. CBSC15-09.4</i> will be drafted during the meeting following the approval of the 2018 CB Management Plan.</p>	IHO Sec
12h30	<b>Lunch break</b>	Host
14h00	<p><b>10. Report from the CBSC to the IRCC9 Meeting</b></p> <p>Preparation of the CBSC Chair report to the IRCC9 Meeting.</p>	Chair
14h30	<p><b>11. Any other business</b></p> <p>CBSC discuss any other business.</p>	Chair

<b>Time</b>	<b>DAY THREE OF CBSC15 – Friday 9 June (Continued)</b>	<b>Action</b>
15h00	<p><b>12. Election of the Chair and Vice-Chair</b>  <i>Doc: CBSC15-12 Nomination of Candidates for Chair and Vice-Chair (IHO Sec)</i></p> <p>The Chair will introduce doc. CBSC15-12 with the candidates for CBSC Chair and Vice-Chair for the period 2017-2020 and will invite the CBSC to elect the new Chair and Vice-Chair.</p>	Chair
15h30	<b>Coffee break</b>	Host
16h00	<p><b>13. Next CBSC Meetings (venue and date)</b>            Definition of the dates and venue for CBSC16 and confirmation of CBSC17 and CBSC18. Current status is:</p> <p>CBSC16: 30 May - 1 June 2018 – Goa, India            CBSC17: May / June 2019 – Italy            CBSC18: May / June 2020 – Poland</p>	Chair
16h30	<p><b>14. Review of the List of Actions and Decisions</b>  <i>Doc: CBSC15-14 Draft list of actions and decisions from CBSC15 (IHO Sec)</i></p> <p>CBSC reviews the List of Actions and Decisions with deadlines and assigned lead. <i>Doc. CBSC15-14</i> will be drafted during the meeting.</p>	Chair
17h00	<p><b>15. Closure</b>            Chair ends the meeting.</p>	Chair
17h15	<b>END OF THE MEETING</b>	Chair