

**16th MEETING OF THE IHO CAPACITY BUILDING SUB-COMMITTEE
IHO-CBSC16
Goa, India, 30 May - 1 June 2018**

DRAFT AGENDA AND TIMETABLE

Hosted events	
Time	Activity
29 May, all day	Arrival of Delegates
29 May, 20h00	Icebreaker
31 May, 19h00	Hosted dinner
2 June, 09h00	Visit to the National Institute of Hydrography (AM) followed by visit to North Goa
3 June, 09h00	Old Goa visit

Note: Presenters of papers in parentheses ()

Time	DAY ONE OF CBSC16 – Wednesday 30 May	Action
08h00	Registration	All
09h00	<p>1. a. Opening Remarks Opening of the meeting and welcome.</p> <p>b. Introductions Participants will be invited to introduce themselves.</p> <p>c. Administrative Arrangements <i>Docs: CBSC16-01A List of Documents (Chair)</i> <i>CBSC16-01B List of Participants (Chair)</i> <i>CBSC16-01C CBSC Membership (Chair)</i> <i>CBSC16-01D ToR and RoP (Chair)</i> <i>CBSC16-01E 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>2. Approval of Agenda <i>Doc: CBSC16-02 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>3. Matters arising from Minutes of CBSC14 Meeting <i>Docs: CBSC16-03A Minutes of CBSC15 (Chair)</i> <i>CBSC16-03B Status of Action List from CBSC15 (Secretary)</i></p> <p>Approval of the CBSC15 Minutes. List of Actions from CBSC15 is reviewed and updated.</p>	Chair / Secretary
10h30	Coffee break	Host
11h00	<p>4. Reports by the Chair and the IHO Secretariat <i>Docs: CBSC16-04A Report by the Chair (Chair)</i> <i>CBSC16-04B Report by the IHO Secretariat (Secretary)</i></p> <p>Highlights from the Chair and the 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/IMPA CB Coordination Meeting.</p>	Chair/ Secretary

11h30	<p>5. Regional Assessment of CB Activities</p> <p>5.1 Reports of the Regional Hydrographic Commissions (RHC)</p> <p><i>Docs: CBSC16-05.1A NSHC Report</i> <i>CBSC16-05.1B MBSHC Report</i> <i>CBSC16-05.1C BSHC Report</i> <i>CBSC16-05.1D USCHC Report</i> <i>CBSC16-05.1E EAHC Report</i> <i>CBSC16-05.1F EAHC Report</i> <i>CBSC16-05.1G SEPRHC Report</i> <i>CBSC16-05.1H SWPHC Report</i> <i>CBSC16-05.1I MACHC Report</i> <i>CBSC16-05.1J SAIHC Report</i> <i>CBSC16-05.1K NIOHC Report</i> <i>CBSC16-05.1L RSAHC Report (not submitted)</i> <i>CBSC16-05.1M SWAtHC Report</i></p> <p>RHC Members and CB Coordinators will update the meeting on the status of surveys, charts and MSI (C-55), report on visits (high-level, technical and follow-up) and report on courses, workshops and seminars.</p>	RHC Reps.
12h30	Group photo followed by lunch break	Host
14h00	<p>5. Regional Assessment of CB Activities (continued)</p> <p>5.2 Update and closure of the 2017 CBWP</p> <p><i>Doc: CBSC16-05.2 Closed 2017 CBWP</i></p> <p>CBSC will review, update and close the 2017 CBWP.</p>	Chair / Secretary
14h30	<p>6. Regional projects for CB</p> <p><i>Docs: CBSC16-06A Pacific Region Navigation Initiative - PRNI (NZ)</i> <i>CBSC16-06B UKHO International Survey Projects and Capacity Building (UK)</i> <i>CBSC16-06C FOCAHIMECA (Mexico)</i> <i>CBSC16-06D Cooperation with Lebanon (Italy)</i> <i>CBSC16-06E EAHC-TRDC (EAHC)</i> <i>CBSC16-06F Towards a new implementation of the CB strategy in the EAHC region (EAHC)</i></p> <p>Reports and presentations on ongoing/new developments in regional projects (Maximum 20 minutes each).</p>	All
15h30	Coffee break	Host
16h00	<p>6. Regional projects for CB (continued)</p> <p>Continuation of item 6.</p>	All
17h30	END OF DAY ONE	Chair
Time	DAY TWO OF CBSC16 – Thursday 31 May	Action
09h00	<p>7. Outcomes of the 1st meeting of the IHO Council and the Strategic Issues of the CBSC</p> <p><i>Docs: CBSC16-07A IHO Capacity Building Strategy (Chair)</i> <i>CBSC16-07B Decisions and Actions from C-1 (Secretary)</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. The outcome of C-1 will be considered.</p>	Chair/ Secretary
10h30	Coffee break	Host
11h00	<p>8. Operational issues of the CBSC</p> <p>8.1 Draft CB Procedures 9</p>	

	<i>Doc: CBSC16-08.1 Draft CB Procedure 9 on Technical Visits (Secretariat)</i> Revision of the draft CB Procedures 9 (<i>Technical Visits</i>).	Secretary
12h30	Lunch break	Host
14h00	<p>8. Operational issues of the CBSC (Continued)</p> <p>8.2 CB Management System update <i>Doc: CBSC16-08.2 CB Management System update (Secretariat)</i> Status of development of the CB Management System.</p> <p>8.3 C-55 Status and Developments <i>Doc: CBSC16-08.3A C-55 Status and Developments (Secretariat)</i> <i>CBSC16-08.3B Review of C-55 (UK and France)</i> Secretary will update on the status of C-55 and current developments. UK and France to present proposal for the review of C-55.</p> <p>8.4 Performance Indicators and Statistics <i>Doc: CBSC16-08.4 Performance Indicators (Chair)</i> Discussion on the requirements for the Performance Indicators and the establishment of the relevant statistics related to CB.</p> <p>8.5 National Hydrographic (Coordinating) Committee (NHC/NHCC) Discussion on the importance of the establishment of the National Hydrographic (Coordinating) Committee (NHC/NHCC).</p>	Secretary Secretariat/ France/UK Chair Chair / Secretariat
15h30	Coffee break	Host
16h00	<p>8. Operational issues of the CBSC (Continued)</p> <p>8.6 Review of the 3-year RHC Work Plans 2018-2020 <i>Docs: CBSC16-08.6A MBSHC 3-year Work Plan</i> <i>CBSC16-08.6B EAHC 3-year Work Plan</i> <i>CBSC16-08.6C EAHC 3-year Work Plan</i> <i>CBSC16-08.6D SEPRHC 3-year Work Plan</i> <i>CBSC16-08.6E SWPHC 3-year Work Plan</i> <i>CBSC16-08.6F MACHC 3-year Work Plan</i> <i>CBSC16-08.6G SAIHC 3-year Work Plan</i> <i>CBSC16-08.6H NIOHC 3-year Work Plan</i> <i>CBSC16-08.6I RSAHC 3-year Work Plan</i> <i>CBSC16-08.6J SWAtHC 3-year Work Plan</i> Updates of the 3-year Work Plans of the RHCs.</p>	All
17h30	END OF DAY TWO	Chair
Time	DAY THREE OF CBSC16 – Friday 1 June	Action
09h00	<p>9. CB Management</p> <p>9.1 Update of the 2018 CBWP <i>Doc: CBSC16-09.1 Updated 2018 CBWP (Secretary)</i> Assessment of and feedback to the 2018 CBWP. CBSC will review, update and approve the 2018 CBWP.</p> <p>9.2 Finance Report <i>Doc: CBSC16-09.2 Finance Report (Secretary)</i> Secretary to introduce the finance report for the approval of the CBSC</p>	Chair/ Secretary Secretary
10h30	Coffee break	Host
11h00	<p>9. CB Management (continued)</p> <p>9.3 Management Plan <i>Doc: CBSC16-09.3 Draft 2019 CB Management Plan (Secretary)</i></p>	

	<p>CBSC will review, update and approve the 2019 CB Management Plan.</p> <p>9.4 Adoption of the 2019 CBWP</p> <p><i>Docs: CBSC16-09.4A Adopted 2019 CBWP (Secretary)</i> <i>CBSC16-09.4B Chart Adequacy Workshop (USA)</i></p> <p>CBSC to adopt the 2019 CBWP. <i>Doc. CBSC16-09.4</i> will be drafted during the meeting following the approval of the 2019 CB Management Plan.</p>	<p>Chair/ Secretary</p> <p>Chair/ Secretary</p>
12h30	Lunch break	Host
14h00	<p>10. Report from the CBSC to the IRCC10 Meeting</p> <p>Preparation and review of the CBSC Chair report to the IRCC10 Meeting.</p>	Chair
14h30	<p>11. Any other business</p> <p><i>Doc: CBSC16-11 Availability of Training and Consultancy services (Chartwise)</i> <i>CBSC16-11A Italian Category "B" Programme (Italy)</i></p> <p>CBSC discuss any other business.</p>	Chair
15h00	<p>12. Next CBSC Meetings (venue and date)</p> <p>Confirmation of the dates and venue for CBSC17 and CBSC18. Participants are expected to offer to host CBSC19. Current status is:</p> <p>CBSC17: May / June 2019 – Italy CBSC18: May / June 2020 – Poland CBSC19: TBD</p>	Chair
15h30	Coffee break	Host
16h00	<p>13. Review of the List of Actions</p> <p><i>Doc: CBSC16-13 Draft list of actions from CBSC16 (Secretary)</i></p> <p>CBSC reviews the List of Actions with deadlines and assigned lead. <i>Doc. CBSC16-13</i> will be drafted during the meeting.</p>	Chair
17h00	<p>14. Closure</p> <p>Chair ends the meeting.</p>	Chair
17h15	END OF THE MEETING	Chair

NOTE: Social events of the CBSC16 will be announced later.