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WORLD-WIDE NAVIGATIONAL WARNING SERVICE – SUB-COMMITTEE

WWNWS-SC Letter No. 1/2015

21 January 2015

7th Meeting of the World-Wide Navigational Warning Service Sub Committee (WWNWS 7)

Dear Colleague:

As previously announced in August 2014, the Seventh Meeting of the WWNWS-SC will be held from 24 - 27 August 2015 at the offices of the International Hydrographic Bureau (IHB) in Monaco. As I anticipate a full agenda with discussions concluding late on the last day, I encourage you to make your travel arrangements to depart on Friday 28 August 2015 or later.

Details of hotels available in the Monaco area are available on the IHO web site:

<http://www.ihb.int/english/home/visiting-the-ihb/hotels.html>

Please note that there is a large demand for hotels at this time of year. The IHB has made a block reservation for the meeting at four hotels, and details are attached, Enclosure 1. There is a need to book early and if you wish to book one of the pre-reserved rooms please use the attached form in order to ensure the quoted price. Please keep David Wyatt at the IHB informed of your travel and hotel arrangements (adso@iho.int).

The Provisional Agenda for the Meeting is attached, Enclosure 2. Templates for submitting papers to the meeting are available for download from the WWNWS page of the IHO web site at:

http://www.ihb.int/mtg_docs/com_wg/CPRNW/WWNWS7/WWNWS7.htm.

Please note that all documents should use the WWNWS 7 document template with the exception of NAVAREA Self Assessments under Agenda Item 3.2 which should use the Self Assessment Template. Documents should be numbered WWNWS 7_Y/Y/Y-X where Y/Y/Y are the Agenda Item number. For example a paper that deals with the e-Navigation which is Agenda Item 3.4.3 should therefore be numbered WWNWS 7_3/4/3-X. X will be a sequential letter A-Z allocated by David Wyatt as papers are received. Self Assessments by NAVAREA Co-ordinators should be numbered WWNWS 7_3/2-X where in this case "X" is the NAVAREA number. It is important that documents are submitted in "Word" format and not as pdf files. David Wyatt will convert them to pdf files before they are loaded on to the WWNWS 7 web page.

Please note that for Agenda Item 3.2 "Self Assessments by NAVAREA Co-ordinators", NAVAREA Co-ordinators should prepare a NAVAREA assessment paper using the document template mentioned above and should outline existing and planned navigational warning facilities, both SafetyNET and NAVTEX, in their NAVAREA to meet the requirements of the GMDSS. Note there have been some minor amendments to the previous template, so it is important you use the version provided on the WWNWS 7 webpage.

I also ask all members to review the current List of WWNWS Action Items, Enclosure 3, and available from the WWNWS 7 web page, where it is updated as new information is provided. Please provide David Wyatt with updated information as soon as it is appropriate and be ready to report on progress at the meeting.

The deadline for the submission of papers for consideration at the meeting is 31 July 2015. All documents will be posted on the above website as soon as possible after their receipt by the IHB.

Anyone who requires a personal letter of invitation in order to obtain a visa to enter France is requested to inform David Wyatt as early as possible. If there are any other concerns, please feel free to contact me otherwise I look forward to seeing you in Monaco.

Very Best Regards,

A handwritten signature in black ink that reads "Peter Doherty". The signature is written in a cursive style with a large, looped 'P' and 'D'.

PETER DOHERTY

CHAIRMAN

Enclosures:

1. Details of pre-booked hotels.
2. WWNWS 7 provisional agenda.
3. Current list of Actions from WWNWS 6.