



IHB File No. S3/0123

**CIRCULAR LETTER 25a/2006
27 February 2006**

STANDARDIZED STRUCTURE FOR NATIONAL REPORTS TO RHC

- References:
- A. IHB letter S3/0123 dated 8 July 2005 – to RHC Chairmen
 - B. IHB letter S3/0123 dated 26 October 2005 – to RHC Chairmen
 - C. IHB letter S3/0123 dated 30 November 2005 – to RHC Chairmen
 - D. IHB CL 123/2005 dated 12 December 2005

Dear Hydrographer,

This replaces CL 25/06. The IHB thanks the following 39 Member States who responded to Reference D: Algeria, Argentina, Australia, Belgium, Brazil, Canada, Chile, China, Colombia, Croatia, Cyprus, Ecuador, Finland, France, Greece, Iceland, India, Islamic Republic of Iran, Italy, Japan, Rep of Korea, Malaysia, Netherlands, New Zealand, Norway, Pakistan, Peru, Poland, Serbia and Montenegro, Singapore, Slovenia, South Africa, Spain, Sweden, Tunisia, Turkey, United Kingdom, United States and Uruguay.

All Member States who voted supported the inclusion of a new paragraph 8 in Administrative Resolution T1.3. 11 Member States provided comments and these are enclosed at Annex A, together with comments from the IHB.

The revised text is enclosed at Annex B and the IHB will amend Publication M-3.

On behalf of the Directing Committee
Yours sincerely,

Vice Admiral Alexandros MARATOS
President

- Annex A: Comments by Member States
Annex B: Revised wording of Resolution T1.3, paragraph 8

Member States' Comments

Chile

This Service agrees with the content and wording of Annex B, having no objection on its inclusion in Resolution T1.3 of M-3.

Colombia

The Hydrographic Office of Colombia supports the inclusion of a new paragraph in the T1.3 Resolution, in order to make official the proposal of a standardized structure to present the National Reports before the Regional Hydrographic Commissions. Colombia participated in the analysis of the structure proposal presented to the MACHC Commission and agrees with it.

Ecuador

Information relating to GMDSS is not directly managed by this hydrographic service.

Finland

The proposed structure is acceptable. Perhaps the Executive Summary could be moved to the first item (as in case of CHRIS and WEND Documents).

(By IHB: the Executive Summary now appears before item 1)

Japan

Since it may be necessary to report the items which are not included in the "standardized structure", I propose to add a new sub-item "etc." into item 9 (other activity).

(By IHB: this has been included)

Netherlands

Fully supported.

Norway

As many RHCs for years have used own developed structure for their reports, NORWAY will propose that the new paragraph 8 should read as follows: "The following structure is *recommended* to be used for National Reports made to those RHCs that wish to receive such reports."

(By IHB: All resolutions are by their nature recommendations and it is not considered necessary to include this in the resolution.)

Pakistan

- a. Problems encountered may be supplemented with Remedial Measures adopted (if any) for the information and record.
- b. Under the heading Capacity Building para (7), expertise held by the country in various aspects of hydrography may be highlighted.

(By IHB: It is considered that these do not need to be written explicitly in the TR. It might be reasonably expected that a MS reporting a problem would also report the solution if one had been found. If a MS makes an offer of Capacity Building under item 7 it may reasonably be assumed that they have the expertise to offer such assistance.

Peru

We consider that this new reference guide will help in the standardization and preparation of national reports to be presented to the Regional Hydrographic Commissions.

Singapore

For Member States to better understand the background of this proposal, all IHB letters S3/0123 dated 8/7/05, 26/10/05 and 30/11/05 should be circulated to all Member States.

(By IHB: It was considered that the RHC Chairmen had circulated the letters from the IHB to the MS within their RHCs. However any MS who would like a copy of these letters may request them from the IHB.)

Tunisia

The Tunisian Hydrographic and Oceanographic Office suggests to amend rubric 4 of the proposed paragraph 8 as follows:

4. New publications and updates: New publications
Updated publications
Means of delivery e.g. paper, digital
Problems encountered

(By IHB: This has been included.)

Turkey

TN-OHNO supports the idea of the standardized structure of the National Reports to the RHCs. Moreover TN-OHNO considers that inclusion of "Current Survey Status" under item 2 as the first subject, "Pricing" under item 3 before "Problems encountered" and "the WG Activities" under item 9 as the first subject would be better.

(By IHB: It is considered that 'Current Survey Status' would be included as part of the report at Item 5 S-55 and does not therefore need to be included here. Any MS wishing to report on Pricing can do so under the individual items ENC, RNC, INT Charts and National Paper Charts and it is therefore not considered necessary to have a separate item. A new item has been included in item 9 'Participation in IHO Working Groups'.)

IHO ADMINISTRATIVE RESOLUTION T1.3
ESTABLISHMENT OF REGIONAL HYDROGRAPHIC COMMISSIONS (RHC)

New paragraph 8

8. The following structure is to be used for National Reports made to those RHCs that wish to receive such reports:

Structure for National Reports to Regional Hydrographic Commissions

Executive summary

1. Hydrographic Office / Service: General, including updates for the IHO Yearbook e.g. reorganization
2. Surveys: Coverage of new surveys.
New technologies and /or equipment
New ships
Problems encountered
3. New charts & updates: ENC
ENC Distribution method
RNC
INT charts
National paper charts
Other charts, e.g. for pleasure craft
Problems encountered
4. New publications & updates: New Publications
Updated publications
Means of delivery, e.g. paper, digital
Problems encountered
5. MSI Existing infrastructure for transmission
New infrastructure in accordance with GMDSS Master Plan
Problems encountered
6. S-55 Latest update (Tables)
7. Capacity Building Offer of and/or demand for Capacity Building
Training received, needed, offered
Status of national, bilateral, multilateral or regional development projects with hydrographic component. (In progress, planned, under evaluation or study)
Definition of bids to IHOCBC
8. Oceanographic activities General
GEBCO/IBC's activities
Tide gauge network
New equipment
Problems encountered

9. Other activities

Participation in IHO Working Groups
Meteorological data collection
Geospatial studies
Disaster prevention
Environmental protection
Astronomical observations
Magnetic/Gravity surveys

International
Etc.

10. Conclusions