



INTERNATIONAL HYDROGRAPHIC ORGANIZATION
MESO AMERICAN & CARIBBEAN SEA HYDROGRAPHIC COMMISSION



**13th Meso American & Caribbean Sea Hydrographic
Commission Meeting
19th – 22nd November 2012
Antigua, Guatemala**

**Draft Annotated Agenda v3
(06 November 2012)**

1. Opening

1.1 Opening Remarks by Hosts

Guatemala will welcome the delegates to the meeting.

1.2 Opening Remarks by the Chairman

The Chair, Rear Admiral Nick Lambert (UK) will thank the Host and welcome MACHC Members and participants to the meeting.

1.3 Opening Remarks by the President of the IHB

IHO President Robert Ward will welcome the delegates to the meeting.

1.4 Address by Chief Guest

The chief guest will address delegates of the meeting.

1.5 Agenda and Timetable approval

The Chair will introduce the Draft Agenda (MACHC13-01a) and Timetable (MACHC13-01b). Members will be invited to comment and adopt the documents.

Articles 7 (c & d) of the Statutes state that:

“c) The Agenda shall be adopted by the commission at the beginning of each Conference.

d) The Commission can modify the order of discussion of the different items of the Agenda during the Conference.

1.6 List of Documents

The Chairman will introduce MACHC13-01c (List of Documents). Participants are expected to have downloaded them from the IHO Web site and have brought them to the meeting.

1.7 Administrative Arrangements

The Chairman will invite a host representative to provide meeting participants with the required administrative details.

The Secretary will circulate a draft version of MACHC13-01d (List of Participants) requesting participants to review and confirm the information contained.

2. 12th MACHC Minutes approval

Docs: MACHC13-02 Minutes of the 12th MACHC Meeting

The Chairman will ask delegates to confirm that these are a true reflection of the last meetings proceedings.

3. 12th MACHC Actions List review

Docs: MACHC13-03 List of Actions from 12th MACHC

The Chairman will provide an update on the status of the List of Actions arising from the 12th meeting. MACHC Members who have been identified as responsible for any of these actions should be ready to provide a status report. The Commission should decide on the best course of action for those activities that have not been completed.

Discussion on some actions maybe covered under later agenda topics if the Commission deems appropriate.

4. IHO / IHB Matters

4.1 IHB Report

Docs: MACHC13-04a IHB Report

The Chairman will invite IHO President Robert Ward to provide the report of the IHB to the MACHC.

4.2 MACHC report to IRCC4 (Inter Regional Coordination Committee)

Docs: [MACHC Report to IRCC4](#)

Rear Admiral Nick Lambert (UK) will provide an overview of the MACHC report to IRCC4.

4.3 IRCC4 Report

Rear Admiral Nick Lambert (UK) IRCC Vice Chair will update delegates on the last IRCC meeting and any issues relating to the region.

*List of actions from IRCC4 relevant to MACHC region are listed in the table below; comments in **red** are the status within MACHC:*

No	ACTION	RESP.	DEADLINE	STATUS
IRCC4/01	Encourage the approval of pending applications for IHO membership.	RHCs Permanent.	Report to IRCC Chair Dec 2012	Ongoing
IRCC4/03	Continue to engage suspended Member States in their region to encourage their re-insertion in IHO.	EAtHC and MACHC Permanent.	Report to IRCC Chair Dec 2012	Ongoing <i>Technical visit carried out to and letter of encouragement sent to encourage attendance</i>

No	ACTION	RESP.	DEADLINE	STATUS
IRCC4/06	Comply with the CBSC Procedures and ensure the timely provision of the appropriate documentation that justify expenses associated to CB projects, and to demand refund, if needed, not later than one month after the event has finalized.	RHC	Permanent	Ongoing <i>Completed by CB coordinator after each CB project</i>
IRCC4/07	Invite GEBCO Guiding Committee /Bathymetric Regional Project Chairs to attend corresponding RHCs meetings, aiming at strengthening collaboration with a priority on improving high resolution shallow water bathymetry at the regional level.	RHCs / GEBCO	Permanent	Completed <i>IBCCA represented at MACHC</i>
IRCC4/08	a) Circulate draft C-55 framework developed by Australia. b) RHCs to provide comments to Chair. c) Chair to provide final version to IHB	a) Chair b) RHCs c) Chair	a) 15 June b) end June c) 15 July	a) Completed b) In progress <i>Agenda item 4.8.1 at MACHC13</i>
IRCC4/09	Consider amending Statutes of the RHCs in order to allow non-IHO MSs to host RHCs conferences, when and if applicable.	RHCs	As soon as applicable	Completed <i>Agenda item 5 at MACHC13</i>
IRCC4/13	Provide written feedback on Annexes B and C of WEND Principles (CONF.18/WP3) according to 18th IHC Decision 13	RHCs		
IRCC4/17	Circulate the paper "A Blueprint for Ocean and Coastal Sustainability" to RHCs to be used as a raising awareness tool.	Chair RHCs	As soon as practicable	Completed MACHC13-09
IRCC4/18	Provide the IRCC Chair with their report on the progress of the relevant tasks of the IHO 2012 Work Programme.	RHCs and IRCC subsidiary organs	by the end of Jan 2013	<i>Chair will provide for region post meeting</i>

No	ACTION	RESP.	DEADLINE	STATUS
IRCC4/20	Review the relevant tasks of the IHO 2013 Work Programme in their respective work plans and report on suggested updates, if any, to the IRCC Chair	RHCs and IRCC subsidiary organs	by the end of Oct 2012	<i>Chair will provide for region post meeting if applicable</i>
IRCC4/27	Inform MSs of the IMO's transition to and the implication of the mandatory IMO Member States Audit Scheme from 2015	RHC Chairs	As soon as possible	Completed <i>MS informed at MACHC12</i>
IRCC4/30	Consider the participation of the stakeholders at the RHC conferences	RHC Chairs		Completed <i>Stakeholders attending MACHC conference</i>
IRCC4/32	Provide to the IRCC Chair the estimated values of SPIs and agreed WPIs as of 31 December 2012 and target values for 31 December 2017	RHC Chairs	by the end of Jan 2013	<i>Chair will provide for region post meeting if applicable</i>

4.4 WEND-WG Report (Worldwide ENC Database – Working Group)

Kathryn Reis (US, NOAA) will provide an update on the work of the Worldwide ENC Database Working Group (WEND-WG) and report on actions affecting the MACHC region.

4.5 HSSC4 Report (Hydrographic Services and Standards Committee)

Docs: MACHC13-04b HSSC4 Report

IHO President Robert Ward will update will update delegates on the last HSSC meeting in September 2012.

4.6 Marine Spatial Data Infrastructure (MSDI)

Docs: IHO C-17 - Spatial Data Infrastructures: "The Marine Dimension" - Guidance for Hydrographic Offices http://www.iho.int/iho_pubs/CB/C-17_e1.1.0_2011_EN.pdf

4.7 IHO Year Book P-5

P-5 is the source for tonnage figures, IHO membership details and contact points for countries hydrographic responsibility.

Countries in attendance will be asked to check the current edition of this publication and provide the IHB with an update if required.

4.8 Status of Hydrographic Surveying and Nautical Charting Worldwide C-55

Nations should have included their update to C-55 within their National Report.

4.8.1 Development of C-55

Docs: MACHC12-04c Draft C-55 Framework – Explanatory Note

Discussion based on MACHC13-04c and to provide feedback to IHO for IRCC Action 4/08

No	ACTION	RESP.	DEADLINE
IRCC4/08	a) Circulate draft C-55 framework developed by Australia.	a) Chair	a) 15 June
	b) RHCs to provide comments to Chair.	b) RHCs	b) end June
	c) Chair to provide final version to IHB	c) Chair	c) 15 July

5. Statutes

IRCC4 action 09 requests that RHCs consider the following action:

No	ACTION	RESP.	DEADLINE
IRCC4/09	Consider amending Statutes of the RHCs in order to allow non-IHO MSs to host RHCs conferences, when and if applicable.	RHCs	As soon as applicable

6. National Reports

Under this agenda item it is expected that all Member States Representatives will provide a summary of their National Reports. The National Report should be written based on the model presented at the IHO Technical Resolution T1.3, and should include updates to C-55 and Marine Spatial Data Infrastructure (MDSI) progress.

It is expected that only the key elements of the national report will be emphasized possibly within a presentation.

The Reports have been compiled under Doc MACHC13-06, followed by an indication identifying the Country to which the report refers.

7. MACHC Committees and Working Groups

The Reports will be compiled under Docs MACHC13-06, identifying the body to which the report refers.

7.1 Meso-American and Caribbean International Charting Coordination Working Group (MACICCWG)

The MACICCWG was established at the 12th MACHC in St. Kitts as per HSSC proposal action 1/24.

7.1.1 Establishment of Coordinator and Vice-Coordinator

7.1.2 Proposed structure and work plan

7.1.3 Development of a work plan.

7.2 Capacity Building

7.2.1 Update on Capacity Building activities and submissions since the last meeting.

Mr. Jeff Bryant (UK), CB coordinator will provided a breakdown of courses, delegates and progress since the last meeting.

7.2.2 Update on the 5 year Capacity Building plan

Courses proposed for funding, progress within the region and end goals for CB within the MACHC region.

7.3 Marine Economic Infrastructure Programme (MEIP)

Mr Tim Lewis (UK), Chair of the MEIP WG will provide an update on the progress since the last MACHC.

Update on MEIP activities since establishment at 12th MACHC.

7.3.1 Presentation of MEIP Demonstrator Model Options

Presentation of demonstrator model options.

8. Relevant International Organizations' Report.

The following Organizations have been invited to attend the 12th MACHC and to provide a report on their activities and experiences. These reports are an excellent information source for the Commission in identifying actions required to fulfil its objectives. The Commission will be invited to comment on the reports submitted and to identify actions that should be taken.

8.1 IBCCA (International Bathymetric Chart of the Caribbean Sea and the Gulf of Mexico)

Dagoberto Uriel David Viteri of the Hydrographic Office (CIOH) of Colombia will provide an update on IBCCA.

No	ACTION	RESP.	DEADLINE
IRCC04/07	Invite GEBCO Guiding Committee/ Bathymetric Regional Project Chairs to attend corresponding RHC meetings, aimed at strengthening collaboration with a priority on improving high resolution shallow water bathymetry at the regional level.	RHC's / GEBCO	Permanent.

8.2 IALA (International Association of Lighthouse Authorities)

Rear Admiral Jean-Charles Leclair, of the IALA World-Wide Academy will provide a presentation entitled IALA and the IALA World-Wide Academy

8.3 REMPEITC (Regional Marine Pollution Emergency Information and Training Centre for the Wider Caribbean)

Ms. Anne Reglain, IMO Consultant, will represent REMPEITC at the conference.

The Regional Marine Pollution Emergency Information and Training Center for the Wider Caribbean (REMPEITC-Caribe) is a Regional Activity Center (RAC) for the Protocol Concerning the Cooperation in Combating Oil Spills in the Wider Caribbean Region).

8.4 IMO (International Maritime Organisation) Member State Audits

Update on VIMSAS (Voluntary IMO Member State Audit Scheme) to make IMO member states aware of their responsibility with regard the SOLAS regulations to which many have signed up to.

No	ACTION	RESP.	DEADLINE
IRCC04/27	Inform MSs of the IMO transition to and implication of the mandatory IMO Member States Audit Scheme (VIMSAS) from 2015.	RHC Chairs	As soon as possible.

<http://www.imo.org/OurWork/Safety/Implementation/Pages/AuditScheme.aspx>

8.5 OECS (Organisation of Eastern Caribbean States)

Presentation by Antigua and Barbuda on the Antigua and Barbuda Regional Hydrographic Initiative.

OECS was created when seven Eastern Caribbean countries signed a treaty agreeing to cooperate with each other and promote unity and solidarity among the Members.

8.6 RTCM (Radio Technical Commission for Maritime Services)

Mr Rafael Ponce of ESRI will also represent RTCM at the conference and provide an update to activities.

RTCM is an international non-profit scientific, professional and educational organization. RTCM members are organizations that are both non-government and government. The Special Committees provide a forum in which government and non-government members work together to develop technical standards and consensus recommendations in regard to issues of particular concern. They are actively engaged in the development of international standards for maritime radio navigation and radio communication systems

8.7 PAIGH (Pan-American Institute of Geography and History)

Mr. Paul Cooper of CARIS will also represent PAIGH at the conference and provide an update to activities.

PAIGH's objectives are to encourage, coordinate, and publicise cartographic, geographic, geophysical and historical studies as well as other related scientific studies of interest to the Americas.

8.8 COCATRAM (Comision Centroamericana de Transporte Maritimo [Central American Commission of Maritime Transport])

Mr. Otto Noack, Executive Director of COCATRAM will represent COCATRAM at the conference.

COCATRAM addresses the issues relating to maritime and port developments in Central America. Its members are Guatemala, El Salvador, Honduras, Nicaragua, Costa Rica and Panama.

9. Blue Economy

Docs: MACHC13-09 Blueprint_for_Ocean_and_Coastal_Sustainability_RioPlus20

Presentation and discussion lead by Michael Jones, president of The Maritime Alliance on the "Blue Economy"

The mission of The Maritime Alliance is "Promoting Blue Tech & Blue Jobs". The non-profit The Maritime Alliance is the cluster organizer for the San Diego maritime technology community and fosters maritime business and technology innovation through collaboration around the U.S. and the world. (<http://themaritimealliance.org/who-we-are/>)

10. Maritime Funding

Docs: MACHC13-10 Maritime Funding Session Agenda

This topic will be facilitated by Michael Jones of the Maritime Alliance and discuss the outcome of the Maritime Funding Session on Monday 19th November.

11. Hydrographic Products Impact on Commercial Maritime Trade

Presentation by Julio Yon of DISAGRO on how hydrographic products impact on commercial maritime trade.

DISAGRO provide chartering, agency and stowage of vessels in the main ports of Guatemala, Honduras and Nicaragua, as well as land transport and storage of goods and commodities. Our expertise has enabled us to fully understand and manage all aspects of international maritime trade and port operations (<http://www.disagro.com/soluciones-logisticas>).

12. Maritime Safety and the World Wide Navigational Warnings Service (WWNWS)

Presentation by Jim Rogers (USA, NGA) on the work of the World Wide Navigational Warning Service and maritime Safety.

13. Sharing Experience in Dealing with Maritime Disasters

Presentations by both Jamaica and United States of America on an overview of preparations, impacts and recovery efforts due to hurricane Sandy.

Action	Agenda Item	Agreements	Responsible Party	Due Date
12.1.8	9	MACHC Member States to include 'sharing experience in dealing with maritime disasters' as a standing MACHC agenda item.	Chair	Permanent Completed.

14. Digital Coast Pilot

Presentation and demonstration by John Nyberg (USA, NOAA) on the mobile application of NOAA/OCS Coast Pilot.

15. Cruising Guide to Colombia

Presentation by Colombia on their cruising guide.

“The cruising guide to Colombia provides useful information for cruisers navigating the Pacific and the Caribbean coastlines of Colombia on yachts, mega yachts, and sailboats, as well as nautical tourist information.

The guide us the main route to our Coasts, as well as to our islands and archipelagos, although it is also the accomplishment of several years of effort and work to give a name to Colombian nautical tourism. The government, entrepreneurs and cruisers believe that offering the world the great natural richness of Colombian coasts to develop its nautical tourism is the best opportunity we have to improve the life quality with the contribution of hydrographic data.

16. Survey Presentation

A presentation on the following subjects:

- *Lidar vs. Conventional Survey*
- *Identification of survey requirements*
- *Example survey cost*
- *Long term survey planning*

This presentation is aimed at the nations without hydrographic capability.

17. Crowd Sourcing Survey Techniques

Presentation by Paul Cooper of Caris on progress made on the use of crowd source data in the hydrographic context.

18. Offshore energy – what does it mean to the Hydrographic Community?

Presentation on the implications of emerging offshore energy to the local hydrographic community and marine users.

19. Any Other Business

Last minute subjects for discussion can be raised under this item.

Ideally substantial matters should be raised well in advance in order for delegates to prepare for detailed discussions.

20. MACHC report to IRCC 5

Delegates are invited to discuss what the MACHC report to IRCC5 shall contain and if any issues need to be taken forward to IRCC.

21. Date and Venue of the next meeting

Participants are invited to consider date and venue for the next meeting taking into account article 6 of the statutes.

Article 6 (a) states: “At the end of each conference the Full Members desirous of hosting the following conference shall put forward their candidatures. Proposals for holding the conference in a country of an Associate Member may also be considered. Where no other compelling circumstances exist, priority shall be given to a Full Member state which has not yet hosted a conference, or to the one which did so the longest time ago.”

22. Election of Chair and Vice Chair

The Chair will invite the Commission to consider ratifying Suriname as Chair and Netherlands as Vice Chair as per MACHC11 minutes.

Articles 5 (b & c) state: “b) The Chair and Vice Chair of the Commission shall be from a Full Member State of the Commission, elected on a rotational basis. Under normal circumstances, the term for the Chair and Vice Chair will be two years. If the period between Conferences exceeds two years, the term will extend until the end of the next Conference.

c) At the conclusion of a Conference, Full Members will offer suggestions regarding the election of a new Chair and Vice Chair. In order to assure the continuity, it is suggested that the Vice Chair be elevated to the position of Chair for the next period.”

23. Approval of the Action List

The Chair will review decisions and actions agreed during the meeting with the delegates concerned to ensure they are satisfied with the wording, timescales, etc.

24. Closing Remarks from the Chair