



MACHC Letter 13/2015

Date, 7 July 2015

To: see distribution list

Subject: MACHC Capacity Building Work Program: Seminar on Raising Awareness of Hydrography (St. John's, Antigua and Barbuda, 7-8 December 2015)

Dear Colleagues,

1. The 2015 Capacity Building Work Programme of the International Hydrographic Organisation (IHO) provides support for a regional seminar on *Raising Awareness of Hydrography*. The objective of the seminar is to provide participants with an understanding of the obligations and the governance requirements of providing a national hydrographic service and how best a coastal State can meet its international obligations in providing those services.
2. Accordingly, a seminar will be held in St. John's (Antigua and Barbuda) from 7 to 8 December 2015. The seminar will precede the 16th meeting of the Meso-American – Caribbean Sea Hydrographic Commission (MACHC) that will be held from 8 to 12 December 2015 at the same venue. Outline details of the seminar are provided at Annex A.
3. The International Maritime Organization (IMO) and the International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA) are being invited to participate in the seminar together with the IHO, as part of the UN "deliver as one" initiative.

Working Language

4. All seminar presentations will be delivered in English. However, Antigua and Barbuda, as hosts, and Mexico intend to arrange continuous interpretation in Spanish if required.

Follow-on Meeting

5. Participants in the seminar are encouraged to remain in St. John's on completion of the seminar and to attend the 16th MACHC to consolidate the knowledge gained during the seminar and to experience how an IHO Regional Hydrographic Commission (RHC) functions in the regional delivery of hydrographic services. In addition, the combination of attendance at the seminar and attendance at the MACHC meeting will provide an excellent opportunity to establish or strengthen existing professional networks.

The Netherlands Hydrographic Office,
Visitor address: van Alkemadelaan 786, 2597 BC. The Hague,
Postal address: P.O. box 10.000 1780 CA Den Helder,
Telephone: +3170362800 Fax: +31703162845
info@hydro.nl

Funding Arrangements

6. All meals, accommodation and travel for the seminar will be paid by the IHO Capacity Building Fund for **ONE** participant per country. However, please note that accommodation will only be paid for the period 7 to 8 December (3 full board hotel fees, allowing for arrival on 6 December). Participants or their sponsoring organizations are expected to pay for the hotel fees for the four additional days of the MACHC meeting on 9 to 12 December (480 US Dollars, assuming departure on 12 December). **This means that the total expense, including travel for each participant in both the seminar and the MACHC will be 480 US Dollars.**

7. Please note that no monetary allowances will be paid directly to participants. Any associated expenses beyond the meals, accommodation and travel provided by the CB Fund, such as travel insurance, pocket money and visa fees must be covered by the candidate or the candidate's organization.

Nominations and Eligibility Criteria

8. Coastal States in the MACHC region are invited to consider nominating ONE suitable national representative who will benefit from the opportunity of attending the seminar and the subsequent MACHC meeting.

9. It is essential that nominees are employed by a national hydrographic office, a maritime authority or a related national agency in the nominating country and are in a position to influence the development of the national hydrographic infrastructure. In this respect, a statement indicating the role of the nominee in the national hydrographic infrastructure is required as part of the application process.

Application Procedure

10. Applications to attend the seminar should be sent, by email, using the accompanying Application Form (at Annex B) and the statement referred in paragraph 8, to Steve Barnett, (email address: steve.barnett@ukho.gov.uk with copy to adcc@iho.int), **no later than 28th August**. It is important that the application form is completed electronically and returned as an Excel file or in an Excel-compatible format.

11. In order to enable the purchase of e-tickets to selected participants, application forms should be accompanied by a copy of the applicant's passport and a reliable e-mail address for confirmation of acceptance for the seminar and the forwarding of ticketing details.

12. Please note that if participants require a visa in order to attend the seminar they should apply as soon as they are accepted on the Seminar.

Further Information

13. Should you need more information or have any special request, please contact me or the MACHC CB Coordinator, Mr. Jeff Bryant (jeff.bryant@ukho.gov.uk).

Yours sincerely,



Captain RNLN Marc C. J. van der Donck
Director Netherlands Hydrographic Office
Hydrographer of the Royal Netherlands Navy
Chairman, Meso American & Caribbean Sea Hydrographic Commission

The Netherlands Hydrographic Office,
Visitor address: van Alkemadelaan 786, 2597 BC. The Hague,
Postal address: P.O. box 10.000 1780 CA Den Helder,
Telephone: +3170362800 Fax. +31703162845
info@hydro.nl

Distribution List:

1. Antigua and Barbuda
2. Bahamas
3. Barbados
4. Belize
5. Costa Rica
6. Dominica
7. Dominican Republic
8. El Salvador
9. Grenada
10. Guyana
11. Haiti
12. Honduras
13. Nicaragua
14. Panama
15. St Kitts & Nevis
16. St Lucia
17. St Vincent & the Grenadines

Copy to:

18. Mr Alberto Costa Neves (IHB)
19. Mr Jeff Bryant (CB Coordinator, MACHC)

Attachments:

- Annex A: Course Outline
Annex B: Digital Application Form

NOTE: This letter is being sent by e-mail only.

The Netherlands Hydrographic Office,
Visitor address: van Alkemadeaan 786, 2597 BC. The Hague,
Postal address: P.O. box 10.000 1780 CA Den Helder,
Telephone: +3170362800 Fax. +31703162845
info@hydro.nl

Seminar on National Obligations for the Provision of Safety of Navigation Services
Antigua and Barbuda December 2015



DRAFT PROGRAMME

Day 1 – 07 December 2015			
Time	Event	Content	Chair/Presenter
09:00 – 10:00	Opening Session	Opening Ceremony Introduction of participants Objectives of the Seminar	
10:00 – 10:30	Coffee break	Group photograph	
10:30 – 12:00	Session 1	International Organisations and Legislation Coastal State Responsibilities and Obligations The International Hydrographic Organization IALA and the IALA World-Wide Academy	IMO IHO IALA
12:00 – 12:30	Session 2	Navigation risk	IALA and IHO
12:30 – 14:00	Lunch		
14:00 – 15:20	Session 3	The relevance of: IMO Member State Audit Scheme Maritime Safety Information Concept and Accuracy of Navigation	IMO IHO IALA
15:20 – 16:00	Session 4	Aids to Navigation responsibilities	IALA
16:00 – 16:30	Tea break		
16:30 – 17:30	Session 5	The need for Nautical Charts and Publications	IHO
19:00	Reception	By host nation	
Day 2 – 08 December 2015			
08:30 – 10:00	Session 6	The place of e-Navigation in maritime operations in the future Introduction to e-Navigation Digital-based Hydrographic Services Resilient PNT and communications	IMO, IALA and IHO
10:00 – 10:30	Coffee break		
10:30 – 11:30	Session 7	The Importance of Hydrographic and AtoN Management Management of Hydrographic Services Management of AtoN services	IHO IALA
11:30 – 12:30	Session 8	The Need for Training and Accreditation IALA Training and Accreditation process Hydrographic training and accreditation	IALA IHO
12:30 – 14:00	Lunch		
14:00 – 15:30	Session 9	Safety of Navigation Forum - What Countries Need To Do Next Participants to identify shortcomings and an action plan for their country	Seminar Participants
15:30 – 16:00	Tea break		
16:00 – 16:30	Closing Session	Issue of Certificates Closing address	

The Netherlands Hydrographic Office,
Visitor address: van Alkemade laan 786, 2597 BC. The Hague,
Postal address: P.O. box 10.000 1780 CA Den Helder,
Telephone: +3170362800 Fax. +31703162845
info@hydro.nl