



INTERNATIONAL HYDROGRAPHIC ORGANIZATION  
MESO AMERICAN & CARIBBEAN SEA HYDROGRAPHIC COMMISSION



**Minutes of the XI<sup>th</sup> Meeting – Paramaribo, Suriname, Nov 10<sup>th</sup>-11<sup>th</sup>**

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## Opening

### Welcome

In the evening of Nov 8<sup>th</sup>, the Maritime Authority of Suriname offered a welcome reception. On this occasion the following authorities addressed the audience: MACHC Chair, VAdm Luiz Fernando Palmer Fonseca; the Director of Maritime Authority of Suriname, Mr. Michel Amafo; IHB, Capt. Hugo Gorziglia, IHB Director; and the Minister of Transport, Communication, and Tourism of Suriname, Mr. Falisie Pinas B.Tech. The speeches highlighted the importance of hydrography for the Region and especially the MACHC activities for the improvement of the safety of navigation.

### Agenda and Timetable approval

At 09 o'clock of Nov 10<sup>th</sup>, the Chairman introduced the Agenda (**Doc. MACHC11-01a**) and Timetable (**Doc. MACHC11-01b**) and invited the Participants to comment on the documents. Both documents were approved and an amendment was agreed upon to stretch the length of the lunch break 30 min and consequently, the end of the day activities were stretched the same amount of time.

### List of Documents

The Chairman introduced the List of Documents (**Doc. MACHC11-01c**).

### Administrative Arrangements

The Chairman invited the Secretary, Capt. Wesley Cavalheiro, to provide Participants with administrative details. He noted that:

- The photo would be by the pool at 12:15
  
- Regarding Friday, the CB day was going to take place at MAS. There would be presentations as well as lunch, followed by a visit to MAS facilities.
  
- Transportation to MAS was going to be provided with an 8:30 departure from the hotel.
  
- The official photo would be distributed on Friday.
  
- The importance of keeping the List of Participants of the meeting updated as well as the List of the Persons of Contacts of the Commission for each Organization.

## **X<sup>th</sup> MACHC Minutes approval**

Following the Program, the Chairman presented the X<sup>th</sup> MACHC Minutes for ratification, once they had already been approved by correspondence. As there were no objections or comments, the Minutes were unanimously approved by the participants.

## **X<sup>th</sup> MACHC Actions List review**

The Chairman highlighted that the following point of the agenda was to review the status of action items from the X<sup>th</sup> MACHC.

He informed the assembly that the Secretary, Captain Wesley Cavalheiro (Brazil), was going to present the review of the status of those actions.

Captain Wesley Cavalheiro pointed out to the participants that they had a paper version of the list of actions (MACHC.11-03) from the X<sup>th</sup> MACHC Meeting. He then advised the participants that he would go over them, one at a time. He started reading the document and asking the participants to comment on each item.

The following items had their status updated:

- Action 10-01: "Done". Mexico representatives...
- Action 10-06: "In progress", as informed by Venezuela representatives;
- Action 10-07: "In progress", as informed by Venezuela representatives;
- Action 10-17: "Done";
- Action 10-19: "In progress", as informed by Venezuela representatives;
- Action 10-26: "In progress";
- Action 10-28: "In progress";

- Action 10-51: “In progress”.

Regarding Actions:

- 10-13, 10-15, and 10-16, the Commission agreed to keep them including the condition “pending on priorities” of availability of financial resources;
- 10-19, the Commission agreed to amend the text to the “Correspondence Group (CG) composed by BR, NL, the UK, and Chaired by VE, to finalize the study of the feasibility of the increase of financial means to the CB through the sales/royalties of the INT paper charts and the corresponding ENCs. Report to the next plenary Conference for decision making and corresponding with the chair of IHO CBCS and IRCC as solutions might be of interest to other Regional Hydrographic Commissions.”

After that, Captain Wesley Cavalheiro remarked that they had finished up with the review of the X<sup>th</sup> MACHC List of Actions.

The plenary decided to maintain those items which had not been completed in the action list.

## IHO / IHB Matters

The Chairman passed to the next Agenda item which was “IHO Matters” and which would be presented by the IHB Director Captain Hugo Gorziglia.

Capt. Gorziglia presented the IHO Report. Highlights included:

- the situation of the approval of amendments to the Convention. At this time 28 MS (out of 48) have approved the Convention.
- There are two MS awaiting approval (Haiti and Montenegro). He encouraged MACHC members to approve these new IHO Members. In addition, he noted several IHB personnel changes.
- The progress achieved by the International Hydrographic Review in its digital form and a call for contributions from MACHC, including the nomination of a representative for the Editorial Board.

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The complete speech is in Doc MACHC 11-04. After that, the Chair opened the floor for comments.

### Comments:

Adm. Palmer (Chair) noted that according to the IHB Report, the Commission needed to identify a volunteer for the International Hydro Review. In addition, he encouraged all MACHC Member States (MS) to approve the amendments to the Convention. The following MACHC MS are pending on the ratification process: Colombia, Guatemala, Jamaica, Trinidad & Tobago, and Venezuela.

Colombia: Noted that meetings had been conducted to establish a means to approve the new Members.

Suriname: Noted that they would determine their position regarding the new members and the amendment to the Convention by the end of the year.

Jamaica: Indicated that they hoped to have some news by the following day.

Guatemala: Indicated that the new members issue had been resolved and that they were willing to ratify the Convention as well.

Haiti: Expressed appreciation for the support from MACHC MS.

Venezuela: Noted that they had been waiting for an answer from their Foreign Affairs Minister.

Other Comments:

France: France shared ideas on the administrative mechanism on how to proceed in order to attain the approval of new members and offered a sample letter to anyone interested.

The PAIGH: Thanked the IHB for the Report and noted that they were looking forward to formalizing their relationship with the IHO.

The UK: Volunteered a representative for the INT Hydro Review<sup>1</sup>.

The UK-Vice Chair: Inquired about the definition of adequate coverage.

In response, Capt. Gorziglia mentioned the IMO definition based on paper charts. He remarked that, essentially if a paper a chart existed in an area, there should also be an ENC.

The Netherlands: Noted that adequate coverage had been discussed by the IMO and the IHO.

The US: Mentioned that the ECC had been using the IMO/IHO definition as noted by Capt. Gorziglia and had used this definition for all the work of the ECC.

France: Noted that they had a definition and it was based on the INT Chart Scheme and read it:

*“Sufficient ENC availability is equivalent to the best available paper chart coverage of either a Hydrographic Office providing global coverage or the Hydrographic Office of the coastal State.” (IHB Circular Letter 58/2008)*

<sup>1</sup> Following up on the offer, UK nominated Mr. Paul Bradley.

Having no more comments, the Chairman closed the discussion on this Item.

## National Reports

The Chairman announced the next Agenda Item, National Reports, and invited the representatives of Full and Associated Members to present their respective reports.

The following countries presented their National Reports, whose presentations consisted of Docs MACHC 11-05 and may be consulted at the IHO MACHC website (<http://www.iho-ohi.net/english/committees-wg/ircc/regional-hydrographic-commissions/meso-american-caribbean-sea-hc-machc.html>): Antigua & Barbuda, Belize, Brazil, Colombia, El Salvador, France, Guatemala, Jamaica, Mexico, Netherlands, Suriname, St. Kitts & Nevis, UK, US, and Venezuela. The points highlighted during the presentations were:

- Antigua & Barbuda had established the National Hydrographic Committee;
- El Salvador had asked support for the use of equipments, having received in return the offer of support from Guatemala, Venezuela, Golf of Honduras Project, Mexico, and Colombia;
- France had presented a positive result of a hydrographic survey in Martinique to be used as a Tsunami model (referring to the IHB Circular Letters 69/2009, and 50/2010); the French Guiana had asked to be moved from Region C1 to Region B in the IHO publication C-55; and participants had been notified about the International Cartographic Conference to be held in Paris in 2011;
- Guatemala reported the positive results of the Golf of Honduras Project. On this opportunity, the specific roles of the Comisión Centroamericana de Transporte Marítimo (COCATRAM) and MACHC were clarified;
- The Netherlands offered harmonic constants for tide prediction in the Region, as well as training onboard hydrographic vessels. Interested parties should contact the NHO; and
- The US presented their capacity for a prompt reaction to mitigate disasters in addition to possibilities of bilateral cooperation and courses.

On the occasion, the representative of Dominica inquired about the requirements to become a MACHC Associate Member, receiving in return the offer of the MACHC Chair support as required.

As there were no more comments, the Chair finalized the discussion of this Agenda Item.

## MACHC Committees, Working Groups, and Commission Representatives' Reports

Following the Agenda, the Chair opened the floor to Capt. Carlos Pêgas, the INT Chart Committee Chair, to initiate the report presentations of MACHC Committees and Representatives' Reports.

### INT Chart Committee

The following matters were presented:

- 1) Change of INT Chart limits (4100, 4102, 4104, 4106, 4108, 4110 and 4112), proposed by Venezuela, to reconcile INT Chart limits with their corresponding National Charts.  
**Recommendation:** The International Chart Committee (ICC) is to continue the study with the purpose of verifying the possible consequences of the proposed amendments and finalize the subject by correspondence.
- 2) Change of limits of INT Chart 4102, proposed by Venezuela.  
Due to the gap in coverage resulting from this change, Venezuela withdrew the proposal.
- 3) Change of the country in charge of producing the INT Chart (4070, published by France; and 4110, published by Colombia).  
**Recommendation:** To keep France as the INT Chart 4070 Producer; and to encourage Colombia and Venezuela to co-produce the INT Chart 4110.
- 4) Update the IHO publication S-11, part B, Region B, due to action 10-44 of the list of resolutions of the 10th MACHC, and the IHB Circular Letter 86/2009.

**Recommendation:** To send updates already approved by Member States to the BHI, including the US information regarding INT Charts 4015, 4016, 4145, 4146, 4147, and 4148 (Resolution / Action 9-14 j)) and those which will eventually arise from the proposal of Venezuela on the changing of the limits of INT Charts.

5) INT Chart Plan (action 10-42 of the list of resolutions of the 10th MACHC)

**Recommendation:** To amend action 10-42 including the Pacific Area of the region, considering the use of the UK and the US national charts as an interim solution for the production of the approved charts, and to present a framework for the Committee work for the MACHC inter-sectional period.

6) One coordinator for both, the INT Charts and the ENC's (action 10-48 of the list of resolutions of the 10th MACHC).

**Recommendation:** To endorse Resolution 10-48 to have just one coordinator for INT Charts and ENC's, continuing to improve the current coordination of work of both Chairs intended to help merge both Committees into one in a medium term of two years.

All recommendations were accepted by the plenary.

### Capacity Building

The CB Coordinator presented the CB Report. Highlights included the amalgamation of the course, combining the hydro 1 and hydro 2 courses. It was also noted that the MACHC proposal to the IHO/CSBC for the third phase of training (per MACHC-X Action 11) for the GoH countries (Belize, Guatemala and Honduras) was unfortunately forgotten. After interventions by the three affected countries regarding progress to date and the importance of the final year of training to ensure survey deliverables for chart updates it was decided that the proposal would be re-submitted to the IHO/CSBC for consideration and included in the MACHC CBC program for 2011.. An implementation plan was developed for consideration at the 2011 CB Meeting. In closing a summary of the Haiti Donor's Meeting – the Report is as Annex A to these Minutes, which includes the Implementation Plan of Haiti's Strategy –, the following was noted.

#### Comments:

The PAIGH: noted that they had been working on the Gulf of Fonseca issue and offered to volunteer in assisting that project.

Netherlands: requested clarification on the Haiti Donor's Meeting and whether there was a clear picture of the timeframe. They suggested that they should not wait till 2011 or 2012.

The CB Coord.: explained that the dates noted had been the worst case scenario and hoped that things would be accomplished sooner.

The IHB (Capt. Gorziglia): Suggested that the time frame should be shortened and the actions should take place as soon as possible. Remarked that the CBSC was willing to lend support in order that it can take place as soon as the mechanism could be put in place.

The Netherlands: inquired whether the CB would be able to monitor those efforts appropriately and whether the support for that existed.

France: noted that it had been implicitly covered by an action (of the CB?)

The Vice Chair (MACHC): inquired whether the Commission felt that the plan was adequate and whether perhaps a longer term plan might be beneficial.

The Netherlands: supported the comments made by the Vice Chair and noted that it was important to have a plan on what was needed and what was expected.

France: also supported the comments of the Vice Chair and noted that it really went across all Commissions as well. It was further suggested that a draft of a paper should be developed which could be used by other Commissions as a guide.

Suriname: noted that the Vice Chair's proposal was very timely.

The PAIGH: supported the suggestion made by the Vice Chair and was willing to participate.

The Netherlands: also expressed support for the suggestion made by the Vice Chair and was willing to participate.

Haiti: thanked everyone for their support.

The US: noted that the Vice Chair's suggestion was very logical and would greatly assist in the drafting of the paper.

The CB Coord.: also agreed with the Vice Chair's suggestion and was willing to assist in drafting the paper.

The CB Coord.: noted that the next step would be to look at the hydrographic products and inquire whether there

were any nations willing to host the training and also that, in order to hold the training, a boat, a classroom, hotel facilities and someone to assist facilitation would be necessary.

The MACHC Vice Chair: noted that that course should be conducted in an area where a survey was required and a chart was needed.

St. Kitts & Nevis: inquired in case equipment was needed, whether it would be supplemented or otherwise made available.

The CB Coord.: indicated that it was expected that industry should participate and perhaps meet that requirement.

St. Kitts & Nevis: expressed interest in the training.

Jamaica: inquired as to when the course was going to take place.

CB Coord.: responded that the preferred time period would be May-June 2011.

Antigua & Barbuda: indicated that they would be in a position to host that course.

Guatemala: similarly indicated that they would be willing to host the course on the Pacific Coast.

The CB Coord.: indicated that he would note those offers and perhaps in 2012, we could go to the Pacific Coast.

Suriname: indicated that they were happy to see all that interest in training and tabled its willingness to host the training as well, indicating that in Suriname it could be held in any season.

The PAIGH: noted that the following day, there would be a demonstration of the CB survey conducted the previous year in Barbados.

The CB Coord.: noted that he was overwhelmed by all those offers to host the training.

The MACHC Vice Chair: suggested that perhaps a breakout session would be useful to prepare the draft of a plan.

The CB Coord.: indicated that the IHO already had a plan which would serve as a start.

The IHB (Capt. Gorziglia): noted that we had been really mixing several things together as follows:

- We had identified the problem and were looking at how to resolve it.
  
- We had also been talking about the work programme of the MACHC for 2011.
  
- Finally, we had been talking about the outcomes of the Haiti Donor's Meeting.

Resuming the discussion, Capt. Gorziglia expanded and clarified his last statements. They were:

1. MACHC had a Capacity Building Programme. It might require some revision. But the CB should get together with those who expressed a willingness to participate (BR, NL, UK, St Kitts, and France) and review the CB Programme with plans to develop a Long Term Plan.
  - a. France: supported that approach.
  - b. St Kitts: indicated a need for more immediate measures.
  - c. The Volunteers to work with the CB Coordinator were BR, NL, UK, St Kitts, and France
2. The CB Programme for 2011 consists of:
  - a. MSI Training, phase 1 in Brazil, May 2011
  - b. Technical Visit to Costa Rica and Panama. (Suggested that perhaps the Chair should write to those two countries and inform them of the visit.)
  - c. The merging of the Hydro 1 and Hydro 2 course and the need to decide where to conduct them.
    - i. Suriname: supported the proposal from St. Vincent to host.
    - ii. Chile: offered "trainers" for the course.
    - iii. Antigua & Barbuda: expressed their concern once the training had taken place, whether there would be any organizational structure in place.

- iv. The MACHC Sec (Wesley): noted that there were already publications available that explained how to set up a Hydrographic Office.
  - v. The CB (Coord): noted that regarding the technical visits to Costa Rica and Panama, they should preferably be with high level officials and suggested that Capt. Gorziglia should accompany the visit team.
  - vi. The IHB (Capt. Gorziglia): noted that perhaps the Chair of MACHC should go as well and suggested that a letter be sent to inform the countries of that visit.
  - vii. France: suggested that a letter also should be sent to the IMO representative.
- d. Phase Three of the hydrographic survey capacity building training for the GoH Project countries (Belize, Guatemala and Honduras), per the summary and actions for the ECC/WG1.
3. With regard to Haiti, we already had a sense of what should be done for Phase 1 development. Haiti needed to provide a key contact person for the training and all follow-up activities. For Phase 2, all those expressing intended support were to actually follow through on their offers. PAIGH further noted that they had offered training the previous year and had put a program together.
    - a. The PAIGH: responded that they had put in place a 2-week program in Haiti for surveying and were going to provide the Haitian trained personnel (around 10) that would be self-supported.
    - b. The IHB (Capt. Gorziglia): congratulated the PAIGH on those efforts and suggested that the CB Coord should develop a proposal in short order.
    - c. The CB Coord: inquired about the MSDI training and was encouraged by the MACHC Chair to include that matter in the next revision of the CB Plan.
    - d. France: recommended the GEOMATICA Conference in Cuba.

In the sequence, the following comments were expressed:

Jamaica: indicated that they would support Haiti in joining the IHO.

The CB Coord: indicated that Antigua would host the training session and that St Kitts&Nevis and Mexico would serve as a back-up.

The MACHC Chair: brought up the MSDI and noted that it might be too early. He further suggested that it should be placed in the long-term plans.

The CB Coord: agreed.

In regard to the Correspondence Group, Venezuela agreed to follow-up on this matter.

The plenary approved the recommendations made by the CB Coordinator, including the presented revision of the CB Plan (its final version is as Annex **B** to these Minutes); and approved a new revision including a five year program. The relevant actions are included in the MACHC List of Resolutions and Actions (Annex **C**).

### **Electronic Chart Committee**

The summaries of the ECC Working Groups 1 and 2 are found in Annex **D**.

#### **Working Group 1 — MesoAmerican Capacity Building Pilot Project**

Mrs. Kathryn Ries reported the summary of the meeting held on Monday during the preliminary discussions. On this opportunity, the Golf of Honduras Project manager, Mr. Eduardo Galeano-Muños, presented the status of the project, and the relation with relevant international institutions and agencies. The recommendations to the Commission were:

1. The GoH Project countries and other MACHC partners should document hydrographic activity in-kind contributions using the format provided by the GoH Project Director.

2. The GoH countries should produce a progress report and the results of Phases 1, 2, and 3 Training in order for the MACHC Chair to submit it to the IHO CBSC.
3. An updated MACHC CB Phase 3 Training version/report should be provided and submitted to the MACHC CB.
4. Lodging, training facilities as well as the availability of computers for the EMPORNAC should be confirmed.
5. Contractor training dates should be confirmed by the NOAA / NAVO SMEs.
6. A letter should be sent by NOAA / GoH Project to the GoH countries:
  - a. Announcement of intent / Invitation for Collaborative Training
  - b. Announcement of intent for Belize in-country training
7. Travel arrangements should be communicated to the IHO Bureau for Phase 3 training:
  - a. 2010 In-country trainers (NOAA/Navy hydrographers)
    - i. Collaborative Training (Guatemala): 24 April – 8 May 2011
    - ii. Belize Field Work: 9-23 February 2011
8. Personnel and funding for collaborative training session should be confirmed
9. Hydrographic activity in-kind contributions using the format provided by the GoH Project Director should be documented.
10. Valeport 740 tide gages should be Installed/leveled and the process of collection of water level tide data should be started: NLT 30 days prior to training
11. Preparations made for In-country / Collaborative Training prior to the NOAA/Navy/contractor personnel arrivals should be ensured by the GoH countries:
  - a. Facilities / lodging availability (Collaborative Training)
  - b. Vessel & personnel
  - c. Equipment installation
  - d. Data collection
12. The participation of the IHB Director in early JAN 2011 meeting of COCATRAM and with the Secretary General of the Central American Integration System should be facilitated in order to reinforce the importance of the hydrographic progress achieved to date and the future sustainability requirements at the highest political levels.

The plenary approved the recommendations made by the ECC Chair and the details of the deriving actions are described in the List of Resolutions and Actions of the meeting (Annex **C**).

#### **Electronic Chart Committee – Working Group 2**

Mrs. Kathryn Ries reported the summary of the meeting held on Monday afternoon during the preliminary discussions, which included the ENC coverage in the Region and the use of an alternate, the bigram indicator of ENC cells. The ENC Coverage report consists of the MACHC.11-06 document and the investigation into the MACHC-10/Action 39 proposal to name some ENCs “WC” (for West Caribbean), rather than by national designations. The latter can be found in the summary of WG2 in Annex **D**.

#### Comments:

The Netherlands: inquired as to whether the quarterly conference calls, as it had been the case the previous year, would continue.

The ECC Chair: replied affirmatively and noted that they had been extremely useful in accomplishing the tasks and that they would continue.

Suriname: congratulated Miss Katie for the excellent work and the report, but noted that there were discrepancies in the graphics of the borders of Suriname and that this should be reflected in the minutes and noted in the graphics with an appropriate note.

The ECC Chair: noted that the document did not endorse any political boundaries and assured that an appropriate note of explanation would be added to the graphics.

The US: suggested that this concern should be noted in the minutes and that a generic note regarding all the borders reflected in the graphics should be added.

The ECC-WG2 recommendations to the Commission were:

1. MACHC to note the ECC-WG2 Report on ENC coverage and its recommendations and:
  - a. Update Annex A and B.
  - b. Include summary statistics;
  - c. Include statement indicating that the graphics do not depict MS or MACHC official endorsement of National borders (as per the concern raised by Suriname).  
The MACHC Chair will transmit the report to the IHB, for an ultimate communication of the results of the IMO.
2. The MACHC should approve the ECC-WG2 Work Plan for 2011. The ECC meeting will be held in conjunction with the



IRCC-3 meeting in Niteroi, Brazil

3. The MACHC should note the Report presented by ECC-WG2 on “considering naming ENC 4022 “WC” (for West Caribbean) for MACHC (as it is in EAHC for Malacca Strait) rather than national designations”, and endorse the resulting decision that the proposed nomination and given example do not apply to the MACHC Region.

The plenary approved the recommendations made by the ECC Chair and the details of the deriving actions are described in the List of Resolutions and Actions of the meeting (Annex **C**).

### **1<sup>st</sup> IRCC**

In the sequence, the Chair invited the Secretary to report on the IHO 2<sup>nd</sup> Inter Regional Coordination Committee (IRCC) actions related to the Commission. The Secretary presented the referred List. Highlights included the methodology used for assessing and displaying survey status, the management of Marine Spatial Data Infrastructure (MSDI) by the Hydrographic Service of MACHC, and the experience dealing with marine disasters.

#### Comments:

France: mentioned and expanded on the mechanism of the highlighted items.

The US: indicated that they would study the mechanisms used in the US and report back to the group.

France: indicated that the goal was to ready a disaster response plan and shred plans used in the SWPHC.

Chile: discussed their experience of the effects of the recent earthquake on hydrography.

The Secretary: made a proposal and asked Eric Villalobos to collect information on the subject and present some planned approach or a standard procedure to respond to such disasters by the following meeting.

France: noted that all the procedures and guidelines were noted in TR 1/2005 and suggested that the MACHC Chair should make specific assignments.

The following actions were approved and included in the List of Resolutions and Actions of the meeting (Annex **C**):

1. Regarding the experience in dealing with marine disasters (IHO M3 TR 1/2005), the MACHC Chair should check whether it could be implemented, and how, and report his conclusions to the IRCC-3.
2. MACHC Member States should include MSDI information in their respective National Reports.
3. Regarding the hydrographic survey status:
  - a. The US should evaluate the requirements and potential existing tools to manage the required information (limits, dates, CATZOC, etc.).
  - b. The Member States should have the required information ready and available when required.

Having no more comments, the Chairman closed the discussion on this Item.

### **MACHC Member States Proposals**

The only MS proposals were those made by Venezuela to the ICC and already discussed in the previous Agenda Item.

### **MACHC Relationships with other organizations**

IBCCA: Colombia presented a short report.

PAIGH: Mr. Paul Cooper presented a short overview on the PAIGH structure and activities. He remarked that he wanted to make sure that the PAIGH interaction was expanded. It was further noted that the PAIGH encompassed 4 RHCs and that they were presently formalizing their relationship with the IHO via a Memorandum of Understanding. It was also noted that the PAIGH was basically interested in full cooperation with the IHO and indicated that all MACHC members were eligible in the PAIGH.

Golf of Honduras Project: it had already been presented under Agenda Item 6 in the ECC-WG1 Report.

Having no more comments, the Chairman closed the discussion on this Item.

### **Date and Venue of the next meeting**

The Secretary reported the venues of all MACHC Meetings:

- 1<sup>st</sup> – 1994 – Havana, Cuba
- 2<sup>nd</sup> – 1996 – Curacao
- 3<sup>rd</sup> – 1998 – Fort de France, Martinique
- 4<sup>th</sup> – 2000 – Kingston, Jamaica
- 5<sup>th</sup> – 2002 – Biloxi, Mississippi, USA
- 6<sup>th</sup> – 2004 – Cartagena, Colombia
- Special 2005 – Cartagena, Colombia
- Extr. 2005 – Veracruz, Mexico
- 7<sup>th</sup> – 2006 – Acapulco, Mexico
- 8<sup>th</sup> – 2007 – Niterói, Brazil
- 9<sup>th</sup> – 2008 – Niterói, Brazil
- 10<sup>th</sup> – 2009 – Bridgetown, Barbados
- 11<sup>th</sup> – 2010 – Paramaribo, Suriname

St Kitts and Nevis: noted that they were interested in hosting the next MACHC. A review of the requirements is pending.

The MACHC Chair: noted that the requirements should be made clear to St Kitts.

The Netherlands: expressed their concern regarding the requirements and the possibility that St Kitts would be unable to meet them.

Mexico: offered to host the next MACHC if St Kitts were unable to fulfill the hosting obligations.

The MACHC Chair: informed St. Kitts that they had until 31 Jan 2011 for a final decision.

The Netherlands: inquired about the dates for the next MACHC.

The Secretary suggested that we determine a week late October or early November.

Belize: warned that those dates might be problematic because of the hurricane season and possible impacts.

France: noted the dates for the IHO HSSC.

Suriname: noted that the IMO would have their assembly around the end of November (last week of November).

The MACHC Chair: suggested that we should plan the next meeting for the first week of December 2011.

The final resolution was:

“Date and venue of the next meeting: St. Kitts & Nevis, in the 1<sup>st</sup> week of December. St Kitts & Nevis must confirm the possibility no later than the 30<sup>th</sup> of January 2011. If not possible, Mexico offered to serve as an alternative venue. In this case, ME must confirm the possibility no later 15 March 2011.”

### **Election of Chair and Vice Chair**

The UK was ratified as the next Chair of the MACHC according to MACHC Statutes Article 5 c.

Regarding the election, Vice Chair, the Netherlands: proposed Suriname as the next Vice Chair of the MACHC. The Netherlands further proposed that, for the purpose of continuity, the next Vice Chair after Suriname succeeded to the position of Chair be the Netherlands.

The US: seconded this proposal.

Brazil, France, St Kitts and Nevis, Jamaica, Guatemala, Mexico, Antigua, Venezuela, Colombia and the UK all supported the Netherlands proposal.

The US: commented that the assumption that the Vice Chair succession to the Chair was not automatic. Therefore, a confirmation was required.

Suriname: thanked all the members for the support of the nomination of Suriname.

### **Any Other Business**

No other affairs were brought up.

### **Approval of the List of Resolutions and Actions**

The Secretary reviewed each Resolution and/or Action. Despite some minor writing amendments, the List was approved and consists of Annex C to these Minutes.

### **Closure**


As a last Agenda Item, the Chair remarked that, considering that they had addressed all the items on the Agenda

and there were no other issues to be discussed, he wanted to thank all the delegates from the countries which comprised the Meso American Caribbean Sea Hydrographic Commission for their committed participation, for their enthusiastic efforts, their opinions and recommendations which had been very valuable to come to terms with important issues. He made a special thanks for all their support during his term and expressed his wishes to the UK of a profitable period of Chairmanship.

He finalized his farewell speech wishing the participants all the best and a good trip back to their home countries.

### **IRCC matters**

Besides the subjects mentioned within the Agenda Item 6, which are subjects that are already in course, there was no new specific subject to be addressed by the IRCC.

  
WESLEY WANDERMUREM CAVALHEIRO  
Captain (Brazil) – MACHC Secretary

### **Annexes:**

- A) Report of the Haiti Donors' Meeting - Implementation Plan of Haiti's Strategy
- B) MACHC CB Plan
- C) List of Resolutions and Actions
- D) Summary Reports of the ECC WGs 1 and 2

**Annex A: Report of the Haiti Donors' Meeting - Implementation Plan of Haiti's Strategy****XI<sup>th</sup> Meso American & Caribbean Sea Hydrographic Commission Meeting****Special Event****09 November 2010, Paramaribo, Suriname****Haiti Donors' Meeting****I.- Background**

1.- The IHO C.L. 50/2008 dated 10JUN08 announced that an official application for membership of the International Hydrographic Organization (IHO) was received by the Government of the Principality of Monaco from the Government of the Republic of Haiti which will become an IHO Member State in the near future.

2.- Following a request from the Ministry of Foreign Affairs of the Republic of Haiti, the IHO - represented by Captain Gorziglia, IHB Director -, paid a Technical Visit to Haiti in October 2008, with the objective of assessing the hydrographic and oceanographic situation and contributing to the preparation of a national and regional hydrographic development project that would establish a Hydrographic and Oceanographic Service in Haiti (SHOH). A follow up visit was paid in January 2009, on the occasion of the meeting of the Caribbean States Association that took place in Port au Prince, at which time the progress of the project to establish SHOH was reviewed. The Maritime and Navigation Service of Haiti (SEMANAHA), the national agency under which the SHOH is being established, continued to work on the definition of the project.

3.- As it is well known, on 12 January 2010 a severe earthquake hit Haiti. This sad situation absolutely reinforced the previous view of the Haitian authorities to establish a National Hydrographic and Oceanographic Service able to contribute to Haiti's development. As a result of the devastating earthquake, several countries have allocated or committed support for Haiti's reconstruction. Brazil, Canada, Chile, France, UK, USA and Venezuela have all been identified by SEMANAHA as principal potential contributors, due to the expressions of support offered by their political leaders when visiting Haiti immediately after the earthquake. SEMANAHA suggested the IHO to consider organizing a special "donors' meeting" to coordinate, advance and assist in the establishment of the SHOH using some of the resources and support offered by the leaders.

4.- It was the feeling of the IHB that such a meeting could be organized as part of the XI<sup>th</sup> MACHC Conference that was planned to take place in Paramaribo, Suriname, from 8-12 November 2010. Before proceeding any further with this idea the IHB Directing Committee seek the opinion and comments from the MACHC Chair and from the Hydrographers of Brazil, Canada, Chile, France, UK, USA and Venezuela, on the proposal suggested by Haiti in order to organize a special "donors' meeting" to coordinate, advance and assist the Maritime and Navigation Service of Haiti (SEMANAHA) in the establishment of the Hydrographic and Oceanographic Service in Haiti (SHOH), triggered by the support offered by different authorities after the severe earthquake that hit Haiti on 12 January 2010.

5.- The responses received allowed the IHB to conclude that there was general support to have the donors' meeting and that the XI<sup>th</sup> MACHC conference was the appropriate venue for it. The IHB was also of the opinion that there was good grounds for a successful meeting. Nevertheless, it was anticipated that its success might very much depend on two elements:

a) Clear definition of the needs must be documented by Haiti well in advance of the meeting. SEMANAHA being the national agency under which the SHOH is being established, must further develop the programme that provides a general overview of the activities in the project and identify

clearly the needs to implement the project.

b) Participants attending MACHC shall be empowered to express the support they might provide, so that a coherent working program be develop.

Following coordination, the MACHC Chair decided to include the meeting in the Agenda of the XI<sup>th</sup> MACHC Conference and also send invitation letters to relevant potential donors.

The CBSC was also informed about this initiative and the CBSC Chair informed the agreement of the SubCommittee to support and give priority consideration to any concrete idea put forward by MACHC to the CBSC.

6.- During the preparation of the meeting, Haiti was invited to contact the representative of the International Mission for Haiti Reconstruction to brief him on the project and with the idea to have him attending the meeting. This unfortunately did not occur. The WB was as well invited by the MACHC Chair, but despite the support offered to attend, that was not possible due to other commitments.

7.- Well in advance of the meeting its program was circulated and SEMANAH was requested to get ready to present the SHOH project. Unfortunately SEMANAH could not make available the text of the project in advance of the meeting.

## **II.- The Meeting.**

1.- The program of the meeting was guided by the following content:

- a) Introduction (IHB Director)
- b) Conceptual Presentation of SHOH's Project, including the Legal & Finance Framework and the justification of the Hydrographic, Production and Oceanographic requirements. (SEMANAH)
- c) Discussion on SHOH's Technological and Equipment requirements. Definition of basic components. (MACHC Chair)
- d) Discussion on SHOH's Human Resources requirements, definition of basic capabilities, staff and training needs and expressions of Contributions and Support from different sources. (MACHC Chair)
- e) Development and Agreement on an Action List with timetable and responsible. (MACHC Chair and the IHB)

In the practice, the meeting was introduced by Capt. Gorziglia, IHB Director who explained the origin and objective of this special event.

2.- The Project was presented by Mrs. Yvrose Jean, Director General of SEMANAH and Mr. Azad Belfort, Director of International Organization Relationship of the Ministry of Foreign Affairs of Haiti. The presentation included an Introduction; General aspects of Haiti; Description of SEMANAH; Rationality under which the SHOH is required; Objective of the Project; Description, Justification and Impact of the Project; Implementation Strategy; Funding; SHOH Organizational Structure; Mission of the Service; Attribution of the Service and Conclusions. The Project included 3 annexes: Hydrographic equipment; Oceanographic equipment and Production equipment.

3.- Participant attending the meeting requested complementary information particularly on the existing status of hydrographic development and with regard to human resources availability. It was concluded that the situation has not had any change since the technical visit paid by the IHB, therefore, it was not necessary to repeat such visit. What was felt a priority was the identification of the priority components of the project. In other words, it was agreed to adopt a phased approach. The participants were also informed on the surveys that were conducted by NAVOCEANO immediately after the earthquake, data that has been used to prepare 9 nautical charts supporting the aid operations.

4.- Conscious on the total absence of capabilities, participants concluded that the three phases of

**Annex A to XI<sup>th</sup> MACHC Minutes: Report of the Haiti Donor's Meeting**

development included in the IHO Capacity Building Strategy should be applied. High priority should be given to the establishment of MSI capability, as well as a minimum capability to conduct hydrographic surveys of ports and coastal areas. Following further discussions and expressions of support from several Hydrographic Offices representatives to move the project ahead, participants decided to produce an Action List, identifying the action, the responsible and other participants, and when possible, a deadline to be used as reference.

5.- The PAIGH offered support to run a training practical course in situ, for which some resources were allocated by the PAIGH. Hydrographic related companies present in the event also expressed their willingness to contribute to this endeavour, requesting that precise identification of needs be provided at earliest convenience.

**III.- Agreed Action List**

As indicated above, the conclusion was to adopt the three capacity building phases, concentrating the effort on the two first ones. For each of these two phases concrete actions were identified.

**1.- Reference to Phase 1 CB development.**

- 1.1.- NOAA to liaise with WWNWS Chair to identify minimum equipment requirements and cost for its installation and ideas of eventual possible donors. (NOAA – December 2010)
- 1.2.- Provide assistance to attend the MSI Course that is scheduled to take place in Brazil, May 2011. (CBSC – Note : this action has been already included)
- 1.3.- Haiti to select the appropriate participant for the MSI Course. (Haiti- February 2011)
- 1.4.- IHB to provide the selected participant with the training material in French, before the course. (IHB February 2011).

**2.- Reference to Phase 2 CB development.**

- 2.1.- USA (NGA) to develop a draft national charting plan for Haiti's consideration. (Date to be defined).
- 2.2.- USA (CNMOC) / France (SHOM) /Haiti to define a prioritized hydrographic survey plan and related Haiti personnel and its training requirements. (First part of a Project to be submitted to the CBSC/PAIGH for funding).
- 2.3.- USA (CNMOC) to identify minimum equipment requirements, its cost and potential funding sources (Haiti action on this last item). (Second part of a Project to be submitted to the CBSC/PAIGH for funding).
- 2.4.- Haiti to conduct a hydrographic survey pilot project. (TBD)
- 2.5.- Haiti, to provide new hydrographic information to charting authority. (TBD)
- 2.6.- MACHC Chair to write to CIRH/IHRC endorsing SEMANAH SHOH's Project, with copy to MOFA and SEMANAH. (Haiti to provide Chair the reference of application).

**3.- Follow-up actions.**

MACHC Chair and the IHB will adopt the necessary coordination and monitoring process to follow-up the agreed actions. The progress shall be reported jointly by MACHC Chair and IHB to MACHC XII in November 2011. MACHC shall assess the progress made and adopt any further action as

needed, in conjunction with Haiti, at the next MACHC Meeting.

**IV.- Conclusions.**

- 1.- The Donors' meeting offered the opportunity to Haiti to present MACHC XI Conference participants the project for the establishment of the Hydrographic and Oceanographic Service of Haiti.
- 2.- Haiti representatives received wise advise on the most cost-effective way to move ahead with the project, following a step by step approach.
- 3.- Capacity building phases one and two were considered for priority implementation. Concrete actions were identified and basic support was offered to Haiti by several participants.
- 4.- The follow-up of the agreed actions shall be conducted jointly by the MACHC Chair and the IHB.

## Annex B: Capacity Building Plan



INTERNATIONAL HYDROGRAPHIC ORGANIZATION  
MESO AMERICAN & CARIBBEAN SEA HYDROGRAPHIC COMMISSION



### CAPACITY BUILDING PLAN Programme document for the period 2010-2012

## 1. INTRODUCTION

### 1.1. Rationale

It is estimated that over 30% of the world's crude oil passes through the Caribbean which is home to over 50% of the world's cruise shipping. In addition, the Caribbean endures a hurricane season from June to November; the storms can and do leave a trail of devastation on the islands and their coasts. For these reasons, it is crucial that SOLAS Contracting Governments undertake hydrographic surveys as and when required, that they arrange for the compilation and publication of hydrographic data, the dissemination and keeping up to date of all nautical information necessary for safe navigation.

The 4<sup>th</sup> Extraordinary International Hydrographic Conference approved as the International Hydrographic Organization (IHO) Strategic Directions:

#### **Facilitate global coverage and use of official hydrographic data, products and services**

The IHO will strive to achieve global coverage and availability of high quality official hydrographic data, information, products and services necessary for safety of navigation at sea and for non-navigational uses, e.g. by means of the developing spatial data infrastructure, through:

- coordinating effectively Member State activities for the provision of coherent, standardized and well coordinated hydrographic services, in accordance with regulation 9, of Chapter V of the SOLAS Convention;
- enhancing and supporting cooperation on hydrographic activities among States on a regional basis under the aegis of the Regional Hydrographic Commissions;
- expanding membership of the IHO;
- encouraging and supporting the establishment of new Hydrographic Offices;
- encouraging and supporting the development and promotion of integrated navigation systems and geospatial data infrastructures;
- promoting the use of new technologies and the opportunities offered by globalization and international cooperation.

#### **Raise global awareness of the importance of hydrography**

The IHO will champion the awareness at national, regional and global levels of the importance and benefits of hydrography and the provision of hydrographic services for all marine activities, through:

- ensuring that the role and responsibilities of national Hydrographic Offices are clearly understood at all levels in the marine and public communities;
- supporting and promoting the benefits of national Hydrographic Offices and hydrographic programmes;
- bringing the importance of hydrography on issues affecting safety of



navigation at sea, protection of the marine environment, maritime security and economic development to the attention of International Organizations, funding agencies, national governments, maritime stakeholders and others;

➤ preparing and promoting education and outreach programmes which involve fostering a well informed citizenry and creation of a public awareness of the importance of hydrography and its role in daily life.

The Strategic Paper of the IHO Capacity Building Sub-Committee classifies Hydrographic Services into three types:

- those which are in Phase 1: Collection and circulation of nautical information, necessary to maintain existing charts and publications up to date;
- those which are in Phase 2: Creation of a surveying capability to conduct coastal and offshore projects; and
- those which are in Phase 3: Produce charts and publications independently.

Nowadays, the rapidly evolving technology has replaced old navigation paradigms and demands continuous investments in education and training so that the Hydrographic Services can continue to provide high quality products and services which satisfy new demands of the maritime community.

MACHC is aware of its Member States' efforts to provide quality service to the international maritime community in order to contribute to the safety and security of navigation and human life at sea as well as the preservation of the environment in its Region and, as part of the IHO community, to contribute with the achievement of the objectives and directions of the Organization.

## 1.2. Long term aims and objectives

The aims of the Plan are:

- a) to train officers, at various levels, at least to ensure a much needed capability on hydrography and nautical cartography, particularly after natural disaster or other incidents which could affect water depths in harbors and approaches; and
- b) to comply with the IHO resolutions and guidelines regarding hydrographic and nautical cartography activities.

The long term objectives of this Plan are:

- a) to instruct officers in the region on the methods of carrying out hydrographic surveys, on the principles used to scheme nautical charts to improve safety of navigation on contemporary technologies;
- b) to promote the establishment of Hydrographic Services (HS) and the evolution of CB Phases of the established ones.

## 1.3. Priorities

Despite the gamma of need existed in the Region, for the period of 2010 to 2012, priorities should be set in the sequence of the following list, the first of which are the highest:

- activities which may promote the establishment of HS;
- activities which may improve the capacity of existing HS in Phase 1;
- activities which may concur with the IHO commitment with ENC "adequate coverage";
- activities which may improve the capacity of existing HS in Phase 2; and
- activities which may improve the capacity of existing HS in Phase 3.

The current hydrographic capacity status of Countries / Territories of the Region is in Annex **A**.

## 1.4. Methodology and Procedures

This Plan must be reviewed each year, and adjustments made as necessary.

Each year the Commission will decide responsibilities for the programmed events of the subsequent year.

The nominated events coordinators will send to the Chair, no later than January 31<sup>st</sup> of each year the

detailed event project. The projects must be written in the standards established by the IHO CBSC (see Annex B).

Projects supported by IHO CB Fund must follow the IHO CBSC procedures published at the IHO website.

The Chair will check the proposed projects and, if requesting IHO CB Fund support, will send them to the IHO CBSC Chair and Secretary no later than MARCH 15<sup>th</sup>, otherwise, will take the appropriate action.

## 2. Activities

	Activity	Expected output	Objectives
2.1.	<u>Technical visits Type 1</u> Visit to government high authorities	To mobilise high governmental authorities to give importance to hydrographic activities.	To <b>establish</b> a Hydrographic Service in those countries where there was no responsible organ for hydrography activities.
2.2.	<u>Technical visits Type 2</u> Visit to maritime / port authorities	To mobilize 2 <sup>nd</sup> and 3 <sup>rd</sup> staff governmental authorities to develop hydrographic activities.	To <b>establish</b> a Phase 1 Hydrographic Service.
2.3.	<u>MSI Type 1</u> Training on establishment of MSI structure and basic MSI procedures.	To establish a core group of trained persons to deal with MSI.	To <b>establish</b> capacity in MSI so that Maritime Authorities can provide high quality services to comply with the <b>basic</b> requirements for safety of navigation in the area.
2.4.	<u>MSI Type 2</u> Training on update MSI procedures and organizational management.	To improve the skills of a group of professionals in MSI	To <b>improve</b> management capacity on MSI and to promote mutual assistance in the region.
2.5.	<u>Hydrography Type 1</u> Training on the establishment of a hydrography sector and basic hydrographic theory (single beam).	To train a group of professionals in the basics of hydrography theory and management for hiring hydrographic services.	To <b>establish</b> capacity in the mentioned fields so that Maritime authorities can provide the necessary quality products and services to comply with the <b>basic</b> requirements for safety of navigation in the area.
2.6.	<u>Hydrography Type 2</u> Training on basic hydrographic practice (single beam) and data processing.	To train a group of professionals in the basics of hydrography to be capable to produce basic hydrographic services.	To <b>establish</b> capacity in the mentioned fields so that Maritime authorities can provide <b>high quality</b> products and services to comply with the requirements for safety of navigation in the area.

	Activity	Expected output	Objectives
2.7.	<u>Hydrography Type 3</u> Training on advanced hydrographic practice (multibeam, acquisition and processing) and management skills.	To train a group of professionals in advanced hydrography to be capable to produce advanced hydrographic services (multibeam).	To <b>improve</b> the capacity in the mentioned fields so that Maritime authorities can provide <b>high quality</b> products and services for safety of navigation in the area.
2.8.	<u>Cartography Type 1</u> Training on basic nautical cartography (paper chart production).	To train a group of professionals in basic of nautical cartography to be capable to produce basic cartographic documents.	To provide the elements necessary to the <b>progress</b> in the provision of standardized products and services to comply with the request of safety of navigation and international conventions signed.
2.9.	<u>Cartography Type 2</u> Training on advanced nautical cartography (digital charts).	To train a group of professionals in basic techniques of electronic navigational charting.	To provide the elements necessary to the <b>progress</b> in the provision of standardized products and services to comply with the request of safety of navigation and international conventions signed.
2.10.	<u>Cartography Type 3</u> Training on nautical chart production using using modern hydrographic production systems/databases	To train a group of professionals in advanced techniques of electronic navigational charting.	To provide the elements necessary to the <b>progress</b> in the provision of standardized products and services to comply, in a high level, with the request of safety of navigation and international conventions signed.

### 3. Capacity Building Program

The program of capacity building activities for the period 2011 – 2012 is detailed in Annex C.

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**Annex A to CB Plan****MACHC Counties / Territories Capacity Building Phase Stage**Reference: [http://www.iho-ohi.net/mtg\\_docs/CB/CBA\\_TechnicalVisits.htm](http://www.iho-ohi.net/mtg_docs/CB/CBA_TechnicalVisits.htm)

	<b>Country / Territory</b>	<b>CB Phase<sub>2</sub></b>	<b>Last TV</b>	<b>Obs.</b>
1	Antigua & Barbuda	0	2006	Phase 3 provided by UKHO
2	Bahamas	0	2006	Phase 3 provided by UKHO
3	Barbados	1	2006	Phase 3 provided by UKHO
4	Belize	0	2006	Phase 1 status unknown Phase 3 provided by UKHO
5	Brazil	3	2008	
6	Colombia	3		
7	Costa Rica	?		
8	Cuba	3		
9	Dominica	?	2006	Phase 3 provided by UKHO
10	Dominican Republic	?		Phase 2 provided by US/UKHO Phase 3 provided by US/UKHO
11	El Salvador	?	2005	Phase 2 provided by US/UKHO Phase 3 provided by US/UKHO
12	France - French Guyana	3		All Phases provided by SHOM
13	France - Guadelupe & Martinica	3		All Phases provided by SHOM
14	Grenada	0	2006	Phase 3 provided by US/UKHO
15	Guatemala	1	2006	Phase 1 status unknown Phase 2 provided by US Phase 3 provided by UKHO
16	Guyana	0		Phase 3 provided by UKHO
17	Haiti	0	2009	Phase 2 provided by US Phase 3 provided by UKHO
18	Honduras	1	2006	Phase 1 status unknown Phase 3 provided by UKHO
19	Jamaica	1	2006	Phase 3 provided by UKHO
20	Mexico	3		
21	Netherlands - Antilles & Aruba (Leeward)			All Phases provided by NHO
22	Netherlands - Antilles (Windward)			All Phases provided by NHO
23	Nicaragua	?	2005	Phase 3 provided by US/UKHO
24	Panama	?	2005	Phase 2 provided by US Phase 3 provided by UKHO
25	St. Kitts & Nevis	1	2006	Phase 3 provided by UKHO
26	St. Lucia	1	2006	Phase 3 provided by UKHO
27	St. Vincent & Grenadines	0	2006	Phase 3 provided by UKHO
28	Suriname	2	2007	Phase 3 provided by NHO
29	Trinidad & Tobago	1	2006	Phase 3 provided by UKHO
30	UK - Anguilla	3	2006	All Phases provided by UKHO
31	UK - British Virgin	?	2006	Phase 3 provided by UKHO
32	UK - Cayman	2	2006	Phase 1 status unknown

<sup>2</sup> Phase 0 indicates no capacity on hydrography

				Phase 3 provided by UKHO
33	UK - Monserrat	3	2006	All Phases provided by UKHO
34	UK - Turks & Caicos	?	2006	Phase 3 provided by UKHO
35	USA - Navassa	?		Phases 2 and 3 provided by US
36	USA - Puerto Rico & US Virgin	?		Phases 2 and 3 provided by US
37	United States of America	3		
38	Venezuela	3	-	



## Annex B to CB Plan

<b>PROJECT SUBMISSION MODEL</b>
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**IDENTIFICATION**

<b>Project Number :</b>
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<b>Project Name:</b>	
<b>Submitting RHC/Country:</b>	
<b>Date:</b>	
<b>Institution executing the project:</b>	
<b>Name of responsible:</b>	
<b>Address:</b>	
<b>Telephone:</b>	
<b>Fax:</b>	
<b>e-mail:</b>	

**GENERAL SPECIFICATIONS**

(Please provide detailed information in Annex of no more than three pages)

<b>Background information</b>	
<i>Justification of the project</i>	

<i>Countries involved</i>	
<b>Exposition of the problem</b>	
<b>General objective</b>	
<b>Specific objectives</b>	
<b>Outputs/Products</b>	
<b>Other deliverables</b>	
<b>Achievements and awaited benefits</b>	

<b>Schedule of activities</b>	
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**RESOURCES**

<b>Contribution by cou ntri es inv olv ed</b>	
<b>Contribution by other parties</b>	
<b>Contribution expected from CBCFund</b>	
<b>Total Cost (euros)</b>	
<b>Breakdown of costs</b>	
<b>From CBC Fund (item and amount)</b>	

**PROJECT SUMMARY**

<b>Sponsor RHC</b>	<b>Year of Execution</b>	<b>Country/ Countries involved</b>	<b>Priority/ Status</b>	<b>Project Name</b>	<b>Project Objective</b>	<b>Benefits</b>	<b>Assistance required</b>	<b>Cost</b>	<b>Allocation and Priority (to be filled by CBC)</b>	<b>Contact Person</b>

**Name and Signature of the RHC Chairman .....**



## Annex C to CB Plan

## Capacity Building Program for the period 2011 – 2012

2011

Activity	Beneficiaries Countries / Territories	Responsible	Period	Obs.
Technical Visit Type 1	Costa Rica El Salvador Panama	TBD	TBD	
Technical Visit Type 2	Antigua & Barbuda Barbados Grenada St. Kitts & Nevis St. Lucia Trinidad & Tobago	TBD	TBD	All had visits in 2006 – no further action required
MSI Type 1	Antigua & Barbuda British Virgin Islands St Kitts & Nevis Grenada Honduras	MACHC CB Coordinator	16-20 May 2011	Training will take place at DHN Niteroi, Rio de Janeiro, Brazil
MSI Type 2	NAVAREA Coordinators, MSI providers, and British Virgin Islands, Colombia, Jamaica, Suriname	TBD	TBD	Project already submitted by the SWAtHC including participants of MACHC, SWAtHC, and SEPHC
Hydrography Type 1	Antigua Barbados British Virgin Islands Grenada St Kitts & Nevis	MACHC CB Coordinator	May/June 2011	Training will take place in St John's, Antigua & Barbuda
Hydrography Type 2	Antigua Barbados British Virgin Islands El Salvador Grenada St Kitts & Nevis	MACHC CB Coordinator	May/June 2011	This course will be amalgamated with the Hydro Type 1 course above and three additional nations selected
Hydrography Type 2	Belize Guatemala Honduras	GoH Project Manager	Feb/March 2011	Two weeks training in NOAA followed by two weeks in-country operational survey training

Hydrography Type 3	HS in Phase 3, Barbados British Virgin Islands Jamaica Suriname Venezuela	TBD	TBD	Project on "hydrographic database" already submitted by the SWAtHC including participants of MACHC, SWAtHC, and SEPHC
Cartography Type 1	Barbados British Virgin Islands Cuba El Salvador Honduras Mexico Suriname St Kitts & Nevis	IMO	TBD	El Salvador, Honduras, Suriname attended Basic ENC & ENC Production Course in Kingston Jamaica Sept 2010
Cartography Type 2	Barbados British Virgin Islands Cuba El Salvador Jamaica Honduras Mexico Venezuela St Kitts & Nevis Suriname	IMO	TBD	El Salvador, Honduras, Jamaica, Suriname attended Basic ENC & ENC Production Course in Kingston Jamaica Sept 2010
Cartography Type 3	Colombia Venezuela			

**2012**

Activity	Beneficiaries Countries / Territories	Responsible	Period	Obs.
Technical Visit Type 1	Guyana Antigua & Barbuda Bahamas	TBD	TBD	Antigua & Barbuda and Bahamas had visit in 2006
Technical Visit Type 2	Dominica Dominican Republic Grenada	TBD	TBD	Dominica and Grenada had visit in 2006
MSI Type 1	All HS in Phase 1	TBD	TBD	
Hydrography Type 1	Haiti Jamaica Panama	TBD	TBD	
Hydrography Type 2	3 HS in Phase 2	TBD	TBD	
Cartography Type 1	3 HS in Phase 2			
Cartography Type 2	3 HS in Phase 3	TBD	TBD	
Cartography Type 3	All HS in phase 3	TBD	TBD	
Hydrography (Inland Waters)	TBD	Brazil (Belem City)	2 weeks (1 <sup>st</sup> Semester 2012)	

**Annex C: List of Resolutions and Actions**



**INTERNATIONAL HYDROGRAPHIC ORGANIZATION  
MESO AMERICAN & CARIBBEAN SEA HYDROGRAPHIC COMMISSION**



**XI<sup>th</sup> Meso American & Caribbean Sea Hydrographic Commission Meeting  
10-11 November 2010  
Paramaribo, Suriname**

**XI<sup>th</sup> MACHC Resolutions & Actions**

(as agreed at the XI<sup>th</sup> Commission Meeting, Paramaribo, Nov 11<sup>th</sup> 2010)

Agenda Item	Action	Agreements	Responsible Party	Due Date	Status
		<b>General:</b>			
3 (MACHC 9-6)	10-1	MACHC Members should provide update information to IHO C-55 publication and update it at least once a year, reporting this action in the National Report	MACHC Members	Permanent	On going
3 (MACHC 10-3)	10-2	The Commission accepts IHB proposal to post the main documents of its meeting on the IHB website and keep the discussion documents on the website managed by NOAA	Secretary / IHB	Permanent	On going
3 MACHC 10-6)	10-3	FR/VE to pursue discussions on bilateral agreement for data exchange in accordance with TR A3.4 (co-production, distribution of REPRMATS, etc.)* (* This Resolution is related to Resolutions numbers 10-19, 10-38, 10-39, and 10-51 of the X <sup>th</sup> MACHC	France and Venezuela	By XII <sup>th</sup> MACHC Meeting	In progress
3 (MACHC 10-7)	10-4	NL/VE to pursue discussions on bilateral agreement for data exchange in accordance with TR A3.4 (co-production, distribution of REPRMATS, etc.)	The Netherlands and Venezuela	By XII <sup>th</sup> MACHC Meeting	In progress
5	10-5	MACHC Chair to support Dominica in the application to become an MACHC Associate Member as requested.	Dominica MACHC Chair	-	
6	10-6	Regarding the experience in dealing with marine disasters (IHO M3 TR 1/2005), MACHC Chair to check if a disaster response plan can be implemented, and how, and then report results to IRCC-3.	MACHC Chair	30 Apr 2011	

Annex C to XI<sup>th</sup> MACHC Minutes: List of Resolutions and Actions

Agenda Item	Action	Agreements	Responsible Party	Due Date	Status
6	10-7	MACHC Member States should include MSDI information on their respective National Reports.	Member States	By XII <sup>th</sup> MACHC Meeting	
6	10-8	Regarding the hydrographic survey status: - US to evaluate the requirements and potential existing tools to manage the required information (limits, dates, CATZOC, etc.). - Member States to have the required information ready to be available when required.	US Member States	By XII <sup>th</sup> MACHC Meeting	
	10-9	MACHC accepts the offer of UKHO into nominate Mr. Paul Bradley as the Commission representative to the International Hydrographic Review Editorial Board.	UK MACHC Chair	30 Nov 2010	<b>Done</b> (MACHC Letter 23/2010)
	10-10	Date and venue of the next meeting: St. Kitts & Nevis, in 1 <sup>st</sup> week of December. St Kitts & Nevis must confirm the possibility no later 30 January 2011. If not possible, Mexico offered to serve as an alternative venue. In this case, ME must confirm the possibility no later 15 March 2011.	St. Kitts Mexico MACHC Chair	30 Jan 2011	<b>In progress</b> (MACHC Letter 24/2010)
	10-11	MACHC ratifies UK as Chair, in accordance with MACHC Statutes Article 5 c, and elect Suriname as Vice-Chair. Also, take note of the offer of The Netherlands to be the Vice Chair in the subsequent chairmanship period.	BR / UK / SR	10 Feb 2011	
		<b>Capacity Building:</b>			
3 (MACHC 10-13)	10-12	The Commission takes note of Jamaica's comment on CB matters of the necessity to have, besides training, an effort on technical capacity – equipment and survey's platforms – and also the IHB suggestion on to promote events on means to attain support to improve the hydrographic capacity, and requests the CB coordinator to take the appropriate action accordingly with the guidelines of the approved CB Plan.	CB Coordinator	By XII <sup>th</sup> MACHC Meeting, depending on priorities	
3 (MACHC 10-15)	10-13	The CB Coordinator will work with interested countries to develop CB activities and related training for the Gulf of Fonseca.	CB Coordinator	By XII <sup>th</sup> MACHC Meeting, depending on priorities	
3 (MACHC 10-16)	10-14	CB coordinator will review Global Environmental Facility projects (VIA THE GEF WEBSITE) to assess if there are other projects in the region that could be leveraged for CB support, as was done for the Gulf of Honduras Project.	CB Coordinator	By XII <sup>th</sup> MACHC Meeting, depending	

Annex C to XI<sup>th</sup> MACHC Minutes: List of Resolutions and Actions

Agenda Item	Action	Agreements	Responsible Party	Due Date	Status
				on priorities	
3 (MACHC 10-17)	10-15	The CB Coordinator should work in close liaison with the adjacent Regional Hydrographic Commissions, including the EAHC.	CB Coordinator	Permanent	On going
6	10-16	MACHC approves the revision of the Commission CB Plan, which is included as an Annex to the Meeting Minutes, and includes the merging of the Hydrography Type 1 and Hydrography Type 2 courses to be delivered in 2011 into a single 2 weeks Basic Hydrographic course to maximise resources.	CB Coordinator	30 NOV 2010	
6	10-17	MACHC Chair to send a letter to Panama and Costa Rica, with a copy to the IMO representative in the Region, notifying the intention to pay a Technical Visit in conjunction with the IHB, and asking for possible obstacles.	CB Coordinator / MACHC Chair	15 Mar 2011	
6	10-18	Regarding the GoH Project: <ul style="list-style-type: none"> <li>– The MACH CB Plan will include a Hydro Training Course for the (Belize, Honduras, and Guatemala) for 2011, noting that these 3 nations were also beneficiaries of the Hydro Type 2 course. It was further agreed that these places would be offered to other nations.</li> <li>– The Course Project should be amended in accordance to the Report of the ECC WG1.</li> <li>– A letter will be send to the IHO CBSC and IHB exposing the case, sending the amended Course Project, and asking the CB Fund financial support.</li> </ul>	CB Coordinator  ECC Chair  MACHC Chair	15 NOV 2010  15 NOV 2010  19 NOV 2010	<b>Done</b> (MACHC Letter 22/2010)
6	10-19	MACHC approves an "Implementation Plan of Haiti's Strategy for the establishment of the Service Hydrographic e Ocenographic de Haiti (SHOH)" (Annex to the XI MACHC Minutes). The proposed activities will be added to the 2011 and 2012 MACHC CB Work Plan for consideration by the IHO CBSC.	CB Coordinator MACHC Chair	1 <sup>st</sup> APR 2011	
3 (MACHC 10-18)	10-20	The CB Plan should be reviewed at the next Commission meeting. The following Member States will take part on the revision: A&B, BR, FR, NE, K&N, UK, with the collaboration of the PAIGH observer. The 2011 revision should have a long term plan (5 years) and consider: <ol style="list-style-type: none"> <li>1. Assessment of the CB progress made by MACHC to date, against the IHO CB Strategy and CB Work Program performance indicators;</li> <li>2. Maintenance of the agreed MACHC CB Plan;</li> <li>3. Consider to hold hydrographic trainings</li> </ol>	CB Coordinator	Permanent  By XII <sup>th</sup> MACHC Meeting	

Annex C to XI<sup>th</sup> MACHC Minutes: List of Resolutions and Actions

Agenda Item	Action	Agreements	Responsible Party	Due Date	Status
		<p>courses in venues where data updates are needed and take the opportunity to conduct the practical activities to get the required data;</p> <p>4. Refine the action plan (against the IHO CB Strategy and CB Work Program performance indicators again) and in accordance with Member States priority requirements;</p> <p>5. Prepare a job description for a consultant to address CB issues; and prepare technical specifications for a master plan for the Region;</p> <p>6. If this Strategy is approved by MACHC Member States, a proposed roadmap for the implementation of this new Strategy to be drafted by MACHC CB Coordinator to be submitted for consideration by the CBSC.</p>			
	10-21	To identify the MACHC CB needs to be included in the five years IHO WP 2013-2018 presenting it at the next IHO CBSC meeting.	CB Coordinator	1 <sup>st</sup> Apr 2011	
6	10-22	CB Coordinator to Report the Commission activities to the IHO CBSC, informing the relevant performance indicators, such as the upgrade of CB Phase level of HOs, and the partnership with private sector.	CB Coordinator	1 <sup>st</sup> Apr 2011	
3 (MACHC 10-19)	10-23	Correspondence Group (CG) composed by BR, NL, UK, and Chaired by VE, to finalize the study of the feasibility to increase the financial means of the CB by the sales/royalties of the INT paper charts and the corresponding ENC's. Report to the next plenary Conference for decision making and correspond with the chair of IHO CBCS and IRCC as solutions might be of interest to other Regional Hydrographic Commissions.	CG Chair (VE)	1 <sup>st</sup> Oct 2011	
		<b>Electronic Chart Committee (ECC) / Working Group 1 (WG1):</b>			
3 (MACHC 10-25)	10-24	GoH Project countries and other MACHC partners to document hydrographic activity in-kind contributions using format provided by GoH Project Director.	Belize, Guatemala and Honduras; ECC Chair	28 Feb 2011	<b>Pending</b>
3 (MACHC 10-26)	10-25	GoH countries to produce progress report and results of Phases 1, 2, and 3 Training for MACHC Chair to submit to IHO CBSC Action related to Action 11-22 above	Belize, Guatemala and Honduras; ECC Chair; CB Coordinator; MACHC Chair.	30 Jun 2011	<b>In progress</b>

Annex C to XI<sup>th</sup> MACHC Minutes: List of Resolutions and Actions

Agenda Item	Action	Agreements	Responsible Party	Due Date	Status
	10-26	Provide updated MACHC CB Phase 3 Training Submission to MACHC CB. Action related to Action 11-18 above.	US / NOAA	15 Nov 2010	
	10-27	Confirm lodging, training facility, computers availability at EMPORNAC.	Guatemala	10 Nov 2010	
	10-28	NOAA / NAVO SMEs confirm contractor training dates.	US / NOAA	19 Nov 2010	
	10-29	NOAA / GoH Project to send a letter to GoH countries: – Announcement of intent / Invitation for Collaborative Training – Announcement of intent for Belize in-country training	US / NOAA	10 December 2010	
	10-30	Travel arrangements communicated to IHO Bureau for Phase 3 training: – 2010 In-country trainers (NOAA/Navy hydrographers) – Collaborative Training (Guatemala): 24 April – 8 May 2011 – Belize Field Work: 9-23 February 2011	US / NOAA	30 Nov 2010	
	10-31	Confirm personnel and funding for collaborative training session	Belize and Honduras	31 Dec 2010	
	10-32	Document hydrographic activity in-kind contributions using format provided by GoH Project Director.	Belize, Guatemala, Honduras	31 Dec 2010	
	10-33	Install/level Valeport 740 tide gages and begin data collection of water level tide data: NLT 30 days prior to training	Belize, Guatemala, Honduras	TBD	
	10-34	GoH countries ensure preparations made for In-country / Collaborative Training prior to NOAA/Navy/contractor personnel arrivals: – Facility / lodging availability (Collaborative Training) – Vessel & personnel – Equipment installation – Data collection	Belize, Guatemala, Honduras	TBD	
	10-35	Facilitate participation of IHB Director in early JAN 2011 meeting of COCATRAM and with the Secretary General of the Central American Integration System to reinforce at the highest political levels the importance of the hydrographic progress achieved to date and the future sustainability requirements.	ECC Chair GoH Project	30 Nov 2010	

Annex C to XI<sup>th</sup> MACHC Minutes: List of Resolutions and Actions

Agenda Item	Action	Agreements	Responsible Party	Due Date	Status
		<b>Electronic Chart Committee (ECC) / Working Group 2 (WG2):</b>			
3 (MACHC 9-12)	10-36	The UKHO will discuss with Cuba, Venezuela, Colombia and Mexico the 4011 ENC in order to re-define its boundaries based on existing ENC data in the same Usage Band.	UK, Cuba, Venezuela, and Colombia	By XII <sup>th</sup> MACHC Meeting	In progress
3 (MACHC 10-32)	10-37	Achieve adequate regional ENC coverage by Dec-2010	MACHC MS		In progress
6	10-38	MACHC notes of the ECC-WG2 Report on ENC coverage and its recommendations and: - Update Annex A and B. - Include summary statistics; - Include statement indication graphics do not depict MS or MACHC official endorsement of National borders (as per the concern raised by Suriname). MACHC Chair will transmit the report to the IHB, for ultimate communication of the results to the IMO.	ECC Chair  MACHC Chair	30 Nov 2010  15 Dec 2010	
	10-39	MACHC approves the ECC-WG2 Work Plan for 2011. ECC meeting will be held in conjunction with IRCC-3 meeting in Niteroi, Brazil	-	-	
6	10-40	MACHC notes the Report presented by ECC-WG2 on "to consider name ENC 4022 "WC" (for West Caribbean) for MACHC (as it is in EAHC for Malacca Strait) rather than national designations", endorses it, and decides that the proposed nomination and given example do not apply to the MACHC Region.	-	-	-
		<b>International Chart Committee (ICC)</b>			
3 (MACHC 9-14)	10-41	INT Chart Coordinator to update MACHC web site INT Chart data base.	INT Chart Comm. Chair	30 Oct 2011	In progress
3 (MACHC 9-14 and 10-42)	10-42	The INT Chart Committee should produce an INT Chart Plan which should include the Pacific Area of the region, and consider using national charts of the UK and US as interim products for future production of INT Charts. A framework should be presented for the Committee work for the MACHC intersectional period.	INT Chart Comm. Chair	By XII <sup>th</sup> MACHC Meeting	In progress
3 (MACHC 9-14)	10-43	UK in consultation with Cuba and US will investigate possibility of alternative solution for interim coverage of charts 4017 and 4021.	INT Chart Comm. Chair, UK, US, & Cuba	30 Oct 2011	In progress



Annex C to XI<sup>th</sup> MACHC Minutes: List of Resolutions and Actions

Agenda Item	Action	Agreements	Responsible Party	Due Date	Status
3 (MACHC 10-44)	10-44	The ICC will revise IHO publication S-11, Part B, on the corresponding data. Members States must send their updated data to the Secretary. The 2010 / 2011 update will include US information regarding INT Charts 4015, 4016, 4145, 4146, 4147, and 4148 (Resolution / Action 9-14 j) and those which will arise from the proposal of Venezuela on the changing of the limits of INT Charts (Action 11-46 below).	MACHC Members / Secretary	<b>Permanent</b> 24 Feb 2011	<b>In progress</b>
3 (MACHC 10-51)	10-45	INT 4022 paper chart produced by Venezuela (in accordance with IHB letter S3/4230/B dated 13 Jan 2006) to be distributed to MACHC MS.* (* ) Resolution related with Res. MACHC 10-6 of the X <sup>th</sup> MACHC.	Venezuela	By XII <sup>th</sup> MACHC Meeting	<b>In progress</b>
6	10-46	The ICC to continue the study of the Change of INT Chart limits (4100, 4102, 4104, 4106, 4108, 4110 and 4112), proposed by Venezuela, to coincide INT Chart limits with correspondent National Chart, with the purpose of verifying the possible consequences of the proposed amendments and finalize the subject by correspondence.	ICC Chair	28 Feb 2011	
6	10-47	MACHC ratifies ICC recommendation to not change the limits of INT Chart 4102 proposed by Venezuela, since it would leave a gap of covering in the Region.	–	–	
6	10-48	On the proposal of Venezuela to change the producer of INT Charts 4070 and 4110, MACHC decided to: - keep France as the INT Chart 4070 Producer. - encourage Colombia and Venezuela to co-produce INT Chart 4110.	France, Colombia & Venezuela	–	
6 (MACHC 10-48)	10-49	MACHC endorses Resolution 10-48 of the X <sup>th</sup> MACHC in to have just one coordinator for INT Charts and ENCs, continuing to improve the current coordination of work of both Chairs, looking to merge both Committees to one in a medium term of two years.	MACHC Chair	Dec 2012	

**Annex D: Summary Reports of the ECC WGs 1 and 2****MACHC Electronic Chart Committee  
Working Group 1 Meeting Summary  
8 November 2010 – Paramaribo, Suriname**

1. Welcome and Introductions: The ECC Chair welcomed everyone in attendance followed by introductions. Representatives from Belize, Guatemala, United Kingdom, United States, and the Gulf of Honduras Project participated in the meeting. A list of participants is available in Annex A. The next action was approval of the Agenda, which is attached at Annex B.

The objectives of the meeting were to 1) review the lessons learned from the two-week hydrographic survey training sessions held in Belize, Guatemala and Honduras earlier this year; 2) plan for the next in-country training sessions to be held in 2011. It was noted that there was some confusion about the final decision regarding the funding proposal for the 2011 training session (as per MACHC-10/Action 11) that was submitted in a timely manner to the IHO Capacity Building Committee for this Project. This issue will be addressed during the MACHC Capacity Building Committee preparatory meeting and in the MACHC plenary session.

2. Edas Munoz, Director GOH Project, presented an update on the Project which will end in 2011. He expressed the importance of bringing the hydrographic activities in support of Component 3: Enhancing Navigational Safety in Shipping Lanes to a successful conclusion, i.e. ensuring that charts are updated with the new survey data. The GoH Project intends to submit a proposal for a Particularly Sensitive Sea Designation for the area which requires hydrographic information. He also reminded the participating countries of the outstanding action to document their considerable in-kind contributions, as required by the Global Environmental Facility (GEF) that provides the donor funds for Project.
3. Country Presentations on Lessons Learned from the 2010 Training

The objectives and accomplishments from the Phase 2 training in 2010 were presented and reviewed. The consensus was that the training has generally gone well, steadily building the capabilities initiated in Phases 1 and 2 from 2009-2010. Belize's has completed 50% of its survey plan and anticipates that the rest can be accomplished in the 2011 training, so that the results can subsequently be provided to the UKHO for chart updates. Their progress was interrupted by some vessel repairs that are expected to be completed before the end of the year. They also noted that they are receiving requests from private entities to use the survey equipment provided through the GoH Project. Each country has an agreement with the GoH Project that outlines the responsibilities for its use and maintenance. The current agreement between the Project and Belize

does not allow for the renting of the equipment, but could be amended so that revenues generated from such use could be utilized for sustaining the nascent national hydrographic program. This may be a useful approach for the other countries as well.

Guatemala has completed 90% of its survey in the Bay of Amatique and expects to be able to provide the survey results to both the UK Hydrographic Office and the U.S. National Geospatial Intelligence Agency by the end of this year.

The Honduran National Port Authority is working on an agreement with the Honduran Navy for a dedicated vessel for hydrographic surveys that is expected to be concluded before the end of the year.

#### 4. Planning for 2011 Phase 3 Hydrographic Training

**The group identified the following objectives:**

- a. Autonomously conduct full hydrographic survey to IHO standards**
  - SME provides coaching / guidance
- b. Conduct data processing**
  - Side scan sonar processing
  - Single beam processing
  - Hydrographic Data Assessment
- c. Prepare & Transmit deliverables to UKHO for nautical chart updates**
  - a. Report of Survey / Descriptive Report
  - b. XYZ data set (processed & cleaned)
  - c. Bathymetric Smooth sheet
  - d. Target file
  - e. Supporting photographs / feature graphics
  - f. Raw data
- d. Address Dangers/Hazards to Navigation**
  - g. Identification
  - h. Processing

- i. **Reporting / Notice to Mariners**
- e. **Provide Country Progress Report to:**
  - j. **MACHC CBC via Training Coordinators**
  - k. **Gulf of Honduras Project**

While some additional field work will be conducted in Belize, a major emphasis will be on a collaborative advanced training session for the three countries, hosted by Guatemala at its EMPORNAC training facility in Santo Tomas de Castilla). It will cover such topics as a tide and geodesy review and how to generate field hydrographic products and deliverables to the UK Hydrographic Office which is serving as the interim Charting Authority until such time as the countries are able to generate their own nautical charts.

#### 5. Next Steps

With 2011 being the final year of the Gulf of Honduras Project, as well as the final year of MACHC capacity building hydrographic training, the WG agreed that that sustaining the capacity that has been established so far is crucial. The GoH Project Director will facilitate participation of the IHB Director in an early January 2011 meeting of COCATRAM and the Secretary General of the Central America Integration System (SICA) to reinforce at the highest political levels the importance of the hydrographic progress achieved to date and the requirements for future sustainability.

An action list was generated and all the results above were summarized in the power point presentation made by the ECC Chair in the MACHC Plenary on November 11.

**ECC WG1-Annex A**

**MACHC Electronic Chart Committee  
Working Group 1 Participants**

<b>COUNTRY</b>	<b>CONTACT NAME</b>	<b>E-MAIL ADDRESS</b>
<b>Chair</b>	Katie Ries	<a href="mailto:kathryn.ries@noaa.gov">kathryn.ries@noaa.gov</a>
<b>Belize</b>	George Hanson Belize Ports Authority	bzgeohan66@yahoo.com
<b>Guatemala</b>	Mario Alfonso Rojas Arevalo Departamento Maritimo	<a href="mailto:mario.rojas@puerto-quetzal.com">mario.rojas@puerto-quetzal.com</a> <a href="mailto:mario Rojas Arevalo@gmail.com">mario Rojas Arevalo@gmail.com</a>
<b>Honduras</b>	Edas Muñoz Galeano, Director Gulf of Honduras Project	<a href="mailto:edasmunozg@hotmail.com">edasmunozg@hotmail.com</a>
<b>United Kingdom</b>	Paul Bradley	<a href="mailto:paul.bradley@ukho.gov.uk">paul.bradley@ukho.gov.uk</a>
<b>United States</b>	Eric Villalobos Navy	<a href="mailto:eric.villalobos@navy.mil">eric.villalobos@navy.mil</a>
	Elliot Arroyo-Suarez Navy	<a href="mailto:elliott.arroyo-suarez@navy.mil">elliott.arroyo-suarez@navy.mil</a>
	Chris VanWestendorp NOAA	<a href="mailto:Christiaan.VanWestendorp@noaa.gov">Christiaan.VanWestendorp@noaa.gov</a>

**ECC WG1-Annex B**

**Electronic Chart Committee**  
**Courtyard (by Marriott) Hotel**  
**8 November 2010      Paramaribo, Suriname**  
**(Board Room---Casual Dress)**

**DRAFT Agenda & Timetable****Monday, November 8<sup>th</sup> – Working Group 1 Discussions—CLOSED WG SESSION**

Hour	Subject	Responsible
09:00	Welcome and introductions <ul style="list-style-type: none"> <li>• Approval of the Agenda</li> <li>• Meeting Objectives</li> <li>• Gulf of Honduras Project update</li> </ul>	Katie Ries, Chair ECC  Edas Munoz, Director GOH Project
09:15	Country Presentations: <ul style="list-style-type: none"> <li>• Current program state of readiness               <ul style="list-style-type: none"> <li>○ Vessel(s)</li> <li>○ Equipment</li> <li>○ Level of knowledge</li> </ul> </li> <li>• Accomplishments               <ul style="list-style-type: none"> <li>○ Survey area completed</li> <li>○ Survey products</li> <li>○ Transmissions to IHO</li> <li>○ Other...</li> </ul> </li> <li>• Technical Issues (equipment, software, etc)               <ul style="list-style-type: none"> <li>○ MRU</li> <li>○ Hypack software keys &amp; upgrades...</li> <li>○ Laptop security &amp; functionality</li> <li>○ Tides training</li> </ul> </li> <li>• Procedural Issues (planning, acquisition, processing)</li> <li>• Logistic Issues (personnel, communications, etc)</li> <li>• Budgeting discussion?               <ul style="list-style-type: none"> <li>○ Costs of operations, maintenance (incl. calibration), expansion...</li> </ul> </li> <li>• Lessons Learned from Phase 2 Training (2010) not already discussed</li> </ul>	George Hanson, Marine Operations Manager Belize Ports Authority
9:45	Country Presentations: Lessons Learned from 2010 Hydrographic Training (covering same topics as above)	Mario Alfonso Rojas Chief, Maritime Operations Division

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Hour	Subject	Responsible
		Empresa Portuaria Quetzal
10:15	Country Presentations: Lessons Learned from 2010 Hydrographic Training (covering same topics as above)	Representative(s) of Honduras
10:45	Planning for 2011 Phase 3 Hydrographic Survey Training <ul style="list-style-type: none"> <li>• Desired / Expected outcomes</li> <li>• Opportunities for improvement from Phase 2 training</li> <li>• Training Dates &amp; Participants               <ul style="list-style-type: none"> <li>○ Tides part 2?</li> <li>○ Hypack emphasis?</li> </ul> </li> <li>• Administrative Support for Equipment Maintenance</li> </ul>	All
11:45	Next Steps <ul style="list-style-type: none"> <li>• Long-term sustainability</li> <li>• Action list review</li> <li>• Summary for MACHC Plenary</li> </ul>	Katie Ries, Chair/ECC Edas Munoz, Director GOH Project
12:30	Meeting ends	

**MACHC Electronic Chart Committee  
Working Group 2 Meeting Summary Notes  
8 November 2010 – Paramaribo, Suriname**

5. Welcome & Introductions: The ECC Chair welcomed everyone in attendance followed by introductions. Representatives from Brazil, Colombia, France, Mexico, Netherlands, United Kingdom, United States, and Venezuela participated in the meeting. A list of participants is available in Annex A. The next action was approval of the Agenda, which is attached at Annex B.
6. The ENC Coverage Report: The Chair, ECC introduced the Report, noting that recent information covering a gap in Cuban coverage had just recently been received but arrived too late for inclusion in the report. Supplemental data sheets containing this new data were provided. It was further requested that all updates to the report be forwarded to the Chair by 30 November 2010. The final report has to be forwarded to the Chair, MACHC by 10 December 2010. Individual comments from participants were as follows:
  - a. Netherlands: inquired as to whether we can get a sense of the status of ENC coverage will be by the end of 2011.
  - b. Chair: responded that the information in the report is as it has been received from Member States.
  - c. Netherlands: inquired regarding the “VAR” (Value Added Reseller) designation and whether that indicates one VAR or possibly multiple VARs.
  - d. Brazil: suggested that perhaps we could be more specific, but that this had to come from Member States. This concern was subsequently resolved during the remainder of the MACHC. Inquiries were made with each individual country on how to approach the VAR designations within Annex A. Ultimately, VAR designations were changed within Annex A for Brazil and the UK. After further discussion during and after the break-out session, it was suggested that EUSP<sup>3</sup> (End User Service Providers) be used rather than VAR. The term EUSP is agreed between the two RENCs (IC-ENC and PRIMAR) in their cooperation framework agreement signed in March 2010.
  - e. France: indicated that they will shortly provide information on newly distributed cells, FR374840 and FR374850.
  - f. Netherlands: noted that some cells listed in the report are not yet available, and inquired what we may be able to do to encourage Member States to make them

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<sup>3</sup> The use of EUSP was suggested by France and subsequently supported by the UK.



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available. A number of Member States responded that these cells are currently going through RENC review.

- g. Colombia: noted that they anticipate distributing cells by the date indicted or as soon as officially approved by IC-ENC.
  - h. Venezuela: noted that they are in a similar situation.
  - i. The ECC Chair noted that all countries have specifically identified the distribution dates of pending ENCs in Annex A.
7. Review of Outstanding Actions: The Group looked at the remaining gaps and overlaps and noted some unresolved issues. It was stated that the goal is to resolve these issues today during the planned “break-out” sessions.
8. Work Plan for 2011: The initial draft of the Work Plan for 2011 was presented and is available as Annex C. It was recognized that one important portion of the Plan requires information on “high priority ports and high-speed ferry routes.” The UK responded that they would be able to provide this information. The responded that they will provide information on high priority ports and high-speed ferry routes by 15 January 2011.
9. Summary for MACHC Plenary: This was developed as the remaining issues were resolved.
10. Other Outstanding Issues: Other topics of discussion included:
- a. The Face-to-Face Meeting was discussed and dates as to when this might take place. Two options were proposed. One was to hold the face-to-face meeting in conjunction with the US Hydrographic Conference in late April 2011 in Tampa, Florida, USA. The other option was to have the meeting in conjunction with the 9<sup>th</sup> CBSC and IRCC-3 meeting in Niteroi, Brazil during the week of 22 May, 2011.
  - b. Brazil indicated that they could support this meeting venue. (During the MACHC Plenary, it was agreed that this face-to-face meeting will be held in Brazil).
11. Consideration of naming some ENCs “WC” (for West Caribbean) similar to what is done in the Malacca Straits: A short summary (see Annex D) was presented on this topic. It was noted that that a great deal of cooperation is required as well as financial support considerations. Additionally a distribution mechanism (which includes all cooperating HOs) and accounting mechanism must be set into place. The primary consideration for the proposal should be to identify any benefits to the mariner as a result. After the discussion, it was decided not to pursue this approach because the proposed nomination and given example do not apply to the MACHC region. Comments included:
- a. Netherlands: inquired as to the rules regarding such regional designations.

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- b. France: noted that they have a similar situation in Mozambique, but that they referred back to the normal designations.
  - c. UK: inquired about the reasoning behind this approach and the number of ENCs affected. The response was that the proceeds from such designated ENCs could potentially be used to help fund capacity building. But it was also stated that a great deal of multi-lateral cooperation would be required as well as the establishment of the aforementioned distribution and accounting mechanism. In the case of the Malacca Strait, there are 6 ENCs. (See attached Annex D).
12. Specific Country-to-Country break-out sessions: The meeting closed with small group break-out sessions among countries for discussing outstanding overlap and/or gap issues. The results were captured throughout this time and will be incorporated in the final report.

**ECC WG2-Annex A****Electronic Chart Committee**

Courtyard (by Marriott) Hotel

8 November 2010 Paramaribo, Suriname

(Royal Palm Room---Casual Dress)

**DRAFT Agenda & Timetable****Monday, November 8<sup>th</sup> – Working Group 2 Discussions****OPEN TO ALL INTERESTED MEMBER STATES**

Hour	Subject	Responsible
14:00	Welcome and introductions <ul style="list-style-type: none"> <li>Approval of the Agenda</li> </ul>	K. Ries/Chair
14:15	Final Comments on ENC Coverage Report to 11 <sup>th</sup> MACHC	K. Ries/All MS
15:15	Review Outstanding Actions from ECC WG2 ENC Report, Annex B	All MS
15:45	Development of Work Plan for 2011	K. Ries/All MS
16:15	Summary for MACHC Plenary	All MS
16:30	Other outstanding actions from 10 <sup>th</sup> MACHC	All MS
17:00	Break-out Sessions (if needed) <ul style="list-style-type: none"> <li>Specific Country-to-Country discussions to finalize outstanding gap/overlap issues</li> </ul>	All MS
18:00	Meeting Ends	All MS

**ECC WG2 Annex B****MACHC Electronic Chart Committee  
Working Group 2 Participants**

<b>COUNTRY</b>	<b>CONTACT NAME</b>	<b>E-MAIL ADDRESS</b>
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**ECC WG2-Annex C**

**MACHC Electronic Chart Committee Working Group 2**  
**DRAFT**  
**Proposed 2011 Work Plan Milestones**

<b>DELIVERY DATE (2011)</b>	<b>ACTIONS</b>	
	<b>For UB 1-3 Band Cells for Pacific side<sup>4</sup></b>	<b>For UB 4-6 Band Cells for Caribbean and Atlantic side<sup>5</sup></b>
January 31	Develop base polygons representing adequate ENC Coverage derived from medium scale INT Chart scheme for Pacific side (Mexico, UK, US)	Develop base polygons representing adequate ENC Coverage derived from large scale INT Chart scheme for Caribbean and Atlantic side
January 31	Acquire MCOVR for MACHC Member States (MS) from the RENC for Pacific side	Acquire MCOVR for MACHC Member States (MS) from the RENC for Caribbean and Atlantic side in the requested format
January 31		Acquire Priority Ports and Routes from WEND ENC WG
January 31	MS Points of Contact (POC) provide MCOVR data when not available from the RENC	
February 25	Hold quarterly conference call, tentative time 10:00 EST (US) to assess status and next steps	
April 8	Complete the follow-up data analysis	
April 15	Countries receive data analysis results, including targeted guidance on areas of primary focus and action	
Week of May 22	Face-to-Face meeting (in Niteroi, Brazil, in conjunction with the 9 <sup>th</sup> CBSC and IRCC-3 meetings) for MS POCs to review, discuss and finalize draft WG2 report on the status of adequate ENC Coverage and address any outstanding issues.	
May 22	Produce draft Addendum to ECC WG2 ENC Coverage Report for Pacific ENCs	
May 27	Hold quarterly conference call, tentative time 10:00 EST (US) to assess status and next steps	
May 30	All countries to look at data analysis and forward any omissions and/or updates.	
June 1	US populates template based on data analysis and distributes to countries for consideration	
June 10	Countries to respond to data analysis via "Reporting Template"	
July 1	Draft sections of addendum to Report forwarded to Chair, MACHC	
August 26	Expanded sections of addendum to Report forwarded to WG members for comment	
September 5	Comments on addendum, and specific comments on annexes, back to Chair and communications coordinator	
September 14	Hold quarterly follow-up conference call to review and discuss MS responses to addendum	
September 21	Distribute WG2 Report to MACHC Chair; copy to MACHC National Hydrographers for review and endorsement.	
October 7	Comments back to ECC Chair; copy MACHC Chair	

<sup>4</sup> Blue shading indicates tasks exclusively dealing with the Pacific side.

<sup>5</sup> Green shading indicates tasks exclusively dealing with the Caribbean and Atlantic side.

<b>DELIVERY DATE (2011)</b>	<b>ACTIONS</b>	
	<b>For UB 1-3 Band Cells for Pacific side</b>	<b>For UB 4-6 Band Cells for Caribbean and Atlantic side</b>
October 17	Submit Final Report to MACHC	
November 8-12	Seek approval of Final Report at 12 <sup>th</sup> MACHC Meeting	
December 16	MACHC Chair to distribute Final Report of the Status of ENC Coverage for the MACHC Region to the IHB	

## Regional ENC Designations for the Caribbean Area ("WC" for Western Caribbean")

### Background:

Precedent for such regionally identified ENCs does exist in the Straits of Malacca and Singapore area. This is a heavily trafficked area and up-to-date ENCs were essential for the safety of navigation. With the financial assistance of Japan International Cooperation Agency (JICA), the Nippon Foundation, and the Malacca Strait Council, as well as the cooperation of the three coastal states of Indonesia, Malaysia, and Singapore, the Hydrographic Office of Japan has provided technical support for hydrographic surveys, production of nautical charts, and tide and current surveys since 1969. Based on the outcomes of this long-term technical support, the 1<sup>st</sup> Meeting of the MSS-ENC Steering Committee was held in Jakarta, Indonesia, on December 8, 2005.

### Available ENCs:

With the cooperation of the three coastal states (Malaysia, Singapore, and Indonesia), the Japan Hydrographic Association (JHA) published the Malacca Singapore Straits ENC (MSS-ENC) Ser. No. 0001 (total of 6 cells) in December 26, 2005. This includes three large-scale (1:50,000) charts and three small-scale charts (1:200,000).

### Responsibilities:

Examining the model used in the Malacca Singapore Straits, it is clear that a great deal of cooperation is required as well as financial support considerations. Some of the primary issues that must be addressed include the following:

- A producer, who will assume all production responsibilities, must be identified, who will:
  - Assemble and organize new data
  - Maintain the ENCs
- A distribution mechanism (which includes all cooperating HOs) must be set into place, including:
  - An accounting mechanism, and payments (collection and transfer of money) to allocate funds (charges) to all participating HOs.
  - Management Agreement among all participating HOs.

Perhaps the primary consideration for entertaining such an approach should be identifying any benefits to the mariner as a result.

