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SAIHC Letter No. 1/2011

To: Members and Observers of the IHO Southern Africa and Islands Hydrographic Commission (SAIHC)

Subject: **8th SAIHC Conference, Walvis Bay, Namibia, 06 – 07 September 2011**

Dear Sir or Madam,

The logistic and domestic arrangements of the 8th SAIHC Conference have been finalised and the information document and registration form are enclosed. All delegates are kindly requested to complete the enclosed Registration Form and return it before **10 August 2011**. A provisional agenda for the 8th SAIHC Conference is attached at Annex A. You are requested to review this draft and to provide your comments / suggestions for changes.

The final minutes of the 7th SAIHC Conference is available from the IHO website (www.iho.int) Hyd Commissions > SAIHC). They included a number of actions, the status of which is provided at Annex B.

Yours sincerely

Chairman Southern Africa & Islands Hydrographic Commission (SAIHC)

Enclosures: Annex A – Draft Agenda
Annex B – Status of Actions resulting from the 7th SAIHC Meeting
Annex C – Logistic Information
Annex D – Registration Form

DRAFT AGENDA

8TH IHO-SAIHC Conference
WALVIS BAY, NAMIBIA: 6 – 7 SEPTEMBER 2011

1. **Opening and Administrative Arrangements**
Docs: SAIHC8-1A *List of Documents*
SAIHC8-1B *List of Participants*
2. **Approval of Agenda**
Docs: SAIHC8-2A *Agenda*
3. **Matters arising from Minutes of 7th SAIHC Conference**
Docs: SAIHC8-3A *Minutes of SAIHC7*
SAIHC8-3B *Status / Review of Actions List*
4. **Feedback from other IHO bodies affecting SAIHC**
 - 4.1 IRCC
 - 4.2: CBSC
5. **SAIHC Activities in the light of the IHO Work Program**
 - 5.1 INT chart scheme for Region H and NAVAREA VII Self Assessment: Progress made since last meeting; actual Charting Status; ENC production status; new requirements and modifications proposed to the scheme.
Docs: SAIHC8-5.1A *S-11 Region H (Presentation)*
SAIHC8-5.1B *NAVAREA VII Self Assessment (Presentation)*
SAIHC8-5.1C *ENC Production Status (Presentation)*
 - 5.2 Bilateral and Regional Cooperation Agreements, Projects and Regional Capacity Building Management Plan. CBSC Technical Visits and Regional Projects
Docs: SAIHC8-5.2A *SAIHC Capacity Building Management Plan*
SAIHC8-5.2B *IHO CBSC: Approvals of Candidate Bids from SAIHC*
SAIHC8-5.2C *Generic Bi-lateral Agreement for Provision of Hydrographic Services*
 - 5.3 Presentation of National Reports: Hydrographic surveying, nautical charting, nautical publications and information status.
Docs: SAIHC8-5.3A *National Report: France*
SAIHC8-5.3B *National Report: South Africa*
SAIHC8-5.3C *National Report: Portugal*
SAIHC8-5.3D *National Report: Mauritius*
SAIHC8-5.3E *National Report: Kenya*
SAIHC8-5.3F *National Report: Mozambique*
SAIHC8-5.3G *National Report: Malawi*
SAIHC8-5.3H *National Report: Norway*
SAIHC8-5.3I *National Report: Seychelles*
SAIHC8-5.3J *National Report: Namibia*
SAIHC8-5.3K *National Report: United Kingdom*
SAIHC8-5.3L *National Report: Angola*

SAIHC8-5.3M National Report: Tanzania
SAIHC8-5.3N National Report: Madagascar
SAIHC8-5.3O National Report: Comoros

5.4 Hydrographic Survey status (C-55)
Doc: SAIHC8-5.4 C-55 INT Region H

5.5 Procedures in response to Marine Disasters

6. Marine / Hydrographic Spatial Data Infrastructures (SDI)

7. Feedback on Marine Highway Project

8. Statutes of SAIHC

Doc: SAIHC8-8A SAIHC Statutes Rev 4

9. Election of chairman and vice-chairman

10. Any other Business

Proposal to reconvene the Regional Co-Operation Group on Safety of Navigation and Marine Environmental Protection (SAGNEP)

11. Date and venue of next Conference

12. Closure

7th SAIHC CONFERENCE ACTION ITEMS

Serial No	Subject	Action	Status
1	It was agreed that the following items will remain as Standing Agenda Items: a. Hydrographic Survey and Charting Status (C-55). b. Procedures in response to Marine Disasters c. Marine / Hydrographic Spatial Data Infrastructures (SDI). d. The Marine Highway Project.	Chairman	On-going
2	IALA to be invited to all future SAIHC Conferences.	Chairman	
3	SA and Mozambique to investigate the progress of the ratification of the Protocol of Amendments to the IHO convention in their respective countries.	SA / Moz	
4	Signing of the statutes by member countries. Letter to be sent by Chair to responsible authorities explaining the importance of signing the statutes.	Chairman	Angola & Madagascar still to sign.
5	SAIHC to highlight issues that require IRCC's attention.	Chairman	Completed
6	INT Chart producing nations to check and update the information in S-11 and provide feedback to the Region H Coordinator (SA).	France, UK, Portugal, SA	Completed
7	Latest surveys carried out by Tanzania in its region to be forwarded to UKHO once appropriate administration procedures have been finalised.	Tanzania	
8	Check with Australia the status of charts for Heard and MacDonal Islands in order to seek clarity on the responsibility for producing chart INT 7746.	UK	
9	ENC producing nations to provide information on ENC coverage in the SAIHC Region as required by IHB.	France	Completed
10	Co-ordination of providing latest Hydrographic data from Mozambique (INAHINA) to UKHO to assist in expediting the production of the ENCs for the region.	UK/Moz	
11	MS and associated members are encouraged to provide Shallow Water Data information for compilation of the World GEBCO Chart.	ALL	
12	Letter of invitation to be sent to SAIHC members to nominate persons utilised in the role to attend MSI workshop to be hosted by Namibia in week starting 12 April 2010.	Chairman	Completed

13	It is planned to host On the Job Training on board a French survey vessel in 2010. France to provide more details when the survey programme has been finalised.	France IOC UNESCO	Completed
14	SAIHC Capacity Building matters to be addressed by a SAIHC Capacity Building Working Group (WG) composed of RSA, France, Norway, UK, Portugal, Mauritius and Mozambique.	SAIHC CBWG	Completed
15	France agreed to complete CB PRO5 for the NHC Chairman Seminar to test the procedure.	France	Completed
16	Countries in the SAIHC region to provide CB inputs by end of February each year in accordance with CB procedures.	ALL	
17	Letter of commitment indicating the extent of training opportunities that IOC (Coast-Map IO Project) can offer.	Chairman / IOC UNESCO	Completed
18	CBSC to be informed of the completed Cartographic Training in Mozambique.	Mozambique	
19	Report to CBSC Chairman of SAIHC support for work programme items for Madagascar (France).	Chairman	Done
20	Malawi to provide RSA with updated Chart Index and chart catalogue.	Malawi	
21	Comoros requires assistance with capacity building and guidance for applying for IHO membership. France undertook to provide Comoros with a French version of IHO-M2.	France	
22	Response to Marine Disasters. All are to ensure that contact details are provided and kept up to date. SAIHC to propose IRCC to produce guidelines on a 'disaster' action plan.	ALL / Chairman	
23	Chairman to represent the RHC at the International Hydrographic Editorial Review Board.	Chairman	Done
24	Angola to provide progress report following the Advisory Visit in 2008.	Angola	
25	SAIHC Statutes: Amendment to Article 4, first sentence of 4(a) to remain. Rest of para to be deleted. Chairman to investigate article 7(b) and rectify.	Chairman	Completed
26	Next SAIHC Conference to be hosted by Angola with Namibia as an alternative. Portugal & Mozambique to liaise with Angola to confirm acceptance and determine a suitable date in Sep 2011.	Angola, Mozambique & Portugal	Reverted to Namibia
27	SAIHC Chairman to invite Chairs of adjacent RHCs to future SAIHC Conferences.	Chairman	

Southern Africa and Islands Hydrographic Commission (SAIHC)
Conference
Walvis Bay, Namibia
6-7 September 2011

Location:

The 8th SAIHC Conference is being held at the Atlantic Hotel and Conference Centre in Walvis Bay, Namibia.



Walvis Bay means “Whale Bay” and is the name of both the port in Namibia and the bay on which it lies. The town is situated in the Kuiseb river delta. The bay is rich in plankton and marine life.

Walvis Bay, with its large bay and sand dunes, is the tourism activity centre of Namibia. Other attractions include the artificial Bird Island, Dune 7 sand dune, salt works and museum.



How to get to the Atlantic Hotel:

A shuttle service has been arranged by the hotel (please ensure that your flight details is correct and provided in the registration form).

The Meeting Venue and Accommodation: Atlantic Hotel

The 8th SAIHC Conference will be held at the conference facilities at the Atlantic Hotel.



The Atlantic Hotel is situated within the centre of Walvis Bay and each room features: en-suite bathroom, mini bar/fridge, tea/coffee making facilities, air-conditioning and satellite tv.

To make your reservation email registration forms:

To: reservations@atlantichotel.com.na
cc: hydrosan@iafrica.com,

The SANHO has negotiated a discounted rate and has made a block booking in the name SAIHC from 4-7 September 2011

Block Booking rates

En-Suite room Single N\$ 600 (**US\$ 87.22***) per person / night.
With partner** additional N\$ 100 .

NOTES:

The special rate includes

- Bed & Breakfast
- Light Lunch***
- Free internet (password obtainable from reception.)

but does NOT include

- Extras such as telephone calls, laundry.

NB: Please be aware that any person choosing not to make use of the recommended hotel will be liable for a conference fee.

*Based on an exchange rate of N\$6.88 to the US Dollar

** Additional fee is for bed and breakfast

*** Only during conference

PLEASE COMPLETE THE ATTACHED WORD DOCUMENT AND RETURN IT TO THE SANHO BEFORE 10 AUGUST 2011

Extra Information and Frequently Asked Questions:

Will I require a VISA?

Depending on your nationality, and the purpose and duration of your visit, you may need a visa to visit Namibia.

(<http://namibia.visahq.com>)

What is the weather like?

Walvis Bay features the very rare mild variation of the arid climate and receives an average of less than 10mm of rain per annum (one of the driest cities in the world.) Walvis Bay seldom gets very hot or very cold with average maximum temperatures ranging from 27° C [82 °F] in summer to 15°C [59 °F]. September doesn't usually get rain and the temperatures can range from 5 - 32°C [42-90 °F].

Will I be understood if I speak English?

The Official Language of Namibia is English and all signs and documents will be in English. Many locals still, however communicate in Afrikaans, German or an ethnic language.

What electricity supply is used in Namibia?

Namibia uses the same supply as South Africa, 220/230 volts AC 50Hz electricity supply. Most plugs have three round pins, 15 amps. Adapters can be purchased at the airport and local supermarkets but may be in short supply. US made adapters may require a transformer.

**What Tax system is used?**

In Namibia all goods and services are subject to 15% VAT (value added Tax) and this is included in all prices given, so the price you see on a price tag is the price you pay. Please don't forget that you can claim your VAT back from the Namibian Government for goods purchased when the total value exceeds N\$250. For details on this process please go to <http://www.namibia-1on1.com/namibia-VATrefund.html>

Do I have to tip?

The standard practice is to tip hospitality industry staff (waiters, bar staff and hotel porters). The standard is 10%.

How intense is the sun's UV?

The UV throughout Namibia is very strong all year round. It is recommended to wear a sunscreen with an SPF of at least 15 or more if you burn easily.

Can I drink the water?

All water in the Namibia is considered safe and potable, however if you prefer bottled water it is readily available from all supermarkets and cafés (small local shop selling similar items to a supermarket.)

THE FOLLOWING WEBSITE MAY BE OF INTEREST TO FIRST TIME VISITORS TO NAMIBIA

<http://www.namibia-1on1.com/namibia-information.html>

The 8th SAIHC Conference Registration Form

IMPORTANT Note: All members must please complete the information requested in this form, and forward it to the SAN Hydrographic Office (SANHO) and the Atlantic Hotel, Walvis Bay by no later than 10 August 2011.

SANHO:

Email: hydrosan@iafrica.com

Phone: +27 (21) 7872403 or + 27(21) 7872408

Fax: +27 (21) 7872233

Atlantic Hotel:

Email: reservations@atlantichotel.com.na

Personal details

First name:

Surname:

Name of partner (if applicable):

Organization:

Nationality:

Accommodation

Arrival date: Departure date:

Room type – En-Suite room Single Y / N

En-Suite room Double Y / N

Smoking / non-smoking Y / N

Travel Information

Your Arrival at Walvis Bay Airport

Your Departure from Walvis Bay Airport

Flight No: Flight No:

Airline: Airline:

Arrival time: Departure time:

Comments or additional information:

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Signature:

Date: