



South West Pacific Hydrographic Commission (SWPHC)

SWPHC Secretariat:
Australian Hydrographic Office
8 Station Street
Wollongong
Australia

Mailing Address:
Locked Bag 8801
Wollongong NSW 2500 Australia
Telephone: 61.2.42236672
Fax: 61.2.42236599
Email: international.relations@hydro.gov.au

File: 2004/2500001
AA779617

SWPHC Circular Letter 5/2014

Technical Workshop on Hydrography and Hydrographic Governance 13th Meeting of the South West Pacific Hydrographic Commission (SWPHC)

Rarotonga, Cook Islands, 23-27 February 2015

To: **See distribution list (Annex A)**

Dear Colleagues,

1. SWPHC CLs 3 and 4 of 2014 distributed in October 2014 informed that the Technical Workshop on Hydrography and Hydrographic Governance and the 13th Meeting of the South West Pacific Hydrographic Commission (SWPHC13) will be held in the Cook Islands on 23-27 February 2015. Further details regarding these are as follows:

Meeting Agenda

A provisional agenda for the SWPHC13 Meeting is attached as **Annex B**. You are requested to review this draft and provide your comments/suggestions or changes/improvements **before 9 January 2015**. A revised agenda will then be prepared.

Please note that the meeting will include an Industry/Stakeholders afternoon (Thursday 26 February 2015) on topics relating to capacity building and emerging technologies. Those wishing to present at this event are requested to notify the SWPHC secretariat at international.relations@hydro.gov.au by 9 January 2015, with your suggested topic.

Workshop Programme

As outlined in SWPHC CL 4 the IHO Capacity Building Work Programme has scheduled a 'Technical Workshop on Hydrography and Hydrographic Governance' for the benefit of countries in the South West Pacific. A draft programme for the Technical Workshop is attached as **Annex C**.

Venue & Hotel Accommodation

I would like to thank our Hosts, The Cook Islands Government, for making arrangements regarding the meeting venue, accommodation and local transportation. Logistics information is attached as **Annex D**.

Registration:

Those attending are requested to complete the Registration Form provided in **Annex E** and send it to the following at their earliest opportunity and **no later than 15 January 2015**:

Mr Jasbir Randhawa (SWPHC Secretariat) – Email: international.relations@hydro.gov.au

Mr Adam Greenland (SWPHC CB Coordinator) – Email: agreenland@linz.govt.nz

National Reports

I would also take this opportunity to request that you forward your National Report, in the standardised structure, at least two weeks prior to the meeting (**by 10 February 2015**). The standard structure for National Reports can be found on the IHO website at the SWPHC link. (http://www.iho.int/mtg_docs/rhc/templates/Struct_NationalReports_Eng.pdf)

2. Finally I look forward to an informative and productive meeting in Rarotonga.

Yours sincerely,



Commodore Brett Brace, RAN
Hydrographer of Australia
Chair, SWPHC

1 December 2014

Annex A – Distribution List
Annex B – SWPHC13 Provisional Agenda
Annex C – Technical Workshop Draft programme
Annex D – SWPHC13 Logistics Information
Annex E – SWPHC13 Registration Form

DISTRIBUTION LIST

SWPHC Members

Australia

Commodore Brett Brace (Chair)
Hydrographer of Australia
Australian Hydrographic Service
international.relations@hydro.gov.au

Mr Jasbir Randhawa (Secretary)
Deputy Director External Relations
Australian Hydrographic Service
international.relations@hydro.gov.au

Mrs Sarah Pike
Manager External Relations
Australian Hydrographic Service
international.relations@hydro.gov.au

Fiji

Lt. Commander Gerard D Rokoua
Fiji Hydrographic Office, Republic of Fiji Navy
hydrographic@connect.com.fj
gerard.rokoua@yahoo.com

Mr Jeke Kelo Tavai
Senior Transport Planning Officer
Ministry of Works, Transport & Public Utilities
Jeke.tavai@govnet.gov.fj

Mr Philip Hill
Manager Port Reg. & Emergency Response
Maritime Safety Authority of Fiji
phill@msaf.com.fj ;

Mr Sunil Kumar
Navigation Safety Officer
Maritime Safety Authority of Fiji
skumar@msaf.com.fj

France

Vice Admiral Bruno Frachon
Director General, SHOM
bruno.frachon@shom.fr

Mr Vincent Lamarre
I/C SHOM Branch in The Pacific
vincent.lamarre@shom.fr ; gop-d@shom.fr

New Zealand

Mr Adam Greenland
National Hydrographer
New Zealand Land Information
agreenland@linz.govt.nz

Mr David Weinstein

New Zealand Aid Programme
David.Weinstein@mfat.govt.nz

Papua New Guinea

Mr Nick Pion
Manager Hydrographic Services
npion@nmsa.gov.pg

Mr Dii Thomas
Manager Navigation Safety Services Dept
dthomas@nmsa.gov.pg

Tonga

Ms Kelela Tonga
Director
Marine & Ports Division
ktonga@infrastructure.gov.to

Mr Ringo K Faoliu
Chief Hydrographic Officer
rfaoliu@gmail.com

Mr Siieli Fifita (Joe)
Marine Officer (Nautical)
Marine & Ports Division
sioelif@infrastructure.gov.to

United Kingdom

Rear Admiral Tom Karsten
UK National Hydrographer
Tom.Karsten@ukho.gov.uk

Mr Tim Sewell
UKHO
Tim.Sewell@ukho.gov.uk

Mr Samuel Harper
International Hydrographic Projects Manager
UKHO
Samuel.Harper@ukho.gov.uk

United States of America

Capt. John Lowell
NGA Hydrographer
John.E.Lowell@nga.mil

Ms Jennifer Bean
NGA
jennifer.l.bean@nga.mil

SWPHC Associate Members

Cook Islands

Mr Ned Howard
Secretary
Ministry of Transport
ned@transport.gov.ck

Mr Mac Mokoroa
Secretary
Ministry of Infrastructure & Planning
Mac.Mokoroa@ici.gov.ck

Mr Stephen L. Simpson
Director of Maritime
Ministry of Transport
Maritime1@transport.gov.ck

Mr Vaipo Mataora
Manager, Hydrography & Ocean Management
Ministry of Infrastructure & Planning
vaipo.mataora@ici.gov.ck

Kiribati

Capt Ruoikabuti Tioon
Director of Marine
ruoi.tioon@gmail.com

Mr Iabeta Boata
Land Management Division
iabetb@gmail.com

Niue

Mr Deve Talagi
Deve.Talagi@mail.gov.nu

Mr Richard Tolana Siataga
Dept. of Justice, Lands & Survey
Richard.Siataga@mail.gov.nu

Palau

Ms Madelsar Ngiraingas
Ministry of Public Infrastructure, Industries &
Commerce
madelsar.ngiraingas@gmail.com

Solomon Islands

Mr Clifford Olisukulu
Solomon Islands Maritime Safety Administration
(SIMSA)
colisukulu@gmail.com

Vanuatu

Toney Tevi
(Head of Maritime and Ocean Affairs) Ministry of
Foreign Affairs & External Trade
ttevi@vanuatu.gov.vu

Martin Sokomanu (Surveyor General) Department
of Lands
msokomanu@vanuatu.gov.vu

SWPHC Observers

IHO

Mr Robert Ward
President IHB
pres@iho.int

Mr Thomas Dehling
Chair CBSC
Thomas.dehling@bsh.de

Captain Alberto P Costa Neves
Secretary CBSC
adcc@iho.int

New Caledonia

Mr Eric Mevelec
Director of Maritime Affairs
Govt. of New Caledonia
eric.mevelec@gouv.nc

Secretariat of the Pacific Community (SPC)

Capt. John Rounds
SPC Shipping Adviser
JohnR@spc.int

Mr Jens Kruger
Manager, Ocean and Coastal Development
SOPAC
jensk@spc.int

Mr Salesh Kumar
Hydrographic Surveyor
SOPAC
saleshk@spc.int

IALA

Mr Stephen Bennett
Programme Manager IALA WWA
stephen.bennett@iala-aism.org

IC-ENC

Mr James Harper
General Manager IC-ENC
james.harper@ic-enc.org

Mr Nick Ligacs
Manager IC-ENC (Australia)
nick.ligacs@defence.gov.au

GEBCO

Mr David Clark
Secretary GEBCO
david.m.clark@noaa.gov

Other Pacific Island Countries/Territories

French Polynesia

Ms Eileen Handerson
Chief Hydrographer
Public Infrastructure, French Polynesian
Government
eileen.handerson@equipement.gov.pf

Mr Jean-Luc GENET
jean-luc.genet@equipement.gov.pf

Nauru

Mr Lesi Olsson
Secretary of Transport
Government of Nauru
lesi.olsson@@nauru.gov.nr

Samoa

Mr Vaaelua M.Nofo Vaaelua
Secretary for Transport / Chief Exec. Officer
Ministry of Works, Transport and Infrastructure
Vaaelua_N@mwti.gov.ws

Capt. Tafaigata Toilolo
Ministry of Works, Transport & Infrastructure
tafai@mwti.gov.ws

Mr Nauma Aisiga
Marine Surveyor
Ministry of Works, Transport & Infrastructure
aisiga@mwti.gov.ws

Tokelau

Mr Asofa Fereti
Director of Transport & Support Services
director_tss@lesamoa.net

Tuvalu

Mr S Malologa
Director, Lands & Survey Department
smalologa@gmail.com

Mr Taasi Pitoi
Director, Ports & Marine Services
taasi.pitoi@gmail.com

Expert Contributors

AAM Pty Ltd (Aus)
Mr Andy Waddington
andy@awaddington.co.uk

Carnival Australia
Mr Mike Drake
mike.drake@carnivalaustralia.com

CEE Hydro Systems
Mr Dave Garforth
dq@ceehydro.com

Discovery Marine
Mr Kevin Smith
kevin@dmlsurveys.co.nz

Fugro LADS
Mr Hugh Parker
h.parker@fugro.com

IIC Technologies
Mr Ronald Furness
ronald.furness@iictechnologies.com

Jeppesen
Ms Celine Roux
celine.roux@jeppesen.com

JMM Consultancy
Mr John Maschke
maschkejw@gmail.com

Kongsberg Maritime
Mr Geir Flugeim Skogen
geir.flugeim.skogen@kongsberg.com

L-3 Oceania
Mr Robert Cario
robert.cario@L-3Com.com

Marico Marine NZ
Mr John Riding
john.riding@marico.co.nz

TeamServ
Mr Tim Thornton
tim.thornton@teamsurv.com

**13th South West Pacific Hydrographic Commission Meeting
25th – 27th February 2015
Rarotonga, Cook Islands**

Draft Agenda
(1 December 2014)

1. Opening
 - 1.1 Opening Remarks by Hosts
 - 1.2 Opening Remarks by the Chairman
 - 1.3 Opening Remarks by the President of the IHB
 - 1.4 Address by Chief Guest
 - 1.5 Agenda and Timetable approval
 - 1.6 List of Documents
 - 1.7 Administrative Arrangements

2. 12th SWPHC Minutes approval

3. 12th SWPHC Actions List review

4. IHO / IHB Matters
 - 4.1 IHB Report
 - 4.2 SWPHC report to IRCC6 (Inter Regional Coordination Committee)
 - 4.3 IRCC6 Report
 - 4.4 WEND-WG Report (Worldwide ENC Database – Working Group)
 - 4.5 HSSC6 Report (Hydrographic Services and Standards Committee)
 - 4.6 Marine Spatial Data Infrastructure (MSDI)
 - 4.7 IHO Year Book P-5
 - 4.8 Status of Hydrographic Surveying and Nautical Charting Worldwide (C-55)
 - 4.9 International Hydrographic Review Editorial Board

5. Statutes
 - 5.1 Review SWPHC Statutes

6. National Reports

7. SWPHC Working Groups
 - 7.1 SWPHC ICCWG (SWPHC International Charting Coordination Working Group)
 - 7.2 Capacity Building
 - 7.2.1 Update on Capacity Building activities and submission since the last SWPHC meeting
 - 7.2.2 Update on the 5 year Capacity Building plan

8. Relevant International/Regional Organizations' Reports
 - 8.1 SPC (Secretariat of Pacific Community)
 - 8.2 GEBCO
 - 8.3 IALA (International Association of Lighthouse Authorities)
 - 8.4 IMO (International Maritime Organisation)

9. Hydrographic Risk Assessments

10. Donor Funding
 - World Bank, NZ Aid, AusAID, ADB, etc

11. Any Other Business

12. SWPHC report to IRCC 7

13. Date and Venue of the next meeting

14. Election of Chair and Vice Chair

15. Approval of the Action List

16. Closing Remarks from the Chair

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Draft program for 2 Day technical workshop on
Hydrography and Hydrographic Governance

Raratonga, Cook Islands 23-24 February 2015

Session/Day	TOPIC	Suggested trainer
Day 1: Introduction to Hydrography & Hydrographic Governance		
am	What is hydrography	LINZ
	Economic benefits of hydrography	
	International obligations to provide hydrographic services- legal framework	
	Overview of MSI requirements (UKHO)	
	Overview of IHO, IMO, IALA	
	Hydrographic governance	
Day 1: Hydrography in the region		
pm	Current status of hydrographic services within the region -use table of SWP nations and the current status of their hydrographic capability as a basis for breakout discussions	LINZ
	Regional coordination and cooperation (LINZ/SPC/UKHO)	
	Building hydrographic capability in the region	
Day 2: Meeting national Hydrographic obligations		
am	National Legislation & institutional frameworks <ul style="list-style-type: none"> - Overview of legislation requirements - Government institutional frameworks for maritime safety - Group & breakout discussions 	SPC
Day 2: SDI and Data for nautical charting		
pm	Spatial Data Infrastructure <ul style="list-style-type: none"> - Data discovery - Data release to Primary Charting Authority - Agreements/licensing 	SPC
	Introduction to seabed mapping techniques	UKHO
	Wrap-up <ul style="list-style-type: none"> - Review of topics covered - Review of actions & next steps 	LINZ/SPC/UKHO

**Technical Workshop on Hydrography and Hydrographic Governance
&
13th Meeting of the South West Pacific Hydrographic Commission (SWPHC)
Rarotonga, Cook Islands, 23-27 February 2015**

Logistics Information

The Government of Cook Islands has kindly arranged the following:

1. Venue

The Workshop and Meeting will be held at the **Edgewater Resort and Spa, Rarotonga, Cook Islands.**
(website: <http://www.edgewater.co.ck>).
Morning & Afternoon Teas and Lunch for participants will be provided - courtesy of the meeting host
(Ministry of Infrastructure, Cook Islands).

2. Accommodation

A special rate for accommodation at the hotel (Edgewater Resort and Spa, Rarotonga) has been negotiated as follows:

GARDEN	NZ\$ 145
GARDEN SUPERIOR	NZ\$ 155
LAGOON VIEW	NZ\$ 185
BFRONT DLX	NZ\$ 225

Rates are nett, non commissionable and inclusive of government taxes.
Based on single occupancy.
Inclusive of daily tropical breakfast.

CHECK IN & CHECK OUT TIME :

Normal check in time is 12noon

NZ48 arrivals must book from the previous night to enable them to check into room upon arrival at the hotel.

Early check in from 6am – 11am = 50% of room rate applies.

Check out time is 10am.

Those checking out after 10am – 6pm = 50% of room rate applies.

After 6pm onwards is full night charge.

Please note that you* are requested to make your own hotel (accommodation) reservation. To receive the above negotiated special rate you are required to quote the group code “SWPHCM” when making the booking. If you require further information on the accommodation please directly contact Maeva Henry on email: res1@edgewater.co.ck .

(* Note: Participants attending the SWPHC ‘2 Day Technical Workshop on Hydrography and Hydrographic Governance’ will be funded under the IHO Capacity Building Programme (as detailed in SWPHC Circular Letter 4/2014) and are **NOT** required to make any hotel reservation. This will be done directly by the IHB / Australian Hydrographic Service.)

3. Local Transportation

Transportation of participants from and to the airport will be provided by The Government of Cook Islands. Participants have to provide their arrival/departure times in order to make use of this service.
