



IHO File No S1/6200/C-8

COUNCIL CIRCULAR LETTER
01/2024
5 April 2024

ANNOUNCEMENT OF THE 8th MEETING OF THE IHO COUNCIL AND PROVISIONAL AGENDA

References:

- A. Summary Report of the 7th Meeting of the IHO Council.
- B. Rules of Procedure of the IHO Council.

Dear Hydrographer,

1. As reported in Reference A (Decision C7/45), the 8th Meeting of the IHO Council (C-8) will be held at the IHO Secretariat in Monaco from Tuesday 15 to Thursday 17 October 2024 as a face-to-face event with passive livestreaming arrangements on request.

Participation of Member States

2. Member States occupying a seat on the Council in accordance with the composition approved by Decision A3/32 of the third Session of the Assembly (A-3) should be represented preferably by the Head of the Hydrographic Office (See Reference B, Rule 5 and *iho.int* > *About IHO* > *Council* > *Basic Documents* > *Membership List 2023-2026*).

3. Member States that are not Members of the Council may participate in the meeting but shall not be entitled to vote (See Article VI of the IHO Convention).

4. Based on experience from previous Council meetings, it was decided that no observer from the categories listed in Article 4 of the General Regulations of the IHO should be invited to this meeting of the Council. However, an invitation to subject matter experts and/or keynote speakers might be considered at a later stage if it is deemed appropriate to support specific agenda items.

5. C-8 will take place in the conference room at the IHO Secretariat in Monaco. This venue has a maximum capacity of 70 delegates under normal health conditions.

6. Members of the Council are invited to limit their delegations to two people, and observers and other participants are invited to limit their delegations to one person. These limitations do not include the Chairs of subsidiary organs requested to report to the Council or those having specific duties (rapporteurs, interpreters if any).

7. In accordance with Decision C1/51, delegations wishing to arrange bilateral or regional meetings prior to or after the Council meeting are reminded to inform the Secretariat (info@iho.int) and confirm their meeting room¹ reservations and requirements at their earliest convenience. Planning will be made on a *first come first served* basis.

¹ Two meeting rooms are available, with limited capacity.

Provisional Agenda and Submission of Proposals

8. As required by Rule 3 of the Rules of Procedure of the IHO Council, this letter of announcement includes a provisional agenda enclosed as Annex A.

9. Member States are invited to submit any proposal they wish to discuss at C-8, together with relevant supporting documentation. In accordance with Rule 7 of the Rules of Procedure of the IHO Council, proposals shall be submitted “*at least three months before the opening day of the meeting*”. Accordingly, Member States and the Chairs of the Hydrographic Services and Standards Committee (HSSC) and the Inter-Regional Coordination Committee (IRCC) are requested to submit any proposals to the Secretariat at *cl-ic@iho.int* as soon as possible after their respective meetings (See Reference A, Action C7/19), and **no later than 15 July 2024**.

10. In accordance with Rule 7 of the Rules of Procedure of the IHO Council, a revised provisional agenda with supporting documents and a timetable will be provided to Member States “*at least two months before the opening day of the meeting*” (**15 August 2024**).

Logistics Information and Registration

11. General logistics information will be made available on the C-8 webpage of the IHO website in June. Member States requiring invitation letters that may support visa requests are kindly invited to send their requests to the IHO Secretariat **as soon as possible**, noting that hotel reservations and visa requests remain the responsibility of each participant.

12. Member States are invited to register via the IHO on-line registration system: *iho.int* > *Events&News* > [Online Registration](#), as soon as possible, and **no later than 15 September 2024**.

Provisional Programme – Social Events

13. The C-8 meeting is planned to start on Tuesday 15 October at 09:00 and end on Thursday 17 October at 12:00.

14. The Chartroom at the IHO Secretariat will be available on Monday 14 October, from 16:00 to 18:00 for an informal, voluntary gathering of C-8 participants to brainstorm and talk through the upcoming week, if so desired.

15. A reception is planned to be held at the IHO Secretariat, on Tuesday 15 October, from 18:00 to 20:00.

Yours sincerely,



Mathias JONAS
Secretary-General

Distribution:

- Council Chair/Vice-Chair, IHO Council Members, IHO Member States
- IHO Committees (Chair/Sec.): HSSC, IRCC, RENCs (IC-ENC, PRIMAR, EA-RECC)

Annex:

- A. Provisional Agenda

8th MEETING OF THE IHO COUNCIL
IHO Secretariat, Monaco, 15 – 17 October 2024

PROVISIONAL AGENDA

- References:** A. Rule 8 of the Rules of Procedure of the Council.
B. IHO Resolution 12/2002 as amended – *Planning Cycle*.

1. OPENING

- 1.1 Secretary-General Opening Remarks.
- 1.2 Adoption of the Agenda and Timetable
- 1.3 *Left blank intentionally.*
- 1.4 Chair's Opening Remarks.
- 1.5 Administrative Arrangements.

2. ITEMS REQUESTED BY THE 3rd IHO ASSEMBLY

- 2.1 Status Report on the Implementation of the List of Assembly Decisions affecting the Council.
- 2.2 Reference: Cumulative List of A-3 Decisions affecting the Council (Decisions A3/05, A3/08 (a) to (e), A3/13, A3/14, A3/15, A3/20 (c), A3/21, A3/28 (c)).

3. ITEMS REQUESTED BY THE IHO COUNCIL

- 3.1 Review of the Status of Decisions and Actions from C-7.

4. ITEMS REQUESTED BY SUBSIDIARY ORGANS

- 4.1 Report and proposals from HSSC.
- 4.2 Report and proposals from IRCC.
- 4.3 Update on the S-100 Roadmap.
- 4.4 Update on the establishment of the S-100 Infrastructure Centre.
- 4.5 Update on the development of S-130.
- 4.6 Update on the activities of the IHO Fund Generation Project Team.

5. ANNUAL WORK PROGRAMME AND BUDGET

- 5.1 Review of the Current Financial Status of the IHO.
- 5.2 Proposed IHO Work Programme for 2025 (inc. update on Programme 1)
 - 5.2.1 Update on the Empowering Women in Hydrography Project.

- 5.2.2 Update on contributions to the UN Ocean Decade.
- 5.2.3 Update on activities to acquire new IHO Member States.
- 5.2.4 Proposed theme for theme of the World Hydrography Day 2025.
- 5.3 Proposed IHO Budget for 2025.

6. IHO STRATEGIC PLAN REVIEW

- 6.1 Implementation of the IHO Work programme and other affected IHO instruments resulting from the Strategic Plan 2021-2026 and Decisions A3/08 (a) to (d).
- 6.2 Report and recommendations from the Correspondence Group for the preparatory process of IHO Strategic Plan 2027-2032, way forward and timelines.
- 6.3 Initial discussion on the revision of the IHO Strategic Plan based on inputs from subordinate bodies (HSSC, IRCC), Member States and IHO Secretariat.

7. OTHER ITEMS PROPOSED BY A MEMBER STATE OR BY THE SECRETARY-GENERAL

- 7.1 Report on inclusive participation in IHO meetings and proposed Resolution.
- 7.2 S-100 National Strategies (Action C7/07 refers).
- 7.3 Update on the development of the IHO Portal.

8. NEXT MEETING

- 8.1 Dates and venue for the 9th meeting of the IHO Council (14 to 16 October 2025, Monaco) (*dates to be confirmed*).

9. ANY OTHER BUSINESS

- 9.1 ...

10. REVIEW OF ACTIONS AND DECISIONS OF THE MEETING

11. CLOSURE OF THE MEETING