

**RULES FOR THE DESIGNATION OF SOUTH WEST PACIFIC HYDROGRAPHIC COMMISSION  
(SWPHC) REPRESENTATIVES TO THE IHO COUNCIL**

The State(s) selected to occupy the Seat(s) on the IHO Council allocated to the SWPHC (i.e. SWPHC Selected MS) shall be determined in compliance with IHO General Regulations Articles 2 and 16.

**Role and authority of the SWPHC Selected MS on the IHO Council**

1. The SWPHC Selected MS shall occupy their seat on the IHO Council throughout the inter-sessional period between Assemblies.
2. In carrying out their role as the SWPHC Selected MS, Representatives should take into account any relevant decisions, policies or directives established by the SWPHC and ensure that these are considered appropriately by the IHO Council.

**Responsibilities of the SWPHC selected MS on the IHO Council**

3. The SWPHC Selected MS on the IHO Council should represent the interests of the South-West Pacific region as a primary consideration.
4. If the potential SWPHC Selected MS do not have the necessary delegation or authority they must secure the appropriate approval from their Minister or the Head of the relevant government department prior to nomination for selection for the IHO Council.
5. All expenses associated with participation of SWPHC Representatives on the IHO Council must be met by their respective States in accordance with IHO General Regulations Article 3.
6. The SWPHC Selected MS must be able to allocate appropriate resources to effectively execute their role. The ability to adequately resource representation for a three-year appointment must be a primary consideration for Member States when determining whether they should nominate for selection.

**Selection Procedure (see also flowchart Appendix 1)**

7. Three months before an ordinary session of the Assembly, the IHO Secretary-General shall inform the Chair of the SWPHC of:
  - a. the number of IHO Council seats allocated to the SWPHC; and
  - b. IHO Member States that are eligible for selection by the SWPHC (Eligible MS).
8. If the number of Eligible MS is equal to the number of seats allocated to the SWPHC by the Secretary-General under the terms of Clause 7 above, then the Eligible MS will be automatically designated as the SWPHC representatives on the IHO Council.
9. If the number of Eligible MS is greater than the number of seats allocated to the SWPHC by the IHO Secretary-General under the terms of Clause 7 above, then:
  - a. the Chair of the SWPHC will invite Eligible MS to indicate if they wish to be

considered as Candidates for selection.

- b. if the number of Candidates is greater than the number of seats assigned to the SWPHC, a vote will take place at a Conference of the SWPHC, or by correspondence to the Chair and Vice-Chair of SWPHC if no SWPHC Conference is scheduled in the three months prior to an Assembly.
10. A valid voting process will be conducted in the following manner:
  - a. at least two thirds of all SWPHC MS must participate in voting or have voted via correspondence in the allocated time;
  - b. voting will, as far as possible, be via a secret ballot;
  - c. each SWPHC MS must select one Candidate from the list of Candidates; and
  - d. the votes will be counted by the Chair and the Vice-Chair of the SWPHC and the SWPHC MS with the greatest number of votes will be designated as the SWPHC Selected MS on the IHO Council.
11. If an initial voting process conducted in accordance with Clause 10 results in a draw, all SWPHC MS will be required to cast a secondary vote. The process for secondary voting will be as follows:
  - a. The only Candidates eligible for selection in the secondary vote will be those who drew in the primary vote.
  - b. The Candidate with the greatest number of votes in the secondary voting will be designated as the SWPHC Selected MS.
  - c. If the secondary vote results in a draw, the Chair of the SWPHC (or the Vice-Chair in circumstances where the Chair is one of the candidates in the secondary draw) will cast the deciding vote.
  - d. The Chair (or Vice-Chair) of the SWPHC, when casting a deciding vote is to give consideration to the following factors:
    - i. whether the candidate has previously been a Representative on the IHO Council, in any capacity;
    - ii. if the candidate has previously been a Representative on the IHO Council, how much time has elapsed since they occupied this position; and
    - iii. which candidate will provide the most effective representation for the interests of the SWPHC Commission;
12. If more than one seat is allocated to the SWPHC, the voting process detailed at Clauses 10 and 11 will be conducted for each subsequent seat. Selected MS in the preceding votes will be removed from the list of candidates.
13. If the voting process is in contravention of Clause 10, it will be deemed to be invalid.
  - a. In the case of an invalid voting process, the SWPHC Selected MS on the IHO Council will be designated by the SWPHC Chair (or Vice-Chair if appropriate) giving consideration to the factors in 11(d).

**Designation of SWPHC Representatives to the IHO Council**

14. IHO Member States selected as SWPHC Representatives on the IHO Council would normally be represented by the head of the IHO Member States' agency responsible for hydrography, typically the national hydrographer. Each IHO Member State shall inform the Chair of the SWPHC and the Secretary-General of the IHO of the name and contact details of its official representative. An alternative representative from the same IHO Member State may also be designated, either permanently or temporarily.

15. SWPHC Selected MS on the IHO Council must inform the SWPHC Chair of any changes in representation, whether permanent or temporary, as soon as practicable.

16. SWPHC Selected MS on the IHO Council must inform the SWPHC Chair if there is any impediment, whether permanent or temporary, to the execution of their responsibilities at any time during their tenure.

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