**INTERSESSIONAL MEETING OF THE IHO CAPACITY BUILDING SUB-COMMITTEE**

**IHO-CBSC19Int**

**VTC, 25-26 February 2021**

**REPORT**

**1. Opening Remarks**

*Docs: CBSC19I-01A List of Documents (Chair)*

*CBSC19I-01B List of Participants (Chair)*

*CBSC19I-01C Agenda and Timetable (Chair)*

The Intersessional meeting of the IHO Capacity Building Sub-Committee (CBSC) due to the COVID-19 pandemic was conducted by VTC on 25 and 26 of February 2021. The meeting was chaired by Mr Evert Flier, Chair of the CBSC who opened the meeting and welcomed the participants and thanked for the effort required to some of them due to the different time zones. He mentioned the new CBSC members that participate for the first time. An especial reference was made to the Technical Visit to Togo that was made by Mr Henri Dolou, in last November, despite of the various difficulties and travel restrictions. One of the main reasons for this Intersessional meeting is the approval of the new IHO Strategic Plan and the need to verify if the CB Strategy needs to be adjusted, evaluate the present situation and adapt the CB Strategy, if necessary.

IHO Director Luigi Sinapi remarked the objectives of this Intersessional Meeting and the importance of a new Strategy. He also enhanced the S-100 Strategy available on the Council web site and expressed that there are other important items to prepare for the next CBSC19 Meeting that is not known yet if it will be a face-to-face or a VTC Meeting.

The Chair invited the participants to comment on the agenda and timetable proposed for this meeting and the agenda was subsequently adopted.

Decision 1: The Agenda of the CBSC19 Intersessional Meeting was approved.

**2. New IHO Strategic Plan, consequences for CBSC. Way forward**

*Doc: CBSC19I-02 IHO Strategic Plan 2021-2026 (Chair)*

The Chair invited the participants to comment on the best way to prepare the future new CB Strategic Plan to be aligned with the new IHO Strategic Plan. The objective should be the preparation of a draft to the future CBSC19, with a plan for its consolidation that will specify also, if the consolidation can be done until the CBSC19 meeting. The Goal is not to came up with a new strategy but with a way how to address this issue. The current strategy is very transparent and allow to attribute funds to a wide range of activities with the prioritization process, but some regions might require some different approaches. In addition, it is also necessary to have SPI's to measure the success of the CB activities better than the actual ones that only measure the level of execution. One good example is the provided by the WWNWS with the study that shows the increase in the Navigational Warnings in some countries that received MSI training courses.

M. Borbash mentioned the Gap analysis in relation with the Revised IHO Strategy Goals and Targets that was done at the SWPHC18 as a good example and recommend to do something similar to align the CB Strategy with the strategic goals.

L. Fieldhouse reinforced the need to align the CB Strategy with the IHO Strategy goals and expressed her opinion about the need to review the CB phases.

T. Dehling enhanced that the CB reflects in the new Strategic Plan how we have to adapt, how we deal with the prioritization of the S-100 and how MSI is faced and also the need to have a Phase 0. He also stressed that the MS expect to have a report to the next IRCC meeting.

L. Fieldhouse proposed to have as methodology the establishment of 3 groups: one to study the changes and the need to adapt; the other to define the goals and how to measure the success; and, a third one to study new ways to write procedure 4, because for some regions is difficult to have funds for training activities.

Chair established a Project Team (PT) for the Strategy to identify if and where the CB Strategic Plan needs to be adapted. The PT will be Chaired by Mr Matt Borbash and Vice-Chaired by Ms Lucy Fieldhouse. The following members also expressed their availability to be part of the PT: Mr Helber Carvalho; Mr Thomas Dehling; Mr Peter Hak; Mr Evert Flier; Mr Leonel Manteigas; Mr Douglas Brunt (secretary).

T. Dehling mentioned that the current strategy stills very valid and is not necessary to change everything just concentrate on the New IHO Strategy and how the CB Strategic Plan needs to be adapted.

The Chair enhanced that the current CB Strategic Plan still in force.

Decision 2: To establish a Project Team, with Mr. Matthew Borbash as Chair and Ms. Lucy Fieldhouse as Vice-Chair, to prepare the new CB Strategic Plan.

**3. CBWP2021 Update - Outcomes of the ROK-IHO PMB Meeting**

*Docs: CBSC19I-03 2021 CBWP Updated (Secretary)*

*CBSC19I-03a CBSM User's Manual (KHOA)*

*CBSC19I-03b Proposal of Update to the CBWP2021 (**Secretary)*

The Secretary introduced the outcomes of the PMB11 mentioning that ROK maintained the level of the contribution to the IHO CBWP and thanked ROK for the important support. In addition to the earmarked projects, ROK provided a fund of 40,000 euros for non-earmarked projects and the Secretary proposed the attribution to the activities of the CBWP2021, by the order of the respective score obtained in the CBMP2021. The proposal to support more five activities is described in document *CBSC19I-03b Proposal of Update to the CBWP2021*. In the proposal, since the third project by priority requires more than the available amount it was proposed that until the remaining amount is not enough to fund any other project, to distribute it by the following projects.

The proposal was accepted and as a result the 2021CBWP activities P-21; P-26; P-23; P-25 and A-08 were funded.

P. You expressed the willing of ROK to support the CB activities and also mentioned that the CB Management System is in a stage that could be used by the CB Coordinators and provided a presentation on its use.

The Chair thanked for the contribution from ROK, for the effort in developing the CB Management System and for the update on his stage on the use.

Decision 3: Recognize the important contribution from ROK to the CBWP.

Decision 4: Approve the contribution of the additional funds provided by ROK to the 2021CBWP activities P-21; P-26; P-23; P-25 and A-08.

**4.** **CBWP2021 Update - Contributes from the RHCs Coordinators**

*Docs: CBSC19-04e EAHC Update*

*CBSC19-04g MACHC, NIOHC and SAIHC Update*

The Chair invited RHC Members and CB Coordinators to provide an update information regarding the CBWP2021.

The Secretary mentioned that will be important to receive information regarding the eventual cancelation of any project in especially the funded one's.

All the CB Coordinators intervened expressing a general intention to maintain the CBWP2021 funded activities, with a common strategy to increase the possibility of execute those activities, postponing some to the end of the year or pass them to the next year.

**6.** **CBWP 2022 Submissions**

The Secretary updated the meeting informing that the IHO CL with the deadline to present proposals to the CBWP2022 will be issued soon and the CB Coordinators should prepare the respective submissions. It was also enhanced that the fund is very limited, so is necessary to be moderate in the projects and in the amounts required.

It was proposed to the meeting that only the CBWP2021 funded activities could pass to the 2022 CBWP since, this is the only way that the non funded projects could be considered in the prioritization process. So, the non funded activities should be cancelled from the previous CBWP and if the need remains, should be re-submited to be scored and prioritized with the new submissions. This proposal was approved.

Director Sinapi stressed that it is probably we could expect that some activities funded might not be executed in 2021.

The Chair mentioned that the funded activities that are not executed will be moved to the CBWP 2022 and asked the CB coordinators to evaluate carefully the really need of move some of those activities.

G. Pimpollo proposed to attribute the funds of the cancelled activities to the IHO e-learning center and then in 2023 do the face-to-face courses.

The Chair expressed that is necessary to discuss the evaluation of moving the activities or attribute those funds to others.

T. Dehling stated that is important to re-thing how to deal with these activities and propose to also consider the priorities to the 2023 and consider if some could be executed by e-learning based on the respective CB coordinator's opinion.

The Chair stressed the need to have a decision on reprioritize some of the activities or not.

P. You thanked the comments to consider the attribution of some funds to the E-learning center since some activities could be executed by E-learning or by B-learning. He also enhanced that some regions could develop some contents and share them using the IHO E-learning center.

The Chair expressed that it is necessary to evaluate if some activities could be adapted to e-learning.

L. Fieldhouse stated the support to move some activities to E-learning but raise the issue that some might not and some may need an hybrid solution.

Decision 5: Only the 2021CBWP funded activities will be moved to the 2022CBWP, the non-funded activities should be cancelled from the previous CBWPs and should be resubmitted.

Decision 6: The CB Coordinators should evaluate the need to move the funded 2021CBWP activities and consider if some activities could be cancelled (if the need is superseded) or adapted to be delivered using E-learning or Blended Learning methodology.

**7.** **C-55 Status and Way Forward**

The Chair introduced this point of the agenda mentioning that the Project Team C-55 did not progress on the topic since is expecting some contributes from the development of the S-100 products so, he suggest to put this PT in a hold situation.

The proposal was approved.

Decision 7: The C55 PT is put on hold, as further work is dependent on the development of the S-100 products.

**8.** **IHO E-Learning Center**

*Doc: CBSC19I-08 IHO E-learning Center (CBSC PT E-learning)*

Mr. Peter You on behalf of the Project Team E-learning provided a presentation (document CBSC19I-08) updating on the implementation plan of the IHO E-learning Center. During the presentation he expressed that "**considering the limited E-learning contents within the IHO, Member States** **who have experience in developing and** **providing E-learning contents are invited to actively share the resources and experience to the PT."**

T. Stokes mentioned that South Africa completed some E-learning content and expressed the willingness to share them with the IHO E-learning Center along with the experience with the Moodle.

L. Claudio stated that also the Brazilian Navy uses Moodle and could contribute.

Decision 8: Member States who have experience in developing and providing e-Learning contents should consider actively sharing contents, resources, and experience with the e-Learning PT (aligned with IRCC12 recommendation 16).

**9.** **IHO Empowering Women in Hydrography (EWH) Project**

*Doc: CBSC19I-09 IHO Empowering Women in Hydrography Project (Canada)*

Ms Annie Biron provided a presentation on the status of the IHO EWH Project.

The Chair thanked for the presentation and mentioned that this should be a topic that should not be necessary.

Director Sinapi stated that the IHO is very involved with the project and provide a significant amount of funds to this very important project.

UKHO expressed that fully supports the project and are evaluating how they can participate. Also mentioned that the VTC options allow more women participation in some meetings that normally can't participate and also suggested to be created an IHO women network where the women can share experiences.

Decision 9: - Member States should consider participating in the Empowering Women in Hydrography project (aligned with IRCC12 recommendation 18).

**10.** **UKHO online training courses**

Ms Stacy Walker provided a presentation related with the UKHO online training events on ENCs, S57 and Navigational Safety. She mentioned that the UKHO is willing to share this content with the IHO E-learning Center, explained that the courses are very interactive so it is necessary to have a limit in the attendees and also that the courses require some previous knowledge.

Decision 10: Recognize the important contribution from UKHO to CB with the availability of its virtual online training courses.

**11.** **Any other business**

No other business was presented to the CBSC.

**12.** **Election of CBSC Vice-Chair**

Since the current CBSC Vice-Chair indicated his intention to step down, the Chair informed the CBSC Members on the need to receive candidates to this position. The only candidature received was from Ms. Lucy Fieldhouse that was elected unanimously.

Decision 11: The only candidate to the position of Vice-Chair was Ms Lucy Fieldhouse who was elected unanimously.

**13.** **Closure**

Chair closed the meeting after acknowledging the work of those who contributed to the meeting.