

**18thMeso American & Caribbean Sea Hydrographic**

**Commission Meeting**

**29 November- 2 December 2017**

**Varadero, Cuba.**

**List of Actions**

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| **MACHC 18-1.5**  **Results of action list review at start of 18th MACHC Conference** |

As decided at the 17th MACHC meeting (see minutes Annex A), the action list of the 17th MACHC meeting has been vetted for closed and completed action items so that only the active action items Open and Continuous remain. Below you will find the action list of 17th MACHC reordered in two tables in accordance with their type: Open and Continuous.

In preparation for the 18thMACHC meeting agenda item 1.5, I propose a status update. See the column “Proposed status at the Start of the 18th MACHC”. As part of that status update, I applied the used the classification: Open, Continuous, Completed or Closed.

* *“Open action items. In the column status, I have provided a proposal for this action item. I intend to focus on concrete deliverables, so when deliverables are unclear, or actions are overtaken by events, I propose to close them. Also, when the action items are not within the remit of the Terms of Reference of the MACHC, I propose to close them as a MACHC action.*
* *Continuous action items. In the column status, I vetted these items against standing activities/responsibilities with the MACHC structure. If so, these items do not need to be reviewed any longer and I propose to close them as specific MACHC action items. The remainder, I propose to move to a separate list (as below) for future reference, as they do not have a specific deliverable in time.*
* *Completed or closed action items. These action items do no longer need reviewing, so I propose to stop reporting them on an action list. In the future, they can still be retraced as part of previous conference minutes.”*

The result is shown in tables below.

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| legend |
| White: open item |
| Light grey: continuous action |
| Light Green: completed or closed |

**Table 1: NEW ACTION ITEMS DURING THE 18th MACHC**

| **No** | **Subject mater** | **Action** | **Responsible party** | **Due date** | **Status**  **after 18th MACHC** |
| --- | --- | --- | --- | --- | --- |
| **List of actions 18th MACHC meeting** | | | | | |
| 18.2.3 | IRCC | That the president carries out the corresponding actions to the IRCC which are listed attached to this table. | MACHC Chair | ASAP | **Open.** |
| 18.3.1 | National Reports | Belize will send the report of the state of the hydrographic equipment that was delivered to them within the framework of the project of the Gulf of Honduras to know the possibility of reusing the equipment as spare parts for other countries. | Belize | ASAP | **Open.** |
| 18.6.1 | Capacity Building Work Group | Countries that have received training are invited to send feedback on the impact of hydrographic capabilities. | Member States | ASAP | **Open.** |
| 18.6.2 | Capacity Building Opportunities | Invitation to comment on creation of group work for the "certification of hydrographers" | Member States | ASAP | **Open.** |
| 18.8.1 | MEIP | Task the MEIP Coordinator to investigate potential connections with the UN-GGIM Disaster Response Framework in order to create a GIS environment to support the work of the MACHC Chair in support of the affected coastal States in the region. | MEIP Coordinator | ASAP | **Open.** John Nyberg contacted the UN-GGIM Secretariat regarding the GGIM Working Group on Geospatial Information and Services for Disasters. He was informed that the Working Group is in transition and that it would be best to reach out again next year. |
| 18.10.1 | Response to disasters | Request Coastal States in the region to provide contact details in case of emergencies and instruct on the preparation of the contingency plan in accordance with IHO Resolution 1/2005. | Member States | ASAP | **Open.** |
| 18.10.2 | Response to disasters | Chair to report the discussions on response to disasters to IRCC10. | Chair | Meeting IRCC10 | **Open.** |
| 18.11.3 | Closing activities | Chair to work with the Secretariat to find a suitable solution for the agenda and the duration of the meeting and report to the members by CL. | Chair | ASAP | **Open.** |

**Table 2: OPEN ACTION ITEMS AT START OF 18th MACHC WITH PROPOSED STATUS UPDATED FOR THE 18TH MACHC**

| **No** | **Subject mater** | **Action** | **Responsible party** | **Due date** | **Proposed status at the start of 18th MACHC** |
| --- | --- | --- | --- | --- | --- |
| **List of open actions 17th MACHC meeting** | | | | | |
| 17.2.1.1 | IHO secretariat  (MSI) | Members States to review the MSO status presented in Annex C of the IHO Secretariat report (MACHC17-02.1) and report to the chair of the MACHC any obstacles and challenges that are impeding the establishment of and effective MSI Capacity.  See App 4 to Annex 1 of the Statutes as aid for MSI self-assessment. | Member States | 1 July 2017 | **Open.** See also action 15.6.3.2. |
| 17.5.1 | Risk Assessment. | Suriname to present on their risk-assessment project at MACHC meeting in 2017. | Suriname | 18thMACHC meeting | **Open.** |
| 17.5.2.1 | Risk Assessment | Member states are encouraged to take part actively in a User Support Groupfor the Phd work on “Risk Assessment in Maritime Navigation for the Greater Caribbean Region (GCR)” by Ms. Dawn Seepersad of the UWI. | Member States as coordinated by Chair RA group | ASAP | **Open.** |
| 17.5.2.2 | Risk Assessment | User Support Group is to develop a ‘road map’ on how to effectively support the Phd work on “Risk Assessment in Maritime Navigation for the Greater Caribbean Region (GCR)”. | Member States as coordinated by Chair RA group | ASAP | **Open.** |
| 17.5.2.3 | Risk Assessment | Invite Ms. Dawn Seepersad to provide an update on her Risk Assessment project for the GCR. (see also action 17.5.2.1). | MACHC Chair | 18thMACHC meeting | **Open.** |
| 17.6.4 | DTM | Members States to consider making ENC bathymetric and contour information available for the IBCCA project via GEBCO (DCDB). | Member States | 18thMACHC meeting | **Open.** |
| 17.6.5 | DTM | Members States are encouraged to participate actively in the GEBCO’s Seabed 2030 project by providing bathymetric data to the IHO DCDB to support mapping ocean areas at high resolution and by providing shallow water bathymetric data from ENCs to the IHO DCDB. | Member States | 18thMACHC meeting | **Open.** |
| 17.2.1.2 | IHO secretariat | Member States to review their Nations entry on the provision of Hydrographic services in Annex B of the IHO Secretariat report (MACHC17-02.1) before the next meeting of the Caribbean MoU in February 2017 | Member States | 1 Feb 2017 | **Closed.** Caribbean MOU event has taken place. |
| **List of open actions 16th MACHC meeting** | | | | | |
| 16.1.6 | Statutes | Member States to consider how to provide dual versions in Spanish and English of MACHC documents, for instance as a voluntary service by a Member State. | Member States | 18th MACHC Conference | **Open.** No members volunteered before or during 17th MACHC. |
| 16.2.1.3 | CB | Honduras, Guatemala and/or Belize to give an (annual) feedback at the MACHC Conference on the Gulf of Honduras project. | Honduras, Guatemala,  Belize | 18th MACHC Conference | **Open.** Within the context of the GOH-project hydrographic systems were pro-vided. Currently it is unclear if and where this capability has been used. |
| 15.6.2.1 | National Report | Brazil to share experience and expertise on development of Inland ANC with interested countries in MACHC region. Experience of stakeholders is also appreciated. | Brazil | 18th MACHC meeting | **Closed.**See document MACHC 18-01.5B Status of the Action 15.6.1.2 |
| 16.10.4.1 | FOCAHIMECA | Mexico to make their FOCAHIMECA program available to the CB Coordinator (Chair and Vice Chair) with the aim to harmonies time schedules and/or CB-activities between programs. | Mexico | As required for the 2017 MACHC CB plan | **Open.** CBC has limited insight, coordination is still ad hoc. |
| **List of open actions 15th MACHC meeting** | | | | | |
| 15.5.1.2 | IHO | Haiti will send the Instrument of Accession to the IHO. | Haiti | As soon as possible | **Open**, not deposited yet. Expect after elections in 2017. |
| 15.6.2.3 | National report | Technical visit to Haiti postponed to 2016 because of busy political agenda in Haiti.  NB: further postponed by the passage of Hurricane Matthew | IHO Secretariat, CB Coordinator, NOAA and IALA | TBD | **Complete:** this action was complete in June 2017 |
| 15.6.2.6 | National report | ESRI will try to make its data available to Haiti. | ESRI | 18th MACHC meeting. | **Open**. ESRI not present at 17th MACHC meeting |
| 15.6.3.4 | MSI | Invite the Caribbean Disaster Emergency Management Agency(CDEMA) to attend the MACHC meetings | Chair MACHC | 18th MACHC meeting. | **Open**, contact established. No attendance at 17th MACHC. Still pending for the 18th MACHC.6 |
| 15.8.1.3. | OECS | OECS to work together with the MACHC to develop common areas of collaboration (e.g. donor ship for MACHC projects). | OECS | 18th MACHC meeting. | **Open**, awaits initiating activity. |
| **List of open actions 14th MACHC meeting** | | | | | |
| 14.1.5 | 5 | MSs to support the new WEND guidelines and the definition of a cartographic boundary that will be circulated by CL. | MS | As per CL to be send | **Closed**, overtaken by events |

**Table 3: CONTINUOUS ACTION ITEMS AT START OF 18th MACHCWITH PROPOSED STATUS UPDATES FOR THE 18TH MACHC**

| **No** | **Subject mater** | **Action** | **Responsible party** | **Due date** | **Proposed status at the start of 18th MACHC** |
| --- | --- | --- | --- | --- | --- |
| **List of continuous actions 17th MACHC meeting** | | | | | |
| 17.2.1.3 | IHO  Secretariat  (MICC) | Members States to update S-11 Part B for INT region B through the INToGIS tool and implement the procedures depicted in IHO CL 64/2015 for reviewing and monitoring of INT charts.  MS to update their INT charts directly into INToGIS of IHO. | Member States as decided and coordinated by MICC |  | **Continuous.** |
| 17.2.1.4 | IHO  Secretariat  (IRRC8/32) | Member States review entries related to IHO C-55, P-5 (yearbook) and ECDIS backup up arrangements (iaw. IHO CL 61/15) and report annually to IHO secretariat, including reports of “no change”.  See Annex 1 of MACHC statutes for structured report formats. | Member States |  | **Continuous**, Rewritten in line with IRRC8 action 32 and IHO secretariat report (MACH 17-02.1). |
| 17.2.2.1 | IRRC 8/6 | Member States and observers are encouraged to attend WWNWS-SC meetings. | Member States |  | **Continuous.** |
| 17.2.2.2 | IRCC 8/7 | Raise awareness of the impact of e-navigation on the provision of MSI in the respective regions and to highlight the use of the Joint Manual on MSI to ensure correct terminology and formats are used in MSI messages. | MACHC Chair |  | **Continuous.** By way of agenda setting. |
| 17.2.2.3 | IRCC 8/8 | Encourage closer engagement of the National MSI Coordinators of Member States with the relevant NAVAREA Coordinator (7b). | MACHC Chair |  | **Continuous.** By way of agenda setting. |
| 17.2.2.4 | IRCC8/31 | Be attentive to opportunities to raise awareness on the role of hydrography and the importance of improving mankind’s knowledge of the seas and oceans in support of the sustainable development goals, disaster risk reduction and the integrity of the oceans. | MACHC Chair in coordination with Member States |  | **Continuous.** |
| 17.7.1.1 | MICC | Encourage MACHC ENC Online participation | MACHC Chair |  | **Continuous.** |
| **List of continuous actions 16th MACHC meeting** | | | | | |
| 16.2.2.5 | CB | Encourage National Hydrographers to invest in English language training to increase the chances of their candidates being selected to Cat A and Cat B training courses delivered in English | Member States and Associate Member States | As required | **Continuous,** no longer extant as IRRC7 action 17. Maintain as MACHC action under CB. |
| 16.2.2.11 | IHO secretariat | MACHC Chair Invites Member States to consider providing representatives of the IHO at the international meetings listed in Annex A to paper IRRC8-08B on “Relations with other International Organizations and IHO Stakeholders” | Member States | Annually at MACH meetings | **Continuous,** list of meetings is updated yearly at IRCC. |
| 16.5.1 | Risk Assessment | Chair, supported by UKHO as chair of the Risk Assessment Group, to organize a follow-on meeting on Risk Assessment during MACHC conferences. With the aim to exchange information, learn and apply. | Chair MACHC, UKHO and Member States | Annually at MACH meetings | **Continuous.** |
| 16.10.4.2 | FOCAHIMECA | If additional funding is sought from CB-funds, Mexico to make bids through the established CB mechanism’s. | Mexico | As required | **Continuous** |
| **List of continuous actions 15th MACHC meeting** | | | | | |
| 15.5.1.4 | UN | Delegates to encourage their Hydrographic Offices and to engage with other counterparts to participate in the Global Geospatial Information Management (UN-GGIM) meetings, in particulate the WG on Maritime Geospatial Information (MGI). | MS | As required | **Continuous,** but unilateral activity |
| 15.5.2.2 | IRCC | Member States are encouraged to act in line with IRRC 7 papers 11B/11E in anticipation of IRRC7 action 67 (revision of C-17 SDI “the Maritime dimension” for national access to bathymetric and related data collected for commercial or scientific purposes) | Member states | As required | **Completed**, IRCC in IHO council have endorsed edition 2.0.0 of revised C-17 |
| 15.5.3 | HSCC | Encouragement of the Spanish speaking countries to participate in the HSSC WG and the HDWG meetings. | MS | As required | **Continuous,** unilateral activity. |
| 15.6.2.2 | National report | States to make full use of sea-riding opportunities to gain experience and share knowledge. | MS | As required | **Continuous,** bilateral activity |
| 15.6.2.7 | National report | Member states are urged to assist Haiti in setting up their hydrographic office and other hydrographic activities. | MS | As required | **Continuous,** bilateral activity. |
| 15.6.3.2 | MSI | Delegates to update their contact information in the NAVAREA IV list. | MS | As required | **Continuous,** unilateral activity. |
| **List of continuous actions 14th MACHC meeting** | | | | | |
| **List of continuous actions 13th MACHC meeting** | | | | | |
| **List of continuous actions 12th MACHC meeting** | | | | | |
| 12.3.6 | ECC | To create the IHO worldwide ENC database, all ENC producers are encouraged to make their ENCs available to the RENCs, even if they are also distributed by different channels. | MACHC ENC producers | As required | **Continuous**, in accordance with. WEND principles. |
| 12.3.8 | ECC | If MACHC Member States are unwilling either to distribute ENCs or to have another country produce for them, the MACHC Chair will inform the Inter- Regional Coordinating Committee (IRCC). The IRCC will take appropriate action with the WEND Working Group, the IHO Secretariat, and IMO. | MACHC Chair as prompted by MICC | As required | **Closed**, is no longer considered as a pressing issue |