



INTERNATIONAL HYDROGRAPHIC ORGANIZATION
MESO AMERICAN & CARIBBEAN SEA HYDROGRAPHIC COMMISSION



**18th Meso American & Caribbean Sea Hydrographic
Commission Meeting
29 November- 2 December 2017
Varadero, Cuba.
List of Actions**

**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 18th MACHC 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.

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 18 th 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.

No	Subject mater	Action	Responsible party	Due date	Status after 18 th MACHC
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 18 th 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	18 th MACHC meeting	Open.

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No	Subject mater	Action	Responsible party	Due date	Proposed status at the start of 18 th MACHC
17.5.2.1	Risk Assessment	Member states are encouraged to take part actively in a User Support Group for 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	18 th MACHC 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	18 th MACHC 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	18 th MACHC 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) <u>before</u> 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 17 th MACHC.

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No	Subject mater	Action	Responsible party	Due date	Proposed status at the start of 18 th 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	18 th MACHC Conference	Open. Within the context of the GOH-project hydrographic systems were provided. 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	18 th 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	18 th MACHC meeting.	Open. ESRI not present at 17 th MACHC meeting

No	Subject mater	Action	Responsible party	Due date	Proposed status at the start of 18 th MACHC
15.6.3.4	MSI	Invite the Caribbean Disaster Emergency Management Agency(CDEMA) to attend the MACHC meetings	Chair MACHC	18 th MACHC meeting.	Open , contact established. No attendance at 17 th MACHC. Still pending for the 18 th 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	18 th 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 MACHC WITH PROPOSED STATUS UPDATES FOR THE 18TH MACHC

No	Subject mater	Action	Responsible party	Due date	Proposed status at the start of 18 th 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 INTtoGIS 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 INTtoGIS 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

No	Subject mater	Action	Responsible party	Due date	Proposed status at the start of 18 th MACHC
					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.

No	Subject mater	Action	Responsible party	Due date	Proposed status at the start of 18 th MACHC
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	FOCAHIM ECA	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	HSSC	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.

No	Subject mater	Action	Responsible party	Due date	Proposed status at the start of 18 th MACHC
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

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