



MACHC Letter 09/2017

Date, 10-03-2017

To: See distribution list

Subject: MACHC MSI Course 2017

The 2017 IHO Capacity Building Work Programme allows for the provision of support for the delivery of, and attendance at an MSI training course with the objective of providing practical instruction and guidance to participants who are involved with MSI and the drafting of navigational warnings or the issuance of MSI for the high seas. The training course will be held at Bridgetown, Barbados, from 28 to 30 June 2017. Details of the course are provided in Annex A. Please note that the course is given in English.

The IHO Capacity Building Fund will provide support (bed & breakfast accommodation, course meals and air travel) for **ONE** participant per country. **Please note that no allowances will be paid to participants in respect of any other associated expenses (e.g. evening dinner, insurance, pocket money etc). Nominated trainees should refer to their employing authority should they require such additional allowances.**

If you would like to propose a candidate for the course you are kindly requested to return, electronically*, the accompanying Application Form (Annex B), to Jeff Bryant, (Email address: jeff.bryant@ukho.gov.uk), **no later than 28 April 2017.**

*N.B. It is important that the accompanying application form is completed electronically and returned as an Excel file or on an Excel-compatible format.

In order to facilitate the provision of e-tickets to selected participants, you are strongly encouraged to include with the application form a copy of the applicant's passport and a reliable e-mail address where the ticket can be sent to. Please note that if trainees require a visa in order to attend the course they should apply as soon as they are accepted on the course. If trainees fail to attend due to their own oversights or errors then costs incurred by the IHO on their behalf may be recovered from their employing authority.

Yours sincerely,

Captain RNLN Marc C. J. van der Donck
Director Netherlands Hydrographic Office
Hydrographer of the Royal Netherlands Navy
Chairman, Meso American & Caribbean Sea Hydrographic Commission

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Copy to:

13. Mr Alberto Costa Neves (IHB)

Attachments:

Annex A: Course Outline

Annex B: Digital Application Form (sent separately as an Excel file)

NOTE: To improve efficiency this letter is being sent by e-mail only.