



INTERNATIONAL HYDROGRAPHIC ORGANIZATION  
MESO AMERICAN & CARIBBEAN SEA HYDROGRAPHIC COMMISSION



MACHC Letter 36 / 2009  
15 December 2009

To:  
Directorate of Hydrography and Navigation – Brazil <int.rel@dhn.mar.mil.br>  
Directorate of Hydrography and Navigation – Venezuela <dhnasuntosinterinstitucionales@gmail.com>  
The Netherlands Hydrographic Service <info@hydro.nl>  
United Kingdom Hydrographic Office <internationalrelations.ukho@ukho.gov.uk>

Subject: **Correspondence Group on nautical charts sales / royalties**

Reference: MACHC Letter 34/2009

Dear Colleagues,

1. In continuation on the task “to establish a Correspondence Group (CG) to consider the Venezuela proposal to increase the financial means of the CB by the sales/royalties of the INT paper charts and the corresponding ENC’s”, initiated through MACHC Letter 34/2009, I inform you the following responses received by the Chair:

Hydrographic Services Representatives:

HS	Representatives	e-mail
BR	Capt. Carlos Augusto Medeiros de Albuquerque	<albuquerque@dhn.mar.mil.br>
NE	Mr. Erwin Wormgoor	<e.wormgoor@mindef.nl>
UK	Mr. Jeffrey Bryant	<jeff.bryant@ukho.gov.uk>
VE	RAdm Jesús Gerardo Ortega Hernández LCmdr Henry Arturo de Gouveia Laguna	<johortega@gmail.com> <dhnasuntosinterinstitucionales@gmail.com>

CG Chair candidates / nominations:

HS	Candidates / Nominations
BR	It is not candidate to chair and nominate VE representative.
NE	Nominated VE representative, as the proposal originator, or UK, as CB Coordinator
UK	-
VE	Candidate RAdm Ortega as CG Chair

2. In order to give continuity to the establishment of the CG you are invited:
- To confirm RAdm Ortega as CG Chair and Mr. Jeffrey Bryant as Vice Chair;
  - To consider the draft Terms of Reference (ToR) and Rules of Procedure (RoP) in Annex to be submitted to the final Commission approval.

Responses, including suggestions on the mentioned ToR and RoP, are welcome no latter than Jan 8<sup>th</sup> 2010, to the e-mail < int.rel@mar.mar.mil.br > with copy to <wesley.cavalheiro@yahoo.com>.

Looking forward to hearing from you,



**LUIZ FERNANDO PALMER FONSECA**  
Vice Admiral (Brazil)  
Brazilian Director of Hydrography and Navigation - MACHC Chair

Copy:  
MACHC Member States; IHB;

**NAUTICAL CHARTS REVENUE SALES AS CAPACITY BUILDING FUND****CORRESPONDENCE GROUP (NCSCBFCG)**

## Draft Terms of Reference and Rules of Procedure

**1. Objective**

To consider the Venezuela proposal to increase the financial means of the Capacity Building (CB) by the sales/royalties of the INT paper charts and the corresponding ENCs. Report to the next plenary Conference for decision making and correspond with the chair of IHO CBCS and IRCC as solutions might be of interest to other Regional Hydrographic Commissions.

**3. Procedures**

The CG should:

- a) Work by correspondence, and use group meetings, workshops or symposia only if required.
- b) Consider the existing IHO Resolutions and the IHO Capacity Building Sub Committee (CBSC) Guidelines and Procedures in the work.
- c) Identify any actions that the IHO and/or Regional Hydrographic Commissions (RHCs) might take to contribute positively to the hydrography and cartography capacity building through nautical charts revenue sales and propose which IHO bodies might foster such action.
- d) Propose any procedures and / or resolutions that may be required by IHO and/or RHCs to accomplish the increase IHO Capacity Building Fund by nautical charts revenue sales.
- e) Submit a report and recommendations to the XI<sup>th</sup> MACHC Meeting in 2010.

**4. Composition and Chairmanship**

- a) The CG shall comprise representatives of MACHC Member States, all of whom have expressed their willingness to participate.
- b) The CG membership may comprise Experts Contributors and Observers from any IHO subsidiary organ and RHCs that can provide a relevant and constructive contribution to the work of the CG.
- c) Expert Contributors shall seek approval of membership from the Chairman.
- d) Expert Contributor membership may be withdrawn in the event that a majority of the M/S represented in the WG agrees that an Expert Contributor's continued participation is irrelevant or unconstructive to the work of the WG.
- e) MACHC Member States, Experts Contributors and Observers may indicate their willingness to participate at any time. A membership list shall be maintained and confirmed annually.
- f) The Chair and Vice-Chair shall be a representative of a MACHC Full Member State. MACHC Chair will coordinate the election of both.
- g) If the Chair is unable to carry out the duties of the office, the Vice-Chair shall act as the Chair with the same powers and duties.
- h) Decisions should generally be made by consensus. If votes are required on issues or to endorse proposals presented to the CG, only M/S may cast a vote. Votes shall be on the basis of one vote per M/S represented.
- i) If a secretary is required it should normally be drawn from a member of the CG.