

IHO ISPWG

Presented by: Brazil

**References: a) XVIIth IHC Decision number 12.
b) IHB Circular Letter 52/2007.**

1. PREAMBLE

The XVIIth International Hydrographic Conference took the following decision (Reference **a**):

DECISION No. 12 (PRO 12) - ESTABLISHMENT OF A WORKING GROUP TO REVISE THE IHO STRATEGIC PLAN

The Conference established the *IHO Strategic Plan Working Group (ISPWG)* with the following characteristics:

Terms of Reference

Review the existing IHO Strategic Plan in view of IHO's new Vision, Mission and Objectives.

Prepare a draft of the revised strategic plan.

Present the draft of the Strategic Plan and any related recommendations to the Member States no later than 1 January 2009.

Composition

The Working Group will comprise representatives designated by the Regional Hydrographic Commissions. Individual Member States may be represented if they consider it necessary. The IHB shall be represented in the Working Group.

Chair

Chair: IGA G. Bessero (France)

Vice-Chairs: Capt. De Haan (Netherlands)

Capt. Cavalheiro (Brazil)

Working Method

The Working Group shall encourage maximum participation by addressing most issues by mail, making use of information technology and holding no more than two face-to-face meetings with the full membership.

By Circular Letter 52/2007 (Reference **b**), the IHB summoned the RHC Chairman and all member States to nominate their representatives. The following RHC have not nominated their representatives yet: MACHC, RSHC and SWPHC.

On Aug 06th, 2007, the ISPWG Chairman began the work by e-mail. A Work Plan was proposed and approved by the Group (Annex).

At this moment, the ISPWG is examining the Strategic Plan structure (Task 1110).

2. REQUESTED DECISIONS

This Commission is requested to appoint its representative(s) to the ISPWG.

A close connection with the Chairman and experience in planning and IHO matters is desirable.

Although the MACHC will have its representative, any IHO Member State may take part in the Group. All MACHC Full Members are encouraged to nominate individual representatives. It is desirable that representatives of MACHC Member States work in strict collaboration.

As stated in the Working Method, most of the work will be carried out by electronic mail. At least one or two face-to-face meetings are expected to be held. It is essential that the MACHC representative be present at the face-to-face meeting, which is not for individual representatives.

Communication among representatives and all the Commission may be carried out through the MACHC website, where database files, contact persons and a forum may provide the basic infrastructure for the work to be accomplished.

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Annex

INTERNATIONAL HYDROGRAPHIC ORGANIZATION – ORGANISATION HYDROGRAPHIQUE INTERNATIONALE



IHO STRATEGIC PLAN
WORKING GROUP

ISPWG WP 2 Rev 1
6 August 2007

WORK PLAN

1000 Management

What: manage the working group

Who: Chair Group (CG)

Deliverable: discharging decision 12

Deadline: 31 Oct. 2008

1001 WG Membership

What: establish the membership of the working group

Who: CG and IHB

Deliverable: list of members

Deadline: 31 July 2007

1100 Work Plan

What: establish the work plan

Who: WG

Deliverable: work plan

Deadline:

- draft: 15 Sept 2007

- revision: 31 Oct. 2007

1110 Review Structure

What: elaborate the structure of the revised strategic plan

Who: WG

Deliverable: table of contents

Deadline: 15 October 2007

NB: tasks 1120 to 1210 are based on the structure of the existing strategic plan; they are to be revised after the completion of task 1110.

1120 Review Background

What: revise the background section

Who: WG

Deliverable: revised background section

Deadline: 30 November 2007

1130 Review Definition

What: revise the definition section

Who: WG

Deliverable: revised definition section

Deadline: 30 November 2007

1140 Review Rationale

What: revise the rationale section

Who: WG

Deliverable: revised rationale section

Deadline: 30 November 2007

1150 Review Mission

What: revise the mission section

Who: WG

Deliverable: revised mission section

Deadline: 30 November 2007

1160 Review Objectives

What: revise the objectives section

Who: WG

Deliverable: revised objectives section

Deadline: 30 November 2007

1170 Review Benefits

What: revise the benefits section

Who: WG

Deliverable: revised benefits section

Deadline: 31 December 2007

1180 Review Strategic Issues

What: revise the strategic issues section

Who: WG

Deliverable: revised strategic issues section

Deadline: 28 February 2008

1190 Review Goals

What: revise the goals section

Who: WG

Deliverable: revised goals section

Deadline: 30 April 2008

1200 Review Programmes

What: revise the programmes section

Who: WG

Deliverable: revised programmes section

Deadline: 30 June 2008

1210 Spare

What: handle additional tasks if any

Possible additional tasks:

- review performance indicators
- review the planning cycle in accordance with the new IHO structure
- review additional sections of the strategic plan as a result of task 1110
- review related recommendations if any

Who: WG

Deliverable: additional sections

Deadline: 30 September 2008

1300 Report

What: compile the WG report for submission to Member States through the IHB

Who: WG

Deliverable: final report

Deadline: 31 October 2008

1400 Meetings

What: face-to-face meetings

Who: WG and/or CG

Deliverable: settle contentious issues if any and expedite the finalization of the report if required

Deadline: 31 October 2008

Annex I

Work plan diagram

N°	Task	2007						2008										
		July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	
1000	Management																	
1001	WG Membership	-----																
1100	Work Plan					---												
1110	Review Structure				-----													
1120	Review Background					-----												
1130	Review Definition					-----												
1140	Review Rationale					-----												
1150	Review Mission					-----												
1160	Review Objectives					-----												
1170	Review Benefits						-----											
1180	Review Strategic Issues							-----	-----									
1190	Review Goals									-----	-----							
1200	Review Programmes											-----	-----					
1210	Spare													-----	-----			
1300	Report																	-----
1400	Meetings												X					X