

**International Hydrographic
Organization**



**MesoAmerican-Caribbean Sea
Hydrographic Commission**

AGENDA

**MesoAmerican-Caribbean Sea Hydrographic Commission
ELECTRONIC CHART WORKING GROUP MEETING**

Beau Rivage Hotel, Biloxi Mississippi USA
March 24, 2003

- | | | |
|-------|--|------------------------|
| 8:00 | Continental Breakfast | |
| 8:30 | Welcome, introductions, notices | K. Ries/R. Ponce |
| | - Approval of the Agenda | |
| | - Approval of last meeting minutes | |
| | - Adoption of Terms of Reference (TOR) | |
| | - United Kingdom TOR Discussion Paper | P. Wright |
| | - Statutes | K. Cooper |
| 9:30 | Status of INT Chart Project | C. Espinoza |
| 10:00 | Break | |
| 10:30 | Status reports of Task Groups 1 and 2 | D. Fuentes/C. Espinoza |
| 11:30 | Update on IHO Strategic Planning Working Group | K. Cooper |
| 12:00 | Working Lunch (discussion/response to SPWG work) | |
| 13:30 | Task Group Break-out sessions | D. Fuentes/C. Espinoza |
| 15:00 | Break | |
| 15:30 | Reports back to Plenary | D. Fuentes/C. Espinoza |
| 16:30 | Next Steps/including next meeting | K. Ries/R. Ponce |
| 17:15 | Report on IHO/IMO Initiatives of regional interest | K. Barbor |
| 17:30 | Adjourn | |



MesoAmerican - Caribbean Sea Hydrographic Commission (MACHC)

Electronic Chart Working Group (ECWG) Meeting

Beau Rivage Hotel, Biloxi Mississippi USA

24 March 2003

Minutes* (Draft, of 23 April 2003)

1. Welcome, Introduction, and Notices

Chair (Katie Ries, USA-NOAA) and Vice-Chair (LCDR Rafael Ponce, Mexico) welcomed attendees (see Appendix A). The Chair noted and welcomed the fact that Capt. Cornelio Espinoza (Mexico) had formally accepted the role of Chair of both Task Group 2 and the regional INT Chart Scheme Project.

Dr. Lee Alexander (Technical Coordinator) distributed a Memorandum that explained an offer from The Netherlands publishing company, *GITC bv*, for a one-year subscription to *Hydro International* that is being offered free of charge to members of the MACHC-ECWG. Those interested were asked to complete an application form that will be forwarded on to *GITC bv*.

2. Approval of the Agenda

Chair recommended that the Agenda be reorganized into a more logical sequence. This was agreed and these Minutes reflect the new order of agenda items.

3. Approval of Minutes to last meeting

Minutes were accepted.

4. Status of INT Chart Project

Capt. Cornelio Espinoza (Mexico) gave a Power Point Presentation on *Status of INT Chart Project** for the region. A figure showing chart coverage and an INT Chart Scheme – Zone B Matrix (contained in participants' meeting packet) were discussed. Also distributed was a matrix that listed the charts that countries have already signed up for in terms of either production or distribution. There are some charts that still need sponsors. Ms. Tuhey (UK) asked if digital copies of the figure and matrix could be distributed. The Chair confirmed that all participants would be sent a CD with the figure and matrix, and that they would also be available on the ECWG web page.

Cdr. Hidalgo (Guatemala) asked now that we are a MACHC, should not the Pacific Ocean be considered as well? Mr. Williams (UK) pointed out that this matter was discussed at a previous meeting. He felt that the Pacific coastline could wait for now, particularly since INT Chart coverage just for the Caribbean and Gulf of Mexico has yet to be completed.

* All PowerPoint presentations given and documents provided during the meeting (and referred to in these minutes) can be found on the CD to be issued to participants and on the ECWG website: <http://www.iho-cgmhc.org/>

Capt. Espinoza asked that all participants respond back to him by 15 May 2003 on three matters:

- 1) who their primary point of contact will be for this project (send full contact information)
- 2) what countries will take responsibility for the charts still lacking sponsors?
- 3) dates as to when those charts would be produced and distributed

5. Status of Reports of Task Groups 1 and 2

Task Group 1 – Chair, Denis Fuentes (Panama)

Mr. Fuentes gave a PP Presentation: *Task Group No. 1 – Mesoamerican Pilot Project**. The purpose of the Gulf of Honduras Project (Honduras, Guatemala, and Belize) is to reduce the amount of pollution from land-based and shipping sources in order to improve environmental protection. This Task Group has been actively promoting hydrography as a cornerstone element of this project which is seeking funding from the Global Environment Facility (GEF).

A concept paper was prepared on the strategic role of hydrography for the proposed GEF project: *Environmental Protection and Maritime Transport Pollution Control in the Gulf of Honduras** (printed copy distributed at meeting). In addition, a Trans-boundary Diagnostic Analysis (TDA) is being prepared¹. It will serve as the basis for determining collective action and project elements.

Mr. Fuentes mentioned how Task Group 1 has been a positive influence on the GEF Project in terms of active participation and coordination, and for advancing the work of the ECWG. Mr. Cooper (USA) suggested that COCATRAM should be asked to become more involved (RAdm Angrisano, former IHB Director, is believed to be the point-of-contact on this). Also, the regional COCATRAM representative should be contacted as well and invited to join the group as an observer.

Milen Dyoulgerov (USA) expressed a concern about the desirability of producing new ENC data from older paper charts that may not be adequate in terms of safety of navigation. Paul Fielding (UK) asked if one of the desired outcomes was that the three Gulf of Honduras nations would be able to produce ENC data for their waters? Answer: yes. Cdr. Hidalgo (Guatemala) commented that for Guatemala in particular, training is very important. Given the U.K. training offer made at the November 2002 ECWG meeting, Chair asked that the UK participate in WG 1 to assist with development of the capacity building component of the Gulf of Honduras project.

Task Group 2 – Chair, Capt. Cornelio Espinoza (Mexico)

Capt. Espinoza gave a PP Presentation: *Task Group 2 – ENC Production and Distribution “Status Report”**. Mr. Ferwerda (The Netherlands) asked for more specifics regarding capacity building and requirements for each member state. Since no specific answers were provided, this matter may require follow-on action. Mr. Cooper (USA) asked what is the connection between slide #7 (possible routes) and #10 (areas of focus)? Answer: safety of navigation and marine environmental protection.

Mr. Fielding (UK) observed that in the UKHO’s experience, major shipping companies want continuous coverage along the entire route. Cdr. Hidalgo (Guatemala) commented that the priority for Area #8 (a route that falls within the Gulf of Honduras) is perhaps too low. Chair pointed out that, hopefully, there will be synergy in the combined activities of the two Task Groups, i.e. that routes could be identified that simultaneously serve the needs of both Task Groups.

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¹ A copy may be obtained from the website address: <http://www.otis.abtassoc.com/gulfofhonduras/>

6. Task Group Break-out Sessions & Reports back to Plenary

Task Group 1

The major topic of discussion was to identify the information elements required to provide a baseline of existing capacity for hydrographic data collection and product production (including ENC's) in Honduras, Guatemala and Belize. Furthermore, additional information is needed on what is required in terms of personnel, equipment and training to improve capacity for these activities. A matrix was drafted that the three participating countries will fill out and return to the Task Group Chair by 18 April 2003. While the matrix will focus primarily on what is required to support the Safe Navigation component of the Gulf of Honduras Project, it will also address other project components, to the extent possible, including:

1. Improving Pollution Control
 - oil, hazardous materials, disposal of dredging/waste
2. Marine Environmental Database
 - data standard from NOAA
3. Capacity Building
 - training (survey, production and maintenance)
 - equipment
 - cost sharing/collaboration with other organizations such as COCATRAM

This information will contribute to the Gulf of Honduras Transboundary Diagnostic Analysis (TDA) that will be discussed at the next project workshop in mid-May. Ultimately, this information will be used to help develop specific project elements related to addressing hydrographic needs.

Specific Task Group 1 actions can be found at Appendix B.

Task Group 2

The primary focus of discussion dealt with devising a practical approach toward improving ENC coverage and services in the region. Three steps basic were identified:

1. Identify **What** needs to be produced (e.g., ports and routes)
2. Determine **How** to accomplish (e.g., digitize existing paper charts)
3. Decide **Who** will perform

Based on the three PP slides shown by Capt. Espinoza in his TG 2 report (slides #7, #8 and #10), the Caribbean – Gulf of Mexico region was divided into main areas, major routes, and key ports. For the two main areas and four major routes, approximately 20 key ports were identified and prioritized. For each of the routes and ports, an HO was designated in terms of assuming responsibility for ENC production.

Specific Task Group 2 actions can be found at Appendix B.

7. Adoption of Terms of Reference and Task Group Assignments

Peter Wright (UK) explained the basis for the UK's concern regarding the establishment of two Task Groups within the ECWG. In particular, the UK feels that "capacity building" is of sufficient importance that it ought to be a separate Working Group reporting directly to the MACHC, and not be just a Task Group under the ECWG.

Capt. Espinoza (Mexico) felt that based on the progress made using the two task groups that ECWG should stay with this structure. CDR Hidalgo (Guatemala) and Mr. Cordonero (Nicaragua) agreed. In particular, this will enable them to actively participate and continue to make progress, as the cost of attending separate meetings is often prohibitive. Pedro Martin (Panama) agreed with Mexico and believes that two groups can work within the ECWG, and would lead to more progress being made than with one group alone. Hans Ferwerda (The Netherlands) initially held similar opinions as the UK, but after seeing the progress of both groups, felt that the two task groups are appropriate within the ECWG. Capt. Fergusson (Barbados) is willing to go with either approach. Paul Cooper (USA)

commented that each IHO Regional Commission takes its own path, and believes that two Task Groups are appropriate for MACHC-ECWG. Impressed with the accomplishments of both task groups, and given the group consensus, Mr. Williams (UK) affirmed that the existing structure was working well and should remain as is.

The adoption of the ECWG Terms of Reference (TOR) and Task Group (TG) Procedures/Assignments for the two TGs were agreed. Minor wording changes were made to the TOR for the ECWG and the TG Procedures/Task Assignments.

8. Update on IHO Strategic Planning Working Group

Ken Cooper (USA) gave a *Progress Update on the IHO SPWG**. In addition, he referred to the recent Report of the 2nd SPWG Meeting in Goa, India. (See IHO Circular Letter 19/2003², dated 27 February 2003). He made specific mention of "Key Questions" for which the opinions of Member States were being solicited on the proposed new structure for the IHO. These will be translated into Spanish and distributed to the ECWG. Participants' responses to these questions are requested by 1 May 2003 to Mr. Cooper so that he may represent the regional viewpoint at the next meeting of the SPWG in Lima, on 12-14 May 2003.

RAdm Ken Barbor (IHB) stressed that every MS should consider that their participation in the IHO Strategic Planning Working Group (SPWG) is important if IHO is to evolve and improve the way it operates. It will be in Year 2005 when IHO must decide on the recommendations of SPWG. CDR Hidalgo (Guatemala) pointed out that for small countries, an important consideration is "What are the tangible benefits of being an IHO member?" The Chair commented that now is the time for ECWG member countries to speak up and raise exactly these kinds of issues as feedback to the SPWG.

Dr. Williams (UK and Vice-Chair of SPWG) described some of the issues being considered for the new IHO structure. For instance, in order to facilitate more participatory and effective decision-making, should the IHO have a "Council" (like other international organizations) that meets annually? If so, what should be the focus of Council meetings? It is the view of the SPWG Chair group (Chair: Frode Klepsvik - Norway, and the two Vice Chairs: Wyn Williams, UK, and Hideo Nishida, Japan) that IHO should continue to be a technical and consultative organization and not regulatory (as is IMO). For this reason, there is no plan for IHO to become a part of IMO. There is also an interest in establishing an IHO Industry (i.e., "Stakeholders") Advisory Group. Compared to the present, the cost of future meetings will be "neutral," that is the new structure should not cost any more than the present one. Another proposal is that any maritime nation, which is a member of the UN, will be eligible to join IHO (i.e., no longer a need for a 2/3 vote for membership).

9. Report on IHO/IMO Initiatives or Regional Interest

RADM Ken Barbor (IHB) provided a brief overview on some issues that have regional hydrographic implications:

- IMO-related
- United Nations, Law of the Sea and Division of Ocean Affairs

In terms of capacity building and improved nautical charting, it will be important for all IHO MS to be in contact with their UN representatives. The UN is establishing a "global marine assessment" that will be conducted every year. IHB believes that the status of nautical charting will be a part of this assessment. IHO S-55 will be updated and will be a major input to this assessment. The new SOLAS Chap. V/Regulation 9 requires that all IMO MS contracting into SOLAS provide hydrographic services. RADM Barbor mentioned he was impressed with the progress made by the MACHC-ECWG, particularly in terms of capacity building and electronic charts.

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² Member States can obtain copies of any IHO Circular Letter (CL) from the IHO website: www.iho.shom.fr

10. Close of Meeting

The Chair and Vice Chair thanked all the participants for a very productive meeting and indicated that options for holding another meeting will be explored for the early November timeframe in either Miami or Panama.

APPENDIX A

MesoAmerica-Caribbean Sea Hydrographic Commission (MACHC) Electronic Chart Working Group

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March 24, 2003 Biloxi, Mississippi USA*

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APPENDIX B

MesoAmerican – Caribbean Sea Hydrographic Commission (MACHC) Electronic Chart Working Group (ECWG)

Action List from 24 March 2003 Meeting

1. Task Group 1

- large table → matrix - U.S. (Milen Dyoulgerov) to complete
- Panama (Fuentes) to translate into Spanish
- Member States (Honduras, Belize, Guatemala) will send back to Fuentes by 18 April
- U.S. (Cooper) will contact Belize re: matrix
- Panama (Fuentes) will send to Honduras and Guatemala
- Need a description on how to coordinate with Meso-American Barrier Reef Project (BR) - U.S. NAVO and NOAA
- Need description of available training and associated costs (US & UK)
- Panama (Fuentes) to coordinate with COCATRAM on input to matrix
- Need cost estimates of various aspects related to “training” on capacity building for the Gulf of Honduras project proposal to the GEF (U.S.—NAVO and NOAA)
- Submit Final Matrices to IADB by 1 May - Panama (Fuentes)
- Identify standards for data/display of non-navigation information – NOAA (Alexander IAW with HGMIO)
- UK (Wright) to provide a sample report and questionnaire for region

2. Task Group 2

[Note: The following list is similar to what was distributed to participants in printed copy during the meeting].

1) Overall Approach: Within two months (by 1 June 2003), Member States to provide their requirements/needs:

- a. Identify What needs to be produced (ports and routes)
- b. Determine How to do (e.g., digitize existing PCs)
- c. Decide Who will perform

2) What needs to be produced?

- An “area” equals both routes and ports.
- routes are between ports (which may or may not be with in the region)
- ports involve large-scale ENCs

3) Areas, Ports and Routes Selection

Areas and Key ports:

Based on Capt. Espinoza’s slide #7, #8, & #10, the following areas have been re-numbered:

Area 1 → 1a – New Orleans, Houston, Havana

Area 2 → 1b – Cancun, Cozumel

Area 3 → 1c – Cristobal, Cartagena

Area 4 → 2a – Puerto Cabello, La Guaira, Bridgetown, Willemstad, Fort de France, Point Pitre

Area 5 → 2b – Kingston, Ocho Rios, Georgetown (Cayman Islands)

Area 6 → 2c – Miami, Freeport, Nassau

Area 7 → 2d – San Juan, St. Thomas
Area 8, 9 & 10 → 3 – important environmental protection areas

Routes:

- to be based on “revised” route diagram (see Capt. Espinoza’s Slide #7)

- Route #1 – Panama – Yucatan Channel – southern USA
- Route #2 – Panama – North coast S. America – E. Caribbean
- Route #3 – Panama – Windward Passage – east coast USA/North Atlantic
- Route #4 – Cruise Ships [to be determined at 1 April 2003 Miami meeting of Cruise Line Operators organized by Marine Press of Canada]

Key ports:

Area 1 → 1a

- New Orleans – NOAA produced ENC’s exist (digitized from nautical chart)
- Houston – NOAA produced ENC’s exist (digitized from nautical chart)
- Havana – GEOCUBA produced ENC’s exist (digitized from nautical chart)

Area 2 → 1b

- Cancun & Cozumel – DIGADHICAR “will” produce, soon (digitized)

Area 3 → 1c

- Cristobal – Panama to decide on two alternatives:
 - Alternative A - NIMA paper chart digitized → DNC → ENC
 - Alternative B – NIMA paper chart digitized → by UK HO → ENC
- Cartagena – Colombia HO has produced ENC (from source?)

Area 4 → 2a

- Puerto Cabello – [Note: Venezuela to confirm]
- La Guaira - [Note: Venezuela to confirm]
- Bridgetown – Barbados will provide to UK HO: New survey data → ENC (large-scale)
- Willemstad – paper chart → ENC, Netherlands HO (survey source data, in future)
- Fort de France – SHOM has an ENC production plan (digitizing)
- Point a Pitre - SHOM has an ENC production plan (digitizing)

Area 5 → 2b

- Kingston – ENC’s already produced by digitizing by UK HO
- Ocho Rios – ENC’s being produced by digitizing by UK HO
- Georgetown (Cayman Islands) – Jamaica and UK HO will digitize into ENC

Area 6 → 2c

- Miami – ENC’s already produced by NOAA (digitized)
- Freeport – ENC production to be planned by UK HO, by digitizing
- Nassau - ENC production to be planned by UK HO, by digitizing

Area 7 → 2d

- San Juan – ENC’s being considered by NOAA (would be digitized)
- St. Thomas – ENC’s being planned, bathy source data collected

Routes:

- to be based on “revised” route diagram (slide #7)

Two approaches:

1. short-term: use National HO chart scheme (name/number) and scales
2. longer-term: use the “new” INT Chart Scheme (issued at this meeting)

Process: Using GIS tools, produce a database showing current National HO chart coverage capable of being used in conjunction with:

- a) four (4) primary routes (see below)
- b) area coverage diagram (1a-c, 2a-d, 3) [Note: Mexico will re-draw]
- c) new INT chart scheme

NOAA (Steve Morrison) will help develop for ECWG – TG2.

[Note: IHB is also producing a similar GIS approach for WEND Committee].

Route #1 – Panama – Yucatan Channel – southern USA

Route #2 – Panama – North coast S. America – E. Caribbean

Route #3 – Panama – Windward Passage – east coast USA/North Atlantic

Route #4 – [to be determined at 1 April 2003 Miami Cruise Ship Operator meeting, Lee Alexander will compile]

HO that will be responsible for defining responsibility for ENC production for routes within specified areas:

Area 1 → 1a – USA & Mexico

Area 2 → 1b – Mexico & USA

Area 3 → 1c – Mexico & USA

Area 4 → 2a – UK & The Netherlands

Area 5 → 2b – UK

Area 6 → 2c – UK & USA

Area 7 → 2d – UK & USA

Area 8, 9 & 10 → 3 [to be determined]

3. Additional Actions to be Accomplished by ECWG

a. Add to List of Participants in Task Groups

Chairs of Task Groups (Mexico and Panama)

TG 1 – add UK

TG 2 – add Barbados

b. SPWG Questions

- translate Ken Cooper's slide on SPWG questions into Spanish

- Distribute the outcome of the SPWG Chair Group IHO structure document (Ken Cooper)

- Ken Cooper needs comments back by 1 May 2003

[Note: Every MS should consider that their participation in SPWG is important if IHO is to evolve and improve the way it operates to MS satisfaction]

c. Send out digital copies of the regional international chart diagram and country responsibility matrix; also, post on MACHC-ECWG website (U.S. NOAA)

d. All ECWG Participants send in their principal points of contact for the regional International chart project to the Mexican Chair, Captain Cornelio, by May 15 along with which charts they will be responsible for either producing and/or distributing (per the matrix distributed at the meeting).

e. The COCATRAM representative should be contacted and invited to participate in ECWG, and particularly, the activities of TG1.