



21-24 OCTOBER 2019

# IALA-IHO CAPACITY BUILDING WORKSHOP ON HYDROGRAPHY AND MARINE AIDS TO NAVIGATION IN AFRICA

Centre d'Accueil et des Conférences, Hay Riyad, Rabat, Royaume du Maroc

## CONTENT

The International Association for Marine Aids to Navigation and Lighthouse Authorities (IALA) and the International Hydrographic Organisation (IHO) are organizing from 21 to 24 October 2019 with the support of the Ministry of Equipment, Transport, Logistics and Water (METLE) and in relation with the Royal Moroccan Navy (DHOC: Division Hydrographie Océanographie et Cartographie) of the Kingdom of Morocco a capacity-building workshop in the field of hydrography and marine aids to navigation in Africa.

This event is part of IALA and IHO's capacity building strategy for marine aids to navigation and hydrography in Africa, in line with the Seminar on Safety of Navigation in Africa, organised by IALA with the support of METLE in Marrakesh (Morocco, February 2018) and the Regional Seminar on Geospatial Maritime Knowledge organised by IHO in Lagos at the 15<sup>th</sup> EATHC (Nigeria, October 2018).

- Gather managers, so they can be proactive with decision-makers;
- Collect the expectations of the Coastal States (blocking points, points of commitment, organisation to be set up);
- Improve awareness of hydrographic and aids to navigation issues, as well as potential gains for maritime authorities, in a context of growth of the blue economy;
- Strengthen risk analysis, hydrographic surveys and the management of marine aids to navigation;
- Support/encourage the emergence of national hydrographic schemes and national plans for development/management of aids to navigation. These supported schemes/plans can then be used as a basis for the development of projects to be submitted to national authorities and international donors;
- Involve participants as actors and take advantage of the benefits of these tools.

## TOPICS

This workshop will cover more specifically risk analysis, hydrographic survey specification and aids to navigation management.

## OBJECTIVES

Under the banner of United Nations "Delivering as one", this four-day workshop aims to enable representatives of African States to work on the implementation of the strategies proposed by IALA and IHO to fulfill their obligations under the international legal framework. This concerns in particular Chapter V Regulations 4, 12 and 13 of the International Convention on Safety of Life at Sea (SOLAS). Some African States are in dire need of capacity building related to the safety of navigation and in support of their economic infrastructure and the protection of the environment. The objectives of the workshop are:

## DATE & PLACE

The four-day workshop is organised from 21 to 24 October 2019. The workshop will be held in the Centre d'Accueil et de Conférences (CAC) of the Ministère de l'Équipement, du Transport, de la Logistique et de l'Eau (METLE), Avenue Assanaoubar, Hay Riyad, Rabat, Royaume du Maroc.



## PARTICIPANTS

About a hundred participants are expected to attend this workshop, from some 20 European and African countries, including representatives of the countries of the East Atlantic Hydrographic Conference (EAthC). This commission includes all the coastal states from France to the Democratic Republic of Congo. The Kingdom of Morocco is represented by the Royal Navy (DHOC: Hydrography, Oceanography and Cartography Division). Other African countries wishing to do so may also participate in the workshop. Targeted audience:

- IHO target: persons involved in the definition of the national hydrographic strategy and scheme (survey planning) and in the survey specification (commissioning hydrographic surveys from private providers or other national bodies);
- IALA target: responsible for the management of aids to navigation (National Competent Authority, Port Authorities).

## EXPECTATIONS

To put participants in a situation of actors, have strategy elements produced, exchange of good practices, on the basis of case studies.

## LANGUAGES

Simultaneous translation for plenary sessions the first and the last day. Separate workshops the second and third days in French on the one hand and in English on the other hand to facilitate understanding and exchanges.

## REGISTRATION

Participants wishing to attend are invited to fill in the attached the information form at Annex C (in French) and Annex D (in English) and the registration form at **Annex E (in French) and Annex F (in English)** available at the end of this document and in "Word" and "Excel" formats on IHO and IALA websites, and forward it, with a scanned copy of the passport (page with bio-data), as indicated to the host country (DPDPM), Shom and IALA as soon as possible and not later than **July 25, 2019**:

- as designatory to DPDPM: [chafi@mtpnet.gov.ma](mailto:chafi@mtpnet.gov.ma)
- with copies to Shom : [vincent.lamarre@shom.fr](mailto:vincent.lamarre@shom.fr), [henri.dolou@shom.fr](mailto:henri.dolou@shom.fr)
- and to IALA: [jacques.manchard@iala-aism.org](mailto:jacques.manchard@iala-aism.org) , [fontan.jean.luc@gmail.com](mailto:fontan.jean.luc@gmail.com) et [academy@iala-aism.org](mailto:academy@iala-aism.org)
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This will facilitate the overall logistics planning and preparation for the workshop.

There is no registration fee. The registration includes:

- Participation to all sessions
- All material presented at the workshop available on a dedicated website
- Lunch and tea/coffee

## VISA SUPPORT

Participants who need to receive a visa invitation letter, or for an information for their Headquarters, will express this request by completing the registration form. They will take care to communicate very precisely the address of the recipient of the letter:

- Coordinates of the Embassy of Morocco in the country of the demand;
- Coordinates (Quality, Family name, first name, position, body, address);

and also the scanned copy of the passport (bio-data page).

### ***The IHO Capacity Building Work Programme***

*This programme offers a contribution to African countries from the Eastern Atlantic Hydrographic Commission (EAthC) which will cover, for one person per country, the cost of flights and hotel (Ibis). However, please note that no per diem allowance will be offered for the duration of the workshop.*

*People who want to apply for a contribution from IHO must complete the form presented in Annex D (French) or E (English) and available in "Excel" format on the IHO website:*



[https://www.iho.int/mtg\\_docs/rhc/EAtHC/EAtHC\\_Misc/2019/worshop.htm](https://www.iho.int/mtg_docs/rhc/EAtHC/EAtHC_Misc/2019/worshop.htm)

*In order to facilitate the management of registrations, only the Excel form will be accepted.*

*Note: each invited country may propose more than one participant to the workshop but only one should be able to be sponsored.*

### The IALA Capacity Building action

The IALA offers a contribution to African countries which will cover, for one person per country, the cost of flights and hotel (Ibis). However, please note that no per diem allowance will be offered for the duration of the workshop.

People who want to apply for a contribution from IALA must complete the form presented in Annex D (French) or E (English) and available in "Excel" format on IALA website: <https://www.iala-aism.org/product/iala-iho-capacity-building-workshop/>

*In order to facilitate the management of registrations, only the Excel form will be accepted.*

*Note: each invited country may propose more than one participant to the workshop but only one should be able to be sponsored.*

## HOTELS ET TRANSPORTS

Our local host has arranged for special room rates (see below).

- Ibis Rabat Agdal Hotel – 4 stars:
  - Single room, BB: 780 DH
  - Double room, BB: 880 DH

Avenue Haj Ahmed Charakoui, Place de la Gare, Rabat Agdal, 10 000 Rabat, Maroc

Email address: <https://www.accorhotels.com/fr/hotel-AOG2-ibis-rabat-agdal-/index.shtml>

Phone: + 212 5 37 13 17 07; Fax: + 212 5 37 13 17 01

- The View Hotel – 5 stars:
  - Superior room, BB: 2000 DH
  - Legend Panoramic room, BB: 2200 DH

Avenue Ennakhil, Rabat, Maroc

Email address: [gsekkat@hotelsatas.com](mailto:gsekkat@hotelsatas.com)

Phone: + 212 5 38 00 08 88

Focal point for all booking:

Mr. Hicham MOUSTAKIM (DPDPP, METLE)

Email address: [moustakim@mtpnet.ma](mailto:moustakim@mtpnet.ma)

Phone: +212 6 60 15 19 26

Participants are requested to make their own accommodation reservation.

Participants who are successful in being sponsored under the International Hydrographic Organization (IHO) Capacity Building Programme, as outlined in paragraph below, are not required to make any hotel reservations. This, together with their travel arrangements, will be made directly by the IHO Secretariat under the coordination of Shom.

Participants who are successful in being sponsored by the International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA) as outlined in paragraph below are not required to make any hotel reservations. This, together with their travel arrangements, will be made directly by IALA Secretariat.

### Transport

It is advisable to arrive at Rabat airport.

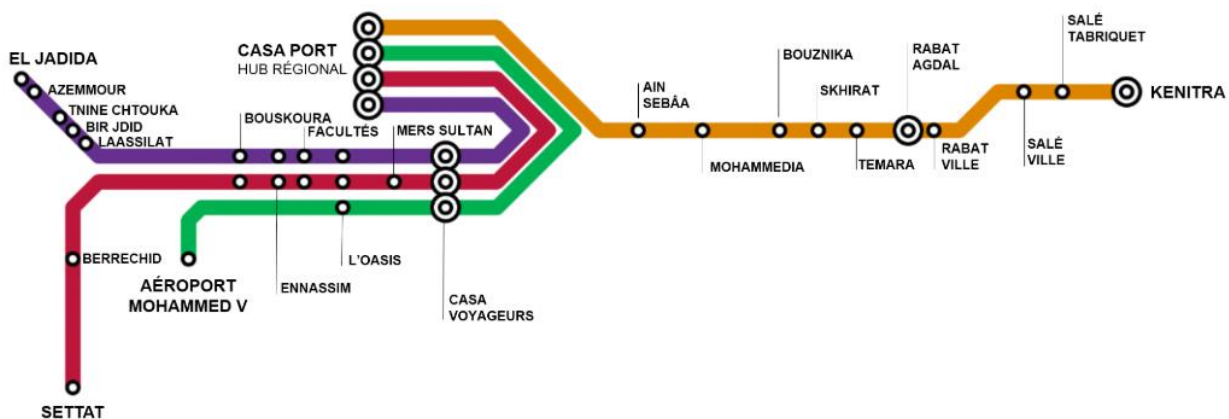
In the event that the arrival is scheduled at Casablanca airport, Rabat-Agdal railway station remains the best economic solution to/from Casablanca airport. Please find below the circuit from/to Casablanca Mohammed V airport (Orange and Green Routes) with connection:

- Orange circuit (Rabat-Agdal / Casablanca Port): one departure every 30 minutes from 6 am to 9.30 pm, journey time: 1 hour;
- Green circuit (Casablanca Port / Casablanca Mohammed V airport): one departure every hour from 4.55 am to 10.55 pm; journey time: 45 minutes.

The cost of a trip from Rabat-Agdal railway station to Casablanca Mohammed V airport is between 90 to 100 DH for the second class and from 140 to 160 DH for the first class.

For more information, please visit the website <https://www.oncf.ma> available in French and in English.

The taxi option is also available, prices are from 900 DH per person. For more information, please visit the website <https://www.taxismaroc.com> for any booking.





## PROVISIONAL PROGRAMME

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### ➤ Day 1: Plenary sessions

#### *Morning*

- Opening address from the Minister of Equipment, Transport, Logistics and Water
- Session 0: Objectives of the workshop
- Session I: International Organisations and Safety of Navigation Governance – Coastal States Responsibilities and Obligations
- Session II: Expression of participants 'expectations

#### *Afternoon*

- Session III: Risk analysis (theory) - Presentation and principles of tools

### ➤ Day 2: Practical work in sub-groups

Parallel sessions, each session with two groups, one in French and the other in English

- Session IV-1: Hydrographic risk analysis – Case studies
- Session IV-2: AtoN Management – Case studies

### ➤ Day 3: Continuation of work in sub-groups

Parallel sessions, each session with two groups, one in French and the other in English

#### *Morning*

- Session V-1: Hydrographic survey specifications - Theory
- Session V-2: AtoN Management – Case studies

#### *Afternoon*

- Session VI-1: Hydrographic survey specifications – Case studies
- Session VI-2: AtoN Management – Case studies

### ➤ Day 4: Plenary sessions

#### *Morning only*

- Session VII: Feedback from the sub-groups works, exchanges, perspectives
- Session VIII: Conclusions, workshop closure

## CONTACTS

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### **Contact IALA World-Wide Academy:**

M.r Jacques MANCHARD  
[jacques.manchard@iala-aism.org](mailto:jacques.manchard@iala-aism.org)

### **Contact IHO:**

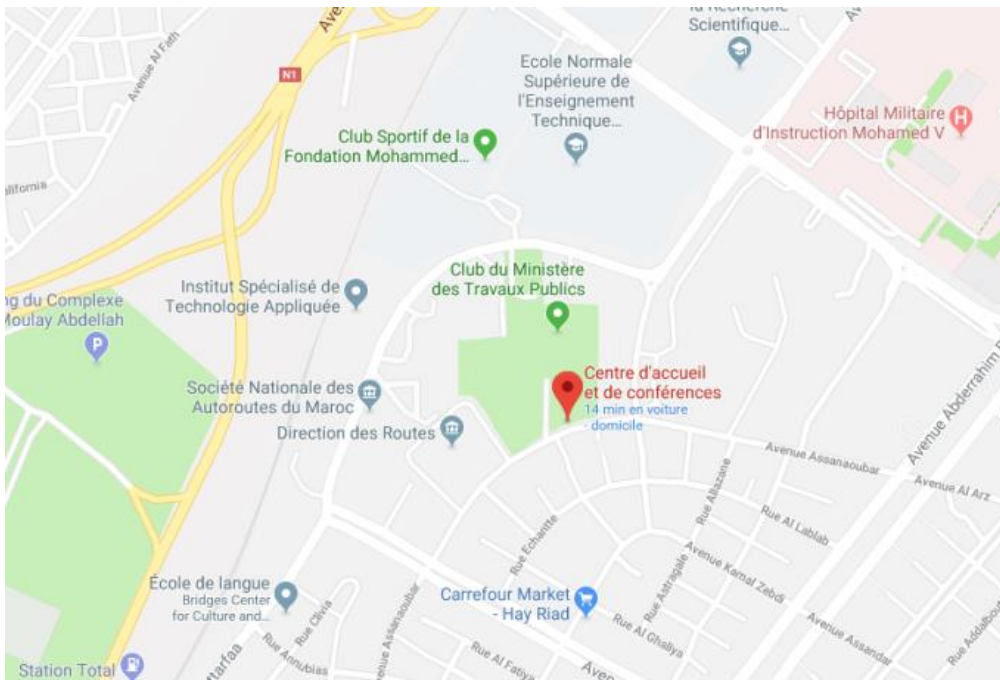
Mr Henri DOLOU  
[henri.dolou@shom.fr](mailto:henri.dolou@shom.fr)  
[henri.dolou@wanadoo.fr](mailto:henri.dolou@wanadoo.fr)

### **Contact DPDPM (Morocco):**

Mme Safae LYAZIDI Safae  
[s.lyazidi@mtpnet.gov.ma](mailto:s.lyazidi@mtpnet.gov.ma)



## **Annex A: Access map to the CAC**

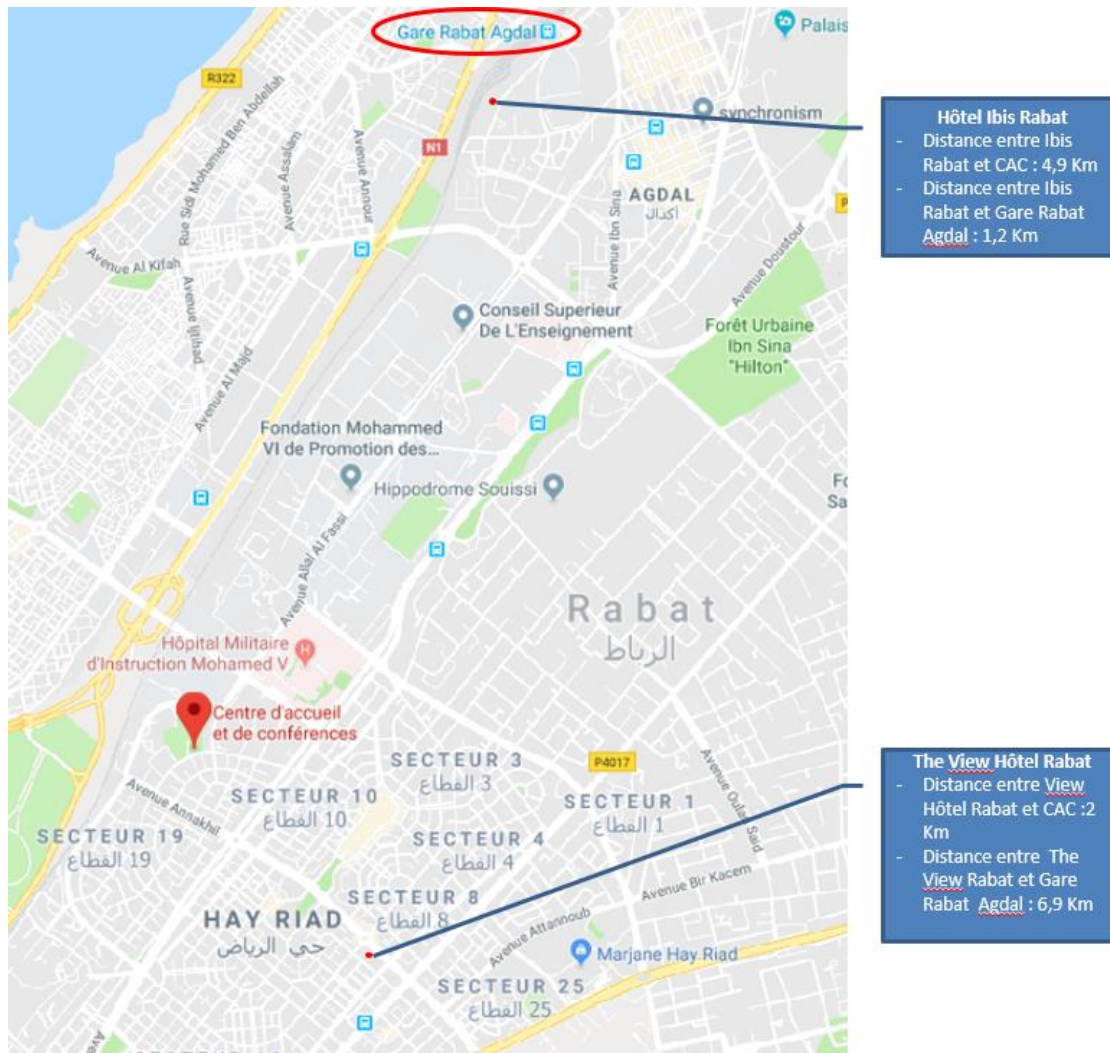


10, rue des Gaudines - 78100 Saint Germain en Laye, France  
Tél. +33 (0)1 34 51 70 01- Fax +33 (0)1 34 51 82 05 - [contact@iala-aism.org](mailto:contact@iala-aism.org)  
[www.iala-aism.org](http://www.iala-aism.org)

International Association of Marine Aids to Navigation and Lighthouse Authorities  
Association Internationale de Signalisation Maritime



## Annex B: Access map to the hotels





## Annex D: Information Form

All the participants to the Workshop are invited to fill in the attached this information form (Annex D in English) and the registration form at Annex E (in French) and Annex F (in English) available at the end of this document and in “Word” and “Excel” formats on IHO and IALA websites, and forward it, with a scanned copy of the passport (page with bio-data), then send them before the 25th of July 2019 by email:

- as designatory to the host country (Morocco):
  - [chafi@mtpnet.gov.ma](mailto:chafi@mtpnet.gov.ma): Mr. CHAFI Mostafa, Head of the Division Règlementation et Domaine Public Maritime (DPDPM, METLE)
- as copy to the organisers:
  - Shom:
    - [vincent.lamarre@shom.fr](mailto:vincent.lamarre@shom.fr): Mr. LAMARRE Vincent, Head of External Relations
    - [henri.dolou@shom.fr](mailto:henri.dolou@shom.fr): Mr. DOLOU Henri, Advisor
  - IALA:
    - [jacques.manchard@iala-aism.org](mailto:jacques.manchard@iala-aism.org): Mr. MANCHARD Jacques, IALA Senior Adviser
    - [fontan.jean.luc@gmail.com](mailto:fontan.jean.luc@gmail.com): Mr. FONTAN Jean-Luc, Consultant
    - [academy@iala-aism.org](mailto:academy@iala-aism.org)

An “Excel” version of the registration form is available on the IALA and IHO websites.

### Personal Details

First name: .....

Surname: .....

Organization: .....

Nationality: .....

Passport Number, if visa support letter is required:.....

### Hôtel - Accommodation Details

Booked Hotel or Preference: .....

Arrival Date: .....

Departure Date: .....

### Flight Details

Arrival at Rabat international airport	Departure from Rabat international airport
Arrival Date -.....	Departure Date.....
Flight n°: .....	Flight n°: .....
Airline: .....	Airline:.....
Arrival time: .....	Departure time: .....

### Comments or additional information

Food request: .....

Other: .....

Date: .....

Signature: .....



**Annexe F: Registration Form (in English)**

To be submitted to [henri.dolou@shom.fr](mailto:henri.dolou@shom.fr) and [jacques.manchard@iala-aism.org](mailto:jacques.manchard@iala-aism.org)  
(copy: [chafi@mtpnet.gov.ma](mailto:chafi@mtpnet.gov.ma) - [vincent.lamarre@shom.fr](mailto:vincent.lamarre@shom.fr) - [fontan.jean.luc@gmail.com](mailto:fontan.jean.luc@gmail.com) - [academy@iala-aism.org](mailto:academy@iala-aism.org) )  
by 25 July 2019

Workshop	Joint IALA-IHO workshop for capacity-building in hydrography and marine aids to navigation: Risk Assessment / Survey Specifications / AtoN Management			
Venue & Location	CAC - Rabat - Morocco			
Dates	21 to 24 October 2019			
Please note that this form needs to be completed electronically and returned as an Excel file. It is imperative that the name of the proposed trainee is correctly typed in the correct format as the information concerned will be copied and used for booking flights etc. Any errors when completing the form, particularly regarding the format of the name of the proposed candidate, may result in e-tickets not being accepted at points of departure. Please do not add any cells to this spreadsheet.				
<b>APPLICATION FORM - Part One</b> IF POSSIBLE, THIS SECTION SHOULD BE COMPLETED BY THE TRAINEE AND THEN EMAILED TO THE NOMINATING OFFICER WHO SHOULD COMPLETE PART TWO OF THE APPLICATION FORM				
Gender (from drop-down menu)				
Title (Mr, Mrs, Ms, Capt etc - Not job title)				
Trainee's first / given names (exactly as shown on candidate's passport)				
Trainee's family name (exactly as shown on the candidate's passport)				
Passport Number				
Job title				
Short description of duties				
Official email address				
Alternative email address				
Nationality				
Date of Birth (day/month/year)			19	
Office telephone number				
Mobile phone number				
Fax number				
Airport departing from				
Any specific requirements regarding travel arrangements				
Dietary restrictions regarding meals at the venue				
Candidate's level of spoken English (Choose from drop-down menu)				
Candidate's level of written English (Choose from drop-down menu)				
<b>APPLICATION FORM - Part Two</b> TO BE COMPLETED BY THE PROPOSED TRAINEE'S LINE MANAGER / SUPERIOR OFFICER				





I request that the IHO secretariat to consider this Application Form and confirm that I am fully aware of the following conditions which apply to this application:

1. The IHO Capacity Building Fund will support workshop fees, hotel accommodation and basic meals (lunch) for a selected candidate.
2. Insurance, pocket money and any other expenses are not covered by the IHO Capacity Building Fund. They are the responsibility of the institution submitting the application.
3. Should a selected candidate not be able to participate in the workshop for any reason he/she will be replaced by a candidate from the waiting list and NOT by an applicant from the same country.
4. Where the IHO Secretariat is informed, less than 1 month before the start of the workshop, that a selected candidate is unable to participate in the workshop, his/her sponsoring institution will be required to refund the IHO Capacity Building Fund any expenses already incurred by the IHB.

I request that the IALA World-Wide Academy to consider this Application Form and confirm that I am fully aware of the following conditions which apply to this application

1. The IALA World-Wide Academy will support workshop fees, hotel accommodation and basic meals (lunch) for a selected candidate.
2. Insurance, pocket money and any other expenses are not covered by the IALA WWA. They are the responsibility of the institution submitting the application.
3. Should a selected candidate not be able to participate in the workshop for any reason he/she will be replaced by a candidate from the waiting list and NOT by an applicant from the same country.
4. Where the IAL WWA is informed, less than 1 month before the start of the workshop, that a selected candidate is unable to participate in the workshop, his/her sponsoring institution will be required to refund the IALA WWA any expenses already incurred by the IALA WWA.

<b>Name</b>	
<b>Position</b>	
<b>Name of your authority</b>	
<b>Date</b>	
<b>Any supporting comments etc.</b>	