

IHO File No. S1/6100/2026

ASSEMBLY CIRCULAR LETTER N° 6
24 June 2025

4th SESSION OF THE IHO ASSEMBLY (A-4)

Monaco, 20-23 April 2026

IHO MEMBER STATES' EXHIBITION
"ON THE ROAD TO S-100 IMPLEMENTATION"

References:

- A. Assembly Circular Letter No.1 dated 17 April 2025 - *Announcement and General Arrangements*.
- B. Assembly Circular Letter No.6 dated 17 May 2019 (A-2) – *IHO Member States' Exhibition*.

Dear Hydrographer,

1. As indicated in Reference, an **IHO Member States' Exhibition** is planned to take place during the 4th Session of the Assembly in April 2026 (A-4). This exhibition is intended to provide an opportunity for Member States to highlight the evolution of their respective national expertise in surveying, cartography and related hydrographic activities, with an emphasis on the *2021-2026 IHO Strategic Plan* Goals. This exhibition aims to illustrate the activities of the national hydrographic services involved in supporting the *2021-2030 United Nations Decade of Ocean Science for Sustainable Development*. These could include:
 - National special nautical paper charts with additional environmental layers,
 - Digital applications displaying UN Decade information using ENC data sets as a base layer,
 - Provision of environmental information,
 - Prototypes of S-100 based products, datasets and viewers (S-122, S-411, S-412, etc.) in support of IMO's e-navigation concept,
 - Maritime geospatial information, web portals, giving access to digital environmental products,
 - Research and development including new technologies,
 - Education, oceans literacy and capacity development.
2. The IHO Member States' Exhibition is planned to be held from **Monday, 20 April (following A-4 Opening Ceremony) to Thursday, 23 April 2026 (closing at 12:00)**, side by side with the Industry Exhibition. It will be located on the ground floor in the foyer of the Auditorium Rainier III where A-4 will take place.
3. Member States are strongly encouraged to participate in the IHO Member States' Exhibition. Those Member States willing to participate in the exhibition are kindly invited to inform the Secretariat by using the Online Form System available through the following link, **no later than 1 October 2025**:
<https://forms.office.com/e/WCmLR2MiB8>

4. Another form will be provided to the exhibiting IHO Member States **in October** for them to provide their requirements (space in m², number of panels, list of the type of products to be displayed, etc.), taking into consideration practical and provisional information provided in Annex A. Such requirements should be provided to the Secretariat **no later than 1 February 2026**.
5. Space will be granted **from 1 February 2026**, on a “first-come, first-served basis”, with priority given to those Member States who have not previously had the opportunity to exhibit. The IHO Member States’ Exhibition Catalogue will be distributed in **March 2026** along with the Assembly documents.
6. The dismantling of displays needs to be planned by exhibitors on **Thursday 23 April, from 12:00PM (noon)**. Attention is drawn to the fact that **access to the Auditorium Rainier III will not be possible passed this day** due to the circulation restrictions imposed for the *Grand Prix Historique de Monaco* the following weekend (24-26 April). The IHO Secretariat **strongly recommends that Member States and exhibitors proceed with their hotel reservations at their earliest convenience**, as accommodations in Monaco and surrounding locations usually get booked quite early for this event.
7. The main deadlines set for the organisation of this exhibition are listed hereafter:

Milestone	Deadline
Intention to participate (IHO online form)	1 October 2025
Requirement form available for inputs (IHO online form).	10 October 2025
Requirement forms completed and sent to the IHO Secretariat.	1 February 2026
Confirmation of the allocation of available exhibition/panel space.	20 February 2026
Display material with related display plan shipped to the IHO Secretariat by exhibitors.	20 March 2026
Mounting exhibition material at the Auditorium Rainier III by exhibitors.	19 April 2026¹
Dismantling exhibition material.	23 April 2026 (12 am - 12 pm)

8. The principal point of contact for this Member States’ Exhibition at the IHO Secretariat is Assistant Director Eric Langlois (eric.langlois@iho.int).
9. As has been the practice of previous IHO Member States’ Exhibitions, an award will be granted for the best Exhibitor’s Display.

Yours sincerely,



Dr Mathias JONAS
Secretary-General

Annex: Practical and provisional information and guidelines. Examples of a typical display from previous Member States’ Exhibitions.

¹ Possible extension to 18 April 2026 currently under discussion.

Practical and provisional information and guidelines.
Examples of a typical display from previous Member States' Exhibitions.

- Exhibition space in the IHO Member States' Exhibition will be **free of charge**.
- Due to the short timelines for setting-up the exhibition, Member States are strongly encouraged to use the setting offered by the venue, which consist of vertical display panels measuring 2 metres high x 1 metre wide. A maximum 1 meter deep gap in front of the panels may also be used in most areas.
- Member States may provide their own display arrangements, provided they respect the space allocated. Examples of typical displays can be found in previous Assembly Circular Letters as reference B. Confirmation of the allocation of available exhibition/panel space will be provided to exhibiting Member States **from 1 February 2026**.
- Member States wishing to display digital products will be provided with a small table and electrical power supply, as necessary. Member States may wish to bring their own equipment to display digital products, or alternatively, computers and related equipment can, if necessary, be rented locally. Addresses of suitable local suppliers will be provided on request.
- The mounting of displays planned is set to take place on **Sunday 19 April only**², prior to the start of the Assembly. While the IHO Secretariat staff will assist where possible, the mounting of each display remains the responsibility of each exhibiting Member State.
- Whenever a high speed and/or wireless internet connection is required, exhibitors should contract, at their own expense, with a local company, as the dedicated wireless network setup for the Assembly will not allow any internet browsing.
- The name of the exhibiting Member State will be provided by the IHO Secretariat to be prominently shown at the top of each booth/panel. Besides, exhibiting Member States should label their displays as necessary, either in English or French, or preferably in both languages. In cases where digital products are displayed on equipment supplied by commercial partners, reference to these commercial partners may be shown on the equipment only.
- Exhibiting Member States should liaise with the staff of the IHO Secretariat to resolve any practical problems related to their exhibit, such as power supply, security or lighting.
- While the exhibition will not be open to the public and reasonable security measures will be in place to safeguard the material on display, the exhibition area will not be under constant security surveillance.
- To allow initial preparation of the display area by the Secretariat, display material accompanied by a plan for the stand layout must reach the IHO Secretariat **by 20 March 2026 at the latest**. It should be marked: "IHO Member States' Exhibition"

² Discussion in progress for considering Saturday 18 April as well for more flexibility.