# **Hydrographic Note – H.102**

**Reporting information affecting ADMIRALTY Maritime Data Solutions**

For emergency information affecting safety of life at sea forward to: [navwarnings@ukho.gov.uk](mailto:navwarnings@ukho.gov.uk)

Or alternatively contact T: +44 (0)1823 353448 (direct line) F: +44 (0)1823 322352

For new information affecting all ADMIRALTY Charts and Publications forward to: [sdr@ukho.gov.uk](mailto:sdr@ukho.gov.uk)

This form H.102 and instructions are available online: admiralty.co.uk/msi

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Date |  | | | | Ref. number | |  | |
| Name of ship or sender |  | | | | IMO number | |  | |
| Address and general locality |  | | | | | | | |
| E-mail / Tel / Fax of sender |  | | | | | | | |
| Subject |  | | | | | | | |
| Position  *(see Instruction 2)* | Latitude |  | | | | Longitude |  | |
|  | GPS |  | | Datum | |  | Accuracy |  |
| ADMIRALTY Chartsaffected |  | | | | | Edition |  | |
| Latest Weekly Edition of  Notices to Mariners (NMs) held |  | | | | | | | |
| Replacement copy of chart number (*see Instruction 3)* | **IS / IS NOT** required | | | | | | | |
| ENCs affected |  | | | | | | | |
| Latest update disk applied | Week: |  | | | | | | |
| Make, model and or age of ECDIS if applicable |  | | | | | | | |
| Publications affected  (AENP / DP number, edition number) |  | | | | | | | |
| Date of latest supplement/update,  page & Light List number etc. |  | | | | | | | |
| Details of anomaly / observation: | | | | | | | | |
| Name of observer / reporter | | |  | | | | | |
| H.102A submitted Yes No | | | H.102B submitted Yes No | | | | | |
| Tick box if not willing to be named as source of this information | | | | | | | | |



**INSTRUCTIONS**

1. Mariners are requested to notify the UK Hydrographic Office (UKHO) when new or suspected dangers to navigation are discovered, changes observed in aids to navigation, or corrections to publications are seen to be necessary. Mariners can also report any ENC display issues experienced. The Mariner's Handbook (NP100) Chapter 4 gives general instructions. The provisions of international and national laws should be complied with when forwarding such reports.
2. Accurate position or knowledge of positional error is of great importance. Where latitude and longitude have been used to specifically position the details of a report, a full description of the method used to obtain the position should be given. Where possible the position should be fixed by GPS or Astronomical Observations.A full description of the method, equipment, time, estimated error and datum (where applicable) used should be given. Where the position has been recorded from a smart phone or tablet, this is to be specifically mentioned. When position is defined by sextant angles or bearings (true or magnetic to be specified), more than two should be used to provide a redundancy check. Where position is derived from Electronic Position Fixing (e.g. LORAN C) or distances observed by radar, the raw readings of the system in use should be quoted wherever possible. Where position is derived after the event, from other observations and / or Dead Reckoning, the methodology of deriving the position should be included.
3. **Paper Charts:** A cutting from the largest scale chart is often the best medium for forwarding details, the alterations and additions being shown thereon in red. When requested, a new copy will be sent in replacement of a chart that has been used to forward information, or when extensive observations have involved defacement of the observer's chart. If it is preferred to show the amendments on a tracing of the largest scale chart (rather than on the chart itself) these should be in red as above, but adequate details from the chart must be traced in black ink to enable the amendments to be fitted correctly.
4. **ENCs:** A screen shot of the largest scale usage band ENC with the alterations and additions being shown thereon in red. If it is to report an issue with the display of an ENC, a screen shot of the affected ENC should be sent along with details of the ECDIS make, model or age and version in use at the time.
5. When **soundings** are obtained The Mariner's Handbook (NP100) should where possible be consulted. It is important to ensure that full details of the method of collection are included with the report. This should include but not limited to:
6. Make, model and type of echo sounder used.
7. Whether the echo sounder is set to register depths below the surface or below the keel; in the latter case the vessel's draught should be given.
8. Time, date and time zone should be given in order that corrections for the height of the tide may be made where necessary, or a statement made as to what corrections for tide have already been made.
9. Where larger amounts of bathymetric data have been gathered, only those areas where a significant difference to the current chart or ENC should be specifically mentioned on the H102. The full data set may also be sent in, with an additional note added to this effect. If no significant differences are noted, the bathymetric data may still be of use, and sent in accordingly. Where full data sets are included, a note as to the data owner and their willingness for the data to be incorporated into charts and ENCs included.
10. **For Echo Sounders that use electronic ‘range gating’, care should be taken that the correct range scale and appropriate gate width are in use.** Older electro-mechanical echo sounders frequentlyrecord signals from echoes received back after one or more rotations of the stylus have been completed. Thus, with a set whose maximum range is 500m, an echo recorded at 50m may be from depths of 50m, 550m or even 1050m. Soundings recorded beyond the set's nominal range can usually be recognised by the following:
11. the trace being weaker than normal for the depth recorded;

(b) the trace passing through the transmission line;

(c) the feathery nature of the trace.

As a check that apparently shoal soundings are not due to echoes received beyond the set's nominal range, soundings should be continued until reasonable agreement with charted soundings is reached. However, soundings received after one or more rotations of the stylus can still be useful and should be submitted if they show significant differences from charted depths.

1. **Reports which cannot be confirmed or are lacking in certain details should not be withheld**. Shortcomings should be stressed and any firm expectation of being able to check the information on a succeeding voyage should be mentioned.
2. Reports of **shoal soundings,** uncharted dangers and aids to navigation out of order should, at the mariner's discretion, also be made by radio to the nearest coast radio station. The draught of modern tankers is such that any uncharted depth under 30 metres or 15 fathoms may be of sufficient importance to justify a radio message.
3. Changes to Port Informationshould be forwarded on Form H.102A and any GPS/Chart Datum observations should be forwarded on Form H.102B together with Form H.102. Where there is insufficient space on the forms additional sheets should be used.
4. Reports on ocean currents, magnetic variations and other marine observations should be made in accordance with The Mariner's Handbook (NP100) Chapter 4 with forms also available at [**admiralty.co.uk/MSI**](file:///C:/Users/elbourns/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/9OCXSF6O/admiralty.co.uk/MSI).

*Note. - An acknowledgement* or receipt will be sent and the information then used to the best advantage which may mean immediate action or inclusion in a revision in due course; for these purposes, the UKHO may make reproductions of any material supplied. When a Notice to Mariners is issued, the sender's ship or name is quoted as authority unless (as sometimes happens) the information is also received from other authorities or the sender states that they do not want to be named by using the appropriate tick box on the form. An explanation of the use made of contributions from all parts of the world would be too great a task and a further communication should only be expected when the information is of outstanding value or has unusual features.