**S-121 Project Team (S-121PT)**

**Draft Terms of reference and Rules of Procedure**

**1. Objective**

To develop IHO S-121 Maritime Limits and Boundaries Product Specification. The product specification should take into account the following:

1. Defining a proposed data model
2. Create an S-100 conformant product specification for Maritime Limits and Boundaries to support Law of the Sea Submissions.
3. Determine if S-100 needs to be extended to support Law of the Sea issues.

**2. Authority**

This Project Team (S-121PT) is a subsidiary of the S-100 Working Group (S-100 WG). Its work will be guided by the 2016-18 Work Plan established by the S-100 WG and subject to its approval.

**3. Composition and Chair**

1. The Project Team (S-121PT) shall comprise representatives of IHO Member States (MS), Expert Contributors (EC) and observers from accredited NGIOs. The IHO Secretariat may also be represented. A membership list shall be maintained and posted on the IHO website.
2. EC membership is open to entities and organizations that can provide relevant and constructive contribution to the work of the S-121PT. ECs shall seek approval of their membership from the Chair of the S-121PT.
3. EC membership may be withdrawn, in the event that a majority of S-121PT members agree that an EC’s continued participation is either irrelevant or not constructive to the work of the S-121PT.
4. The Chair of the S-121PT is designated by the parent body.
5. If a Secretary is required, he/she should normally be drawn from a member of the S‑121PT.

**4. Procedures**

1. The S-121PT should work primarily by written correspondence and teleconferences.
2. Decisions should be made by consensus. Dissenting opinions, if any, should be reflected in the S-121PT report.
3. The S-121PT should liaise with other IHO bodies, international organizations, end users and industry to ensure the relevance and currency of its work.
4. The S-121PT should report in accordance with its Work Plan.

**S-121 Project Team (S-121PT) - Draft Work Plan 2016-2018**

**Tasks**

|  |  |
| --- | --- |
| A | Develop the S-121 Maritime Limits and Boundaries Product Specification |

**Work items**

| **Work Item** | **Title** | **Priority**  H-high  M-medium  L-low | **Next milestone** | **Start Date** | **End Date** | **Status**  P-Planned  O-On going  C-Completed  S-Superseded | **Contact Person** | **Related Pubs / Standard** | **Remarks** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| A.1 | Develop the S-121 Maritime Limits and Boundaries Product Specification | H | A.2 | 2016 | 2017 | P | PT Chair |  | * In close liaison with, and guidance by, the S-100 WG |
| A.2 | Determine if S-100 needs to be extended to support S-121 for Law of the Sea submissions | H | A.3 | 2016 | 2017 | P | PT Chair |  | * In close liaison with, and guidance by, the S-100 WG |
| A.3 | Submit S-121 to the S-100WG for review and approval so it can be forwarded to HSSC8 or 9 | H |  | 2017 | 2018 | P | PT Chair |  |  |

**Meetings**

|  |  |  |
| --- | --- | --- |
| **Date** | **Location** | **Activity** |
| 5-9 November 2016 | New York, USA |  |
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Chair: Mr. Mark Alcock (Australia) Email: Mark.Alcock@ga.gov.au

Vice Chair: Mr. Sebastien Durand (Canada) Email: Sebastien.Durand@dfo-mpo.gc.ca