

INTERNATIONAL HYDROGRAPHIC  
ORGANIZATION



ORGANISATION HYDROGRAPHIQUE  
INTERNATIONALE

IHB File No. S3/8151/CHRIS

CIRCULAR LETTER 108/2005  
26 October 2005

COMMITTEE ON HYDROGRAPHIC REQUIREMENTS FOR INFORMATION SYSTEMS  
(CHRIS)

TERMS OF REFERENCE

Ref: Decision No 17b of the XVIth International Hydrographic Conference, 14-19 April 2002.

Dear Hydrographer,

At its 17th Meeting (Rostock, Germany, 5-9 September 2005), the IHO Committee on Hydrographic Requirements for Information Systems (CHRIS) reviewed its Terms of Reference which had been agreed by Member States at the XVIth International Hydrographic Conference (Decision 17b refers) and also posted on the IHO web site.

Improvements to the CHRIS ToRs which resulted from this exercise include the possibility for accredited Non-Governmental International Organizations (NGIO's) to attend Committee Meetings (as agreed at the 3rd EIHC), a reference to IHO Technical Resolution T1.1 "Formation of Intersessionary Subsidiary Bodies of the IHO", and details on the voting process.

Please find annexed the revised Terms of Reference for CHRIS for your approval. Any objections and/or proposals for improvements should be sent to the Bureau **no later than 15 December 2005**.

A "track-changes" version, where all changes from the previous ToRs have been highlighted, is available for consultation in the CHRIS section of the IHO website:

[http://www.iho.shom.fr/COMMITTEES/CHRIS/CHRIS/CHRIS17/CHRIS17-03C\\_CHRIS\\_and\\_WGs\\_ToRs\\_with\\_changes.pdf](http://www.iho.shom.fr/COMMITTEES/CHRIS/CHRIS/CHRIS17/CHRIS17-03C_CHRIS_and_WGs_ToRs_with_changes.pdf).

On behalf of the Directing Committee  
Yours sincerely,

Rear Admiral Kenneth BARBOR  
Director

Annex: CHRIS Terms of Reference

**COMMITTEE ON HYDROGRAPHIC REQUIREMENTS FOR INFORMATION SYSTEMS  
(CHRIS)**

*Proposed revised Terms of Reference*

Considering the need to promote and coordinate the development of standards, specifications and guidelines for official hydrographic products and services, to meet the requirements of mariners and other users of hydrographic information, the International Hydrographic Organization (IHO) establishes a Committee on Hydrographic Requirements for Information Systems (CHRIS) with the following Terms of Reference and Rules of Procedure:

**1. Terms of Reference**

- 1.1 To monitor the requirements of mariners and other users of hydrographic information associated with development and use of paper hydrographic products and electronic information systems that may require data provided by national hydrographic authorities, and identify those technical matters that may affect the activities and products of those authorities.
- 1.2 To study and propose methods and minimum standards for the development and provision of official hydrographic data, nautical products and other related services.
- 1.3 To prepare and maintain publications to describe and promote the recommended methods, standards, specifications and guidelines as adopted by the IHO, and advise IHO Member States about implementation procedures.
- 1.4 To consider alternative procedures for the timely production of standards, for example by using external expertise when necessary.
- 1.5 To establish and maintain contact with other relevant IHO bodies, such as the Committee on WEND, the Legal Advisory Group, etc, to ensure that IHO activities are coordinated.
- 1.6 To liaise with other relevant international organizations

**2. Rules of Procedure**

- 2.1 The Committee is composed of Representatives of Member States and a representative of the International Hydrographic Bureau (IHB).
- 2.2 Accredited Non-Governmental International Organizations (NGIO's) may attend Committee Meetings.
- 2.3 Meetings shall be held at least once a year. The venue and date will be announced at least three months in advance.
- 2.4 Decisions should generally be made by consensus. If votes are required on issues or to endorse proposals presented to the Committee, only Member States may cast a vote. Votes shall be on the basis of one vote per Member State represented.
- 2.5 The length of tenure of the Chair and Vice-Chair is governed by IHO Technical Resolution T1.1.

- 2.6 The Committee will progress its work primarily through Working Groups, each of which will address specific tasks. Working Groups will operate by correspondence to the maximum extent practicable.
- 2.7 Recommendations of the Committee will be submitted to the Member States for adoption through the IHB Directing Committee.

*Reference: 17<sup>th</sup> CHRIS Meeting, 5-9 September 2005, Rostock, Germany*