



IHB File No. S3/8151/HSSC

CIRCULAR LETTER 27/2011
24 March 2011

**3rd MEETING OF THE HYDROGRAPHIC SERVICES AND STANDARDS COMMITTEE (HSSC)
8-10 November 2011, IHB, Monaco**

Reference: CL 86/2010 dated 10 December - HSSC, 2nd Meeting, Rostock, Germany, 26-29 Oct 2010

Dear Hydrographer,

1 The 3rd meeting of the Hydrographic Services and Standards Committee (HSSC-3) will take place from **8-10 November 2011 at the International Hydrographic Bureau, Monaco**. HSSC-3 will be preceded by a meeting of the HSSC Chair Group on the afternoon of 7 November. In addition to the Chair, this will comprise the chairs of HSSC Working Groups (WGs), plus the vice chair and secretary of HSSC, and the relevant IHB director. Delegates' attention is drawn to the closing time for the meeting - 1700 on Thursday 10 November. In the circumstances, delegates are recommended to commence their return journey on the following day.

2 This letter provides information on the current status of actions arising from the 2nd HSSC meeting (Rostock, Germany, 26-29 October 2010); and sets out a draft agenda for HSSC-3.

3 Venue and Accommodation. The meeting will be held in the IHB conference room. Logistics information, such as details of available hotels, and a registration form for HSSC-3 have been posted on the IHO website (http://www.iho-ohi.net/mtg_docs/com_wg/HSSC/HSSC3/HSSC3Docs.htm). Attendees should make their hotel arrangements at their earliest convenience via the IHB (Ms. Mireille Mollet at: info@ihb.mc). Registration forms for HSSC-3 should be submitted to the Secretary **by 15 September 2011**.

4 Actions arising from HSSC-2. The status of all actions arising from HSSC-2 are summarized in **Annex A**. Some actions are still pending. Those nominated for actions that remain outstanding are kindly requested to take action as necessary and report the status to the Secretary of HSSC at mhuet@ihb.mc as soon as possible.

5 Draft Agenda for HSSC-3. A provisional agenda for HSSC-3 is provided in **Annex B**. Associated documents, where known, have been listed. Member States are kindly requested to review the draft agenda and provide any comments or proposals for new agenda items to the Secretary, **by 30 June 2011**. If necessary, a revised draft agenda will then be prepared and published on the IHO website.

6 Submission Deadline for HSSC-3 Documents. Documents intended for consideration at HSSC-3 should be submitted to the Secretary in accordance with the "[Instructions for the Submission of Reports and Proposals for Consideration by HSSC](#)", as follows:

	Submission Deadline
Papers in support of Agenda items (including reports from WG chairs and proposals for new work programme items)	By 20 September 2011 (7 weeks before commencement of the meeting)
Papers providing comments or proposed amendments to proposals contained in meeting papers <u>Such supplementary submissions should contain a maximum of 4 pages</u>	no later than 18 October 2011 (3 weeks before commencement of the meeting)

Documents received after 18 October 2011 will be treated as information documents only

- 7 All documents will be placed on the IHO website as and when they are received.
- 8 The current list of HSSC contacts is provided in **Annex C**. Any changes should be forwarded to the Secretary at the earliest opportunity.

On behalf of the Directing Committee
Yours sincerely,



Robert WARD
Director, IHB

Copy to:

Accredited Non-Governmental International Organizations
Chairs of HSSC WGs

Annexes:

- A. List of Actions from HSSC-2 and Status Report
- B. Draft Agenda and Timetable
- C. HSSC - List of Contacts

LIST OF ACTIONS FROM HSSC-2 AND STATUS REPORT

ACTION No.	AGENDA ITEM	SUBJECT	ACTIONS (in bold, action by)	STATUS (21 Mar 2011)
HSSC2/1	3	Length of coastline	Correspondence Group on the Definition and Length of Coastline , led by France, to complete its work by HSSC-3.	In progress.
HSSC2/2	4.B	Changes to IHO standards	IHB to seek MS adoption of amendments to IHO Resolution 2/2007 <i>Principles and Procedures for making changes to IHO Technical Standards and Specifications</i> .	Done. See CLs 87/2010 and 24/2011.
HSSC2/3	5.1.A	S-58	IHB to seek MS adoption of S-58 v4.2 <i>Recommended ENC Validation Checks</i> .	Done. See CLs 90/2010 and 21/2011.
HSSC2/4	5.1.B	S-99	IHB to seek MS adoption of S-99 <i>IHO Geospatial Information Registry - Structure, Organization and Management</i> .	Done. See CLs 70/2010 and 5/2011. S-99 adopted by MS.
HSSC2/5	5.1.C	Encoding issues	TSMAD to incorporate process diagram for dealing with encoding issues in its business rules.	In progress.
HSSC2/6	5.1.D	USOC	TSMAD to prepare a revised version of S-57 Appendix B.1, Annex A <i>Use of the Object Catalogue for ENC</i> by incorporating all outstanding encoding bulletins and other relevant extant material.	In progress. See Doc. TSMA22/DIPWG3-10.1A & 10.1B.
HSSC2/7	5.1.D	USOC	IHB to seek MS approval to unfreeze S-57 Appendix B.1, Annex A <i>Use of the Object Catalogue for ENC</i> and to adopt the revised version prepared by TSMAD.	In progress. Waiting for completion of HSSC2/6.
HSSC2/8	5.2.B	S-63	IHB to inform Greece of the decision that licensing terms for ENC data should not be part of S-63 and should be addressed directly to supplying ENC producer authorities.	Done. IHB Letter S3/8151/HSSC of 22 Dec 2010 refers.
HSSC2/9	5.3	S-100 portrayal register	IHB to finance continuing development of the S-100 Geospatial Information Portrayal Register using Presentation Library funds.	In progress.
HSSC2/10	5.6.A	DQWG meeting	DQWG to hold a formal meeting (probably in UK) in early 2011 to determine a way ahead and to accelerate the rate of progress on its work programme.	In progress. Meeting planned on 14-17 June 2011 in Helsinki, Finland.
HSSC2/11	5.6.B	MSNFSN	DQWG to consider paper HSSC3-05.6B <i>Minimum standard necessary for safe navigation (MSNFSN)</i> during its deliberations.	In progress.
HSSC2/12	5.7.A	MSDI documents	IHB to post supporting MSDI documents more prominently on the IHO website.	Done.
HSSC2/13	5.7.A	C-17	IHB to seek MS adoption of a revised C-17 <i>Spatial Data Infrastructures: "The Marine Dimension" - Guidance for Hydrographic Offices</i> , incorporating supporting MSDI documents as appendices.	Done. See CLs 88/2010 and 22/2011.
HSSC2/14	5.9	S-32	IHB to seek MS adoption of revisions to the Hydrographic Dictionary (S-32)	Done. See CLs 75/2010 and 18/2011.

ACTION No.	AGENDA ITEM	SUBJECT	ACTIONS (in bold, action by)	STATUS (21 Mar 2011)
HSSC2/15	5.9	S-32	All HSSC working groups should review relevant documents, as opportunity arises, to ensure that they only refer to S-32 and the relevant definition itself and should not make any cross-reference to the old "index" numbers that appeared in the printed versions of S-32.	In progress.
HSSC2/16	5.9	S-32	IHB to inform IRCC that HSSC recommends that all IRCC bodies should only refer to S-32 and the relevant definition itself and should not make any cross-reference to the old "index" numbers that appeared in the printed versions of S-32.	Done. IHB Letter S3/8151/HSSC of 20 Dec 2010 refers.
HSSC2/17	5.10	T&P ENC Updates	IHB to survey Member States regarding application of the recently approved <i>Guidelines for Encoding T&P ENC Updates</i> (Annex B to S-65 Edition 1.2, October 2009) to establish the status of production of T&P ENC updates for each nation.	In progress. See CL 9/2011.
HSSC2/18	7.1.B	S-64	TSMAD to enhance the S-64 ECDIS test data set to help ECDIS testing authorities to identify some of the recently exposed potential implementation issues.	In progress. See TSMAD22/DIPWG3-10.2A & 10.2B.
HSSC2/19	7.1.B	ECDIS implementation issues	UK to chair a meeting of relevant stakeholders to determine ways of better coordinating and monitoring any required actions when ECDIS implementation issues arise.	Done. See CLs 89/2010 and 19/2011. Workshop on ECDIS Software Issues held at IHB, 15-16 Feb 2011.
HSSC2/20	7.2	ECDIS-related IEC standards	IHB to inform IEC TC80 of potential requirement to revise IEC 61174 to account for recently identified implementation anomalies and invite IEC to inform HSSC of the relevant maintenance standard for IEC 62288.	Done. IHB Letter S3/8151/HSSC of 20 Dec 10 refers.
HSSC2/21	8.2	IHO stakeholders' Forum	IHB to inform IRCC that an IHO Stakeholders' Forum will be held at the IMO in London in June 2011.	Done. IHB Letters S3/8151/HSSC of 20 Dec 2010 and 8 Feb 2011 refer. However, the ESF at NAV57 has been cancelled.

**3RD MEETING OF THE HYDROGRAPHIC SERVICES AND STANDARDS COMMITTEE
IHB, Monaco, 8-10 November 2011
(Chair Group Meeting on 7 November p.m.)**

DRAFT AGENDA AND TIMETABLE

Note: Presenters of papers in parentheses ().

Monday 7 Nov	HSSC CHAIR GROUP
1400	Chair Group meet at the IHB
1400 - ~1730	HSSC Chair Group Meeting (HSSC WG Chairs, Vice-chairs, WG speakers only)
Tuesday 8 Nov	DAY ONE of HSSC-3
0900	1. Opening and Administrative Arrangements <i>Docs: HSSC3-01A List of Documents (IHB)</i> <i>HSSC3-01B List of Participants (IHB)</i> <i>HSSC3-01C HSSC – List of Contacts (IHB)</i> <i>HSSC3-01D Terms of Reference for HSSC and related Working Groups (IHB)</i>
0915	2. Approval of Agenda <i>Docs: HSSC3-02A Agenda and Timetable</i>
0930	3. Matters arising from Minutes of 2nd HSSC Meeting <i>Docs: HSSC3-03A Minutes of HSSC-2 (IHB)</i> <i>HSSC3-03B Status of Actions List from HSSC-2 (IHB)</i> <i>HSSC3-03C Status Report of the Correspondence Group on Definition and Length of Coastline (France)</i>
1030	Group Photo followed by Coffee Break
1100	4. HSSC Administration <i>Docs:</i>
	5. Reports by HSSC Working Groups
1130	5.1 Transfer Standard Maintenance and Application Development (TSMAD) <i>Docs: HSSC3-05.1A Report and Recommendations of TSMAD (TSMAD Chair)</i>
1230	Lunch
1400	5.1 Transfer Standard Maintenance and Application Development (TSMAD) (continued) <i>Docs:</i>
1530	Coffee Break
1600	break into drafting groups (if required)

1730	END OF DAY ONE
1830 - 2000	Reception at the IHB
Wednesday 9 Nov	DAY TWO of HSSC-3
	5. Reports by HSSC Working Groups
0900	5.2 Data Protection Scheme (DPSWG) <i>Docs: HSSC3-05.2A Report and Recommendations of DPSWG (DPSWG Chair)</i>
1030	Coffee Break
1100	5.3 Digital Information Portrayal (DIPWG) <i>Docs: HSSC3-05.3A Report and Recommendations of DIPWG (DIPWG Chair)</i>
1230	Lunch
1400	5.4 Standardization of Nautical Publications (SNPWG) <i>Docs: HSSC3-05.4A Report and Recommendations of SNPWG (SNPWG Chair)</i>
1445	5.5 Chart Specifications and Paper Charts (CSPCWG) <i>Docs: HSSC3-05.5A Report and Recommendations of CSPCWG (CSPCWG Chair)</i>
1530	Coffee Break
1600	break into drafting groups (if required)
1700	END OF DAY TWO
Thursday 10 Oct	DAY THREE of HSSC-3
0900	consider work of drafting group(s) (if required)
0945	5.6 Data Quality (DQWG) <i>Docs: HSSC3-05.6A Report and Recommendations of DQWG (DQWG Chair)</i>
1030	Coffee Break
1100	5.7 Marine Spatial Data Infrastructure (MSDIWG) <i>Docs: HSSC3-05.7A Report and Recommendations of MSDIWG (MSDIWG Chair)</i>
1130	5.8 Tidal and Water Level (TWLWG) <i>Docs: HSSC3-05.8A Report and Recommendations of TWLWG (TWLWG Chair)</i>
1200	5.9 Hydrographic Dictionary (HDWG) <i>Docs: HSSC3-05.9A Report and Recommendations of HDWG (HDWG Chair)</i>
1230	Lunch
1400	5.10 ENC Updating (EUWG) <i>Docs: HSSC3-05.10A Report and Recommendations of EUWG (EUWG Chair)</i>

1430	6. Inter-Organizational Bodies 6.1 Inland ENC Harmonization Group (IEHG) <i>Docs: HSSC3-06.1A Status Report on Inland ENC Development and Standardization (IEHG Co-Chair)</i>
1500	6.2 IHO-IAG Advisory Board on the Law Of the Sea (ABLOS) <i>Docs: HSSC3-06.3A Status Report on ABLOS activities (IHB)</i>
1515	7. Decisions of other bodies affecting HSSC 7.1 IMO <i>Docs: HSSC3-07.1A Report on IMO activities affecting HSSC (IHB)</i>
1530	Coffee Break
1545	7.2 IEC and RTCM <i>Docs:</i>
	8. Liaison with External Stakeholders
1600	8.1 <i>Docs:</i>
1615	9. Review and Endorsement of HSSC Work Plan <i>Docs: HSSC3-09A Consolidated HSSC Work Plan (IHB)</i>
1630	10. Review of other Information Papers <i>Docs: HSSC3-INF1 Status Report on IHO Publications on Standards and Specifications (IHB)</i>
1650	11. Date and Location of Next Meeting
1655	12. Closure of the Meeting
1700	END OF MEETING

HSSC - LIST OF CONTACTS
(March 2011)

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