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**CIRCULAR LETTER 104/2012**  
**04 December 2012**

**MARINE SPATIAL DATA INFRASTRUCTURE (MSDI)**

**Open Forum, 30 January 2013**

**[followed by the 4<sup>th</sup> Meeting of the IHO Marine Spatial Data Infrastructure Working Group (MSDIWG4), 31 January & 1 February 2013]**

Dear Hydrographer,

1. The XVIII<sup>th</sup> International Hydrographic Conference confirmed the importance of Marine Spatial Data Infrastructure (MSDI) activities for the IHO and its Member States. MSDI activities at the IHO level are carried out by the IHO MSDI Working Group (MSDIWG) - a working group of the Hydrographic Services and Standards Committee (HSSC) - under the chairmanship of Mr Jens Peter Hartmann, from the Danish National Survey and Cadastre (KMS). Terms of Reference for the MSDIWG are provided in Annex A.

2. KMS is organizing a Marine Spatial Data Infrastructure Open Forum in Copenhagen on 30 January 2013. The Forum will be an opportunity for the key elements of SDI, MSDI and other marine-related initiatives to be presented and discussed. It will highlight relevant geospatial developments from stakeholders outside the IHO community. Hydrographic Offices, mapping agencies and other organizations with a general interest in MSDI are welcome to participate in the Forum. A draft programme for the MSDI Open Forum is provided in Annex B.

3. The 4<sup>th</sup> meeting of the MSDIWG will be held back-to-back with the MSDI Open Forum on 31 January and 1 February, also in Copenhagen. This two-day meeting will review the working group's terms of reference and work plan, consider inputs from Member States and assess the current status of individual countries' MSDI and SDI implementation. Participating Member States will have the opportunity to present their national MSDI implementation. A draft agenda for MSDIWG4 is provided in Annex C. Participants will also review the results of a brief questionnaire that Member States are invited to complete and return in advance of the meeting (see Annex D).

4. Both the MSDI Open Forum and MSDIWG4 will be held at the offices of KMS in Copenhagen. Logistical information (meetings location, accommodation ...) is provided in Annex E. A registration form for both events is attached as Annex F. Member States are invited to participate in these events and to consider or confirm their MSDIWG membership (see Annex G). Nominations of candidates for the posts of Chair, Vice-Chair and Secretary for the next five-year period are also welcome.

5. A final agenda and papers for MSDIWG4 will be made available in advance of the meeting. For this purpose, registration forms, comments on the meeting agenda, completed questionnaires and any input papers for the meeting should be sent to the MSDIWG Chair, Mr Jens Peter Hartmann ([jepha@kms.dk](mailto:jepha@kms.dk)) and to Ms Suzanne Slarsky Dael ([susla@kms.dk](mailto:susla@kms.dk)) by **17 January 2013**. Papers received after that date will be considered for information only.

6. Member States seeking an overview of the issues to be considered in relation with MSDI are invited to consult IHO Publication C-17 - *Spatial Data Infrastructures: "The Marine Dimension" - Guidance for Hydrographic Offices* - and HSSC document HSSC3-INF6- *Information about MSDI future challenges and MSDI initiatives in the Baltic* - which are available on the IHO website.

On behalf of the Directing Committee  
Yours sincerely,



Gilles BESSERO  
Director

**Annexes:**

- A. Current Terms of Reference for MSDIWG
- B. Draft programme for the MSDI Open Forum (*in English only*)
- C. Draft agenda for MSDIWG4 (*in English only*)
- D. MSDI questionnaire (*in English only*)
- E. Logistical information for the MSDI Open Forum and MSDIWG4 (*in English only*)
- F. Registration form for the MSDI Open Forum and MSDIWG4 (*in English only*)
- G. Current MSDIWG Membership

**MARINE SPATIAL DATA INFRASTRUCTURE WORKING GROUP (MSDIWG)**  
**Terms of Reference**

Ref: 1<sup>st</sup> HSSC Meeting (Singapore, October 2009)

**1. Objective**

Support the SDI activities of the IHO.

**2. Authority**

This Working Group (WG) is a subsidiary of the Hydrographic Services and Standards Committee (HSSC). Its work is subject to HSSC approval.

**3. Procedures**

The WG should:

- a) Monitor national and international SDI activities and present information on those activities to HSSC members by correspondence and at the annual meeting.
- b) Promote the use of IHO standards and member state marine data in SDI activities.
- c) Liaise, as appropriate, with other relevant technical bodies such as the IOC, and the World Data Centres for Oceanography, Bathymetry and Marine Geophysics, to increase the visibility of marine spatial data.
- d) Propose any Technical and/or Administrative Resolutions that may be required to reflect IHO involvement in the support of SDI.
- e) Identify actions and procedures that the IHO might take to contribute to the development of Spatial Data Infrastructure (SDI) and / or MSDI in support of Member States.
- f) Determine any actions that the IHO and individual M/S might take to forge links with other bodies (e.g. OGC, ISO TC211, IOC) to ensure M/S are best placed to meet the developing challenges associated with data management and governance.
- g) Identify and recommend possible solutions to any significant technical issues related to interoperability between maritime and land based inputs to SDI, and in particular:
  - 1) Datum issues.
  - 2) S-100 interoperability with SDI.
  - 3) S-100 interoperability with oceanographic, marine biological, geological and geophysical data structures.
- h) Identify any IHO capacity building requirements.
- i) The WG should work by correspondence, and use group meetings, workshops or symposia only if required. When meetings are scheduled, and in order to allow any WG submissions and reports to be submitted to HSSC on time, WG meetings should not normally occur later than nine weeks before a meeting of the HSSC.
- j) Submit a report annually to HSSC.

**4. Composition and Chairmanship**

- a) The WG shall comprise representatives of Member States, Expert Contributors and Accredited NGO Observers, all of whom have expressed their willingness to participate.
- b) Member States, Expert Contributors and Accredited NGO Observers may indicate their willingness to participate at any time. A membership list shall be maintained and confirmed annually.

- c) Expert Contributor membership is open to entities and organizations that can provide a relevant and constructive contribution to the work of the WG.
- d) The Chair and Vice-Chair shall be a representative of a Member State. The election of the Chair and Vice-Chair should normally be decided at the first meeting after each ordinary session of the Conference (Conference to be replaced by Assembly when the revised IHO Convention enters into force) and, in such case, shall be determined by vote of the Member States present and voting.
- e) Decisions should generally be made by consensus. If votes are required on issues or to endorse proposals presented to the WG, only M/S may cast a vote. Votes shall be on the basis of one vote per M/S represented. In the event that votes are required between meetings or in the absence of meetings, including for elections of the Chair and Vice Chair, this shall be achieved through a postal ballot of those M/S on the current membership list.
- f) If a secretary is required it should normally be drawn from a member of the WG.
- g) If the Chair is unable to carry out the duties of the office, the Vice-Chair shall act as the Chair with the same powers and duties.
- h) Expert Contributors shall seek approval of membership from the Chairman.
- i) Expert Contributor membership may be withdrawn in the event that a majority of the Member States represented on the WG agrees that an Expert Contributor's continued participation is irrelevant or unconstructive to the work of the WG.
- j) All members shall inform the Chairman in advance of their intention to attend any meetings of the WG.
- k) In the event that a large number of Expert Contributor members seek to attend a meeting, the Chairman may restrict attendance by inviting Expert Contributors to act through one or more collective representatives

**Draft Programme for the MSDI Open Forum**  
30 January 2013

<b>Theme</b>	<b>Time</b>	<b>Subject</b>	<b>Responsible</b>
<b>Registration</b>	9:00 – 9:30	Registration at the Open Forum Venue	All
<b>Welcome</b>	9:30 – 09:50	Welcome, introduction of participants and practical information	Host/Chair
<b>Status</b>	09:50 – 10:00	Introductions to the MSDI Open Forum: the aim of the workshop	Host/Chair
	10:00 – 10:20	MSDI and hydrographic data in digitizing the public sector	KMS Director
<b>General presentation</b>	10:20 – 10:40	The IHO perspective, (interregional coordination, standardisation and IHO services): Is there a new role for national HO and IHO?	IHB
<b>Break</b>	10:40 – 11:00		
<b>The key elements of SDI and MSDI</b>	11:00 – 11:20	MSDI and the need for a governance model	KMS
	11:20 – 11:40	Metadata and data - A technical approach to MSDI/SDI	OceanWise Limited
	11:40 – 12:00	SDI and the key elements	Roger Longhorn
	12:00 - 12:20	MSDI and the need for education	John Pepper Consultancy Ltd.
<b>Lunch</b>	12:20 – 13:20		
<b>SDI and MSDI from a governmental and a scientific sector approach</b>	13:20 – 13:40	SDI and a scientific approach	DTU Space
	13:40 – 14:00	Arctic SDI and the Arctic Council	CAFF
	14:00 – 14:20	SDI and The Danish Natural Environment Portal	DNEP
	14:20 – 14:40	User approach to MSDI	CARIS
<b>Break</b>	14:40 – 15:00		
<b>SDI and MSDI from a private sector approach</b>	15:00 – 15:20	Private Sector approach to MSDI	ESRI
	15:20 – 15:40	MSDI Business case	DevoTeam
	15:40 – 16:00	Experience from the BLAST project	BLAST/KMS
<b>Status and how to proceed</b>	16:00 – 16:15	Summing up the challenges for the future	John Pepper Consultancy Ltd.
	16:15 – 16:30	Evaluation and closing	Host/Chair

**Draft Agenda for MSDIWG4**

31 January – 1 February 2013

Theme	Time	Subject	Responsible
<b>Day 1 - Welcome</b>	09:00 – 09:20	Welcome, introductions and practical information	Host/chair
<b>Status</b>	9:20 – 10:20	Terms of reference for the MSDIWG	Chair
		Approval of Agenda and objectives Review of work programme and activities to date Setting goals for this meeting's results	All
<b>Break</b>	10:20 – 10:35		
<b>Presentations</b>	10:35 – 12:30	Identify existing MSDI initiatives and where the IHO MSDIWG might form links and share experience/expertise	
		National presentation from members on status on MSDI	All
<b>Lunch</b>	12:30 – 13:15		
<b>Presentations and preparation for group work</b>	13:15 – 15:00	National presentation from members on status on MSDI	All
		Summing up and discussion (We have IHO Publication C-17 - <i>Spatial Data Infrastructures</i> . What can be done regionally by RHCs and internationally by IHO?)	All
		Presentation of questionnaire and preparation for group work	
<b>Break</b>	15:00 – 15:15		
<b>Group work and presentations</b>	15:15 – 16:55	Group work	All
		Presentations	All
<b>Closing</b>	17:00	Closing of day one of the workshop	Chair

<b>Theme</b>	<b>Time</b>	<b>Subject</b>	<b>Responsible</b>
<b>Day 2 - Welcome</b>	09:00 – 09:20	Welcome, and summing up from the two last days	Chair
<b>MSDIWG ToR and Work Plan</b>	09:20 – 10:20	Presentation of the draft work program and work plan, and inputs from HSSC4	Chair
		Terms of reference for MSDIWG and MSDIWG Work Plan	All
<b>Break</b>	10:20 – 10:35		
<b>Discussion</b>	10:35 – 12:30	Identifying the key challenges for the future related to national and IHO MSDI E.g. Education and Scoping Document possibly leading to a Specification (S-10x) for non navigational use of HO data e.g. marine planning.	All
		How to proceed	
<b>Lunch</b>	12:30 – 13:15		
<b>Status and how to proceed</b>	13:15 – 15:00	Creating a new MSDIWG Work Plan, action list and Terms of Reference	All
		Election of Chair and Vice chair of MSDIWG	All
		Any other business	All
<b>Break</b>	15:00 – 15:15		
<b>Next meeting</b>	15:15 – 15:55	Content of next MSDI Open Forum and MSDIWG5, in addition to regular teleconferences	All
		Place and time for the next MSDI Open Forum and MSDIWG5?	All
		Evaluation of the 3 last days	All
<b>Closing</b>	16:00	Closing of the meeting	Chair

**MSDI Questionnaire**

*Please return this form to Mr Jens Peter Hartmann (jepha@kms.dk) and Ms Suzanne Slarsky Dael (susla@kms.dk) no later than 17 January 2013.*

A) Taking the national, regional and International SDI and MSDI into consideration, please state the 3 to 5 most important issues/challenges for the future development of MSDI from a national, regional and International IHO perspective

B) Please state how we as Hydrographic Offices and IHO should address these 3 to 5 issues/challenges, including a discussion of whether the approach should be from a national, regional and an international perspective

C) How should we get started?



**MSDI Open Forum (30 January 2013) and MSDIWG4 (31 January & 1 February 2013)**

**Logistical information**

**Meeting Location**

Both the Open Forum and the MSDIWG 4 will be held at the offices of the National Survey and Cadastre (KMS), Denmark (telephone +45 7254 5000) at the following address:

The National Survey and Cadastre  
Rentemestervej 8  
2400 Copenhagen NV  
Denmark

The map below shows the meeting location. The offices of the National Survey and Cadastre are located within walking distance of Copenhagen's Nørrebro Station and Bispebjerg Station. A taxi from the city centre to the National Survey and Cadastre costs around 150 DKK, or € 20.



Copenhagen Airport Kastrup is the closest airport to the meeting venue. A taxi from Copenhagen Airport Kastrup to the National Survey and Cadastre costs around 350 DKK, or € 50.

**Accommodation**

Meeting participants are responsible for their own hotel bookings. We can recommend the Hotel Ascot or the SAS Radisson, located in Copenhagen City Centre.

**Meals**

The National Survey and Cadastre will provide lunch for all participants on all three meeting days.

**MSDI Open Forum (30 January 2013) and MSDIWG4 (31 January & 1 February 2013)**

**Registration Form**

*Please return this form to Mr Jens Peter Hartmann [mailto:\(jepha@kms.dk\)](mailto:jepha@kms.dk) and Ms Suzanne Slarsky Dael ([susla@kms.dk](mailto:susla@kms.dk)) no later than 17 January 2013.*

MSDIWG Members, please indicate country \_\_\_\_\_

Observers, please indicate country and/or organization \_\_\_\_\_

**Participant 1**

Registration for: Open Forum only ( ) MSDIWG4 only ( ) Both meetings ( )

Rank or Title \_\_\_\_\_

Surname \_\_\_\_\_

First Name \_\_\_\_\_

E-mail Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

**Participant 2**

Registration for: Open Forum only ( ) MSDIWG4 only ( ) Both meetings ( )

Rank or Title \_\_\_\_\_

Surname \_\_\_\_\_

First Name \_\_\_\_\_

E-mail Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

**Nomination of candidate for Chair of MSDIWG:**

\_\_\_\_\_

**Nomination of candidate for Vice-Chair of MSDIWG:**

\_\_\_\_\_

**Nomination of candidate for Secretary of MSDIWG**

\_\_\_\_\_

Please list additional participants' information on a separate sheet.

## Marine Spatial Data Infrastructure WG (MSDIWG)

## Membership List

Member States	Name	E-mail
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