

## IHO WORKING GROUP ON THE HYDROGRAPHIC DICTIONARY (HDWG)

### Terms of Reference-Rev5

Ref: 1st HSSC Meeting (Singapore, October 2009)

#### 1. Objectives

- To provide to all users a unique definition of hydrographic terms validated by the IHO.
- To review and update systematically the hydrographic definitions which fall within the IHO technical and scientific domain.
- To incorporate all unambiguous terms contained in the IHO Geographical Information Items (GII) registry for the digital use by nautical cartographers
- To facilitate the consultation of the Hydrographic Dictionary by IHO Member States, regardless of language issues by use of unique identifiers (ID).
- To offer the dictionary users additional definitions of technical terms that do not fall within the IHO technical and scientific domain, but are nonetheless relevant to hydrographic sciences and activities.

#### 2. Authority

The HDWG is a subsidiary of the Hydrographic Services and Standards Committee (HSSC) and its work is subject to HSSC approval.

#### 3. Operating principles

- Each hydrographic definition should be unique and expressed in one of the IHO languages from which other language versions will be derived.
- Unambiguous definitions used in digital cartography are provided under the responsibility of the custodians of the IHO GII registry.
- Additional non-hydrographic definitions are provided as a convenience and are only the result of the HDWG best effort, without guaranteeing exhaustivity either of the definition or of the sources.
- Each hydrographic term will be associated with a unique identifier to facilitate further multilingual cross-comparisons.
- Whilst the format of multilingual versions of the HD dictionary is defined by the HDWG, the content and details of translations, either complete or simplified, shall remain under the responsibility of the Member States wishing to develop their national versions at their own expense.
- Member states will be encouraged to liaise with the Wikimedia-Foundation to contribute to the Wiki worldwide hydrographic database with their national definitions based on the translation of IHO reference terms and definitions.
- HD national versions will comprise a table of cross-comparisons between the following entries: Identifier, IHO reference term and definitions, National term.
- These principles will be implemented progressively with the assistance of the Wikimedia-Foundation. In the meantime, the existing Wiki versions will continue being used and maintained.

1<sup>st</sup> Example (Spanish Hydrographic Dictionary – future version):

IHO Definition		TEST-v 1.0		Language	
Search in Term or in ID: <input type="text" value="control point"/> <input type="button" value="Search"/> <input checked="" type="checkbox"/> substring-search Found: 1 / 5				<input type="button" value="◀"/> <input type="button" value="▶"/>	
ID: <input type="text" value="1035"/> Type: <input type="text"/> Deleted: <input type="checkbox"/> Old ID: <input type="text" value="1025"/> Genre: <input type="text"/> Plural: <input type="text"/> Save Date: <input type="text"/> en-BE/AE: <input type="text"/> Last full check: <input type="text"/>		ID: <input type="text" value="1035"/> Deleted: <input type="checkbox"/> Old ID: <input type="text" value="1025"/> Save Date: <input type="text"/> Last full check: <input type="text"/>		Español 中文 <b>Deutsch</b> <b>English</b> <b>Français</b> Etc.	
Term: <input type="text" value="control point"/>		Term (s): <input type="text" value="punto de control, punto de apoyo"/>			
Definition(s): (1). A point on the ground whose position (horizontal and vertical) is used as a base for a dependent survey. Also referred to as control station. (2). In photogrammetry, any point in a horizontal and vertical control system that is identified on a photograph and used for correlating the data shown on that photograph. More specific terms are photocontrol point, picture control point and ground control point. IHO GII registry: id.		Definition(s): (1). Punto en el terreno, cuya posición (horizontal y vertical) se utiliza como base para el levantamiento en cuestión. También se hace referencia a él como a la estación de control. (2). En Fotogrametría, cualquier punto en un sistema horizontal y vertical de control identificado sobre una FOTOGRAFÍA y utilizado para correlacionar los DATOS que aparecen en esa FOTOGRAFÍA. Términos más específicos son punto de control fotogramétrico, punto de control de la imagen y punto de control terrestre. IHO GII registry: id.			

2<sup>nd</sup> Example (Chinese Hydrographic Dictionary – future version):

IHO Definition		TEST-v 1.0		Edit	
Search in Term or in ID: <input type="text" value="acceleration"/> <input type="button" value="Search"/> <input checked="" type="checkbox"/> substring-search Found: 1 / 4				<input type="button" value="◀"/> <input type="button" value="▶"/>	
ID: <input type="text" value="14"/> Type: <input type="text"/> Deleted: <input type="checkbox"/> Old Number: <input type="text" value="14"/> Genre: <input type="text"/> Plural: <input type="text"/> Save Date: <input type="text"/> en-BE/AE: <input type="text"/> Last full check: <input type="text"/>		ID: <input type="text" value="14"/> Deleted: <input type="checkbox"/> Old Number: <input type="text" value="14"/> Save Date: <input type="text"/> Last full check: <input type="text"/>		中文 <b>Deutsch</b> <b>Español</b> <b>English</b> <b>Français</b> Etc.	
Term: <input type="text" value="acceleration"/>		Term: <input type="text" value="加速度"/>			
Description: <input type="text" value="The rate of change of VELOCITY."/> IHO GII registry: id.		Description: <input type="text" value="速度變化率"/> IHO GII 籍: 相同的			

## 4. Procedures

- a. The HDWG should conduct its business mainly by correspondence. Meetings will be held whenever deemed necessary by the HSSC but should be at least once between Conferences (Conference to be replaced by Assembly when established). 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.
- b. The HDWG may establish individual language sub-groups as necessary. These sub-groups should work by correspondence only and their work will be coordinated by a leader appointed by the HDWG.
- c. The HDWG should liaise with other IHO bodies developing publications containing glossaries to ensure consistency. 'Terms and Definitions' should be a standing agenda item for meetings of all HSSC subordinate bodies.

d. The WG should liaise as appropriate with other organisations developing dictionaries and/or glossaries.

e. The WG should develop a work programme for each year that includes target completion and dates where appropriate.

#### **4. Composition and Chairmanship**

a. Membership of the HDWG is open to all Member States wishing to participate. The International Hydrographic Bureau (IHB) (“the International Hydrographic Bureau (IHB)” to be replaced by “the IHO Secretariat” when the Secretariat is established) will maintain a list of nominated members. The HDWG should have one representative from each HSSC subordinate body.

b. The HDWG may invite expert contributors to participate in its deliberations during and between meetings. Accredited Non-Governmental International Organizations (NGIO) may also participate as observers in the work and meetings of the HDWG.

c. Expert Contributor membership is open to entities and organisations that can provide a relevant and constructive contribution to the work of the WG. These may include, in particular, the Wikimedia-Foundation in a position of permanent consultant.

d. The Chair and vice-Chair shall be representatives of Member States and be independent of any HSSC subordinate body. The election of the Chair and vice-Chair should normally be decided at the first meeting following each ordinary session of the Conference (“Conference” to be replaced by “Assembly” when the revised IHO Convention enters force) and, in such case, shall be determined by vote of the Member States present and voting. If no qualified candidates are members of the HDWG, the IHB will call for suitable volunteers from Member States and submit the list to HDWG members for election.

e. Decisions should generally be made by consensus. If a vote is required, only Member States may cast a vote. Votes shall be on the basis of one vote per Member State represented.

f. If a secretary is required it should normally be drawn from a Member State representative of the HDWG.

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 M/S represented in the WG agree 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 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.