



DATA QUALITY WORKING GROUP (DQWG)

[A Working Group of the Hydrographic Services and Standards Committee (HSSC)]

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DQWG Letter: 02/2013

To DQWG Members

Date 17 December 2013

Subject: Data Quality Working Group Meeting 8; Sydney or Wollongong, Australia 26–28 March 2014

Dear Working Group Member,

1. The 8th meeting of the Data Quality Working Group Meeting (DQWG-8) will be held on 26-28 March 2014 and will join with the next TSMAD and DIPWG meetings which are scheduled from 31 March to 4 April 2014 in Sydney or Wollongong, Australia. The actual venue should soon be confirmed and logistical information and a registration form will then be published on the IHO website (http://www.iho.int/mtg_docs/com_wg/DQWG/DQWG8/DQWG8.htm). Any meeting documents will also be posted on that web page when they are ready.
2. The reason why DQWG-8 will be co-located with TSMAD and DIPWG is because by then we will have finalised the main work element of developing the revised portrayal for data quality. The HICUP sub group established during DQWG-7 is to report its findings to the full DQWG who, once agreed, will present this to the TSMAD on the following week, effectively completing this element of our work.
3. Given that this is the fundamental deliverable of the DQWG I hope that as many DQWG members as possible can attend so that the output of the HICUP group can be carefully scrutinised and agreed prior to finally being delivered.
4. I am very conscious that travel budgets are remaining very tight but would appreciate your attendance at the proposed meeting so that we can finalise this vital stage in the work of the DQWG. If suitably experienced participants, such as yourself, are unable to attend then the output of the DQWG is likely to be compromised, with a consequential effect on the overall HSSC work program, and in particular, work on S-100.
5. Once submitted to TSMAD the DQWG deliverable will form an element of the S-100 demonstrator being developed.
6. Although not confirmed, I anticipate that the DQWG will need to meet once more, probably in June or July 2015 to conclude our work.
7. A draft agenda for DQWG-8 is attached at Annex A.

8. I greatly appreciate your continued efforts on this work topic and look forward to working with you between now and March 2014 and then meeting you in Australia.

With my very best regards,

A handwritten signature in black ink, appearing to read 'Chris Howlett', with a long horizontal stroke extending to the left.

Chris Howlett CSci CMarSci FIMarEST
Chair IHO Data Quality Working Group

Enclosures: Annex A – Provisional Agenda for DQWG-8

Provisional Agenda for DQWG-8

Tuesday 25 March	Participants arrive
Wednesday 26 March	DQWG-8
	1. Opening and Administrative Arrangements
	2. Approval of agenda
	3. Acceptance of DQWG-7 Minutes and Review of Outstanding Items.
	4. Evaluation of Events since DQWG-7
Thursday 27 March	DQWG-8 Continues
	5. Review of progress with educating the Mariner
	6. Review of progress with: HSSC5/46 'DQWG Chair to include a new work item in the DQWG work plan to expand data quality into dynamic tides / water levels' and HSSC5/47 'DQWG Chair to include a new work item in the DQWG work plan on using the Malacca and Singapore Straits Marine Electronic Highways (MEH) project, as a test case'
	7. Review and finalisation of HICUP group proposal
Friday 28 March	DQWG-8 Continues
	7. Review and finalisation of HICUP group proposal Cont'd.
	8. Prepare next year's work plan
	9. Review HSSC actions prior to HSSC-6
	10. Any other business
	11. Review of actions from DQWG-8
	12. Close meeting
Monday 31 March – Friday 4 April	TSMAD / DIPWG