

## Surface Currents Project Team (SCPT)

### Terms of reference and rules of procedure

Reference: 1<sup>st</sup> TWCWG Meeting [location, date]

#### 1. Objective

To develop standards for the delivery and presentation of navigationally significant surface current information.

#### 2. Authority

This Project Team is a subsidiary of the Tides, Water Level and Currents Working Group (TWCWG). Its work is guided by the work plan established by TWCWG and subject to its approval.

#### 3. Procedures

##### a. The PT should:

- i) develop S-100 based product specifications for navigationally significant currents, including definitions and content, and display requirements with technical characteristics;
- ii) advise IHO on matters concerning the exchange, distribution, display, and use of navigationally significant current data; and
- iii) liaise with relevant IHO WG's to ensure technical feasibility and compatibility of relevant developed proposals.

b. The WG should work primarily by correspondence, although face to face meetings at the project start is desirable, and thereafter may be convenient when held in conjunction with another convenient IHO forum.

c. The WG should liaise with other international bodies as appropriate.

#### 4. Composition and Chairmanship

a) The Project Team shall comprise representatives of IHO Member States (MS), Expert Contributors (EC) and observers from accredited NGIO. The IHB may be represented ("IHB" to be replaced by "IHO Secretariat" when the IHO Secretariat is established). A membership list shall be maintained and posted on the IHO website.

b) EC membership is open to entities and organizations that can provide a relevant and constructive contribution to the work of the Project Team.

c) The PT Leader is designated by the parent body.

d) If a secretary is required it should normally be drawn from a member of the Project Team.

e) ECs shall seek approval of membership from the PT Leader.

- f) EC membership may be withdrawn in the event that a majority of the members in the Project Team agrees that an EC's continued participation is irrelevant or unconstructive to the work of the Project Team.

**5. Procedures**

- a) The Project Team should work primarily by correspondence and teleconferences, although face to face meetings at the project start, and at other significant milestones, may be convenient when held in conjunction with another convenient IHO forum.
- b) Decisions should be made by consensus. Dissenting opinions if any should be reflected in the Project Team report.
- c) The Project Team should liaise with other IHO bodies, international organizations and industry to ensure the relevance of its work.
- d) The Project Team should report in accordance with its work plan.

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