

**TRANSFER STANDARD MAINTENANCE AND APPLICATIONS DEVELOPMENT W.G. (TSMAD) –
Terms of Reference**

1. Objective

- a) To maintain, develop and extend:
 - (i) the S-57 IHO transfer standard for digital hydrographic data;
 - (ii) the S-100 IHO Geospatial Standard for Hydrographic Data;
 - (iii) the S-101 IHO ENC Product Specification;
- b) To monitor the development of other related international standards.

Comment [br1]: Need to list this separately. Old ENC P.S. was part of S-57.

2. Authority

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

3. Procedures

- a) The WG should:
 - (i) maintain the S-57 IHO transfer standard for digital hydrographic data by preparing and promulgating maintenance documents containing clarifications, corrections and extensions when required;
 - (ii) maintain the S-100 IHO Geospatial Standard for Hydrographic Data as directed in Part 13 (S-100 Maintenance Procedures)
 - (iii) maintain the S-100 IHO ENC Product Specification as directed in
 - (iv) review relevant international standards and specifications and advise HSSC accordingly;
 - (v) consider new topics as instructed by HSSC and advise HSSC accordingly and/or draft the relevant extension documents;
 - (vi) draft new editions of the IHO transfer standard for digital hydrographic data as instructed by HSSC.
- b) The WG should work by correspondence, group meetings, workshops or symposia. Permanent or temporary sub-working groups may be created by the WG to undertake detailed work on specific topics such as: maintenance of the IHO transfer standard for digital hydrographic data, product specifications, tidal information, survey information, etc. The WG should meet at least once a year.
- c) The WG should liaise with other HSSC WG's, international organizations and industry to educate and encourage the application of IHO standards to the work of those organizations.
- d) The WG should identify and promote the availability of other navigation-related data in ECDIS and in IHO geospatial standard-compliant format
- e) The WG should identify a work programme for each year, including expected time frame.

4. Composition and Chairmanship

- a) The WG shall comprise representatives of IHO Member States (M/S), Expert Contributors and Accredited NGO Observers.
- b) 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.
- c) Expert Contributor membership is open to entities and organisations 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 shall 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 force) and shall be determined by vote of the Member States present and voting.
- e) 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.
- f) Expert Contributors shall seek approval of membership from the Chairman.
- g) 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.
- h) All members shall inform the Chairman in advance of their intention to attend meetings of the WG.
- i) 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.