

INTERNATIONAL HYDROGRAPHIC
ORGANIZATION



ORGANISATION HYDROGRAPHIQUE
INTERNATIONALE

CHART STANDARDIZATION & PAPER CHART WORKING GROUP (CSPCWG)

[A Working Group of the Committee on Hydrographic Requirements for Information Systems – CHRIS]

Chairman: Peter JONES
Secretary: Andrew HEATH-COLEMAN

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CSPCWG Circular Letter: 09/2005

UKHO ref: HA317/010/031-03 & HA317/010/034-03

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To CSPCWG Members

Date 20 July 2005

Dear Colleagues,

Subject: CSPCWG Meeting, 19-21 October 2005, Monaco (Follow-up to CL03/2005)

Andrew and I are very much looking forward to meeting as many of you as possible, at the IHB offices in Monaco in October, for our second WG meeting (CSPCWG 2). It will be good to see again those of you we met last year, and it would be really great to meet some new faces!

Further details about the meeting are available on the IHO website. Go to <http://www.iho.shom.fr> and follow the links: Committees/CHRIS/CSPCWG/Meetings. IHB has made available 15 rooms at Hotel Terminus for the participants. The price is:

110 euros for a single room breakfast included
140 euros for a double room breakfast included.

Please contact IHB (Mlle. M. MOLLET email: info@ihb.mc) to make your booking.

I believe this meeting provides a real opportunity for us to enhance our WG activities, and to discuss important issues which cannot readily be progressed by correspondence. I encourage you to attend if you possibly can.

Please find attached:

Annex A: Status of Actions from CSPCWG 1 (November 2004)

Annex B: a draft agenda, which includes topics arising out of correspondence. Over the months since our last meeting, we have made note of comments received which seem to us to have more general application and would merit discussion in our meeting. I have indicated against such items the HO which originally raised the issue as “lead” for the item, and I would be grateful if these members would supply an Explanatory Note (EN) to enable us all to prepare properly for the discussion. There is also opportunity for members to propose further items which they would wish to add to the agenda, along with an accompanying EN.

Annex C: “Instructions for Submission of Proposals to CHRIS and CHRIS Subsidiary Bodies”. Please note that this form has been slightly modified by the Chairman of CHRIS and is likely to be approved at the CHRIS meeting in September (CHRIS 17-6.B paper refers).

In conclusion, please let me know **whether you will be attending or not as soon as possible** (you may find Annex D useful to provide this response). Also, please supply any proposals for additional agenda items, with associated ENs. Any proposals for new work items should ideally be formatted in accordance with the instructions at Annex C.

Please respond to the Secretary not later than **31 August**. This will provide time to distribute papers, along with any follow-up proposals by **28 September**. We will also arrange to post these documents on the IHO website.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Peter G.B. Jones', with a date '5/1/20' written below it.

Peter G.B. Jones,
Chairman

Annex A: Status of Actions

Annex B: Draft agenda for CSPCWG 2

Annex C: Instructions for Submission of Proposals to CHRIS and CHRIS Subsidiary Bodies

Annex D: CSPCWG 2 Meeting Response Form

STATUS OF CSPCWG 1 ACTIONS

At 20 July 2005

No	Action	Delegate	Status
1	To draft a record of CSPCWG 1 by end November 2004, in accordance with the Chairman's instructions, for review by the meeting participants. <i>Draft record sent to participants 12 November 2004, responses requested by 9 December 2004. 7 responses received and amendments included in revised record, as appropriate.</i>	Secretary	Completed
2	To revise TOR as agreed and distribute to the WG. <i>A copy of the revised Terms of Reference is at Annex B of record.</i>	Secretary	Completed
3	To advise CHRIS of revised TOR (in accordance with CHRIS 16 action 1). <i>Sent to Robert Ward 28 January 2005.</i>	Chairman	Completed
4	To arrange for sequential copies of M-4 to be archived. <i>Revised versions of M-4 will be provided to IHB on CD, for posting on web-site. It is suggested that IHB should archive the CDs, thus providing an international archive of sequential copies of M-4. To identify each new version, the number to the right of the full-stop in the M-4 edition number will be increased by one digit. This version number will be referenced in the record of corrections in the appropriate part, to indicate why a new version was published. UK will retain a second copy of the CD as a back-up.</i>	Secretary	Completed
5	To advise AU of any changes to specification numbers in M-4. <i>To be done when B-200 is adopted by M/S</i>	Secretary	Ongoing
6	To confirm that strength of wording terms are still approved by TSMAD. <i>Email dated 2 February 2005 refers.</i>	AU	Completed
7	To amend M-4 drafts to reflect the reduced number of terms, and add examples of the use of each term at B-120.4. <i>This has been included in the latest revision of section B-100, to be sent to IHB shortly. It has also been included in the second draft of B-200 (see CSPCWG CL 20/2004).</i>	Secretary	Completed
8	To add a cross reference to B-103.1 at B-126 (to explain the different uses for 1:2 000 000 scale charts). <i>This has been included in the latest revision of section B-100.</i>	Secretary	Completed
9	To progress draft B-100 to IHO consultation stage. <i>Sent to IHB 19 January 2005. IHO CL 12/2005 refers.</i>	Secretary & Chairman	Completed
10	To advise India that the use of the Entry Prohibited symbol in lieu of legend will be optional (as indicated by the word 'may' at the beginning of B-439.3). <i>Letter sent 23 November 2004. Final Word documents provided to IHB 10 December 2004.</i>	Chairman	Completed
11	To inform M/S that the new specification for 'Entry Prohibited' has been adopted. <i>IHO CL 01/05 refers.</i>	IHB	Completed
12	To make proposals in respect of existing symbols which require precise specifications, and what they should be. <i>Email sent to AU (cc to WG) 17/01/05.</i>	Secretary	Completed
13	To draft a new entry for B-100, explaining the use of exact specifications for new symbols. <i>This has been included in specification B-110 (sub-paragraph 3).</i>	Secretary	Completed
14	To draft a revised, alphabetical, list of abbreviations for INT 1, and circulate to WG members for review. <i>Sent by email 15 December 2004 (responses requested by 17 January 2004. Secretary responded 16 December).</i>	DE	Completed

No	Action	Delegate	Status
15	WG members to supply any internal or published guidance on chart maintenance to the Secretary to help draft M-4 entry. <i>None received to date. FI & AU have indicated that they have no such guidance.</i>	All WG members	
16	To consult UK experts on 'InDesign' as to whether an index can be produced automatically. <i>Unfortunately, to generate such an index, each entry to be included needs to be manually tagged; consequently, the provision of an index does not justify the use of resource.</i>	Secretary	Completed
17	To draft IHO CL regarding obsolete symbols. <i>Draft sent to IHB 8 November 2004.</i>	Secretary	Completed
18	To publish CL regarding obsolete symbols, after draft received from Secretary. <i>See IHO CL 74/2004 dated 9 November 2004.</i>	IHB	Completed
19	To include a new proposed work item on small craft symbols in the CSPCWG Work Plan (low priority) <i>See Annex D to CSPCWG 1 Record.</i>	Secretary	Completed
20	To provide revised ASL specification to IHB for posting on web-site.	Secretary	Completed
21	To communicate CSPCWG decisions regarding ASL to Indonesia. <i>Letter sent 26 November 2004.</i>	Chairman	Completed
22	To inform M/S that the revised specification for ASL has been adopted. <i>IHO CL 01/05 refers.</i>	IHB	Completed
23	To draft guidelines for area limits, covering hierarchies, multi-feature lines and tint bands, and submit to WG for review. <i>Planned for delivery to CSPCWG 2</i>	AU	
24	To enquire whether any standards exist for the inks used for spot colours at UK. <i>Information provided to FI 10 December 2004.</i>	Secretary	Completed
25	To prepare draft guidelines on CMYK and spot colours and submit to the WG. <i>Planned for delivery to CSPCWG 2</i>	FI	
26	To prepare a detailed submission for Fairway areas, taking account of the need for a symbol which could be widely used, and appropriate for use by HOs using the minimum colours. <i>Revised submission received by Sec 14 April 2005.</i>	FI	Completed
27	To prepare a detailed submission on VTS and Reporting Areas for WG review, taking into account the views expressed. <i>Planned for delivery to CSPCWG 2</i>	FI	
28	To note the WG decision relating to DSA symbol, and its advice on improving the depiction of the two-way route. <i>DSA symbol changed on AU charts to dashed line with tint band</i>	AU	Completed
29	To advise the WG of any developments requiring new symbols, or unusual applications of existing symbols for Port Security Limits. <i>AU produced local specs for Security Zone limits (N 2.1 + legend).</i>	US(NOAA)	Ongoing
30	To note 'floating barrier' symbol for inclusion in general revision of B-400. <i>Noted in Secretary's Master Copy.</i>	Secretary	Completed
31	To invite M/S by CL to endorse the draft M-11 Part A. <i>See IHO CL 75/2004 dated 10 November 2004.</i>	IHB	Completed
32	To continue progress on revision of INT 1, taking account of the WG's decisions and notifying AU of any changes to numbering. <i>New edition INT 1 published.</i>	DE	Completed
33	To advise M/S when the new edition of INT 1 is published.	IHB	
34	To include a new proposed work item on symbols for vacant entries in INT1, in the CSPCWG Work Plan (low priority) <i>See Annex D to CSPCWG 1 Record.</i>	Secretary	Completed

No	Action	Delegate	Status
35	To ask HCA what action they require CSPCWG to take for the Antarctic symbols listed in S-59. <i>Letters exchanged with Chairman HCA.</i>	IHB	Completed
36	To draft CL to WG members asking for examples of national versions of INT 2 to be provided to NL. <i>Included in CL 02/05 dated 09/02/05.</i>	Secretary	Completed
37	NL to update INT 2 after publication of revised M-4 section B-200. <i>UK & DE versions recd. Revision not started to May 2005</i>	NL	
38	UK to update INT 3 after current proposed new symbols are implemented <i>Work in hand, planned for completion late 2005</i>	UK	In hand
39	To amend B-150 to 'supplementary', in lieu of 'complementary', in respect of INT 1, 2 & 3. <i>This has been included in the latest revision of section B-100. Various other similar references have been amended in the new format version of M-4.</i>	Secretary	Completed
40	To complete the columns of the work plan and submit to the WG for review, and subsequently to CHRIS 17 (September 2005). <i>See Annex D to CSPCWG 1 Record.</i>	Secretary & Chairman	Completed
41	To report on WG activities to CHRIS 17. <i>Report submitted – CHRIS 17-5.5A refers</i>	Chairman	Completed
42	To recover old CSC papers on previous discussions relating to including M-4 as ISO Standard, and distribute to the WG for information. <i>See CL 05/05 dated 20/04/05.</i>	Secretary	Completed
43	To draft CL inviting CSPCWG members to consider attending and hosting CSPCWG 2. <i>See CL 21/2004 dated 14/12/04.</i>	Secretary	Completed

2nd CSPCWG MEETING
Monaco, 19-21 November 2005

DRAFT AGENDA

**Please assemble at 0845, for 0900 start. Lunch break 1230-1400 approximately.
Close 1700 approximately (Friday 1100).**

- 1. Welcome, Introductions and Administrative Arrangements**
- 2. Approval of Agenda**
- 3. Status of Actions from CSPCWG 1**
- 4. Review Terms of Reference**
- 5. Relationship with CHRIS**
 - 5.1. Notes from CHRIS 17
- 6. Review CSPCWG procedures**
 - 6.1. Bulletin Board (AU)
- 7. CSPCWG work plan**
 - 7.1. Summary of progress
- 8. M-4**
 - 8.1. Section B-400 revision progress and possible debate on specific issues
 - 8.2. Expressing geographical positions
 - 8.3. Height / Elevation / Vertical length
- 9. Chart content:**
 - 9.1. Charting of limits **(AU)** (arising from CSPCWG1 Action 23)
 - 9.2. Four colour printing / process colours in M-4 **(FI)** (arising from CSPCWG1 Action 25)
 - 9.3. Fairways **(FI)** (arising from CSPCWG1 Action 26)
 - 9.4. VTS and Reporting Areas **(FI)** (arising from CSPCWG1 Action 27)
 - 9.5. Automatic Identification System (AIS) (any outstanding issues)
 - 9.6. Antarctic symbols (arising from CSPCWG1 Action 35)
 - 9.7. Synchronized and sequential lights (emails recd from AU & Trinity House)
- 10. M-11**
 - 10.1. Progress with new edition **(IHB)**
- 11. INT 1 / 2 / 3**
 - 11.1. Progress with NE INT 2 **(NL)**
 - 11.2. Progress with NE INT 3 **(UK)**
 - 11.3. Status of INT 1, 2 , 3 **(AU)**
- 12. Review of Work Plan**
 - 12.1. New items
 - 12.2. Priorities
 - 12.3. Timescales for tasks
- 13. Any Other Business**
 - 12.1 Items to bring to attention of CHRIS
 - 12.2 INF papers:
- 14. Date, duration and venue of next meeting**

Paper for Consideration by CSPCWG

[Short descriptive title]

<i>Submitted by:</i>	MS or Organisation
<i>Executive Summary:</i>	Brief summary outlining the intention of the paper.
<i>Related Documents:</i>	Any relevant documents and references to the extent that they are known to the originator.
<i>Related Projects:</i>	Any related projects that may impact upon considerations

Introduction / Background

An introduction and any relevant background.

Analysis / Discussion

An analysis and/or discussion of the issues involved.

In analysing the issues, the following should be considered and addressed as appropriate:

- is the subject addressed by the paper within the scope of IHO objectives?
- is the subject of the paper within the scope of an item of the current IHO work programme?
- do adequate industry standards exist?
- do the benefits justify the proposed action?
- are there any potential cost impacts on the maritime industry, Member States or other involved parties?

Conclusions

Any conclusions that may be drawn from the analysis/discussion.

Recommendations

Any resultant recommendations.

Justification and Impacts

Justification for any proposed action or recommendations. This should include:

- identifying the benefits which would accrue from any proposed action;
- identifying any resource implications resulting from the recommendations, such as the number of working group sessions, expertise, need for expert consultants, funding, etc;
- identifying which CHRIS working group(s) are essential to completing any proposed new work items;
- the date when any proposed new work item is expected to be completed;
- the proposed priority (high, medium or low);
- any related activities that may impact on a proposed work item or decision.

Action required of CSPCWG

The CSPCWG is invited to:

- a. endorse
- b. agree
- c. note
- etc.

RESPONSE FORM

(Please return to CSPCWG Secretary by 31 August 2005)

andrew.coleman@ukho.gov.uk

1. Do you plan to attend CSPCWG 2 in Monaco? Yes / No

2. Title(s) of any additional agenda item(s) you wish to propose:

Please provide Explanatory Notes for agenda items already allocated to you as lead and for any additional items you are proposing for the agenda. If these constitute a new work item for the CSPCWG, please format as Annex C.

3. Any further comments:

Name.....

Member State.....