

INTERNATIONAL HYDROGRAPHIC
ORGANIZATION



ORGANISATION HYDROGRAPHIQUE
INTERNATIONALE

CHART STANDARDIZATION & PAPER CHART WORKING GROUP (CSPCWG)

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

Chairman: Peter JONES
Secretary: Andrew HEATH-COLEMAN

UK Hydrographic Office
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CSPCWG Letter: 14/2010

UKHO ref: HA317/010/031-07 & HA317/010/034-08

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To CSPCWG Members

Date 19 August 2010

Dear Colleagues,

Subject: 7th CSPCWG Meeting, 23-26 November 2010, at Simon's Town, South Africa

As notified in CSPCWG Letter 04/2010, the 7th CSPCWG meeting will take place from Tuesday 23 to Friday 26 November in South Africa, at the kind invitation of the South African Navy Hydrographic Office (SANHO). I look forward to another productive meeting, which will provide the opportunity for us to enhance our CSPCWG activities and to discuss important issues which cannot readily be progressed by correspondence. The meeting also provides a valuable opportunity to share our knowledge, experience and practices in nautical cartography to the benefit of us all when we return to the challenges in our own hydrographic offices. Some will be renewing professional acquaintances and I hope the attendance of new members will further strengthen the CSPCWG. I encourage you to attend if you possibly can.

I have included at Annex A the current status of the Actions from CSPCWG6. I would be grateful if you would review these and advise the Secretary of any updates to actions which are allocated to you, or to the WG in general.

I have included an outline draft agenda at Annex B, which consists of our standing items, plus items we have noted during the year. In order to maximise the value of the meeting, I encourage you to propose your own topics of interest as soon as possible. Perhaps there are subjects that you are currently reviewing within your own office, which would benefit from input from a wider viewpoint. Please note that the invitation to submit topics equally applies to those WG members who are unable to attend the meeting, provided they are accompanied by sufficiently detailed explanatory notes.

Additionally, you may consider submitting a report of any activities or issues regarding chart standardization which might be of interest to the WG (item 14.1 at Annex B).

I have also included at Annex C the 'Recommended format for Submission of Proposals to CSPCWG7'. It would be helpful if you could use this as a guide for your submissions. You may also find it useful to refer to submissions made to previous meetings. We will arrange to post meeting documents on the IHO website: go to <http://www.iho-ohi.net> and follow the links: Committees & WG / HSSC / CSPCWG / Meetings.

IHB has tentatively booked 25 rooms at The Quayside Hotel from 21 November to 27 November for the participants. Further details were provided in CSPCWG Letter 4/2010, and are included again as Annex D to this letter.

In conclusion, the sequence of events requiring your action is:

As soon as possible (not later than 21 October)

Book your hotel room directly with the hotel (copy to SANHO) using the form at Annex D.

Not later than 5 October (but preferably earlier):

- Propose agenda items for discussion to the Secretary (Andrew Heath-Coleman)
- Inform the Secretary as soon as possible whether you will be attending or not (please use Annex E), if you have not already done so
- Supply papers (eg Explanatory notes) to the Secretary. This will provide time to distribute papers to all WG members for their full consideration.

Not later than 2 November:

- Provide any formal comments on submitted papers and any follow-up proposals.

The meeting starts on **Tuesday 23 November in the conference room at The Quayside Hotel**. Please arrive at 0900.

Yours sincerely,



Peter G.B. Jones,
Chairman

Annex A: Status of CSPCWG6 actions

Annex B: Draft agenda for CSPCWG7

Annex C: Recommended format for Submission of Proposals to CSPCWG7

Annex D: Logistics Information

Annex E: CSPCWG7 Meeting Response Form

6th CSPCWG MEETING
IHB, Monaco, 1-3 December 2009

STATUS OF ACTIONS – 12 August 2010

No	Action	Delegate	Status
1.	All WG members to check, update and maintain their email correspondence address list. <i>Action 1 will be retained until the next CSPCWG meeting, after which it will be considered 'business as usual' and the action closed.</i>	All WG	
2.	Secretary to produce draft report of CSPCWG 6 by end first week in January 2010, for participants to approve. <i>Draft sent to participants 21 December 2009</i> <i>Final report distributed 18 January 2010 (Ltr 01/10)</i>	Sec	Completed
3.	AU to coordinate the use of pictures in S-4 and S-101.	AU	
4.	All WG members to provide any national documents on ENC scheming good practice to Chairman by end February 2010. <i>Comments received from AU 14/01, IHB 4/03</i>	All WG	Time expired
5.	All WG members to check whether their organization has voted on the adoption of S-100 (and if not, encourage them to do so). CL 70/09 refers.	All WG	Time expired
6.	All WG members to communicate developments in paper chart symbology to their own DIPWG members, as soon as possible, keeping them informed of discussions and providing papers as appropriate. <i>Action 6 will be retained until the next CSPCWG meeting, after which it will be considered 'business as usual' and the action closed.</i>	All WG	
7.	IHB to include editorial amendments to TOR on website.	IHB	Completed
8.	IHB to include editorial amendments to Procedures on website.	IHB	Completed
9.	Secretary to amend work plan as follows: <ul style="list-style-type: none"> • Remove items reported to HSSC1 as completed • D.14 – add 'INT1?' • E.1 – amend FR representative and milestone. 	Sec	Completed
10.	Secretary to draft amendments to be considered for S-4 edition 3.008, including: <ul style="list-style-type: none"> • Add '(ie Foul Areas)' after 'numerous dangers' in the 2nd sentence of B-420.1 • Amend title of B-422 to 'Wrecks, Obstruction and Foul Areas' • Replace B-422.8 with a cross reference to B-420.1 • Transfer existing B-422.8 into sub-section B-449 (but retain a cross reference for distributed remains of wrecks at B-422.8). • Identify any other references to fouls in S-4. <i>On-going discussions; CSPCWG Ltr 11/10 dated 7/07/10 refers</i>	Sec	
11.	INT1 producers to include a new item for 'Foul Area' at K32 <i>On-going discussions; CSPCWG Ltr 11/10 dated 7/07/10 refers</i>	INT1 producers	

No	Action	Delegate	Status
12.	Secretary to summarize discussion and draft amendment to S-32 definition for 'foul ground', in consultation with TSMAD (for S-101). CSPCWG Ltr 02/10 dated 26/01/10 refers	Sec	Completed
13.	AU to prepare paper for discussion of fouls in TSMAD and DIPWG for the May 2010 joint meeting. Included in TSMAD20/DIPWG2-06.1A CSPCWG report to DIPWG/TSMAD	Vice Chair	Completed
14.	Secretary & Vice Chair to draft a specification for S-4 virtual AIS AtoN, ready for when approved versions are established. CSPCWG Ltr 09/2010 dated 29/04/10 refers	Sec & Vice Chair	Completed
15.	All WG members to advise national representatives to IALA workshop in V-AIS (Paris late January 2010).	All WG Members	Time expired
16.	M Huet to provide CSPCWG with a report from the IALA workshop on V-AIS. Email (limited circulation) 3/02/10. Copied to WG by CSPCWG Ltr 06/10.	M Huet	Completed
17.	Vice Chair to advise DIPWG and TSMAD of the need to discuss V-AIS further at their next meeting. Included in TSMAD20/DIPWG2-06.1A CSPCWG report to DIPWG/TSMAD	Vice Chair	Completed
18.	Secretary to add wording to S-4 regarding graticule degree figures as an editorial update at the next opportunity. Included in S-4 Edition 3.007	Sec	Completed
19.	Secretary to draft amendment to S-4 for 'leisure' symbols. CSPCWG Letter 03/2010 and CL39/10 refer	Sec	Completed
20.	INT1subWG to decide the appropriate location and colour of retained 'leisure' symbols in INT1. CSPCWG Letter 03/2010 refers	INT1subWG	Completed
21.	Secretary to draft amendment to S-4 to include revised 'chart accuracy' note. CSPCWG Letters 05 & 13/2010 refer	Sec	Completed
22.	Secretary to draft new specification in S-4 for oscillating Dir lights. CSPCWG Letters 05 & 13/2010 refer	Sec	Completed
23.	Secretary to draft new specification (including sloping symbol) in S-4 for floating wind turbines. CSPCWG Letters 05 & 13/2010 refer	Sec	Completed
24.	Secretary to make editorial amendment to S-4 B-445.1b: 'Submerged wellheads' at the next opportunity. Included in S-4 Edition 3.007	Sec	Completed
25.	Secretary to draft specifications for depicting 'projected' dredged areas for S-4. CSPCWG Letters 05 & 13/2010 refer	Sec	Completed
26.	Secretary to include guidance in B-100 and amend actual cases regarding intervals between symbols in area limits and include in S-4 Ed 3.008. CSPCWG Letters 05 & 13/2010 refer	Sec	Completed
27.	Secretary to draft new guidance for S-4 on symbol sizes. CSPCWG Letters 05 & 13/2010 refer	Sec	Completed
28.	Secretary to draft new specification in S-4 for floating waste bins. Draft to be discussed with FR before sending to full WG. CSPCWG Letters 05 & 13/2010 refer	Sec/FR	Completed

No	Action	Delegate	Status
29.	Secretary to add 'FAD' to list of INT abbreviations in S-4. CSPCWG Letters 05 & 13/2010 refer. Noted for inclusion in S-4 Edition 4.000	Sec	Completed
30.	INT1 producers to include FAD in list of abbreviations, in bold. Discussed at subWG meeting. Noted for next editions of INT1	INT1 producers	
31.	AU (in liaison with Sec) to draft specification for sub-surface obstructions (ODAS). Also to consider position in S-4. CSPCWG Letters 05 & 13/2010 refer	AU, Sec, INT1 subWG	Completed
32.	INT1 producers to add another example of ODAS buoy to Q58, of non-superbuoy size. Discussed at subWG meeting. Noted for next editions of INT1	INT1 producers	
33.	Secretary to tidy up new section S-4 B-600, draft CL and pass to IHB for promulgation. CL10 & 49/2010 refer.	Sec/IHB	Completed
34.	Secretary to amend S-4 B-294.3 by deleting phrase about 'sounding density' and adding 'or not achieved' as an editorial correction at the next opportunity. Included in S-4 Edition 3.007	Sec	Completed
35.	SE to keep CSPCWG informed of outcomes from using ENC data from other nations to update charts.	SE	
36.	SE to give presentation on data exchange through ENCs to TSMAD.	SE	
37.	Secretary to tidy up the draft new specifications for pipeline tunnel, bridges, wave energy devices, unsurveyed areas, disused/abandoned platforms and shellfish beds. Draft CL and pass to IHB for promulgation. CL14/2010 refers.	Sec	Completed
38.	IHB to consult IALA regarding inclusion of Flso and FQ lights. Also to review any changes required to S-12.	IHB	
39.	Chairman to provide advice to IHB on including ICCWG (RCG) TOR/ROP in S-11 Part A (by 11/12/2009). CL86/2009 refers	Chair	Completed
40.	Chairman and Sec to prepare S-49 for submission to MS inc. draft CL (in consultation with FR for final wording of paragraph 2.5). CL18 & 33/2010 refer	Chair, Sec, FR, IHB	Completed
41.	INT1 subWG to continue and complete its assessment of possible significant differences between symbols in the three official INT1s and S-4. Completed at subWG meeting. Noted for next editions of INT1	INT1 subWG	Completed
42.	INT1 subWG to prepare a complete list of useful terms for inclusion in S-4. Discussed at subWG meeting. List in preparation for next editions of INT1	INT1 subWG	
43.	INT1 subWG to note not to reuse previously allocated INT1 numbers. Included in subWG Rules of Procedure, agreed at subWG meeting	INT1 subWG	Completed
44.	INT1 producers to rename subsection beginning with K40 as 'Obstructions and Aquaculture' in next editions of INT1. Noted for next editions of INT1	INT1 producers	

No	Action	Delegate	Status
45.	Secretary to propose definition of aquaculture to HDWG. Email to S Shipman sent 10/02/10	Sec	Completed
46.	SE to confirm the use of an outline magenta flare for multi-coloured lights and signal stations in time for inclusion in next editions INT1 (scheduled for early 2011).	SE	
47.	Chairman to confirm date and venue for CSPCWG7 in consultation with ZA. CSPCWG Letter 04/2010 refers	Chairman	Completed
48.	All WG members to make early bids for travel budget; advise Chairman if any difficulties.	All WG Members	
49.	All WG members to note agenda items for CSPCWG7 throughout the year (and forward to Secretary as they arise).	All WG Members	

Draft Agenda for 7th CSPCWG MEETING
South Africa, 23-26 November 2010

Please assemble at 0900, for 0915 start. Close by approximately 1700.

- 1. Welcome, Introductions and Administrative Arrangements**
- 2. Approval of Agenda**
- 3. Status of Actions from CSPCWG6**
- 4. Relationship with HSSC**
 - 4.1. Notes from HSSC 2 (**Chairman**)
 - 4.2. Report from DIPWG (**Vice Chairman**)
 - 4.3. Report from TSMAD (**Vice Chairman**)
 - 4.4. Report from EUWG (**FR**)
 - 4.5. HDWG – point of contact (**Chairman**)
- 5. Terms of Reference**
- 6. CSPCWG procedures**
- 7. CSPCWG work plan**
 - 7.1. Summary of progress (**Sec**)
- 8. Chart content:**
 - 8.1. Wrecks and other obstructions – use of danger circle (**US – withdrawn from WG6**)
 - 8.2. Artificial Islands (**CA – withdrawn from WG6**)
 - 8.3. Depiction of surveys on Source Diagrams (**UK**)
 - 8.4. Depiction of historic wrecks (**AU**)
 - 8.5. Wharfside obstructions (**KR**)
 - 8.6. Superbuoys (**UK**)
 - 8.7. Reed beds (**UK**)
- 9. S-4**
 - 9.1. A-400 – consequential review required on publication B-600
 - 9.2. Colours under bridge lighting (**Chairman**)
 - 9.3. Sub-surface operations (**Chairman**)
 - 9.4. GPS vulnerability – consequences for charting (**Chairman**)
 - 9.5. Enhancements to support ENC / paper chart consistency of presentation (**Chairman**)
- 10. Other CSPCWG publications**
 - 10.1. S-11 Part A
 - 10.2. S-49
- 11. INT 1 / 2 / 3**
 - 11.1. Report of subWG on INT1 (**Sec**)
 - 11.2. INT1/S52 combined publication (**US and UK**)
 - 11.3. Restructure of INT1 section K (**DE**)
 - 11.4. INT2 (**NL**)
 - 11.5. INT3 (**UK**)
- 12. Lessons learned from Marine Incidents**
- 13. Review of Actions and Work Plan**
 - 13.1. Actions
 - 13.2. New items for Work Plan

13.3. Priorities

13.4. Timescales for tasks

14. Any Other Business

14.1. Reports from WG members (including non-attendees)

14.2. Items to bring to attention of HSSC

14.3. DKart demonstration (**Jeppersen**)

14.4. Quality (**Chairman**)

14.5. INF papers:

15. Date, duration and venue of next meeting

Recommended format for Submission of Proposals to CSPCWG7

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 HSSC 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.

**The 7th Chart Standardization & Paper Chart Working Group (CSPCWG) Meeting
23 – 26 November 2010 – Simon’s Town, South Africa**

Logistics Information



The South African Navy Hydrographic Office, welcomes the 7th CSPCWG Meeting to South Africa. The meeting venue is the Quayside Hotel, which is situated in the quaint seaside town Simon’s Town, adjacent to the historic Naval Dockyard.

GPS coordinates
34 deg 11 min 34.57 sec SOUTH
18 deg 25 min 55.68 sec EAST

[Map Location](#)



I. ACCOMMODATION



Set on the water's edge of the Simon's Town Yacht Basin, the Quayside Hotel offers views over False Bay, the Simon's Kloof mountains, and the Quayside Waterfront. The contemporary, three-storey hotel opens to a 24-hour front desk offering complimentary newspapers, and has wireless internet access throughout.

To make a booking please contact Gideon Le Roux on +27 21 7863838 or sending registration form to conference@quayside.co.za with hydrosan@iafrica for information.

REMEMBER to mention that you are a delegate of the CSPCWG Meeting if you make a telephone booking.

PLEASE SEND YOUR ATTENDANCE INFORMATION (see Annex A) BY NO LATER THAN 21 October 2010. This is an extremely busy time in Cape Town so you are requested to confirm your accommodation bookings without delay.

II. TRANSPORT

Transport will be provided from Cape Town International Airport to the hotel and from hotel back to the airport.

III. VISA REQUIREMENTS

Depending on your nationality, and the purpose and duration of your visit, you may not need a visa to visit South Africa at all.

[Countries exempt from South African visas](#)

[Countries subject to South African visa fees](#)

Special rates that includes room costs, the cost of the meeting room, light lunch and morning/afternoon teas/coffees, have been negotiated with the hotel. This price also includes the 14% VAT charge and a 1% tourism tax), for an estimated 30 attendees.

During Meeting dates 23 – 25 November (26 Nov spare)

En-Suite room Single R1165 per person / night.

With partner additional R285.

Before and after Meeting dates 21 – 27 November

En-Suite room Single R880 per person / night.

With partner additional R285.

Note:

- The above rates include VAT and a 1%. tourism tax
- All rooms are equipped with en-suite bathroom, air-conditioning/heating and/or fans, remote control colour T.V, mini-bars, tea & coffee making facilities and safety deposit box
- Exclude extras such as telephone calls and laundry.
- Breakfast is included
- Any delegate electing for alternative accommodation will be held liable for conference fees of R305 per person / day.

**The 7th Chart Standardization & Paper Chart Working Group (CSPCWG) Meeting
Registration Form**

IMPORTANT Note: All members must please complete the information requested in this form, and forward it to the SAN Hydrographic Office (hydrosan@iafrica.com)and Quayside Hotel (conference@quayside.co.za)no later than 21 October 2010.

SANHO Contact Information:

Email: hydrosan@iafrica.com
Phone: +27 (21) 7872408 or + 27(21) 7872444
Fax: +27 (21) 7872233

Personal details

First name:
Surname:
Name of partner (if applicable):
Organization:
Nationality:

Accommodation

Arrival date: Departure date:
Room type – En-Suite room Single Y / N
En-Suite room Double Y / N
Smoking / non-smoking Y / N

Travel Information

Your Arrival at C.T. International Airport

Your Departure from C.T. International Airport

Flight No:
Airline:
Arrival time:

Flight No:
Airline:
Departure time:

Please book my transfer from CTI Airport to the Quayside Hotel Y / N

Please book my transfer the Quayside Hotel to CTI Airport Y / N

Comments or additional information:
.....
.....

Date:

CSPCWG7 MEETING RESPONSE FORM

(Please return to CSPCWG Secretary as soon as possible,
not later than 5 October 2010)

andrew.coleman@ukho.gov.uk

		Yes	No
1	Do you plan to attend CSPCWG7 in South Africa?		
2	Will you be staying in the Quayside Hotel? (If you are making alternative accommodation arrangements, please provide contact details below. Please note that if you stay in alternative accommodation, a conference fee of R305 per day will be levied).		

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

Please provide Explanatory Notes (ENs) for agenda items already allocated to you as lead and for any additional items you are proposing for the agenda. Preferably format the EN as Annex C, especially if it constitutes a new work item for the CSPCWG. ENs should be submitted by 5 October. Papers submitted after that date will be taken at the discretion of the Chairman depending on time available, and usually be numbered as 'INF' papers.

5. Any further comments:

Name.....

Member State.....