

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

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CSPCWG Letter: 10/2011

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To CSPCWG Members

Date 1 September 2011

Dear Colleagues,

Subject: 8th CSPCWG Meeting, 29 November – 2 December 2011, in Turku, Finland

As notified in CSPCWG Letter 04/2011, the 8th CSPCWG meeting will take place from Tuesday 29 November to Friday 2 December in Turku, at the kind invitation of the Finnish Transport Agency (FTA). 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 CSPCWG7. I would be grateful if you would review these and advise the Secretary as soon as possible 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 14.3 at Annex B).

I have also included at **Annex C** the ‘Recommended format for Submission of Proposals to CSPCWG8’. It would be helpful if you could use this as a guide for your submissions. We will arrange to post meeting documents on the IHO website: go to <http://www.iho-ohi.net> and follow the links: Committees & WG / CSPCWG / Meetings. You may also find it useful to refer to submissions made to previous meetings (available in the same place) and to the guidance at Committees & WG / HSSC / Instructions for Submission of Reports and Proposals.

FTA has made a block reservation at Radisson Blu Marina Palace Hotel from 27 November to 2 December for the participants. Further details were provided in CSPCWG Letter 4/2011, and are included again as **Annex D** to this letter.

Please also use **Annex E** to advise the Secretary and host (Mikko Hovi) of your intentions and any subjects you wish added to the agenda, **whether or not you plan to attend CSPCWG8**.

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

As soon as possible:

Advise the Secretary of subjects you consider would benefit from discussion at the meeting and also the latest status of action items allocated to you.

As soon as possible and not later than 11 October:

Submit explanatory notes (ENs) for new items and agenda items for which you are designated as lead.

As soon as possible and not later than 22 October:

Advise the Secretary and Mikko Hovi **whether or not** you plan to attend.

Send your full name, date of birth and nationality to Mrs Ulla Muurikainen (ulla.muurikainen@fta.fi) for the ship passenger manifest.

As soon as possible and not later than 27 October:

Book your room directly with the hotel. Remember to quote ‘IHO – CSPCWG’ in the reservation (see Annex D for details).

The meeting starts on **Tuesday 29 November** in the Radisson Blu Marina Palace Hotel. Please arrive in the conference room at 0900.

Yours sincerely,



Peter G.B. Jones,
Chairman

Annex A: Status of CSPCWG7 actions

Annex B: Draft agenda for CSPCWG8

Annex C: Recommended format for Submission of Proposals to CSPCWG8

Annex D: Logistics Information

Annex E: CSPCWG8 Meeting Response Form

7th CSPCWG MEETING**LIST OF ACTIONS**

at 24 August 2011

No	Action	Delegate	Status
1.	Secretary to produce draft report of CSPCWG7 by end of December 2010, for participants to approve. Final version distributed with Letter 2/11 - 24/01/11	Sec	Completed
2.	All WG members to make early bids for travel budget to CSPCWG8; advise Chairman if any difficulties.	All WG members	
3.	All WG members to note agenda items for CSPCWG8 throughout the year (and forward to Secretary as they arise).	All WG members	
4.	All WG members to provide any national documents on ENC scheming good practice to Chairman by end February 2011.	All WG members	
5.	Secretary to provide AU and IHB guidance on ENC scheming to all.	Sec	Completed
6.	IHB to include editorial amendments to TOR on website (ensuring special provision for S-4 is maintained).	IHB	
7.	Sec/Chair to draft revisions to procedures for WG approval. WG Ltrs 5/11 & 8/11 refer. Revised procedures now on IHO Website.	Sec/Chair	Completed
8.	AU to refer 'Artificial Islands' to TSMAD.	AU	
9.	Secretary to draft clarifications to S-4 B-290 and B-620 for Source and ZOC diagrams. WG Ltr 7/11 refers. Responses due 7 Sept.	Sec	In progress
10.	Secretary (in consultation with AU) to draft revised wording on historic wrecks for S-4 and circulate to WG members for approval. WG Ltr 7/11 refers. Responses due 7 Sept.	Sec/AU	In progress
11.	INT1 producers to remove the example in N26.	INT1 producers	DE done
12.	Secretary to draft wording for wharfside obstructions, based on CSPCWG7-INF1 and circulate to WG for approval. WG Ltr 7/11 refers. Responses due 7 Sept.	Sec	In progress
13.	Secretary (in consultation with AU) to draft wording for disused lighthouses, which brings together the guidance in one suitable place. WG Ltr 7/11 refers. Responses due 7 Sept.	Sec/AU	In progress
14.	Secretary to draft new wording for marsh/reed beds during revision of B-300. WG Ltr 03/11 refers	Sec	Completed
15.	INT1 producers to include application of C33 to reed beds, and include version over blue tint, in new edition of INT1.	INT1 producers	DE done
16.	Secretary to draft a specification for diving prohibited. WG Ltr 7/11 refers. Responses due 7 Sept.	Sec	In progress
17.	Secretary to draft clarifications to specifications B-470 and B-494 for use of solid magenta flare. WG Ltr 6/11 refers. Responses being analysed.	Sec	In progress

No	Action	Delegate	Status
18.	Secretary to draft some outline guidance, with examples of techniques, for showing possible shoal areas derived from remote sensing methods, in consultation initially with FR, AU and US(NGA). WG Ltr 7/11 refers. Responses due 7 Sept.	Sec/FR/AU/ US(NGA)	In progress
19.	Secretary to circulate revised proposal on development dredging to full WG for comment. WG Ltr 7/11 refers. Responses due 7 Sept.	Sec	In progress
20.	Secretary to draft revised A-400 and B-128 for circulation. WG Ltrs 5/11 & 8/11 refer. Include in S-4 4.2.0.	Sec	Completed
21.	All to advise the WG (via the Secretary) of any further feedback received and the results of any trials conducted into the use of colour on charts.	All WG members	
22.	Secretary (in consultation with AU) to draft some introductory words on charting based on AU's draft and suggest a suitable place in S-4. WG Ltrs 5/11 & 8/11 refer. To be referred to HSSC3.	Sec/AU	Completed
23.	Secretary to refer the issue of charting orange and amber lights to IALA for advice, explaining the background to the proposals. WG Ltr 7/11 refers. Responses due 7 Sept.	Sec	In progress
24.	Chairman to write to IHB, encouraging support for the development of a web-based, ENC/INT chart combined GIS database.	Chairman	
25.	Secretary to add INT1 subWG ROP 8g and list of retired INT1 refs to S-4. WG Ltrs 5/11 & 8/11 refer. Include in S-4 4.2.0.	Sec	Completed
26.	AU to discuss at TSMAD whether INT1 references should be included as a register in the S-100 Registry and advise CSPCWG.	AU	
27.	DE to provide US (NOAA & NGA) with a digital copy of NE (2011) INT1 as soon as available for purpose of P/ECDIS US Chart 1.	DE	
28.	DE to further develop ideas for reducing INT1 Section K as a paper for CSPCWG8 (or by correspondence before the meeting)	DE	
29.	Secretary to add 'may' include cable names at end points to S-4 as a clarification. Included in S-4 Revision 4.1.0	Sec	Completed
30.	CA to advise Chairman CSPCWG if the Arctic RHC appoints a RCG or ICCWG coordinator. No ICCWG established at ARHC1 (Oct 20101). Mariner's Routing Guide for Arctic proposed and WG established. Next meeting scheduled for 27-29 Sept.	CA	In progress

**Draft Agenda for 8th CSPCWG MEETING
Finland, 29 November – 2 December 2011**

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 CSPCWG7**
4. **Relationship with HSSC**
 - 4.1. Notes from HSSC3 **(Chairman)**
 - 4.2. Report from DIPWG **(Vice Chairman)**
 - 4.3. Report from TSMAD **(Vice Chairman)**
 - 4.4. Report from HDWG **(Vice Chairman)**
5. **Terms of Reference**
6. **CSPCWG procedures**
7. **CSPCWG work plan**
 - 7.1. Summary of progress **(Sec)**
8. **Chart content:**
 - 8.1. Depiction of marine farm areas **(AU)**
 - 8.2. Power for Aids to Navigation **(AU)**
 - 8.3. Safety zones **(BR)**
 - 8.4. Danish Navy trials on chart colours **(DK)**
 - 8.5. Coloured light flares **(Sec)**
 - 8.6. Major lights: any change required to definition/symbols **(UK)**
(DIPWG3-08.3A rev1 refers)
 - 8.7. Generalization of depths on Norway charts **(NO)**
 - 8.8. Submarine Cables issued by NM **(UK)**
 - 8.9. Maintained / Dredged areas **(AU)**
 - 8.10. Submerged or floating tunnels **(NO)**
 - 8.11. Safe clearance heights **(SE, US)**
 - 8.12. Zone of Confidence (ZOC) diagrams / new surveyed areas **(JP)**
 - 8.13. ZOC classifications: changes due to resurvey **(Chairman)**
9. **S-4**
 - 9.1. Amend GPS to GNSS in S-4: proposal from Iceland **(Chairman)**
 - 9.2. T and P Notices **(CA)**
 - 9.3. Paper chart sizes **(UK)**
 - 9.4. Units in S-4 as specified in ISO 31 **(FR)**
 - 9.5. Printing of plans on the back of charts **(UK)**
 - 9.6. Chart purpose/minimum content **(Chairman)**
 - 9.7. Berthing ENC's: consequences for SNC/S-4? **(Chairman)**
 - 9.8. S-4 as a standard: how is its application to be monitored? **(Chairman)**
10. **Other CSPCWG publications**
 - 10.1. S-11 Part A
 - 10.2. S-49
11. **INT 1 / 2 / 3**
 - 11.1. Restructure of INT1 Section K **(DE)**
 - 11.2. INT1 references registry **(Vice Chairman)**
 - 11.3. ENC symbols: paper guides **(US, 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. SE update on outcomes from using ENC data from other nations to update charts (CSPCWG5 action) **(SE)**
- 14.2. Award winning Norwegian charts **(NO)**
- 14.3. Reports from WG members (including non-attendees)
- 14.4. Items to bring to attention of HSSC
- 14.5. Other INF papers:
 - 14.5.1. INF1: Annual report to the IHO for 2010 (Extracts)
 - 14.5.2. INF2: Quality indicators: work of DQWG

15. Date, duration and venue of next meeting

Recommended format for Submission of Proposals to CSPCWG8

Paper for Consideration by CSPCWG

[Short descriptive title]

Submitted by:	MS or Organisation
Executive Summary:	Brief summary outlining the intention of the paper.
Related Documents:	Any relevant documents and references to the extent that they are known to the originator.
Related Projects:	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.



Finnish Transport Agency

IHO CSPCWG8, 29 November – 2 December 2011 Logistics Information

Finnish Transport Agency is pleased to welcome CSPCWG members to Turku, Finland for CSPCWG8.

Meeting Venue

The meeting will be held at the Radisson Blu Marina Palace Hotel (Tue, Thu, Fri) and on board MS Galaxy (Wed). The meeting will commence at 09:00 on Tuesday morning and should be closed by lunchtime on Friday.

Radisson Blu Marina Palace Hotel

Linnankatu 32, 20100 Turku
<http://www.radissonblu.com/hotel-turku>

MS Galaxy

Archipelago Sea, between Turku and Mariehamn
<http://www.tallinksilja.com/en/shipsAndTerminals/galaxy/>

Registration

Please email your intention to attend the meeting **before 22 October 2011** to Mikko Hovi (mikko.hovi@fta.fi) and Andrew Heath-Coleman (andrew.coleman@ukho.gov.uk).

All attendees must also send their name, date of birth in full and nationality to Mrs. Ulla Muurikainen (ulla.muurikainen@fta.fi) **by 22 October 2011**. This information is required by the shipping company for passenger manifest.

Lunch

Lunch will be provided each day during the meeting.

Accommodation

A block reservation has been made at

Radisson Blu Marina Palace Hotel

Linnankatu 32
20100 Turku
Finland

T: +358 20 123 4710

F: +358 20 123 4711

E: info.turku@radissonblu.com

W: <http://www.radissonblu.com/hotel-turku>

Rates (per night per room) for standard rooms are 89.50 € (single occupancy) or 109.50 € (double occupancy). These rates include a buffet breakfast and are valid 27 November – 2 December 2011. Reservations should be made directly with hotel by phone, fax or email **before 27 October 2011**. The group name "IHO CSPCWG" must be quoted in the reservation.

Other room types and their rates can be enquired directly from the hotel.

Social Program

On Wednesday 30 November the meeting will be held on board MS Galaxy, which is one of the several cruise ferries between Finland and Sweden. MS Galaxy will leave Turku at 8:15 for Mariehamn, Åland Islands and Stockholm, Sweden. The meeting will end at 12:30, an hour before MS Galaxy arrives in Mariehamn.

In Mariehamn, there will be an immediate change over to MS Silja Europa for return trip. Lunch (Christmas Buffet) will be served at 14:00 on board MS Silja Europa. After the lunch, the rest of the return trip across the Archipelago Sea (http://en.wikipedia.org/wiki/Archipelago_Sea), will be free time for every one to enjoy the scenery as well as the entertainment and services on board.

MS Silja Europa will arrive in Turku at 19:15.

FTA will cover the cost of the cruise for CSPCWG meeting attendees. Guests are welcome to join the cruise at their own expense. Tickets are available through Silja Line (<http://www.tallinksilja.com/>) or a sales agent. Prices start with 36 € (buffet lunch included) or 16 € (no prepaid meals). (Note: When using the online booking on TallinkSilja's web site, a short cruise to Åland should be booked as 'Return' trip Turku – Mariehamn, not as 'Cruise'.)

Getting to Turku

Turku can be reached through Turku Airport or Helsinki Airport. Turku Airport is quite small and therefore Helsinki Airport will be an excellent alternative if you can't find a convenient connection all the way to Turku or if you would like to spend a day or two also in Helsinki.

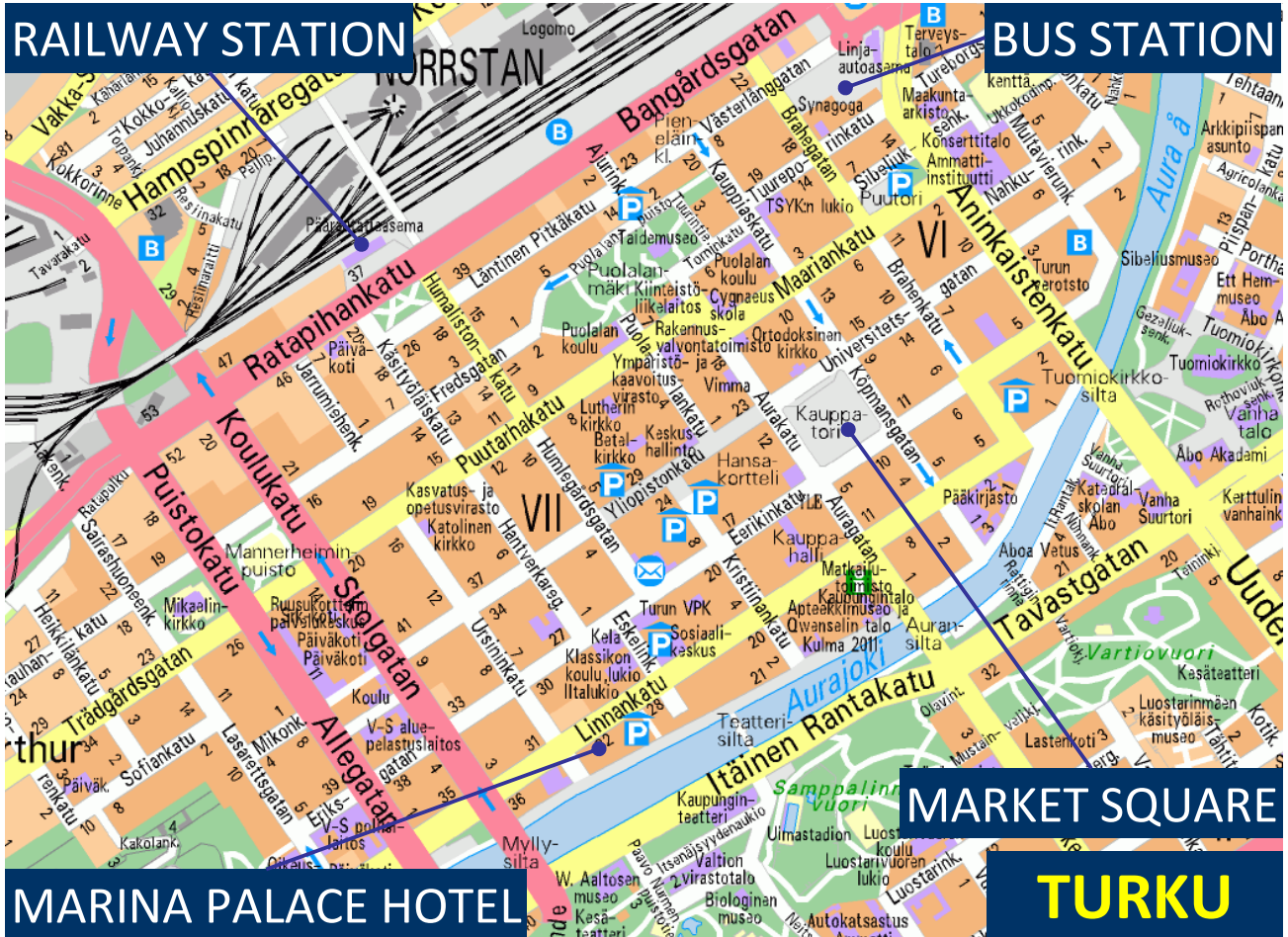
Turku Airport (TKU) (<http://www.turkuairport.fi/>) is a small international airport located 8 km north of the city centre. There are direct flights to Turku from Helsinki, Stockholm, Copenhagen, Tallinn, Riga and few other northern European cities.

Bus line 1 runs every 20 minutes between the airport and city centre (Market Square), fare 2.50 €, duration 25 min. Travelling by taxi takes 20 minutes and costs ca. 22 €.

Helsinki Airport (HEL) (<http://www.helsinkiairport.fi/>) is located 170 km east of Turku. Helsinki Airport has several daily non-stop connections from various cities in Asia and North America and all major airports in Europe.

Turku can easily be reached from Helsinki Airport either by train or by coach. *Trains* (<http://www.vr.fi/en>) run every hour between 6 am and 11 pm from Helsinki Central to Turku Central, single ticket 30-35 €, duration 2 hours. To get to the Helsinki central railway station from the airport, take HSL bus 615 (35-45 min, 4 €), Finnair City Bus (35 min, 6.20 €) or taxi (30 min, 35-40 €). Both buses terminate at the railway station. (<http://www.helsinki-vantaa.fi/to-and-from/bus-and-taxi-service>)

Coach connections (<http://www.expressbus.fi/en>) between Helsinki Airport and Turku Bus Station take ca. 2½ hours and usually include a transfer in Espoo (25 min from the airport). The transfer is coordinated by the drivers, who will also take care of your luggage. Tickets are bought from the driver and a single ticket costs around 29 €. Buses leave approximately every hour.



Background map © City of Turku

Climature

During the last week of November it is usually late fall or early winter in Turku. Rain or snowfall may be expected. The average temperature is around -1°C, but can vary between -20°C and +10°C. It is wise to check <http://en.ilmatieteenlaitos.fi/weather/Turku> for the latest forecast before travelling.

Daylight

During the meeting sunrise is at 9 am and sunset at 3:30 pm.

The two languages

Finland has two official languages – Finnish and Swedish. Pay attention to place names when travelling. A road leading to Åbo will take you to Turku, too. Street and road signs in Turku and Helsinki are in both languages.



© Google

Tourist information

Turku is the European Capital of Culture 2011 concurrently with Tallinn, Estonia. This means that the city is full of activities all year. For further information, see <http://www.turku2011.fi/en/>.

TURKU ● ÅBO 2011

EUROPEAN CAPITAL OF CULTURE

For more information about Turku, visit <http://www.turku.fi>

For more information about Finland in general, visit <http://www.finland.fi>

Travel documents, Visa

Check the required travel documents by country on
<http://formin.finland.fi/public/default.aspx?nodeid=15716&contentlan=2&culture=en-US>

Electricity

Electrical voltage is 230V AC, 50 Hz. Power sockets are of Type F.



Contact and additional information

For further information, please contact:

Mikko Hovi
Finnish Transport Agency, Hydrographic Office
T: +358 20 637 3463
E: mikko.hovi@fta.fi

CSPCWG8 MEETING RESPONSE FORM

(Please return to CSPCWG Secretary and copy to Mikko Hovi
as soon as possible, not later than 22 October 2011)

andrew.coleman@ukho.gov.uk

mikko.hovi@fta.fi

		Yes	No
1	Do you plan to attend CSPCWG8 in Turku, Finland?		
2	Have you made a reservation at the Radisson Blu Marina Palace Hotel?		
3	Have you supplied Mrs Ulla Muurikainen with details for the passenger manifest?		
4	Have you any subjects to add to the agenda?		

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 11 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.....