Before deciding to include a new S-100 based product specification in the HSSC work program, the following considerations should be taken into account:

1. Has the need for the product specification proposed been documented?
2. Has a compelling need been demonstrated with detailed examples?
3. Has the product specification been considered within the scope of HSSC?
4. Has the description of the proposed product specification sufficiently addressed the cost to the IHO and possible legislative and administrative burdens?
5. Has the development duration been considered?

To simplify the above mentioned decision making process, the Product Specification description should provide a set of information beforehand to HSSC for consideration.

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| **Product Specification description** |
| **Action**  | **Description** | **Comments** |
| Product Specification number | The intended number for this product specification | Keep this section empty until HSSC assigned a number |
| Title | The title of the product specification |  |
| Abstract | A brief summary of the product specification summarizing: 1. the intended use2. the primary and secondary user3. the expected functionality |  |
| Product Specification Scope | The overall scope of the specification | This should include the expected SOURCE(s) of the data. For example: NIPWG publications...a source would be the Coast Pilot/Sailing Directions for S-126. (that way if someone thinks tide tables should be here instead of with S-104 it will be listed) |
| Justification | The reason why this product specification should be developed |  |
| Specification Interoperability | Any interoperability with other product specifications within the S-100 family | Specify the limits of the product specification |
| S-98 Applicability | Applicable to S-98 (Yes or No) | S-98 Interoperability Specification for front-of-bridge Navigation |
| Cooperation with other HSSC WGs | Specify which WG will be involved to which extend | NCWG: PortrayalDQWG. Specific information on Data Quality |
| Budget | Statement of budget need and the figure | Is IHO budget needed? Will the development be financed by external party and to which extend?There should be general guidelines for how to calculate this...with reasonable values based on reality and evidence. |
| Schedule | Description of the intended time frame | Or at least the steps to accomplish since this is so very difficult to really determine. |