

**WEND Working Group
Monaco, May 13-14, 2013**

Paper for consideration by WENDWG

Observations on the draft Terms of Reference

Submitted by:	United States-Canada Hydrographic Commission
Executive Summary:	The draft Terms of Reference indicate membership consists of Regional Hydrographic Commissions and Officers of the RENC service delivery and management boards. It is suggested that clarity be added to the Terms of Reference for the case where a vote is required.
Related Documents:	The existing and proposed WENDWG Terms of Reference
Related Projects:	none

Introduction / Background

The draft proposed WENDWG Terms of Reference indicate that the composition of the Working Group be:

'The WG shall be composed of a representative from each RENC, the Chairs of the PRIMAR Advisory Committee and the IC-ENC Steering Committee; representatives from each RHC; other subject matter experts as deemed appropriate by the IRCC; and a representative from the IHB. The IHB will also provide a secretary.'

Many IHO Working Group Terms of Reference have a clause to deal with the necessity of a vote should on be required. The WENDWG Terms of Reference do not contain this clarification.

Analysis/Discussion

It was understood that each Regional Hydrographic Commission would send one representative. This is generally achieved but only 12 of 15 Regional Hydrographic Commissions are identified as having a member as per the Membership List circulated with CL23-2013.

Some Member States are listed by CL23-2013 and it is unclear if they are in official capacity for their Regional Hydrographic Commission or as Expert Contributors or as Officers in a RENC Management Board.

There are on occasion Member States participating who represent more than one Regional Hydrographic Commission. In these cases, it would be prudent that the Chair of

Regional Hydrographic Commissions provide proxies to the WENDWG Chair when they request a representative of one Regional Hydrographic Commission to represent them as well.

Given the mix of representation there may be advantage in the WENDWG adding a clause to clarify who may cast a vote should a vote be required.

Conclusions

The WENDWG should clarify in advance, preferably by a sanctioned Terms of Reference, which parties have voting rights should a decision require this to be done. Text that could be considered is shown in Annex A and consists of the following:

Add: Decisions should generally made by consensus. If votes are required on issues or to endorse proposals sent to the Working Group, only Member States may vote. Votes shall be on the basis of one vote per Regional Hydrographic Commission represented.

Recommendations

Modify the draft Terms of Reference before they are presented to the 5th meeting of the Inter-Regional Coordination Committee.

Justification and Impacts

The work of the WENDWG is important to the success of Member States ENC program and the International Hydrographic Commission in general. Member State, Regional Hydrographic Commission and Expert Contributor participation at WENDWG meetings may vary depending on the geographic location of the meeting. If a decision required that a vote be taken there is a risk of indecision if the Terms of Reference are not clear on the matter.

Action Required of WENDWG

This proposal is information only so actions would be at discretion of the Chair and WENDWG Members.

M-3 K2.38

WORLD-WIDE ELECTRONIC NAVIGATIONAL CHART DATABASE WORKING GROUP (WEND-WG)

Terms of Reference

Ref:

1st IRCC Meeting (Monaco, June 2009)
as amended at the 1st WENDWG Meeting (Wollongong October 2011)

1. Objective

The purpose of the WEND Working Group is to advise IRCC and to assist in facilitating a world-wide consistent level of high-quality, updated official ENC's through integrated services that support chart carriage requirements of SOLAS Chapter V, and the requirements of the IMO Performance Standards for ECDIS.

2. Authority

This WG is a subsidiary of the Inter Regional Coordination Committee (IRCC). Its work is subject to IRCC approval.

3. Procedures

The WG should:

1. Monitor the development of adequate ENC coverage to meet carriage requirements for ECDIS;
2. Develop proposals for speeding up ENC production and ensuring uniform ENC quality and consistency, and for making data available worldwide, including SENC distribution, taking advantage of any offers for production assistance, or other ways of mutual assistance and co-operation;
3. Advise MS, where appropriate, on the need, as well as on methods and tools for validating the data, and on any assistance which could be offered by the RENCs;
4. Monitor the implementation of the WEND, in response to Decision 21 of the XVIIth IHC, and advise IRCC of appropriate measures for speeding-up the implementation process;
5. Assist in harmonizing the policies of regional ENC Coordinating Centres (RENC) with respect to matters related to administration, legality, finances, technical processes, et cetera.

4. Composition and Chairmanship

1. The WG shall be composed of a representative from each RENC, the Chairs of the PRIMAR Advisory Committee and the IC-ENC Steering Committee; representatives from each RHC; other subject matter experts as deemed appropriate by the IRCC; and a representative from the IHB. The IHB will also provide a secretary.

2. Expert Contributors may be invited to join the WG as required, according to the task at hand. Expert Contributors shall be invited by the Chair.

Add: Decisions should generally be made by consensus. If votes are required on issues or to endorse proposals sent to the Working Group, only Member States may vote. Votes shall be on the basis of one vote per Regional Hydrographic Commission represented.

3. The Chair and Vice-Chair shall be Member State representatives from the IRCC and shall be decided by vote of the Working Group members present and voting at a meeting. 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.

4. The requirement for the continued existence of the WG shall be reviewed at each meeting of the IRCC.

5. The WG shall conduct its business by correspondence to the maximum extent possible however will plan to meet annually

6. Decisions of the WG shall be made by consensus.