**SEVENTH MEETING OF THE WORLDWIDE ENC DATABASE WORKING GROUP (WENDWG-7)**

**31 January – 2 February 2017, Washington DC, USA**

**DRAFT AGENDA AND TIMETABLE**

|  |  |
| --- | --- |
| **Tuesday31 January** | **DAY ONE OF WENDWG 7** |
| 13h30 | **Registration** |
|  |  |
| 14h00 | **1. Opening and Administrative Arrangements***Docs: WENDWG7-01A List of Documents (IHO SEC.)* *WENDWG7-01B List of Participants (IHO SEC.)* *WENDWG7-01C WENDWG Membership (IHO SEC.)* *WENDWG7-01D Terms of Reference for WENDWG (IHO SEC.)* *WENDWG7-01E WEND Principles (IHO SEC.)* *WENDWG7-01D Guidelines for the Implementation of the WEND Principles (IHO SEC.)*Chair opens the meeting and host delivers the welcoming address and logistics information. Participants are invited to introduce themselves. Secretary presents the administrative documents. |
| 14h15 | **2. Approval of Agenda***Doc: WENDWG7-02A Agenda and Timetable (IHO SEC.)*Participants are invited to comment on the agenda and timetable including proposing any revisions as appropriate. Agenda is adopted. |
| 14h30 | **3. Matters arising from Minutes of WENDWG6 Meeting***Docs: WENDWG7-03A Minutes of WENDWG6 (IHO SEC.)* *WENDWG7-03B Status of Actions List from WENDWG6 (IHO SEC.)*Pending Actions from previous meeting are reviewed or agreed to be reported under the relevant agenda items as appropriate. Quick review of the completed Actions. |
| 15h00 | **4. Review of progress made on the work items of the WENDWG Programme of Work****4.1 Overlapping issues and ENC Coverage***Docs:**WENDWG7-04.1A1 Report on a pilot project using OEM tools (SG)**WENDWG7-04.1A3 Report on the impact of overlapping ENC in ECDIS (IC ENC, CIRM)**WENDWG7-04.1B2 Report on the development of the policy on overlapping data and production responsibilities (RHC Representatives) – Draft S-11 Part A, Guidance for the Preparation and Maintenance of INT Chart and ENC Schemes (IHO SEC.)**WENDWG7-04.1F1 Report on global ENC coverage (UK, RHCs Representatives)**WENDWG7-04.1F2 Report on risk assessment methodologies and existing gaps (RHCs Representatives)**WENDWG7-04.1F3 List of Ports and Moorings Database (UK, RHCs Representatives, IHO SEC.)* |
| 15h30 | **Coffee break and Photo** |
| 16h00 | **4.2 IHO Performance Indicators, IHO ENC Catalogue – Preparation of 1st Session of IHO Assembly, Support to IRCC Report***Docs:**WENDWG7-04.2F4 Performance Indicators for 2018-20 (IHO SEC.)**WENDWG7-04.2H1 Progress report on the development of the IHO ENC Catalogue (IHO SEC.)**WENDWG7-04.2 INF1 WENDWG Report to the 1st Session of the IHO Assembly (Chair)* |
| 17h00 | **End of day one** (drafting group if appropriate). |
| **Wednesday1 February** | **DAY TWO OF WENDWG7** |
| 9h00 | **4.3 RENC Harmonization and Distribution***Docs:**WENDWG7-04.3C2 Report on Harmonization Issues (IC-ENC, PRIMAR)**WENDWG7-04.3D1 RENC Update of the Data Flow Diagram (IC-ENC, PRIMAR)**WENDWG7-04.3D3 Status report on the ENC Producers who distribute their ENCs through a RENC (RENCs, IHO SEC.)* |
|  | **4.4 The Full Implementation of the WEND Principles – Report by RHCs’ Reps on the implementation of ENC Schemes (in accordance with Action IRCC8-13)***Docs:**WENDWG7-04.4J1 Report by RHCs on Action IRCC8/13 (implementation of ENC Schemes)* |
| 10h30 | **Coffee break** |
| 11h00 | **4.5 IRCC-8 Decisions and Actions that impact WENDWG (IRCC8-14: *draft an IHO Resolution to address the overlapping issues and report to the IRCC*)***Docs:**WENDWG7-04.5A List of Decisions and Actions in relation to WENDWG Activities**WENDWG7-04.5B Draft IHO Resolution to address ENC overlapping issues*  |
| 12h30 | **Lunch** |
| 13h30 | **4.5 IRCC-8 Decisions and Actions that impact WENDWG (IRCC8-14: *draft an IHO Resolution to address the overlapping issues and report to the IRCC*) (Cont.)***Docs:**WENDWG7-04.5A List of Decisions and Actions in relation to WENDWG Activities* |
| 15h00 | **Coffee break** |
| 15h30 | **5. Review of Information Papers** *Docs:**WENDWG7-05A List of HSSC-8 Decisions and Actions in relation to WENDWG Activities* |
| 16h00 | **6. Drafting Session**Drafting groups to continue their work.  |
| 17h30 | **End of day two**  |
|  |  |
| **Thursday2 February** | **DAY THREE OF WENDWG7** |
| 08h30 | **Report(s) of drafting groups** WENDWG will consider reports of drafting groups and any proposals and agree action as appropriate  |
| 9h30 | **7. Review and update of the WENDWG Programme of Work***Doc: WENDWG7-07A WENDWG Programme of Work 2016-17 (Chair/Sec)* *WENDWG7-07B WENDWG Programme of Work 2017-18 (Chair/Sec)*Chair will present the way forward and proposals to update the WENDWG programme of work for 2017-18 to be approved at IRCC-9 and assess the need for WENDWG continuation. |
| 10h00 | **8. Review of the WENDWG7 Action List**Chair will review the draft WENDWG7 Action List. |
| 10h30 | **9. Any other business**Participants will review additional subjects if any. |
| 11h00 | **10. Next meeting dates and venue**Working Group agrees on the next meeting dates and venue. |
| 11h30 | **Proposed End of the meeting  *- subject to any agenda amendment proposals*** |