**NCWG3-03A**

**3rd NCWG MEETING**

**ESRI HQ, Redlands, California, USA 16-19 May 2017**

**Status of NCWG2 Actions (at 21 March 2017)**

(Chair actions updated post-HSSC, split between Jeff Wootton (JW) and Mikko Hovi (MH)

**RETAINED ACTIONS from CSPCWG9**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **WG9**  **Agenda item** | **WG9 Action** | **Delegate** | **Status** |
| 58 | 14.6 | WG9 58: AU to produce a sample INT1 register for next meeting.  With JW (Jeff Wootton IHO TSSO), related to 2/45 and 2/46. | AU |  |

**RETAINED ACTIONS from CSPCWG10**

| **No** | **WG10**  **Agenda item** | **WG10 Action** | **Delegate** | **Status** |
| --- | --- | --- | --- | --- |
| 40 | 15.4 | AU to forward CSPCWG10-INF4 on Ice product specification and discuss with  S-100WG.  *JW: I have chased up that Ice PS paper from CSPCWG10.  This is really just a summary of the progress that had been made by the WMO Ice people on the Product Specification development up to that time (January 2014).  I hope you will agree with me that this has well and truly been overtaken by events!  So no further action on this one required, which can be the report to NCWG3.*  MH (Mikko Hovi, Chair NCWG): The Ice Information Product Specification was published as S-411 later in 2014. | AU | Time expired |

**RETAINED ACTIONS from CSPCWG11/NCWG1**

| **No** | **NCWG1**  **Agenda item** | **NCWG1 Action** | **Delegate** | **Status** |
| --- | --- | --- | --- | --- |
| 7 | 4.4 | Chair to progress the action about a revised definition for ED (in place of WG10 Action 25) | Chair (JW) |  |

**NCWG2 ACTIONS**

| **No** | **NCWG2**  **Agenda item** | **NCWG2 Action** | **Delegate** | **Status** |
| --- | --- | --- | --- | --- |
|  | 3 | Secretary to produce draft report of NCWG2 by end of May 2016, for participants to approve. | Sec | Completed |
|  | 3 | All WG members to make early bids for travel budget to NCWG3; advise Chairman if any difficulties.  New NCWG3 equivalent action required | All WG members | Time expired |
|  | 3 | All WG members to note agenda items for NCWG3 throughout the year (and forward to Secretary as they arise). Explanatory Notes may be sent before meeting calling letter.  New NCWG3 equivalent action required | All WG members | Time expired |
|  | 3 | Inform Chair HDWG that NCWG has endorsed revised definitions for height, elevation and altitude, as in letter 02 HDWG 6/04/16.  Completed by IHB 4/05/2016; see after-meeting note in report.  However, there is no reference to this matter in the HDWG report to HSSC8. HDWG has not met in January 2017 (as instructed by HSSC8) and currently no such meeting is planned. The definitions in S-32 have not been amended as agreed by Chair HDWG. | Sec or IHB | Completed |
|  | 4.2 | Chair to initiate a Portrayal subWG and liaise in first instance with the NIPWG Workshop on Visualization of Nautical Information at University of New Hampshire, USA (22-26 May 2016).  C. Harmon will be attending NIPWG4 and its Vizualization Workshop. | Chair  (JW & Colby Harmon) |  |
|  | 4.4 | Chair to consider further the need for separate generic and IALA special purpose V-AIS symbols. | Chair (JW) |  |
|  | 5.1 | IHB to amend TOR last sentence 4c to: ‘Votes by correspondence shall be on the basis of one vote per responding MS represented in the WG’ and refer to it as a clarification in the TOR header.  Included in NCWG3-05.1A | IHB (YG) | Completed |
|  | 6.1 | Chair (in consultation with Secretary) to redraft relevant paragraphs touching on Res.2/2007 for further consideration by correspondence, following meeting of HSSC Chair Group in June.  Res.2/2007 not to be revised (outcome of HSSC Chair Gp Mtg). New draft for discussion at agenda 6. | Chair (JW) /Sec | Completed |
|  | 7.1 | Secretary to raise priority of A16 to High and mark E8 as redundant in the NCWG Work Plan. | Sec | Completed |
|  | 8.1 | Secretary to draft specifications for user activated AtoN and circulate to WG for comment and approval.  Letters 05 and 09/2016. Included in S-4 4.7.0 | Sec | Completed |
|  | 8.1 | Pending HSSC approval INT1 producers to include [‘man’] at P56, R2 and in the list of abbreviations.  Noted for next editions INT1 | INT1 prod | Completed by transfer to INT1 producers |
|  | 8.2 | Secretary to draft clarification to S-4 about LED lights and circulate to WG for comment and approval.  Letters 04 and 10/2016. Included in S-4 4.7.0 | Sec | Completed |
|  | 8.3 | Secretary to amend S-4 B-340.3 and B-540.1 as a clarification re conspicuous features and circulate to WG for comment and approval.  Letters 04 and 10/2016. Included in S-4 4.7.0 | Sec | Completed |
|  | 8.3 | INT1 producers to amend the water tower example at E2 to ‘WATER TR’  Noted for next editions INT1 | INT1 prod | Completed by transfer to INT1 producers |
|  | 8.4 | Secretary to amend draft for sub-surface floating pipeline and circulate to WG for comment and approval.  Letters 05 and 09/2016. Included in S-4 4.7.0 | Sec | Completed |
|  | 8.5 | Secretary to draft clarification on intermittent lakes for S-4 and circulate to WG for comment and approval.  Letters 05 and 09/2016. Included in S-4 4.7.0 | Sec | Completed |
|  | 8.5 | INT1 producers to agree an amended entry for intermittent lakes.  Noted for next editions INT1 | INT1 prod | Completed by transfer to INT1 producers |
|  | 8.5 | Chair to draft encoding guidance for intermittent lakes for S57 and submit a proposal to the S-100WG (S-101 PT) for the addition of a status attribute to the Lakes feature. | Chair (JW) |  |
|  | 8.6 | Chair to communicate to Chair NIPWG that none of the options for displaying DQ in S101 were considered satisfactory. | Chair | Completed |
|  | 8.6 | Chair to discuss DQ options with Ron Furness (ICA)  JW will make the first contact, then hand over to MH | Chair |  |
|  | 8.6 | IHB (Yves Guillam) to communicate Colby Harmon’s suggestion about using emoticon faces to DQWG  Completed at DQWG11; see after-meeting note in report. | IHB (YG) | Completed |
|  | 8.8 | Portrayal subWG to establish protocol for considering portrayal submissions from ENC and other producers of overlays.  JW in progress (21/11/2016) | Portrayal subWG |  |
|  | 8.9 | Secretary to circulate proposed revisions on seagrass to S-4 to WG for approval.  Letters 05 and 09/2016. HSSC8-05.5B. Included in S-4 4.7.0 | Sec | Completed |
|  | 8.9 | Chair to propose changes to definitions for seagrass and seaweed in S-32 to HDWG (and consider whether any related definitions, such as kelp, need adjusting). | Chair (JW) |  |
|  | 8.10 | Secretary to draft amendment to S-4 to allow use of yellow for chart limits and circulate to WG for comment and approval.  Letters 05 and 09/2016. HSSC8-05.5B. Included in S-4 4.7.0 | Sec | Completed |
|  | 8.10 | Secretary to draft amendment to S-4 to include all options for referencing smaller scale and adjoining charts for consideration by the WG.  Letters 05 and 09/2016. HSSC8-05.5B. Included in S-4 4.7.0 | Sec | Completed |
|  | 8.11 | Secretary to draft some clarifications to the various parts of S-4 which cover restricted area and ESSA symbology, to ensure no contradictions or ambiguities.  Letters 04 and 10/2016. Included in S-4 4.7.0 | Sec | Completed |
|  | 8.12 | Secretary to circulate draft amendment to B-422.2, allowing use of K25-27 for nearly invisible stranded wrecks, to WG for comment and approval.  Letters 04 and 10/2016. Included in S-4 4.7.0 | Sec | Completed |
|  | 8.12 | Chair to suggest necessary changes to UOC on attribute WATLEV. | Chair (JW) |  |
|  | 8.14 | Colby Harmon to discuss with Julia Powell (Chair S-100WG) a requirement for a more refined request for help in designing symbols for S-101. | CH | Completed |
|  | 8.14 | Chair and Colby Harmon to slim down the list of possibly required symbols for S-101 and then share them out among volunteers.  In progress, see CH email 04/08, JW 05/08 – n.f. | Chair (JW) & CH |  |
|  | 8.14 | Chair to consider requesting other WG Chairs to form a PT to consider symbolization for S-101.  Chair (MH) to consider in due course. Might be taken over by the establishment of a Domain Control Body within IHO GI Registry framework. Waits S-100WG action regarding DCB. | Chair (MH) |  |
|  | 8.15 | Secretary to draft a clarification to B-489.2 to provide a cross reference to B-125.2 for V-AIS out of position for consideration by the WG.  Letters 04 and 10/2016. Included in S-4 4.7.0 | Sec | Completed |
|  | 9.1 | IHB to consult with Chair HSSC to gain approval to issue a reminder, advising MS that all NMs should be issued in English language within the IHO CL reporting on the outcome of HSSC8.  HSSC8 Action 37. Implemented by IHO CL 08/2017 dated 25 January 2017, section 4 refers. | IHB | Completed |
|  | 9.2 | Secretary to include the clarification on hanging light sectors in S-4 for consideration by the WG.  Letters 04 and 10/2016. Included in S-4 4.7.0 | Sec | Completed |
|  | 9.4 | Secretary to apply clarification re non-HO seals to S-4 for consideration by the WG.  Letters 04 and 10/2016. Included in S-4 4.7.0 | Sec | Completed |
|  | 10.1 | Chair and Secretary to correspond to prepare further version of S-11A for approval of the WG and submission to HSSC8.  Letters 06 and 11/2016. HSSC8-05.5C. IHO CL19/2017 refers. | Chair, Sec | Completed |
|  | 10.2 | ALL WG members to forward suggestions for changes to the INT chart checklist to Secretary **by end June** to consolidate and forward to IHB.  Forwarded to IHB 5/07. Included comments from AU, BR, FR, IN and Secretary. | ALL, Sec | Completed |
|  | 10.2 | IHB to report progress with NCWG Task B4 to IRCC8.  Check list referred to coordinators to experiment with and report to IRCC9 by 31/03/2017. Chased by email 21/03/2017. New agenda item 7.5 | IHB | Deferred to IRCC9  (12-14/03/2017) |
|  | 11.1 | INT1 subWG to consider a change to the ‘General Principles for Reviewing and Maintaining INT 1’ to link publication of S-4 and INT1 more closely if possible. | INT1 subWG | Completed by transfer to INT1 producers |
|  | 11.2 | INT1 producers to add fm, fms to INT1.  Noted for next editions INT1 | INT1 subWG | Completed by transfer to INT1 producers |
|  | 11.2 | Secretary to add fm, fms to list of INT abbreviations in S-4 and add remaining vacant entries to the ‘retired’ list at B-151.2.  Letters 04 and 10/2016. HSSC8-05.5B Rev 1. Included in S-4 4.7.0 | Sec | Completed |
|  | 11.2 | Secretary to draft new spec for ‘bubbler’ and circulate to WG for comment and approval.  Letters 05 and 09/2016. HSSC8-05.5B. Included in S-4 4.7.0 | Sec | Completed |
|  | 11.2 | INT1 subWG to decide on placement of ‘barriers and bubblers’ and on ‘e.g.’ consistency issues.  Noted for next editions INT1 | INT1 subWG | Completed by transfer to INT1 producers |
|  | 11.4 | UK to consult whether we can supply symbol set for universal use. | UK |  |
|  | 11.4 | Colby Harmon to consider naming conventions, etc, for symbol library. | Colby Harmon | Ongoing |
|  | 11.4 | FR to advise IHB which symbols to use in French S-4. | FR | Completed |
|  | 11.5 | UK to check whether the PDF of INT3 could be released from the password protected section of IHO website.  Request denied – INT3 to remain in members only section. | UK | Completed |
|  | 11.6 | INT1 subWG plus CH and volunteers to consider revising M20 graphic.  Noted for next editions INT1 | INT1 subWG  Colby Harmon | Completed by transfer to INT1 producers |
|  | 11.6 | Ben Timmerman to ask colleague to contribute to discussions about M20.  Ben writes: Had some discussion with my colleague and he had no additional issues related to the graphic or symbolization. Agreed with Colby that we can adopt the US-graphic for this (see action 2/49), but possibly portrait-oriented. | Ben Timmerman | Completed |
|  | 14 | Chair and Secretary to include new items with priorities and timescales in the updated Work Plan to be attached to this report. | Chair/Sec | Completed |
|  | 15.3 | All to consider whether they could volunteer for the Vice-Chair role and if so, indicate availability between now and September.  Letters 01-03/2016. Mikko Hovi appointed. See new agenda item 15. | ALL | Completed |
|  | 16 | All to consider hosting NCWG meeting in May 2017 and 2018 and offer by 1 September.  ESRI offer accepted and announced in Letter 08/2016. Waiting on IT for 2018 venue (see response to letter 07/2016). See new agenda item 16. | ALL | Time expired |