

Electronic Chart System (ECS) PT

1. Objective

The objectives of the PT are:

- a. to identify and prioritize ECS navigation requirements;
- b. to analyse their impacts on current IHO hydrographic standards; and
- c. to develop a set of recommendations/issues to be addressed by existing IHO bodies, external Organisations, and Member States.

2. Authority

This PT is a subordinate group of the ENCWG who reports to Hydrographic Services and Standards Committee (HSSC). The work of the ECS PT is subject to ENCWG approval.

3. Composition

- a) The PT shall comprise representatives of IHO Member States (MS), Expert Contributors (EC), observers from accredited NGIOs, and a representative of the IHO Secretariat. A membership list shall be maintained and posted on the IHO website.
- b) EC PT membership is open to entities and Organizations that can provide a relevant and constructive contribution to the work of the PT.
- c) The Chair and Vice-Chair shall be a representative of a MS. The election of the Chair and Vice-Chair shall be decided at the first meeting and shall be determined by vote of the MS present.
- d) If a Secretary is required it should normally be drawn from a member of the PT.
- e) 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.
- f) ECs shall seek approval of membership of the PT from the Chair.
- g) EC membership may be withdrawn in the event that a majority of the MS represented in the WG agrees that an EC's continued participation is irrelevant or unconstructive to the work of the WG.
- h) All members shall inform the Chair in advance of their intention to attend meetings of the WG.
- i) In the event that a large number of ECs seek to attend a meeting, the Chair may restrict attendance by inviting EC members of the PT to act through one or more collective representatives.

4. Procedures

The PT should:

- a) Work by correspondence, teleconferences, group meetings, workshops or symposia. The PT may meet on a face to face basis as required and if necessary.
- b) Make decisions by consensus. If votes are required on issues or to endorse proposals presented to the WG, only MS may cast a vote. Votes at meetings

shall be on the basis of one vote per MS represented at the meeting. Votes by correspondence shall be on the basis of one vote per MS represented in the WG.

- c) The date and venue of group meetings shall normally be announced by the Chair at least six months in advance.
- d) The draft record of meetings shall be distributed by the Chair (or the Secretary) within six weeks of the end of meetings and participants' comments should be returned within three weeks of the date of despatch. Final minutes of meetings should be posted on the IHO website within three months after a meeting.
- e) The PT should liaise with other IHO bodies, international Organizations and industry to ensure the relevance of its work.
- f) The PT should prepare annually a report on its activities and a rolling two-year Work Plan, including expected time frame.