**HSSC10??????**

## Paper for consideration by HSSC10

## HSSC WG input paper to amend IHO resolution 2/2007

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| ***Submitted by:*** | NIPWG on behalf of all HSSC technical WG |
| ***Executive Summary:*** | Provision of a draft Annex to IHO Res 2/2007 which describes the conduction of an Impact study  |
| ***Related Documents:*** | HO Publication M-3-Resolutions of the IHO-2nd Edition-2010 - Updated to June 2017Assembly 1, Report of Proceedings |
| ***Related Projects:*** | NIL |

## Introduction / Background

The resolutions of the IHO are collated and published in IHO Miscellaneous Publication M-3. They provide inter alia guidance and recommendations on which information should be provided in nautical publications. Having the entitlement to reflect the current standard of hydrographic technologies, the resolutions experience regular updates.

The current 2nd edition is dated 2010 and is updated to June 2017. Appropriate entries provide reference information on which International Hydrographic Conference or Assembly decision the amendments/ deletions/ additions are based on.

HSSC has been tasked by Assembly-1 Action Decision 12 to review Resolution 2/2007. Based on an initial input submitted by the S100WG and NIPWG at HSSC9, this paper provides further inputs to the intended revision of the said resolution 2/2007.

## Analysis/Discussion

The Resolution 2/2007 is the mandatory resolution when making changes to IHO specifications. Requests to improve the information provided in this Resolution have been addressed by the Assembly-1 (proposal 6). In particular, the Resolution should take into account that S-100 based Product Specifications can interact together and therefore, the impact of Product Specifications should be investigated.

It was addressed to specify the conduction of an impact study in more detail. The forthcoming introduction of several Product Specifications, and the intention to conduct an assessment on the effects on various stakeholders, raised the need to have a standardised impact study format. This format has been commonly developed by the effected WGs and is provided as an Annex to this paper.

## Justification and Impacts

The proposed Resolution 2/2007 Annex provides Guidance and will harmonise the impact study procedure. The harmonisation makes impact study results comparable. No significant impact on resources has been expected. Rather, it can be assumed that the preparation time and efforts of impact studies according to IHO resolution 2/2007 will reduced.

## Recommendations

The proposed input draft paper is a starting point to satisfy the request of the Assembly-1 decision.

## Action required of HSSC

The HSSC10 is invited to:

1. note this paper,
2. act as considered appropriate.

**ANNEX**

Proposed ANNEX to Resolution 2/2007

# GUIDANCE ON CONDUCTION OF AN IMPACT STUDY

## Description of the purpose of the study (testable hypotheses)

An impact study plan should include the general description of the impact assessment and a plan to conduct the study.

The general description should specify a set of hypotheses about the outcomes and impacts of the study.

There are three distinct levels of potential impact that a change to the standard might have:

* Does the new version of a standard impact on the market and business procedures?
* Does the new version of a standard impact on producing offices/agencies?
* Does the new version of a standard impact on the stakeholders?

## Identification of measurable indicators

Measurable indicators should be defined that can be used to determine potential impacts to the community. The results of the survey questionnaire will populate the indicators.

## Identification of potential stakeholders

A list of potential stakeholders is being maintained by the IHO Secretariat and should be available. The initiator of the impact study should select those stakeholders on which the intended new standard has significant impact.

It is recommended to approach following sources:

* Software developer
* Implementers
* End users

## Identification of appropriate survey tools and methods

Professional online tools should be used for the survey. Stakeholders should be approached by e-mail.

The survey should be conducted under the supervision of the initiating organisation or IHO Working Group.

## Specification of the survey duration

The survey time should be limited to 3 months as the maximum duration.

## Specification of the result assessment methods

The intended assessment method should be specified before the survey will be initiated. That ensures that the assessed results are transparent and that misinterpretations will be prevented.

## Specification of requested actions and dissemination of the findings

The findings of the impact study should be summarized and the findings should be made public on the IHO website.

The in-depth analyses should be conducted by the initiating organisation and be supervised by the IHO Secretariat. That ensures that the analytic capacity is available and that the results will be compiled correctly.

The raw data should be stored for backward research and for transparency. The cleaned data should be provided in tables, diagrams or other appropriate formats.

The final report and the outcome of the study should be forwarded to the IHO-Secretariat and should be publicly available on the IHO website. That ensures that others who are in the position to use the results for their work too can benefit from the study.

Questions to be considered and to be implemented in the draft during the drafting phase.

What are the actions taken by the committee if the customer feedback is negative? That applies for both new Product Specifications and Updates/Reviews/Clarifications to existing Product Specifications.

If necessary, should a contact be provided to the stakeholders? Will the responsible WG or the IHO Secretariat act as PoC?