**IHO Innovation and Technology Laboratory**

2nd Governing Board Meeting, VTC

8 September 2021, 10:00 ~ 12:00 am (UST+2, CEST)

List of Decisions and Actions from the 2nd Governing Board Meeting: ***Draft***

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| **Doc No.** | **Title** | **Remarks** |
| **GBM02-01** | **Confirmation of Minutes of last Meeting** |  |
| Decision2/1 | **The Meeting approved** the draft decision and actions posted on the 1st GB Meeting webpage. |  |
| **GBM02-01** | **Review and Update actions of last Meeting** |  |
|  | The Meeting reviewed and updated the actions from the 1st GBM. |  |
| Decision2/2 | **The Meeting approved** the proposed provisional agenda (rev1). |  |
| **GBM02-02** | **Assessment of Project Proposals submitted by Chairs of ENCWG and NIPWG** |  |
| GBM02-02A | * S-57 to S-101 Conversion |  |
|  | **The Meeting agreed** the Project *S-57 to S-101 Conversion* to move next to phase2 according to the project proposal guidance and provided directions as pointed out below;   * Roles and responsibilities for the participant and the Lab should be clearly defined * To avoid overlapping with S-101 related projects carried out by RENC and Regional Hydrographic Commission (RHC) The Lab should coordinate it together with the project participant * Consider synoptic diagram of the conversion scenario developed by HSSC for S-100 Road Map * Set up the project time frame to meet the S-100 Road Map |  |
| Action2/1 | **GM will deliver** the guidance from the GBM2 to the project proposer and **submit** the phase2 proposal with the proposer at the next GB meeting. |  |
| GBM02-02B | * Marine Harbor Infrastructure Database Project (S-131) |  |
| Decision2/3 | The Meeting discussed items of S-131 project which are the development of Database, Web-interface and API functions, and Cookbook or Standard specifying procedures from data collection to use in nautical publication. A similar project, AVANT(??), was mentioned as a model of the data structure and lesson learned for the S-131 project.  **The Meeting agreed** to move the Project *Marine Harbor Infrastructure Database Project S-131* at the next phase 2 according to the project proposal guidance and encouraged to participate from key players, NIPWG, IHMA, IMPA at least. |  |
| Action2/2 | **GM will deliver** decision and consideration of the GBM2 to the project proposer and **submit** the phase2 proposal with the proposer at the next GB meeting. |  |
| **GBM02-03** | **Discussion on proposed Letter of Intent between the IHO Lab and NOAA** |  |
|  | **The Meeting noted** the report as an information paper and requested them to consider to submit a project proposal if deemed necessary. |  |
| GBM02-3A | * To explore use of latest technologies to provide early warning capability for storm surge in the south china sea |  |
|  | The paper noted together with the agenda GBM02-3. |  |
| **GBM02-04** | **Official launch of the IHO-Singapore Lab on 26 October 2021** |  |
|  | * Hybrid Event hosted by Singapore |  |
|  | PM announced the Official launch of the IHO Lab as a hybrid event conjunction with UN-GGIM and MSDIWG. The program considered to have;   * IHO SG keynote speech * IHO Lab Project Presentations (S-57 to S-101 Conversion, S-131) * Role of the IHO Lab |  |
| Decision2/4 | **The Meeting noted** the proposed programme of the launch event on 26 October 2021 |  |
| Action2/3 | **GM will draft** the event program and share to the GB for comments. |  |
| Action2/4 | **GM will circulate** the invitations to the Governing Board members as soon as available. |  |
| **GBM02-05** | **Any Other Business** |  |
|  | * Progress Report on the IHO Lab website |  |
|  | YB demonstrated the structure and contents of the IHO Lab webpage. The Meeting noted the progress made and was satisfied without further requirement at this stage. |  |
|  | * Preparation of the Report to C-5 |  |
| Action2/5 | **GM draft** the Presentation to the Council 5 with a review of the GB and **submit** it to the Council secretariat no later than 17 Sept 2021 |  |
|  | * Rules of Procedure for the IHO Lab Governing Board |  |
| Decision2/5 | **The Meeting agreed** to make the final draft of the Rules of Procedure for the IHO Lab Governing Board by end of 2021 and will **submit** it to the next Council meeting for approval. |  |
| Action2/6 | **GB members** to provide comments on draft Rules of Procedure by 30 September |  |
| Action2/7 | **GM consolidates** comments of the GB member and **updates** them accordingly and **prepares** the final draft of the ROP by end of 2021. |  |
| **GBM02-06** | **Next meeting (Venue and Date)** |  |
| Decision2/4 | **The Meeting agreed** to hold the next meeting on 30 November 2021 (10:00 ~ 12:00, UTC+1, CET) |  |

**List of Participants**

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