

G E B C O
GENERAL BATHYMETRIC CHART OF THE OCEANS



INTERGOVERNMENTAL OCEANOGRAPHIC
COMMISSION

COMMISSION OCEANOGRAPHIQUE
INTERGOUVERNEMENTALE

PARIS

G E B C O

**SUB-COMMITTEE
ON
UNDERSEA FEATURE NAMES
(SCUFN)**



INTERNATIONAL HYDROGRAPHIC
ORGANIZATION

ORGANISATION HYDROGRAPHIQUE
INTERNATIONALE

MONACO

Chairperson:	Dr.-Ing. Hans Werner SCHENKE	(Hans-Werner.Schenke@awi.de)
Vice-Chairperson:	Ms. Lisa TAYLOR	(Lisa.A.Taylor@noaa.gov)
Secretary:	Ing. en Chef Michel HUET	(michel.huet@iho.int)

Secretariat: International Hydrographic Bureau (IHB)
4 quai Antoine 1^{er}
98011 Monaco Cedex
Principality of Monaco

IHB File No. S3/2643

22 May 2012

SCUFN Letter No. 01/2012

To: SCUFN Members and Observers (see list at Annex A)

Subject: 25th Meeting of SCUFN, 23-27 October 2012, Wellington, New Zealand

Dear Colleagues,

This letter provides information on the 25th meeting of the GEBCO Sub-Committee on Undersea Feature Names (SCUFN-25) to be held in Wellington, New Zealand, on 23-27 October 2012, and proposes a provisional agenda for the meeting. This information and any further documents relating to this meeting will be posted on the IHO website (www.iho.int > Committees & WG > SCUFN > SCUFN-25 or http://www.iho.int/mtg_docs/com_wg/SCUFN/SCUFN25/SCUFN25Docs.htm).

1. The Land Information New Zealand (LINZ) and the GNS Science of New Zealand have kindly offered to jointly host and organize SCUFN-25. The meeting will take place at the LINZ office, Level 7, Radio New Zealand House, 155 The Terrace, Wellington.
2. Logistical information, including on hotels, is provided in SCUFN-25 First Circular of 1st May 2012, forwarded with Secretary's e-mail of 21 May and available from the IHO website (http://www.iho.int/mtg_docs/com_wg/SCUFN/SCUFN25/SCUFN25_First_Circular.pdf). A Registration Form for SCUFN-25 is also on the IHO website (www.iho.int/mtg_docs/com_wg/SCUFN/SCUFN25/SCUFN25_Registration_Form.pdf), to be filled and returned to Ms Kat Hammond from GNS Science (k.hammond@gns.cri.nz), copy to the Secretary (michel.huet@iho.int), by **31 August**.

3. A provisional agenda for SCUFN-25 is provided in Annex B. Associated documents have tentatively been listed. SCUFN members/observers are kindly requested to review this draft and provide any comments / new agenda items to the Secretary (michel.huet@iho.int), copy to the Chair (hans-werner.schenke@awi.de) and the Vice Chair (Lisa.A.Taylor@noaa.gov), **by 31 August**. A final draft will then be prepared and made available on the IHO website.
4. Documents intended for consideration at the meeting, e.g. undersea feature name proposals, should be submitted to the Secretary **by 23 September**¹, i.e. one month in advance of the meeting. All documents will be placed on the IHO website when they are received. Proposals will be password-protected. The password will be individually provided to all SCUFN members/observers by the Secretary. SCUFN Members and observers are strongly urged to prepare, or support the preparation of proposals.
5. Attention is drawn on Item 2.5 of the Terms of Reference and Rules of Procedure for SCUFN, as reproduced below:

“Members are expected to attend every meeting of the Sub-Committee. Sub-Committee Members who are absent from meetings over two consecutive years will normally be considered to have resigned and new nominations shall be sought from the relevant parent organization.”

SCUFN members are therefore urged to take appropriate measures to attend SCUFN-25.
6. The Report of SCUFN-24, including a List of Actions, will soon be made available on the IHO and GEBCO websites.
7. This letter constitutes a formal invitation for all SCUFN members and observers to attend SCUFN-25. As indicated under section “Passports and Visas” of SCUFN-25 First Circular, specific invitation letters will be provided on request to GNS Sciences (attn: Ms. Kat Hammond - k.hammond@gns.cri.nz) for those who need such invitation letter in support of their visa application.

Yours sincerely,



Dr. Hans Werner SCHENKE
Chairman of SCUFN

Enclosures: Annexes A and B

¹ 23 August if in paper form.

**GEBCO SUB-COMMITTEE ON UNDERSEA FEATURE NAMES (SCUFN)
Membership (May 2012)**

1. Members

Dr. Hans Werner SCHENKE [IOC] (Chair)

Alfred Wegener Institute für Polar und
Meeresforschung (AWI)
Postfach 12 01 61
Columbustrasse
D 27515 Bremerhaven
GERMANY
Tel: +49 (0)471 4831 1222/1223
E-mail: Hans-Werner.Schenke@awi.de

Dr. Yasuhiko OHARA [IHO]

Ocean Research Laboratory
Hydrographic and Oceanographic
Department of Japan
5-3-1 Tsukiji, Chuo-ku
Tokyo, 104-0045 JAPAN
Tel : +81 (3) 3541 4387
E-mail : ohara@jodc.go.jp

Prof. LIN Shaohua [IOC]

National Marine Data and Information Service (NMDIS)
State Oceanic Administration (SOA)
93 Liuwei Road, Hedong District
Tianjin, CHINA
Tel: +86-22-24010803
E-mail: shlin@mail.nmdis.gov.cn

Mr. Norman Z. CHERKIS [IOC]

Five Oceans Consultants
9459 Raith Court
Bristow, VA 20136-3505, USA
Tel: +1 (703) 392-1224
E-mail: fiveoceanscon@yahoo.com

Vacant [IHO]

Mrs. Lisa A. TAYLOR [IHO] (Vice Chair)

National Geophysical Data Center
E/GC 325 Broadway
Boulder, Colorado 80305-3328
USA
Tel: +1 (303) 497-6767
E-mail: Lisa.A.Taylor@noaa.gov

Lic. Walter REYNOSO-PERALTA [IHO]

Servicio de Hidrografía Naval
Avenida Montes de Oca 2124
1271 Buenos Aires
ARGENTINA
Tel: + 541 1 4301 0061 / 68
E-mail: wreyper@yahoo.com.ar

Cdr. Ana Angelica ALBERONI [IHO]

Centro de Hidrografia da Marinha
Rua Barão de Jaceguay s/n
Ponta da Armação
Niteroi 24048-900, RJ, BRAZIL
Tel: +55 021 2189 3253
E-mail: ana.angelica@chm.mar.mil.br
ana.alberoni@hotmail.com

Cdr. Muhammad BASHIR [IHO]

Hydrographic Department
Naval Headquarters
11, Liaquat Barracks
Karachi – 75530, PAKISTAN
Tel: + 92 21 566 36151
E-mail : mbfmalik@yahoo.com
hydopk@paknavy.gov.pk

Dr Hyun-Chul HAN [IOC]

Korea Institute of Geoscience & Mineral Resources
(KIGAM)
30 Gajeong-dong, Yuseong-gu
Daejeon 305-350
Rep. of KOREA
Tel: +82 42 868 3202
E-mail: han@kigam.re.kr

Dr. Ksenia DOBROLYUBOVA [IOC]

Geological Institute of the
Russian Academy of Sciences
Pyzevskiy, 7
109017 Moscow
RUSSIAN FEDERATION
Tel: +7 (095) 230 8180 or 8145
Email: marine@ginras.ru
k_dobrolubova@mail.ru

Dr. Vaughan STAGPOOLE [IOC]

Institute of Geological & Nuclear Sciences
1 Fairway Drive, Avalon
Lower Hutt 5010
NEW ZEALAND
Tel: +64 4 570 1444
Email: V.Stagpoole@gns.cri.nz

2. Observers

Mr. Jimmy NERANTZIS

Secretary ACUF
US Board on Geographic Names
National Geospatial-Intelligence Agency (NGA)
Mail Stop D-61
Bethesda, Maryland 20816-5003
UNITED STATES OF AMERICA
Tel: +1 (301) 227 9051
E-mail: Jimmy.Nerantzis@nga.mil

Dr. Mitrasen BHIKAJEE

Deputy Executive Secretary
Intergovernmental Oceanographic Commission (IOC)
UNESCO
1 rue Miollis
75732 Paris Cedex, FRANCE
Tel. : +33 1 456 84044
E-mail : m.bhikajee@unesco.org

3. Secretary

Ing. en chef Michel HUET

International Hydrographic Bureau
4, Quai Antoine 1er
B.P. 445 - MC 98011 Monaco Cedex
PRINCIPALITY OF MONACO
Tel: +377 93 10 81 04
E-mail: michel.huet@iho.int

25th SCUFN MEETING
Wellington, New Zealand, 23-27 October 2012

PROVISIONAL AGENDA

1. Opening and Administrative Arrangements

Docs: SCUFN25-01A *List of Documents (Secretary)*
SCUFN25-01B *List of Participants (Secretary)*
SCUFN25-01C *SCUFN Membership and Observers List (Secretary)*
SCUFN25-01D *Terms of Reference and Rules of Procedures for SCUFN (Secretary)*

2. Approval of Agenda

Docs: SCUFN25-02A *Agenda (Secretary)*

3. Matters remaining from Previous Meetings

3.1 Review of Actions from SCUFN-24
Docs: SCUFN25-03.1A *List of Actions from SCUFN-24 and Status (Secretary)*
3.2 Review and Approval of SCUFN-24 Report
Docs: *Report of SCUFN-24*

4. Proposals Submitted during Intersessional Period

4.1 Proposer xxx
Docs: SCUFN25-04.1A *Proposals by xxx*
4.2 Proposer yyy
Docs: SCUFN25-04.2A *Proposals by yyy*
4.3 Proposer zzz
Docs: SCUFN25-04.3A *Proposals by zzz*
Etc.

5. Liaison with Other Geographical Name Bodies

5.1 Advisory Committee on Undersea Features (ACUF) of the US Board on Geographical Names
Docs: SCUFN25-05.1A *Reports of ACUF Activities since SCUFN-24 (J. Nerantzis)*
SCUFN25-05.1B *Undersea Feature Names Accepted by ACUF which do not adhere to GEBCO Undersea Feature Naming Criteria (T. Palmer)*
5.2 Undersea Names Committee of the New Zealand Geographic Board
Docs: SCUFN25-05.2A *Issues raised by the Undersea Names Committee of the New Zealand Geographic Board (V. Stagpoole)*
5.3 UN Group of Experts on Geographical Names (UNGEGN)
Docs: SCUFN25-05.3A *Report on the 27th UNGEGN Meeting and Notice of UNGEGN-28 (T. Palmer)*

6. Standardization of Undersea Feature Names: IHO-IOC Publication B-6

Docs: SCUFN25-06A *Draft new edition of B-6 (Secretary)*

7. Gazetteer of Undersea Feature Names

7.1 Review of Reserve Section
Docs: SCUFN25-07.1A *Reserve Section of the GEBCO Gazetteer and actions taken since SCUFN-24*
7.2 Web-based Map Interface and On-line Database for the GEBCO Gazetteer
Docs: SCUFN25-07.2A *Web-based Map Interface and On-line Database for the GEBCO Gazetteer – Progress Report (L. Taylor / M. Huet)*
7.3 Undersea Feature Topology
Docs:
7.4 Languages used in naming of features

Docs: SCUFN25-07.4A *NamesTransliteration (G. Agapova / N. Turko)*

8. **Any Other Business**
 9. **Site and Dates for the Next Meeting**
 10. **Conclusion**
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