

G E B C O
GENERAL BATHYMETRIC CHART OF THE OCEANS



INTERNATIONAL HYDROGRAPHIC
ORGANIZATION
ORGANISATION HYDROGRAPHIQUE
INTERNATIONALE
MONACO

G E B C O

SUB-COMMITTEE
ON
UNDERSEA FEATURE NAMES
(SCUFN)



INTERGOVERNMENTAL OCEANOGRAPHIC
COMMISSION
COMMISSION OCEANOGRAPHIQUE
INTERGOUVERNEMENTALE
PARIS

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12 April 2016

SCUFN Letter No. 01/2016

To: SCUFN Members and Observers, Host Nation (Ms Lisa Taylor), Proposers

Subject: 29th Meeting of SCUFN, 19-23 September 2016, Boulder, Colorado, USA

Dear colleagues,

1 The 29th meeting of the GEBCO Sub-Committee on Undersea Feature Names (SCUFN-29) will be hosted by NOAA in Boulder, Colorado, USA, at the National Centers for Environmental Information (NCEI). All documents pertaining to SCUFN-29, including logistical information, are available on the IHO website www.iho.int > Committees&WGs > SCUFN > SCUFN29 > [Documents](#). This letter proposes a provisional agenda for the meeting and provides additional information for registration.

2 The preliminary and provisional agenda for SCUFN-29 is provided in Annex A. 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 (yves.guillam@iho.int), copy to the Chair (hans-werner.schenke@awi.de) and the Vice Chair (yasuhiko.ohara@gmail.com), at their earliest convenience and **no later than 15 June 2016**. A final draft agenda will then be prepared and made available on the IHO website.

3 In accordance with SCUFN rules of procedures (Art. 2.8), undersea feature name proposals to be considered at the 29th meeting of SCUFN should be submitted to the Secretary **as soon as possible**,

and when in electronic format¹ **no later than 19 August**, when in paper format **no later than 19 July 2016**. Other documents intended for consideration at the meeting, e.g., letters to the sub-committee, white papers or reports should reach the Secretary as early as possible and **no later than 19 August 2016**. It is worth noting that SCUFN members are no longer allowed to submit proposals themselves, according to the new edition 4.1.0 of Publication B-6 *Standardization of Undersea Feature Names* (section 2 ii in page 1-vi refers). However, they can support the preparation of proposals. SCUFN members are encouraged to review all proposals before the meeting (www.scufnreview.org).

5 The [Report of SCUFN-28](#) is available on the IHO website as well as the List of Actions from the SCUFN-28 meeting and its Status (Doc. SCUFN29-03.1A). Those concerned with the actions listed, or who can help to progress them, are urged to do so at their earliest convenience and report to the Secretary.

6 This letter constitutes a formal invitation for all SCUFN members and observers to attend SCUFN-29. Participants are invited to complete their registration form which is available on the IHO website www.iho.int > Committees&WGs > SCUFN > SCUFN29 > [Documents](#), **by 15 June 2016**.

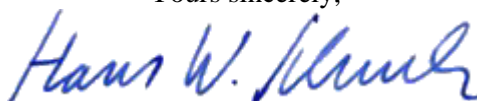
7 In summary, the timetable with deadlines for a smooth preparation of the SCUFN-29 meeting is as follows:

Participant Registration	15 June 2016
Agenda: Comments / Proposals	15 June 2016
Feature Name Proposals (paper)	19 July 2016
Feature Name Proposals (digital)	19 August 2016
Discussion Papers	19 August 2016
Progress SCUFN-28 List of Actions	As soon as possible, no later than 19 August 2016

8 Initial proposals for hosting subsequent meetings to be held in 2017 (SCUFN-30) and 2018 (SCUFN-31) are welcome at any time (adcs@iho.int) and preferably not later than at SCUFN-29.

I very much look forward to seeing all of you at the meeting.

Yours sincerely,



Prof. Dr. Hans Werner SCHENKE
Chair of SCUFN

Annex:

A. Provisional agenda for SCUFN-29

¹ Including shp files for the geometry of the features (polygons, summit, etc.).

29th SCUFN MEETING
Boulder, Colorado, USA 19-23 September 2016

PROVISIONAL AGENDA

Notes: 1) Meeting to start at **0900** at the NCEI in Boulder on **Monday 19 September** and to close at **1200** on **Friday 23 September** 2016.

2) Names of prospective presenters of papers are given in parenthesis.

1. Opening and Administrative Arrangements

Doc: SCUFN29-01A List of Documents (Secretary)
SCUFN29-01B List of Participants (Secretary)
SCUFN29-01C SCUFN Membership and Observers List (Secretary)
SCUFN28-01D Terms of Reference and Rules of Procedure

2. Introduction by SCUFN Chair - Approval of Agenda

2.1 SCUFN Chair Report (GEBCO Guidance, Last GEBCO Events, IOC, ...)

Doc: SCUFN29-02.1A SCUFN Chair Report (Chair)

2.2 Approval of Agenda

Doc: SCUFN29-02.2A Agenda and Time Table (Secretary)

3. Matters remaining from Previous Meetings

3.1 Review of Actions from SCUFN-28 and transfer to the relevant agenda items

Doc: SCUFN29-03.1A List of Actions from SCUFN-28 and Status (Secretary)

3.2 Report and recommendations of the SCUFN Generic Term Group

Doc: SCUFN29-03.2A Recommendations from SCUFN Generic Term Group and Actions to be considered by SCUFN (Group Members)

4. Proposals Submitted during Intersessional Period

4.1 From USA, Schmidt Ocean Institute, Mr Leighton Rolley

Doc: SCUFN29-04.1A Proposals (3) from Mr Leighton Rolley

4.2 Proposal (1) from France, Ifremer

Doc: SCUFN29-04.2A Proposal (1) from Ifremer

4.3 Proposal (1) from Denmark, Danish Geodata Agency

Doc: SCUFN29-04.3A Proposals from Danish Geodata Agency

4.4 Proposals (12 + 139) from Canada, GNBC/ACUFN

Doc: SCUFN29-04.4A Proposals from ACUFN, Canada

4.5 Proposal (xx) from xxx

Doc: SCUFN29-04.4A Proposals from xxx

Etc.

...

5. Liaison with Other Geographical Name Bodies

5.1 Advisory Committee on Undersea Features (ACUF) of the US Board on Geographical Names

Doc: SCUFN29-05.1A Reports of ACUF Activities (J. Nerantzis / T. Palmer)

5.2 Undersea Names Committee of the New Zealand Geographic Board (NZGB)

Doc: SCUFN29-05.2A Report of the NZGB Undersea Names Committee (V. Stagpoole)

5.3 UN Group of Experts on Geographical Names (UNGEGN)

Doc: SCUFN29-05.3A Report from the UNGEGN 29 Session (T. Palmer)

5.4 Marine Regions

Doc: SCUFN29-05.4A Activities of Marine Regions of interest to SCUFN (S. Claus)

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

Doc: SCUFN29-06A Initial review of a draft new Edition of Publication B-6 (Secretary)

- SCUFN29-06B *Status of website interface for submission and review of proposals (H-C Han)*
- SCUFN29-06C *Report of the Project Team on the Development of an S-100 Product Specification for Undersea Feature Names and Registering SCUFN terms in the IHO Registry (K. Fadaie)*

7. Gazetteer of Undersea Feature Names

- 7.1 Maintenance of the on-line interface to GEBCO Gazetteer database
- Doc: SCUFN29-07.1A *Summary of issues related to the on-line GEBCO Gazetteer (Secretary)*
SCUFN29-07.1B *Report by NOAA/NCEI on maintenance issues (US Rep. tbd)*
- 7.2 Maintenance of the GEBCO Gazetteer database (including PENDING names)
- Doc: SCUFN29-07.2A *Report of the work made during the inter-sessional period (Secretary)*
SCUFN29-07.2B *Procedure for editorial corrections in the Gazetteer, identified by, or reported to SCUFN Members*
- 7.3 Inclusion in the Gazetteer of undersea feature names located in the territorial sea of a coastal State and discussion on the role/scope of SCUFN
- Doc: SCUFN29-07.3A *Proposal made by ACUFN, Canada (K. Fadaie)*
- 7.4 How should SCUFN deal with “micro” undersea features (follow-on discussion, development of a road map)
- Doc: SCUFN29-07.4A *Proposal for the development of a road-map (Chair, Y. Ohara)*
SCUFN29-07.4B *Useful Reference: SCUFN25-08.1A*

8. Any Other Business – Brief overview of the activities of the Schmidt Ocean Institute

- 8.1 Overview of the activities of the SOI
- Doc: SCUFN29-08.1A *Presentation (L Rolley)*

9. Dates and Venues for the Next Meetings

10. Conclusion
