**C-55 Review Project Team (C-55RPT)**

**Terms of Reference and Rules of Procedure**

*Adopted at CBSC16 (May 2018)*

*Amended by CBSC intersessionally (July 2019)*

References:

1. IHO Publication C-55 *Status of Hydrographic Surveying and Nautical Charting Worldwide*
2. IHO Circular Letter 52/2015 dated 15 July - *IHO Publication C-55 - Status of Hydrographic Surveying and Nautical Charting Worldwide - Request for Updated Information*

Considering that:

1. some Member States reported difficulties to derive data related to hydrographic surveys to input C-55;
2. some Member States reported the use of CATZOC to derive the C-55 indicator regarding the status of hydrographic surveying;
3. the current process for input data to C-55 is prone to errors as observed by the IHO Secretariat while ingesting data;
4. there is a lack of consistency in the categorization of C-55 survey data adequacy;
5. current GIS technology may allow C-55 use in a wider and more efficient way and reduce the errors presently observed;
6. an improved C-55 may contribute for future country maritime profile (as defined by IMO) for coastal States.

Considering further that the C-55 Review Project Team (C-55RPT) has already achieved its initial goals to:

1. Evaluate the current limitations to input data related to Hydrographic survey status in C-55 as they are presently derived in a subjective manner by States.
2. Seek informal comments and suggestions from Member States on their current methods of populating C-55 and on the evaluation on the limitations identified by the C-55RPT.
3. Develop a proposal to address the above limitations taking into consideration the comments and suggestions from Member States, adopted at CBSC17 (*doc. CBSC17-08.3B*).

The CBSC approves the continuation of the C-55 Review Project Team (C-55RPT) with the following Terms of Reference and Rules of Procedure. The C-55RPT shall report to the CBSC.

**TERMS OF REFERENCE**

1. define the scope for future work using CATZOC, or other IHO-endorsed categorization of survey data adequacy, in a GIS environment”.
2. identify potential uses C-55 as indicators for the IHO objectives and in line with the IHO Strategic Plan.
3. engage with the DQWG Chair on quality aspects of C-55.
4. prepare a scoping study for the future of C-55 to be submitted to CBSC18.

**RULES OF PROCEDURE**

1. The C-55RPT shall comprise of representatives of IHO Member States and a representative of the IHO Secretariat. A membership list shall be maintained and posted on the IHO website.
2. The Chair and Vice-Chair shall be a representative of a Member State and will be appointed by the CBSC.
3. If a Secretary is required, it should normally be drawn from a Member of the C-55RPT.
4. If the Chair is unable to carry out the duties of the office, the Vice-Chair shall assume the Chair with the same powers and duties.
5. The C-55RPT should work by correspondence and teleconferences. If meetings are to be scheduled, they should happen in conjunction with other meetings.
6. Decisions should generally be made by consensus. Votes shall be made via e-mail and on the basis of one vote per Member represented in the C-55RPT and responding to the CL.
7. The expected conclusion of the RPT is CBSC18. If progress is slowed, the Chair shall inform the CBSC Chair and, at a minimum, submit a status report to CBSC18 including the expected conclusion of the effort.
8. The RPT may liaise with other IHO bodies, international organizations and industry to ensure the relevance of its work.
9. No detailed work plan is expected; the approved Terms of Reference will serve this purpose.