

**LIST OF ACTIONS** – Updated 17 December 2019

No.	Agenda Item	Subject	Status/Date	Comments	Action
	-	IHO website	On going	Check IHO website for documents and information	All
	-	AOB	On going	Circulate presentations, articles and papers on CSB to ensure consistent harmonized message is provided at events to advertise CSB	All
	-	AOB	On going	Identify opportunities to highlight CSB and its uses	All
CSBWG5					
	5	Environmental issues	CSBWG7 CSBWG8 CSBWG9	Report on literature review covering impact of SBES use with respect to impact of human induced sound into the water column – <a href="#">on going, further work to be undertaken through separate contract, to be harmonized with ARHC investigations; update at next meeting</a>	Vice-Chair/NOR
CSBWG6					
	2.2	Presentations - DCDB	CSBWG7 CSBWG8 CSBWG9	Investigate how to handle S-102 format and gridded datasets for inclusion in the DCDB – <a href="#">on going, under investigation by new data manager, update at next meeting</a>	NOAA-NCEI
	2.2	Presentations - DCDB	CSBWG7 CSBWG8 CSBWG9	Progress further updating of the IHO DCDB homepage – <a href="#">ongoing, priority to be raised and included as part of the outreach strategy, progress update at next meeting</a>	NOAA-NCEI
	2.3	Presentations - RosePoint	CSBWG7 CSBWG8 CSBWG9	discuss with RosePoint on how to make the anonymous feature more obvious and to include ship type as well as offsets and heading data – <a href="#">on going, hindered by lack of focal point at NOAA NOS, update at next meeting</a>	NOSS-NCEI
	2.3	Presentations - RosePoint	CSBWG7 CSBWG8 CSBWG9	Investigate need for more regular meetings to move forward the inclusion of bathymetric data gathering within the VOS scheme – <a href="#">lack of NOAA</a>	NOAA-OCS

				NOS-VOS lead has stalled project, update on future at next meeting	
CSBWG7					
4	3.2	B-12	CSBWG8 CSBWG9	Consider methods to capture user community feedback gained from use of the publication	All
11	4.2	Outreach Strategy	CSBWG8 CSBWG9	Investigate interest for Open CPN to attend next meeting <a href="#">On going, update at next meeting</a>	Chair
14	4.2	Outreach Strategy	CSBWG8	Review Norwegian recommendations to help improve texts and indicate other HO support for the approach taken by Norway	ALL
CSBWG8					
1	2.1	DCDB Developments	29 Nov	Provide feedback on revised DBDC website and viewer to Chair	All
2	2.6	CSB related projects	CSBWG9	Invite WASSP to attend meeting	NOR/My Gene Machine
3	2.7	Presentations	CSBWG9	Draft short summary guide to B-12 for wider public use	Chair
4	2.8	CSB related projects	CSBWG9	Engage with DCDB on how to progress ideas and suggestions	ECC/Chair
5	3.3	Data Gathering Policy	CSBWG9	Maintain database of polygons on handling data to allow single shape file to be used	DCDB/Sea-ID
6	4.1	B-12	13 Dec	Insert endorsed clarifications into B-12 and publish as Edition 2.0.3, notify Member States by IHO CL	IHO
7	4.2	B-12	IRCC12	Demonstrate e-publications format versions for endorsement and potential example for other IHO publications	Chair
8	5.1	CSB Use cases	CSBWG9	Provide examples and details of UKHO use cases for CSB	GBR
9	5.2	DQWG	CSBWG9	Draft guidance document for HOs on uses of CSB	Chair/Vice-Chair/NOR
10	5.4	GEBCO/Seabed 2030 update	CSBWG9	Invite Director Seabed 2030 project to participate in meetings	Chair
11	5.4	GEBCO/Seabed 2030 update	On going	Provide presentations, articles and images for inclusion the CSB wiki	All

12	5.4	GEBCO/Seabed 2030 update	CSBWG9	Provide details of Wiki to allow access for CSBWG to use content	Sea-ID
13	5.4	GEBCO/Seabed 2030 update	On going	Establish and maintain dialogue between CSBWG and Seabed 2030 Director	Chair
14	5.4	GEBCO/Seabed 2030 update	On-going	Engage with GEBCO to ensure a collaborative approach to avoid duplication	Chair
15	5.5	HO engagement and data usage	CSBWG9	Investigate attendance and participation in RHC meetings	All
16	5.5	HO engagement and data usage	29 Nov Complete	Include list of RHC meetings as an annex to final meeting report	IHO
17	5.5	HO engagement and data usage	CSBWG9	Identify feasibility to have CSB Regional Coordinators of each RHC to promote CSB and lead regional activities	Chair/IHO
18	5.5	HO engagement and data usage	CSBWG9	Develop a list of topics for inclusion in national reports to RHCs and submitted to the Secretariat	Chair
19	-	Secretary-General brief	CSBWG9	Generate tailored letters to coastal states highlighting the inconsistency between their support at Our Ocean Conference and position regards CSB	IHO
20	6.1	Outreach Strategy	IRCC12	Encourage via IRCC regions not represented in CSBWG to participate	Chair
21	6.3	Outreach	GGC36	Propose agenda item for GGC36 on coordination between related initiatives to establish coordination and harmonization	IHO/Fugro
22	6.4	Outreach	CSBWG9	Develop brief description on roles and responsibilities of a Trusted Node for inclusion in B-12	Chair/Sea-ID
23	6.4	Outreach	On going	Generate graphics to show where data has been contributed and which states are in the positive list	IHO/Chair
24	6.4	Outreach	CSBWG9	Generate a video highlighting successful use cases	IHO
25	8.1	Election	29 Nov Complete	Update CSBWG page	IHO
26	8.2	CSBWG9	6 Dec Complete	Circulate an initial letter of invitation	IHO/NOR

27	8.3	List of Actions	15 Nov	Participants identify which actions they could progress and indicate as such in the draft list of actions	All
28	8.3	List of Actions	CSBWG9	Keep Chair and IHO informed of progress with allocated actions	All
29	8.4	Closing discussions	CSBWG9	Invite Chair DQWG to be permanent participant of CSBWG	Chair
30	-	<del>CSBWG8 Draft Report</del>	<del>1 Nov Complete</del>	<del>Draft to be circulated for comment</del>	<del>IHO</del>
31	-	<del>CSBWG8 Draft Report</del>	<del>15 Nov Complete</del>	<del>All to provide comments on draft report</del>	<del>All</del>
32	-	<del>CSBWG8 Final Report</del>	<del>29 Nov Complete</del>	<del>Publish final report</del>	<del>IHO</del>
33	-	Report to IRCC12	3 Apr	Provide outline draft to Chair	IHO
34	-	Report to IRCC12	24 Apr	Submit report to IRCC12	Chair