

**INTERNATIONAL  
HYDROGRAPHIC  
ORGANIZATION**

**INTERGOVERNMENTAL  
OCEANOGRAPHIC  
COMMISSION (of UNESCO)**



**SCUFN-33  
Video-TeleConference Meeting (VTC)  
9 – 10 November 2020**

**SUMMARY REPORT**

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**33<sup>rd</sup> SCUFN MEETING**  
**Video-TeleConference Meeting (VTC), 9 – 10 November 2020**

**SUMMARY REPORT**

- Notes:** 1) *Paragraph numbering is the same as in the agenda (Annex A)*  
2) *All documents referred to in these minutes are available from the SCUFN page of the IHO website ([www.iho.int](http://www.iho.int) > Committees & WGs > IRCC > GEBCO > SCUFN > 33<sup>rd</sup> Meeting) and are not duplicated in the report for the sake of brevity.*

**Annexes:**

A *Agenda and Timetable*

B *List of Decisions and Actions arising from SCUFN-33*

*Note:* All Decisions and Actions below lead to the Annex B (main table of Decisions and Actions) using bookmarks. When in Annex B, press **ALT+ left Arrow** on your keyboard to get back to the original section in the main part of the report.

**1 Opening, Welcome Address and Administrative Arrangements**

<i>Docs:</i>	<i>SCUFN33-01A</i>	<i>List of Documents (Secretary)</i>
	<i>SCUFN33-01B</i>	<i>List of Participants (Secretary)</i>
	<i>SCUFN33-01C</i>	<i>SCUFN Membership and Observers List (Secretary)</i>
		<i>Introduction of upcoming SCUFN Members</i>

Due to the Covid-19 pandemic, the 33<sup>rd</sup> meeting of the IHO-IOC GEBCO Sub-Committee on Undersea Feature Names (SCUFN) initially scheduled in Saint Petersburg, Russian Federation, was re-arranged by video teleconference (VTC) from 9 to 10 November 2020.

The meeting, chaired by Dr Hyun-Chul Han (IOC representative) from the Korea Institute of Geoscience and Mineral Resources (KIGAM – ROK), was attended by 30 registered participants, which consisted of eleven of the 12 SCUFN members (five IOC and six IHO representatives) and 17 observers, including Mr Evert Flier, Member of the GEBCO Guiding Committee (GGC), Marine Regions and representatives of Brazil, Canada, Chile, Colombia, India, Indonesia, Malaysia, Russian Federation and Viet Nam. Representatives of NOAA (USA) and KHOA (ROK) in charge of the development and integration of SCUFN operational web services and GEBCO Gazetteer were also present. A special question & answer session was arranged after the closure of the meeting on request of Ms Laura Trethewey, an ocean journalist and writer. Director Luigi Sinapi and Assistant Director Yves Guillam (SCUFN Secretary) represented the IHO Secretariat.

The meeting was opened by the Chair who welcomed the two new SCUFN Members: Dr Marie-Françoise Lequentrec-Lalancette (France, IHO parent organization) and Prof Millard Coffin (Australia, IHO parent organization).

→ Action [\*\*SCUFN33/03\*\*](#)

This opening was followed by an address by IHO Director Luigi Sinapi who stressed the importance of SCUFN role and activities in particular in the context of the United Nations Decade of Ocean Science for Sustainable Development, inviting SCUFN at its own level, to transform the *Ocean we have* to the *Ocean we want*.

SCUFN Member Kevin Mackay (IOC) kindly accepted to act as rapporteur for SCUFN33.

SCUFN Members were reminded by the Secretary that they should keep him informed well in advance once become aware of a need or intent to vacate their position, so that the call for vacancy can be prepared.

→ Action [SCUFN33/01](#)

The Secretary also reminded SCUFN Members to use the generic template for submission papers to SCUFN (Executive Summary, Background Information, Analysis/Discussion, Recommendations, Justification/Impact, Conclusions, Actions to be taken). Doc. SCUFN32-07.1A provides a good example.

→ Decision [SCUFN33/02](#)

## **2. Introduction by SCUFN Chair - Approval of Agenda – SCUFN TORs**

### **2.1 SCUFN Chair Report (GEBCO Guidance, IOC, etc.)**

*Doc: SCUFN33-02.1A SCUFN Chair Report (Chair) - Presentation*

The Chair gave an overview on the activities carried out since SCUFN-32. He also reported on the directions given a year ago to SCUFN at the last GEBCO Guiding Committee at their last meeting in November 2019 in New Hampshire, USA.

The SCUFN Chair gave an “introduction course” on the on-line review process using the scufn.ops-webservices portal. Full supporting figures are needed with proposal forms, such as regional and zoom maps; 2D profiles; data coverage maps. These supporting data greatly increase chances of success. He demonstrated “green”, “orange”, and “red” flags and explained the options to proceed with such flags.

Former editions of B-6 used to provide the list of national naming authorities. Since Ed.4.2.0 of B-6, this list is now maintained as a stand-alone document on the SCUFN webpage. It indicates the list of countries that wish to be consulted when features may be located in their areas of interest. If time permits, the Secretary may direct proposers to consult with national naming authorities; however, it is up to SCUFN to make those decisions.

Viet Nam noted that priorities should be given to proposers while UNCLOS should legally defines the national zones. The Chair indicated that when features were located in overlapping EEZs, mutual consultation was required.

→ Decision [SCUFN33/09](#)

### **2.2 Approval of Agenda**

*Doc: SCUFN33-02.2A Agenda and Timetable (Secretary)*

Despite the time constraints and the inherent limitations due the VTC format, the agenda and timetable were approved as proposed, including some standing agenda items that were skipped.

→ Decision [SCUFN33/03](#)

A couple of SCUFN Members accepted the invitation by Ms Laura Trethewey to participate in an open question & answer session after the meeting on the second day.

### **2.3 SCUFN TORs and Proposed Amendments if any**

*Doc: SCUFN33-01D Terms of Reference and Rules of Procedure (Chair/Secretary) – Proposed Amendments if any*

This agenda item was skipped.

### 3. Matters remaining from Previous Meetings

#### 3.1 Review of Actions from SCUFN-31 and transfer to the relevant agenda items

Doc: SCUFN33-03.1A      *List of Actions from SCUFN-32 and Status (Secretary)*

Noting that most of the actions and decisions had been either completed or implemented, the Secretary simply proposed to skip this agenda item but to keep the pending actions open, if appropriate. He drew the attention of SCUFN Members and the representative of the GGC that the successful processing of the majority of the action items and implementation of decisions into the GEBCO Gazetteer database was a tangible result of the contract awarded to Mr Michel Huet, former SCUFN Secretary, and his hard inter-sessional work.

→ Decision [SCUFN33/05](#)  
→ Action [SCUFN33/10](#)

#### 3.2 Decision making process in SCUFN – Repository of typical cases

Doc: SCUFN33-03.2A      *Follow-up on Action SCUFN32/04*  
SCUFN33-03.2B      *Draft version of "Cookbook for Generic Terms of undersea feature names", version June 2020 (Kevin)*

It was reported that a draft Cookbook had been developed since the last meeting, intended as a starting point for the SCUFN Generic Terms Sub Group to refine and produce document as part of B-6 that includes examples and precedents.

This action led by SCUFN Member Kevin Mackay, proposes more detailed internal guidelines which cover several criteria (dimensions, depth, steepness and length to width ratio) that are used to help classify the morphological shape and hence identify the correct Generic Term. For preparing a revised version, the Secretary suggested to liaise with Anna Hendi, Chair of the UFN Project Team, who also leads a Canadian project on Undersea Feature (Automated) Detection.

→ Decisions [SCUFN33/06](#), [SCUFN33/52](#)

The Secretary also reminded that it was only one component of the main Cookbook that goes beyond the generic terms only. The initial intention is to create a repository of decision processes used by SCUFN members to make decisions. Examples include: what happens if a feature is in a national 200M zone? What happens when a feature is in more than one national EEZ (issue of mutual consultation)? What happens to features named within an already named group of features? How do groups of features need to be treated? How do you handle nested features (e.g. ridge on a ridge)? What do you call a canyon system that includes all tributaries?

Ultimately, it was agreed that some important and mature guidelines will be included in the preparation of the next Edition of B-6.

→ Actions [SCUFN33/07](#), [SCUFN33/08](#)

### 4 Proposals Submitted during Intersessional Period

Note: The status of proposed undersea feature names is classified as follows:

- a. **ACCEPTED** (The proposed name, as approved, will be included in the GEBCO gazetteer.)
- b. **ADOPTED** (The proposed name is mainly located in a territorial sea and has been approved by the relevant national naming authority. It is adopted for inclusion in the GEBCO gazetteer due to its significance for GEBCO. Or the name has been proposed under the fast-track procedure.)

- c. **NOT ACCEPTED** (Both specific and generic terms are considered unsuitable. The proposed name will not be put in the reserve section of the GEBCO gazetteer. The proposer may however be invited to re-formulate his/her proposal.)
- d. **PENDING** (Either the specific term or the generic term is considered unsuitable, or further clarification is needed. The proposed name will be put in the reserve section of the GEBCO gazetteer pending the provision of additional information, e.g. supporting bathymetry or biographic information.

The permanent actions related to the geometries and the encouragement of releasing bathymetric data to the IHO DCDB were reminded.

→ Actions [SCUFN33/11](#), [SCUFN33/12](#)

#### 4.1 From Australia, Australian Antarctic Division

*Doc: SCUFN33-04.1A Proposals (6) from Australia, Australian Antarctic Division.*

All the proposals were accepted with some minor changes in the generic term (Canyons instead of Canyon) and associated geometries, and with reductions in the number of polygon coordinates to <50 per feature.

→ Decisions and Actions [SCUFN33/13](#) to [SCUFN33/18](#)

For the Cookbook on generic terms, SCUFN noted that there was a need to clarify the scale dependencies between one group of canyons versus a neighbouring set (at what scale does the canyon need to extend for it to become its own feature?).

#### 4.2 From UK, Newcastle University for Five Deeps Expedition

*Doc: SCUFN33-04.2A Proposals (12) from UK, Newcastle University*

**4.2.1** Out of 12 proposals, 8 were accepted with the need to simplify the geometry and reduce the number of polygon coordinates.

→ Decisions and Actions [SCUFN33/19](#) to [SCUFN33/21](#)

→ Decisions and Actions [SCUFN33/23](#) to [SCUFN33/25](#)

→ Decisions and Actions [SCUFN33/28](#), [SCUFN33/29](#)

**4.2.2** Two proposals were accepted with a change on the generic term.

→ Decisions and Actions [SCUFN33/22](#), [SCUFN33/27](#)

**4.2.3** Two proposals were kept as pending with the need for the proposer to modify their specific terms.

→ Decisions and Actions [SCUFN33/26](#), [SCUFN33/30](#)

**4.2.4** There were interesting associated discussions with this set of proposals that led to the need to consider possible amendments to B-6 when preparing Edition 4.3.0 in the future. Some other actions were decided as a consequence of this review.

→ Actions [SCUFN33/19](#), [SCUFN33/31](#), [SCUFN33/32](#)

#### 4.3 From Russian Federation, Gliere Museum

*Doc: SCUFN33-04.3A Proposal (1) from Russian Federation, Glière Museum*

**4.3.1** The proposal for Gliere Seamount was kept as pending in the absence of sufficient bathymetric data.

Noting the letter of support sent by the Museum of the World Ocean, Kaliningrad, Russian Federation, the Secretary indicated that it was also important for SCUFN sometimes to consider supporting such individual initiatives. To which it was noted that institutes other than those in Russian Federation having relations with some SCUFN Members might have more evidence in this particular area.

→ Decision [SCUFN33/33](#)

#### 4.4 From Germany, University of Bremen

*Doc: SCUFN33-04.4A Proposal (1) from Germany, University of Bremen*

The proposal for *Tropiquito Seamount* was not accepted because this undersea feature was already named in the GEBCO Gazetteer as being *Le Gouic Seamount*.

→ Decision [SCUFN33/34](#)

#### 4.5 From Germany, AWI

*Doc: SCUFN33-04.5A Proposals (15) from Germany, AWI*

For all the 15 features, it was agreed that AWI needed to provide additional cross profiles data to support decision whether these features are guyot (likely) rather than seamount.

It was also noted that NZGB will meet in the first week of February and recommended that AWI should consult with NZGB over the specific names.

Meanwhile, expecting a revised set of proposals for the plenary SCUFN34 session, all proposals were kept as pending.

→ Actions [SCUFN33/35](#), [SCUFN33/36](#)

### 5. Liaison with Other Geographical Name Bodies

#### 5.1 Advisory Committee on Undersea Features (ACUF) of the U.S. Board on Geographic Names

*Doc: SCUFN33-05.1A Report of ACUF Activities (Palmer)*

SCUFN Member Trent Palmer presented a report on the activities of ACUF highlighting increased activities to catch up with changes to the GEBCO Gazetteer. He informed the participants on the upgrade of existing capability and confirm a pending action to align ACUF database with newly upgraded GEBCO Gazetteer.

→ Action [SCUFN33/37](#)

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

*Doc: SCUFN33-05.2A Report of the NZGB Undersea Names Committee (Mackay)*

No report was submitted under this agenda item.

#### 5.3 Activities of Marine Regions of interest to SCUFN

*Doc: SCUFN33-05.3A Activities of Marine Regions of interest to SCUFN (Lonneville) - Presentation*

Ms Britt Lonneville presented an update of Marine Regions activities of interest to SCUFN, such as the incorporation of new datasets from GEBCO and NZGB gazetteers. She also informed on the release of the 1<sup>st</sup> version of high seas data set while the continental shelf product is planned to be released next year.

→ Actions [SCUFN33/38](#), [SCUFN33/39](#)

#### 5.4 United Nations Group of Experts on Geographical Names (UNGEGN)

*Doc: SCUFN33-05.4A Report from UNGEGN – Information: UNGEGN Information Bulletin No. 58 (Palmer/Secretary)*

SCUFN33-05.4B [List of Naming Authorities](#) (Secretary)

This agenda item was skipped with simple reference made to the documents available on the webpage as there had been no meeting since SCUFN32. The Secretary simply informed the participants that he had provided some inputs to UNGEGN in support of the development of their Strategic Plan. Work is still in progress.

→ Action [SCUFN33/40](#)

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

*Docs: SCUFN33-06.1A Report and Proposals from the Generic Term Sub Group on definitions  
SCUFN33-06.1B Report and Proposals from the Generic Term Sub Group on a general strategy and possible guidelines defining the optimal horizontal resolution between UFN - Follow-up SCUFN32/184)*

Following the general guidance provided by the GGC, the Sub-Committee confirmed the need to further develop a general strategy and possible guidelines defining the optimal horizontal resolution between undersea features that are eligible for naming. The following general principles proposed by SCUFN Vice-Chair Dr Yasuhiko Ohara, were agreed:

*“The areal size of an undersea feature should generally be identified on the GEBCO gridded bathymetric map between 60°S and 60°N and in the IBCSO and IBCAO maps below respective above these latitudes. Features not shown at these gridded bathymetric maps, it should be an important landmark of science or hydrography” ...*

...to which Dr Kevin Mackay, SCUFN Member and Head of Seabed 2030 South and West Pacific Ocean Regional Center, was invited to put together some annexes depicting the bathymetric grid resolutions targets around the world, a document which defines the current resolution of the GEBCO gridded product and the future goal of the gridded product as it moves towards a variable resolution. In general, it is agreed that features should only be identified on GEBCO gridded maps and IBCSO and IBCAO maps.

→ Actions [SCUFN33/41](#), [SCUFN33/42](#)

→ Decision [SCUFN33/43](#)

## 7. Gazetteer of Undersea Feature Names

### 7.1 Maintenance of the on-line interface to GEBCO Gazetteer database

*Doc: SCUFN33-07.1A Summary of issues related to the on-line GEBCO Gazetteer (Secretary)  
SCUFN33-07.1B Report by NOAA/NCEI on maintenance issues (Secretary) - Presentation*

SCUFN commended NOAA for the achievements since SCUFN32. In the update from NOAA, the meeting noted that a 3<sup>rd</sup> software engineer had been hired. All outstanding issues have been addressed in v.4.2.0. mainly by SCUFN Secretariat. New issues addressed include persistent use of editor's name, handling associated with multiple SCUFN meetings; point bathymetry depth labels added; improved map colours and features labelled; improved polar views; added display scale and measuring tool. NOAA expects a new v5.0 release in spring 2021 and aims to update API for the integration between NOAA and KHOA webservices. Recommendation was made to SCUFN members to continue to use Gazetteer and report on possible improvements.

→ Decision [SCUFN33/44](#)

→ Actions [SCUFN33/45](#), [SCUFN33/46](#)

### 7.2 Maintenance of the GEBCO Gazetteer database (including PENDING names)

*Docs: SCUFN33-07.2A Follow-up Action SCUFN30/121 – Proposals by SCUFN Members (10 features/year/Member) to upgrade the quality of the geometry of existing major undersea features (All)*



*SCUFN33-07.2B Report of the work made during the inter-sessional period*  
*SCUFN33-07.2D Monitoring the list of pending names (Secretary)*

The Secretary drew the attention of SCUFN Members on the recommendations made in Doc. SCUFN33-07.3D Rev1. SCUFN Vice-Chair Dr Yasuhiko Ohara supported by SCUFN Member Amon Kimeli agreed to lead on this matter prior to SCUFN34 (plenary).

→ Decision [SCUFN33/47](#)  
→ Action [SCUFN33/48](#)

### 7.3 Interoperability and Prototyping

*Doc: SCUFN33-07.3A Development on connecting SCUFN Operations Web Services with GEBCO Gazetteer (ROK Rep.) – Presentation*  
*SCUFN33-07.3B Development of the integration of SCUFN Operational Services (operated by KHOA) and the GEBCO Gazetteer (operated by NOAA) - Presentation*

SCUFN operational webservices (SCUFN OWS) developed by KHOA are progressing continuously. A status report was provided, including a new function preventing overlapping submissions. A new security protocol (https) has been introduced. While the connection of the Beta-gazetteer to the GEBCO gazetteer using API services is in progress, new development plans are to be considered for creating a SCUFN Digital Archive (for meeting reports and associated documents, proposals, data) from SCGN-01 (1975) until now aiming to replace the current data on the former IHO website if the supporting servers are no longer maintained.

It was also noted that this is the 1<sup>st</sup> year where all submissions have been uploaded in SCUFN OWS and not on the IHO website. There is still room for improvement as reported in Doc. SCUFN33-07.3B but this is very promising. The workflow for submission as per B-6 will need to be reviewed to reflect the new submission workflow when SCUFN OWS is considered ready to be commissioned.

→ Decisions [SCUFN32/190](#), [SCUFN33/49](#)  
→ Actions [SCUFN33/50](#), [SCUFN33/51](#)

## 8. Undersea Feature Names Project Team (UFNPT)

### 8.1 UFNPT Report and Road-map

*Doc: SCUFN33-08.1A Report on the Undersea Feature Names Project Team, Chairmanship – Tasks, Work Items, Deliverables (Hendi) - Presentation*

Ms Anna Hendi (Canada), UFNPT Chair, presented a progress report on the creation of automatic detecting tools to identify undersea features. This was in continuation of the work presented at SCUFN32. It was noted that the project is moving from quantitative morphological analysis (success only ~50%) to pattern matching algorithms (success rate now ~90% for seamounts).

The Secretary invited Ms Hendi to liaise with SCUFN Member Kevin Mackay while undertaking the revision of the draft Cookbook on generic terms for being submitted for endorsement at SCUFN34.

→ Action [SCUFN33/52](#)

## 9. Any Other Business

### 9.1 xxx

*Doc: SCUFN33-09.1A ...*

*Left intentionally blank.*

## **10. SCUFN Programme of Work – Review of the draft List of Decisions and Actions**

### **10.1 SCUFN Programme of Work and Draft List of Decisions and Actions from SCUFN32**

*Doc: SCUFN33-10.1A Draft SCUFN Programme of Work 2021-22 to be submitted to GEBCO Guiding Committee (Secretary)*

There was insufficient time during the VTC session to go through the proposed SCUFN programme of work for 2021-22. Due to the timelines, the proposed programme was then finalized by the Chair/Secretary after SCUFN33 and submitted to the Secretary of GGC.

→ Decision [SCUFN33/53](#)

With regard to the report of SCUFN33 and the list of decisions and actions, noting the 1<sup>st</sup> SCUFN34 VTC session planned on 7 January 2021, SCUFN agreed on the way forward and publication dates.

→ Decisions and Actions [SCUFN33/54](#), [SCUFN33/55](#)

### **10.2 Update on the Seabed 2030 Project**

*Doc: SCUFN33-10.2A Update on the Seabed 2030 Project – Action SCUFN31/212 (Mackay)*

This agenda item was skipped.

→ Action [SCUFN33/56](#)

## **11. Dates and Venues for the Next Meetings – Business Continuity**

*Doc: SCUFN33-11A SCUFN Business Continuity after SCUFN-33 and Preparation of SCUFN-34 (Secretary)*

At the end of the meeting, the need to arrange a couple of extra special VTC sessions in January and June 2021 prior to the next formal meeting was agreed in order to clear a backlog of accumulated proposals (more than 130) already received by the SCUFN Secretariat. The specific additional rules of procedures for VTC special sessions discussed at SCUFN33 were agreed.

→ Decision and Action [SCUFN33/57](#)

The Sub-Committee welcomed the renewal of the offer made by the Russian Federation to host the next meeting in November 2021 in Saint Petersburg, and set up a go no-go decision deadline on 30 June 2021.

→ Decision and Action [SCUFN33/58](#)

## **12. Conclusion**

The Chair, Dr Han, thanked the participants for their active participation despite the different time zones between SCUFN Members (from New Zealand to Mexico) and imploring for a better situation in 2021.

**33<sup>rd</sup> SCUFN MEETING**  
**Video-TeleConference Meeting (VTC), 9 – 10 November 2020**

**AGENDA and TIMETABLE**  
*(version 17 September 2020)*

<b>Tuesday 27 October</b>	<b>VTC Testing Sessions (UTC)</b>		
	<a href="https://global.gotomeeting.com/join/912159205">https://global.gotomeeting.com/join/912159205</a>		
	<i>Testing sessions will be used to share the VTC meeting etiquette (all microphones muted, invitation to speak by Chair, short statements, corresponding written statements sent to Secretary if appropriate, limited use of chat, etc.)</i>		
06:00-07:00	Asia-Oceania		
07:00-08:00	Europe-Middle-East-Africa		
08:00-09:00	Americas		
<b>Monday 9 November</b>	<b>SCUFN-33 VTC DAY 1</b>		
	<b>City<sup>1</sup></b>	<b>Time Zone</b> (in November 2020)	<b>Meeting Time (local time)</b>
	Wellington (NZ)	UTC+13	19:00-22:00
	Hobart (AU)	UTC+11	17:00-20:00
	Seoul (KR)	UTC+9	15:00-18:00
	Tokyo (JP)	UTC+9	15:00-18:00
	Tianjin (CN)	UTC+8	14:00-17:00
	Kuala Lumpur (MY)	UTC+8	14:00-17:00
	Mombasa (KE)	UTC+3	09:00-12:00
	Saint-Petersburg (RU)	UTC+3	09:00-12:00
	Genoa (IT)	UTC+1	07:00-10:00
	Brest (FR)	UTC+1	07:00-10:00
	Monaco (MC)	UTC+1	07:00-10:00
	Springfield (US)	UTC-5	01:00-04:00
	Mexico (MX)	UTC-6	00:00-03:00
<b>0700 (UTC+1)</b>	<b>Opening –Welcome address</b>		
	SCUFN Chair and IHO Director Luigi SINAPI		
<b>0710 (UTC+1)</b> <b>Skipped</b>	<b>1. Opening and Administrative Arrangements</b>		
	<i>Doc: SCUFN33-01A List of Documents (Sec.) SCUFN33-01B List of Participants (Sec.)</i>		

<sup>1</sup> SCUFN Members' and SCUFN Secretary's Locations.

0710 (UTC+1)	<b>1. Opening and Administrative Arrangements (cont.)</b> <i>SCUFN33-01C SCUFN Membership and Observers List – Short introduction of new SCUFN Members (Marie-Françoise Lalancette and Mike Coffin)</i>
0720 (UTC+1)	<b>2. Introduction by SCUFN Chair - Approval of Agenda – SCUFN TORs (cont.)</b> <b>2.1 SCUFN Chair Report (GEBCO Guidance, IOC, etc.)</b> <i>Doc: SCUFN33-02.1A SCUFN Chair Report (Chair)</i> <b>2.2 Approval of Agenda</b> <i>Doc: SCUFN33-02.2A Agenda and Time Table (Sec.)</i>
Skipped	<b>2.3 SCUFN TORs and Proposed Amendments if any</b> <i>Doc: SCUFN33-01D Terms of Reference and Rules of Procedure (Chair/Sec) and Proposed Amendments if any</i>
Skipped	<b>3. Matters remaining from Previous Meetings</b> <b>3.1 Review of Actions from SCUFN-32 and transfer to the relevant agenda items (if appropriate)</b> <i>Doc: SCUFN33-03.1A List of Actions from SCUFN-32 and Status (Sec.)</i> <i>Members are invited to take note of the progress on the implementation of Decisions and Actions</i>
0730 (UTC+1)	<b>3. Matters remaining from Previous Meetings</b> <b>3.2 Decision making process in SCUFN – Repository of typical cases</b> <i>Doc: SCUFN33-03.2A Follow-up on Action SCUFN32/04 (Roberta/Kevin/Han)</i> <i>SCUFN33-03.2B Draft version of "Cookbook for Generic Terms of undersea feature names", version June 2020 (Kevin)</i>

0750 (UTC+1)	<p><b>4. Proposals Submitted during Intersessional Period</b></p> <p><b>4.1 From Australia, Australian Antarctic Division</b>  <i>Doc: SCUFN33-04.1A Proposals (6) from Australia, Australian Antarctic Division (M. Coffin)</i></p> <p><b>4.2 From UK, Newcastle University</b>  <i>Doc: SCUFN33-04.2A Proposal (12) from UK, Newcastle University (Chair)</i></p> <p><b>4.3 From Russian Federation, Gliere Memorial Museum</b>  <i>Doc: SCUFN33-04.3A Proposal (1) from Russian Federation, Gliere Memorial Museum (Proposer/Chair)</i></p> <p><b>4.4 From Germany, University of Bremen</b>  <i>Doc: SCUFN33-04.4A Proposal (1) from Germany, University of Bremen (Proposer/Chair)</i></p> <p><b>4.5 From Germany, AWI</b>  <i>Doc: SCUFN33-04.5A Proposals (15) from Germany, AWI (Chair)</i></p> <p>SCUFN Members are invited to make their pre-review on <a href="http://scufn.ops-webservices.org">scufn.ops-webservices.org</a> prior to the meeting: to save time, all “green” flags will not be commented.</p>
1000	END OF SESSION DAY 1

## DECISIONS and ACTIONS FROM SCUFN-33

Decision/ Action	Agenda Item	Details	Status & Comments (Nov 2020)
	1	Opening and Administrative Arrangements	
SCUFN33/01		SCUFN Members anticipating that they will step down from their position in the next years to keep the SCUFN Secretary informed well in advance so call for vacancy can be prepared accordingly.	Permanent
SCUFN33/02		For efficiency purposes, SCUFN Members and Member States to use the generic template for submission papers to SCUFN (Executive Summary, Introduction/Background Information, Analysis/Discussion, Recommendations, Justification/Impact, Conclusions if needed, Actions to be taken by SCUFN). See Doc. <a href="#">SCUFN32-07.1A</a> as example)	Permanent
	2	Introduction by SCUFN Chair – SCUFN ROPs - Approval of Agenda	
SCUFN33/03		SCUFN approved the agenda and timetable	Decision
	3	Matters remaining from Previous Meetings	
	3.1	Review of Actions from SCUFN-32 and transfer to the relevant agenda items	
SCUFN33/04		SCUFN welcomed the offer of Dr Marie-Françoise Lequentrec-Lalancette and Prof. Mike Coffin to become Members of the SCUFN Generic Terms Sub Group.	Decision
SCUFN33/05		SCUFN Generic Terms Sub Group composition is: Vice-Chair, Chair, Mackay, Palmer, Ivaldi, Lequentrec-Lalancette, Coffin.	Decision (as of 10 Nov 2020)

Decision/ Action	Agenda Item	Details	Status & Comments (Nov 2020)
SCUFN33/06	3.2	<p>With regard to the draft Cookbook for Generic Terms of UFN (Doc. SCUFN33-03.2A refers), <b>SCUFN</b> agreed on the following actions:</p> <ul style="list-style-type: none"> <li>- <b>Generic Terms Sub Group</b> to consider version 0.1, June 2020 and provide a proposed version 1.0 for the endorsement by SCUFN at the next meeting.</li> <li>- <b>Generic Terms Sub Group</b> to engage with the Chair of the UFN PT during the review process for possible alignment with the development of a UFN S-100 based-product and development of the UF Detection/Discovery Project (UFDP).</li> <li>- Recommend this Cookbook on Generic Terms only to become an Annex A to the main Cookbook “Repository of Typical Cases”</li> </ul>	<p><b>SCUFN-34</b></p> <p><b>December 2020</b></p> <p><b>SCUFN-34</b></p>
SCUFN33/07 (former SCUFN32/04, SCUFN 31/07/ SCUFN30/08 and SCUFN29/13)		<p><b>Ivaldi/Mackay/SCUFN Chair</b> to pursue the creation of a repository of typical cases (“Cookbook”) aiming to help for the consistency of the decision-making process within SCUFN, according to the presentation given at SCUFN31</p> <ul style="list-style-type: none"> <li>- Subgroup to define the list of content of the repository of typical cases</li> <li>- Approval by SCUFN Members</li> <li>- List of typical cases as known and template to resolve them (title, example, decision made, recommendation)</li> <li>- Approval by SCUFN Members and then submission draft «repository» to SCUFN34</li> <li>- Inclusion of Annex A: Cookbook of generic terms of UFN</li> </ul>	<p><del>Dec 2019</del> Dec 2020</p> <p><del>Feb 2020</del> Feb 2021</p> <p><del>Jun 2020</del> Jun 2021</p> <p><del>Aug 2020</del> Aug 2021</p> <p><b>SCUFN-34</b></p>
SCUFN33/08		Composition of the <b>SCUFN Sub Group developing the Cookbook on the repository of typical cases</b> is: <u>Ivaldi/Mackay/Chair</u>	<b>Decision</b> (as of 10 Nov 2020)

Decision/ Action	Agenda Item	Details	Status & Comments (Nov 2020)
SCUFN33/09		SCUFN noted Viet Nam (VHO) to be included in the list of Coastal States willing to be informed and consulted on naming proposals in their areas of jurisdiction (Action on <b>Secretary</b> ).	Decision  December 2020
SCUFN33/10 (Former SCUFN32/05 SCUFN31/09, SCUFN30/121)		<p>SCUFN <b>Members</b> to consider the possibility of upgrading the quality of the geometry of existing major undersea features of the GEBCO Gazetteer during intersessional period (10 features/year/member).</p> <p>[How to proceed? Identify features in your domain and/or geographical area of expertise, make concise proposal on the geometry and provide evidence and supporting documents if available, and corresponding shp files to the Secretary for being quickly reviewed at SCUFN meeting.</p> <p>Compilation to be reported at every SCUFN meeting for decision then implementation by Secretary]</p>	SCUFN-34
	4	Proposals Submitted during Intersessional Period	
SCUFN33/11 (former SCUFN32/06)		<p>SCUFN <b>Members</b> and <b>SCUFN Secretary</b> should remind Proposers that naming proposals be accompanied by shape files, with characteristics as follows:</p> <ul style="list-style-type: none"> <li>WGS84 geographical coordinates Long Lat in signed degrees and decimal degrees, e.g. -119.707 13.928 (no UTM projection).</li> <li>Up to 50 pairs of coordinates for any geometry (polygon or line string).</li> <li>Up to 5 decimals for each coordinate, e.g. 156.20562 -36.65896.</li> </ul>	Permanent
SCUFN33/12 (former SCUFN32/05)		In his report to Proposers on the outcome of SCUFN33, <b>Secretary</b> to request that Proposers consider the possibility of releasing their "ACCEPTED" UFN associated bathymetric data to the IHO DCDB <sup>2</sup> , so it can be incorporated in the next release of the updated GEBCO grid.	Permanent

<sup>2</sup> How to contribute? See <https://www.ngdc.noaa.gov/iho/>



Decision/ Action	Agenda Item	Details	Status & Comments (Nov 2020)
	4.1	<b>From Australia, Australian Antarctic Division</b>	
SCUFN33/13		Proposal for Minang-a Canyon is ACCEPTED with number of polygon coordinates to be reduced.	Decision
SCUFN33/14		Proposal for Morka Valley is ACCEPTED with number of polygon coordinates to be reduced.	Decision
SCUFN33/15		Proposal for Jeffrey <del>Canyon</del> is ACCEPTED with the generic term changed to [Canyons] and the geometry of the feature to be revised and simplified to encompass all the branches. Case to be considered in the Cookbook of typical cases (system of canyons) by the sub-group.	Decision
SCUFN33/16		Proposal for Maadjit <del>Canyon</del> is ACCEPTED with the generic term changed to [Canyons] and the geometry of the feature to be revised and simplified to encompass all the branches.	Decision
SCUFN33/17		Proposal for Manang <del>Canyon</del> is ACCEPTED with the generic term changed to [Canyons] and the geometry of the feature to be revised and simplified to encompass all the branches.	Decision
SCUFN33/18		Proposal for Boongorang <del>Canyon</del> is ACCEPTED with the generic term changed to [Canyons] and the geometry of the feature to be revised and simplified to encompass all the branches.	Decision
	4.2	<b>From UK, Newcastle University</b>	
SCUFN33/19		Proposal for Aquariids Deep is ACCEPTED with number of polygon coordinates to be reduced. <b>SCUFN Secretary</b> to ask whether the proposer may submit a proposal for Meteor Deep if data are available.	
SCUFN33/20		Proposal for Bitter Deep is ACCEPTED with number of polygon coordinates to be reduced.	
SCUFN33/21		Proposal for Factorian Deep is ACCEPTED with number of polygon coordinates to be reduced.	

Decision/ Action	Agenda Item	Details	Status & Comments (Nov 2020)
SCUFN33/22		Proposal for Frozen [Ridge] is ACCEPTED with the generic term changed to [Hill] and number of polygon coordinates to be reduced.	
SCUFN33/23		Proposal for Hydris Deep is ACCEPTED with number of polygon coordinates to be reduced.	
SCUFN33/24		Proposal for Leonids Deep is ACCEPTED with the polygon cut in the West.	
SCUFN33/25		Proposal for Limiting Deep is ACCEPTED with size of polygon reduced.	
SCUFN33/26		Proposal for Meteor Ridge is kept as PENDING, with the specific term to be changed due to possible confusion with Meteor Rise. Generic term accepted though.	
SCUFN33/27		Proposal for Orionids [Seamounts] is ACCEPTED with the generic term changed to [Seamount].	
SCUFN33/28		Proposal for Pegasus Ridge is ACCEPTED with number of polygon coordinates to be reduced.	
SCUFN33/29		Proposal for Perseids Deep is ACCEPTED, with size of polygon to be reduced.	
SCUFN33/30		Proposal for Triton Deep is kept as PENDING, specific term to be changed, in this particular case [Triton] is proposed as a Greek god of the sea, but at the same time, is the name of the private company that manufactured the deep submersible, <i>Limiting Factor</i> .	
SCUFN33/31		<b>SCUFN</b> to take note that amendments to B-6 leading to Ed. 4.3.0 (to be prepared in the future) should be allowing the acceptance of specific terms reporting on research cruise stories or events, if appropriate (such as Bitter, Factorian...).	Decision
SCUFN33/32		<b>Coffin/Ivaldi/Mackay</b> to prepare of proposal providing more guidance on the definitions of polygons extensions for some specific feature types (Deep, Trough, Basin) in relation with the Cookbook on generic terms.	SCUFN-34
	4.3	<b>From Russian Federation, Gliere Memorial Museum</b>	

Decision/ Action	Agenda Item	Details	Status & Comments (Nov 2020)
SCUFN33/33		Proposal for Gliere Seamount is kept as PENDING. More data to be provided by the proposer (or any other SCUFN Member if possible, in liaison with the proposer).	SCUFN-34
	4.4	From Germany, University of Bremen	
SCUFN33/34		Proposal for Tropiquito Seamount is NOT ACCEPTED (already named in the GEBCO Gazetteer as <i>Le Gouic Seamount</i> ).	
	4.5	From Germany, AWI	
SCUFN33/35		SCUFN Secretary to request the proposer additional cross profiles (as SCUFN Members are of the view that most of generic terms should likely be changed from Seamount to Guyot).	
SCUFN33/36		Noting NZGB will review the specific terms proposed by AWI in the 1 <sup>st</sup> week of Feb. 2021, SCUFN decided that mutual consultation between AWI and NZGB is needed for these proposals, in accordance with B-6 and the updated list of naming authorities.  Proposals to be resubmitted after consultation.	Feb. 2020  SCUFN-34
	5	Liaison with Other Geographical Name Bodies	
	5.1	Advisory Committee on Undersea Features (ACUF) of the US Board on Geographical Names.	
SCUFN33/37 (Former SCUFN32/177)		ACUF to consider the possibility of aligning the modernization of ACUF database model with the developments in progress within SCUFN under the S-100 framework (UFN PT and KHOA) and the upgrades made by NOAA on the GEBCO Gazetteer.	In progress
	5.2	Undersea Names Committee of the New Zealand Geographic Board (NZGB)	
		<i>Left blank intentionally</i>	
	5.3	Activities of Marine Regions of interest to SCUFN	

Decision/ Action	Agenda Item	Details	Status & Comments (Nov 2020)
SCUFN33/38 (former SCUFN32/178)		<b>Marine Regions</b> to investigate the possibility of liaising with EMODnet to amend (if it is the case) the source of information for Undersea Feature Names in the European Atlas of the Seas, from NGA (ACUF) to Marine Regions/GEBCO Gazetteer of UFN.	In progress. Specific form to be filled by SCUFN Secretary (e-mail from Britt L. 17 March 2020).
SCUFN33/39 (former SCUFN32/181)		<b>Marine Regions</b> to consider the possibility of providing SCUFN Sec. with the list of possible issues (anomalies, discrepancies...) once a year (February) for quality assurance purposes.	Done for SCUFN-33.
	<b>5.4</b>	<b>United Nations Group of Experts on Geographical Names (UNGEGN)</b>	
SCUFN33/40 (former SCUFN32/182, SCUFN31/203)		<b>SCUFN Members and Observers</b> , to update the List of Naming Authorities which is now available on <a href="http://www.iho.int">www.iho.int</a> > ...> SCUFN > Miscellaneous.	<b>Permanent</b>
	<b>6</b>	<b>Standardization of Undersea Feature Names: IHO-IOC Publication B-6</b>	
		<b>Report and Proposals from the Generic Term Sub Group on definitions (Sub group)</b>	
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Decision/ Action	Agenda Item	Details	Status & Comments (Nov 2020)
SCUFN33/41 (former SCUFN32/184, SCUFN31/08, SCUFN30/106)	6.1B	Based on the objectives of Seabed 2030 and GEBCO grids resolution, considering the initial proposal made in Doc. SCUFN32-06.1B, considering the existing display rules of the GEBCO Gazetteer, <b>SCUFN Generic Term Sub-group</b> ( <u>Vice-Chair</u> , Chair, Mackay, Palmer, Ivaldi, Lequentrec-Lalancette, Coffin), this task led by <b>Mackay</b> , to prepare a version 1 of a general strategy and possible guidelines defining the optimal horizontal resolution between undersea features that are eligible for naming. (Aim: clutter reduction, inflation, consistency of naming with associated features, better management, scale-dependent feature naming and display rules, etc.)	In progress
		<p><b>SCUFN Generic Term Sub-group</b> to draft a subsequent proposal to amend the SCUFN TORs as appropriate (Printed IBC Charts at 1:1 000 000 versus GIS and modern technologies, role of SCUFN) if appropriate.</p> <p><b>SCUFN Chair</b> to report on this strategic issue at the next GGC meeting and seek for some guidance on this matter.</p>	<p>Postponed pending experimentations outcome.</p> <p><b>Complete</b> GGC36 recommends "SCUFN deals with a feature shown at the GEBCO gridded bathymetric map between 60°S and 60°N and in the IBCSO and IBCAO maps below respective above these latitudes. Features not showing at these gridded bathymetric maps, it should be an important landmark of science or hydrography."</p>
SCUFN33/42		<b>Mackay</b> to compile the proposal on the guidelines made by Vice-Chair in Doc. SCUFN33-06.1B, based on GGC36 guidance, adding some recommendations/guidance and annexes with expected grid resolutions (GEBCO, Seabed2030).	<b>SCUFN-34</b>

Decision/ Action	Agenda Item	Details	Status & Comments (Nov 2020)
SCUFN33/43		SCUFN agreed to put on hold subsequent amendments to SCUFN TORs on this matter, until some feedback is available from the <i>guidelines defining the optimal horizontal resolution between UFN</i> .	Decision (to be reported to GGC by SCUFN Chair)
	<b>7</b>	<b>Gazetteer of Undersea Feature Names</b>	
	<b>7.1A&amp;B</b>	<b>Maintenance of the on-line interface to GEBCO Gazetteer database</b>	
SCUFN33/44		SCUFN commended NOAA/NCEI for their hard work and professional commitment in the upgrade of the GEBCO Gazetteer.	Decision
SCUFN33/45		SCUFN Members to report to the Secretary if some items/issues need to be added/changed/deleted in the wish-list of improvements of the GEBCO Gazetteer (See Doc. SCUFN32-07.1A)	Permanent
SCUFN33/46		SCUFN Members to use the GEBCO Gazetteer (improvements made to date) and notify the <b>Secretary Cc Chris Slater, Jennifer Jencks</b> (NOAA) of any issues.	Permanent
	<b>7.2</b>	<b>Maintenance of the GEBCO Gazetteer database (including PENDING names)</b>	
SCUFN33/47 (former SCUFN32/188)		In general, a pending name would remain pending in the absence of any progress or notification of interest, for the following two years, and then would be eliminated from the reserve section of GEBCO Gazetteer.	Permanent
SCUFN33/48 (former SCUFN33/189)		<b>Vice-Chair/Kimeli</b> to examine the list of issues and recommendations reported in Doc. SCUFN33-07.2B and provide to SCUFN Members by correspondence recommendations on the decision to be made (or way forward) as appropriate.	
	<b>7.3</b>	<b>Interoperability and Prototyping</b>	

Decision/ Action	Agenda Item	Details	Status & Comments (Nov 2020)
SCUFN32/190 (kept for the record)		<b>SCUFN Members</b> approved the general strategy proposed in Doc. SCUFN32-07.3A on the development of the integration of SCUFN Operations Web Services (operated by KHOA) and the GEBCO Gazetteer (operated by NOAA). This includes the progressive discontinuation of the upload of submission proposals on the IHO SCUFN webpage.	Complete
SCUFN33/49		<b>SCUFN</b> commended KHOA (and their developers) for their hard work and professional commitment in the upgrade of the GEBCO Gazetteer.	Decision
SCUFN33/50 (former SCUFN32/192)		<b>JCUFN/NZGB/CCUFN/KCUFN/IHO Secretariat</b> to pursue the test <u>in operational mode</u> , the integrated system developed scuf.ops-webservices.kr by KHOA (submission / review...), for a couple of undersea feature names prior to the next meeting and report on the lessons learned.	In progress
SCUFN33/51		<b>SCUFN</b> agreed on the needs for KHOA to set up a management plan of the scufn.web-services.kr project incl. the IHO SCUFN Digital Archive before the operational commissioning (expected within 4 years).	<b>SCUFN-34</b>
	<b>8</b>	<b>Undersea Feature Names Project Team (UFNPT)</b>	
	<b>8.1</b>	<b>UFNPT Report and UF Detection Project</b>	
SCUFN33/52		<b>SCUFN</b> noted the presentation made by <b>Anna Hendi (Chair UFN PT)</b> and invited her Project Team to consider the draft Cookbook on generic terms (Doc. SCUFN33-03.2A refers)	
	<b>9</b>	<b>Any Other Business</b>	
	<b>9.1</b>	<b>Letter from ..</b>	
		<i>Left blank intentionally</i>	
	<b>10</b>	<b>SCUFN Programme of Work – Review of the draft List of Decisions and Actions</b>	

Decision/ Action	Agenda Item	Details	Status & Comments (Nov 2020)
	10.1	<b>SCUFN Programme of Work and Draft List of Decisions and Actions from SCUFN32</b>	
SCUFN33/53		<b>SCUFN</b> endorsed the draft SCUFN Work Plan 2021-22 to be submitted to GGC37 for approval.	
SCUFN33/54		<p><b>SCUFN</b> agreed that the objective target for the publication of the final report of SCUFN33 is <b>6 Jan. 2021</b>.</p> <p>However, for the sake of efficiency and to facilitate a straightforward implementation of decisions and actions, as well as efficient liaison with proposers, <b>SCUFN</b> allowed the <b>Secretary</b> to upload the final list of decisions and actions on the SCUFN33 webpage as soon as it is approved by SCUFN Members, without further delay.</p>	<p>Decision</p> <p><b>14 November 2020</b></p>
SCUFN33/55		Periodic status report on this list of decisions and actions, to be requested/distributed by the <b>Secretary</b> on 30 Dec. 2020, 30 March 2021, and 30 June 2021.	
	10.2	<b>GEBCO Seabed 2030 Project</b>	
SCUFN33/56 (Former SCUFN32/204, SCUFN31/212)		<b>Mackay</b> to maintain liaison with the GEBCO Seabed 2030 Project for SCUFN matters and report at SCUFN meetings on the actions to be considered as part of the SCUFN programme of work, as appropriate.	<b>Permanent</b>
	11	<b>Dates and Venues for the Next Meetings – Business Continuity</b>	
SCUFN33/57		<b>SCUFN</b> approved the set of proposals made in Doc. SCUFN33-11A to ensure business continuity.	<p>Decision</p> <p>SCUFN-34-VTC01 (7 Jan. 2020)</p>
SCUFN33/58		<b>SCUFN</b> welcomed the offer made by the Russian Federation for hosting SCUFN34 in St Petersburg (Tentative dates: 15 – 19 November 2021), as well as the go no-go decision deadline ( <b>30 June</b> ).	<p>Decision</p> <p>Dates to be confirmed with the host country by end of December 2020.</p>





