Paper for Consideration by SCUFN

Report of the work made during the inter-sessional period

SCUFN Operations Web Services (OWS) Repository and IHO Digital Archives

Submitted by:	IHO Secretariat (as SCUFN Secretary)
Executive Summary:	This document reports on the assessment of the SCUFN Digital Archives component which is being developed by KHOA as part of the SCUFN Operations Web Services (OWS).
Related Documents:	Doc SCUFN35.1-07.2A Rev1 "Report by KHOA on the development of the IHO SCUFN Archive/Repository/Submission. Work Plan" Doc SCUFN36-07.3A "Status Report by KHOA on the development of the IHO SCUFN Archive/Repository/Submission. Work Plan"
Related Projects:	KHOA SCUFN Operations Web Services (OWS)

Introduction / Background

1. Following the SCUFN35.2 meeting, held in fall 2022, considering the limited resources available within its Sub-Committee, the Secretariat of the GEBCO Sub Committee on Undersea Feature Names (SCUFN) decided to contract several tasks in order to improve the content of the IHO-IOC online GEBCO Gazetteer of Undersea Feature Names (the Gazetteer) and support SCUFN activities managed by the IHO Secretariat. The following tasks were contracted to the former SCUFN Secretary.

Tasks	Objectives	Outcome reported in
1	*Update the Gazetteer from all undersea feature naming decisions and actions taken at SCUFN-35, ensuring quality control and standardization of the documentation provided as part of the relevant proposals. Prepare a draft report as a submission document to SCUFN-36. Deadline: **31 August 2023**.*	Doc. SCUFN36-07.2B
2	*Monitor the list of pending names. Prepare a draft report as a submission document to SCUFN-36. Deadline: **31 August 2023**.*	Doc. SCUFN36-07.2D
3	*Monitor the relationships with NCEI and KHOA to maintain and/or improve the Gazetteer, as necessary and/or appropriate. Prepare a draft status report as a submission document to SCUFN-36. Deadline: **31 August 2023**.*	Doc. SCUFN36-07.1B
4	*Launch, monitor and provide advice on the development by KHOA of the prototype UFN database and SCUFN Operations Web services (OWS), as well as the integration of the SCUFN OWS and the existing GEBCO Gazetteer. This will include testing the integrated system in operational mode for a couple of undersea feature names, also covering the direct online submission procedure. Prepare a draft status report as a submission document to SCUFN-36. Deadline: **30 September***	Doc. SCUFN36-07.3B

	2023.	
5	*Preload in the Gazetteer tentatively through the SCUFN OWS all undersea feature names from the proposals to be submitted to SCUFN-36, in advance of the meeting. In doing so, quality control and standardization of the documentation provided will be ensured. All preloaded names to be put in Edit mode. Prepare a draft status report as a submission document to SCUFN-36. Deadline: **30 September 2023**.*	Doc. SCUFN36-04.0A
6	*As a complement to Task 4, monitor the development of the SCUFN OWS Repository and the transfer of the IHO SCUFN Digital Archive, the interface to move proposals (in restricted access mode before SCUFN meetings) to the Repository after SCUFN meetings (open access and links to GEBCO Gazetteer). Deadline: **30 September 2023**.*	Doc. SCUFN36-07.3C

2. The objective of this submission paper is to report on Task 6. However, it also refers partly to Task 5 (para. 6) and to Task 3 (para. 7).

Analysis/Discussion

3. In 2019, the IHO decided to change the presentation of the IHO Website. This resulted in providing details on SCUFN meetings, including proposals, meeting documents and reports, from the year 2020 only. However, an IHO legacy Website would temporary been kept until a lasting solution be found, in order to avoid losing all digital SCUFN documents prior to 2020. KHOA (Korea Hydrographic and Oceanographic Agency) kindly accepted to develop a SCUFN Digital Archives component as part of the SCUFN Operations Web Services (OWS).

4. As mentioned in Doc. SCUFN35.1-07.2A Rev1, KHOA plans to develop the following SCUFN Digital Archive functionalities:

- User function
  - Archive list inquiry according to the number of meetings by year
  - Search function by using meta information
  - Provide Document viewer / Download function
  - Provides shortcut function for important documents such as Report, Decision and Action, Basic Documents
- Administrator function
  - Provide function of archive management
  - Registration and modify the Document number and meta information
  - Upload/modify/delete/download file
  - Register/modify/delete attachments such as hyperlinks and photos other than document files

5. A review of the User functionalities in the current version of the SCUFN OWS Digital Archives component (scufn.ops-webservices.kr/archive/), revealed significant progress in this development and very good adequacy of the functions performed with the above plan and, more generally, with the user's expectations. However, some comments / suggested improvements have been noted and are provided at Annex A. See in particular item 2.a.vii aiming at a comprehensive collection of UFN proposals.

The planned testing of the SCUFN Digital Archives in end 2024, as stated in Doc SCUFN36-07.3A, has been noted.

6. It is acknowledged that direct submission of name proposals on the SCUFN OWS operated by KHOA, is currently not possible as evidenced by the caveat placed at the beginning of the OWS SUBMISSION section, which says:

> *Direct submissions using the SCUFN OWS (Operation Web Service) may not be considered.*

It is noted, however, that testing of the submission functionalities is planned from end 2023 to end 2024, as mentioned in Doc SCUFN36-07.3A.

7. Interactions between the SCUFN OWS and the GEBCO Gazetteer were illustrated in the flowchart presented in Annex B to Doc SCUFN35.2-07.1A. To date, there is no indication of any progress in developing the relevant functionalities. However Doc SCUFN36-07.3A informs that testing of the "SCUFN Gazetteer function", as part of the KHOA OWS developments, is planned in end 2024.

Recommendation

8. It is recommended that SCUFN members and KHOA consider the comments in Annex A, with a view to improving the SCUFN Digital Archives and the Repository section of the KHOA OWS.

Justification and Impacts

9. The setting up of an archive section on the KHOA SCUFN OWS will allow safeguarding all SCUFN meeting documents, including UFN proposals, which should no longer be available from the IHO Web Site in future.

Action required of SCUFN

10. SCUFN is invited to:
    a. note this report
    b. consider the recommendation made in section 8.

Annex A to SCUFN36-07.3C

KHOA Operational Web Services (OWS) - SCUFN Digital Archives
(scufn.ops-webservices.kr/archive/)
Comments / Suggested Improvements

1. Presentation of Proposals

    The current presentation of proposals in the ARCHIVE Section of the OWS is as follows (taken from SCUFN-31, Philippines):

Index	Proposed Name	Decision	Accepted Name
3	YAKAL SEAMOUNT	**ACCEPTED**	YAKAL SEAMOUNT
4	BANABA SEAMOUNT	**PENDING**	
5	MAYAPIS SEAMOUNT	**NOT ACCEPTED**	
9	BICOL SHELF	**ACCEPTED** as BICOL SLOPE	BICOL SLOPE

    This is generally fine. However, the following changes are suggested:
    - Named to be spelt as in the GEBCO Gazetteer (with accented characters or diacritical marks, if any), for example Yakal Seamount.
    - Hyperlink to the proposal on the Proposed Name only (not on the Accepted Name, which may be different).
    - Names listed in alphabetical order.

    The resulting table would look as follows:

Index	Proposed Name	Decision	Accepted Name
1	Banaba Seamount	**PENDING**	
2	Bicol Shelf	**ACCEPTED** as Bicol Slope	Bicol Slope
3	Mayapis Seamount	**NOT ACCEPTED**	
4	Yakal Seamount	**ACCEPTED**	Yakal Seamount

    It should also be noted that a proposed name can be kept pending at a meeting, with a different generic term. For example, at SCUFN-35.1, the name proposed as Mobidian Hill was kept pending as Mobidian Knoll (later accepted as du Fresne Knoll at SCUFN-35.2). This should be reflected in the "Decision" column of the relevant SCUFN-35.1 table, by including "PENDING" and, below, "as Mobidian Knoll" for the above case.

    Further, and above all, the presentation of proposals should be the same for the REPOSITORY section of the OWS which, at present, is as follows:

Index	Proposal Name	Posted Date	Decision
1	BANABA SEAMOUNT	2018-08-27	**PENDING**
3	BICOL SHELF	2018-08-27	**ACCEPTED**

10	MAYAPIS SEAMOUNT	2018-08-27	**NOT ACCEPTED**
16	YAKAL SEAMOUNT	2018-08-27	**ACCEPTED**

The Posted Date is not useful in a REPOSITORY of proposals. Also the name actually accepted must be mentioned as it may be different from the originally proposed name (as an example, the proposed Bicol Shelf was eventually accepted as Bicol Slope).

Additionally, it can be observed that when several SCUFN meetings have taken place in the same year, such as SCUFN-35.1 and SCUFN-35.2 in 2022, then all proposals have been merged into one single list in the REPOSITORY section of the OWS, while separate lists of proposals, one for each meeting, have been established in the ARCHIVE section. The latter option should be preferred as it allows reflecting the decisions taken for any proposal that was submitted to each SCUFN meeting. Thus the processing steps for every name proposal can be followed accurately, if they are spread over several meetings. Again using the example of Mobidian Hill, it was first proposed to SCUFN34-VTC02 and DEFERRED. It was readdressed at SCUFN-35.1 and kept PENDING as Mobidian Knoll. Final decision was taken at SCUFN-35.2 to accept it as du Fresne Knoll. It is therefore better to create one table of proposed names per meeting, also for the OWS REPOSITORY section. Further, the table established for a given SCUFN meeting should be unique for both applications, ARCHIVE and REPOSITORY, if at all possible, thus saving table preparation time.

Sometimes, names kept PENDING at a meeting are progressed and even accepted by correspondence in the intersessional period in advance of the next meeting. Decisions agreed by correspondence, as reported in the "Monitoring of Pending Names" document, should be reflected in the next meeting table of proposed names.

2. Other suggested improvements

   a. Meeting Lists
      i. 'Round' Column – To put 'Meeting' as title. To read 'SCUFN-35.1' and 'SCUFN-35.2'
      ii. 'Type' Column – For SCUFN-33, to read 'VTC'
      iii. 'Period' Column – For SCUFN-34 VTC01, to read 'Jan 7' only. For SCUFN-34 VTC02, to read 'Jun 7' only. For SCGN-2, to read 'Feb 4' only. For SCGN-3, to read 'Apr 21' only. For SCGN-5, to read 'Oct 3' only. For SCGN-5, to read 'Apr 13' only.
      iv. 'Place' Column – For SCUFN-35.2, to read 'Monaco'. For SCUFN-35.1, to read 'Paris, France'.
      v. After clicking on 'Documents' Column – For 'Report', 'Decisions and Actions', and 'Bulletin Report', to keep PDF files only. No need for Word or Excel files. For the page titles, to read, for SCUFN-30 as an example, '2017 OCTOBER 3-6 (GENOA, ITALY)'. Note: For SCUFN-34 VTC01, to read as title '2021 JANUARY 7 (VTC EVENT)', not JUNE, and for SCUFN-34 VTC03, to read '2021 NOVEMBER 16-17 (VTC EVENT)', not JUNE.
      vi. After clicking on 'Documents' Column - When several SCUFN meetings have taken place during a year, e.g. SCUFN-35.1 and SCUFN-35.2 in 2022, then the Lists of Documents for each meeting should appear separately, as on the SCUFN page of the IHO website. At present, they are merged. Also, hyperlinks to the relevant files should be activated as far as possible.
      vii. 'Proposals' Column – At present, proposal repository starts from SCUFN-18 in 2005, as on the IHO legacy website. It would be useful to have a complete collection of UFN proposals, starting from the beginning of SCGN. This could be achieved by scanning all paper proposals contained in IHO archives.

   b. Final Reports
      i. No need for the Excel files (indexes of names) for SCUFN-30 and SCUFN-31.

   c. Decisions and Actions

   i. To keep PDF files only. No need for Word files.

   ii. The latest version of the List of Decisions and Actions should be used, as in the list of documents for the next SCUFN meeting. For example, Doc. SCUFN34-03.1A should be used as List of Decisions and Actions for SCUFN-33.

d. Basic Documents

   i. To read 'List of Allowed Geometries'

   ii. The Membership List is outdated. The latest list should be that on the IHO website (https://iho.int/uploads/user/Inter-Regional%20Coordination/GEBCO/SCUFN/MISC/SCUFN_Members.pdf).