

WORLDWIDE ENC DATABASE WORKING GROUP (WENDWG)

[A working group of the Inter-Regional Coordination (IRCC)]

WENDWG/Letter 3, 22 November 2022

Letter from WENDWG Chair

To: WENDWG Members, RENC/RECC Representatives and Member States

Copy: Council Chair, IRCC Chair/Secretary

**WENDWG-13, Aalborg, Denmark, Face-to-face Meeting
21 - 23 February 2023**

Invitation, Logistic Information, Draft Provisional Agenda

Dear colleagues,

1. Thanks to the kind invitation of the Danish Geodata Agency (DGA), the thirteenth meeting of the Worldwide ENC Database Working Group (WENDWG-13) will take place from Tuesday 21 to Thursday 23 February 2023 at the Comwell Hotel 'Hvide Hus' Aalborg, Denmark.

2. Registration, Logistic Information

The WENDWG-13 registration is opened since the end of October through the IHO on-line registration system ([link](#)). Registration should be made **no later than 20 January 2023**. Please note that this event is planned to be a full face-to-face meeting (no hybrid).

Logistic information for travellers/participants provided by the DGA is also available on the WENDWG13 webpage ([link](#)). Participants are kindly invited to note that the DGA made a pre-reservation of a limited number of rooms at a negotiated price. Deadline for booking through the offer made by the DGA is **23 December 2022**.

Please note that the DGA is pleased to invite all participants to an icebreaker event at their DGA main office (address: Lindholm Brygge 31, 9400 Nørresundbyon), on the evening preceding the meeting, at 18:00. Those registered participants who cannot make it due to their estimated time/day of arrival in Aalborg are invited to keep the host informed by email (hejus@gst.dk and trvin@gst.dk).

3. Progress report on the list of decisions and actions from WENDWG12

A status report on the list of decisions and actions from WENDWG12 is available on the WENDWG-13 webpage.

4. Draft Provisional Agenda for WENDWG-13

A draft provisional agenda and timetable for WENDWG-13 is provided in Annex. This draft agenda takes into account the decisions and actions made at the 6th meeting of the Council (C-6). It also includes some pending items from WENDWG12. WENDWG Members and RENCs are invited to make their suggestions to the WENDWG Secretary on the draft agenda, if any, **no later than 20 January 2023**.

5. Submission deadlines for WENDWG-13 Documents

All documents will be posted on the IHO website as soon as they are received, the sooner, the better. Those papers submitting proposals, guidelines, recommendations on the way forward, etc. for *decisions* by the WENDWG should be accepted **no later than 2 January 2023** (Seven weeks before the commencement of the meeting)¹. However, in order to provide more flexibility to all participants, an extension of this deadline is agreed **until 31 January 2023**. Other documents received after this deadline will be considered as information papers only. Supporting documents are accepted in ppt format only if it is considered more efficient. However, it is kindly recommended to use the traditional structure (background information, analysis, recommendations, justification/impacts, conclusions, Actions to be considered by the WENDWG). A template will be made available on the WENDWG13 webpage soon.

6. Call for nomination for the positions of Chair and Vice-Chair of the WENDWG

6.1 I have informed the Vice-Chair and the IHO Secretariat of my intention to step down from the Chair position after the next meeting of IRCC (IRCC-15). In accordance with the WENDWG Rules of Procedures (Art. 4.3), it is also reminded that an election for the positions of Chair and Vice-Chair must be held at the first meeting after every ordinary Session of the IHO Assembly.

6.2 In order to facilitate the process of this forthcoming election and ensure business continuity, rather than waiting for the WENDWG-14 in 2024 with an Acting Chair only, it is my intention to anticipate, and run an election at the next meeting. After a short hand-over period following IRCC-15, the effective date for the new term of office will be **1 July 2023**.

6.3 As a consequence, Member States are invited to nominate suitable candidates for the position of Chair and Vice-Chair at their earliest convenience via e-mail to the WENDWG Secretariat at yves.quillam@iho.int. Nominations will be accepted **until 31 January 2023**.

7. Membership, Next Meetings

7.1 The current WENDWG Membership List is available on the WENDWG page on the IHO website. Any changes should be communicated to the WENDWG Secretary at: yves.quillam@iho.int or info@iho.int at the earliest opportunity.

7.2 Proposals for hosting subsequent WENDWG meetings are welcome at any time and preferably **no later than 31 January 2023**.

Yours sincerely,



John Nyberg
WENDWG Chair

Annex: Draft Provisional Agenda and Timetable

¹ In accordance with the "Guidelines for the Submission of Reports and Proposals for consideration by WENDWG".

DRAFT PROVISIONAL AGENDA AND TIMETABLE

Monday 20 February	DAY 0 OF WENDWG-13
18h00	Ice breaker at the Danish Geodata Agency, Main Office, Lindholm Brygge 31, 9400 Nørresundby
Tuesday 21 February	DAY 1 OF WENDWG-13
08h30	Meeting room opens
09h00	<p>1. Opening - Welcome address by Chair / Director Luigi Sinapi – Objectives of the meeting</p> <p><i>Docs: WENDWG13-01A List of Documents (Sec.)</i> <i>WENDWG13-01B List of Participants (Sec.)</i> <i>WENDWG13-01C WENDWG Membership (Sec.)</i> <i>WENDWG13-01D Terms of Reference for WENDWG (Sec.)</i> <i>WENDWG13-01E Useful References: WEND Principles - Guidelines for the Implementation of the WEND Principles – WEND-100 Principles and Appendix 1 to Annex 3 of the Roadmap (Guidelines on Implementation of WEND-100 Principles) – WEND100-IGIF Matrix.</i></p>
09h10	<p>2. Approval of Agenda and Timetable</p> <p><i>Doc: WENDWG13-02A Agenda and Timetable (Chair/Sec.)</i></p>
09h20	<p>3. Review of the Matters arising from WENDWG-12 Meeting and C-6</p> <p><i>Docs: WENDWG13-03B Status Report on the List of Decisions and Actions from WENDWG12 (Sec.)</i> <i>WENDWG13-03C Outcome of C-6 affecting WENDWG (Chair/Sec) – Useful Reference: C-6 Summary Report</i></p>
10h00	<p>4. Review of progress made on the work items of the WENDWG Programme of Work including a comprehensive discussion of WENDWG accomplishments and the future of the WG, RENCs perspectives</p> <p>4.1. Progress made of the work items of the WENDWG Programme of Work, WENDWG accomplishments, and future of the Working Group</p> <p><i>Open Discussion - WENDWG accomplishments and future of the WENDWG (Chair)</i></p>
10h30	Coffee break
10h50	<p>4.2. RENCs Perspectives on the accomplishments and future of the WENDWG</p> <p><i>Open Discussion - RENCs Perspectives (IC-ENC, PRIMAR, RECC)</i></p>

12h00	<p>5. Review of RHCs Representatives and/or ENC Charting Regions Coordinators, and RENCs on matters of interest to the WENDWG and on S-100 Implementation</p> <p>5.1 Review of important matters raised by RHCs/ ENC Charting Regions - S-100 Coordinators</p> <p><i>Docs: WENDWG13-05.1Axx Reports by RHCs on important coordination matters within WEND scope of activities (RHCs)</i></p>
12h30 – 14h00	Lunch
14h00	<p>5. Review of RHCs Representative and/or ENC Charting Regions Coordinators, and RENCs on matters of interest to the WENDWG and on S-100 Implementation (cont.)</p> <p>5.1 Review of important matters raised by RHCs/ENC Charting Regions - S-100 Coordinators (cont.)</p> <p><i>Docs: WENDWG13-05.1Axx Reports by RHCs on important coordination matters within WEND scope of activities (RHCs)</i></p>
15h30	Coffee break
15h50	<p>5. Review of RHCs Representative and/or ENC Charting Regions Coordinators, and RENCs on matters of interest to the WENDWG and on S-100 Implementation (cont.)</p> <p>5.2 Review of important matters raised by RENCs on S-100 Implementation – Challenges and Plans</p> <p><i>Docs: WENDWG13-05.2A Reports by RENCs on S-100 Implementation Plans (IC-ENC)</i></p> <p><i>WENDWG13-05.2B Reports by RENCs on S-100 Implementation Plans (PRIMAR)</i></p>
17h00	END OF DAY 1

<p>Wednesday 22 February</p>	<p>DAY 2 OF WENDWG-13</p>
<p>09h00</p>	<p>5. Review of RHCs Representative and/or ENC Charting Regions Coordinators, and RENCs on matters of interest to the WENDWG and on S-100 Implementation (cont.)</p> <p>5.3 Outcome of WENDWG Letter 02/2022 – WEND100-IGIF Matrix (Include progress and proposed timelines for S-100 implementation) – SPI 1.3.1</p> <p><i>Docs: WENDWG13-05.3A Reports by RHCs on outcome of WENDWG Letter 02/2022 - WEND100-IGIF Matrix (RHCs)</i></p> <p><i>WENDWG13-05.3B Strategic Performance Indicator 1.3.1 - Ability and capability of Member States to meet the requirements and delivery phases of the S100 implementation plan (Chair)</i></p> <p><i>– WENDWG13-05.3C Discussion on improvements to the next version of the matrix and the schedule for collecting feedback (Chair)</i></p> <p><i>Useful Reference: SPI 1.3.1 - Annex C to IRCC Report to C-6</i></p>
<p>10h30</p>	<p>Coffee break</p>
<p>10h50</p>	<p>6. INToGIS II update – S-128</p> <p>6.1 INToGIS III – S-128 by NIPWG</p> <p><i>Docs: WENDWG13-06.1A Report on the development of INToGIS III – S-128 by NIPWG (Republic of Korea)</i></p>
<p>12h30 – 14h00</p>	<p>Lunch</p>
<p>14h00</p>	<p>7. Review of progress made on the work items of the WENDWG Programme of Work</p> <p>7.1 Reconsideration of WENDWG11/06 - ENC Scheming Guidelines</p> <p><i>Docs: WENDWG13-07.1A Open Discussion on the need to reconsider the WENDWG Action related to S-101 ENCs Scheming Guidelines and the future of S-11 (All)</i></p> <p>7.2 RENC Harmonization and ENC Distribution (S-57 ENCs)</p> <p><i>Docs: WENDWG13-07.2A RENC/RECC Update of the Data Flow Diagram – Provision of CATZOC Data (IC-ENC, PRIMAR, RECC) for SPIs and INToGIS layers (IHO CL 23/2022)</i></p>
<p>15h30</p>	<p>Coffee break</p>
<p>15h50</p>	<p>8. WENDWG TORs Review</p> <p><i>Open Discussion over the WENDWG TORs – Initial Review – Proposals for amendments (ad hoc drafting group to prepare amendments in session)</i></p>
<p>16h30</p>	<p>END OF DAY 2</p>

Thursday 23 February	DAY 3 OF WENDWG-13
09h00 – 10h30	9. WENDWG Terms of Reference – Review of draft proposal of amendments of the WENDWG TORs.
10h30	Coffee break
10h50	10. Any Other Business
11h00	11. Review and update of the WENDWG Programme of Work – – Preparation of Report to IRCC-15 and inputs expected from the WENDWG to IRCC/Council Chairs, if any, for C-7 <i>Docs: WENDWG13-11A WENDWG Programme of Work for 2023-24 (to be approved at IRCC-15) including proposals from RHCs, RENCs, if any.</i>
11h20	12. Review of the WENDWG-13 List of Decisions and Actions
11h50	13. Next meeting(s) dates and venue and election of new Chair and Vice Chair - Conclusion
12h00	END OF DAY 3 and END OF THE MEETING