

LIST OF DECISIONS & ACTIONS ARISING FROM DQWG18

- version 1.0, 3 March 2023 -

Agenda item	Subject	Title	Remarks
1. Opening and Administrative Arrangements			
1.2	Minutes	[Decision 18/01]DQWG approved the DQWG 17 Final Minutes.	
1.3	Agenda	[Decision 18/02]DQWG approved the draft agenda as presented at the meeting with some minor amendments in the timetable (agenda item 2.4 postponed on Day 2).	
1.6	Members	[Decision 18/03]DQWG agreed that Mr. SCOTTYOUNGBLUT (Canada) takes a role of DQWG Secretary until DQWG-19 (2024) when a new election will be arranged. [Action18/01] DQWG Members were invited to update the DQWG Membership list and contact details.	<i>Permanent</i>
2. Matters Relating to Upper IHO Bodies / Other WGs/PTs			
2.4	ISO 9001 Cell	[Action 18/02]Chair to monitor the progress of IHO ISO 9001 Cell and report Data Quality matters back to the group in order to improve risk mitigation: S-98/consistent data quality information across S-101/S-1xx ECDIS Route Monitoring products in particular.	DQWG19
2.4	ISO 9001 Cell	[Action 18/02]Chair to monitor the progress of IHO ISO 9001 Cell and report Data Quality matters back to the group in order to improve risk mitigation: S-98/consistent data quality information across S-101/S-1xx ECDIS Route Monitoring products in particular.	DQWG19
2.5	Report of TWCWG	DQWG noted the report of TWCWG, and expressed its gratitude to Mr. Chris Jones for his very comprehensive recorded presentation.The way the DQ measures are reported by TWCWG to be recommended as a model to be used for other PS developers. [Action 18/03]Chair, supported by PRIMAR to feed comments back to the TWCWG and to use the guidance included in Part C of S-97 as the template for comments.	TWCWG7 (28 Feb – 02 Mar 2023)
2.6	Report of CSBWG	DQWG noted the report of CSBWG, their request on data quality guidance for CSB, and expressed the gratitude to Ms. Jennifer Jencks. [Action 18/04] Chair to report to CSBWG14orMs.JenniferJenckson the “Survey to CATZOC”Guidelines Ed.1.0.0 (to be published in 2023).	CSBWG14
3. Review S-100 Based Product Specifications for DQ Elements			
3.1	Cross check of DQ chapter	[Action 18/05]SubWG to continue review of new and amended Product Specifications and report results to DQWG19.Members are invited to join the subWG (Chair, NL, SE, US, UNH).	DQWG19
3.2	Template of DQ chapter	[Decision 18/04] DQWG endorsed the template for the DQ chapter of S-1xx Product Specifications. [Action 18/06] Chair to submit the template as revision proposal for Appendix D of S-100 Part 11, to the S-100WG for consideration and possible inclusion in Ed. 5.1.0 of S-100.	S-100WG8
3.3	Cross check of DQ chapter	[Decision 18/05] DQWG noted the Papers for S-100WG, NIPWG and TWCWG consideration. [Action 18/07] Chair to feedback these Papers to these WGs respectively and report results to DQWG19 and to invite WGs to nominate a DQ focal point in their WGs and him/her to participate in the activities of the DQWG.	DQWG19

4. Provide Data Quality educational materials for the use of mariners			
4.1	S-67 translations	DQWG noted that the Chinese version and French version of S-67 have been uploaded on the IHO Website.	
4.2	Review the draft S-67 new edition	DQWG noted the report of ENCWG, and expressed the gratitude to Mr. Thomas Mellor. [Action 18/08] DQWG agreed to establish a subWG to review the draft S-67 new edition and recommend edits to produce a first credible output for Mariners. Members are invited to join the subWG (Chair, SE, US, PRIMAR, NO, IT). Reminder: Deadline to submit proposed draft S-67 Ed. 2.0.0 to HSSC-15 is 15 April .	HSSC15
5. Guidance to WGs and HOs on DQ aspects			
5.1	Review of S-1xx Feature Catalogues	[Decision 18/06] DQWG endorsed the Report on the Review of S-1xx Feature Catalogues but recommended to reference carefully the versions that were reviewed. [Action 18/09] Chair to feedback the review results and recommendations to S-1xx developers respectively. Members of S-1xx PTs to be invited to participate in the next review before submission of Ed. 2.0.0 in any case. [Action 18/10] DQWG agreed to continue the cross check of other released S-1xx FCs. Members are invited to join the subWG (Chair, US, FR, SevenCs).	DQWG19
5.2	Report of S-101PT	DQWG note the report of S-101PT, and expressed its gratitude to Mr. Thomas Richardson. [Action 18/11] RENCs to consider providing stats on the progress of the encoding of POSACC/ SOUACC to the DQWG Chair prior to HSSC16 (Action HSSC14/59 refers) for an assessment of S-57 readiness.	HSSC16
5.3	Survey to CATZOC	[Decision 18/07] DQWG endorsed the Guidelines and recommendations for Hydrographic Offices for the allocation of CATZOC. [Action 18/12] Chair to submit the Document Edition 1.0.0 of a new Publication S-68 to HSSC 15 for approval (by 15 April), including reservations and add a short paragraph on the cartographic aspects in the foreword. SE to draft the short paragraph and provide it to the Chair. [Action 18/13] Chair to recommend to HSSC15 the continuation of this task and subWG to continue the work and update the document.	HSSC15
5.4	Report of HSWG	DQWG noted the report of HSWG, and expressed its gratitude to the HSWG Chair and Team.	
5.5	SPIs for IRCC	DQWG noted the report from the IHO Sec., Action 17/11 related to SPIs is complete.	Done.
5.6	Chinese Proposal	[Action 18/14] Chair to liaise with IHO Secretariat to release the Guidelines and recommendations for Hydrographic Offices for the allocation of CATZOC on the IHO Website after HSSC15 approves the document.	DQWG19
6. Revision of S-100 Part 4c and S-97 Part C			
6.1	Revision of S-100 Part 4c	[Decision 18/08] DQWG noted the recommended amendments for S-100 Part 4c.	End of March, 2023

		[Action 18/15] Chair to liaison with S-100WG to inform that the DQWG has started areview and revision of S-100 Part 4c.	
6.2	Revision of S-97 Part C	<p>[Decision 18/09] DQWG noted the recommended amendments of S-97 Part C</p> <p>[Action 18/16] Chair to liaise with the S-100WG to inform that the DQWG has started areview and revision of S-97 Part C.</p> <p>[Action 18/17] DQWG agreed to establish a subWG to review S-100Part 4c and S-97Part C but to limit the work to critical DQ issues only.Members are invited to join the subWG (Chair, NL and PRIMAR).</p>	End of March, 2023
6.3	ISO19xxx	<p>The DQWG thanked NL for the spreadsheet on the definitions used in ISO 19xxx standards.</p> <p>[Action 18/18] DQWG agreed to upload the ISO definitions on the DQWG webpage as a working document.NL to provide the draft covering note and a disclaimer if appropriate.</p>	March 2023
7. MASS and DQ			
7.1	MASS and DQ	<p>DQWG noted the report of MASSPT, and expressed the gratitude to MR. Mark Casey.</p> <p>[Action 18/19] DQWG agreed to consider the DQ requirements of MASS.Members are invited to feedback their comments and recommendations to DQWG Chair, when appropriate.</p>	DQWG19
8. S-100 Validation and DQ			
8.1	S-100 Validation and DQ	<p>[Action 18/20]Members are invited to consider participating in the S-100WG Validation Workshop in Middle of 2023 in Monaco (Contact: S-100 Validation SubWG Chair Ms. Elizabeth Hahessy, Email: elihh@gst.dk), and report to the Chair, and Chair to provide feedback with DQWG comments and recommendations on the DQ requirements in S-100 validation checks to S-100WG and S-1xx PTs.</p> <p>[Note]DQWG identified a new task to link DQ checks (S-100 generic and products-specific) to DQ measures.</p>	End of March, 2023
9. Review of DQWG Work plan and List of Actions And Decisions			
9.1	Actions and Decisions		
9.2	Work Plan	[Decision 18/10] DQWG approved the new Work Plan 2023-2024.	
10. Date and Venue of Next Meeting			
10.1	Meeting	<p>[Decision 18/11] DQWG agreed that the next meeting is scheduled to be a physical meeting in China in 2024 (dates and venue to be confirmed).</p> <p>[Action 18/21] Chair to feedback the specific date and venue to IHO Secretariat as soon as possible.</p>	
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