DATA QUALITY WORKING GROUP (DQWG)

[A working group of the Hydrographic Services and Standards Committee (HSSC)]

DQWG/Letter 01/2024, September 30, 2024

References: A. **DQWG Terms of Reference**
B. **HSSC16- List of Decisions and Actions**
C. **DQWG19- Minutes of the meeting**

INVITATION TO ATTEND THE 20th MEETING OF
THE DATA QUALITY WORKING GROUP (DQWG20)

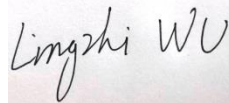# Qingdao City, Shandong Province, China
Face-to-Face, 11-13 March 2025

Dear DQWG Members and colleagues,

1.   The 20th meeting of the Data Quality Working Group will be held as a face to face meeting from 11-13 March 2025. The meeting will be kindly hosted by China Maritime Safety Administration in Qingdao City, Shandong Province, China. Logistical information and meeting documents will be posted on the DQWG page of IHO website when they are ready.

2.   I am very conscious that travel budgets may be very tight but would appreciate your attendance at the proposed meeting.

3.   All Members attending the meeting are kindly requested to complete the online registration form no later than 1st December 2024. The form is available here: https://online.iho-khoa.kr/registration.

4.   A draft agenda has been attached to this Letter. All of you are kindly invited to propose papers or agenda items for discussion at the meeting, and no later than February 11th 2025.

5.   The Vice Chair position of the Working Group is still vacant. Given that the completeness of the Office Bearers is essential for the DQWG to complete the work tasked by HSSC, I sincerely invite DQWG Member States to nominate suitable candidates for the vacant position, and hope to complete the election at the upcoming meeting. Please forward your application and/or nomination to yves.guillam@iho.int before DQWG-20.

6.   DQWG Member States are welcomed to voluntarily consider hosting the 21th or 22th meeting (dates to be confirmed by the host), preferably in a hybrid format or face to face format. If your country is willing to host DQWG21 in 2026 or DQWG22 in 2027, it would be useful that the information is shared at the DQWG20 meeting.

Yours sincerely,

Lingzhi WU
Chair, Data Quality Working Group

Annex A

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20th MEETING OF THE DATA QUALITY WORKING GROUP
11- 13 March 2025

AGENDA & TIMETABLE

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(**Notes:** This is a provisional agenda and timetable and may be subject to amendments.)

	DQWG-20
(UTC+ 1, CET)	**DQWG 20 Plenary - Day 1**
9:00-9:30	**Registration of Participants**

9:30-10:30	**1.Opening and administrative arrangements**
	    1.1 Opening ceremony and welcome address from chair group
	    1.2 Welcome address from host
	    1.3 Welcome address from IHO
	    1.4 Logistic arrangements (Host)
	    1.5 Introduction from all participants (in order stated by Chair)
	    1.6 Procedures of the meeting (Chair)
	    1.7 Approval of agenda (Chair)
	    1.8 Approval of DQWG 19 Minutes (Chair)
	    1.9 Status of actions from DQWG 19 (Secretary)
	    1.10 DQWG Terms of Reference(Secretary)
	    1.11 DQWG Membership List(Secretary)
	
	Docs: DQWG20-01.1A List of Participants
	         DQWG20-01.2A DQWG 19 Final Minutes
	         DQWG20-01.3A DQWG 20 Agenda and timetable
	         DQWG20-01.4A Status of DQWG Actions
	         DQWG20-01.5A DQWG Terms of Reference
	         DQWG20-01.6A DQWG Membership list

10:30 -11:00	**Group Photo and Coffee Break**

11:00 -12:30	**2 Matters relating to upper IHO bodies / other WGs/PTs**
	    2.1 HSSC presentation at C-8 (Chair)
	    2.2 Decisions and actions from HSSC16 (Chair)
	    2.3 HSSC ISO 9001 Cell (Chair)
	    2.4 S-100WG input (TBD)
	    2.5 ENCWG input (TBD)
	    2.6 NIPWG input (TBD)
	    2.7 HSWG input (TBD)

	2.8 TWCWG input (TBD) **2.9 CSBWG input (TBD)** *Docs: DQWG20-02.1A HSSC Report Presentation (C8_2024_04.1A)* * DQWG20-02.2A Decisions and Actions arising from HSSC16* * DQWG20-02.3A HSSC ISO -9001 cell update*
12:30 -14:00	**Lunch Break**

14:00-15:00	**3 Review S-100 Based Product Specifications for DQ Elements**
	    3.1 Progress on cross check of DQ chapter of S-100 based PSs (Chair)
	    3.2 Progress on the recommended template for the DQ chapter of S-100
	        based PSs(Chair)
	
	Docs: DQWG20-03.1A Report on the Cross Check of DQ chapter of S-100 based PSs
	* DQWG20-03.2A Recommended Template for the Data Quality chapter of*
	* S-100 based Data Product Specifications*

15:00 -15:30	**Coffee Break**

15:30-16:30	**4 Guidance to HOs on DQ aspects**
	    4.1 Review of S-1xx feature catalogues (Hugo CHONAVEL)
	    4.2 Report on the cross-check validation process in the work of IHO
	        Infrastructure center from ICE PT (TBD)
	
	Docs: DQWG20-04.1A Report on the Review of S-1xx Feature Catalogues

18:00-19:30	Welcome Dinner（Host）
	End of Day 1

(UTC+ 1, CET)	DQWG 20 Plenary - Day 2

9:00-10:30	**4 Guidance to HOs on DQ aspects**
	    4.3 Review of S-68 Edition 1.1.0 (Chair)
	    4.4 Report on the assignment of CATZOC/QoBD in Chinese ENCs
	        (China)
	    4.5 Statistical report on CATZOC/QoBD values in global ENCs from
	        RENCs (TBD)
	    4.6 Discussion on the implementation plan of S-68(Chair)
	
	Docs: DQWG20-04.2A S-68 Edition 1.1.0
	* DQWG20-04.3A Report on the Assignment of CATZOC/QoBD in Chinese*
	ENCs

10:30 -11:00	**Coffee Break**

11:00 -12:00	**4 Guidance to HOs on DQ aspects**
	    4.7 Review of guidelines for the assignment of CATZOC/QoBD
	        capability of crowdsourced bathymetry data (Chair)
	
	Docs: DQWG20-04.4A Guidelines for the Assignment of CATZOC/QoBD
	Capability of Crowdsourced Bathymetry Data Edition 1.0.0

12:00 -14:00	**Lunch Break**
14:00-14:30	**4 Guidance to HOs on DQ aspects** **4.8 Discussion on the review result of S-100 Part4a metadata** *Docs: DQWG20-04.5A Report on the review of S-100 part4a*

14:30 -15:00	**5 Progress on the Revision of S-100 Part4c and S-97 part C**
	    5.1 Report on the revision of S-100 Part 4c (chair)
	    5.2 Report on the revision of S-97 Part C (chair)
	
	Docs: DQWG20-04.1A Report on the revision of S-100 Part 4C
	* DQWG20-04.2A Report on the revision of S-97 Part C*

15:00 -15:30	**Coffee Break**
15:30-17:00	**6 S-100 Validation and DQ** **6.1 Discussion on the guidelines (chair)** *Docs: DQWG20-06.1A Guidelines for the Data Quality Evaluation of S-100* *Products*
	End of Day 2

(UTC+ 1, CET)	DQWG 20 Plenary - Day 3
9:00-10:00	**7 MASS and DQ** **7.1 Discussion on the usability evaluation of s-100 products from a mass user's perspective Chair）** *Docs: DQWG20-07.1A Guidelines for the Usibility Evaluation of S-100 Products from a MASS user's perspective*
10:00-10:30	**8 Discussion of DQWG Work plan** **8.1 New items for work plan (Secretary)**
10:30 -11:00	**Coffee Break**
11:00-11:30	**9 AOB**

11:30-11:50	**10 Date and Venue of the next meetings（Chair）**
	    10.1 DQWG21
	    10.2 DQWG22

11:50-12:10	**11 Review of DQWG20 List of Actions and Decisions** **11.1 Review of meeting actions and decisions (Secretary)**
12:10-12:30	**12 Closure of the Meeting**
	End of Meeting