



## DATA QUALITY WORKING GROUP (DQWG)

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

**DQWG/Letter 03/2022, 7 December 2022**

### Letter from DQWG Chair

**To: DQWG Members**

**Copy: HSSC Chair, Vice-Chair, IHO Director**

**References:** A. DQWG Terms of Reference  
B. HSSC14- List of Decisions and Actions  
C. DQWG 17- Minutes of the Meeting

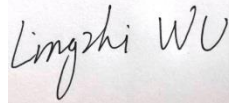
### Announcement of the DQWG-18 Meeting

Dear DQWG Members and colleagues,

1. I would like to invite you to the 18th meeting of the Data Quality Working Group (DQWG-18) to be held at the Secretariat of the International Hydrographic Organization in Monaco from the 7th till the 9th of February 2023.
2. This will be the first in-person DQWG meeting since the pandemic. All members are encouraged to participate in this meeting as much as possible. All delegates intending to participate in DQWG-18 are kindly requested to register using the Online Registration page on the IHO website, **no later than 15 January 2023**.
3. A draft provisional agenda has been attached to this Letter in Annex. All of you are kindly invited to consider proposals to the agenda, and provide inputs or comments **no later than 15 January 2023**.
4. Both the Vice Chair and the Secretary positions of the Working Group are 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 these vacant positions, and hope to complete the election at the upcoming meeting. Please forward your application and/or nomination to [yves.guillam@iho.int](mailto:yves.guillam@iho.int) before DQWG-18. In accordance with the DQWG Rules of Procedure (ROP 4.d in particular), it is reminded that another election of office bearers will be arranged after the 3<sup>rd</sup> Session of the Assembly, therefore at the 19<sup>th</sup> meeting of the DQWG in 2024.

5. DQWG Member States are also welcomed to consider hosting the 19<sup>th</sup> and 20<sup>th</sup> 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 DQWG-19 or DQWG-20, please don't hesitate to let me know.

Your sincerely

A handwritten signature in black ink on a light-colored background. The signature reads "Lingzhi WU" in a cursive, slightly slanted script.

Lingzhi WU  
Chair, Data Quality Working Group

**18<sup>th</sup> MEETING OF THE DATA QUALITY WORKING GROUP  
7- 9 February 2023**

**AGENDA & TIMETABLE**

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

<b>DQWG-18</b>	
<b>Tuesday 7 February (UTC+ 1, CET)</b>	<b>DQWG 18 Plenary - Day 1</b>
9:00-10.30	<p><b>1. Opening and administrative arrangements</b></p> <p><b>1.1 Welcome, administrative arrangements (Chair, IHO Sec.)</b></p> <p><b>1.2 Introductions (Chair, All)</b></p> <p><b>1.3 Approval of Agenda (Chair)</b></p> <p><b>1.4 Approval of DQWG 17 Minutes (Chair)</b></p> <p><b>1.5 Status of actions from DQWG 17 (Chair)</b></p> <p><b>1.6 DQWG Terms of Reference (Chair)</b></p> <p><b>1.7 DQWG Membership list (Chair)</b></p> <p><i>Docs: DQWG18-01.1A Introduction to DQWG18</i>  <i>DQWG18-01.3A DQWG 18 Agenda and timetable</i>  <i>DQWG18-01.4A DQWG 17 Final Minutes</i>  <i>DQWG18-01.5A Status of DQWG Actions</i>  <i>DQWG18-01.6A DQWG Terms of Reference</i>  <i>DQWG18-01.7A DQWG Membership list</i></p>
10:30 -11:00	<b>Group photo and Break</b>
11.00 -12.00	<p><b>2 Matters relating to upper IHO bodies / other WGs/PTs</b></p> <p><b>2.1 HSSC presentation at C-6 (Chair)</b></p> <p><b>2.2 Decisions and actions from HSSC14 (Chair)</b></p> <p><b>2.3 S-100 Roadmap timeline approved by C-6 (Chair)</b></p> <p><b>2.4 ISO 9001 Cell (Chair)</b></p> <p><b>2.5 Report from ENC Standards Maintenance Working Group (TBD)</b></p> <p><i>Docs: DQWG18-02.1A HSSC presentation at C-6 (refer to C6-04.1A)</i>  <i>DQWG18-02.2A Decisions and Actions arising from HSSC14</i>  <i>DQWG18-02.3A S-100 Roadmap timeline</i>  <i>DQWG18-02.4A HSSC ISO -9001 cell update</i></p>
12.00 -13.30	<b>Lunch</b>
13:30-15.00	<p><b>2 Matters relating to upper IHO bodies / other WGs/PTs (cont...)</b></p> <p><b>2.6 Report from Nautical Cartography Working Group (TBD)</b></p> <p><b>2.7 Report from Nautical Information Provision Working Group (TBD)</b></p> <p><b>2.8 Report from Tides, Water Level and Working Group (Chris)</b></p> <p><b>2.9 Report from Hydrographic Surveys Working Group (TBD)</b></p>

	<p><b>2.10 Report from Crowdsourced Bathymetry Working Group(TBD)</b></p> <p><b>2.11 Report from S-101 Project Team(TBD)</b></p>
15:00-15.30	<b>Break</b>
15:30-17:00	<p><b>3 Review S-100 Based Product Specifications for DQ Elements.</b></p> <p><b>3.1 Progress on Cross check of DQ chapter of S-1xx PSs (Chair)</b></p> <p><b>3.2 Recommended Template of Data Quality chapter of S-1xx Data Product Specifications(Chair)</b></p> <p><b>3.3 Report on key finding and recommendations for the individual Product Specifications(Chair)</b></p> <p><i>Docs: DQWG18-03.1A Report on the cross check of DQ chapters of S-1xx PSs</i></p> <p><i>DQWG18-03.2A Recommended Template of Data Quality chapter of S-1xx Data Product Specifications</i></p> <p><i>DQWG18-03.3A Paper for S-100WG consideration</i></p> <p><i>DQWG18-03.3B Paper for NIPWG consideration</i></p> <p><i>DQWG18-03.3C Paper for TWCWG consideration</i></p>
	<b>End of Day 1</b>

<b>Wednesday 8 February (UTC+ 1, CET)</b>	<b>DQWG 18 Plenary - Day 2</b>
9.00-10.00	<p><b>4 Provide Data Quality educational materials for the use of mariners.</b></p> <p><b>4.1 Update on S-67 translations (Chair)</b></p> <p><b>4.2 Merging S-66 and S-67 into a single IHO publication(TBD)</b></p> <p><i>Docs: DQWG18-04.2A Report on merging S-66 and S-67 into a single IHO publication</i></p>
10.00-10:30	<b>Break</b>
10:30-12:00	<p><b>5.Guidance to HOs on DQ aspects</b></p> <p><b>5.1 Review of S-1xx Feature Catalogues (Chair)</b></p> <p><i>Docs: DQWG18-05.1A Report on the Review of S-1xx Feature Catalogues</i></p>
12.00 -13.30	<b>Lunch</b>
13:30-15:00	<p><b>5. Guidance to HOs on DQ aspects (cont...)</b></p> <p><b>5.2 Guidance from Survey to CATZOC (Chair)</b></p> <p><b>5.3 Report on the review of the Guidance from Survey to CATZOC by HSWG (TBD)</b></p> <p><b>5.4 SPIs for IRCC (IHO Sec.)</b></p> <p><b>5.5 The allocation of CATZOC in Chinese ENCs (China)</b></p> <p><i>Docs: DQWG187-05.2A Guidelines and recommendations for Hydrographic Offices for the allocation of CATZOC</i></p> <p><i>DQWG18-05.5A The allocation of CATZOC in Chinese ENCs</i></p>
15:00-15:30	<b>Break</b>
15:30-16:30	<p><b>6. Revision of S-100 Part4c and S-97part C</b></p> <p><b>6.1 Recommendations on revising S-100 Part 4c (chair)</b></p>

	<p align="center"><b>6.2 Recommendations on revising S-97 Part C (chair)</b></p> <p><i>Docs: DQWG18-06.1A Recommendations on revising S-100 Part 4c DQWG18-06.2A Recommendations on revising S-97 Part C</i></p>
16:30-17:00	<p align="center"><b>7. Monitor outcomes from MASS PT and report back to group on DQ related issues</b></p> <p align="center"><b>7.1 Report from MASSPT (Mark)</b></p> <p><i>Docs: DQWG18-07.1A Report from MASSPT</i></p>
	<b>End of Day 2</b>

<b>Thursday 9 February (UTC+ 1, CET)</b>	<b>DQWG 18 Plenary - Day 3</b>
9:00-12:00	<i>Additional time as required(TBD)</i>
12:00 -13:30	<b>Lunch</b>
13:30-14:30	<p><b>8. Review of DQWG Work plan and List of Actions And Decisions</b></p> <p><b>8.1 Review of meeting actions and decisions</b></p> <p><b>8.2 New items for Work Plan</b></p>
14:30-15:00	<p><b>9. AOB</b></p> <p><b>9.1 Election of DQWG Vice Chair and Secretary</b></p>
15.00-15.30	<b>10. Date and Location of the next meeting</b>
	<b>11. Closure of the Meeting</b>
	<b>End of Meeting</b>