

# Electronic Chart System Project Team

Kick off Meeting / Bristol, UK + VTC

18 July 2023, 09:00 ~ 14:35 (UTC +1)

Draft Agenda\_rev

No.	Title	Lead	Timing
	Opening remarks	ENCWG Chair	09:00-09:05
	Introduction of the participants	Andrew R.	09:05-09:15
1	Review ECS PT TORs	Andrew R.	09:15-09:45
2	UKHO user research of the UK ECS sector.	Andrew R.	
3	Establish work item deliverables and timelines	Andrew R.	09:45-10:15
	Break		10:15- 10:30
4	Establish work item deliverables and timelines (Cont.)	Andrew R.	10:30-11:30
5	Review expert contributor participation	Andrew R.	11:30-12:00
	Break (Lunch)		12:00-13:00
6	Plan stakeholder engagement activities	Andrew R.	13:00-13:30
7	Election of PT Chair/Vice-chair/Secretary	IHO Sec	13:30-14:00
8	Any other business	Chair	14:00-14:30
9	Next meeting (Venue and Date)	Chair	14:30-14:35