

## **Maritime Autonomous Surface Ships (MASS) Navigation Project Team (MASS PT)**

### **Terms of Reference and Rules of Procedure**

(as adopted by HSSC13, May 2021, Decision HSSC13/71 refers)

#### **1. Objectives**

One area of concern of MASS is the current lack of specific navigational data that is required to “drive” a MASS or more importantly the lack of any stated rules, regulations or standards relating to navigational data in MASS.

The objectives of the Project Team are:

- a. to identify and prioritize MASS navigation requirements;
- b. to analyse their impacts on current hydrographic standards and services;  
and
- c. to develop a set of recommendations/issues to be addressed by existing working groups.

The MASS PT has a 2-year mandate. An intermediate status report on the progress made is expected in 2022 (HSSC-14) and a final report and associated deliverables in 2023 (HSSC-15). Decision for the continuation of the MASS PT or for the creation of a dedicated Working Group to be made subsequently in 2023.

#### **2. Authority**

The Project Team is a subsidiary of the HSSC. Its work is subject to HSSC approval.

#### **3. Composition and Chair**

- a) The PT shall comprise representatives of IHO Member States (MS), Expert Contributors (EC), observers from accredited NGIOs, and a representative from the IHO Secretariat. A membership list shall be maintained and posted on the IHO website.
- b) EC membership is open to entities and organizations that can provide a relevant and constructive contribution to the work of the PT.
- c) The Chair and Vice-Chair shall be a representative of an MS. The election of the Chair and Vice-Chair shall be decided at the first meeting of the PT after each ordinary session of the Assembly and shall be determined by vote of the MS present and voting.
- d) If a secretary is required, it should normally be drawn from a member of the PT.

- e) If the Chair is unable to carry out the duties of the office, the Vice-Chair shall act as the Chair with the same powers and duties.
- f) ECs shall seek approval for membership from the Chair.
- g) EC membership may be withdrawn in the event that a majority of the MS represented in the PT agrees that an EC's continued participation is irrelevant or unconstructive to the work of the WG/PT.
- h) All members shall inform the Chair in advance of their intention or inability to attend meetings of the PT.
- i) In the event that a large number of EC members seek to attend a meeting, the Chair may restrict attendance by inviting ECs to act through one or more collective representatives.

#### **4. Procedures**

- a) The PT should work by a combination of correspondence, teleconferences, group meetings, workshops or symposia. The PT should meet at least once a year. When meetings are scheduled, and in order to allow any WG/PT submissions and reports to be submitted to HSSC on time, meetings should not normally occur later than nine weeks before a meeting of HSSC.
- b) Decisions should generally be made by consensus. If votes are required on issues or to endorse proposals presented to the PT, only Members may cast a vote. Votes at meetings shall be on the basis of one vote per Member represented at the meeting. Votes by correspondence shall be on the basis of one vote per Member represented in the PT.
- c) The PT should liaise with other IHO bodies, the Data Quality Working Group in particular for this matter, international organizations and industry representatives to ensure the relevance of its work and timely notice of changes to the standards.
- d) The PT should report to HSSC on its activities and submit a rolling two-year work plan, including expected time frame.