

1st Meeting of S-130 Project Team

20 January 2022, (13:00 – 15:00, UTC+1, CET) / VTC Event

DRAFT AGENDA_rev1

Agenda item	Title	Lead	Remarks
1. Opening and Administrative Arrangements			
S130PT1-1.1	Opening and Welcome Introductions	Chair	brief self-introduction of all participants
S130PT1-1.2	Select a voluntary Secretary		
S130PT1-1.3	Scope of Project Team - Terms of Reference - Rules of Procedures		
2. Approval of Agenda			
S130PT1-2	Agenda	Chair	
3. Matters Arising from the PT and Others			
S130PT1-3	Review decisions and actions from HSSC based on A-2 decisions and related to the work of the PT	IHO Sec.	
4. Work Items			
S130PT1-4.1	Objective of meeting - Agreement of general design and elements of the future S-130 development process based on S-97	Chair	
S130PT1-4.2	Briefly discuss building blocks and timelines of the S-130 development process	All	
S130PT1-4.3	Discuss ways of distribution of work packages and meeting frequency	All	
5. Any Other Business (AOB)			
S130PT1-5	AOB	All	
S130PT1-6	Date of next meeting	Chair	
S130PT1-7	Review Action items	IHO Sec.	
Close			