

**1<sup>ST</sup> MEETING OF THE IHO HYDROGRAPHIC SURVEYS WORKING GROUP (HSWG1)**  
**XXX, XXX**  
**XX - XX XXX 2021**

1. Welcome and opening remarks. (*Chair*)
2. Domestic and administrative arrangements. (*Secretary*)
3. Introduction of participants, apologies and approval of agenda. (*Secretary*)
4. Review of outcomes from HSSC13. (*Chair*)
5. Presentations. (*Chair*)
6. Key topics for discussion: (*Chair*)
  - .1 Current state of S-44 and feedback received;
  - .2 Current state of C-13 and scope of review task, including insertion of identified annexes from S-44;
  - .3 Consideration of methods/activities not presently covered;
  - .4 New technologies/methods to be considered;
  - .5 Format of next edition.
7. Completion of Customer Requirements Survey questionnaire. (*Chair*)
8. Review of ToRs and RoPs. (*Secretary*)
9. Any other business. (*Chair*)
10. Date and venue of next meeting – HSWG2 – and intersessional activities. (*Secretary*)
11. Consideration of Work Plan 2022-2023 and report to HSSC14. (*Secretary*)
12. Review of Action List and draft agenda for HSWG2. (*Secretary*)
13. Closing remarks. (*Chair*)