

Satellite-Derived Bathymetry Best Practice Project Team (SDBPT)

Terms of Reference

Version 1.3

Date: 2024-04-12

1 Introduction

The Satellite-Derived Bathymetry Best Practice Project Team (SDBPT) is a team of Satellite-Derived Bathymetry (SDB) stakeholders that aims at fostering the understanding on SDB, its usage and work towards best practice. Participation in the SDBPT is voluntary and the SDBPT does not follow for-profit objectives.

2 Objective

- a. Maintaining an SDB Best Practice Document (B-13), preparing and proposing revisions and amendments to reflect changes in the demands of hydrographic and other SDB data users, particularly those pertaining to data quality and standards;
- b. Supporting IHO's Hydrographic Surveys Working Group (HSWG) in all relevant aspects of SDB;
- c. Supporting Capacity Building and promoting benefits/opportunities on SDB worldwide;
- d. Identifying new concepts, technologies and methodologies on SDB and exchange experience, best practice and challenges amongst the members.

3 Authority

The SDBPT is a supporting entity to IHO's Hydrographic Surveys Working Group (HSWG) represented by its Chair, Vice chair, and Secretary. The representation of SDBPT to HSWG might be assigned to up to three additional participants proposed by SDBPT and agreed by HSWG.

4 Composition and Chairmanship

- a. The SDBPT shall comprise of stakeholders from various backgrounds, particularly those related to SDB, such as developers, educators, representatives of the IHO Member States (MS) and users. A membership list shall be maintained and reported to HSWG;
- b. Participation is open to personnel officially representing entities and organizations that can provide relevant and constructive contribution within the work scope of the SDBPT;
- c. The Chair, Vice-Chair and Secretary are based on voluntary nomination and elected according to members' consent and shall be a representative SDBPT described in b. The election of the Chair, Vice-Chair and Secretary shall be decided at the biennial meeting and shall be determined by majority vote of the SDBPT members.
- d. If the Chair is unable to carry out the duties, the Vice-Chair shall assume the tasks and responsibilities associated with the Chair;
- e. New candidates for membership shall seek approval from the Chair;
- f. Membership may be withdrawn if a majority of the members represented in the SDBPT agree that a continued participation is irrelevant or unconstructive to the work of the SDBPT.

5 Procedures

- a. The SDB-PT should work by correspondence, teleconferences, group meetings, workshops or symposia;
- b. Decisions should be made by consensus. If votes are required, it shall be on the basis of one vote per participant at the meeting
- c. The SDBPT should report to the Hydrographic Surveys Working Group (HSWG) on its activities and submit a work plan, including expected time frame and milestone targets.
- d. The SDBPT Chair will ensure minutes are recorded with key discussion items, actions and decisions. These will be supplied to HSWG Chair within 1 month of SDBPT meetings.