

Terms of Reference (TOR)

Meso American - Caribbean Sea Hydrographic Commission (MACHC) Marine Spatial Data Infrastructure (MSDI) Working Group (MMSDIWG)

(Approved by the MACHC - TBD)

References:

- IHO Resolution 5 - 2009 on MSDI policy, adopted by the 4th Extraordinary International Hydrographic Conference in June 2009
- 1st HSSC Meeting (Singapore, October 2009) Marine Spatial Data Infrastructure Working Group (MSDIWG)
- Spatial Data Infrastructures “The Marine Dimension” Guidance for Hydrographic Offices IHO Publication C-17 - Edition 2.0 (January 2017)

Introduction:

At the 19th MACHC Meeting, members of the MEIP WG agreed to establish a regional MSDI WG following the discussion about the need to progress from the very narrow focus of the MEIP. This transition was endorsed by several Members, Associate Members, and Observers at the MEIP WG Meeting. An initial decision from the MEIP WG Meeting was to establish new Terms of Reference (TOR) to reflect the expanded role of the MMSDIWG.

Objective:

The MACHC seeks to promote the development of MSDI within the region in support of numerous non-navigation users of marine (hydrographic / charting) data. The MACHC MSDI effort will be based on the four pillars of MSDI which create the framework necessary. These pillars include Policy & Governance (People), Technical Standards (Standards), Information Systems (ICT), and Geographic Content (Data). Making marine (hydrographic / charting) information available in the MACHC region will improve decision making in several areas to include marine planning, coastal zone management, and emergency response.

The MMSDIWG should consider the following in supporting MSDI development in the MACHC region:

- Work with the IHO MSDI WG to establish appropriate governance, standards and policy for MACHC MSDI efforts.
- Identify and analyze the current status of individual MS MSDI implementation and report back to the MACHC.
- Consider MSDI policies within the related international project e.g. e-navigation, MSP, etc.
- Establish and maintain a list of layers necessary to support MSDI user activities.
- Analyze how maritime authorities can contribute their spatial information and the necessary updates, so information can easily be collated with other information to a current overall picture for the region.
- Monitor the development of SDI that could be relevant for the MACHC both nationally and internationally.

- Promote the use of IHO standards in MSDI activities.
- Liaise, as appropriate, with other relevant technical bodies.
- Explore various MSDI use cases, partnerships, and what is necessary to support them via things like the list of layers established and maintained by the MMSDIWG.
- As necessary consider appropriate pilot projects to demonstrate MSDI capability within the region.

Authority:

The MMSDIWG is a subsidiary body of the MACHC Regional Hydrographic Commission (RHC). Its work is subject to MACHC approval.

Composition and Chairmanship:

- All MACHC Members, Associate Members, and Observers are encouraged to participate in the MMSDIWG and to contribute to the work of the WG.
- The MMSDIWG Chair and Vice-Chair shall be elected from the membership of the WG.
- If a Secretary is required, they should normally be drawn from the membership of the MMSDIWG.
- If a Chair is unable to carry out the duties of their office the Vice-Chair shall assume the Chair with the same powers and duties.

Procedures:

- The MMSDIWG decisions should generally be made by consensus. If a vote is required it will be made by the membership of the WG. Votes at meetings shall be on the basis of one vote per member represented at the meeting.
- The MMSDIWG should work as much as possible in accordance with existing guidelines and recommendations issued by the IHO, and IMO.
- The MMSDIWG should consult Task Groups, Committees, and Working Groups or other relevant bodies, as deemed necessary.
- The MMSDIWG should inform relevant RHCs with the aim to coordinate within other regions as much as possible.
- The work of the MMSDIWG will be carried out primarily by correspondence (via e-mails or periodic teleconferences). The members are encouraged to reply without unnecessary delay when the WG is seeking information.
- The MMSDIWG Chair or their representative can on request coordinate MACHC MS views on MSDI topics and present them at the IHO MSDIWG.
- Present an annual report / work plan to the MACHC for direction and approval. This report should include a description on the current status, recommendations on how to proceed with the MSDI implementation and if deemed necessary an action plan with specified time schedule for future MMSDIWG actions.