

S-100 Security PT

1. Objectives

The objectives of the PT are:

- a. Develop the S-100 appointment and termination process for data servers, OEMs and ENDS service providers.
- b. Analyse the current IHO agreements to ensure they are legally binding and provide the IHO with guidance on termination if participants are deemed to have breached.
- c. Propose new agreements for the management of participants within the S-100 security scheme.
- d. Propose to HSSC a method to monitor agreements for breaches possibly through an annual inspection regime for participants within the S-100 and security scheme and creation of S-128 catalogue files by ENDS service providers.

2. Authority

This PT is a subordinate group of the HSSC who reports to Hydrographic Services and Standards Committee (HSSC). The work of the S-100 Security PT is subject to HSSC approval.

3. Composition

- a) The PT shall comprise representatives of IHO Member States (MS), Expert Contributors (EC), observers from accredited NGIO, and a representative of the IHO Secretariat. A membership list shall be maintained and posted on the IHO website.
- b) EC PT 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 a MS. The election of the Chair and Vice-Chair shall be decided at the first meeting and shall be determined by vote of the MS present.
- 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 of membership from the Chair.
- g) EC membership may be withdrawn in the event that a majority of the MS represented in the WG agrees that an EC's continued participation is irrelevant or unconstructive to the work of the WG.
- h) All members shall inform the Chair in advance of their intention to attend meetings of the WG.
- i) In the event that a large number of ECs seek to attend a meeting, the Chair may restrict attendance by inviting EC members of the PT to act through one or more collective representatives.

4. Procedures

The PT should:

- a) work by correspondence, teleconferences, group meetings, workshops or symposia. The PT can meet on a face to face basis as required and if necessary.
- b) make decisions by consensus. If votes are required on issues or to endorse proposals presented to the WG, only MS may cast a vote. Votes at meetings shall be on the basis of one vote per MS represented at the meeting. Votes by correspondence shall be on the basis of one vote per MS represented in the WG.
- c) The date and venue of group meetings shall normally be announced by the Chair at least six months in advance.
- d) The draft record of meetings shall be distributed by the Chair (or the secretary) within six weeks of the end of meetings and participants' comments should be returned within three weeks of the date of despatch. Final minutes of meetings should be posted on the IHO website within three months after a meeting.
- e) The PT should liaise with other IHO bodies, international organizations and industry to ensure the relevance of its work.
- f) The PT should prepare annually a report on its activities and a rolling two-year work plan, including expected time frame.

