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| H275: Guidance and metadata report for delivering bathymetric data to the UK Hydrographic Office V12 April 2022 |
| How to deliver |

The UK Hydrographic Office (UKHO) accepts data delivery via the following means:

› Email to [BDC.Surveys@UKHO.gov.uk](file:///C%3A/Users/talbota/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/1VUMUT5U/BDC.Surveys%40UKHO.gov.uk)

› Hard-drive or USB memory stick mailed to: Bathymetric Data Centre, Terrestrial Team, UK Hydrographic Office,

 Admiralty Way, Taunton, Somerset, TA1 2DN, UK

* Where possible, please notify BDC.Surveys@UKHO.gov.uk that the data has been sent along with a return

 address for when we have assessed the data

› Web transfer such as DropBox or WeTransfer

› FTP. Please contact BDC.Surveys@UKHO.gov.uk for access details

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| What to deliver |

Metadata is key to all submissions. We are more likely to use data with good metadata; it also helps reduce processing delays, allowing us to update navigational products faster. You can find more details on metadata and other aspects of data supply within the [UKHO Guide to Bathymetry](https://datahub.admiralty.co.uk/portal/apps/sites/#/marine-data-portal/pages/seabed-mapping-services).

If a Report of Survey is available, this will usually provide most metadata we require, so we recommend supplying a copy with the data. Please complete the appropriate metadata table below to cover any information not covered in the Report of Survey. If a Report of Survey is not available, please use the appropriate metadata table below to provide us with the essential information. Please ensure the collection date is included (to the nearest month), to enable us to compare/disprove depths in our current bathymetric database by the age of the data.

Please define the intellectual property rights and the owner of the data as clearly as possible. This is needed to attribute the data with the correct usage rights to facilitate incorporation into additional UKHO products outside of SOLAS responsibilities, or for public access.

We will aim to make use of your data in whatever format you supply it, but our preferred formats are listed below. We prefer to receive digital data, but we will accept graphics (plots, charts etc.) if that is all that is available.

We assume any data sent to us has already been cleaned (i.e. had any erroneous data removed) and adjusted for tide. If not, please make this clear on the metadata form upon submission.  Shoal biased data is preferred if applicable and the preferred vertical datum is Chart Datum (approximately the level of Lowest Astronomical Tide).

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| **UKHO preferred Digital Bathymetry Data formats** |
| **Full Density Formats**› Multi-Beam Echo Sounder (MBES): CARIS HIPS – HDCS GSF› Single-Beam Echo Sounder (SBES): XYZ, ASCII, CSV etc. | **Other Product Formats**› CAD – DXF, DWG etc. › ESRI – Shape Files› CARIS – HOB, S57 › Video: .wmv, .avi, .mov, .mp4., etc,› TIF, GEOTIFF, JPG, PNG etc. | › PDF |
| **Thinned / Gridded Formats** › XYZ, ASCII, CSV etc. › BAG (Bathymetric Attributed Grid) › ESRI Grid › CARIS Grid (CSAR) |  |

Please use this diagram and the [UKHO Guide to Bathymetry](https://datahub.admiralty.co.uk/portal/apps/sites/#/marine-data-portal/pages/seabed-mapping-services) to help determine which metadata table should be completed.

Additional guidance available within the [UKHO Guide to Bathymetry](https://datahub.admiralty.co.uk/portal/apps/sites/#/marine-data-portal/pages/seabed-mapping-services)

Table 1: Full Density MBES / SBES

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| Intellectual Property Rights, Principal Ownership |  |
| Do you currently have a data agreement in place with the UKHO? | Choose an item. |
| In addition to SOLAS use, do you agree for this data submission to be used by the UKHO for additional products and data services? | Choose an item. |
| Do you agree to the data being made available to the public via the UKHO Marine Data Portal? (Please note that unless otherwise specified, the data will be made available) | Choose an item. |
| Full Report of Survey included? | Choose an item. |
| Survey Title/Identifier |  |
| Primary Purpose of Data Collection |  |
| Data Collection Start Date | Click or tap to enter a date. |
| Data Collection End Date | Click or tap to enter a date. |
| Commissioning Organisation |  |
| Survey Company/Collecting Organisation |  |
| Name of Survey Vessel(s) |  |
| Bathymetric Instrument Type, Make & Model |  |
| Positioning system  |  |
| Horizontal Datum | Choose an item. |
|  |
| Coordinate Type | Choose an item. |
| Projection  |  |
| Vertical Datum | Choose an item. |
|  |
| Reduction of Sounding to Datum Method | Choose an item. |
|  |
| Processing Software & Version Used |  |
| Format of XYZ file. (e.g. lat, lon, positive depth down) (SBES) |  |
| Line spacing (m) (SBES) |  |
| Survey Standard | Choose an item. |
|  |
| Survey Category/IHO Order Achieved | Choose an item. |
|  |
| Are there wrecks present? | Choose an item. |
| Have wrecks been investigated using “Water Column Data” (WCD)? | Choose an item. |
|  |
| Comments on data cleaning/issues that couldn’t be resolved |  |
| Any additional relevant information |  |

Additional guidance available within the [UKHO Guide to Bathymetry](https://datahub.admiralty.co.uk/portal/apps/sites/#/marine-data-portal/pages/seabed-mapping-services)

Table 2: Thinned/Gridded Data

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| **Essential Information**  |
| Intellectual Property Rights, Principal Ownership |  |
| Do you currently have a data agreement in place with the UKHO? | Choose an item. |
| In addition to SOLAS use, do you agree for this data submission to be used by the UKHO for additional products and data services? | Choose an item. |
| Do you agree to the data being made available to the public via the UKHO Marine Data Portal? (Please note that unless otherwise specified, the data will be made available) | Choose an item. |
| Full Report of Survey included? | Choose an item. |
| Survey Title/Identifier |  |
| Primary Purpose of Data Collection |  |
| Data Collection Start Date | Click or tap to enter a date. |
| Data Collection End Date | Click or tap to enter a date. |
| Commissioning Organisation |  |
| Survey Company/Collecting Organisation |  |
| Method of Survey (e.g. Single-Beam) |  |
| Horizontal Datum | Choose an item. |
|  |
| Coordinate Type | Choose an item. |
| Projection  |  |
| Vertical Datum | Choose an item. |
|  |
| Gridding resolution & method used |  |
| Has the data been interpolated? | Choose an item. |
|  |
| Are the depths shoal-biased? | Choose an item. |
|  |
| Format of XYZ file. (e.g. lat, lon, positive depth down) |  |
| **If Known** |
| Name of Survey Vessel(s) |  |
| Bathymetric Instrument Type, Make & Model |  |
| Positioning system |  |
| Reduction of Sounding to Datum Method | Choose an item. |
|  |
| Processing Software & Version Used |  |
| Survey Standard | Choose an item. |
|  |
| Survey Category/IHO Order Achieved | Choose an item. |
|  |
| Line spacing (m) |  |
| Comments on data cleaning/issues that couldn’t be resolved |  |
| Any additional relevant information |  |

Additional guidance available within the [UKHO Guide to Bathymetry](https://datahub.admiralty.co.uk/portal/apps/sites/#/marine-data-portal/pages/seabed-mapping-services)

Table 3: Sounding Plot / Image

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| Intellectual Property Rights, Principal Ownership |  |
| Do you currently have a data agreement in place with the UKHO? | Choose an item. |
| In addition to SOLAS use, do you agree for this data submission to be used by the UKHO for additional products and data services? | Choose an item. |
| Survey Title/Identifier |  |
| Primary Purpose of Data Collection |  |
| Data Collection Start Date | Click or tap to enter a date. |
| Data Collection End Date | Click or tap to enter a date. |
| Commissioning Organisation |  |
| Survey Company/Collecting Organisation |  |
| Method of Survey (e.g. Single-Beam) |  |
| Horizontal Datum | Choose an item. |
|  |
| Projection  |  |
| Vertical Datum | Choose an item. |
|  |
| Scale of Plot |  |
| Sounding label spacing |  |
| Are the Soundings Shoal Biased?  | Choose an item. |
|  |
| Has the data been interpolated?  | Choose an item. |
|  |
| Has the data been cleaned prior to producing the plot?  | Choose an item. |
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| What is the sounding label position datum? *(Which part of the printed digit represents the position of the depth? – see UKHO Guide to Bathymetry)*  |  |
| Is XYZ data available if requested?  | Choose an item. |
| Any additional relevant information |  |