

TERMS OF REFERENCE
UN-GGIM Working Group on Development of a Statement of Shared Principles
for the Management of Geospatial Information

1. Mandate

1.1. The establishment of a working group was requested by the United Nations Committee of Experts on Global Geospatial Information Management (UN-GGIM) at its third Session in July 2013 as per decision 3/108, “development of a shared statement of principles on the management of geospatial information”.

2. Objective

2.1. The overall objective of the UN-GGIM Working Group on Development of a Statement of Shared Principles (Working Group on SSP) is to prepare a preliminary proposal for a set of shared principles on the management of geospatial information. The proposal should provide simple, but clear statements, principles/common values that would help to guide the behaviour of, and serve all national and global geospatial entities engaged in, the collection, production, management, and dissemination of geospatial information.

3. Expected Results

- 3.1. The following are the expected outcomes of the deliberations and work of the UN-GGIM Working Group on SSP.
- i. The Working Group will prepare a proposal outlining a set of shared principles using an inclusive process with consultation across relevant professional groups.
 - ii. The proposal outlining the guiding principles will be presented to the UN-GGIM Committee of Experts at its fourth Session in 2014 for information, discussion and direction for further refinement. The final document should be presented at the Committee’s fifth Session in 2015 for information and adoption.
 - iii. It is expected that by August 2015 an appreciable number of Member States across all geographic regions (Americas, Europe, Middle East, Africa and Asia and the Pacific) will have been sensitised and be in a position to support the adoption of the statement of shared principles for the management of geospatial information.

4. Specific Activities

- 4.1. To achieve the results as stated in section 3, the Working Group on SSP will undertake the following activities:
- i. Identify and enlist two additional country members from the geospatial community and two from the statistical community, to join the Working Group. This action will increase the total number of members to nine (9) and also ensure that the contribution and experience of the statistical community are captured.
 - ii. Review existing works and literature and decide on the structure and elements of the proposal for the statement of shared principles.
 - iii. Prepare the statement of shared principles document.

- iv. Prepare and execute a communication/promotion plan that informs, educates and wins the support of Member States for the need of a set of principles on the management of geospatial information.
- v. Circulate for review and comments/feedback the statement of shared principles document, to Member States and international geospatial information organisations.
- vi. Prepare Technical Papers in support of the Statement of Shared Principles for submission and presentation at the Fourth and Fifth Sessions of the UN-GGIM Committee of Experts.

5. Membership, Composition and Term of Office

- 5.1. The Working Group on SSP will comprise representatives from national governments and international organizations from the geospatial and statistical communities.
- 5.2. The Working Group on SSP will elect a Chair and any other position as deemed necessary to support the work of the group. Each will serve for 2 years at which time the work of the group should have been completed. Should the work continue beyond 2 years, the Working Group may elect a new Chair for the new period of work.
- 5.3. Should the need arise; the Working Group on SSP may establish sub-groups to work on particular aspects of its work programme.
- 5.4. The Working Group on SSP will liaise as required with other international groups that may have an interest in the preparation of the Statement of Shared Principles on the management of geospatial information, including: the United Nations Committee of Experts on Global Geospatial Information Management (UN-GGIM), the United Nations Statistical Commission, the Global Spatial Data Infrastructure Association and the GIS Certification Institute.

6. Reporting Procedure

- 6.1. The Working Group on SSP will report to the UN Committee of Experts on GGIM.

7. Frequency of Meetings

- 7.1. The Working Group on SSP will operate virtually and meet when the opportunity arises in concurrence with related global geospatial meetings.

8. Secretariat

- 8.1. The United Nations Statistics Division of the Department of Economic and Social Affairs will serve as the permanent Secretariat of the Working Group on SSP. It will provide the day-to-day management and coordination, and undertake internal and external communication on behalf of the Working Group on SSP. In co-operation with the Chair, the Secretariat will coordinate, monitor and report on the activities of any sub-groups, assist with the organisation and preparation of the agenda for the Working Group on SSP meetings, issue notices and any other support activities deemed necessary.