**Questionnaire on Structure of Geospatial Management Organization**

This questionnaire aims to identify and describe the types of entities, organizational structures, types of leadership and policies in GIM organizations. The results will be used to develop an index to measure the effectiveness of geospatial institutional arrangements[[1]](#footnote-1). This questionnaire is developed by the UNGGIM Working Group on National Institutional Arrangements with an overall objective to identify the best practices, sets of institutional models and legal frameworks for national GIM.

The questionnaire is divided into 3 sections: Organizational, Leadership and Governance Policies. The questions are posed in order to gain a comprehensive picture of the status of geospatial management organization and therefore we ask for your patience and kind cooperation. Please note that the information provided would be treated in confidence and only aggregated results will be made available to the wider community.

We note that based on the scope of the questions asked and the variations in institutional structures/arrangements in each country, different units in your organization and/or different agencies/entities may be required to answer the questionnaire. We therefore ask that the relevant agencies/entities be asked to contribute to completing the questionnaire, to ensure it is done comprehensively. In addition, given the nature and criticality of the information sought, we also kindly request that an official with senior management authority for the subject area, complete and/or approve the completed questionnaire.

Please submit the completed questionnaire and supporting documents in electronic format to Ms Cecille Blake, e-mail blake1@un.org or Ms. Vilma Frani, e-mail frani@un.org on or before 13 February 2015.Thanking you for your cooperation and assistance in fulfilling this important task of the Working Group. Please insert the details of person completing this questionnaire.

Name:

Position Title:

Name of Organisation:

Mailing Address:

Country:

Telephone number:

Fax Number:

Email:

Institution and Name of Person Consulted:

**Section 1: Organizational**

1. Do you have a national initiative in geospatial information management (GIM)?

[ ]  Yes [ ]  No

1. If Yes to Q1, at what stage of development would you classify your GIM work?

[ ] Planning [ ]  Inception [ ] In Development [ ] In Operation

1. If No to Q1, do you plan to begin a GIM initiative and when?

[ ]  Yes

 [ ]  in the next 12 months

[ ]  in the next 2 to 3 years

[ ]  No, please provide reasons for not having a GIM initiative.

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1. Is there a long term strategy document and/or implementation plan for your GIM?

[ ]  Yes [ ]  No

If Yes, please provide a copy or web address where the document(s) may be downloaded.

1. Please describe in detail, using the template below, the institutional arrangements for the governing and management of your national GIM. Also comment on what factors contributed to the evolution of existing institutional arrangements. An example for Q3 & 4 has been attached for reference:



|  |  |
| --- | --- |
| S/n | Description |
| a | Provide background on overall political/administrative system in your country. |
| b | Describe your GIM institutional arrangement, including the mandate, types of entities, configuration, portfolios, Terms of Reference, monitoring tools and organizational chart, where available. |
| c | Types of relationships among entities. For example, are the linkages mandated partnerships (an edict of law), or are they voluntary, governed by MOUs, contractual agreements etc. |
| d | Factors contributing to the evolution of existing institutional arrangements. |

1. Have there been significant changes carried out/planned for your country’s institutional arrangements? If yes, please say what changes and comment on the rationale for the change. E.g. Creation of an independent GIM organization because of recognized importance of GI to national development, changes in leadership, organizations structure, and policy.

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1. Please rate the extent of the participation of the following stakeholders in your national GIM, based on a scale of 1 to 10, with 1 being very low and 10 being very high. For each stakeholder group, please check all the responsibilities that apply.

|  |  |  |  |
| --- | --- | --- | --- |
| **S/n** |  **Type of stakeholders** | **Your rating**  | **Check the responsibilities of the stakeholders below** |
| a | Government |  | [ ]  Creates and supplies geospatial data [ ]  Assures geospatial data quality [ ]  Creates geospatial services[ ]  Conducts R&D[ ]  Contributes/Develops GIM policies [ ]  Drives use of geospatial information[ ]  Makes strategic decisions on national GIM[ ]  Monitors national GIM development[ ]  Provides skills training[ ]  Provides technology and infrastructure |
| b | Academia |  | [ ]  Create and supplies geospatial data [ ]  Assures geospatial data quality [ ]  Creates geospatial services[ ]  Conducts R&D[ ]  Contributes/Develops GIM policies [ ]  Drives use of geospatial information[ ]  Makes strategic decisions on national GIM[ ]  Monitors national GIM development[ ]  Provides skills training[ ]  Provides technology and infrastructure |
| c | NGO |  | [ ]  Creates and supplies geospatial data [ ]  Assures geospatial data quality [ ]  Creates geospatial services[ ]  Conducts R&D[ ]  Contributes/Develops GIM policies [ ]  Drives use of geospatial information[ ]  Makes strategic decisions on national GIM[ ]  Monitors national GIM development[ ]  Provides skills training[ ]  Provides technology and infrastructure |
| d | Private Sector |  | [ ]  Creates and supplies geospatial data [ ]  Assures geospatial data quality [ ]  Creates geospatial services[ ]  Conducts R&D[ ]  Contributes/Develops GIM policies [ ]  Drives use of geospatial information[ ]  Makes strategic decisions on national GIM[ ]  Monitors national GIM development[ ]  Provides skills training[ ]  Provides technology and infrastructure |

**Section 2: Leadership**

1. Who provides overall leadership in your national GIM? Please provide the name and title of the responsible officer and organization.

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1. Please rank the top 5 GIM areas placed by your current leadership where their availability or implementation is deemed crucial in determining the effectiveness of GIM organizations. Rank 1 for the area being the most important, 2 being the second most important and so on. You may provide a brief statement to support your selection

|  |  |  |  |
| --- | --- | --- | --- |
| **S/n** | **GIM areas** | **Your ranking**  | **Remarks on selection** |
| a | Capacity building & adoption  |  |  |
| b | Coordination & collaboration among entities  |  |  |
| c | Diverse representation in institutional arrangements |  |  |
| d | Funding support for GIM activities |  |  |
| e | Infrastructure & technological facilitation |  |  |
| f | Leadership & mandate |  |  |
| g | Legal framework creation/application |  |  |
| h | Policy & decision making |  |  |
| i | Public service delivery |  |  |
| j | Shared vision & plans for GIM development |  |  |
| k | Accountability, monitoring & regulation |  |  |
| l | Others, please specify: |  |  |

**Section 3: Governance Policies**

1. Rank the top 5 governance policies as relates to GIM, in the order of importance placed by your current administration, with 1 being the most important, 2 being the second most important and so on. You may provide a brief statement to support your selection.

|  |  |  |  |
| --- | --- | --- | --- |
| **S/n** | **Governance policies** | **Your ranking** | **Remarks on selection** |
| a | Competition Policy |  |  |
| b | Intellectual Property Rights |  |  |
| c | Open Data |  |  |
| d | Data Privacy |  |  |
| e | Data Sharing |  |  |
| f | Data/Service Pricing |  |  |
| g | Data/Service Security |  |  |
| h | Data/Service Standards |  |  |
| i | Others, please specify |  |  |

1. Please select which instrument(s) is/are used specific to GIM (e.g. establishing the GIM, geospatial governance policies). Kindly provide a copy of the document(s) or a web address where they may be accessed.

|  |  |  |
| --- | --- | --- |
| **S/n** | **Type of instrument** | **Name/Title of instrument** |
| a | [ ]  Legislation: |  |
| b | [ ]  Executive Order/Decisions  |  |
| c | [ ]  National Policy |  |
| d | [ ]  Cooperation Agreements |  |
| e | [ ]  Others, please specify |  |

1. Comment on the factors that contributed to the need for the various instruments in your country and the outcomes post enactment of the instruments.

|  |  |  |
| --- | --- | --- |
| **Instruments** | **Contributing Factors** | **Outcomes** |
|  |  |  |

11. Please let us know any other thoughts you have on key drivers or issues in determining the effectiveness of geospatial institutional arrangements.

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1. National Institutional Arrangements (NIA) for Geospatial Information Management (GIM) is defined as the cooperation structures carried out between public or private institutions and organizations with the intention to establish a legal, organizational and productive framework, which will allow a sustainable management of Geospatial Information, regarding its creation, updating and dissemination, in order to provide an authoritative, reliable and  sustainable Geospatial Information base for all final users. [↑](#footnote-ref-1)