



STATUTES

Effective as amended on 1 November 2012

Chapter 1 General

Article 1 Name of the Committee

This Committee shall be called the Regional Committee of United Nations Global Geospatial Information Management for Asia and the Pacific (UN-GGIM-AP) (Hereinafter called the "Committee").

Chapter 2 Aim and Purpose

Article 2 Mandate and Authority

1. The Committee has been established pursuant to resolution 16 of the 13th United Nations Regional Cartographic Conference for Asia and the Pacific (Beijing 1994).
2. The name of the Committee has been changed from "the Permanent Committee on GIS Infrastructure for Asia and the Pacific" to "the Regional Committee of United Nations Global Geospatial Information Management for Asia and the Pacific" pursuant to resolution 8 of the 19th United Nations Regional Cartographic Conference for Asia and the Pacific (Bangkok 2012).
3. The Committee shall operate under the purview of the United Nations Regional Cartographic Conference for Asia and the Pacific (UNRCC-AP) and submit its report as well as recommendations to the Conference.

Article 3 Aim

The Committee shall identify regional issues relevant to geospatial information management and take necessary actions on them for the furtherance of the discussions in UNRCC-AP, and thus contribute to the discussions in the UNCE-GGIM so that the economic, social and environmental benefits of geospatial information will be maximized in Asia and the Pacific region.

Article 4 Definition of Geospatial Information Management

Geospatial Information is defined as:

Information on entities or phenomena that can be referenced to specific locations relative to beneath, on or above the Earth's surface.

Geospatial information management is defined as:

Management of all kinds of information geospatially for better decision making and policy formulation to address many of the humanitarian, peace and security, environmental and development challenges through the maximized use of geospatial information by taking advantage of geospatial information technologies, improving geospatial policies and institutional arrangements, and strengthening the capacity.

Article 5 Objectives

The Committee shall endeavor to achieve the following objectives in the context of regional geospatial information management:

1. To enhance the coordination and dialogue amongst national surveying and mapping organizations (NMOs) and national geospatial information authorities (NGIAs) in Asia and the Pacific region and relevant international organizations to share state of-the-art technologies, best practice and experience on geospatial information management.
2. To establish a precise and reliable geodetic reference frame in Asia and the Pacific region in close cooperation with relevant international organizations as well as member countries.
3. To improve the capacity of member countries in need of policy direction on the national geospatial information management.
4. To foster and facilitate timely use and sharing of geospatial information among member countries for regional and global issues including disaster management.
5. To establish and promote the necessary institutional arrangements and frameworks that enable NMOs and NGIAs of member countries to develop and reach a level of geospatial consistency and maturity.
6. To establish frameworks and mechanisms for the purposes of meeting the goal of GGIM to contribute to promoting and monitoring common principles, policies, methods, research and development and standards for geospatial data and services.
7. To develop strategies and guidelines for the implementation of 3D cadastre development of the member countries.
8. To develop strategies and guidelines for the flow, discovery, access, integration and dissemination of geospatial information to meet the current global challenges, reduce vulnerability and enhance resilience of member countries to disasters.

9. To develop strategies and guidelines for the establishment of an authoritative source of geospatial information by NMOs and NGIAs of the member countries.

Article 6 Liaison with other International Organizations

In addition to reporting to the UNRCC-AP and the UNCE-GGIM the Committee shall also seek to establish links with other relevant United Nations programs and international bodies by actively participating in the international conferences and activities;

Chapter 3 Committee Formation

Article 7 Membership

The membership of the Committee shall consist of the directorates of NMOs and NGIAs of the countries from Asia and the Pacific. The list of countries from the Asia and the Pacific region is advised by the United Nations. However each country shall nominate a single Representative to the Committee. A number of additional persons may be nominated by the Representative as experts to attend meetings of the Committee.

Article 8 Duties of Members

Members shall make every effort to attend Committee meetings and take actions necessary and appropriate to develop and promote the aims of the Committee and may with the approval of the President represent the Committee at specific functions.

Article 9 Term and Replacement of Members

The term of Committee Member representatives shall not be subjected to any particular rule and the replacement of a Member representative shall be made by the Member countries.

Article 10 Executive Board

1. The Committee shall elect an Executive Board consisting of:
 - i. The President,
 - ii. The Vice President,
 - iii. Secretary, and
 - iv. Others Members (up to nine)

2. The term of the Executive Board shall be the period between United Nations Regional Cartographic conferences, currently about three years.
3. The President, Vice President, Secretary and Executive Board Members shall be elected at the Committee meeting held in conjunction with the United Nations Regional Cartographic Conference for Asia and the Pacific (UNRCC-AP).
4. The President, Vice President and Secretary may be re-elected, but shall not serve more than two consecutive terms in that office.
5. In the case when a vacancy occurs in the Presidency during the period between UNRCC-AP meetings, the Vice President shall act in that capacity until the next Committee meeting, at which a President shall be elected.
6. In the case when a vacancy occurs in the Vice Presidency or Secretary during the period between UNRCC-AP meetings the Executive Board may nominate a member of the Board to act in that capacity until the next Committee meeting.
7. In the case when any other vacancy occurs in the Executive Board in the period between the UNRCC-AP meetings, the Executive Board, after consultation with the respective national member organizations, shall appoint a replacement from the same country if that country has someone available, and if not, then nominations will be sought from other member countries, as the replacement member to serve until the next UNRCC-AP meeting. Should more than one country become nominated to fill the vacancy, an election by the Committee will be held to determine the new Board member.
8. Each Working Group shall, where possible, be chaired by a member of the Executive Board, but if this is not the case then Chairs of Working Groups will be ex officio members of the Executive Board, and become an addition to the defined Executive Board positions.

Article 11 Functions of Executive Board

The functions and responsibilities of the Executive Board shall be to:

1. Plan and coordinate the Committee work program between plenary sessions of the Committee;
2. Plan and manage the activities that the Committee undertakes for the UNRCC-AP and the UN-GGIM in consultation with the United Nations;
3. Manage the continuing administrative affairs of the Committee;
4. Make recommendations on objectives, activities and work programs to the Committee;
5. Coordinate funding proposals to aid agencies;
6. Prepare and submit reports on activities of the Committee to the UNRCC-AP the UNCE-GGIM and relevant international bodies;

7. Represent the interests of the Asia and Pacific region in the world's geospatial information management community;
8. Promote UN-GGIM guidelines to the members of the Committee;
9. Take opportunities to give presentations to related bodies at conferences and other relevant events; and
10. Examine and approve all the meetings organized or sponsored in the name of the Committee.

Article 12 Meetings of the Executive Board

1. The Executive Board shall meet at least once a year. The date and place shall be determined by the Executive Board and an official meeting shall consist of at least fifty percent of the members of that Executive Board.
2. The meetings of the Board shall be governed by the Rules of Procedures set forth from the Committee.
3. The President shall chair the meetings of both the Committee and the Executive Board.
4. The Executive Board should operate primarily through e-mail, with ad hoc meetings between the full Committee meetings only as required.

Article 13 Working Groups

1. Working Groups may be established, with the approval of the Committee, to carry out the objectives of the Committee.
2. Working Groups may initiate and terminate projects in areas of concern to the Committee.
3. Working Groups shall report regularly to the Committee on their activities, together with recommendations for consideration by the Committee.
4. Each Working Group shall, where possible, be chaired by a Member of the Executive Board, but in the case of a Working Group Chair not being a Board Member then he/she will be an ex-officio member of the Board.
5. Working Group Chairs are able to appoint coordinators for key activities within their work program and these coordinators may report to the Working Group Chairs.
6. In so far as they are applicable, the Rules of Procedures set forth from the Committee shall also apply to the procedures of the working groups.

Chapter 4 Committee Conference

Article 14 Occurrence of Meetings

1. Meetings of the Committee coinciding with the UNRCC-AP that meets every three years:
 - i. The format should be that of a conference, having both invited and presented papers;
 - ii. Attendance should comprise country delegations led by the Committee member;
 - iii. The Executive Board, along with the Member from the host country, should be responsible for organizing the conference agenda, including identification of the Chairman and invited speakers;
 - iv. The United Nations should continue providing administrative support, including the issuing of invitations, provision of translation facilities, and publication of proceedings;
 - v. Some sessions of each UNRCC-AP meeting should be run as part of the Committee meeting; and
 - vi. Key elements of the conference include:
 - a. Report from the Executive Board covering achievements over the three year period since the previous Conference and plans for the following three years in consideration by the Conference that coincides with the three year planning cycle of the UNRCC-AP meeting dates;
 - b. Invited presentations on global and other UNRCC developments;
 - c. National reports from participating countries; and
 - d. Resolutions of the UNRCC-AP should be categorized with those requiring action to include the person or agency responsible, and the due date. The Committee should include all UNRCC-AP resolutions on its website, along with a statement of the status of the action items. The UNRCC-AP agenda include an item for review of the status of "Action resolutions" from the previous UNRCC-AP meeting with the Executive Board, providing a written report as the basis for the review.
2. Meetings of the Committee in between UNRCC-AP meetings:
 - . The Committee should meet once per year, with every third meeting being incorporated within the UNRCC-AP;
 - i. The format of these meetings should be that of a committee, focused on work plans and technical issues;
 - ii. Attendance should be limited to the Committee Member (head of NMOs and NGIAs, or equivalent), a small number of technical advisers, and invited observers; and
 - iii. The key elements of the meetings would be:
 - . Standing agenda items;
 - a. Working Group progress reports and plans; and
 - b. Working Group technical meetings.

Article 15 Convocation of a Committee Meeting

Meetings of the Committee in between UNRCC-AP meetings shall be convened by the President and the meetings of Committee and Executive Board may be held in conjunction with other meetings where appropriate.

Article 16 Advisors and Observers

The Executive Board may invite advisors and observers to the Executive Board meetings and Committee members may invite a small number of technical advisors to the Committee meetings.

Article 17 Procedures for Calling a Meeting

1. The Secretariat, under instructions from the President, shall provide Members, Advisors and Observers with a written notice regarding the date, venue and the agenda at least two months prior to the Executive Board meeting and six months for a Committee meeting.
2. The members that plan to convene meetings under the name of UN-GGIM-AP other than the regular meetings should inform the Secretariat before 6 months at least, and discuss on it with the President, the Vice-President and the Secretariat for wellpreparation of the meeting.

Article 18 Substitute of an Executive Board Member or a Committee Member

An Executive Board Member may, at his or her responsibility, nominate a Substitute to the Executive Board meeting whereas a Committee Member may, at his or her responsibility, nominate a Substitute to the Committee meeting and the Substitute should possess equivalent expertise as the Member.

Article 19 Decision of Agenda for Committee Meetings

1. An agenda shall be decided by a show of hands that constitutes a majority of the Members present at the Committee meeting.
2. In the case when the vote is equally divided, the President shall form a decision.
3. Advisors or Observers invited by the Executive Board shall not be entitled to vote.

Article 20 Language

English shall be the official language of Committee meetings and simultaneous interpretation between English and the official language of the host country may be provided, if necessary, by the host country.

Article 21 Record of Meetings

The activities of Committee meetings shall be reported by the Secretariat under instructions from the President.

Chapter 5 Fund and Expense

Article 22 Costs of Participation

Members shall, as a rule, bear travelling and other costs for their participation in the Committee, Executive Board and Working Groups meetings.

Article 23 Operation of Committee

Expenses for arranging the Committee and Executive Board meetings shall be borne by the host country whereas expenses for the administration of the Committee and Executive Board shall be met by the Members according to their respective responsibilities.

Article 24 Financial Contribution

The Committee may invite Members to make a financial contribution in order to achieve some special purpose or objectives approved by the Committee and the Executive Board may also invite financial support from other sponsors.

Article 25 Allocation of Funds

The Executive Board shall be responsible for the allocation of all and any funds of the Committee.

Chapter 6 Supplementary

Article 26 Revision of the Statutes

1. The Statutes may be amended at any Committee meeting with a two-thirds majority of those voting. Members unable to attend the Committee meeting may nominate in writing another Member to vote on their behalf.
2. Any proposal for amendment shall be submitted to the Secretary in time for inclusion in the notice of meeting and agenda.
3. The Statutes should be a standing agenda item of Executive Board and Committee meetings.

Article 27 Dissolution of the Committee

1. The Committee may be dissolved by a two-thirds majority of those voting at any Committee meeting. Members unable to attend the Committee meeting may nominate in writing another Member to vote on their behalf.
2. In the event of dissolution of the Committee, any funds remaining after settlement of liabilities of the Committee will be transferred to the member countries in such manner and quantum approved by the Executive Board.

Article 28 Domicile

The Secretariat of the Committee shall be at the office of the current Secretary unless otherwise determined by the Executive Board.

Article 29 Effective Date of Statutes

The Statutes shall take effect from the date they are approved by a two-thirds majority of those voting at the Committee meeting.