



## MINUTE 1<sup>a</sup> MEETING OF PC-IDEA WORKING GROUP ON PLANNING

Place: Conference Room Brazilian Institute for Geography and Statistics (IBGE) Río de Janeiro, Brasil

Date/Time: December 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>, 2010, from 9:00 AM to 5:00 PM

Participants:

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(\*): Participation through vídeo-conference

Agenda:

1. Opening and welcome
2. General reports
3. Working plan presentation
4. Development of planning work
5. Summary of agreements

6. Definition of immediate tasks
7. Closure

Desarrollo:

### **1º Topic:** Opening

The President of PC-IDEA welcomes all present, noting the importance of the meeting, expressing the pleasure of receiving at IBGE to representatives of participating countries and his expectations regarding the outcome of the work.

### **2º Topic:** General reports

The President of PC-IDEA provides a general framework of the Working Group meeting, describing as context the last meeting of the Board of the PC-IDEA in New York and the steps with PAIGH for a meeting of the standing committee Lima, for which it was decided to postpone it for next year and hold the working group meeting in late 2010.

He reports on the United Nations efforts to support the development of geospatial data infrastructures, in particular the formation of the Committee of Experts on Geographical Information and the Global Forum for Global Geographic Information Management (GGIM) and programmed meetings for the next year.

He reports on GIS Development support to finance the participation of 16 countries to attend the next meeting of the PC-IDEA, to be held in Brazil in August 2011.

He refers to the existence of regional initiatives such as the project GEOSUR and the need they develop and integrate the work of PC-IDEA. In the case of GEOSUR, he said that this instance could support the political and strategic work of PC-IDEA through its platforms for information dissemination.

Finally, the President of CP-IDEA identifies two options for obtaining resources to carry out the activities of the Committee:

- CYTED Project, prepared by the Executive Secretariat of the PC-IDEA, which could provide funding for the implementation of Committee meetings. The project was presented and is waiting on approval response. The provision of resources for that category is up to 35 thousand euros per year for 4 years.
- Draft submitted to International Development Found (IDF) for a total of U.S. \$ 672,645 for support spatial data infrastructures. These funds would be executed by the IBGE, so in order to finance activities of CP-IDEA, these all should be performed in Brazil.

### **3º Topic:** Working plan presentation

The coordinator of PC-IDEA Working Group on Planning (PC-IDEA GTplan) makes a presentation on the proposed action plan for this group within the framework of resolutions number 1, 2 and 3 of the Regional Cartographic Conference of the United Nations and the agreement of the Directive Board of PC-IDEA.

He notes, first, the current conformation of the PC-IDEA GTplan, where participate representatives from seven countries: Brazil, Cuba, Mexico, Canada, Guatemala, Colombia and Chile.

He then points out that the overall objective of the Working Group is *"To plan, implement and monitor a set of activities to meet the requirements set out in resolutions 1, 2 and 3 of the last Regional Cartographic Conference for the Americas."*

He presents the specific objectives, describing the first proposal of actions for the working group that was distributed before the meeting, organized into four subcomponents:

- Definition of work plan (2010-2013)
- Survey on relevant topics about SDI
- SDI and mapping assessment in the Americas
- Implementation of technological means for SDI discussion topics

Subsequently he presents the objectives set for the meeting, including define the scope of activities, define expected products, set deadlines and designate responsibilities.

Finally, regarding the methodology for the meeting, it was established to develop each of the blocks, according to initial program, developing for each activity the points raised in the previous paragraph.

### **4º Topic:** Development of planning work

The planning work was carried out in accordance with subcomponent structure defined and presented previously. The working methodology was initially to establish an understanding for each subcomponent and then complete the proposal of activities. Then it was proceeded to define the products and responsibilities for each of the activities, assigning a responsible country by subject (see action plan in attached document). Regarding the initial proposal, they were made some changes to the order of activities, aimed to avoid duplication and take advantage of human resources available.

It should be noted that at the beginning of the meeting and in the final review were held teleconferences with representatives of Canada and Colombia, who provided a definition of the capabilities and expertise to make available to the working group and also to share with them the final structure of the action plan.

Similarly, during the workshop it was held a teleconference with representatives of the United Nations to report on progress in planning work. They reported on the activities of the expert committee at its next meeting in April 2011 and the creation of the global forum which will meet every two or three years.



They also indicated that it is being prepared a report for the Economic and Social Council of the United Nations (ECOSOC) which should define the way forward on how to address the issue of geographic information.

#### **5º Topic:** Summary of agreements

- It was agreed to call this group as "PC-IDEA Working Group on Planning" (PC-IDEA GTplan).
- The seven countries that form the PC-IDEA GTplan will be responsible for coordinating the implementation of a specific topic within the action plan formulated: Colombia, Mexico, Canada, Brazil, Guatemala, Cuba and Chile.
- The first cut time for reporting results of PC-IDEA GTplan is the PC-IDEA meeting in August 2011 in Brazil.
- Regional vocals coordination will be used to coordinate to channel specific activities of the plan.
- The countries will be, with United Nations support, asked to update information on the official representation to the PC-IDEA.
- An invitation will be extended, with the support of the United Nations, to all countries of the continent to join the PC-IDEA network.
- It will be managed the coordination between CP-IDEA and Geosur Project, so that this latter complements the functions of PC-IDEA from the field of providing tools for the dissemination of geospatial information.
- There will be efforts to hold the next meeting of the CP-IDEA GTplan in April 2011 in New York



**6º Topic:** Definition of immediate tasks

Related to GTplan CP-IDEA:

<b>Task</b>	<b>Responsible</b>	<b>Term</b>
Distribution of the action plan to PC-IDEA GTplan for completing deadlines	PC-IDEA GTplan Coordinator	December 6
Delivery action plan completed to PC-IDEA GTplan coordinator	Thematic coordinators	December 13
Elaboration of Gantt with Project software	PC-IDEA GTplan Coordinator	December 17
Distribution of Gantt to Thematic coordinators	PC-IDEA GTplan Coordinator	December 17
Distribution of the Meeting Minute	PC-IDEA GTplan Coordinator	December 10
Submitting of a communication from the presidency of PC-IDEA to all members of the Committee, with the work plan and the statement that they will be contacted by the vocals and thematic coordinators	PC- IDEA Presidency	December 23
Consensus on the instrument to be used in diagnostic information survey in its various themes	PC-IDEA GTplan Coordinator and Thematic coordinators	Ending February



Related to the coordination with the United Nations:

Task	Responsible	Term
Coordination with the UN to formalize the planning PC-IDEA with the countries of the region	PC-IDEA Executive Secretariat	December 17
Identification of national SDI counterparts or cartographic / geographic institutes and other related institutions	-United Nations -PC-IDEA Executive Secretariat -Regional vocals	December 31
Submitting of an UN /PC-IDEA communication to the Ministries of Foreign Affairs of the countries and identified national counterparts	PC-IDEA Executive Secretariat	January 15
Submitting of Communication and documentation from PC-IDEA Regional vocals to national counterparts	Regional vocals	January 15

**7º Topic:** Closure

The President of CP-IDEA realizes the closing of the meeting, expressing his satisfaction with the results of the work and calling to move up each of the activities according to defined deadlines, in order to make a good report at the next meeting of PC-IDEA.