

MINUTE 2nd MEETING OF PC-IDEA WORKING GROUP ON PLANNING

Place: United Nations Statistics Division (UNSD) New York, United States

Date /Time: April 6th y 7th, 2011, from 9:00 AM to 5:00 PM

Participants:

| Nombre y país | E-mail |
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| <i>Amor Laaribi</i> United Nations Statistics Division | laaribi@un.org |
| <i>Stefan Schweinfest</i> United Nations Statistics Division | schweinfest@un.org |
| <i>Fraser Taylor (*)</i> International Steering Committee for Global Mapping | fraser_taylor@carleton.ca |

(*): Invited

Agenda:

1. Opening and welcome
2. General reports
3. State of the art of the Working Plan
4. Use of PBworks tool and Glossary of Terms
5. Presentation of Subgroups advances
6. Summary of general agreements

7. Remarks and agreements related to subgroups work
8. Calendar of diagnosis activities before PC-IDEA meeting in August 2011.
9. Closure

Development:

1º point of the agenda: Opening

The PC-IDEA President welcomed all present, noting the importance of work being done, which will have as an important milestone the enlarged meeting of the Permanent Committee in August in Rio de Janeiro, where it will be reported the progress of ongoing activities and where it is expected to have a set of results and products to be presented.

He also referred to the importance of having made known the work of PC-IDEA at the meeting of the Committee of Experts on Global Management of Spatial Information (GGIM), in which it was committed the preparation of a report on institutional arrangements and standards for the next GGIM world forum to be held in Seoul, South Korea.

2º point of the agenda: General Reports

The President of PC-IDEA gave a report regarding various subjects:

He reported that for the South American Vocal it was confirmed the role of Chile, in the person of Esteban Tohá, SNIT Executive Secretary; while for the Caribbean Vocal is awaiting confirmation Mr. Candido Gift. North and Central America maintain its representation on the United States and Guatemala respectively.

He informed that there has been contact with the coordinator of GEOSUR program, Eric Van Praag, for the integration and complementarity with the work of PC-IDEA. In this way, he indicated that this organization could support the political and strategic work of the Permanent Committee through its platforms for information delivery. Mr. Van Praag will be attending to the Latin American Geospatial Forum in August 2011.

In another area, reported that in February 2011 it was sent to the General Secretariat of PAIGH a proposal to establish a PC-IDEA Working Group in the ambit of the Cartography Commission, in order to search funding for committee activities permanent. He also referred to Resolution No. 8 of the last meeting of the Directive Board of PAIGH, where it is recommended to the member countries to participate actively in the work program of PC-IDEA.

Then, he reported on the two projects that had been submitted for financing the activities of PC-IDEA: CYTED project (35 thousand euros per year for 4 years) and World Bank (International Development Found, IDF) for a total of U.S. \$ 672,645 for building spatial data infrastructures. In both cases there was no approval.

Finally, he referred to the next event "Latin American Geospatial Forum" to be held in Rio de Janeiro between 16 and 19 August 2011, where it is expected the exchange of experience at the industry level and also the enlarged meeting of PC-IDEA, with a full day's duration on 18 August, plus the block of the day 19 between 10:30 to 12:00 AM. As part of this event, it will be explored the possibility of a GTplan meeting.

3º point of the agenda: State of the art of the Working Plan

The coordinator of the PC-IDEA Working Group on planning (GTplan PC-IDEA) made a presentation on the progress of the Action Plan defined in Rio de Janeiro in December 2010. This presentation included a brief overview of the creation of GTplan, agreements and immediate tasks set out in that meeting, a summary of current tasks and objectives and expected results of the Meeting in New York.

In relation to members of GTplan it was configured an updated table that will be presented in the chapter on agreements of this minute.

Related to ongoing work, it was conducted a quick review of the seven working groups, reporting in all cases progress according to schedule.

Regarding the expected results of the meeting, which were raised by the coordinator of GTplan, the following are mentioned:

- Sharing the state of the art in implementing the working plan: describe what has been done and what's coming towards the PC-IDEA meeting in Rio de Janeiro, scheduled for August.
- Agree procedures to leverage the benefits of PBworks as a tool for collaborative work.
- Reaching a consensus on the number of questionnaires to be applied, depending on the institutions to be consulted. Could possibly be two different questionnaires, one SDI issues related to the CAP, NET, PRA and DES subgroups, to be applied in organisms leading the national SDIs and other issues related to INN subgroup, to be applied in cartographic agencies
- Reach a consensus on the content and structure of the questionnaires to be applied, questions, answers type (free text, multiple choice) domains (numbers, characters) to examine possible duplication of questions among the proposals in the various subgroups.
- Define what tool will be used to apply the questionnaires (Internet, email, other).
- Agree on the methods and responsibilities for processing the data, once the questionnaires are filled by the countries of PC-IDEA.

4º point of the agenda: Use of PBworks tool and Glossary of Terms

The representative of Canada made a presentation regarding two important aspects of the work of PC-IDEA GTplan: PBworks Web tool and a glossary of terms proposed to optimize communication and the work of the group.

Regarding to PBworks, the presentation was focused on the description of the tool and its advantages, the current contents, an overview of the home page, and instructions to upload a document, comment on a document and create a page or a directory.

On the other hand, it was proposed a glossary of terms to be adopted in the working group that allows a common understanding of key concepts and terms and reduce the number of inconsistencies, especially in written material. It was also proposed to build an extended glossary for all PC-IDEA organization, however, because of time restrictions, only the first one will be prioritized, focused on the working group.

The representative of Mexico pointed the advantages of Google Docs and it was proposed to incorporate it as a tool linked to PBworks.

5º point of the agenda: Presentation of Subgroups advances

Representatives of the seven countries that make up the PC-IDEA GTplan made a presentation of the developments in their respective work plans, observing in all cases, an appropriate development level and according to the times given in the meeting in Rio de Janeiro, December 2010.

6º point of the agenda: Summary of general agreements

- It will be applied a single questionnaire with the contents of CAP, TEC, PRA, INN and DES subgroups.
- The questionnaire will be addressed to the national SDI representatives within PC-IDEA, who must coordinate its response with the appropriate agencies. These representatives will be responsible of consolidating of the questionnaire in the national level. This is considering the suggestion of the Colombia representative, who stated that this issue is not settled exclusively in the national geographic institutes but also in other organizations involved in SDI.
- The Executive Secretariat of PC-IDEA will manage a Web solution for the implementation of the questionnaire, which will be replaced by the use of email (.cvs format), as plan B if the first is not possible to implement.
- The coordinators of the subgroups will be in charge of processing data and preparing the respective reports.
- The table of members of the working group will be updated.
- Chile will develop a document of rules for uploading files to PBworks.
- It will be developed a glossary for GTplan (in short term) and PC-IDEA (in medium term)
 - Chile (Spanish)
 - Brazil (Portuguese)

- Canada (English)
- A new version of the survey will be generated, basing on the remarks of the group.
- Each sub-group responsible will elaborate a memory or guide for responding the corresponding questions.
- The survey on the state of cartography will be conducted through the PC-IDEA commission of PAIGH.
- They will be reviewed aspects of philosophy and architecture for a new version of PC-IDEA website.
- They will be reviewed possible funding to implement new version of PC-IDEA website.
- It will be prepared a paper on institutional arrangements and standards for GGIM.

The current configuration of the working group is:

| Country | Representative | Colaborators |
|-----------|---|------------------------------------|
| Canadá | Paula McLeod NRCan | Judy Guenette André Prigent |
| México | Carlos Guerrero INEGI | Luis Gerardo Esparza Raúl Gómez |
| Cuba | Tatiana Delgado IDERC | |
| Guatemala | Oscar Figueroa IGN | David Gómez Iván Parada |
| Colombia | Iván Darío Gómez IGAC | Carolina Morera Elena Possada |
| Brasil | Moema Augusto IBGE | Anna Freitas Valeria Araújo |
| Chile | Esteban Toha SNIT Alvaro Monett SNIT | |
| UNSD | Amor Laaribi Expert GIS and GGIM Coordinator | |

7º point of the agenda: Remarks and agreements related to subgroups work

- It is suggested to add questions regarding the needs of decision makers (CAP).
- It is suggested to include a differentiated approach to consult: those who lead, those who produce, those who use (CAP).
- It is suggested to survey the capacity building efforts of the UN and others. It is noted that exist funding initiatives of the Development Interamerican Bank (CAP).
- It is suggested to utilize the standards inventory for supporting the work to be presented to GGIM for Global Forum (NET).
- The representatives of Cuba and Mexico will assist Brazil in the formulation of queries relating to technological innovations (INN).
- From the questionnaire already developed will be selected the topics related to institutional model and it will be added the dimension of temporality (INN).
- GTplan members will send to INN subgroups contributions and suggestions on topics to be consulted (INN).
- It will be incorporated the dimension of information thematic in the questionnaire about innovations on institutional models in national mapping institutes
- (Basic Cartography, Geodesy, Environment, Thematic Cartography, Cadastre and Statistics) (INN).
- It is suggested to include in the questionnaire a query about legal framework on geographic names.
- It will be completed the review of existing documentation in the U.S. and Canada (REL).
- It will be coordinated with TEC sub-group a first mode of implementation of the SDI Observatory (REL).
- Suggestions will be sent for topics to be incorporated in the measurement of social and economic impacts (DES).

8º point of the agenda: Calendar of diagnosis activities before PC-IDEA meeting in August 2011.

| Fecha límite | Actividad |
|--------------|---|
| 21 de abril | Sending remarks to the subgroup coordinators |
| 29 de abril | Updating questionnaires and sending to GTplan coordinator |
| 06 de mayo | Consolidation of questionnaires in a single form |
| 20 de mayo | Implementation on the Web |
| 27 de mayo | Letters sent to national counterparts IDE for the start of the consultation |
| 24 de junio | Return of questionnaires |
| 08 de julio | Individual analysis of each one of the thematics |

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|-------------|-------------------------------------|
| 22 de julio | Final report elaboration |
| 29 de julio | Review and approval of final report |

9° point of the agenda: Closure

The President of PC-IDEA closes the meeting, expressing his satisfaction with the results of the work and making a call to move up each of the activities according to defined deadlines, in the perspective of making a good report on the next meeting of PC-IDEA. He also points that efforts will be made in order to hold a new GTplan meeting next august, during Latin American Geospatial Forum and ask for collaboration for the closure of the report to be sent to the United Nations.