**UN Open GIS Initiative - Terms of References (Draft)**

**1. Objectives**

The UN Open GIS Initiative is to identify and develop an open source geospatial software and services that meets the requirements of UN operations, taking full advantage of the expertise of mission partners including partner nations, technology contributing countries, international organizations, academia, NGO’s, private sector.

**2. Terms of Reference**

These Terms of Reference are effective as of (date) and will be ongoing until terminated by agreement of the Strategic Board (SB).

**3. Membership**

The members of the UN Open GIS Initiative are composed of:

* Contributors: Any organization who agrees with the objectives of the UN Open GIS and actively contributes to the UN Open GIS Initiative in terms of financial, materials, solutions, technologies, or human resources. The Contributor membership shall be decided by the Strategic Board.
* Observers: Any individual person or organization who agree with the objectives of the UN Open GIS and participate in the UN Open GIS Initiative activity. The Observer membership shall be granted by the Strategic Board.

**4. Roles and Responsibilities**

The governance structure of the UN Open GIS Initiative comprises of:

* Strategic Board:
* Co-Chairs and Secretariats
* Technical Advisory Group
* Requirement Advisory Group
* Assessment Team
* Spirals

**4.1 Strategic Board (SB)**

The Strategic Board consists of representatives from each contributor where each contributor nominates one representative to the Strategic Board. The Strategic Board is responsible for deciding goals, strategic planning, creation of new spiral, election of co-chairs, appointment of technical advisory group members, requirement advisory group members, and assessment team members.

**4.2 Co-Chairs**

There are three Co-Chairs, where one Co-Chair is appointed from UN and two Co-Chairs are elected among the Strategic Board members. They chair the Strategic Board meeting and take the responsibility of all UN Open GIS Initiative activities.

**4.3 Secretariat**

The secretariat is made of representatives of the contributors in support of the Co-Chairs and the activities of the UN Open GIS.

**4.4 Technical Advisory Group (TAG)**

The Technical Advisory Group consists of key technical experts from the contributors and specialists, appointed by the SB. This group is responsible for the synchronization of spirals and technical decisions on the UN Open GIS architecture. The TAG will elect one group leader and co-leaders, who organize and moderate the activities of the group.

**4.5 Requirement Advisory Group (RAG)**

The Requirement Advisory Group consists of key experts from UN and the contributors appointed by the SB. This group is responsible for identifying and providing the requirements of geospatial solutions and services for UN operations. The RAG will elect one group leader and co-leaders, who organize and moderate the activities of the group.

**4.5 Assessment Team (AT)**

The Assessment Team consists of key experts from UN and the contributors appointed by the SB. This team defines proper assessment methods and procedures, and carries out assessments of the deliverables. The AT elects one leader and co-leaders, who are responsible for maintaining the activities of the team.

**4.6 Spirals**

New Spirals are created by the SB for specific goals. The SB will designate one leader and co-leaders. The leader and co-leaders will develop a work plan to achieve the goals.

**Annex**

. (March 11, 2016) The Founding Contributors comprises of

* UN (Headquarter, GSC, Field Mission Teams)
* GeoSHAPE Project (USA)
* OpenGeo Suite Project (USA)
* OpenGDS (Republic of Korea)
* OSGeo (NGO)
* Geoforall (NGO)
* GeoSDI (Italy)

B. The list of Spirals is as follows;

- Spiral 1 – UN Open Geo-Portal (March 11, 2016) led by Anthony Calamito

- Spiral 2 – Capacity Building (May, 2016) led by Maria Brovelli

- Spiral 3 – Geo-Analysis (March 11, 2016) led by Hae Kyong Kang

- Spiral 4 – Data Acquisition (March 11, 2016) led by Ki-Joune Li

C. (October 30, 2016) The initial Strategic Board Members comprises of

- GeoSHAPE: Juan Hurtado

- OpenGeo Suite: Anthony Calamito

- OpenGDS: Ki-Joune Li

- OSGeo: Massimilliano Cannata

- Geo4All: Maria Brovelli

- GeoSDI: Dimitri Dello Bruono

- UN HQ: Kyoung-Soo Eom

- UN GSC: Mohamed A. Mohamed

- UN Missions: Jasenko Udovicic, Kais Zouabi

D. The Co-Chairs are

- Juan Hurtado (March 11, 2016)

- Ki-Joune Li (March 11, 2016)

- Kyoung-Soo Eom (August 30, 2016)

E. (August 30, 2016) The Secretariat comprises of

- Danica Baptist

- Hae-Kyong Kang

(Modification History)

* Initially Drafted by Ki-Joune Li, Aug. 26, 2016
* Corrected by Danica Baptist, Aug. 26, 2016
* Corrected at SB meeting, Aug. 30, 2016
* Corrected by Ki-Joune Li, Oct. 10, 2016 to finalize SB and Secretariats and to reflect the modification of the initiative name