UN Open GIS Initiative - Terms of Reference

1. Strategy Manifesto

The UN Open GIS Initiative is to identify and develop an Open Source GIS bundle that meets the requirements of UN operations, taking full advantage of the expertise of mission partners (Member States, technology contributing countries, international organizations, academia, NGO's, private sector).

The strategic approach shall be developed with best and shared principles, standards and ownership, in a prioritized manner that addresses capability gaps and needs without duplicating efforts of other Member States or entities. The UN Open GIS Initiative strategy shall collaboratively and cooperatively develop, validate, assess, migrate, and implement sound technical capabilities with all the appropriate documentation and training that in the end provides a united effort to improve the effectiveness and efficiency of utilizing Open Source GIS around the world.

2. Effectiveness of the Terms of Reference

This Terms of Reference is effective as of 1st January 2017 and will be valid until terminated by agreement of the Strategic Board.

3. Membership

The members of the UN Open GIS Initiative are composed of:
- **Contributor**: Any member state or organization who agrees with the strategy manifesto of the UN Open GIS Initiative 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.
- **Observer**: Any member state or organization who agrees with the strategy manifesto of the UN Open GIS Initiative and participates in the UN OpenGIS 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
- Secretariat
- 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 and termination of existing spiral, election of co-chairs, and appointment of the members of the Technical Advisory Group (TAG), the Requirement Advisory Group (RAG) and the Assessment Team (AT).

4.2 Co-Chairs

There are three Co-Chairs, where one Co-Chair is appointed from the United Nations and two Co-Chairs are elected among the Strategic Board members. The Co-chair(s) are responsible to take the lead and the responsibility of all UN Open GIS Initiative activities, and chairs the Strategic Board meeting.

4.3 Secretariat

The Secretariat is made of representatives of the contributors and elected by the Strategic Board. The Secretariat is responsible to support the Co-Chairs and the Strategic Board as well as the activities of the UN Open GIS Initiative.

4.4 Technical Advisory Group (TAG)

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

4.5 Requirement Advisory Group (RAG)

The Requirement Advisory Group (RAG) consists of experts from the United Nations and the contributors appointed by the Strategic Board. The RAG is responsible for identifying and providing the requirements of geospatial solutions and services for UN operations. The RAG will

elect one group leader (or co-leaders), who organize and moderate the activities of the RAG.
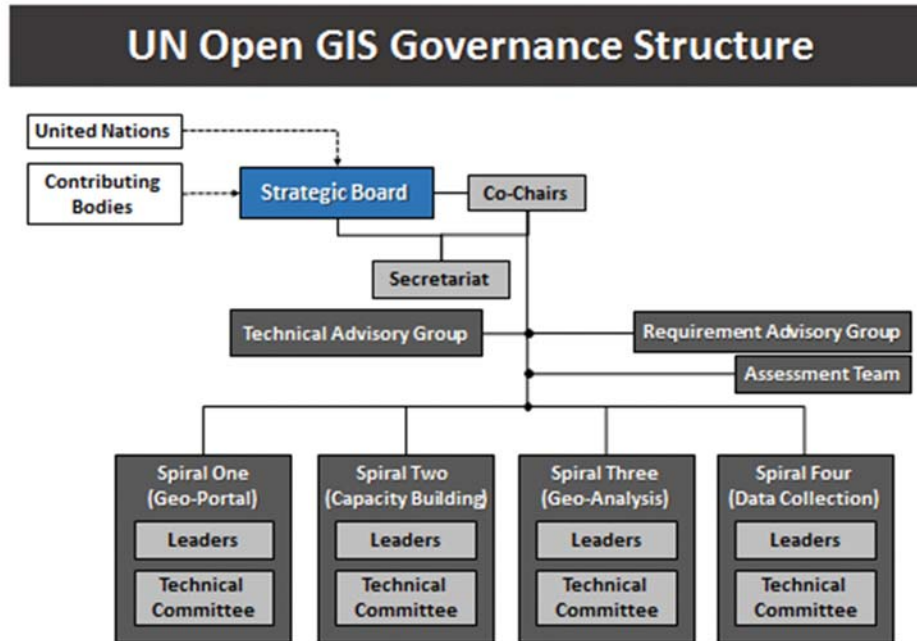
4.5 Assessment Team (AT)

The Assessment Team consists of experts from the United Nations and the contributors appointed by the Strategic Board. The AT defines proper assessment methods and procedures, and carries out assessment of the deliverables. The AT elects one leader (or co-leaders), who are responsible for the activities of the AT.

4.6 Spirals

Since each goal of the UN Open GIS Initiative is achieved in incremental ways, it will be undertaking by a group of experts as working group, called "Spiral" for each specific goal. New Spiral(s) is created by the Strategic Board for achieving the specific goal. The Strategic Board will designate one leader (or co-leaders) for each Spiral. The leader (or co-leaders) will develop a work plan to achieve the goals.

Annex

A. The governance structure of the UN Open GIS Initiative

B. The Founding Contributors (as of 11 March 2016):
- UN (Headquarter, GSC and two UN Field Missions)
- GeoSHAPE (USA)
- OpenGeo Suite (USA)
- OpenGDS (Republic of Korea)
- Open Source Geospatial Foundation (OSGeo)
- GeoforAll
- geoSDI (Italy)

C. The Strategic Board members (as of 30 October 2016)
- UN Headquarter (UNHQ): Kyoung-Soo Eom
- UN Global Service Centre (UNGSC): Mohamed A. Mohamed
- Two UN Field Missions: Jasenko Udovicic, Kais Zouabi
- GeoSHAPE (USA): Juan Hurtado
- OpenGeo Suite (USA): Anthony Calamito
- OpenGDS (Republic of Korea): Ki-Joune Li
- Open Source Geospatial Foundation (OSGeo): Massimilliano Cannata
- GeoforAll: Maria Antonia Brovelli
- geoSDI (Italy): Dimitri Dello Bruono

D. The Co-Chairs
   - Juan Hurtado (11 March 2016)
   - Ki-Joune Li (11 March 2016)
   - Kyoung-Soo Eom (30 August 2016)

E. The Secretariat
   - Hae-Kyong Kang (Lead)
   - Danica Baptist

F. The Spirals are created as follows:
   - Spiral 1 – UN Open GeoPortal (11 March 2016): Anthony Calamito
   - Spiral 2 – Capacity Building (May 2016): Maria Antonia Brovelli, Diego Gonzalez (Deputy Chair)
   - Spiral 3 – Geo-Analysis (11 March 2016): Hae-Kyong Kang
   - Spiral 4 – Data Acquisition (11 March 2016): Ki-Joune Li

G. Definition of Open Source

Open Source encompasses two related concepts regarding the way software is developed and licensed. They are codified in the "Free Software" and the "Open Source" definitions. "Free and Open Source Software" refers to software which has been made available under a free software license with the rights to run the program for any purpose, to study how the program works, to adapt it, and to redistribute copies, including modifications. These freedoms enable Open Source software development, a public, collaborative model that promotes early publishing and frequent releases. The Open Source Initiative has developed a set of 10 requirements of any software license that is to be considered an Open Source license under the Open Source definition.

H. History and update of TOR
   - 26 Aug 2016: Initially drafted by Ki-Joune Li
   - 26 Aug 2016: Edited by Danica Baptist
   - 30 Aug 2016: Reviewed at the Strategic Board meeting
   - 10 Oct 2016: Updated by Ki-Joune Li to reflect the modification of newly adopted name of "UN Open GIS Initiative" from the previous name of "UN OpenGIS Initiative"
   - 21 Oct 2016: Revised by Ki-Joune Li to reflect the comments provided by OSGeo
   - 17 Nov 2016: Revised by Kyoung-Soo Eom
   - 30 Nov 2016: Adopted by the Strategic Board members