

Geographic Information System Working Group

GIS-WG

TERMS OF REFERENCE

August 2014

1. Background

The GIS Working Group (GIS WG) was formed in 2009 to address common geospatial issue – maps, boundaries, data exchange, standards – that affected the work of humanitarian and development actors in Myanmar.

2. Objectives

The GIS WG is a technical group providing a platform for the coordination of GIS initiatives related to humanitarian and development activities. It will not seek to centralize data but would rather be a source of ‘information on information’, which can help directing interested parties to the agency where specific data are held. Its objectives are as follows:

1. **Develop and share best practices** as well as new developments in GIS
2. **Exchange information and experiences** on how data was processed, analyzed and disseminated and exchange their data and/or final products.
3. Establish and promote **standards and norms** for maps and other geospatial information which enable information sharing and exchange to enable better use of resources
4. **Promote transparent information sharing** to promote avoid duplication
5. **Promote capacity building** for improved spatial data management,
6. **Collaborate in developing and disseminating common tools and approaches** which advance the use of GIS standards and practice in humanitarian response and development activities (e.g common mapping platforms)
7. **Advocate for improved policies** promoting the use of international standards and norms and best practice that promote the efficient and effective use of GIS to support humanitarian and development activities.

3. Structure and Membership

The GIS Working Group is a standing working group under the inter-agency Information Management Network and will report back to the IM Network on its activities and progress.

It will be open to representatives from all actors involved in GIS related activities, including NGOs, UN agencies, donors, government departments and universities/the academic sector. The Working Group will actively work to engage stakeholders across all relevant sectors to ensure a broad base for coordination.

The GIS Working Group may establish time-bound task groups as required to work on specific tasks and report back regularly to the GIS Working Group on their activities and achievements.

The GIS working group will meet monthly, on the last Wednesday of the month at 15:00pm at MIMU's office. MIMU will chair the working group. Minutes and documentation relevant to the working group will be disseminated directly to the group members and shared through a dedicated page on the MIMU website.

Working group members will exchange information between meetings through the GIS WG mailing list and google group, which will host GIS resources related to development and humanitarian sectors.

4. Expected Outputs

- 1) Regular meetings and shared communications which provide a forum for the exchange of information on upcoming studies, database tools, remote sensing analysis and other relevant activity.
- 2) Maintain a list of key data producers, which data is produced and the status of its availability (Data cataloguing).
- 3) Identification of the main challenges to progressing improved spatial data management in Myanmar, which of those challenges the working group can collaborate to overcome, and an action plan for doing so,
- 4) Develop a common understanding on the minimum set of key geospatial parameters that can facilitate exchange of data among humanitarian/development organizations and on humanitarian and development issues (including Place Codes, projections, and basic geographic layers, such as administrative boundaries and road networks).
- 5) Definition of the roles and responsibilities in the event of a major disaster, including data collection, data sharing and exchange, data processing and dissemination.
- 6) Collaboration in data/information gathering.
- 7) Collaboration in capacity building exercises.