**AGENDA**

**ARCTIC SPATIAL DATA INFRASTRUCTURE STRATEGY MEETING – FALL 2014**

**Date:** September 4th and 5th, 2014. Meeting times are detailed on page 2.

**Location:** Reykjavík, Iceland at the Hotel Reykjavík Centrum [Keflavík International Airport – KEF]

**Meeting language:** English

**Meeting objectives:** i.Approve Terms of Reference and Activity Plan,

1. Discuss content, format and timeline for Strategy.

**Meeting documentation:** Agenda, Draft Terms of Reference, Draft Activity Plan, Draft Strategy Document (US) Arctic SDI Framework Document, input from Finland and Canada and background documents, all send by separate mail. The documents can also be found on the Arctic SDI Web-site <http://arctic-sdi.org/index.php/meeting-4-5-september-2014-reykjavik-iceland/>

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| --- | --- | --- | --- |
| **COUNTRY** | **ORGANIZATION**  | **NAME**  | **POSITION** |
|  |  |  |  |
| United States (Lead) | US Geological Survey | Carl Markon | Deputy Regional Director |
|  |  | Ingrid Verstraeten | Chief of International Affairs |
| Finland (Co-lead) | National Land Survey of Finland | Arvo Kokkonen | Director General |
|  |  | Antti Kosonen | Director Information |
|  |  | Heli Ursin | Head of International Affairs |
| Canada | National Resources Canada | Cameron Wilson | Manager |
| Danmark | Danish Geodata Agency | Peter Pouplier | Senior Advisor |
| Iceland | National Land Survey of Iceland | Magnus Gudmundsson | Director General |
|  |  | Eydis Finnbogadóttir | Director of SDI and Service |
| Sweden | Swedish Mapping, Cadastre and Land Registration Authority | Owe Palmér | Senior Advisor |
|  |  | Fredrik Persäter | Senior Advisor |

**Proposed Times:**

4 Sep 2014

* 10:45 – Opening of the meeting (Carl Markon) and agreement on agenda
* 11:00 – Begin meeting
* 12:30 – Lunch
* 13:30 – Meeting re-convenes
* 15:15 – Break
* 15:30 – Meeting re-convenes
* 17:00 – Meeting adjourns
* 19:00 – Potential non-hosted group dinner

5 Sep 2014

* 8:00 – Tea/Coffee
* 8:30 – Meeting continues
* 10:30 – Break
* 10:40 – Meeting re-convenes
* 11:45 – Summary of decisions of the meeting
* 12:00 – Meeting close and adjournment/Lunch

**AGENDA**

**1.** Welcoming and opening the meeting and including tour de table (Carl Markon - USA)

**2.** Approval of the Agenda

**3.** Assignment of a note taker for the meeting

**4.** Determine Co-Leads personnel for the Strategy Working Group

**5.** Approve Terms of Reference and Activity documents

* 1. Review, edit and approve Terms of Reference
	2. Review, edit and approve Activity Plan
1. Presentations on standards related to the ASDI Strategy and related discussion
2. Decision on major objective of the ASDI Strategy

	1. Major aims and purpose of the Strategy
	2. Major priorities of the Strategy
3. Decision on Strategy Document details for the ASDI Strategy

	1. Type of document
	2. Content and length
	3. Document structure
	4. Define types of supporting documents

		1. Purpose of supporting documents
		2. Content of supporting documents
4. Determine division of work for the Strategy Document

	1. Addition of further content
	2. Coordination with other Working Groups

**9.** Any other Business

**10.** Confirmation of next meeting – date and venue