Juni 2014/final

**Arctic SDI**

**Working Group on Geoportal**

**Terms of Reference**

**Introduction**

The Arctic SDI Board has decided to establish an Activity Group on Geoportal*.*

**Objective**

The Activity Group on Geoportal is responsible for:

* Oskari software for the Arctic SDI Geoportal
* Connecting compliant WMS services to the Geoportal
* Metadata catalogue

**Organization**

Finland has volunteered as *Lead Country* for the Activity Group on Geoportal.

*Supporting this activity are Norway and Sweden.*

The Lead Country has the responsibility for the operation and progress of the activity. The tasks within the activities can be divided between the Lead Country and the Support Countries. The Lead Country is also responsible for the planning of meetings, video meetings, correspondence and communication.

The Lead Country refers to the Board. This includes the responsibility to report and submit documents and draft decisions to the Board, including compliance with deadlines and reflecting on the opinions expressed by the National Contact Points in the process of preparing the Board Meeting and respecting the schedule for the preparation of Board Meetings.

**Activity plan**

The work within the Activity Working Group on Geoportal is described in a dynamic Activity Plan which will be available at the Arctic SDI Web Site.

**Division of work**

Division of work between the Lead Country and Support countries was agreed in the Activity Group meeting on 20th March 2014:

* Finland: Oskari software and Connecting WMS services to the Geoportal
* Sweden: Metadata catalogue

**Transparency and interaction**

The work of the activity working group will be performed in an open and transparent manner and meetings as well as documentation will be open to all representatives from the signatories of the Memorandum of Understanding.

The lead country has the responsibility to coordinate and communicate any necessary cross cutting issues concerning operations and planning processes with the other Arctic SDI working groups.

**Resources**

The Arctic SDI activities are based upon voluntary cooperation between the National Mapping Agencies.