***19 September 2014***

**Arctic SDI**

**Working Group on Operational Policies**

**Activity Plan**

1. Define the concept of “Operational Polices” in the context of Arctic SDI and systematize the tasks within the working group

* Instruments needed for the operation of the Arctic SDI Web Map Service and the Arctic SDI Geoportal (policies, agreements, licenses, declarations, disclaimers, security and privacy, liability, jurisdiction)
* Future instruments that need to be developed along the development of new services on the Arctic SDI platform (between data providers, platform owner/manager, application owners and end users etc.)

1. Prioritize the tasks of the working group in light of

* Urgently needed legal instruments and policies in relation to the release of the first version of the Arctic SDI Web Map Service, the Metadata Catalogue Service and the publication of CAFF Thematic Data
* Priorities determined by strategic considerations and the strategy process

1. Determine the work method and division of work
2. Agree a time table for the work of the working group
3. Regular revision of the Activity Plan to adjust the activities to the development of the Arctic SDI and its services
4. Timetable for products:

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| Document: | Title: | To be presented to: | Deadline: |
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| Activity Plan | Working Group on Operational Policies – Activity Plan | National Contact Point Meeting / Board Meeting Oct/Nov 2014 | 29 September 2014 /  For Board 1 November |
| Paper 1 | Operational Policies – Background Paper | WG meeting Ottawa 16 October 2014 | 4 October 2014 |
| Paper 2 | Operational Policy text for Arctic SDI Geoportal – first version | WG meeting Ottawa 16 October 2014 | 4 October 2014  To be published at the Geoportal 1 January 2015 |
| Status to the Board | WG on Operational Policies Status Report to the Arctic SDI Board | National Contact Point Meeting / Board Meeting Oct/Nov 2014 | 2 October 2014 |
| Proposals for 2015 Activities | (should be incorporated in the “Status” to the Board | WG meeting Ottawa  16 October 2014 | To be produced at the meeting |
| Activity Plan 2015 | Working Group on Operational Policies –  Activity Plan - updated | National Contact Point Meeting / Board Meeting 2015 | Before first WG meeting in 2015 |