**Arctic SDI**

**Working Group on Operational Policies**

**Terms of Reference**

**Introduction**

The Arctic SDI Board has decided to establish a Working Group on Operational Policies.

**Objective**

According to the Arctic SDI Framework Document, Appendix 5, the Working Group on Operational Policies is responsible for:

* Implementing Arrangements
* Licensing
* Property Rights
* Contracts
* Policies and legal framework

**Organization**

Denmark has volunteered as *Lead Country* for the Activity Group on Operational Policies.

*Support Countries* are Canada and USA.

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 (Denmark) is responsible for the planning of meetings, web-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 Operational Policies is described in a dynamic Activity Plan which will be available at the Arctic SDI Web Site.

**Transparency and interaction**

The work 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.