



Minutes for Commission 5 Steering Committee Meetings No 1 and 2

FIG Working Week 2004, Athens – Greece

Tuesday May 25 2004, 14:00-15.30 & Wednesday May 26 2004, 10:00-12:30

Commission 5 Room - 550, InterContinental

1. Welcome, Opening Remarks, Roll call

On Tuesday May 25 2004, 14:00-15.30

Present : Matt Higgins, Dan Schnurr, Allison Kealy, Michel Kasser, Mikael Lilje, Georgia Fotopolous, Rudolf Staiger, Rob Sarib and Kefei Zhang

2. Confirmation of Agenda

Agenda confirmed.

3. Action items from previous Steering Committee minutes – Marrakesh, Morocco

Rudolfs / Vaclavs Questionnaire -

A Questionnaire on Standards was distributed. Overall the response was a little disappointing. In the case of the UK, Dan did some editing to simplify the questionnaire and sent it out to his UK contacts. This raised the response rate from the UK.

ACTION – Dan to liaise with Vaclav to suggest that his simplified version be re-sent to the original list of addresses to see if it is possible to get a better response rate.

4. Review Commission 5 Open Meeting

Several items were raised at the meeting and they were –

- Re-arranging Naverro's poster to the end of session –
ACTION – Michel (as Session Chair) rectified this.
- Possible new JWG on Location Based Services with Commission 3 (Gerhard) – cost effective ; accuracy ; lead the dialogue.
ACTION – Allison Kealy to draft a position paper on this issue for circulation.
- Surveyor's Reference Library (SRL) – Michel proposed that all papers should at least have an English abstract and keywords. Mikael proposed that papers from events outside FIG ones should be included. Overall the format of the technical sessions need to be reviewed.
ACTION – Matt and Rob to compile a document with these suggestions along with others and submit to ACCO.

- The need to improve Commission 5 website by having dedicated links and display of outputs.
ACTION –Rob to develop this further in conjunction with FIG office and WGs to work on content.
- Must distribute information and call for papers for CAIRO and IAG in Cairns.
ACTION – Matt and Rob to organise.
- Mikael suggested we should consider having technically oriented conferences on Commission 5 topics – OR at least endeavour to have such papers at FIG conferences.
ACTION – To be monitored
- Email Georgi Milev Commission 5 email list.
ACTION – Rob to complete.
- Czech Republic wish to be involved in WGs.
ACTION – Matt to send an offer by email.

5. Review General Assembly Meeting

GA No1 - At roll call there were 51 countries in attendance.

Matt outlined the highlights of GA – namely the election of Stig Enemark and Ken Allred to the positions of VP, and Jean-Marie Becker being appointed as a Honorary Member of FIG . He also advised that Rudolf will have the opportunity to present to GA re his nomination for Commission 5 Chair Elect. All other matters and motions proceeded as per agenda.

GA No2 - At roll call there were 47 countries in attendance.

C. Potsiou was elected as Commission 3 Chair Elect.

A. Ossko was elected as Commission 7 Chair Elect.

K. Viitanen was elected as Commission 9 Chair Elect.

All other positions filled as per nomination – ie Rudolf is now the Commission. 5 Chair Elect.

No Commission 4 Chair Elect was elected.

All other matters and motions proceeded as per agenda.

Also, during the open session in which the GA had the opportunity to ask questions to Commission Chairs the following issues were raised –

- The structure of technical sessions need to be reviewed
- Reduce duplication of functions between similar organisations / bodies and within FIG and refine the focus
- Commission 1 and 2 need to look at terminology within FIG ie the different titles for surveyor.
- What is happening about Cadastre 2014 ? – Commission 3 and 7 ?

- FIG need to model the knowledge - make it accessible, improve dissemination, consider location, encourage more discussion groups on hot topics, create innovation through collaboration (comments by Israel's SG)
- FIG need to develop – E Learning ; attract young professionals, a Futures Academy (comments by Ireland).

It was also noted that Alick Mwanza, Surveyors Institute of Zambia, raised the issue of how FIG intend to distribute information to members / countries which cannot access the web due to poor information technology infrastructure or the lack of hardware. This issue is a fundamental and core problem / objective for FIG.

ACTION – All Working Group members to consider the above issues and forward possible resolutions to Matt and Rob for ACCO.

Note – Before the discussion of individual working group reports, Matt outlined that the Commission 5 web site objective should be more output / outcomes focussed. That is, more reference information and links are required. It should become recognised by practicing surveyors as a key web site for sourcing information on the topics of Commission 5. The web site should also include more information on 'what we have done'. The 'status of projects' needs to be 'posted / advertised and updated' on a regular basis. The information can be sent to Rob / Matt initially and then forwarded to Markku for up-loading to the web site.

6. Report by Chair of WG5.1

Refer to Commission Chair's report to the GA.

Rudolf advised that a plan to prepare a standard for the use GPS has been proposed by ISO and FIG Com 5 need to be heavily involved. Our role is to ensure that the standard is acceptable to surveyors and can be implemented in practical manner.

To move this forward the following **ACTION** was proposed –

- All committee members should provide a copy of the GPS standards and guidelines for their region and email it to Rob for collation and distribution.
- Matt will write to Tom Soler (US National Delegate based at National Geodetic Survey) requesting him to assist Hans Heister as the facilitator for this project and with the preparation of a consolidated document.

ACTION – Matt to also email the 4 docs on standards (3 Draft International Standards and the proposed work item on GPS) to all Steering Committee members.

7. Report by Chairs of WG5.2

Refer to Commission Chair's report to the GA.

Mikael and Michel have organised the core members to meet in Athens to further the project. Outcomes from this meeting will need to be distributed. The concept of placing

reference frame issues and information on the Commission 5 web site was generally accepted.

ACTION – Steering Committee members should email the exact website addresses for the relevant reference frame information for their region to ROB for collation.

ACTION – Michel and Mikael to distribute outcomes from WG5.2 meeting to it's members.

Matt mentioned the ISOTC211 standards of describing co-ordinate / reference / datum / geodetic information in a particular form (metadata). Mikael advised that the 'BKG' website has already adopted this standard. This type of information should also be placed on the web site.

ACTION – Rob to liaise with Mikael to establish a link from the WG5.2 web page to the BKG web site.

8. Discussion of report by Chair of WG5.3

Refer to Commission Chair's report to the GA.

Matt advised he sent an email to people from developing countries, who attended the GNSS meeting at the UN in Vienna, inviting them to become members of Task Force 5.3.3 on GPS Modernisation and GNSS Development. Georgia advised that 25 countries have now joined as result of this correspondence. She also outlined that the WG is also going to improve its website and upload all relevant information. Information is going to be maintained regularly ie be a active / dynamic site.

ACTION – Georgia to email Matt and Rob the current WG5.3 membership list so that this information can be added to our contact list for distribution.

ACTION – Georgia to move the existing content from the Uni of Calgary web site to the FIG web site and notify the Steering Committee when that has happened. Georgia will also keep the Steering Committee informed on the ongoing progress and development of the 5.3.3 website.

9. Report by Chair JWG - Cost Effective Tech.....

Refer to Commission Chair's report to the GA.

Dan advised things are happening – mostly discussions / correspondence between himself and Chryssy. The next phase of the project is to meet Anna Tibaijuka (UN Habitat) in Barcelona at a conference in Sept 2005 and discuss with her the 'draft structure' for a publication on this topic. It is intended this publication will be ready for Munich.

The title of this project was discussed and it was proposed to re-work the title to – *Cost Effective and Timely Surveying Technology and Techniques for Informal Settlements*.

ACTION – Rob to find out the protocols from Markku for contacting Anna Tibaijuka and then advise Matt and Dan of process and details. Dan to draft initial correspondence.

ACTION – Dan to discuss with the JWG members the proposal to tighten the focus to “Informal Settlements”.

10. Report by Co Chair JWG – Vertical Reference Frame

Refer to Matts and Robs notes.

11. Report on ACCO Matters

Refer to Matts and Robs notes.

Steering Committee Ended – 1545 and recommenced on at 1000 on Wednesday May 26.

12. FIG Surveyors Reference Library

General discussion occurred regarding the purpose of the SRL and its objective. For example is it a library for all papers or a library for best practice papers or a library of papers that are recommended by each Commission as highlighted papers ? ACCO need to verify the terminology used to describe the purpose and objective.

Other issues raised were –

- good papers from non FIG conferences should be included.
- papers in languages other than English should be included however an abstract and keywords must be in English.
- papers that are technically incorrect should not be included in the SRL
- better rules / guidelines for evaluation of papers so that they can be categorised.
- should there a better peer review process external to the WW and other FIG conferences ? ie an approach similar to the academic or scientific forum ? This however this would require more additional resources to manage the SRL.
- is rapporteuring a necessary requirement in each session as the time for presentations is too short to assess the content and quality ?
- disclaimer or statement about the SRL selection process needs to be created – “.....the FIG reserve the right to remove papers without any explanation or formal review process”.
- to it’s end the work required to maintain the SRL will need to be done outside each Commission, thus a separate SRL group within FIG may need to be established.
- more information about the SRL needs to be posted on the website.
- Can FIG grant money be used to contract a consultant to resolve the purpose and processes for the SRL ?

ACTION – Rob to prepare a discussion paper for comment before Matt tables issues with ACCO

13. IAG Liaison

Matt explained the IAG situation and the proposed ‘umbrella mechanism’ between IAG and FIG Commissions. He briefed the group on the discussions with Beutler – Refer to Matts notes.

The Commission 5 liaison group was formed – Matt, Rudolf, Michel (or Mikael) and Georgia.

Matt advised he will be meeting Chris Rizos in a few weeks to enhance the issues further.

ACTION – Matt to re-work the original IAG / FIG background paper to include the relevant contacts with each organisation, issues raised from discussions with Beutler and with a more strategic focus with respect to inter-commission activity.

ACTION – Georgia to advise Matt of her previous involvement / capacity with IAG ie which IAG Commission(s) she has been involved with.

14. GNSS Liaison

Matt advised that an MOU between UN OOSA and FIG will be signed at the next meeting of UN Action Team on GNSS in Vienna in December 2004. He also advised that the a new international / global body to co-ordinate GNSS activities will mostly likely be formed at that meeting.

Matt flagged to the group that he would represent the FIG in this new GNSS forum and outlined his strategy to secure the necessary resources for his involvement.

15. Chair Elect situation

Rudolf was advised by Matt that he has a 3 minute time slot in the second GA to speak to his nomination as Chair Elect.

Rudolf also asked the group to consider new / important subjects for the next working plan. For example topics / issues on Laser Scanning, introduction / implementation of Galileo. He also requested that the group also look for additional working group members for now and the next term.

Rudolf advised the group that he will be endeavouring to develop a working plan with the working group members so that there will be continuity of topics and any existing relationships / affiliations with existing organisations ; and try to develop more interaction within Commissions and outside FIG.

ACTION – Steering Committee will workshop in Cairo to consider emerging issues to assist Rudolf in developing his work plan for 2006 to 2010. Rob to note and ensure sufficient time is set aside in Cairo for such a workshop.

16. Discuss next Regional Event

Matt advised that it was not necessary for WG Chairs to attend every Regional conference but that Commission Chairs and Chairs Elect are expected to attend. Hence Matt and Rudolf are expected to attend the next ACCO meeting in Jakarta – Rudolf advised he would try to attend.

It is expected that there will be a lot of interaction with IAG at the Jakarta Regional conference on the following regional issues –

- GNSS networks
- Reference frames
- Height Datum
- How FIG and IAG can work together and with other organisations such as PCIGAP, ASEAN Flag etc to assist the Asia region on these and other regional issues

Matt and Gerhard Beutler may prepare keynote papers addressing the above.

Matt will have more detailed discussions in coming weeks on the above issues with Chris Rizos (Commission 4 IAG).

ACTION – Matt to keep all informed

17. Discuss next Working Week

The group was advised by Matt the FIG and GSDI WW in Cairo will comprise of 38 sessions, 16 joint, 14 GSDI, 8 FIG, and 2 day workshops. He therefore added that we need to focus on joint sessions and target authors wrt sessions .

Discussion then continued around the following proposed structure -

- 1 x FIG session – 12 papers on a mix of Position and Measurement topics
 - 2 x 20 min introductory papers
 - 10 x 5 min case-study or poster papers
- 2 x Joint sessions – Possible topics include: Mobile Mapping, Laser Scanning, GNSS, Reference Frame.
 - Issues such as GNSS accuracy for SDI, Galileo
- 2 x Workshops –
 - 1 on Cost Effective SDI for Informal Settlements and Mapping
 - 1 on Standards?

For the above FIG session special guidelines for the case-studies and posters need to be prepared and disseminated to provide the recommended presentation time, number of power point slides and the format of discussion thereafter.

ACTION – Matt to examine the structure and contacts in GSDI that are relevant to Com 5. This will help identify possible topics of interest to both FIG and GSDI for our joint sessions in Cairo.

ACTION – Following that, topics for Cairo will be further discussed within Commission 5 and Matt will then forward ideas to Markku.

18. Discuss other sponsored FIG Events

- 2004 International Symposium on GNSS and GPS,
6-8 December 2004, Sydney, Australia
(<http://www.gnss2004.org>)
 - Commission 5 is co-supporting this event

- Abstracts of papers are to be submitted before 15 July 2004
- IAG Scientific Assembly,
August, Cairns, Australia.
(<http://www.iag-aig.org>)
 - Commission 5 is co-supporting this event
 - All FIG Commission 5 Steering Committee members should try to attend. The group should use this opportunity to discuss upcoming items/ workings in Munich. While in Australia it may be desirable to also travel to Brisbane where Matt can host a Steering Committee meeting. We will also investigate the possibility of Steering Committee members participating in an Education or Professional Development seminar for Australian Surveyors.

ACTION – All to check calendar and inform Rob ASAP of ability/inability to attend.

19. Other Business

Athens Technical Session Review

The following points need to be raised to ACCO

- Too many papers in the session, therefore the structure needs to be reviewed ie more posters or more ‘tighter’ case-study guidelines.
- Introduce sessions within the conference program for more workshop discussion groups or forums on casestudies or poster papers
- Allow for digital presentations to be submitted and thus allow ‘continuous’ playing of the ‘paper’ / presentation to be viewed by delegates outside technical sessions. These digital presentations can then also be distributed to members who cannot attend the conference – ie take the conference to them.
- Authors / presenters biography needs to be attached to Chair / Rapporteur documents
- SRL process needs to be reviewed and guidelines provided on the selection / evaluation process.

Succession Planning

Matt advised that he was available to discuss with each working group member his or her future in FIG. He also suggested we all start developing a ‘pool’ of potential FIG Commission 5 members.

ACTION – All Steering Committee members to consider their future involvement in Com 5. Also consider other people who may be interested in being involved in Com 5 now or in the future. Any thoughts on these matters should be communicated to Matt and Rudolf for consideration in planning for the future of Commission 5.

ACTION – Matt to check with Naser with respect to his position within FIG.

A new JWG has been formed on Disaster and Risk Management. This JWG will be chaired by Theo Kotter.

20. 2nd Steering Committee meeting on Thursday 27 May 2004 was held at 1000 in Rm 550. In attendance were Matt, Rudolf, Michel, Mikael, Rob, and Dan (most of the time).