

FGDC Standards Work Group Charter May 2015

7 **Purpose**

8 The Federal Geographic Data Committee (FGDC) Standards Working Group
9 (SWG) promotes the development and implementation of standards in
10 support of the National Spatial Data Infrastructure (NSDI).

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12 The SWG is accountable to and provides recommendations to the FGDC
13 Coordination Group, which is the operational authority for providing
14 leadership and direction in the use and development of geospatial data and
15 information across Federal geospatial programs and in conjunction with
16 public and private sector partners/stakeholders.

17 **Authorities**

18 FGDC Working Groups are chartered by the FGDC Steering Committee and
19 supported by the FGDC Secretariat, which are granted authority by the
20 Office of Management and Budget (OMB) Circular A-16 (Office of
21 Management and the Budget, 2002), Executive Order 12906 (Clinton, 1994)
22 and the E-Gov Act of 2002 (Public Law 107-347, 2002). In addition, other
23 OMB guidance or policies apply, including OMB Circulars A-11 (Office of
24 Management and the Budget, 2014), A-119 (Office of Management and the
25 Budget, 1998) or A-130 (Office of Management of the Budget, 2000), the
26 Digital Government Strategy (The White House, 2012), and the Open Data
27 Policy (Office of Management and The Budget, 2013), as appropriate.

28 **Scope**

29 The FGDC Standards Working Group addresses national and international
30 standards for geospatial data and services that (1) advance NSDI initiatives
31 such as the Geospatial Platform and National Geospatial Data Asset (NGDA)
32 portfolio management and (2) affect NSDI Stakeholders identified in A-16
33 Supplemental Guidance Roles and Responsibilities (Federal Geographic Data
34 Committee, 2010).

35 **Work Group Objectives and Activities**

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37 • Assist the FGDC Coordination Group in promoting the development,
38 maintenance, and management of the NSDI.

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- Coordinate maintenance and implementation of FGDC-endorsed standards with the designated standards maintenance authorities.
 - Coordinate standards activities of the FGDC member agencies, subcommittees, and working groups. This includes approving standards projects proposed by member agencies; reviewing the proposed scope of appropriate projects; assigning projects to the appropriate subcommittee or work group; reviewing proposed time lines for standards development; maintaining a register of FGDC standards activities and their status; providing guidance on FGDC standards development policy and procedures; assuring consistency of FGDC standards; facilitating coordination between FGDC subcommittees and working groups with overlapping standards activities; reviewing standards for compliance with FGDC policy and procedures; reviewing standard drafts and recommending FGDC endorsements; and recommending actions to accomplish the standards goals of the FGDC to the Coordination Group and the Steering Committee.
 - Develop methods and working arrangements for interacting with FGDC subcommittees and working groups to coordinate their standards activities. This includes developing procedures for resolving conflicts in data content and among data standards.
 - Promote and coordinate the elevation of FGDC standards to national standards, as appropriate.
 - Promote and coordinate use of metadata, in conjunction with the FGDC Metadata Working Group.
 - Facilitate and coordinate the evaluation of geospatial data definitions and standards of other organizations, especially voluntary consensus standards bodies, in compliance with OMB Circular A-119, and, when appropriate, incorporate these definitions and standards into FGDC standards or standards activities, according to FGDC established procedures.
 - Identify standards and specifications that are not necessarily specific to spatial data, but might impact spatial data.
 - Assure that standards are coordinated with State, local, and tribal governments, the private sector and academic community, and, to the

82 extent feasible, the international community and that the needs of
83 data producers and users are addressed.

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85 • Work with National Geospatial Data Asset (NGDA) stakeholders to
86 address standards issues and efforts associated with themes, data
87 sets, data lifecycle, and related data and data management issues.

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89 • Support the implementation of standards related actions in key FGDC
90 initiatives and plans, such as the NSDI Strategic Plan (Federal
91 Geographic Data Committee, 2013) and NGDA Management Plan
92 (Federal Geographic Data Committee, 2014).

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94 **Membership**

95 The FGDC Standards Working Group consists of representatives designated
96 by FGDC member agencies and draws membership from FGDC
97 Subcommittees and other Working Groups. As per OMB Circular A-16,
98 agencies with lead responsibilities for coordinating the national coverage and
99 stewardship of specific spatial data themes will provide leadership and
100 facilitate the development and implementation of needed FGDC standards,
101 especially a data content standard for each data theme. Members are
102 expected to be active in the development and application of policies related
103 to the use of standards within their community. Each FGDC member agency,
104 Subcommittee, or Working Group may nominate a representative and an
105 alternate if desired, to the SWG. Members shall attend FGDC Standards WG
106 meetings regularly and communicate FGDC Standards WG actions and
107 activities to their agency representative to the FGDC Coordination Group.

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109 Non-Federal organizations (e.g., Tribal, Non-Federal, State, County, Local,
110 Academia, and Private Sector) are encouraged to participate in the working
111 group's activities. Although non-Federal participants may engage in SWG
112 discussions and offer information and opinions, their participation is limited
113 to a non-decision making role.

114 **Chair**

115 The Chair shall be from a Federal FGDC partner agency.

116 **Subgroups**

117 The Chair may establish subgroups, as needed, to accomplish the objectives
118 outlined in this charter.

119 **Procedures**

120 FGDC Standards Working Group meetings shall be called by the SWG chair
121 and conducted at least quarterly. Meetings may be held virtually or in
122 person. Agenda items will be coordinated with SWG members.

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124 Decisions shall be on the basis of consensus agreement. When consensus is
125 not reached, the issue will be promptly referred to the FGDC Coordination
126 Group for resolution.

127 **Coordination responsibilities**

128 The FGDC Standards Working Group will employ tools best suited to meet its
129 responsibilities, such as online webinars, teleconferences, national user fora,
130 annual research initiatives, and cooperative venues, pursuant to the
131 availability of resources. The SWG Chair will coordinate Working Group
132 activities with FGDC Subcommittees, other FGDC Working Groups, the FGDC
133 Coordination Group and other NSDI stakeholders to accomplish key activities
134 and effectively grow the geospatial standards community.

135 **Reports**

136 The FGDC Standards Working Group shall submit an annual work plan and
137 an annual summary of accomplishments to the FGDC Secretariat and FGDC
138 Coordination Group for acceptance. The SWG shall develop and present
139 periodic reports to the FGDC Coordination Group. The SWG, through its
140 Chair, will submit content for the FGDC Annual Report each year, as
141 requested by the FGDC Secretariat.

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143 The FGDC Steering Committee, Executive Committee, Secretariat,
144 Coordination Group, or FGDC member agencies may request the SWG to
145 prepare special reports, white papers, technical papers, or briefings to
146 address pertinent issues, cross-cutting activities, and/or matters of urgency
147 consistent with larger FGDC community needs.

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149 The SWG will maintain and update information about its activities on the
150 FGDC website, <http://www.fgdc.gov/standards>.

151 **Approvals**

152 This Charter will remain in effect until amended or replaced or until
153 terminated by the FGDC Steering Committee. The Charter will be posted on
154 the FGDC website at www.fgdc.gov.

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Recommended by FGDC Coordination Group vote on: _____

Approved by FGDC Steering Committee vote on: _____

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