



1998-08-05

Number of pages: 5

ISO/TC 211 Geographic information/Geomatics

Title: Notice and Agenda for 7th Meeting of Working Group 3 in Beijing, China, September 21-23, 1998

Source: ISO/TC 211/WG 3

Status: Notice of meeting and draft agenda

Required Action: For information

Reference: N 529

File name(s): 211n551.doc, 211n551.PDF

Distribution: P, O and L members
Chairman
WG Convenors
Mr. Keith Brannon, ISO CS
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1998-07-28
Number of Pages: 4

ISO/TC 211
Geographic Information/Geomatics
Working Group 3 - Geospatial Data Administration

Title : Notice and Agenda for 7th Meeting of Working Group 3 in Beijing, China, September 21 - 23, 1998

Source: Convenor Working Group 3

Status: For information and action

Requested action: Completion of registration forms

Reference: ISO/TC 211/N529, N546

Distribution: Members of Working Group 3
ISO/TC 211 Secretariat
Working Group Convenors

Working Group 3 - Geospatial Data Administration

Meeting dates:	1998-09-21/23
Place:	Beijing International Convention Centre (BICC), 8, Beichendong Lu, Chaoyang District, Beijing 100101, China.

P. and O. members should note the following:

1. This meeting of Working Group 3 precedes the seventh plenary session of ISO/TC 211 which is being held on 1998-09-24/25 at the same venue.
2. Working Groups 1, 2, 4 & 5 will be meeting on the same dates as Working Group 3 and at the same venue.
3. Practical information, accommodation and registration forms are to be found in document ISO/TC 211 N529 and N546 obtainable either from your national body or by downloading from the ISO/TC 211 website.
4. An agenda for the Working Group 3 meeting is attached. This is provisional and liable to change. Subject to the decision of the Editing Management Committee, there will be Editing Committee meetings in parallel with the Working Group 3 meeting to resolve comments on CDs currently out for review by national bodies.

Action to be taken by those attending the Working Group 3 Meeting:

1. Please complete the pre-registration form in document ISO/TC 211 N529.
2. The pre-registration form **must be faxed to Mr Bai Bo at the National Bureau of Surveying and Mapping, China as soon as possible (target date 1998-08-01).**
3. Please also complete the registration form in document ISO/TC 211 N546 and send to **ISO/TC 211 Secretariat to arrive no later than 1998-08-21.**
4. Hotel reservations are the responsibility of the participants. Full details are to be found in document ISO/TC 211 N529.
5. If there any difficulties in fulfilling these instructions or any queries regarding the agenda please contact the Convenor of Working Group 3 (contact details on the cover sheet).

Working Group 3 - Geospatial Data Administration

DRAFT AGENDA

(Times provisional)

21 Sep		<u>Full meeting of Working Group</u>	
09.00	1. Welcome and introduction		Convenor
	2. Roll call of members		Members
	Introduction of new members		
	3. Approval of agenda and timetable for Project Team meetings		Project Leaders Members
	4. Minutes of 6th Meeting of Working Group 3		Members
	Approval		
	Matters arising		
	Decisions log		
	5. Agreement on Aims and Objectives of Meeting		Convenor
	6. Review of progress		Convenor
	CDs		
	OGC/ISO collaboration		
	7. Progress reports on Work Items		Project Leaders
	Work Item 10 - Feature cataloguing methodology		
	Work Item 11 - Spatial referencing by coordinates		
	Work Item 12 - Spatial referencing by geographic identifiers		
	Work Item 13 - Quality principles		
	Work Item 14 - Quality evaluation procedures		
	Work Item 15 - Metadata		
	8. Working Group 3 report to the TC		Convenor
	Progress		
	Timetable		
	Issues		
	9. Future role of the Working Group and Project Teams		Convenor
	10. Any other business		All
10.30	<i>Break</i>		
10.45	<u>Working in Project Teams under Project Leaders</u>		Project Teams
12.30	<i>Lunch</i>		
13.30	<u>Working in Project Teams under Project Leaders</u>		Project Teams
17.30	<i>Close</i>		

22 Sep	<u>Full Meeting of Working Group</u>	
08.30	1. Progress reports	Project Leaders
	2. Issues	Members
	3. Timetable for today and tomorrow	Convenor
9.00	<u>Working in Project Teams under Project Leaders</u>	Project Teams
12.30	<i>Lunch</i>	
13.30	<u>Working in Project Teams under Project Leaders</u>	Project Teams
17.30	<i>Close</i>	

23 Sep	<u>Working in Project Teams under Project Leaders</u>	Project Teams
08.30		
12.30	<i>Lunch</i>	
13.30	<u>Working in Project Teams under Project Leaders</u>	Project Teams
15.15	<i>Break</i>	
15.30	<u>Full meeting of Working Group</u>	
	1. Progress reports from Project Leaders	Project Leaders
	2. Issues arising from progress reports Issues log	Members
	3. Terminology	Project Leaders
	4. Document and revision timetable	Project Leaders
	5. Future programme of meetings	Convenor
	6. Presentation to the Plenary	Convenor, Project Leaders
	7. Any other business	Members
17.30	<i>Close</i>	
