

## Transportation Subcommittee Charter (October, 2010)

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### **PURPOSE**

This charter describes the Federal Geographic Data Committee (FGDC) Transportation Subcommittee responsibilities for the coordination and support for the National Spatial Data Infrastructure (NSDI), and other transportation data-related activities among stakeholders including the construction, publication and maintenance of a national transportation dataset.

### **AUTHORITIES**

This Subcommittee is granted authority through the current version of the Office of Management and Budget Circular A-16 and Executive Order 12906. From these documents the United States Department of Transportation (US DOT) is designated the lead agency and is responsible to coordinate transportation data-related activities. This government-wide leadership for transportation data coordination is carried out under the policy guidance and oversight of the FGDC.

Pertinent enabling authority also resides in the language of:

- TITLE 49, U.S.C., Section 301; and
- Intermodal Surface Transportation Efficiency Act of 1991 (PL 102-240)
- Transportation Equity Act for the 21st Century (PL 105-178)
- Norman Y. Mineta Research and Special Programs Improvement Act (PL 108-426)

### **SCOPE**

Support the National Spatial Data Infrastructure (NSDI) through facilitation of partnerships and coordination of efforts among stakeholders, to define transportation requirements, promote cohesive efforts for data development, database design, standards, and best practices. Develop working groups to support all aspects of higher-order or cross cutting activities required by various multi-modal transportation data needs.

Stakeholders include federal agencies and between federal agencies and state, local, tribal, academia, and private organizations.

The Subcommittee defines its area of interest to include transportation networks, terminals, and services (including intermodal freight and passenger); and the movements of people and commodities using them, such as trucking and HAZMAT. Transportation includes all traditional transportation modes (roads, railroads, public transit, navigable waterways, and commercial air routes), intermodal connections between these modes, as well as commercial product pipelines.

### **LEAD AGENCY**

The US DOT is the lead agency responsible for the identification, coordination, and dissemination of information on best practices, standards for data exchange, standards development, and use of geospatial data in transportation. The US DOT has delegated lead agency responsibilities to the Research and Innovative Technology Administration (RITA). This organization will lead the development and implementations of plans to coordinate transportation data related activities among Federal and non-Federal agencies and will report its activities to the FGDC. In carrying out its government wide leadership in transportation data coordination, the RITA is directly responsible to the FGDC and [will strive to](#) ensures compliance to the objectives and guidance provided by the FGDC.

### **SUBCOMMITTEE**

This Subcommittee is established to assist the lead agency to coordinate Federal and non-Federal interests in transportation data, including the facilitation of best practices, information exchange and data sharing; the establishment and implementation of standards for quality, content, and transferability; and the coordination of the identification of requirements and the collection of spatial data to minimize duplication of effort where practicable and economical. The Subcommittee will review and assess the lifecycle of the transportation data and the core requirements of data and applications throughout the federal government.

### **MEMBERSHIP**

Membership in the Subcommittee shall be comprised of voting members and Partners.

Voting Members: These are representatives from agencies that are members of the FGDC. These agencies are Federal agencies that collect, or finance the collection of, transportation data as part of their mission or have direct application of these data through legislated mandate. Each member agency of the Subcommittee shall designate its representative, an alternate if necessary, and changes thereto, to the Subcommittee. Other organizations may be added with the concurrence of the Subcommittee Co-chairs such as

Federal departments or agencies that are not members of the FGDC, but have significant activities in geographic information or spatial data collection or use. Upon acceptance, they assume the same responsibilities and privileges as other members of the FGDC.

Partners: Federal or non-federal organizations may serve as Collaborating Partners by requesting official stakeholder status to the Subcommittee. Collaborating Partners are encouraged to participate in all Subcommittee business and its working groups and provide input into all decisions. Official voting privileges are not extended to Collaborating Partners.

The Subcommittee leadership structure shall be a Co-chairmanship. Co-chairmanship shall be comprised of a member from RITA and one member from another modal administration at the USDOT. The Co-chair will be appointed by the Geospatial Information Officer of the USDOT every two years.

## **RESPONSIBILITY**

Responsibilities of the Subcommittee include the following:

- Facilitate the coordination of national geospatial transportation requirements for all stakeholders.

- Coordinate National transportation activities that promote cohesive efforts of national stakeholders in data development and design, standards, and best practices.

- Identify the core federal transportation data for the National Transportation Data Framework and how it will be included in the National Spatial Data Infrastructure.

- Encourage the development of partnerships to share stakeholder expertise in data development, applications, best practices, and public-private partnerships.

- Review candidate datasets for inclusion in the National Geospatial Data Assets (NGDA) Dataset Portfolio. Support higher-order or crosscutting activities recognized by the FGDC, such as the roles and responsibilities of data stewards and theme leads as described in the OMB Circular A-16 Supplemental Guidance.

Provide leadership within the stakeholder's community to adopt common standards for content, format, and accuracy to increase the interchangeability for the core transportation data and applications.

Keep abreast of cutting edge technologies and initiatives, such as Cloud Computing and the Volunteer Geographic Initiative and how these activities may provide opportunities to build and maintain the National Transportation Data Framework.

## **PROCEDURES**

Subcommittee meetings shall be held at the call of the Subcommittee Co-chairs. Normally, notification of meetings and an agenda will be distributed to members of the Subcommittee and to the FGDC Executive Secretary 10 Federal working days in advance of the meeting. All decisions shall be on the basis of consensus agreement. If appropriate, where agreement is not reached, the issue will be promptly referred to the FGDC Executive Secretary to be scheduled for resolution.

The Subcommittee Co-chairs shall consult with the FGDC Coordination Group to determine the need for further coordination prior to implementing Subcommittee decisions that impact the FGDC or its other subcommittees or working groups. The Subcommittee may establish additional rules and procedures for conducting business.

## **SUBGROUPS**

The Subcommittee may create work groups or task groups, or further subdivisions, at the discretion of the Subcommittee Co-chairs, as appropriate to carry out its activities and meet its responsibilities. The establishment of subgroups of more than 12 months duration that are in addition to any specified in this exhibit and the abolishment of any such subgroup requires the approval of the FGDC. Participation in these groups may be drawn from its member organizations and from other organizations, as appropriate.

## **COORDINATION MECHANISMS**

The Subcommittee will employ those tools that are best suited to meeting its responsibilities, such as subcommittee meetings, national user forums, annual requirements solicitations, user surveys and analyses, spatial data user workshops, research initiatives, and cooperative ventures.

The Subcommittee Co-chairs will coordinate the Subcommittee's activities with other FGDC subcommittees, working groups, and other components by participating in the FGDC's Coordination Group.

## REPORTS

The Subcommittee shall, if applicable, report to the FGDC Coordination Group annually, by December 31, describing its activities for the year. This annual status report shall be submitted to the Executive Secretary, and shall contain

- accomplishments of the past calendar year,
- an operating plan for activities planned for the upcoming year,
- photographs, diagrams, and other materials that may be of value for inclusion in FGDC reports,
- a brief discussion of problems encountered and other matters of interest.

When appropriate, the Subcommittee shall submit an operating plan for the upcoming year for FGDC review and concurrence.

Special reports and technical papers also may be requested by the FGDC during the reporting period describing special projects, coordination with other subcommittees, and the development of status graphics or catalogs and informational or educational brochures on the use and availability of transportation data.

The Subcommittee Co-chairs shall provide a draft report of Subcommittee meetings, including Subcommittee recommendations and action items, to all Subcommittee members for review prior to approval.

The Subcommittee Co-chairs shall provide the final report of Subcommittee meetings to all Subcommittee members, the FGDC Executive Secretary, and the Standards Working Group Co-chairs.

## TERMINATION

The Subcommittee shall remain in existence until terminated by the FGDC.

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FGDC Chair & Date

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FGDC Vice-Chair & Date