

## FGDC Standards Work Group Charter May 2015

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### Purpose

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

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

### Authorities

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

### Scope

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

### Work Group Objectives and Activities

- Assist the FGDC Coordination Group in promoting the development, maintenance, and management of the NSDI.

- 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

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

- Work with National Geospatial Data Asset (NGDA) stakeholders to address standards issues and efforts associated with themes, data sets, data lifecycle, and related data and data management issues.
- Support the implementation of standards related actions in key FGDC initiatives and plans, such as the NSDI Strategic Plan (Federal Geographic Data Committee, 2013) and NGDA Management Plan (Federal Geographic Data Committee, 2014).

## Membership

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

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

## Chair

The Chair shall be from a Federal FGDC partner agency.

## Subgroups

The Chair may establish subgroups, as needed, to accomplish the objectives 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](http://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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