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**Terms of Reference for**

**National Coordination Offices (NCO)**

**in Support of the UNSDI Project**

by

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***Scope***

The United Nations Spatial Data Infrastructure initiative (UNSDI) aims to disclose and exchange geospatial data and information between the different UN bodies and between the different UN bodies and their Member States.

The role of National Coordination Offices in Support of the UNSDI Project (in short: NCO for one and NCOs for several), as outlined below, is centrally taking into account the “Delivering as One” recommendations from the Secretary-General’s High-level Panel on UN System-wide Coherence and part of the initiative to harmonize business practices within the UN System. NCO’s should seek to support the “One UN” Country Programme under the Resident Coordinator where they exist.

***Organizational***

Preferably there should be one National Coordination Office (NCO) per country

The NCO is to be hosted by an organization which:

- is involved in national SDI activities
- has recognized international ambitions (and capabilities) in disclosing geo-information through an SDI
- has a capacity building mandate and incentive
- has a standing relation with relevant government representatives at Ministerial and DG level
- has a standing relation with industry and small and medium-sized enterprises (SMEs)

***Activities***

The UNSDI-NCO is to:

- Facilitate the national and/or regional UNSDI portal
- Act as facilitator for geo-information access between UN agencies and national and regional SDI capacities

- Create operational links with the national public and private sector geo-information suppliers
- Contribute in the realization of national government policies and needs with respect to issues relying on the use of geo-information
- Coordinate and execute geo-information disclosure activities for large enterprises, companies or multi-nationals in order to fulfil their corporate governance goals
- Coordinate capacity building activities

### ***NCO activities scheme***

1. UNSDI is primary the geo-information backbone of the various UN organizations
2. The NCOs act as the technical and organizational interface between the UNSDI project and national geo-information suppliers and users. NCOs facilitate the national UNSDI portal adhering to ISO and OGC standards set by UNSDI, and securing interoperability with National SDIs
3. NCOs are set up in line with National (or regional) SDI policies
4. NCOs will support specific deliverables developed under the UNSDI work and business plan. By doing so they will work under the leadership of that UNGIWG member responsible for the implementation of the deliverable.
5. At the request of the responsible agency mentioned under paragraph 4 above, the UNSDI Board will accredit a NCO to the UNSDI initiative
6. The NCO can engage itself in the project, other than for specific deliverables, on the basis of formal requests and/or contracts
7. The NCO is represented at the UNSDI Partners Group which is scheduled to meet once a year and to review the progress of the UNSDI project together with UNGIWG
8. NCO will interface with national public sector SDIs and private sector SDIs
9. The NCOs will coordinate institutional and human capacity building activities involving the public and private sector
10. This includes support in setting up NCOs in member countries including the national UNSDI portal
11. support in the setup of national SDIs
12. support in the generation of thematic geo-information
13. and supporting in the indigenous institutional and human capacity building in order to come to
14. autonomous operations of the NCO

### ***Restrictions***

The National Coordination Offices in Support of the UNSDI Project (NCOs) will only use the term UNSDI and the logo of the United Nations in ways agreed by the UNSDI Board. For that purpose, they will submit a communications plan to the UNSDI Board for approval.