The Integrated Geospatial Information Framework
Part 3: Country-level Action Plans

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INTEGRATED GEOSPATIAL INFORMATION FRAMEWORK
DEVELOPING THE COUNTRY-LEVEL ACTION PLANS
JANUARY - SEPTEMBER 2019
IGIF: Country-level Action Plans

- Part 3: Country-level Action Plans reference the specific guidance, options and actions provided in the Implementation Guide and addresses each of the 9 strategic pathways to capture strategic-to-operational needs of a country when implementing the Framework.
- Country-level Action Plans are now being developed in parallel, and in coordination with, the Implementation Guide. They are being implemented in several ways.

Part 1: Overarching Strategic Framework – **WHY** geospatial information management needs to be strengthened.

Part 2: Implementation Guide – **WHAT** types of **actions** can be undertaken to strengthen geospatial information management.

Part 3: Country-level Action Plans – **HOW** the actions will be carried out, **WHEN** and by **WHOM**.
IGIF: Country-level Action Plans - Approaches

UNSD and World Bank are actively engaged in assisting countries to develop
Country-level Action Plans

Development Account Project
UNSD
(self-paced learning and execution)

Technical Assistance Programs
World Bank and FAO
(assisted execution)
Part 1: Overarching Strategic Framework – **WHY** geospatial information management needs to be strengthened.

Part 2: Implementation Guide – **WHAT** types of actions can be undertaken to strengthen geospatial information management.

Assessment and Analysis Tools – capacity building (learning) activities to work out **WHICH** actions are a priority and **WHERE** they will have most impact.

Part 3: Country-level Action Plans – **HOW** the actions will be carried out, **WHEN** and by **WHOM**.
IGIF: Country-level Action Plans (CAPs)

- Countries prepare and implement the IGIF with their own Country-level Action Plans (CAPs). The CAP is the process of building an IGIF for a nation, beginning with specific plans that align with a nation’s priorities and circumstances.

- A CAP references the specific guidance, options and actions provided in the Implementation Guide and addresses each of the Strategic Pathways, while taking into account the strategic and operational needs of a country when implementing the Framework.

- The CAP is a plan, not a programme that is implemented. The CAPs contain the processes, templates and tools that are available and necessary to first develop a national action plan, and then operationalize the IGIF through its subsequent implementation, and aligned with national priorities.

- The CAPs will include elements such as the economic impact and value of geospatial information systems, identification of investment needs and priorities, sequenced implementation through the identification of short, medium and long-term activities, and potential funding sources.
IGIF: Country-level Action Plans (CAPs)

- The CAP can be viewed as the ‘requirements document’ for national geospatial implementation. Discovery, actions, decision points, etc. for countries to implement.

- It begins with an Execution Plan that identifies the project scope and schedule for the actions to be undertaken. The schedule reflects major milestones that end with a completed Plan when all of the actions are accomplished.

- Some actions may already be completed and are simply added to the Plan. For example, if a country has an existing geospatial strategic plan with vision and mission statements, followed by objectives to accomplish the vision, then these are added to the Execution Plan and the milestone schedule shows them as completed.

- The next phase in a CAP focuses on conducting a needs assessment and formulating a gap analysis. The needs assessment determines current capabilities while also indicating what is a realistic desired performance (where they want to be) based on country priorities.

- A baseline survey gathers detailed information about the current geospatial information management environment in a country. The survey, aligned to each of the 9 Strategic Pathways, helps in understanding gaps in a nation’s current capabilities.
IGIF: Country-level Action Plans (CAPs)

Component 1

- **Objective**: Understand the requirements, assign a project leader and team, and develop an Execution Plan.
- **Outcome**: A shared understanding of the Integrated Geospatial Information Framework, its Implementation Guide and a commitment to undertake information gathering, analysis and planning tasks as appropriate towards strengthening geospatial information management arrangements.

Component 2

- **Objective**: Review current situation and identify needs, gaps and opportunities with respect to current, future and desired goals.
- **Outcome**: A shared understanding of current limitations, issues, challenges and opportunities, and a common view of what the future integrated geospatial information management ecosystem should include.

Component 3

- **Objective**: The Integrated Geospatial Information Framework as a basis and a reference for a Country-level Action Plan.
- **Outcome**: A Country-level Action Plan identifying what needs to happen, where, when, by whom and how, and in order to strengthen geospatial information management arrangements. The Action Plan reflects the outcomes of the assessment and analysis under Component 2.
Positioning geospatial information to address global challenges
IGIF: Country-level Action Plans (CAPs)

Component 2 – Assessment and Analysis

From Component 1
1. Project Initiation
2. Pre-needs Assessment
3. Project Scoping and Scheduling

Information Gathering Activities
4. Current and Desired Performance
5. Baseline Survey
6. Environmental Scanning

Analytical Exercises
7. Stakeholder Identification and Analysis
8. Stakeholder Engagement Workshop
9. Strategic Alignment (and Benefits)
10. Vision, Mission and Goals

Current Situation Understood

11. Gap Analysis Matrix

Desired Performance Understood


Positioning geospatial information to address global challenges
IGIF: Country-level Action Plans (CAPs)

Component 3: Country Action Plan

Component 3 Activities:
- 16. Implementation Schedule
- 14. Describe Activities and Sub-tasks
- 17. Budget Estimations
- 18. Develop Success Indicators
- 19. Country Action Plan (Final)

From Component 2:
- 11. Gap Analysis Matrix
- 12. Needs Assessment and Gap Analysis Report
# CAPs: Summary of Tools/Templates/Tasks

## Component One: Project Execution Plan

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date</th>
<th>Addendum</th>
<th>Estimated work (day/hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Project Initiation Meeting</td>
<td>Nov 2018</td>
<td>A</td>
<td>1/1</td>
</tr>
<tr>
<td>2. Pre-neds Assessment Information Sharing</td>
<td>Dec 2018</td>
<td>A</td>
<td>2/2</td>
</tr>
<tr>
<td>3. Project Scoping and Schedule</td>
<td>Jan 2019</td>
<td>B</td>
<td>5/10</td>
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## Component Two: Needs Assessment and Gap Analysis

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date</th>
<th>Addendum</th>
<th>Estimated work (day/hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>5. Baseline Survey</td>
<td>March 2019</td>
<td>D</td>
<td>7/15</td>
</tr>
<tr>
<td>7. Stakeholder Identification and Analysis</td>
<td>May 2019</td>
<td>F</td>
<td>5/10</td>
</tr>
<tr>
<td>8. Stakeholder Engagement Workshop</td>
<td>May 2019</td>
<td>G</td>
<td>5/30</td>
</tr>
<tr>
<td>9. Strategic Alignment (and Benefits)</td>
<td>June 2019</td>
<td>H</td>
<td>5/5</td>
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## Component Three: Country Action Plan

<table>
<thead>
<tr>
<th>Activity</th>
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<th>Addendum</th>
<th>Estimated work (day/hours)</th>
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</thead>
<tbody>
<tr>
<td>13. Review Country Action Plan (Template)</td>
<td>April 2019</td>
<td>L</td>
<td>1/1</td>
</tr>
<tr>
<td>14. Strategic Pathway Activities</td>
<td>M</td>
<td></td>
<td>20/20</td>
</tr>
<tr>
<td>15. Populate Country Action Plan (with Activities)</td>
<td>L</td>
<td></td>
<td>30/40</td>
</tr>
<tr>
<td>16. Implementation Schedule</td>
<td>N</td>
<td></td>
<td>15/25</td>
</tr>
<tr>
<td>17. Budget Estimations</td>
<td>O</td>
<td></td>
<td>20/40</td>
</tr>
<tr>
<td>18. Timeline of Success Indicators</td>
<td>P</td>
<td></td>
<td>10/20</td>
</tr>
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## GOAL 1: Effective Geospatial Information Management

Enabling geospatial information governance, policy and institutional arrangements that ensure effective geospatial information management, accommodate institutional requirements and arrangements, and that are aligned to national and global policy frameworks.

<table>
<thead>
<tr>
<th>Current Performance Progress</th>
<th>Statement</th>
<th>Desired Performance Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 = Not started; 2 = Minimal; 3 = Moderate; 4 = Extensive; 5 = Achieved</td>
<td>The extent to which our governance arrangements for geospatial information management bring together a broad range of institutions to share and provide access to data.</td>
<td>1 = Low and 5 = High</td>
</tr>
</tbody>
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<tbody>
<tr>
<td>1 = Not started; 2 = Minimal; 3 = Moderate; 4 = Extensive; 5 = Achieved</td>
<td>The extent to which our geospatial policies and laws stimulate data sharing, innovation and use of geospatial information.</td>
<td>1 = Low and 5 = High</td>
</tr>
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<tr>
<td>1 = Not started; 2 = Minimal; 3 = Moderate; 4 = Extensive; 5 = Achieved</td>
<td>The extent to which our technologies and processes enable geospatial information to be easily shared with the</td>
<td>1 = Low and 5 = High</td>
</tr>
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## GOAL 3: Integrated Geospatial Information Systems and Services

Geospatial information, including community information, is integrated across the government sector and maximized for evidence-based policy and decision-making.

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<tbody>
<tr>
<td>1 = Not started; 2 = Minimal; 3 = Moderate; 4 = Extensive; 5 = Achieved</td>
<td>The extent to which our geospatial information is easy to find, view and use.</td>
<td>1 = Low and 5 = High</td>
</tr>
</tbody>
</table>

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<thead>
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<th>Desired Performance Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 = Not started; 2 = Minimal; 3 = Moderate; 4 = Extensive; 5 = Achieved</td>
<td>The extent to which our local community readily contributes geospatial information (e.g. through crowdsourcing or through data managed at the local level) to enhance national government data sources.</td>
<td>1 = Low and 5 = High</td>
</tr>
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<tr>
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</thead>
<tbody>
<tr>
<td>1 = Not started; 2 = Minimal; 3 = Moderate; 4 = Extensive; 5 = Achieved</td>
<td>The extent to which our geospatial data is able to be used to analyze</td>
<td>1 = Low and 5 = High</td>
</tr>
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The Country-level Action Plan (CAP)
The Country-level Action Plan (CAP)

INTRODUCTION

ABOVE THIS COUNTRY-LEVEL ACTION PLAN

The [Country] Action Plan provides detailed steps towards achieving the short-term and long-term strategic goals for strengthening integrated geospatial information management and draws on the recommended methods documented in the Integrated Geospatial Information Framework (IGIF) Part 2: Implementation Guide, along with justification of the approach. The framework provides the strategic guidance that has enabled this country-level action plan to be prepared and implemented.

The Integrated Geospatial Information Framework is a United Nations endorsed framework that was developed in collaboration between the United Nations and the World Bank, originally to provide a basis and guide for lower to middle income countries to reference when developing and strengthening their national and sub-national arrangements in geospatial information management and related infrastructures.

Direct benefits include encapsulating new and innovative approaches to national geospatial information management, implementing integrated evidence-based decision-making solutions, and maximizing and leveraging national information systems that are tailored to individual country's situations and circumstances.

The approach will assist [Country] to move towards e-economics, e-service and e-commerce to improve services to citizens, build capacity for using geospatial technology, enhance informed government decision-making processes, facilitate private sector development, take practical actions to achieve a digital transformation, and to bridge the geospatial digital divide in the implementation of national strategic priorities and the 2030 Agenda for Sustainable Development.

VISION AND MISSION

In this section, add your country-specific vision and mission

GOAL AND OBJECTIVES

In this section, add your country-specific goals and objectives.

STRUCTURE OF THIS DOCUMENT

The Country-level Action Plan is categorised according to the IGIF Strategic Pathways. Each Strategic Pathway identifies:

- Agencies involved – Identifies stakeholders with interest or responsibilities for Strategic Pathway Actions.
- Contact Person – To be contacted for more information on the Strategic Pathway Actions
- Background and Rationale – Information for the reader so that they understand why the activities have been identified. This section includes a brief statement on the current situation and gaps in capabilities
- Proposed Approach – This section provides a broad overview of how each activity in the strategic pathway is articulated. It is a good idea to include a diagram to assist the reader in understanding the broader framework in which the activities are contained, such as a Governance and Institutions Framework, Legal and Policy Framework, Financial Framework and Data Framework etc. The IGIF Part 2: Implementation Guide provides some example Frameworks that can be adopted/adapted.
- Objectives – These are the objectives of delivering the approach (Strategic Pathway). They are important to include in the Country Action plan as they can be incorporated in future business cases or when seeking approval, such as for a new governance model, as they explain the rationale for undertaking the activity.
- Actions – This section lists the activities and their subtasks within each activity. These activities can then be incorporated into a Gantt chart (see section below). Actions are to be disseminated through the Country Needs Assessment and Gap Analysis. The Integrated Geospatial Information Framework Part 2: Implementation Guide is to be used as a reference to determine what activities can be implemented to address gaps in current capabilities.

POSITIONING GEOSPATIAL INFORMATION TO ADDRESS GLOBAL CHALLENGES

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ggim.un.org
The Country-level Action Plan (CAP)

SP1. GOVERNANCE AND INSTITUTIONS

Establish leadership, governance model, institutional arrangements and a clear value proposition to achieve multi-disciplinary and multi-sectoral participation and commitment.

1.1 AGENCIES INVOLVED

In this section, identify the stakeholder with interest or responsibilities for Strategic Pathway Actions. For example:

Lead Ministry: Ministry of Land and Land Development

Stakeholder Community: Organizations responsible for generating data, such as the Survey Department, Land and Land Use Policy Development, Forestry Department, Census and Statistics Department; and government departments who are significant users of geospatial information.

1.2 CONTACT PERSON

In this section, identify the person/s to be contacted for more information on the Strategic Pathway Actions. For example: Additional Secretary, Ministry for Land and Land Development

1.3 BACKGROUND AND RATIONALE

In this section, provide information for the reader so that they understand why the activities have been identified. This section includes a brief statement on the current situation and gaps in capabilities.

For example: Institutional coordination and collaboration are to be strengthened in order to strengthen integrated geospatial information management. Currently, institutional arrangements are based on official channels of information flows. The approach is subject to a high degree of bureauocracy for data requests, preparation and signing of agreements, and data transfers. Delays are frequent and the process is costly.

Fast tracking procedures is possible in the event of emergencies. However, the process is reliant on personal relationships, which while assisting with communication and action, can collapse when changes in personnel occur.

There is a need to develop enduring underpinning structures. The emerging changes in the geospatial information industry require new governance arrangements that take into account the balance between

1.4 PROPOSED APPROACH

In this section, provide a broad overview of how each of the actions in the strategic pathway interrelate. It is a good idea to include a diagram to assist the reader in understanding the broader framework in which the activities are contained, such as a Governance and Institutions Framework. The XAP Part 2: Implementation Guide provides some example of elements that can be used to develop a Framework.

For example: The [Country] proposes the following Governance Model (Figure 1.1) that includes the creation of a Geospatial Information Coordination Unit, Geospatial Council (or Steering Committee), and Expert Working Groups that have subject matter expertise in geospatial data, technology and policy.

From time to time, geospatial information-related projects will require the establishment of short-term project teams that will collaborate jointly with other lead departments.

Figure 1.1 Proposed Governance Model

1.5 OBJECTIVES

In this section, identify the objectives for achieving the approach (Strategic Pathway). These are important to include in the Country Action plan as they can be incorporated into future business cases or when seeking approval, such as for a new governance model, as they explain the rationale for undertaking the action.

For example: The overarching aim is to attain political endorsement, strengthen institutional mandates and build a cooperative data sharing environment through a shared understanding of the value of an Integrated Geospatial Information Framework, and the roles and responsibilities to achieve this vision.

Specific sub-objectives for formalising the geospatial information management Governance and Institutional Framework in [Country] are to:

- Provide a forum for the effective management and sharing of geospatial information across the government, private, academic and community sectors.
- Provide a focus point for strategic national imperatives as well as institutional requirements.
- Offer a governance model that is easily accessible and credible to participating institutions.
- Promote a model that is driven from the top so that participating institutions are well supported and guided in their daily tasks and decisions where the mandate for geospatial information management and sharing is concerned.
- Mandate clear delineated levels of authority and roles and responsibilities for strengthening integrated geospatial information management.
The Country-level Action Plan (CAP)

Action 1. Establish the [Country] Geospatial Information Coordination Unit (or Office) as the central hub for the coordination and accountability for all integrated geospatial information activities.
- Seek Administration and/or Cabinet Approval
- Establish the organisational structure
- Develop Terms of Reference, roles and responsibilities and code of conduct.
- Determine number of staff required and create Position (Job) Descriptions for permanent/part-time roles
- Identify funding required for resourcing the office
- Identify staff delegations and reporting structure

Action 2. Establish Leadership Committees
- Appoint an Executive Committee/Sub Committee
- Establish Specialist Working Groups - data, technical, policy, capacity building and financial working groups to advise the Coordination Unit and Steering Committee.
- Establish an NGO Advisory Group
- Designate an NGO Champion
- Seek Cabinet Approval for committees (if required)
- Identify Committee Chair, Executive Officer, Committee Members and Administrative Support
- Develop Terms of Reference, and roles and responsibilities
- Frequency of Meetings, and Monitoring and Reporting Structure

Detailed IGIF Guidance embedded within Country-level Action Plan
Positioning geospatial information to address global challenges
The Integrated Geospatial Information Framework (IGIF) comprises 3 separate, but connected, documents. The Overarching Strategic Framework explains WHY geospatial information management needs to be strengthened. The Implementation Guide describes WHAT types of actions can be undertaken to strengthen geospatial information management. The Country-level Action Plans instruct HOW the actions will be carried out, WHEN and by WHOM.
Positioning geospatial information to address global challenges

Anchored by 9 Strategic Pathways, the Framework is a mechanism for articulating and demonstrating national leadership in geospatial information, and the capacity to take positive steps.