



Commission 5 Steering Committee Meeting

19 and 21 April 2005, Cairo – Egypt
Intercontinental Semiramis

1. Welcome, Opening Remarks, Roll call

Meeting started on 19 April 2005 at 1745 (Commission 5 Meeting Room)

Present – Naser El Sheimy, Dan Schnurr, Mikael Lilje, Cyril Romieu, Vaclav Slaboch, Matt Higgins, Rob Sarib and Rudolf Staiger

Apologies – Michel Kasser

2. Confirmation of Agenda

Confirmed.

3. Action items from previous Steering Committee minutes – Athens WW and Paris (Dec04). Refer to Cairo Action Items spreadsheet.

Meeting Adjourned at 1830.

Meeting Reconvened on 21 April 2005 at 0840 (Pool Room) and re-commenced at Action Item 13.1 Athens.

Present – Mikael Lilje, Cyril Romieu, Matt Higgins, Rob Sarib and Rudolf Staiger

Apologies – Michel Kasser, Naser El Sheimy, Dan Schnurr, Vaclav Slaboch

4. Report on ACCO and Council

Matt provided a brief Council report.

Matt referred to his and Rob's notes taken at the ACCO meeting.

Action 4.1 - Rob to circulate Matts 'final' ACCO and Council notes to all Steering Committee members.

5. Future workings of Commission 5 and 2006 to 2010 Workplan

Discussion topics were -

- New subjects such as Navigation / guidance systems ; laser scanning
- A separate working group for GNSS with subgroups relating systems and applications ; infrastructure ie GPS and Galileo ; location based services.
- Maintain working groups such as reference frame ; standards ; mobile mapping ?
- Review the role of Mobile Mapping ? working group 5.3 ? – should it be referred to ISPRS ? more liaisons with ISPRS ?
- Remove 5.4 once Dan's document has been completed – should these be converted to a task force rather than a working group ?

- Should there be more task forces ? ie focussed groups and projects with shorter time frames and concise objectives.
- The role of Vice Chair of Admin to also maintain website rather than FIG Office ?
- Should we focus on more applications / training / how to do things ?
- Review Comm 5's structure towards conference sessions ie make them more focussed.
- Create a Comm 5 liaisons officer to communicate with IAG, UN, Corporate Members, ISPRS etc – in fact should there be a liaison person representing all Commissions ?
- Who is available to Chair Standards ? potential members need to be advised.

Note – Refer to Open Meeting work plan comments as well.

Action 5.1 – Rudolf to draft a work plan by IAG in Cairns, August 2005 for circulation and Steering Committee to discuss.

6. FIG Liaisons update – ie with UN and IAG

Matt reported that liaisons with these ‘sister’ organisations were going well, but expressed concern that to continue this role (especially UN GNSS) he would need to source additional funding / resources so as not to draw on Commission funds required by Rudolf term during his term as Chair. He advised of the signing of several MOUs, FIGs recent involvement at technical events with these organisations (e.g. Cairo and Cairns) and highlighted that other key initiatives such as the UN OOSA /GNSS workshops are indicators of good relations and co-operation. Matt referred to his reports on the Commission 5 website for more detail.

Matt, Rob and Rudolf discussed the possibility of developing better relations with ISPRS, especially with respect to providing assistance with the management of papers and technical sessions at FIG conferences and relevant issues pertaining to remote sensing.

Action 6.1 - Matt to formalise initial contact with Ian Dowman (President ISPRS) and to ask for relevant contacts within ISPRS to address the above (email address – idowman@ge.ucl.ac.uk)

Action 6.2 – Rudolf to consider formalising this relationship and arrangements with ISPRS as part of Commission 5's 2006-10 work plan.

7. Discussion and follow up of AFREF meeting.

Matt, Cyril, Mikael and Rob attending the AFREF meeting. It was an open meeting that saw good representation from decision makers from the majority of the 50+ countries in Africa as well as the Presidents of IAG (Gerhard Beutler) , ISPRS (Ian Dowman) and ICA (Milan Konecny). IGS (Ruth Neilan) and Commission 1 of IAG (Herman Drewes) were also represented. The open meeting and a meeting of the project steering committee enabled discussion of the next steps in the establishment of an ITRF based single reference frame for the African continent. The meeting was led by IAG and FIG's role at this meeting was primarily to facilitate and provide technical assist were possible.

Action 7.1 – Rob to circulate the minutes and summary of the meeting and address for AFREF web site, once they have been received.

8. Discussion and follow up any issues arising from Open Meeting.

Refer to Open Meeting minutes and action items.

Action 8.1 – Rob to also circulate Open Minutes / Actions to all open meeting participants.

9. FIG Surveyors Reference Library –

Matt, Rudolf and Rob referred the Steering Committee to the Matt's ACCO notes on this subject. Generally, this project / library will now be a 'collection of papers' and thus most papers will be accepted. However authors may need to comply with more stringent guidelines.

10. Update and critical review of WG's - progress, workplans and achievements.

Refer to Matts Cairo report to the GA.

WG5.1 – Rudolf added that the standards on reference frames will need monitoring.

WG5.2 – Mikael advised that the 5.2 web site structure has been finalised and a work schedule prepared. The web content and fact sheets are still in draft form.

WG5.3 – Naser was not available. However the Mobile Mapping Symposiums are functioning well and other sub-working groups appear to be progressing (including the new sub-group on GNSS Development). It should be noted that Naser also reported on latest progress with the technology in a technical session during the Cairo conference.

WG5.4 – Dan was not present, however refer to Action Item Athens 9.2.. It should be noted that Dan also reported on latest progress with WG5.4 publication in a technical session during the Cairo conference.

11. Website upgrades – general discussion on proposals.

Refer to Action Items Athens 4.3, 6.1 and 7.3

Action 11.1 – All to supply 4 to 5 highlight photos of the Cairo Working week to Rob so that the Comm 5 photo gallery can be organised. Also, ALL are to supply some photos of previous regional conferences and working weeks that were attended for the 2002-06 term to populate the gallery.

12. Discuss next Regional Conference and Coming Events

Cuba, Havana

- Rudolf proposed to conduct training seminars / sessions on 'how to use' total stations.
- It was also suggested by Antonio Hernandez at the Commission 5 Open meeting that a work shop on regional reference frame issues and SIRGAS be investigated.
- Also refer to Action Item Athens 18.1

Action 12.1 – Rob and Rudolf to find out who in the region can assist with these projects and provide more information on session formats and potential topics.

Accra, Ghana

- It was suggested by Stephen Djaba at the Commission 5 Open Meeting that a reference frame workshop on AFREF be held at this conference.
- The Steering Committee also discussed the possibility of conducting workshops or training sessions on fundamental survey techniques (ie EDM, levelling etc) and also terrestrial laser scanning.

Action 12.2 – Matt and Rob to liaise with Stephen Djaba on the above and potential topics and session formats.

It was also noted by the group that the workshops / sessions in the above regional areas should consider using interpreters or local presenters so that the content can be effectively communicated. Mikael and Cyril suggested that courses could be done in several languages spoken by steering committee members ie French, English and German. For Cuba none of the steering committee members speak Spanish.

IAG Cairns

- Refer to Action items Athens 4.4, 4.5 and 18.1

General discussion on Conferences

- Develop technical, Comm 5 core business symposiums with like organisations such as IAG, IGS or potentially ION. Note ION or IGS role could be the facilitator or take the lead. The level of input from each participating body at such conferences needs to be defined.

Action 12.3 – All to monitor and develop. This item can be amalgamated with Action Item Athens 4.5

Note – Matt advised that Council is looking at reviewing the frequency of Regional conferences to possibly every 2 years. This will then allow each commission to potentially focus on co-sponsoring a core business symposium every other year. Matt has had initial discussions with Beutler, Neilan and Rizos from IAG/IGS on possible symposium series on high accuracy GNSS applications.

- It was noted that there is no apparent difference between WW and Regional conferences.
- The issues of servicing ‘the outreach philosophy’ vs core members need to be better balanced; the equation needs to be redefined to be more equal for both stakeholders.
- Examine model used by ISPRS for their technical conferences.
- More speakers on applications
- More time should be allocated for focussed / topical workshops and ‘reflection’ on proceedings during WW.

Action 12.4 - Matt and Rudolf to report the above points to Council and ACCO.

- Management of ‘poster’ presentations needs to be re-assessed by ACCO / Council. Some suggestions are -
 1. The format of posters needs to be more specific and improved.
 2. Clear guidelines for presenters need to be established

3. Posters should only be called for and accepted for 'focussed' workshops only. They are to be posted on the walls of the room for ½ to 1 day workshop. This workshop should have 3-4 case studies / presentations on the work shop issue. The workshop needs to be focussed thus the posters need to be relevant and targeted. After presentation of case papers an open discussion is then encouraged to examine the case studies or explore the relevant posters. This concept should be trialled in Munich and possibly use the theme RTK / CORs networks. Munich brochure currently mentions a RTK Network Providers Forum.

Action Item 12.5 – Rudolf to write a proposal by September 2005 (Cuba) for circulation and ACCO.

13. Next Steering Committee meeting

| Scheduled for Cairns 2005.



International Federation of Surveyors
 Fédération Internationale des Géomètres
 Internationale Vereinigung der Vermessungsingenieure
Commission 5
 Positioning and Measurement (2002-2006)
www.fig.net/figtree/commission5

Commission 5 Action Items as at 16 May 2005

ACTION Item	Commission Action Officer	Action / Update	Target Completion Date	Completed / Status
Athens 3.1	Dan	Simplified version of questionnaire re-distributed and responses received. Dan and Vaclav will analyse and summarise feedback and will produce a report for circulation.	Sept 2005 (Cuba)	
Athens 4.3	Rob	Ongoing – Matt and Rob will review the website once 5.2 website is finished and will use this and 5.3.3 website as a basis / template.	On-going	
Athens 4.4	Matt & Rob	Cairo and Cairns proceedings - Note – At this stage Rob, Mikael, Georgia, Matt and Naser will be attending	Done	
Athens 4.5 and Cairo 12.3	All	More Comm 5 technically oriented symposiums - Matt reported that their will 2 operational geodesy workshops to be organised for Cairns : (1) dynamic datums in a working datum – possible case studies from Omnistar, NZ and Zhuhur Altimini and (2) vertical reference frame. It was also to be noted that a regional geodesy workshop on geoids,reference frames and datums is also being promoted and will occur on the weekend before Cairns.	On-going	Matt to continue to monitor and action.
Athens 5.1	All	To consider the issues raised at GA (as per SC minutes) and forward possible resolutions to Matt and Rob for ACCO but firstly Matt and Rob to review and circulate issues for everyones comment.	Sept 2005 (Cuba)	
Athens 6.1	All	If possible - all to provide website addresses and a paragraph describing each website to either Rob, Mikael or Cyril. The topic to be not only on GPS standards and guidelines but also on reference frame topics.	Sept 2005 (Cuba)	

Athens 7.1	All	Refer to Athens 6.1	Sept 2005 (Cuba)	
Athens 7.2	Cyril & Mikael	To distribute outcomes from WG5.2 meeting to it's members. Mikael and Cyril to now handle.	Sept 2005 (Cuba)	
Athens 7.3	Rob & Mikael & Cyril	To liaise and establish a link from the WG5.2 web page to the BKG web site re ISOTC211 standard and rework website. Ongoing. Will be fully completed once 5.2 website is operational.	Done	Meeting held in Cairo to advance website.
Athens 9.2	Dan	To draft initial correspondence to Anna Tibaijuka. Done to some extent – however correspondence to A Tibaijuka needs to be re-vitalised. So to re-start this dialogue, Dan is to draft a letter on behalf of FIG Exec / office ; addressed to A Tibaijuka ; letter to briefly outline the document / publication and who in the organisation should he contact to work / discuss this project with. This letter is be done ASAP and given to Matt so that he can firstly liaise with Holger / Markku.	ASAP	
Athens 9.3	Dan	To discuss with the JWG members the proposal to tighten the focus to “Informal Settlements”.	Done	
Athens 13.1	Matt	To re-work the original IAG / FIG background paper to include the relevant contacts with each organisation, issues raised from discussions with Beutler and with a more strategic focus with respected to inter-commission activity.	Draft for circulation by June 2005	DRAFT in progress - discussions held with Beutler, Drewes and Neilan in Cairo. Names and info to be updated. Note Holger wants a new MOU to revitalise relationship.
Athens 13.2	Georgia	To advise Matt of her previous involvement / capacity with IAG ie which IAG Commission(s) she has been involved with.	On going	No info from Georgia
Athens 15.1	All	Will workshop in Cairo to consider emerging issues to assist Rudolf in developing his work plan for 2006 to 2010.	Done	To be discussed further in Cairns at SC - SEE Cairo 5.1
Athens 15.2	Rob	To note and ensure sufficient time is set aside in Cairo for such a workshop.	Done	On going discussions - SEE Cairo 5.1
Athens 16.1	Matt	To keep all informed re IAG / FIG proceedings	On-going	

Athens 18.1	All	To check calendars and inform Rob ASAP of ability/inability to attend coming FIG / Comm 5 related events. Rob to check with Naser, Dan and others re their availability for Cuba and Ghana.	On-going	Note - (a) Cairns : Rob, Matt, Mikael, Naser and Georgia (b) Cuba : Rudolf, Dan and maybe Cyril and Matt - subject to resources (c) Ghana : Matt, Rob, Cyril, Mikael and maybe Rudolf.
Athens 19.1	All	To consider their future involvement in Com 5. Also consider other people who may be interested in being involved in Com 5 now or in the future. Any thoughts on these matters should be communicated to Matt and Rudolf for consideration in planning for the future of Commission 5.	Sept 2005 (Cuba)	To be discussed further
Paris 3.0	Matt	It was suggested by the SC for Matt to recommend to Council that Corporate Members meeting minutes be circulated so as to stimulate better technical co-operation with members.	Sept 2005 (Cuba)	Matt to circulate minutes - briefly, funding arrangements and corporate members to nominate a delegate to liaise with FIG commissions was discussed.
Paris 6.0	Matt	At Council, Matt is to check with Paul van der Molen re the progress of the SRL WG so that there are some 'concrete' guidelines or information for ACCO in Cairo.	Done	
Paris 7.1	Matt	Matt to ask Naser about the technical content of the Optical 3D Measurement Technique Conference in Vienna, October 2005 and its subsequent affiliation wrt FIG	Sept 2005 (Cuba)	
Paris 7.2	Matt	Matt to organise meetings in Cairo for AFREF (topics should also include the Geoid)	Done	
Cairo 4.1	Rob	To circulate Matts 'final' ACCO and Council notes to all Steering Committee members.	1/2 Done	ACCO notes circulated.

Cairo 5.1	Rudolf	To draft a work plan for circulation and Steering Committee to discuss.	Cairns Aug 2005	
Cairo 6.1	Matt	Matt to formalise initial contact with Ian Dowman and to ask for relevant contacts within ISPRS to assist with the management of papers and technical sessions at FIG conferences and relevant issues pertaining to remote sensing.	ASAP	
Cairo 6.2	Rudolf	Rudolf to consider formalising the relationship and arrangements with ISPRS as part of Commission 5's 2006-10 work plan.	On going	
Cairo 7.1	Rob	To circulate the minutes and summary of the AFREF meeting, once they have been received.	ASAP	
Cairo 8.1	Rob	Rob to also circulate Comm 5 Open Minutes / Actions to all open meeting participants. See also CO6.	Done	
Cairo 11.1	All	To supply 4 to 5 highlight photos of the Cairo Working week to Rob so that the Comm 5 photo gallery can be organised. Also, ALL are to supply some photos of previous regional conferences and working weeks that were attended for the 2002-06 term to populate the gallery.	On going	
Cairo 12.1 and Cairo Open 9	Rudolf / Rob / Cyril	Rob and Rudolf to find out who in the Cuba region can assist with possible workshops on EDM, reference frame, and SIRGAS ; and provide more information on session formats and other potential topics for Cuba	ASAP	
Cairo 12.2 and Cairo Open 9	Matt / Rob / Mikael / Rudolf	Matt and Rob to liaise with Stephen Djaba on possible workshops in Ghana for basic training in survey techniques, reference frame issues and other potential topics and session formats.	ASAP	
Cairo 12.4	Matt / Rudolf	Matt and Rudolf to report to Council and ACCO the conference issues raised at Cairo	On going	

Cairo 12.5	Rudolf	Rudolf to write a proposal on POSTER presentations for circulation and ACCO.	Sept 2005 (Cuba)	
Cairo Open 1	Matt	Email to participants the process of how to become more involved with FIG Comm 5 – that is becoming a National Delegate or joining a working group. Countries interested are South Korea, Cameroon, Saudi Arabia, and Ghana ?	Done	
Cairo Open 4	Rob	To arrange for the Dec 2005 GNSS Symposium in Hong Kong to be posted on the Comm 5 website.	Done	
Cairo Open 5	Rob	To email TN and Winnie Shu the email addresses of todays participants.	Done	
Cairo Open 6	Rob	To email participants the comments / issues resulting from the Comm 5 Open meeting.	Done	
Cairo Open 7	Rob	To send an email, 4-6 weeks before Cuba, requesting from all National Delegates ideas for 2006-10 work plan.		