

GEOSTAT 4, Project Meeting, November 30, 2021

Venue/time: On-line meeting, November 30, 2021, 13-15 CET.

Participants

Amelia Wardzińska-Sharif
Ana M. Santos
Anna Sławińska
Ingrid Kaminger
Jenny Linnerud
Jerker Moström
Julien Gaffuri
Karin Hedeklint (secretary)
Maria Wurster
Marina Backer Skaar
Mervi Haakana
Oliver Mueller
Outi Ahti-Miettinen
Pasi Piela
Pekka Latvala
Rina Tammisto (chair)
Rossano Figueiredo
Sibylle Saul
Simen Sommer
Thomas Burg
Tuuli Pihlajamaa

The purpose of the meeting

A GEOSTAT4 consortium meeting to review the situation of the work packages and to inform members about ongoing matters.

Power Point slides presented at meeting is available in Teams; WP7 Management; Project Management; Project meetings; *GEOSTAT4_consortium_20211130.pptx*

Agenda and notes

1. General issues
2. Work package reviews and specific presentations
3. Other issues

General issues

- a) Minutes from previous meetings: Put your comments in the documents in Teams and send a message about that to Anna S and Karin. Minutes could be re-published, if needed.
- b) Deliveries:

WP6 have had problems with deliveries. Deadline have been postponed to the end of January. The project has been in contact with Eurostat concerning that. Ingrid Kaminger will support the management of this WP.

Schedule changes within WP2 (2.2, 2.3) and WP3 (3.1, 3.2, 3.3). Some deliveries are postponed to the end of December. Are they ready to be uploaded on the portal by the end of December? Let Rina know latest by next week.

WP1 terms document: Critical timing and resources. The project needs extra help with this. An e-mail about this has been sent to some persons in the project consortium.

We had a look at an overview of deliveries. 1.1 will be delivered right in time. The chair congratulated WP1 leader Mervi Haakana and all who have been involved in the preparation of the document.

c) Standard for delivery of documents:

A document is ready for delivery when:

- Terms are checked and aligned with “the terms document”
- Layout is according to Word template
- Language is checked
- Publishing is planned in the publication strategy
- The consortium has been given the opportunity to comment. There are no conflicting conclusions in separate documents.
- The material is published on the web (WP4). Verified to be accessible according to the international accessibility law.
 - Discussion: Is EFGS an organisation that is bound by law to follow the accessibility law. Since EFGS is a non-public organisation, the web site is not bound by law. But it is good if we can make it as accessible as possible, if it is possible within this project. WP4 will investigate what can be changed.
 - Does our new Word template follow the accessibility laws? The project will investigate that.

How to present authors of documents and papers in project: We use the term: “GEOSTAT 4” as reference.

A proposal for naming of titles in documents, should it be presented under the headline “GSGF Europe” or “GEOSTAT 4”.

- Mervi will check that font sizes are the same as in Word templates
- There are other documents associated with GSGF Europe, but not part of this project. How should they be handled? How can we show that all these documents are related? For example, business cases. This discussion will be continued later.
- Mervi and Jerker will check the documents and made a proposal for titles in the next consortium meeting.

Standard for content, chapters, references, and annexes in documents. Suggestion presented.

Standard for “page 2” in documents: With information about copyright. We need a standard for that.

- The project will look into if these standards are included in the word templates produced within WP6.

Work package reviews and specific presentations

WP3 (Thomas Burg)

Delivery 3.1. Proposal of enchantment of QAF: General impression from presentation at quality expert group: Changes of wording were not very welcome. However, new methods were more welcome. WP3 is now producing a final output according to input from the quality expert group.

Delivery 3.2 Recommendations for quality reporting: This includes the quality indicators. Final document is getting ready. It contains references to SIMS (metadata standard) and list of quality indicators, with references to GSGF and more. We had a quick look at the document and then each chapter was more thoroughly presented by Thomas Burg. The document is available in Teams [Deliverable 3 2 draft20211111 sims.docx](#). The consortium was asked to go through the document and comment on it, especially:

- Concepts with no specific geospatial content
- Correct and complete recommendations for geospatial contents
- How far the concepts can be related to geospatial aspects generally

Latest by December 10, WP3 needs all the comments.

Discussion about the indicators being mentioned more in other documents.

Delivery 3.3 Quality checklist: Input has been collected. Check against GSBPM needs to be done (against WP1 output). The consortium may comment on this too, but there are some consolidations left to be done in this document.

The work done in this WP is a whole new area for both the geospatial and quality side. The result should be followed-up. The timing for changing the QAF was not the best, because there is a peer review coming up. So, the suggestions within WP3 should be followed-up later. The chair thanked the group for a work well done.

WP2 (Jerker Moström)

Three main tasks:

1. Benchmark study: Delivered in 2020. Now the result has been put in the new word template and the text have had some smaller editing.
2. Collection of use cases and guidance:
 - a. Good practise and use cases: 30 use cases are now finalised and ready for publishing. 38 cases need a review. Responsible persons have been contacted. Input needs to be sent to Jerker as soon possible.
 - b. Concept for training/training material. Work is ongoing.
3. Creating new advanced use cases and service concepts: Several deliveries with different responsible editors. Jerker went through the status of each document. The most uncertain part is the Table Joining Service, that is now running on a Finnish server. This needs to be further discussed within this WP.

WP1 (Mervi Haakana)

The GSGF Europe is ready. The document is available in Teams (as version 1.0). The document will be soon uploaded to the EU-portal.

Work continues in WP1.2. Mervi went through the schedule of this WP. Mervi would like comments from the consortium on the documents. A new meeting within the WP was proposed, to discuss document with recommendations. More information in the Teams chat.

WP4: (Anna Sławińska)

All minutes from previous consortium meetings have been published at www.efgs.info.

WP leaders should check the board in MIRO and update boxes, concerning:

- Deliveries and other materials for the web,
- Missing deliveries
- Which terms should have pop-up boxes on web version of documents
- Filters for deliveries, use cases

Anna will invite the WP leaders that need guidance in MIRO, to separate meetings where they can work with this tool together with Anna. That will make it easier for Anna to get all the information that is needed in MIRO.

Consortium meetings

The next consortium meeting: December 14, 2021, at 13-15.

The project aims to have a closing seminar/webinar. Oliver will return with information on if it is possible for the project to organise a live seminar in Luxembourg in March, in accordance with the GISCO meeting (which will be on 24th March).

Other issues

No other issues were discussed.