



INSPIRE

Infrastructure for Spatial Information in Europe

Call for Expression of Interest for Development of Data Specifications:

- to submit Candidate Specifications
(scenario 1)
- to participate in Specification Development
(scenario 2)

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Acronyms / Glossary

Used Term	Definition
CT	Consolidation Team (INSPIRE)
DT	Drafting Team (INSPIRE)
GCM	Generic Conceptual Model
GI	Geographic Information
INSPIRE	Infrastructure for Spatial Information in Europe
INSPIRE directive	Directive of the European Parliament and of the Council establishing an infrastructure for spatial information in the Community
IR	Implementing Rules
ISO 19131:2007	ISO 19131 - Geographic information - Data product specifications
LMO	Legally Mandated Organisation
SDIC	Spatial Data Interest Community
TOR	Terms of Reference
TWG	Thematic working group
UML	Unified Modelling Language

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Purpose of this document

The purpose of this document is to provide terms of reference specific for the call for expression of interest to participate in the development of INSPIRE Implementing Rules (IRs) laying down the technical arrangements for the interoperability and harmonisation of spatial data sets (further **data specifications development**). The call is addressed to the INSPIRE Spatial Data Interest Communities (SDIC) and Legally Mandated organisations (LMO).

Data specification development is related to different basic documents, as following:

1. The Directive 2007/2/EC of the European Parliament and of the Council establishing an infrastructure for spatial information in Community (INSPIRE) (OJ L 108, 25.4.2007, p. 1–14).
2. Work Programme of the Transposition Phase (2007-2009)¹ that outlines three scenarios (as described in chapter 2.3 of the WP).
3. Terms of Reference for Developing Implementing Rules laying down the Technical Arrangements for the Interoperability and Harmonisation of Spatial Data Sets” (further TOR), which defines the main actors involved in this long-term process and their roles.

This call is related to the data specification development according to scenarios 1 and 2. In the frame of scenario 1 the stakeholders may submit candidate data specifications for INSPIRE, while in scenario 2 they are invited to participate in the specification development process.

The readers are recommended to study the TOR before reading this Call.

¹ http://www.ec-gis.org/inspire/reports/transposition/INSPIRE_IR_WP2007_2009_en.pdf

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1 Introduction

1.1 Envisaged scenarios of IR development

For the development of data product specifications three scenarios are envisaged:

- Scenario 1: Adoption procedure of candidate specifications for draft INSPIRE Implementing Rules;
- Scenario 2: Specification development process shared by the INSPIRE stakeholders;
- Scenario 3: Specification development process with involvement of experts.

This call is related to the data specification development according to scenarios 1 and 2. In the frame of scenario 1 the stakeholders may submit candidate data specifications for INSPIRE, while in scenario 2 they are invited to participate in the specification development process.

In the following two subchapters details of scenarios 1 and 2 are given.

1.2 Process management and time schedule

The data themes referred by the INSPIRE Directive have been split into three groups (Annexes) to prioritise the work. The normal sequence of data specification development will start with Annex I, followed by Annex II and III. However, under certain conditions themes in Annex I and II can be brought in the process ahead of time. SDICs, LMOs, or their groups can put forward candidate specifications or propose their capacities for specification development before the ultimate deadlines communicated on the INSPIRE web-site. For transparency and traceability the INSPIRE community will be informed about each early submission and proposal using the usual communication channels (web-site, and contact points).

2 Scenario 1: Call for submitting Candidate Data Specifications

2.1. Basic information

The first call addressed to SDICs and LMOs is targeted at identifying **candidate spatial data specifications** fit for the purposes of INSPIRE². Responding the call the SDIC has to specify:

- what INSPIRE data theme is concerned,
- in which community the specification is used,
- what is the geographical extent of use,
- status of the standardisation process (if any),
- examples of implementation.

The documentation of the specification should be annexed to the application.

² Conformance to ISO 19131:2007 is not required at this stage. Missing specification elements, comprising the application schema in a conceptual schema language (UML) can be prepared during the adoption procedure assisted by, on the request of the submitting SDIC/LMO, the facilitator and the editor. However the proposing SDIC/LMO has to submit as complete documentation as possible. The amount of work necessary to arrive to a draft mature enough for SDIC/LMO review is considered as a measure for feasibility of this scenario.

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The submission of Candidate specifications is continuous. The Consolidation Team will initiate the procedure of verification against the user requirements and conformance to the GCM without delays. However candidate specifications for an annex theme should be submitted not later than

- **30 September 2007 for Annex I³**
- **April 2009 for Annex II and III**

After the deadline of the specific call and upon the receipt of candidate specifications in advance the CT will initiate the procedure according to scenario 1 and will invite the EIONET and the DS DT to verify them against the user requirements and the conformance to the GCM. Based on their recommendation the CT will decide about the applicability of scenario 1. Specifications retained for scenario 1 are subject of the usual INSPIRE procedure; before being submitted to the INSPIRE Committee they are reviewed by the SDICs and LMOs.

The proposing SDIC/LMO must declare the commitment for collaboration with the CT during the adoption procedure, aiming at accommodating the comments of the EIONET and the DS DT. The CT will provide communication channels, comprising eventual comment resolution workshop to the parties.

If no candidate specifications are proposed by the above delaines the CT will compose the TWG for timely starting of data specification development.

As part of the INSPIRE Implementing Rule **specifications will be free of charge and publicly available.**

2.2 Scope

- to submit specification with as full documentation as possible,
- to consider the comments received from EIONET and DSDT, and participate in the discussion in case of disagreement,
- to document the process of comment handling using the standard INSPIRE comment spreadsheet,
- to prepare adjustments to the candidate data specifications, if needed, satisfy the user requirements and achieve conformance to the GCM,
- to prepare proper documentation of the specifications as required in D2.6,
- to respect the deadline specified in the Directive and follow the roadmap published in the Work programmes

2.3. Basic requirements for candidate data specifications

The candidate data specifications should be based on or include:

- domain expertise of the theme,
- references to the reference material and user requirements,
- information about the used methodology and application of standards, especially in the area of geo-information,
- implementation examples.

2.4. Who can apply?

- SDICs and LMOs⁴,

³ For organisationsl reasons candiddate specifications submitted after the deadline cannot be taken into consideration

⁴ Registration is open all over the specification period. Please refer to the INSPIRE website: <http://www.ec-gis.org/inspire/>

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- already registered SDICs to the INSPIRE SDIC/LMO register should update their profile on the INSPIRE web site answering the questions related to this call,
- more information on roles and terms of reference for SDIC/LMO in data specification development is available in TOR (Subchapter 2.2).

2.5. How to apply?

- Through the application on the web site: <http://www.ec-gis.org/inspire/> .
- The template of the application form can be downloaded in doc. and pdf. formats.
- **The online application form will be available from 1 September 2007 onwards.**
- SDICs/LMOs can apply only through online application form.

2.6. Deadline for submission

- The application form and the documentation of the candidate specification for Annex I themes must arrive by **30 September 2007 12h00 CET**.
- The precise deadlines for submitting candidate specifications for Annex II and III themes will be communicated in due time via the INSPIRE web-site and the SDIC/LMO contact points.

2.7. The selection process

- All the proposed candidate specifications will be accepted for a further review.
- The Consolidation Team will decide about the feasibility of scenario 1; the CT will seek the advise of the DS DT and EIONET to decide if candidate specifications proposed by a SDIC or LMO can be regarded as first draft according to scenario 1, including the following steps:
 - when candidate specifications are submitted by a SDIC or LMO the CT will be advised by the EIONET about the fitness for purpose of the proposal from users' point of view
 - the candidate specifications will be checked for conformance against the INSPIRE Generic Conceptual Model by the experts of the Data Specification Drafting Team.

3. Scenario 2: Call for participating in the Development of Data Specifications

3.1. Basic information

This second call is addressed to the SDICs and LMOs to express their interest in participating in the development of data specifications of a given theme according to scenario 2. SDICs and LMOs are eligible to propose their capacities for working in one or several Thematic Working Groups (TWGs) that are in charge for drafting IRs for a given theme as put forward in scenario 2.

It is assumed that the organisations responding to this call have expertise also in one or more implementation aspects of the theme either as users, data transformers⁵, or data providers. They are expected to invest resources in the specification process in terms of experts' work and working capabilities. The contribution of SDICs/LMOs is **in-kind contribution**. Responding the call they have to specify:

- which INSPIRE data theme they want to contribute to,
- short description of expertise relevant to the theme,
- the amount of contribution (in person-days),
- the names of the proposed experts and their short CV.

⁵ Producers of value added products based on the data themes of INSPIRE

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The submission for scenario 2 is continuous. The normal specification period of Annex I is November 2007 – March 2009, which will be followed by the specification period of Annex II and III. The detailed roadmap according to the data themes will be prepared and communicated to the stakeholders in due time. Early specification development for a data theme listed in Annex II and III is possible when

- a) a SDIC, LMO, or their group takes the lead and proposes sufficient capacities for specification development,
- b) the CT anticipates that a longer specification process is necessary (for example because of the lack of reference materials).

Proposal for early specification development will be communicated to SDICs/LMOs via their contact points and the INSPIRE website at least 8 weeks before the planned starting day. In the first case the rest of the SDICs and LMOs can decide whether they want to join the process offering additional capacities. The TWG will be composed of the experts proposed by the initiating SDIC/LMO and may be completed by the domain experts selected by the CT based on the responses from other SDICs/LMOs. Facilitator and editor of the TWG will be assigned by the CT.

The ultimate deadlines for proposing resources according to scenario 2 is 30th September 2007 for Annex I, while for Annex II and III will be communicated to the stakeholders via their contact points and the INSPIRE web site. After this date, if no or not enough capacities are offered the CT will compose the TWG according to scenario 3.

3.2. The scope of work

- to analyse and take into account, when appropriate, the reference materials and the user requirements submitted by the INSPIRE stakeholders for the specific spatial data theme,
- to analyse and take into account the standards developed by organisations established under the international law (Article 7(1) of the Directive),
- to seek advise of the Eionet at the initial identification of requirements and any time when there is a need to do so.
- to apply the INSPIRE conceptual framework to ensure conformance to the INSPIRE Generic Conceptual Model and overall consistency in specification development process applying the agreed methodology (D2.3, D2.5, D2.6, D2.7)
- to develop technical specifications for the IR(s) they are considering,
- to apply, whenever possible, the terminology, coordinate reference system, the feature catalogue, and other items maintained in the INSPIRE registers
- to propose via the CT newly specified items or changes to existing items to the maintainers of the registers,
- to ensure consistency, when appropriate, by cross-theme checking
- to propose to the CT to assign an expert from other domain or to organise a technical workshop especially in case of cross thematic issues
- to document the specification process with full references and justifications,
- to analyse and consolidate the comments received from the CT and DS DT in the first review cycle
- to analyse and consolidate the results of the review and the testing results from the SDICs and LMO and assist the CT in conflict resolution
- to follow the timeframe of the work programme and the INSPIRE Directive
- to deliver the following documents:
 - Analysis of the reference materials;
 - Analysis of the user requirements and documentation of the use-case development;
 - Resolutions of the comments submitted by the stakeholders in frame of reviewing the draft data specifications;
 - Data specifications to be included in the draft IR;

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- Provide material that can be used for communication purposes.

For further information please, refer to TOR on role of Thematic Working Groups related to scenario 2 (Subchapter 2.6).

3.1. Basic requirements of the organisation (SDIC, LMO)

- Domain expertise of the theme,
- Expertise and experience of the implementation aspects of the theme either as users, data transformers, or data providers,
- Capacity to provide resources for IR Drafting (experts, working capabilities),
- Expertise in data product specifications,
- Knowledge of ISO 19 000 series of standards,
- Knowledge of the INSPIRE conceptual framework (D2.3, D2.5, D2.6, and D2.7⁶).

3.2. Who can apply?

- SDICs and LMOs,
- already registered SDICs to the INSPIRE SDIC/LMO register should update their profile on the INSPIRE web site answering the questions related to this call,
- more information on roles and terms of reference for SDIC/LMO in data specification development is available in the TOR (Subchapter 2.2).

3.3. How to apply?

- Through the application on the web site: <http://www.ec-gis.org/inspire/>.
- The template of the application form can be downloaded in doc. and pdf. formats.
- **The online application form will be available from 1 September 2007 onwards.**
- SDICs/LMOs can apply only through online application form.

3.4. Deadline for submission

- The application forms and proposals for experts for **Annex I** must arrive not later than **30 September 2007 12h00 CET**.
- The ultimate deadlines for submitting proposals and expert nominations for **Annex II and III** themes **will be communicated at least 8 weeks before the starting day** via the INSPIRE web-site and the SDIC/LMO contact points.

3.5. The selection process

The selection process aims at building the TWG for development of data specifications under scenario 2.

- All registrations will be accepted to build the list of candidate organisations and experts under the scenario 2.
- The participating organisations and the experts of the TWGs will be selected by the Commission
- Thematic Working Group (TWG) will be organised including experts from approximately 3-5 SDICs or LMOs.
- The team will be completed by the facilitator and by the editor, designated by the Commission.
- The facilitator and the editor will be selected from the experts list drawn up upon the call of interest to be published in September 2007.

⁶ D2.7 Guidelines for encoding will be published for review within the SDIC/LMOs in December 2007 – January 2008