

CHARTER

Metadata Focus Group (MFG)
of the
Geospatial Intelligence Standards Working Group (GWG)



31 October 2008

**Charter for the
Metadata Focus Group (MFG)
Under the
Geospatial Intelligence Standards Working Group (GWG)**

1. PURPOSE

1.1 Charter. The purpose of this charter is to establish the Geospatial Intelligence Metadata Focus Group (GWG-MFG) as a focus group under the Geospatial Intelligence Standards Working Group (GWG) of the DOD Information Technology Standards Committee (ITSC).

1.2 Geospatial Intelligence Metadata Focus Group (MFG). The purpose of the GWG-MFG is to serve as a community-based forum to advocate for information technology (IT) standardization activities related to the standardization of metadata for geospatial intelligence (GEOINT) data. The GWG-MFG serves as a technical advisory group to the GWG and as a coordinating body for the GEOINT community to address all aspects of GEOINT metadata.

2. DEFINITIONS

data set identifiable collection of data

geospatial information information that identifies the geographic location and characteristics of natural or constructed features and boundaries on the earth, including statistical data; information derived from, among other things, remote sensing, mapping, and surveying technologies; and mapping, charting, and geodetic data, including “geodetic products.”

geospatial intelligence the exploitation and analysis of imagery and geospatial information to describe, assess, and visually depict features and geographically referenced activities on the earth

metadata data about data

metadata element discrete unit of metadata

model the act of representation of an entity, usually at scale

National System for Geospatial Intelligence

the combination of technology, policies, capabilities, doctrine, activities, people, data, and communities necessary to produce geospatial intelligence in an integrated multi-intelligence, multi-security domain environment

3. SCOPE

The GWG-MFG will deal with those aspects of the standardization of GEOINT relating to imagery, sensor and geospatial metadata. Metadata is used by a large population of users other than the producer of the metadata. By in large, it is created by someone and used by someone else. Standardizing the structure and use of metadata will provide creators with appropriate information to characterize the data. Furthermore, standardizing the use of metadata will enable users to effectively implement the metadata to facilitate the most efficient method to discover and retrieve the associated data.

The GWG-MFG will coordinate activities between the various recognized organizations and will assume a leading role in the development of standardized metadata in their respective communities.

4. MISSION

The mission of the GWG-MFG is to serve as a GEOINT community forum to identify requirements for metadata of GEOINT data, identify and resolve standardization and interoperability issues related to the development of metadata for geospatial intelligence information and data, and act as a conduit for information and coordination related to GEOINT metadata activities within the community.

5. REFERENCES

a. Guidance References

1. GEOINT Publication 1 – Geospatial Intelligence
2. Charter of the GEOINT Standards Working Group (GWG)

b. Charters and Work Plans

1. Distributed Common Ground System (DCGS) Multi-Service Execution Team (MET) Metadata Working Group (MWG), Charter
2. NATO Joint Committee for ISR Metadata Harmonization Technical Support Team (MH TST), Work plan
3. IC ODNI Information Sharing Tiger Team
4. Motion Imagery Standards Board (MISB), Charter

5. Multinational Geospatial Co-production Program, Memorandum of Understanding
6. Digital Geographic Information Working Group (DGIWG), Memorandum of Understanding

c. The following referenced documents are indispensable for the activities of this Focus Group.

1. ISO 8601:2004, Data elements and interchange formats – Information interchange – Representation of dates and times
2. ISO 19115:2003, Geographic information – Metadata
3. ISO 19115:2003/Cor.1:2006, Geographic information – Metadata – Corrigendum 1
4. ISO 19115-2, Geographic information – Metadata – Part 2: Extensions for imagery and gridded data
(not yet finalized)ISO 19119:2005, Geographic information – Services
5. ISO 19119:2005/Amd.1:2008, Geographic information – Services – Amendment
6. ITU-T Recommendation E.123, Notation for national and international telephone numbers, e-mail addresses and Web addresses, Recommendation E.123ICS 2007-500-2,
7. IC Standard for Information Security Marking Metadata, 11 Dec 2007ICS 2007-500-3,
8. IC Standard for Information Resource Metadata, 10 Dec 2007ICS 2007-500-4,
9. IC Standard for Publication Metadata, 10 Dec 2007
10. Department of Defense Discovery Metadata Specification (DDMS), version 1.4.1, 10 August 2007
11. MIL-STD-2500C, National Imagery Transmission Format (NITF), version 2.1, for the National Imagery Transmission Format Standard (NITFS), 1 May 2006

6. ORGANIZATION

The GWG-MFG will follow the basic organization established by the Geospatial Intelligence Standards Working Group.

- a. Chair: The National Geospatial-Intelligence Agency (NGA) National Center for Geospatial Intelligence Standards (NCGIS) will provide a chairperson to head the GWG-MFG.
- b. Members: Core members of the GWG may serve as core members of the GWG-MFG if they have an interest in the subject area, or designate alternates to represent them. Other MFG members are associate members of the GWG, who serve as subject matter experts (SMEs) to the GWG-MFG.

c. Guest participants: Non-members may participate on an ad hoc basis in GWG-MFG activities when their participation is beneficial to the GWG-MFG. GWG-MFG members may invite guest participants as required to support the GWG-MFG.

7. FUNCTIONS AND RESPONSIBILITIES

a. Advise the GWG on matters relating to geospatial metadata of GEOINT, and particularly, recommend GEOINT metadata standards for inclusion in the DOD Information Technology Standards Registry (DISR).

b. Serve as the GEOINT community forum for geospatial metadata-related standardization, interoperability issues, and exchange of information. This includes the US DoD, Intelligence Community, Federal agencies, coalition partners, and the GIS industry.

c. Identify current standards, research current requirements, and then determine standards shortfalls.

d. Develop the Focus Group standard operating procedures.

8. PROCEDURES

a. The GWG-MFG will meet as needed. Generally meetings will be scheduled to correspond with scheduled GWG meetings. The chair or core members may request additional meetings if they are required to address a particular issue that cannot be considered during regular meetings, due to urgency, complexity, or other extraordinary factors.

b. Detailed procedures are documented in GWG and MFG standard operating procedures (SOP) that will be developed by MFG members.

c. The GWG-MFG will review this charter at least annually, and recommend changes to the GWG.

d. GWG-MFG information and documentation (i.e. meeting agendas, presentations ...) will be posted on the GWG web site (<http://www.gwg.nga.mil>) within the GWG Members Site. Users must request access to the GWG Members Site.

Approved:


CHRISTOPHER D. CUPPAN

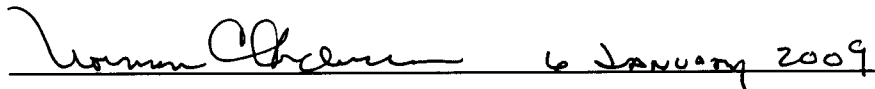
Acting Chair, Geospatial Intelligence Standards Working Group (GWG)

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