

**AGREEMENT  
ON NORDIC COOPERATION  
IN THE FIELD OF  
SPATIAL DATA AND  
LAND ADMINISTRATION**

**August 22, 2016**

LANDMÆLINGAR ÍSLANDS	
Málanr.: <u>V201608030</u>	Abm.: _____
Lykill: <u>13.1</u>	<u>MG</u>
Mótt.: <u>29.08.2016</u>	_____
Afgr.: _____	_____
Ath.: <u>8 bls. m/forstöðu</u>	_____

## FOREWORD

This agreement encompasses the Nordic countries' cooperation in Spatial Data and Land Administration. The agreement was first signed on May 14, 1992 and most recently revised on August 22, 2016.

# Agreement on Nordic cooperation in the field of Spatial Data and Land Administration

## I. The parties to the agreement

### I.1

Denmark:	Agency for Data Supply and Efficiency Danish Geodata Agency
Finland:	National Land Survey of Finland
Faeroe Islands:	The Environment Agency
Greenland:	The Government of Greenland
Iceland:	National Land Survey of Iceland Registers Iceland
Norway:	Norwegian Mapping Authority
Sweden:	Swedish Mapping, Cadastre and Land Registration Authority

The parties wish to expand and strengthen the existing Nordic cooperation between public authorities in the fields of Spatial Data and Land Administration, etc.

### I.2.

This cooperation agreement may be expanded to include additional parties, provided its current parties agree to the expansion.

## II. Areas of cooperation

### II.1 The cooperation can include the following subject areas:

- a. Maps, spatial data, cadastre, property registration, land registration, reference networks and geodesy
- b. Strategic and technological issues as well as topics concerning standardisation
- c. Topics of common interest concerning use of data, management, organisation, finance and personnel
- d. International cooperation
- e. Exchange of experience and knowledge

### II.2.

The cooperation may be expanded to include further topics if there is agreement on this.

### **II.3.**

Two or more organisations may cooperate and enter agreements on subjects of special interest without the involvement of the other member parties.

### **III. Way of cooperation**

#### **III.1 The informal cooperation**

The parties aim to maintain a trusting and informal cooperation at all organizational levels, for instance by building and maintaining personal contacts and networks.

#### **III.2 The formal cooperation**

The formal cooperation is based on an agreed framework that encompasses the following:

- III.2.a The Nordic management meeting (Appendix 1)
- III.2.b Common Nordic working groups (Appendix 2)
- III.2.c Common Nordic projects (Appendix 3)
- III.2.d Common representation of the Nordic countries in Nordic and international Fora (Appendix 4)

### **IV. Language and presentations**

The work language in the Nordic cooperation is English, which ensures that communications are understood by all. Written presentations may be in Swedish/ Norwegian/Danish. Documents exchanged through the Nordic cooperation that will be used in international relations, should only be distributed in English.

Presentations to formal meetings should be accompanied by an abstract or a slide presentation that will be enclosed in the minutes available through the common portal.

### **V. Financing**

Every organization finances its own expenses related to the Nordic cooperation.

Expenses to joint projects are generally shared among the participating countries and distributed according to the population of the participating countries. Revenue from joint projects is shared after the same principle.

As pertains to management meetings and equivalent arrangements, the organizing country may charge each participant a fee to cover common expenses for hosting the meeting. The maximum fee at the 2015 rate, and which may be regulated, is 2,350.00 DKK or its equivalent in the other Nordic currencies, per participant. Participants are additionally responsible for their own transport expenses to and from the meeting location as well as expenses for hotel and other subsistence.

### **VI. Decision procedure**

The individual participants in the cooperation cannot be committed economically without their expressed consent.

A series of handwritten signatures and initials in blue ink, including the name 'Tom SAV' and several other illegible marks.

**VII. Contractual**

This contract is concluded in Keflavík, Iceland, August 2016.

**Denmark:**

Agency for Data Supply and Efficiency .. 

Danish Geodata Agency ..



**Finland:**

National Land Survey of Finland .. 

**Faeroe Islands:**

The Environment Agency .. 

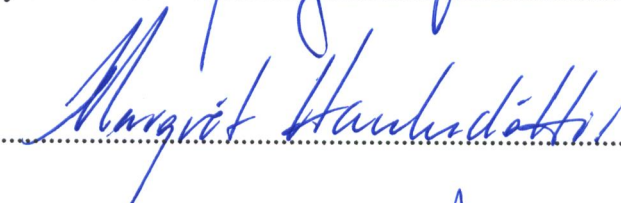
**Greenland:**

Government of Greenland .. 

**Iceland:**

National Land Survey of Iceland .. 

Registers Iceland ..



**Norway:**

Norwegian Mapping Authority .. 

**Sweden:**

Swedish Mapping, Cadastre and Land Registration Authority .. 

## Appendix 1. The Nordic management meetings

The managers for the cooperating organizations will meet at least once a year:

- In spring, for the “Lilla chefsmöte”, where only the Directors General participate. This “Lilla chefsmöte” is held with preparation of the “Stora chefsmöte” in mind. No other fixed topics are on the agenda.
- In early autumn, for the “Stora chefsmöte” where the Directors General, other relevant managers and the working group for International coordination (NIC) meet. The meeting is held with a fixed agenda. “Stora chefsmöte” is planned to function as a preliminary meeting for the EuroGeographics General Assembly.

Both meetings are held alternately in the Nordic countries in the following order:

*Iceland, Norway, Faeroe Islands, Finland, Sweden, Greenland and Denmark.*

The order may be adjusted as necessary and after agreement among the parties.

The host country is responsible for arranging the meetings and for documenting the meetings with minutes, etc. A list with all the participants from the meeting including their job title and contact info (email and cell phone) shall be enclosed in the minutes. The minutes are distributed via the common portal.

The managers may be accompanied by one or more members of the staff to “Stora chefsmöte”, though the number of participants at these meetings should be limited.

“Stora chefsmöte” should generally be limited to three working days, including travel and the possibility for a one day professional excursion.

The meeting will be held with the following agenda: Deviations from the agenda can be arranged where appropriate:

1. Approval of the agenda
2. Short country report with the main activities on spatial data and land management area in the Nordic countries. Current reports must be available at the common portal at least a week before the meeting
3. Reporting from the working groups and the common projects
4. Highlights and focus topics from the working groups
5. Approval of the work program and tasks from the working groups for the coming year, including closing or establishing new working groups
6. Discussion of general trends, policy and strategic questions, including presentations from the meeting participants
7. International activities
8. Time, place and a preliminary agenda for next year’s meeting
9. Any other business

## Appendix 2. Common Nordic working groups and networks

The participating countries/ organizations have the right to participate in all working groups but are not committed to do so. Working groups are established after approval at the annual "Stora chefsmöte".

The working group for International coordination (NIC) will maintain an overview of the established working groups, and will make the overview available through the common portal. The overview will also contain information about the participants in the working groups and their contact information.

### *Governance and workflow*

The NIC- group has the task to prepare the agenda and the material for the "Lilla chefsmöte" and the "Stora chefsmöte". For the "Stora chefsmöte", all working groups shall, by the start of July, prepare and submit a report to the chairman of the NIC group that describes:

- The aim of the working group
- Status and the results the group have achieved the past year
- Recommendations about work program with concrete goals for the coming years of work

The chairman of the NIC group distributes the reports from the working groups to the members of the NIC group. The NIC group is responsible for preparing and compiling one report with the results of the work from the working groups. The report will be sent out together with the agenda and other materials for the "Stora chefsmöte" and will be part of the basis for the strategic discussion of the future focus areas and priorities for the Nordic cooperation.

After "Stora chefsmöte", the working groups will prepare a detailed work plan for the coming year, also indicating when the deliverables from the working groups will be available. This work plan must be established by the end of October at the latest. The work plan must be sent to the chairman for the NIC group, who will make it available through the common portal. At "Stora chefsmöte", the managers may decide the extent to which they will follow the work in one or more of the working groups during the year.

### *Organization*

The NIC group works as a management secretariat for the Nordic managers.

A chairman will be appointed for all working groups, and for the NIC group the role as chairman will be handled by the country that holds the Nordic directorship in EuroGeographics' Management Board. In general, the NIC chairman is the contact point for the working groups and is responsible for the ongoing communication between the working groups and NIC.

In connection with the discussion at "Stora chefsmöte" of the work programs conducted by the working groups, it may be decided to establish broader strategic projects. In such a case, it may be necessary to appoint a project owner or a steering committee.

*Handwritten signatures and initials:*  
Pete, KAT, TM, SIA, M, M, B

### **Appendix 3. Common Projects**

The Nordic managers may establish projects on subjects of common interest.

All participating organizations/countries have the right to participate in these activities, but it is not a condition that all participate in all activities.

All activities have, in principle, a fixed term.

Before a common activity is established, there must be a description of:

- Which organizations will participate in the activity, and which will be responsible for conducting the activity according to the time schedule and as agreed
- Who will take the initiative to begin the work
- The aim of the activity and the indicators for achieving the goal
- Timetable and milestones for the activity, including how and when the activity will be reported
- Budget for the activity and distribution of expenses and revenue

In some cases it may be valuable to consider a memorandum of understanding between the participants in the project.

Status/result of the common projects will be presented at the "Stora chefsmöte" and generally presented by the country that was the host of the most recent project meeting before the "Stora chefsmöte".

*Tom Sjöberg*

#### **Appendix 4. The Nordic and international cooperation**

The Nordic countries look positively upon the works performed by international, professional organizations and actively support these.

The Nordic countries will not themselves initiate professional Nordic activities in areas already dealt with by international organizations. However, a coordinated Nordic approach to and participation in the international organizations will help streamline and make use of the results of the international work and counter needless duplication of effort.

#### **EuroGeographics**

Concerning the international work in EuroGeographics:

The Nordic countries are independent members of EuroGeographics, but have a common interest in acting in fellowship with the aim of having a strengthened impact on the development and to reduce the costs by participating in this work.

When at least one of the Nordic countries chooses to participate in relation to EuroGeographics's activities, working groups and projects, this country may alone represent itself or it may also represent other Nordic countries. If the participating country also represents other countries, the involved parties shall determine how the costs attached to the work should be distributed among them, how they provide mandates to the participating country, and how feedback from the work should be channeled.

*Richard* *Tom* *SMV* *MC* *MA*