International Working Group on
Satellite based Emergency Mapping
IWG-SEM

19-21 May 2014 - Oberpfaffenhofen, Munich, GERMANY – 20-21 May 2014

Hosted by DLR

Day 1
Thursday, 20 May 2014

10:30 -11:00   Arrival of participants

11:00 -11:15   Welcome address

11:15 -11:30   Introduction, Logistics, Adoption of the meeting agenda and Attendees introduction

11:30 -11:45   IWG-SEM updating
Brief review of last year activities (e.g. membership composition, website status)

11:45-13:00   IWG-SEM vision and mission.
Discussion on IWG-SEM role in the next year(s): e.g. institutionalization, further definition of IWG-SEM role during emergency response activities, potential fund raising activity, membership policy, IWG-SEM platform.

13:00 -14:00   *Lunch break*

14:00 -15:00   IWG-SEM vision and mission - Continuation

15:00 -16:00   Emergency Mapping Guidelines: event specific chapters
Plan for keeping the document alive: the first version of the Emergency Mapping Guidelines has been finalised in March 2014, regular revision of the document are envisaged and should be managed. Current priority is for event-specific chapters, as already agreed and highlighted in the guidelines introduction. Following points should be discussed
- Flood-related section draft: analysis and discussion on the current section structure
- Drafting on the expected content of each identified section
- Definition of the drafting process/model based on the experience gained in drafting the general part, e.g. one member prepare the first draft, other members reviews?
- Draftg schedule

16:00 -16:15   *Coffee Break*

16:15 -16:45   Emergency Mapping Guidelines: event specific chapters - Continuation
Identification of potential new chapter/topics

16:45 -18:00   GeoRSS: Current status and way forward
Discussion on the operational set-up of the activation metadata/information sharing mechanism (e.g. GeoRSS), including use case scenario (how a similar tool is used by specific target groups in specific situations).
Technology adopted: feedback received, pros and cons. Potential improvements. Hosting site.

18:00   Closure of Day 1

19:30   *No host group dinner*
Place to be defined

Day 2
Wednesday, 21 May 2014

09:00 - 09:15   Arrival of participants

09:15 - 09:30   Brief summary of Day 1

09:30 - 11:00   IWG-SEM activities for the next year(s)
The following topics - discussed during the Washington meeting - are deemed relevant for IWG-SEM vision and mission and will be considered for the potential next activities to be carried out by the group
- SEM community analysis: analysis of the SEM big picture, including definition of specific end users categories and use cases, which will help to delineate the IWG-SEM role more clearly;
- Quality assurance: to proceed further with the quality assurance guidelines, analyzing the possibility to set-up SEM organization qualification tests and the role IWG-SEM may have;
- Sharing of user feedback: it is stressed the importance of gathering the user feedback on the delivered SEM products, highlighting the difficulties in receiving detailed and useful information. For this reason, an analysis of the main outcomes/findings based on the received user feedback from the different SEM organizations should be carried out and shared;
- Development of a standard mapping symbology;
- Development of a file naming convention or standard.

11:00 - 11:15   *Coffee Break*

11:15 - 12:30   IWG-SEM activities for the next year(s) - Continuation

12:30 - 14:00   *Lunch break*

14:00 - 14:30   Chairmanship handover
ITHACA chairmanship period, which started in April 2013, is now ended, being the IWG-SEM chairmanship a voluntary function with a 12 months rotation period.

14:30-16:00   Wrap-up
A short summary of the major points discussed and agreed during the meeting will be provided.
The IWG-SEM members will also start defining potential venues for the next meeting to be held approximately in October 2014.
AOB

16:00   Closure of Day 2 and closure of the meeting