

**UNGEGN Working Group on Evaluation and Implementation and
UNGEGN Working Group on Publicity and Funding**

**Hilton Vancouver Metrotown
Vancouver**

21-23 June 2010

MINUTES

Participants

Mr. Ki-Suk Lee, Convenor, WG on Evaluation and Implementation, UNGEGN (Republic of Korea)

Mr. David Munro, Convenor, WG on Publicity and Funding, UNGEGN (United Kingdom)

Ms. Helen Kerfoot, Chairperson, UNGEGN (Canada)

Mr. Ferjan Ormeling, Vice Chairperson, UNGEGN (Netherlands)

Mr. Botolv Helleland, Rapporteur (Norway)

Mr. Sungjae Choo, Professor, Kyung-Hee University (Republic of Korea)

Mr. Peter Raper, Former Chairperson, UNGEGN (South Africa)

Mr. Stefan Schweinfest (UN Statistics Division) on phone for part of the meeting on June 22

Ms. Sabine Warschburger (UN Statistics Division) on phone for part of the meeting on June 22

Mr. Amor Laaribi (UN Statistics Division) on phone for part of the meeting on June 22

Observers

Ms. Hyo Hyun Sung, Professor, Ewha Womans University (Republic of Korea)

Mr. Heon-Ryang Im, NGII, Ministry of Land, Transport and Maritime Affairs (Republic of Korea)

Ms. Gi-Hi Kang, NGII, Ministry of Land, Transport and Maritime Affairs (Republic of Korea)

1. Welcome

Welcoming remarks were made by Ms. Kerfoot (UNGEGN Chair), Mr. Lee and Mr. Munro (Working Group Convenors) and participants were introduced. Thanks were expressed to the organizers and the sponsors.

2. Administrative matters

It was agreed that Mr. Lee would chair the first day and Mr. Munro the second day, and that Mr. Helleland would act as rapporteur. The provisional agenda was adopted, with the later addition (under discussion of agenda item 4) of 11d: Lifetime achievement awards.

3. Mandate, objectives, responsibilities, etc. of the two Working Groups

The mandates as currently on the UNGEGN website were considered satisfactory, but it was agreed to add an item referring to funding on the Current Activities of the Working Group on Publicity and Funding.

4. Summary of any outstanding business from Joint Meeting held during the UNGEGN in Kenya, May 2009

The minutes were reviewed, with matters arising assigned to other agenda items.

5. Report from the UNGEGN Secretariat

In the absence of representatives from the Secretariat, the UNGEGN Chair reported on their behalf.

a. Completed items since the 25th Session of UNGEGN

- The publication and posting on the website of the Report of the 25th Session of UNGEGN. The report was accepted by ECOSOC.
- Two Information Bulletins were published and posted on the website.
- The World Geographical Names Database was launched on the website in December 2009, with information on names of countries, capitals and major cities (including audio files).
- The UNGEGN website was maintained and updated on a regular basis.
- A folder for the press kit was designed and printed.
- Plans for the 26th Session of UNGEGN have been made for May 2-6, 2011 at UNOV in Vienna.
- The 10th UN Conference on the Standardization of Geographical Names is being planned for August 2012 in New York. It was pointed out that the IGC would be held in Cologne from August 26-30 and these dates should be avoided for the UNCISG.

b. Staff changes

Sabine Warschburger (warschburger@un.org) has replaced Yacob Zewoldi, and Vilma Frani will replace Jaspreet Doung in the UNGEGN Secretariat. Sibylle Marxgut will return to work in August, Paul Narain will continue to update the website, Stefan Schweinfest will provide continuity in our UN contacts, and Li Wang, Amor Laaribi, and Yacob Zewoldi will still be available to provide advice.

c. A look ahead

i. UNGEGN World Geographical Names Database

Countries will be encouraged to submit city names data, audio files and corrections. The UNGEGN Secretariat will, as soon as possible, catch up on a small backlog of input and upload; functionality of queries and data download will be reviewed later.

ii. UNGEGN national names authorities contacts database

Experts are encouraged to submit updates to their contact information when needed. At present, the database structure does not allow UNGEGN to extract sufficient information on names authorities. This requirement will be looked into by the Secretariat.

iii. Status of funding for training

Funding is anticipated to support a planned UNGEGN training course in Cameroon in November 2010, primarily targeted for the Africa Central Division. Potential participants from Zimbabwe were mentioned by Mr. Helleland. Other anticipated training (e.g. Turkey) will not take place this year. Therefore, funding may be available for upgrading the web training course. During 2011, the main focus will be on financing participation of developing countries at the 26th UNGEGN session in Vienna.

Action: *Mr. Ormeling. Make the web training better known through the Bulletin and provide a work proposal for web training upgrade to Mr. Schweinfest.*

iv. Information Bulletin

The next Bulletin will be published in September. Requests for material will be made in early July.

Action: *Secretariat*

v. UNGEGN website

The website will continue to be updated on a regular basis and more archival documents will be added.

Action: *Secretariat*

vi. UN Global Geographic Information Management

The Chairperson summarized the aims and the progress of this initiative, including the first meeting in Bangkok (2009) and the second in New York (May 2010). The report of the Second meeting and the notes of the UNGEGN Chair were distributed and discussed. It is anticipated that the first World Forum on GGIM will be hosted by the Republic of Korea in September 2011. The involvement of UNGEGN in this initiative is important and appreciated. This event in Seoul is considered a good opportunity to promote the work of UNGEGN in the wider GIS community.

6. Progress Report of the Working Group on Evaluation and Implementation

Mr. Lee reported on the activities of the Working Group, highlighting the completion of the Resolutions Database on-line and accessible from the UNGEGN website. This allows search by subject, title or word, with downloading of complete texts of the resolutions. Mr. Choo indicated that the facility to count the number of hits on the database is still to be installed. He also noted that the NGII is prepared to provide the software to the French-speaking Division to establish a database of resolutions in French. Similar steps could be taken for UN resolutions in the other UN languages.

Action: Chairperson. Note about the Resolutions Database to be included in the UNGEGN Bulletin.

7. Improving the work of UNGEGN (including recommendations to the UNGEGN Bureau)

a. Review of Evaluation questionnaire forms received at the 25th UNGEGN

Ms. Kerfoot commented on the feedback from the Nairobi questionnaires. 40 responses to the Conference Services survey were received, but only 8 for the UNGEGN/Secretariat survey were handed in. Results of the surveys – generally positive – are provided in a document that was tabled. From the limited responses, the need to hold evening meetings, to retain special presentations and to better publicize the sessions was indicated.

Action: Mr. Lee and Mr. Choo. Create a revised survey template for 2011, to be ready by early December for delivery to the Secretariat for translation. Eliminate existing question 5; add “Is this your first UNGEGN session” and “Division

Questions should (for the most part) be reformulated into tables with boxes to be checked.

Action: Secretariat. Ensure that the Conference Services and UNGEGN surveys be distributed together!

Action: Secretariat. Put the new UNGEGN survey into the Bulletin (March 2011) to familiarize experts with the questions to be considered.

b. Planning for UNGEGN 2011 (recommendations to UNGEGN Bureau)

i. Location and dates

The 26th Session of UNGEGN is being confirmed for May 2-6, 2011 in Vienna and the allocated room space was reviewed and thought to be suitable.

ii. Suggestions for approaches to optimize a 5-day session

- Time limits on discussion of all agenda items
- Working Group convenors (or designated experts) would summarize papers, differentiating between information papers and papers designed to promote discussion
- Evening meetings could be used for small groups
- Divide time according to number of papers submitted for an agenda item
- Each country could be allowed to present at least one paper
- Papers must be submitted on time
- Avoid one expert being rapporteur for too many agenda items
- Division reports – use summary process; comments and questions from experts; approximately 1.5 hours might be suitable for this item
- Toponymic Guidelines – use summary process

iii. Ideas for special presentations, displays, workshops

Special presentations

- Use of standardized names in censuses and social surveys

- Suha Ulgen – comparative UN gazetteer of place names
- Gregg Scott (Australia) – assistance to developing countries
- Alex Murphy (Univ. of Oregon) or UNEP – climate change and geographical names
- Technical assistance
- GGIM
- Interpreters and translators – treatment of geographical names
- Names policy of Facebook; virtual world and real world use of names
- Google and the UNGEGN World Geographical Names Database

Workshops

- EuroGeoNames as a model offering possibilities for wider use
- Africa Gazetteer (ECA)
- Field work experience (in French?)
- Establishing names authorities (in Spanish?)
- Example of a recently successful country

Could have 2 workshops before morning session (8:45-9:30) and 2 workshops at lunch time (14:00-14:45), leaving other time slots for Working Group and Division meetings.

Action: Ms. Kerfoot. Request suggestions for Workshops and Special Presentations in the next Bulletin. And also invite display materials.

Displays

- Demonstrations: UN resolutions database; UNGEGN website; cultural heritage projects; layers of names in temporal context; UNOV demonstrations; country demonstrating their databases
- Posters
- Books, gazetteers

Action: Ms. Kerfoot. Request that Peter Jordan and colleagues coordinate the displays

Action: Secretariat. Request information from UNOV about display space, panels, demo equipment; and assistance to help with display. Stefan Schweinfest to view the facilities in September.

iv. Contests of World Wide Toponymy Issues

Task Team for Africa supported the contest from 2009 being repeated for 2011. The same organizers and judges should be asked to assist.

Action: Secretariat to put up winning material from 2009 on the web; announce the new contest and provide a call for entries (on the web and to contacts in Africa – Heads of Statistics, Surveyors General and experts)

Action: Mr. Ormeling. Contact Mr. Atoui and work with him to ask the jurors.

c. Resolutions from the Conferences

i. Resolutions Database on the Web

See agenda item #6.

ii. Synthesizing important resolutions?

It was recognized that it would be difficult to pull out “important” resolutions as this is subjective. However, the media kit will contain a summary of key resolution themes and the new Resolutions database assists in quick access to resolutions, for instance through keyword searches.

iii. Implementation of resolutions

Every opportunity should be taken to make countries aware of the resolutions, which are essentially guidelines for good practice. It was suggested that a survey of the implementation of resolutions would have to be carefully planned to yield useful results.

iv. New resolutions

Experts are advised to look carefully at existing resolutions before drafting new ones, and consider what the added value would be of any new resolutions.

d. Continuing efforts to make the work of (some) Divisions more effective

The discussions on this subject from the joint Working Group meeting in San Francisco in 2008 were brought forward. Personal contacts still appear to be among the most successful ways of encouraging the countries to engage in Division activities. The UNGEGN website allows for Division information to be included, if Divisions do not have their own websites. It was also noted that benefits of being a Division chair may need to be pointed out (e.g. recognition by UNGEGN, mention on the UNGEGN website, and perhaps priority for available funds). The opportunities of the GGIM World Forum could allow UNGEGN to widen its network.

Action: *Chairperson. Write some guidelines for Division chairs and the work of their divisions where little has so far been undertaken. This page can be added to the press kit, if appropriate when being used for publicity.*

e. Progress report of the Task Team for Africa

Mr. Atoui sent the following observations to the meeting:

- It is necessary to identify national, African and international sources of funding
- African cartographic and remote sensing organizations are having difficulties and can no longer be relied on for funding, so other sources, such as private organizations, banks, foreign aid, etc. must be sought.
- At CODIST (every two years) the theme of geographical names should always be on the agenda and these occasions should be used for UNGEGN workshops. UNECA should support this and the Secretariat should liaise with them.
- Use every African venue for uniting the various African divisions.
- The Essay/Poem Contest initiated in 2009 should be repeated for Africa.

i. Usefulness/feasibility of other similar groups

The usefulness of expanding this Task Team approach to other areas of the world was accepted in principle, and if the opportunity arose this should be followed up. However, we should be careful not to spread ourselves too thin.

ii. Presentation by Peter Raper

Mr. Raper gave a presentation on standardizing geographical names in developing countries with reference to particular UN resolutions.

f. New suggestions for UNGEGN Bulletin, UNGEGN website

Action: Secretariat. Mail issues of some Bulletins plus other brochures to some Surveyors General of countries that are not participating.

Action: Secretariat. Put Press Kit documents on website when ready.

Action: Secretariat. If possible put up translations of brochures, etc.prepared in non-UN languages.

Action: Chairperson. Enquire about search capabilities for UNGEGN documents being scanned.

Action: Secretariat. Include Excel versions of compendiums of documents from Conferences and UNGEGN Sessions.

8. Progress Report of Working Group on Publicity and Funding

The Convenor reported on the issue of Press Releases at the 25th UNGEGN Session, his involvement in the forthcoming conference on “Trends in Toponymy” to be held in Edinburgh, his involvement in the promotion of names standardization by the Scottish Government, and progress on the compilation of a media kit.

Action: Convenor. Report on “Trends in Toponymy” Conference for the Bulletin

Action: Secretariat. Find the Press Releases from the 25th UNGEGN Session as they no longer appear accessible on the website.

9. Current and future work projects in publicity and funding

a. Publicity

i. Publications

a) Press Kit

The Convenor tabled draft pages of text covering nine topics. This material will be further edited and be completed by Mr. Munro, Mr. Helleland and Ms. Kerfoot, before passing on to the Secretariat by the end of the year. The UN Secretariat will be asked about the use of colour and the inclusion of images.

Suggestions were made that name examples, quotable quotes, and references should be drawn from different language groups and from different parts of the world.

b) Other publications – now and future

The following publications were discussed:

- General UNGEGN poster, with design based on press kit folder, with small text additions. Portrait format.
- Poster for 10th UN Conference ... adapted from the general poster with text highlighting the Conference.
- Postcard from Vienna ... based on design of Nairobi postcard with appropriate text and images.
- UN Stamps to mark the 10th Conference ... to be investigated.
- Set of leaflets for special interest groups: Spatial Data Infrastructure; map editors; statisticians; cultural heritage; linguists and onomasticians.

Action: General poster: Mr. Munro, Mr. Helleland and Ms. Kerfoot to complete design concept and give to Secretariat for production.

Action: Postcard. Mr. Munro, Mr. Helleland and Ms. Kerfoot to complete ideas and text and provide to Secretariat.

Action: New leaflets. Mr. Ormeling to present a proposal for SDI pamphlet.

Action: Stamps. Ms. Kerfoot to contact Mr. Schweinfest about process.

- DVD ... similar to EuroGeoNames ... this is a costly exercise for a 10-minute presentation, and could not be contemplated without a Conference resolution.
- Display maps for GGIM World Forum in Seoul 2011:
 - National names authorities
 - National gazetteers (paper)
 - National gazetteers (digital on CD)
 - Web access to national names
 - Names databases updated since 2000
 - Countries having accepted Romanization systems
 - Location of courses – PAIGH and UNGEGN
 - Data available for UN database
 - Divisions, Task Team for Africa
 - Availability of Toponymic Guidelines
 - Participation in UN Conferences

Action: Mr. Ormeling. Message for the Bulletin to request information for National Gazetteers (paper), National Gazetteers (digital on CD) and Names databases updated since 2000.

Action: Ms. Kerfoot and Mr. Ormeling to work on draft maps.

Preliminary maps for 26th UNGEGN in Vienna and updating for Seoul World Forum.

ii. Through participation at Conferences

Place Name Special Session at AAG Annual Meeting and also at the FIG meeting in Sydney, both in 2010.

In future:

Some will be involved in the “Trends in Toponymy” Session in Edinburgh (June 28-July 1, 2010)

IGC in Cologne will have a toponymy section (August 26-30, 2012)

ICA Paris July 3-8, 2011

ICOS Barcelona September 4-10, 2011

These are included on the UNGEGN website and in the Bulletin

iii. For 26th UNGEGN Session

Press releases, notice in the Bulletin and on the website. Note verbale will be sent to Permanent Missions to the UN, and experts contacted.

iv. Other

No particular items discussed.

b. Funding

i. Funding needs

Task Team for Africa has raised the need for research into funding. UN funding established for training, UNGEGN session and minor publications.

ii. Sources

Some comments are included under the agenda item on Task Team for Africa. Mr. Munro had presented a paper to UNGEGN on this topic of sources (WP 28, 23rd UNGEGN, 2006). More necessity to turn to private sources, banks, etc. in the current times, but difficult to establish the necessary links.

ESRI has special funds for Africa; Mr. Atoui could contact them in relation to databases. ISPRS had indicated that funds might be available if we have suitable proposals (see ISPRS website, commissions 4, 2 and 6). FIG also might be a source of funding.

iii. Actions of Working Groups

Action: *Contact African Division chairs to enquire about anticipated participation at the 26th UNGEGN, with the idea of determining those who need financial support.*

Action: *Check websites of ISPRS and FIG.*

Action: *Requests to individual countries for support for developing countries to participate in UNGEGN session ... for instance, through Norden Division meeting.*

Action: *Secretariat. Re-try for possible funding from the African Development Bank for the UNGEGN Session.*

Action: *Mr. Lee to investigate possible additional funding sources through the United Nations.*

10. Future of the two Working Groups (membership, convenors, ongoing work)

Mr. Munro has stepped down as Chair of the PCGN and this source of funding is no longer available to him for UNGEGN participation. Mr. Munro is prepared to continue as Convenor until the Conference.

Mr. Lee will continue to convene his Working Group until 2012.

Action: Both Working Groups must look to post-2012.

Action: Mr. Choo to bring forward a future joint Working Group meeting a proposal regarding research in relation to resolutions.

Action: Possibility of having speakers at the Working Group providing their expertise in various issues (e.g. fund raising, taking surveys).

11. Any other business

a. IHO Working Group on the Revision of Special Publication 23 (S-23WG)

Mr. Choo reported on the establishment of an IHO Working Group on the revision of the publication (see meeting documents). The first meeting was held in 2009; four marine areas of concern were identified for investigation; comments from member states have been sought. A second meeting will be held in Singapore in July 2010. The Working Group will report to the IHO Conference in 2012.

b. IGU possible new Commission on Toponymy: need Proposal

There is an opportunity to propose a new Commission on Toponymy to the Board of the IGU for consideration.

Action: Ms. Kerfoot. A message will be put in the Bulletin to find out experts who might be interested in being part of such a venture.

Action: Mr. Ormeling, as our liaison officer, to enquire about the status of this situation within ICA.

c. UN Global Geographic Information Management (GGIM) and Global Forum in Seoul in 2011

See elsewhere in the minutes.

d. Lifetime achievement awards

This was discussed at the San Francisco meeting and in Nairobi and proposed by Mr. Atoui.

Action: Mr. Lee to discuss with Mr. Atoui whether such a process is still favoured.

12. Summary of actions

Action: From the minutes of the meeting, the Convenors will prepare a summary report for the UNGEGN Bulletin.

13. Next meeting

It was agreed that the next joint meeting will be held in Vienna in May 2011, to be followed, if possible by a joint meeting in Seoul in association with the GGIM World Forum.

14. Acceptance of the report of the meeting

The report of the meeting was accepted unanimously, subject to minor amendments.

Other activities

1. A special lecture “First Nations and Place Names in Northern British Columbia” was presented by Prof. Patrick Moore of the Department of Anthropology, University of British Columbia.
 2. Working Group members visited and made a tour of the Museum of Anthropology at the University of British Columbia.
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