



NATIONAL GIS AND DATA GOVERNANCE EXPERT

GIS GOVERNANCE COMMITTEE

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MASAR implementing partners



In collaboration with



UNIVERSITY OF
BALAMAND

1 THE ROLE OF THE GIS GOVERNANCE COMMITTEE

The GIS Governance Committee is a committee of well-educated citizens who are not directly involved in municipal work but are motivated and support the GIS implementation. As voluntary work, the governance committee should invest time and expertise to ensure the sustainability and operational ability of the GIS unit. So, they will provide their services without any monetary return. Their role is rather advisory, supervisory and consultancy rather than authoritative and regulatory. They will act as a buffer between the GIS unit and the mayors, and the head of UOM to protect them from any change that could occur at the macro level, especially once municipal elections take place.

Change of mayors or head of UoM is considered a major factor in GIS implementation failure due to the alteration in priorities of the newly elected mayors. Thus, GIS sustainability would be jeopardized. Hence, to protect the GIS unit from any disturbance due to the change in mayors and the Head of the Union, the GIS Governance Committee plays a role in maintaining the continuity of the work of the GIS unit.

2 SCOPE OF WORK

The duties of the GIS Governance Committee are to:

- Resolve any technical misalignment between the GIS unit, and the mayors, and the head of UOM;
- Provide consultancy and/ or studies related to a specific topic requested by the GIS unit as a support in a specific project;
- Ensure the smooth transition and the transfer of knowledge between existing and future municipal councils to ensure GIS sustainability;
- Act as a liaison between the GIS unit and various stakeholders such as public institutions, NGOs, private institutions, among others to facilitate and improve the work of the GIS unit;
- Promote the work of the GIS unit among the local communities, NGOs, and various stakeholders.

3 SELECTION CRITERIA

A TOR will be developed to specify the selection criteria of the GIS Governance Committee. However, the general guidelines for the selection criteria are:

- Have a high university degree in any field not necessarily related to GIS. For example, lawyers could be appointed as they can put their legal expertise in serving the GIS unit especially in matters related to signing agreements/contracts. Financial experts can help assist the GIS unit in developing financial plans, grant management, etc.
- Have no political affiliation
- Have enthusiasm towards GIS
- Have the willingness to allocate time, and expertise free of charge, whenever needed so mainly having the drive and motivation to commit to volunteer work and be able to meet every couple of months
- Have at least one member per municipality and a maximum of two individuals per municipality

4 APPOINTMENT PROCESS

The appointment process is:

- Issue a ToR and an announcement for the Governance Committee
- Conduct a screening process under the supervision of the NGO, the Head of the Union, and the Mayors.
- Select one or two individuals per municipality.

5 SERVICE TIME

The appointed committee is permanent, however, if a member misses three consecutive meetings for no valid reason, then he/she will be disqualified. Also, if a member wishes to resign, then automatically there will be a new opening based on the same selection criteria and appointment process.

6 COMMUNICATION

The GIS Governance Committee needs to communicate with two parties to make sure information flows smoothly and everyone is on board. It will communicate with the head of UOM to inform them about their meeting agendas and their scope of work, and with the GIS unit. So, there will be an upward communication with the head of UOM and a downward communication with the GIS unit.