

OBJECTIVES AND GUIDELINES FOR „ISPRS MEMBER REPORTS”
Reports of National Societies (National Reports) and Reports of Regional and Sustaining Members

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ABSTRACT

Guidelines are proposed for the quadrennially expected *Member Reports* (at most National Reports) with the intention to enable globally valid *computerised* statistics suitable for planning future activities of ISPRS. Member Reports should be structured commonly in a *questionnaire* like a matrix in *Sections* (according to matters) and *Levels* (according to grade of detail or importance). At the end of each Section as well as in addition to the questionnaire any *complementary text* may be added.

Internet and the ISPRS Homepages in the *World Wide Web (WWW)* should be used for collection, synthesis and publication of reports and analyses.

General Assembly and Council of ISPRS are expected to decide about that minimum *part of a Member Report* which has to be answered *obligatorily by the Member* as another precondition besides payment of membership fee for having voting rights in the General Assembly. The Authors hold the opinion that only then Member Reports will be received from all Members and in such complete and comparable form that they will become a significant instrument for ISPRS and each of its members.

ZUSAMMENFASSUNG

Es werden *Richtlinien* für die alle vier Jahre erwarteten *Mitgliedsberichte* (meist Landesberichte) mit der Absicht vorgeschlagen, daraus *mit Hilfe von EDV* weltweit gültige statistische Ergebnisse zu erarbeiten, die als Grundlage für die Planung zukünftiger Aktivitäten der IGPF dienen können. Diese Berichte sollen dafür in einem *Fragebogen* einheitlich nach Art einer Matrix nach Sach-Sektionen und *Detaillierungs-Niveaus* strukturiert werden. Ein *freier Textteil* soll sowohl jede einzelne Sach-Sektion als auch den Mitgliedsbericht als Ganzes ergänzen.

Das Internet und die IGPF-Homepage im *World Wide Web (WWW)* sollen für das Sammeln, Zusammenfassen und Veröffentlichen der Berichte und Analysen verwendet werden.

Von der Generalversammlung und vom Vorstand der IGPF wird eine Entscheidung erwartet, welche *Teile des Fragebogens pflichtgemäß* zu beantworten sind, was neben der Bezahlung des Mitgliedsbeitrages als Voraussetzung für die Erhaltung des Stimmrechtes in der Generalversammlung gelten soll. Nur dann, meint man, würden Landesberichte von allen Mitgliedern und so komplett und vergleichbar einlangen, daß sie zu einem sinnvollen Instrument für die IGPF und alle ihre Mitglieder werden.

I. INTRODUCTION

The Statutes of the International Society for Photogrammetry and Remote Sensing state, that it is „devoted to the development of international cooperation for the advancement of photogrammetry and remote sensing and their applications” (Statute I), and that ISPRS shall promote direct „exchange between National Societies” (Statute IV). This general definition can be adopted also for the definition of tasks of Member

Societies. It is each Member Society, which should devote itself to the development of cooperation on various levels and to the advancement of our profession. The development may be stimulated directly, or indirectly. Directly, e.g. by spreading information upon scientific, technological, or organisational achievements, upon possible products, their price and quality, upon own products. Indirectly by working on the creation of demand, e.g. by showing, what others have reached, how they proceeded and succeeded. Such indirect

stimulation is a mutual process, a matter of international cooperation.

We can assume, that each Member Society is responsible for producing a proper and up-to-date image of the state of profession and professional environment, and for description of activities which lead to the formation of that environment.

Therefore the Member Report should deliver not only a description of events and activities of the Member Society itself, or of its members, but also those achieved under the banner of ISPRS or by other bilateral or multi-lateral cooperation. All the activities of photogrammetrists and their scientific, educational and productional establishments create the basis for the existence of national and international societies. Therefore it is very important to deliver in the national reports the precise image of the state of photogrammetry, GIS/LIS and remote sensing in each country and to show the directions and dynamics of their development. But it is also extremely important to show all the activities which were undertaken in our branch by our professionalists or by others. Information upon activities within science and development, within production, within education and training, and others, can stimulate people and various establishments for actions. It stimulates progress.

The problem: how to properly report upon professional activities, and how to use that information in the international arena, was discussed several times during last years.

At the 1994 Beijing ISPRS Council meeting (on the occasion of the Symposium of the ISPRS Commission VI) there was decided that some propositions of standards for Member Reports (MR) should be developed, to enable their easy use for global analysis. In Autumn 1995 the ISPRS Working Group VI/1 organised therefore a conference on that subject. Participants were: John Badekas (Greece), Józef Jachimski (Poland), Chryssy Potsiou (Greece), Walter Schuhr (Germany), Peter Waldhäusl (Austria) and on part time basis Zbigniew Sitek (Poland). They produced a text on „Preliminary Guidelines for ISPRS Member Reports” (see Appendix). This text was approved by the 1995 Bali ISPRS Council meeting and the authors of the present paper were honoured by turning over to them the duty to explain the proposal in more detail for the General Assembly during the ISPRS Congress in Vienna 1996.

2. GENERAL AIMS OF MEMBER REPORTS

Member Reports to *monitor history*.

Photogrammetry, Remote Sensing and GIS/LIS have been developed very fast and create lately quite unique opportunities even for applications by non-professionalists.

It is the responsibility of ISPRS to provide a complete record and image of the state of the art in our activity fields in each country and in the world. Usually one quarter or less of the ISPRS Members present a report at the quadrennial Congresses of ISPRS. And one quarter is not sufficient for a complete collection of historic information. This is the reason for action by ISPRS.

Member Reports to provide *basic information*:

New questions arise with time and wait to be answered, new problems come up with time and wait to be solved. The solution of a problem must be planned, and such planning needs basic information, as much as possible complete and in time. It is wasting time to wait until perhaps something can be found hidden somewhere in one or some of the few Member Reports. If for example only some industrialised countries report, the mean image cannot reflect the needs of developing or reforming countries. Future measures and tasks may be wrong then in the resolutions of ISPRS. It is considered to be much better to prepare proper basic information in time. Again a good reason for action by ISPRS.

3. FORM OF MEMBER REPORT

To produce a significant and up to date world-wide valid image of the profession it is very difficult to use the Member Reports in the present descriptive form, because the content is rather freely composed by the authors. The above record and image could be better provided by the ISPRS Member Reports in such a way, that information is ready for a computerised thematic synthesis and analysis. That should enable a world-wide comparison of the scope of applications and methods used, of the vigour, level and scope of education and training as well as of research and development, and of the fields of cooperation. It is believed that there is no information which could not be treated suitably for electronic data processing. In the contemporary computerised world the so highly computerised profession as ours should be able to develop a system for numerical evaluation of such important information as e.g. research and development, production, education, cooperation, and even all society events.

Not all information in the present Member Reports, however, is of the same significance and quality. Therefore it would be important to select a set of „obligatory” data which could form the minimum of Member Report. Exact data to be entered into tables could be accompanied by commentaries linked to the tables. However, issues not included to the obligatory part should not be excluded from Member Reports, but also added as complementary information.

The future Member Report therefore should consist of a *questionnaire*, well prepared for automatic data processing, and a *descriptive part* for complementary information.

4. GENERAL SCHEME OF INFORMATION ARRANGEMENT IN MEMBER REPORTS

Questionnaire and descriptive part need to be well structured, fitting to the requirements of rich and poor, big and small, countries of various economical/political systems, etc. The participants of the Kraków conference 1995 recommended therefore a matrix-like structure of the reports: „Horizontally” - or one after the other - several topics are treated in **Sections**, „vertically” subdivided into **Levels** of generalisation, from the most general view to

the most detailed information, from the most important to complementary information. Each matrix element shall contain also quality information: on the source of data, accuracy, reliability, date of validity and date of input, expected rate of change, etc., where it applies to the topic, of course.

Sections:

Section 1 should contain general basic information about the country. Number of inhabitants, area, demographic data, etc. This is necessary for the computation of proper weights.

Section 2 should contain basic information on the professional bodies (schools, universities and R&D institutes, governmental production and administration units, private production units) in the fields of photogrammetry, remote sensing, GIS, and should show the state of these fields in production, education and training, research and development. The following subsections could be considered:

- 2.1 Institution and employment
- 2.2 Equipment and software
- 2.3 Applications
- 2.4 Images
- 2.5 Research projects
- 2.6 Education and training
- 2.7 Manpower
- 2.8 Others

Section 3 should be a presentation of the cooperation and the information exchange activities of the members, of their various establishments and their National Society:

- 3.1 Organization and structure of the Member Society, its Working Groups, branches, a.s.o.
- 3.2 Relations and dependencies between the Member Society and others within its country.
- 3.3 Cooperations of local institutions within the country's borders and across the borders.
- 3.4. Activities in international bodies and commissions.
- 3.5. Others.

Section 4 could be a presentation of publications and editorial activities within the Member's territory, and publishing activities performed abroad by the local experts or local organisations.

- 4.1. Editorial activities of members within the Member Society's territory: Scientific/technical journals and permanent editorial series, books and booklets, articles, maps and others.
- 4.2. Foreign editorial activities of local specialists and organisations: Foreign journals and permanent editorial series which accept articles, foreign issues of books and booklets, articles published abroad, and others.
- 4.3. Others.

The decision about the Sections is a matter to be carefully prepared after a study of former Member Reports and after definition of future needs. This will be the task of the Working Group on Member Reports during the

next one or two years, once Council and General Assembly of ISPRS have agreed to the proposals made. Propositions are presented later in this paper.

Levels:

Data presented in each section should be divided into three levels of layers according to the degree of demand and importance for ISPRS of certain type of information.

Level A

Level A is general information of the first order of importance necessary for basic understanding, needed by ISPRS in order to fulfil its tasks. This part requires pre-organisation and will be arranged in form of a questionnaire with a set of instructions, questions, some numerical tables, etc.

Level B

Level B is providing more detailed information, un-generalized, specific, exact, or general information of a second order of importance. That more particular level of the questionnaire is arranged the same way as level A. Level B may be subdivided into two parts, B1 and B2.

Level A should be the obligatory part, Level B1 should not be obligatory, but most strongly recommended for completion by a member, while the Level B2 would be proposed as of third order of importance.

Level C

Level C is the descriptive part giving explanation, complementary information voluntarily selected by a Member, added to the entries of the questions of levels A and B of the questionnaire. Here can find room also supplementary information concerning other specific problems recognised by a Member as being important and placed by the author in one of the subsections „others“ (these subsections does have neither level A nor level B). At level C the information may consist of commentaries and/or additional numerical tables (which can also be furnished with commentaries). There is no limitation for the amount of data given at that level of a Member Report.

Level A should be of a rather limited volume. That would encourage reporting even by those Members who were not publishing Member Reports before. The level A (as well as level B) data must include parts in a form ready for further automatic processing, to produce the general image of ISPRS.

The authors recommend to select and to subdivide the content of the Member Reports in such a way, that the anticipated general image of the International Society would be complete from the level A.

Individual images of Member Societies should be detailed enough to produce synthetic comparisons, to develop predictions for selected multinational regions, and to show bilateral and multilateral cooperation fields and potentials to individual and rather isolated Members.

What is recommended here for reports of National Member Societies should be taken over analogously for the reports of Regional Members and freely adapted by Sustaining Members.

5. PROPOSED CONTENT OF SECTION 1 CONCERNING THE COUNTRY AND THE MEMBER SOCIETY

Subsection 1.1 Basic information about *the Country*

Level A: Geographical basic data: Continent and the country's name; number of inhabitants; the area in km². Other important data as e.g. the gross national product.

Level B: Characteristics of country:

Mountainous __%, Hilly __%, Flat __%.

Forest __%, Arable land __%, Meadows __%, Built up area __%, Fallowland __%.

Level C: Social characteristics, e.g.: The form of the government; religions. Main problems of country. Last irregular situation (revolution, war, etc.) __ years ago. Other "weight-factors" to be considered for comparisons.

Subsection 1.2 Basic information about *the Member Society* :

Level A: General information about the Member Society: Name of Member Society. Founded in __ (year). Names of main representatives: Address, tel., fax, email. The total number, increase or decrease of members.

Level B: Characteristics of members:

Academics __%, Technicians __%, Others __%

Male __%, Female __%

Students/ Trainees __%, Professionals __%, Seniors __%

Level C: Main tasks and problems of Member Society (synthetic information).

6. PROPOSED CONTENT OF SECTION 2 ON THE „STATE OF PROFESSION“

This Section of the Member Report is designed to present the state of photogrammetry, remote sensing and GIS/LIS in the four main fields: production, administration, education and training, research and development.

Those main fields can be presented using the following information areas: Institutions and employment, equipment and software, applications, images (initial Ph&RS data), research projects, education and training, manpower.

Subsection 2.1 provides information about *institutions and employment* in the three main groups of organisations:

- Governmental production/administration units,
- School, universities, R&D institutes,
- Private production units.

At the Level A global data about the number of organisations providing employment in photogrammetry, remote sensing and/or GIS/LIS, with estimates of staff number equivalent to full time employment per year in

each of those 3 thematic profession parts, should be given in 4 groups: over 25 employees, 6-25, 1-6, less than 1 employees per year (equivalent to full time employment).

At Level B global data about types of organisations (government, private, non-profit) involved in photogrammetry, remote sensing or GIS could be provided considering the size of organisation (similar four groups).

At Level C all possible comments and descriptions of organisations involved would be appreciated as well as their staff and facilities power, main achievements and objectives for the future.

Subsection 2.2 is designed to provide information about *equipment and software availability* in three groups: Manufacture and supply, contract services, services internally available. The following groups of facilities would be considered: Aircraft, air survey cameras, aerial GPS real time equipment, aircraft scanners, satellite scanners, close-range digital cameras, terrestrial cameras, ground control data, photographic processing, scanners of photographs, stereoplotters, comparators, analytical plotters, digital plotters, orthoprojectors, digital ortho-photo capabilities, digital mapping, GIS/LIS, half-tone hard-copy plotters, vectorial map hard-copy plotters, etc.

At Level A the above data could be provided in most general groups of most important equipment.

At Level B the equipment could be counted in detail (as above stated); these data could be given also in groups of equipment owners: Government, private, non profit institutions.

Level C would provide description and technical data of more unique facilities and computer programs, or reasons for certain decisions.

Subsection 2.3 provides information about the *applications* of photogrammetry, remote sensing and GIS/ LIS in two groups.

Subsection 2.3.a describes *country-wide projects*. Topographic mapping, hydrographic mapping, orthophoto production, ground cadastre, forest mapping, DEM, ground cover survey and other projects to be executed countrywide.

At Level A the above types are enumerated, and grossly described, e.g. for Topographic Mapping 1:50 000:

Period of first production, total number of map sheets and their format in cm.

Revision cycle: from __ to __ years.

Map sheets made or revised during last five years __%.

Maps older than 5 years __%.

At Level B more detailed information on the topographical maps shall be given: All scales and their production and revision status.

Level C describes the production methods used for each type of map, e.g.:

„1:30 000 wide-angle photography is used with inflight GPS measurements. Aerotriangulation with stereo comparator until 1984, thereafter with analytical plotter Zeiss Planicomp, bundle block adjustment (Software

ORIENT), detail mapping with Wild A8, since 1990 with Leica BC2. Contours, DTM and digital orthophotos are produced by means of SCOP. Map revision by means of orthophotos and partially by restitution"every five years."

Subsection 2.3.b describes *not country-wide projects*, such as for environmental cadaster, for engineering projects, road administration, architectural heritage documentation, etc. Good examples are prefigurative and give new impulses to the profession. It should be well distinguished between just unique examples and often repeated projects for profitable commercial use.

Level A provides an estimate on the various types and its characteristics, and the various sizes of projects, of applications of photogrammetry, remote sensing or GIS, in groups: Satellite, aerial and terrestrial, for each of them considering the percentage of production (Groups: Main > 50 % production, Major 10-50%, Minor < 10 %).

At level B more detailed data can be given by stating the percentage of production involved in certain type of projects (groups as at level A), e.g. for aerial photogrammetry: education and training, research, consultancy, manufacture/software, distribution/support, national mapping, project mapping, resource survey, monitoring of environment, defence/police/emergency, monitoring of change of land use, urban studies, cadastral surveys etc. Or for terrestrial photogrammetry: registration of historic monuments, archaeology, industry/engineering, medicine, science, etc. Or for satellite remote sensing: education & training, research, consultancy, distribution & management, national mapping, project mapping, national resources survey, project resources survey, environment monitoring, hydrography, oceanography, meteorology, space sciences etc. At level B also an information about the size of funds available from governmental, private and non-profit organisation could be appreciated, as well as information about the number, size and type of projects ordered by each of those three types of organisations.

At Level C all comments, characterisation of typical and special projects, general information about production trends and expected fields of future applications would be interesting.

Subsection 2.4. could concern all types of *photogrammetric imagery*: Satellite and aeroplane-born images and their availability. The treatment of this topic is very important, because information gained by aerial photographs is the basis for any regional planning, non-availability thus is a brake for progress within the country.

At Level A just general data is provided about the percentage of the country area covered by aerial imagery during the reported period in four scale groups: larger than 1:5 000, from 1:5 000 to 1:25 000, 1:25 000 to 80 000, smaller than 80 000. At that level also the number of satellite scenes produced and those purchased during the reporting period would be given.

At the Level B more detailed information about aerial photographs and satellite imagery would be interesting. There would be given general data for each reporting

year about names of satellite and number of scenes purchased and number of photographs taken at certain scale with the use of certain camera system, accompanied by information about film type, ground control density and GPS use, respectively ground resolution and radiation band.

At Level C would be interesting the description of the system of aerial photography, of the average time needed to get permission for taking aerial photographs, availability of aerial photographs for the public. Also important would be the following information: what kind of institution owns the negatives (diapositives) of the new and of older aerial pictures; are there central archives and meta data bases saying where is what archived?

Subsection 2.5 should provide data about *research projects*, their scientific objectives and results, as well as the information about sources of means for research and development. Proper information would prevent the not intended redoing of research. The modern communication systems allow easily for mutual use of progress. Research is publicly financed, often from international funds. Quite often the international community has some right on informations about results.

At Level A general data would be given on the number of research projects executed by governmental, private, and non-profit organisations; also the number of research projects executed in various thematical groups will be given.

At Level B information about research funds sources (international, government, private, non-profit organisations) and funds distribution (to governmental, private or non-profit research organisation) would be appreciated. Here could be given also the names of important projects sorted in thematical groups.

At Level C the results of selected research projects and the future objectives of research could be presented, accompanied by information about number of scientists involved in execution, funds used, and about the respective publications.

Subsection 2.6 is designed to provide information about the *education and training activities*. International cooperation in education and training is not only necessary as mutual help but also as a basis for commercial cooperation and mutual understanding during professional life. An important issue for the future is to ensure life long learning (LLL). The Member Report should contain certain entries on the practical realisation of LLL.

At Level A general data about the number of undergraduate, graduate and postgraduate alumni per year in Photogrammetry, Remote Sensing, and GIS, and the number of schools involved on each education level.

At Level B each school could be given by its name, accompanied by titles and levels of courses or studies provided and number of alumni per year.

At Level C the curricula could be described more in detail and the number of contact-hours for separate thematical study groups could be given. Laboratory exercises

executed on certain type of instrument could be also enumerated. Links could be given to further information.

Subsection 2.7. is designed to provide information about the *state of professionalists*.

Subsection 2.7.a gives *income of employees per annum* (in US\$ as in the year of publication of the report). The tables shown below are examples:

Level A provides information of average yearly income, only:

Governmental staff from ___ to ___ US\$
 University teachers from ___ to ___ US\$
 Private employees from ___ to ___ US\$
 Number of unemployed professionals _____.

Level B gives the yearly income in more classes:

Governmental Officers	Age over				Pension
	20	30	40	50	
Academic staff					
Technicians					
Subsidiary					

University Teachers	Age over				Pension
	20	30	40	50	
Professors					
Docents,Dr.					
Assistants,Mr.					

Private Employees	Age over				Pension
	20	30	40	50	
Academic staff					
Technicians					
Subsidiary					

Level C describes age of retirement, measures against unemployment, existing plans and measures for future development of employment of professionals.

Subsection 2.7.b is designed to provide data about *resources of qualified manpower* existing on the Member territory. Only employed and no free professionals, or too many unemployed are syndroms of situations, which need consideration for regional or international cooperation. The same is valid for lack of manpower in all or some special professional fields. Basic informations for such social questions are statistics on various levels and kinds of specialization, the status of employment, a comparison between the number of specialists available and required. This information is needed anyhow in all countries for proper planning of education facilities.

At Level A the professionals in PRS could be counted in age groups (under 30, 30-45, 45-60, over 60 years old); in qualification and specialisation groups: Photogrammetry, remote sensing, GIS; undergraduated, graduated, postgraduated.

At Level B more social data would be requested as at level A: The kind of employment (part time: under 50 %, over 50 %, full time), the types of employing organisations (government, private, his own private, non-profit organisation). Also information about the number of years of profession practising till now would be interesting. Here also a table giving total number of employed person-years in organisations having certain employment (over 25 person-years, 6-25, 1-5, less than 1), and number of employing organisations in each of the employment groups.

At Level C any comments, specially about employment systems, working conditions and trends of changing of employment patterns would be very advantageous.

7. PROPOSED CONTENT OF A SECTION 3 CONCERNING COOPERATION

It is well known truism that cooperation stimulates progress, stimulates people to modernise technology, to undertake challenging research and to develop projects. Often very distant bodies - distant not only geographically, but also thematically - develop cooperation which produces new quality in science or production. Geographical distance becomes more and more unimportant considering the modern communication means: telephone, telefax, internet email and multimedia, cooperation becomes easier and easier. A record of cooperation activities would not only be important for historians of our profession, but would also serve as an example for others and significantly influence their further development. Cooperation is possible in many ways and in a variety of cooperation fields. It is believed that the future analysis of the Member Reports would provide adequate classification of cooperation activities. The role of the Member Society in information exchange stimulation must be great.

Therefore this Section should provide detailed information about the Member Society, its organisation and *internal* structure, the internal activities, the *external* links to other societies and other professional fields, and about cooperative projects. It is aimed to show how bridges are built between own internal groupings as well as to different other professional fields.

Subsection 3.1 deals with the *internal* structure of the Member Society, its thematic and regional branches and their general, multilateral and bilateral activities.

Level A shows the number of thematic branches, regional branches, and also of activities as for example meetings, workshops, symposia, round table conferences, or journals, newsletters, social events.

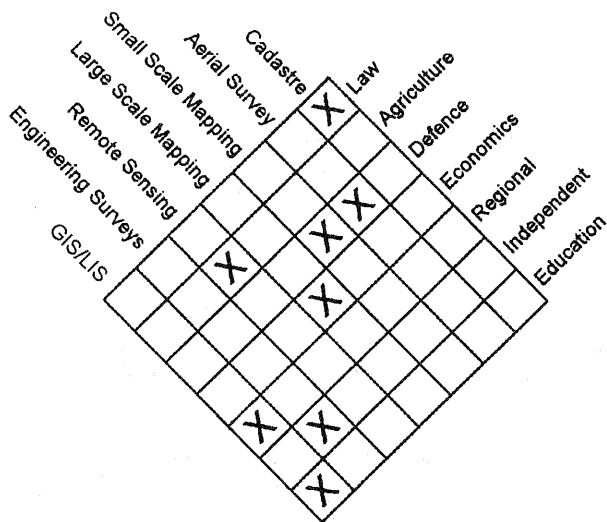
Level B is more specific: number of members, number of participants, of issues, of volumes, a.s.o.

Level C: Keywords, themes, fields covered. Detailed descriptions of events.

Subsection 3.2 concerns the *external relations*. Geomatics, for example, may be embedded within a Ministry of Regional Planning or Agriculture or Finance or Law, etc. But we find Geomatics also at the Universities which are linked to Education and sometimes to Regional

Governments or to private, independent organisations. This Subsection should unveil the hierarchic network which explains by itself certain wishes, circumstances, developments. That analysis will be useful for future evaluations and comparisons. One has to know where and if fundamental religious aspects or military orders have to be considered and which the reasons and consequences are.

At Level A only the main-dependencies are shown, e.g.:



At Level B grades of dependency or independency upon the governmental units could be estimated. Also a coordination could be given between the Society members and the different groups defined in Level A and B, which can be described in detail at Level C.

Subsection 3.3 could then serve for the *cooperation inside of the Member territory and across the borders*. The most common types of cooperation could cover technological consulting and expertises by scientists and other specialists for companies, sub-production portions executed by one body for the other, exchange (or lending) of expert teams between enterprises or institutes, or just giving temporary access to unique instruments. Very interesting is also information about cooperation between producers and users of instruments which result in instrument testing reports.

On the Level A would be reported the number of cooperation links, generally also about the number of cooperating bodies. One could give figures according to groups of bodies and the number of their cooperation links, e.g. number of bodies with 1, 2 to 3, 4 to 10, and more than 10 cooperation links, and this in classes: scientific and educational institutions, companies and enterprises, administration, single prominent persons; special attention should be given to cooperation organised by scientific and professional societies. This Subsection should include also names of cooperating countries and numbers of cooperation links reported for each country.

On the Level B the data given on level A could be further categorised thematically according to the cooperation

efficiency and fruitfulness, according to cooperation volume (valuation) and duration (permanent, long term, casual, emergency), and according to the level of cooperation agreement (pan-regional, governmental, organised by local administration, individual).

Level C could report details about specially interesting cooperations in detail, e.g. traffic accident photogrammetry in cooperation with the police and with the Court.

There are many different applications of economic interest which, mutually forwarded, would find more attention in the public. At this level will be also the descriptive part for adding comments and proposals.

Subsection 3.4 concerns *activities in international bodies and commissions*, contains information about functions performed, positions kept, meetings organised, and other activities of the Member representatives in the frame of ISPRS or other pertinent international organisations.

At the Level A only numbers would be given (Activity or position type, number of holders of such position type etc.).

Level B would provide more details: duration, voting or nominating procedure for example.

At Level C the names and addresses could be mentioned of the personalities concerned and their programme, aims, and responsibilities explained.

8. PROPOSED CONTENT OF A SECTION 4 CONCERNING PUBLICATIONS

This Section should comprise information about all the *editorial activities* in the Member territory and/or performed abroad, but with participation of the people or organisations which belong to the Member Society.

At the general Level A the numbers rather than names of journals, permanent editorial series, books, booklets, articles and maps should be given. Those issues not always are 100% devoted to our professional problems, therefore they should be counted and reported in groups: 100% Photogrammetry + Remote Sensing + GIS/LIS (Ph+RS+GIS) issues, more than 50% Ph+RS+GIS issues, less than 50 % Ph+RS+GIS issues.

At the more particular Level B the names and bibliographical data of journals, continuous editorial series and books should be given. To each title the Information about the thematic content in % should be attached (%Ph, %RS, %GIS).

At this level also the titles and bibliographical data of a few most important articles (and maps) should be given, also with the classification of the content in %, and *with keywords* (to be added to an ISPRS keyword index of WWW). For scientific papers it is important to distinguish reviewed and uncontrolled contributions.

At the complementary/supplementary Level C all other information concerning editorial activity can be given. Here one could place a short descriptions of journals, editorial series, books etc. Here also can be given longer or even full list of other pertinent publications always with attached % of Photogrammetry, Remote Sensing,

and GIS, but key words as well as postal and E-mail addresses of authors would be appreciated.

All publications must be furnished with the title translated to one of the three official ISPRS languages, preferably English, the Latin of today.

9. PUBLISHING CONDITIONS FOR MEMBER REPORTS

It is anticipated, that the future ISPRS Archives would be published with the use of two types of media: paper-print and CD-ROM record. Decreasing prices of CD-ROM records make it very promising. On the other hand, yet for a long time (if not for ever), the paper prints will be treated as more reliable than any other record. Therefore we can assume, that certain number of copies of ISPRS Archives will be stored in libraries as printed documents, and the majority of copies will be delivered to the users on CD-ROM-s.

The Authors would postulate that Member Reports should be included to part VI of IAPRS or edited as a separate Archives volume together with a **Global ISPRS Report** made on the basis of the Member Reports. Each Member Society should get or subscribe obligatorily one set of paper-printed Archives and ISPRS Reports. Majority of Congress participants would probably purchase the less expensive CD-ROM copies. Considering such publication policy we do not have to limit so severely the Archives volume and can give a lot of room for Member Reports. They will not only provide actual information, but will also assure reliable historical documentation of all stages of development of our profession.

10. CLOSING REMARKS

The proposed general pattern of Member Reports is designed to serve in future as an easy source for a Global ISPRS Report on the state of art of photogrammetry, remote sensing and GIS/LIS and its development trends. The authors believe that the most important level A and partly B of the Member Report will be specially thoroughly discussed to gather on those levels only information which is needed on international level to create a globally valid Global ISPRS Report. The proposed information requested at level A were selected so, that they should not give any ISPRS Member a feeling of disturbed privacy.

The Authors hope for support by Council, Commissions and all the Member Societies of ISPRS to the modelling of a prearranged pattern of the Member Report, which should be prepared properly for our Society's permanent practice.

In the first moment readers might think that such a report will be too difficult and too sensitive. Authors of previous National Reports might think the same at first. But considering the aim of a global report and its high value for the promotion of our profession, further considering, that only examples have been given and that only a small part has to be done at the beginning whereas more and more could be added in the future, and remembering that only Level A would be obligatory - the proposed more systematically and uniformly prepared Member Reports could be more easily made than those ISPRS has received previously.

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Appendix
**Preliminary Guidelines for ISPRS Member Reports (MR) prepared during the
Conference of ISPRS Working Group VI/1,4,6 in Krakow 1995**

1. In future Member Reports shall consist of two parts:
 - an ISPRS Questionnaire for electronic data processing.
At least a well defined part of it should be filled in by all Members obligatorily and quadrennially.
 - a descriptive part, recommended to complete the image of the professional state of the Member's country or region or firm.
2. The Member Reports are planned to be channelled by WWW. Member countries not yet connected to WWW will communicate with Council and Webmaster of ISPRS by fax or mail (diskettes).
3. The Bodies dealing with Member Reports are:
 - ISPRS Members, i.e. mostly National Societies:
 - for propositions and input,
 - ISPRS Council Commissions and Working Groups:
 - for propositions,
 - ISPRS Working Group VI/1,4,6 "Member Reports":
 - for motivation and coordination,
 - for the preparation of the ISPRS Questionnaire and of proper general and special guidelines;
 - ISPRS Webmaster, himself a member of the beforementioned Working Group and its Cochairperson:
 - for execution, processing and visualisation,
 - ISPRS Council:
 - for supervision, procuring of means;
 - for definition of the obligatory part of the MR;
 - for approval of any new version of ISPRS questionnaire.
4. The ISPRS Questionnaire will mainly be answered by
 - numbers (sizes, percentages, quantities, classes, etc.)
 - yes/no
 - keywords, keytexts, as suitable for automatic analysis, and
 - text which needs interactive treatment.
5. Results of analyses, except pre-approved simple statistics, need approval by Council prior to publication.
6. ISPRS Members must be in the position to follow up what has been done with the data.
7. The descriptive part follows in the publication of the summary according to the structure recommended for the ISPRS Questionnaire. Keywords should be included within the descriptive part. These keywords should enable easy searching of information by insiders as well as outsiders. The Keywords will be taken over into an Index of all ISPRS Member Reports and adapted to the WWW searching facilities an state of the art.
8. The Webmaster will show tables in WWW providing information when data has been lastly updated by each ISPRS Member and how old resp. accurate or reliable it is.
9. Each section of questions should have its preamble, containing motivation, aim and expected benefits.
10. Two types of topics will be considered:
 - Permanent questions - to be updated permanently
 - Temporary questions - to be treated only once.
11. Propositions of topics which should be treated in the ISPRS questionnaire are to be sent to the Chairperson of the ISPRS Working Group for Member Reports or to the Webmaster (Cochairperson).
12. New propositions /topics are to be reviewed and approved by the ISPRS Council or its authorised member.
13. The evolution of the ISPRS Questionnaire will be achieved by feed-back from ISPRS Members.
14. The Copyright of single contributions remains with the Member, that of analyses by ISPRS.