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IOC/INF-1272
Ostend, 16 March 2010
English only



INTERGOVERNMENTAL OCEANOGRAPHIC COMMISSION
(of UNESCO)

2010 IODE OFFICERS MEETING

IOC Project Office for IODE, Ostend, Belgium
8-11 March 2010

SUMMARY REPORT

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1 OPENING OF THE MEETING

The meeting was opened by the Co-Chairs Dr Malika Bel Hassen Abid and Mr Greg Reed. Mr Reed invited the participants to introduce themselves.

In this report all decisions made by the Officers are marked in **red**.

2 REVIEW OF THE IODE-XX ACTION SHEET

Reference was made to Document IOC/IODE-OFF-2010/ITEM 2 (IODE-XX (2009-2011) ACTION SHEET: Status 1 March 2010. It was noted that the Action Sheet has 76 action items. The following headers are used.

No	Para	Action item	Due by date	To be implemented by	Status on 1 January 2010	Action to be undertaken in 2010	
1	5	The Committee further recommended that in future surveys information should also be collected on Cruise Summary Reports (CSR).	IODE-XXI	Secretariat	No action	To be included in preparations IODE-XXI	
No action required							
2	54	The Committee tasked the IODE Officers, with assistance from other members of the Committee as appropriate, with <i>further refining and developing metrics for quantifying data flow in the IODE network</i> , taking account of the guidelines on metrics/indicators in Manuals and Guides No. 5 (2 nd rev. ed.) 2008.	2010 Session of the IODE Officers Meeting	IODE Officers	No action	To be included in 2010 Officers Meeting Task: schedule 2010 Officers Meeting	
<p>Dr Malika Bel Hassen reported on this. It was recalled that this was going to be done together with Dr Lesley Rickards. It was suggested to split up by data discipline. In addition spatial distribution (IHB names) and temporal distribution (temporal, real-time) and also platform (ship, buoy, coastal station). It was noted that, if all NODCs will submit data to ODP then the metrics can be prepared automatically.</p> <p>The Officers requested Dr Rickards and Dr Bel Hassen Abid to further document the metrics guidelines bearing in mind the need to identify controlled lists. DEADLINE: 30 June 2010 (first draft) for distribution to IODE Officers. Final version should be prepared by 30/09/2010 for distribution to NODCs.</p>							
3	93	The Committee recommended that a “ <i>global map on the management of oceanographic data for the world</i> ” be prepared to assess the degree of overlap between the WDCs and the project data assembly centres’ data holdings. It should include a consideration of the physical location of the master copy of the data sets.	2010 Session of the IODE Officers Meeting	WDCs Oceanography, IODE Officers		To be included in 2010 Officers Meeting Task: schedule 2010 Officers Meeting	

The Officers invited MyOcean to identify an expert to participate in the next GE-BICH meeting. The Chair GE-BICH will

contact Sylvie Pouliquen to discuss this in more detail.							
7	116	The Committee adopted the report of the GE-BICH-IV Session and the Recommendations included therein.	Implementati on of action plan by IODE-XXI	GE-BICH		Reporting required by GE-BICH; GE- BICH-V planned for 2011	
This will be covered under Agenda item 4.1.1							
8	117	The Committee adopted <u>Resolution IODE-XX.1</u> (Revised Terms of Reference for the IODE Group of Experts on Biological and Chemical Data Management and Exchange Practices – GE-BICH)	IODE-XXI	GE-BICH/ IOC Member States		Further modifications required due to merger with OBIS – action required between January-April 2010 by GE- BICH and OBIS DRAFT PREPARED	
This will be covered under Agenda item 4.1.1 and 5							
9	130	The Committee adopted the “IODE Statement of the future of OBIS” attached as Annex VII to this Report. It requested Mr Geoff Holland, Consultant, as well as the IODE Co-Chairs to present this statement to the 25 th Session of the IOC Assembly, where this item will be further discussed and decided upon.	June 2009	G. Holland	Assembly adopted Resolution on OBIS	Assembly provided further instructions	
This was done							
10	138	The Committee urged <i>all IOC Member States to nominate IODE national coordinators for Marine Information Management and to ensure that their information is kept up-to-date in OceanExpert.</i>	July/August 2009	IODE Secretariat to send Circular Letter IOC Member States	Not done .	Circular Letter issued March 2010	
Circular Letter to be issued in March 2010							
11	140	The Committee welcomed the success of the marine information management activities and adopted the reports of GE-MIM-IX and GE-MIM-X as well as all recommendations included therein.	Implementati on of action plan by IODE-XXI	GE-MIM	(note: GEMIM=XI did NOT take place in 2009 as per work plan)	Reporting required by GE-MIM; GE- MIM-XI planned for 25- 28 May 2010	
This will be covered under Agenda item 4.1.2							
12	147	The Committee called for continued and expanded cooperation between IODE and JCOMM through the JCOMM DMPA as well as through relevant capacity building activities and OceanTeacher.	continuous	JCOMM DMPA and OceanTeache r		ETDMP-II meeting planned in April 2010	
This will be covered under Agenda item 4.1.3							
13	157	The Committee approved the (ETDMP) work plan.	IODE-XXI	ETDMP		Reporting expected from	

						ETDMP-II	
This will be covered under Agenda item 4.1.3							
14	158	The Committee adopted <u>Recommendation IODE-XX.1</u> (REVISION OF THE TERMS OF REFERENCE OF THE JCOMM/IODE EXPERT TEAM ON DATA MANAGEMENT PRACTICES (ETDMP))	JCOMM-III	IOC Executive Secretary/ IODE Co-Chairs/ Chair JCOMM DMCG/ IOC Member States	DONE (See JCOMM-III report)		
Completed							
15	166	The Committee, considering its work in the areas of vocabularies and metadata, <i>invited the SeaDataNet project managers to submit standards proposals to the Ocean Data Standards Pilot Project</i> . The Committee considered that this would offer the opportunity to SeaDataNet to share and promote its expertise beyond Europe	Continuous	SeaDataNet project managers	NOT DONE –	IODE Co-Chairs to contact SeaDataNet project managers in January 2010	
This will be covered under Agenda item 4.1.3 and JCOMM and IODE and it was also discussed by SDN.			4.2.2. It was reported that invitations were sent to SDN on behalf of				
16	167	Similarly, the Committee invited Member States or regional initiatives active in the area of standardization and best practices, to submit proposals to the Ocean Data Standards Pilot Project.	Continuous	IOC Member States	No action reported	???	
This will be covered under Agenda item 4.2.2							
17	168	The delegate of the United Kingdom, Dr Lesley Rickards, informed the Committee that the document regarding the quality control of sea level data will be submitted in June or July 2009.	July 2009	Dr L. Rickards	No report received	reminder sent by Secretariat on 27/12/2009 and 23/2/2010	
Dr Rickards reported that she will be able to submit the Document			June/July 2010.				
18	169	The Committee adopted <u>Recommendation IODE-XX.2</u> (THE OCEAN DATA STANDARDS PILOT PROJECT)	IODE-XXI	IOC Member States	Project ongoing – 1 standard adopted in 2009	Requires acceleration	
This will be covered under Agenda item 4.2.2							
19	186	The Committee adopted the (IODE Ocean Data Portal) work plan for 2009-2011)	IODE-XXI	IODE ODP Project Steering Team	Project ongoing	Requires acceleration	
This will be covered under Agenda item 4.2.1							
20	187	The Committee adopted <u>Recommendation IODE-XX.3</u> (IODE Ocean Data Portal)	IODE-XXI	NODCs, IODE projects, IOC Member States	Project ongoing	Requires acceleration	
This will be covered under Agenda item 4.2.1							
21	192	...the Government of the	August/Septe	IODE	Implemented	Need to remind	

21	192	...the Government of the Republic of Korea has provided funding and will host an IODE Ocean Data Portal training course between 31 August and 3 September 2009	August/September 2009	IODC Secretariat/ Republic of Korea	Implemented	Need to remind participants of commitment to establish ODP node	
Reminders were sent to participants of the course but with little result. This requires follow-up (see 4.2.1)							
22	198	The Committee adopted the (WIGOS Pilot Project for JCOMM) work plan for 2009-2011	IODC-XXI	Joint Steering Group for the IODE Ocean Data Portal and the WIGOS Pilot Project for JCOMM	Ongoing	See work plan	
This will be covered under Agenda item 8.4							
23	203	The Committee thanked Mr Levitus for his report, expressed appreciation for the continuing work carried out during the inter-session period, and approved the work plan for the next inter-session period.	IODC-XXI	GODAR Project Leader		Requires brief reporting by Syd Levitus	
This will take place at IODE-XXI.							
24	213	The Committee noted that <i>the Cyclical Redundancy Check (CRC) is a good candidate to be used as a tool for producing unique identifiers for oceanographic data. It could be a good candidate for submission to the Ocean Data Standards Pilot Project.</i>	IODC-XXI	GTSP Chair	No action	Remind GTSP Chair	
The Officers requested GTSP to discuss this matter during their meeting in May 2010 and report back to the IODE Officers.							
25	214	The Committee thanked Dr Sun for his detailed report, expressed appreciation for the work carried out during the inter-session period, and approved the work plan for the next inter-session period.	IODC-XXI	GTSP Co-Chairs		Requires brief reporting by Charles Sun (also GTSP meeting planned 5-7 May 2010)	
No action required							
26	227	The Committee thanked Mr Petit de la Villéon for his detailed report, expressed appreciation for the work carried out during the inter-session period, and approved the work plan for the next inter-session period.	IODC-XXI	GOSUD Co-Chairs		Requires brief reporting by Loic (also GOSUD meeting planned 4 May 2010)	
No action required							
27	239	The Committee suggested that the SeaDataNet <i>vocabularies might be excellent candidates for the Ocean Data Standards Process.</i>	IODC-XXI	SeaDataNet project managers	No progress	Contact Roy Lowry	

28	241	The Committee thanked Dr Rickards for presenting Dr Lowry's report, expressed appreciation for the work carried out during the inter-session period, and approved the work plan for the next inter-session period.	IODE-XXI	MarineXML Steering Group		Requires brief reporting by Roy	
This will be covered under Agenda Item 4.2.5							
29	247	The Committee thanked Mr Reed and supported his proposal that the Steering Group for MEDI be terminated and future development and administration of MEDI should be managed by the IODE/JCOMM ETDMP.	IODE-XXI (report from ETDMP)	ETDMP	No action needed		
No action required							
30	255	The Committee was informed that operators of offshore wind farms now also collect a considerable number of metocean parameters. In most cases these data are still classified but the Committee recommended that contact is made with the operators to investigate the possibility to obtain and share this new source of data.	IODE-XXI	Offshore wind farm operators	No action: it was unclear who would contact the offshore wind farm operators (Check with Lesley Rickards)	
Dr Rickards reported that in the UK a lot of data is recorded by wind farms (MetOcean data mainly, but also surveys and impact assessments). The data are currently managed by the GeoData Institute at the University of Southampton (see: http://data.offshorewind.co.uk/). She could not report on the situation in other countries. The Officers requested the Secretariat to contact the IODE NCs and inquire about wind farm MetOcean data in their country.							
31	259	The Committee adopted Recommendation IODE-XX.4 (THERMODYNAMICS AND EQUATION OF STATE OF SEAWATER. TEOS-10)	IODE-XXI	NODCS	No particular follow-up action needed	Check what happened at IOC Assembly 25	
It was noted that the IOC-XXV had adopted Resolution XXV-7 in which it adopted [get more from the Resolution]. IOC will produce a Manuals and Guides on this topic. No action required.							
32	273	Dr Gwenaëlle Moncoiffe, Chair of GE-BICH, reported that <i>guideline documents materials on quality control procedures are available for submission to OceanTeacher.</i>	June/July 2009	G. Moncoiffé	Unclear if these were submitted to OT	Check with Wouter, and Murray	
The Chair GE-BICH noted that the outcome of the QC/QA workshop will include materials which will supercede the documents mentioned above. A document is expected to be completed after GE-BICH-V (January 2011).							
33	274	Mr Robert Keeley, Chair JCOMM Data Management Coordination Group, reported that JCOMM would contribute to OceanTeacher with training materials (e.g. JCOMM catalogue on standards and best	End of 2009	R. Keeley	Unclear if these were submitted to OT	Check with Wouter, and Murray	

		practices).					
		Mr Reed reported that no content was received from JCOMM for OceanTeacher. The Officers recommended that the upcoming DMC should address this issue.					
34	275	The Committee welcomed the success of OceanTeacher, thanked the Government of Flanders (Kingdom of Belgium) for supporting this important Project and invited Member States to (i) contribute to OceanTeacher by making available national experts as lecturers or content providers; and (ii) make use of the OceanTeacher Academy for new staff members of data and information management centres who require training; and (iii) provide sponsorship for OceanTeacher Academy students from developing countries.	IODE-XXI	Member States		Needs reporting by OTA editors (need to identify need to plan OTA editors meeting in 2010)	
This will be covered under Agenda item 4.2.3							
35	284	The Committee adopted the work plan for ODINAFRICA for the period 2009 – 2013	IODE-XXI	ODINAFRIC A project manager	Ongoing		
No action required. This will be covered under Agenda item 4.3.1							
36	298	The Committee invited Mr Martinez to continue sharing his expertise in ODINCARSA through any way possible and appropriate.	IODE-XXI	Rodney Martinez	Mr Martinez participated in ODINCARSA planning meeting (7-10 December 2009)	Mr Martinez to further participate, possibly through MOU with CIIFEN	
This will be covered under Agenda item 4.3.2. A letter was received from CIIFEN suggesting an MOU between IOC and CIIFEN (in March 2010).							
37	299	The Committee requested the IODE Secretariat to organize a regional meeting for ODINCARSA to enable the participating countries to define new goals and to identify a new regional coordinator for the South American sub-region.	2009/2010	IODE Secretariat/ ODINCARSA participating countries	Done (7-10 December 2009) 2 regional coordinators identified	Implement work plan and prepare work plan for IODE-XXI	
The meeting took place. This will be covered under Agenda item 4.3.2							
38	302	The Committee instructed the IODE Secretariat to follow-up with communications to IODE and IOC national contacts in the region, as well as to organize a meeting for Member States from the region during the 25 th Session of the IOC Assembly (June 2009).	June 2009	IODE Secretariat/ ODINCINDI O participating countries	Meeting was held during IOC-XXV. Identification of IOC action addresses required	Mika Odido to follow-up; Peter P will attend ROPME meeting January 2010	
This will be covered under Agenda item 4.3.7							
39	311	The Committee adopted the ODINECET work plan for 2009 and 2010 – 2011	IODE-XXI	ODINECET project coordinator	Report provided December 2009	Publish report 2009; Identify work plan 2010 – Mika to	

						coordinate	
This	will be covered	under Agenda item 4.3.3					
40	320	The Committee adopted the work plan for ODINWESTPAC.	IODE-XXI	ODINWESTPAC project coordinator		Reporting required by Prof Lin-progress unclear	
This	will be covered	under Agenda item 4.3.5					
41	326	The Committee invited Dr Vladymyrov to continue as the ODIN Black Sea Coordinator, and arrange a Steering Committee meeting to prepare a work plan for ODIN Black Sea., taking into account the cooperation with the EU funded Black Sea SCENE project.	2009/2010	V. Vladymyrov/ ODINBlackSea a participating countries	Steering Committee meeting was held (Oostende, 15-16 September)	Reporting required by V. Vladymyrov	
This	will be covered	under Agenda item 4.3.4					
42	332	The Committee tasked the ETDMP to <i>compare the similarities and differences between the various portal systems that are being developed with the objective of promoting and achieving their interoperability.</i>	IODE-XXI	ETDMP	Unclear if this has been done	Check with Nick Mikhailov	
The Officers requested that the next Session of the SG-ODP deals with this matter.							
43	343	The Committee adopted the ODIN-PIMRIS work plan.	IODE-XXI	ODIN-PIMRIS project coordinator	Support provided to PIMRIS (contract) – reports received	Discuss plans for 2010	
This	will be covered	under Agenda item 4.3.6					
44	364	The Delegate of Malaysia offered to establish a regional training node in the International Centre for South-South Co-operation in Science, Technology and Innovation (ISTIC) in Kuala Lumpur, which functions under the auspices of UNESCO (http://istic-unesco.org/)	IODE-XXI	Malaysia	No further information received	Check with Delegate of Malaysia and IOC Bangkok	
No further information was received. Contacts were made. The Officers requested to contact Mr Wenxi Zhu for an update.							
45	366	The Committee agreed on the IODE course calendar and called on the Member States to promote the IODE Training activities on the national level.	IODE-XXI	Member States	Unclear how member states are promoting the IODE training activities		
This will be covered under Agenda item 4.2.3. It was noted that a Course Prospectus is now available. It is available for download from the OceanTeacher web site and IODE web site. Printed copies are available on request. Copies will be distributed at IMDIS, the IOC50 Conference in St Petersburg and at the IOC Executive Council.							
46	367	The Committee invited the Delegate from Malaysia as well as other Member States that may be interested in hosting a regional IODE training node, to	IODE-XXI	Malaysia/ Member States	See 44: No further information received		

		<i>discuss the details and requirements in more detail with the IOC/IODE Secretariat.</i>					
See 44							
47	395	Regarding <u>Recommendation 7</u> (...reduced capacity of the Secretariat) the Committee called on the IOC Executive Secretary to consider ways and means to strengthen the staffing of the IOC Project Office for IODE (General support staff as well as Professional staff) with additional regular UNESCO positions to ensure the long-term sustainability of the Office as the IODE Secretariat. In addition the Committee, noting with concern the pending retirement of Mr Adrien Vannier from IOC/UNESCO Headquarters, urged the IOC Executive Secretary to ensure a suitable replacement is identified in a timely fashion to ensure the essential administrative backstopping of the IODE programme.	IODE-XXI	IOC Executive Secretary	No action taken by IOC Exec Sec		
No action was taken. This will be further discussed under Agenda Item 12							
48	396	Regarding <u>Recommendation 9</u> (...develop indicators and benchmarks to assess the amount of data and information being exchanged ...) the Committee invited NODCs to provide information on their metrics methodology to the IODE Secretariat, which will then be collated and shared with the IODE community for further consideration by the next Session of the Committee.	IODE-XXI	NODCs		Needs coordination in planning for IOCDE-XXI	
See 2							
49	406	The Committee also recommended that each IOC Member State should be preferably be represented by a single IODE national coordinator for oceanographic data management and a single IODE national coordinator for marine information management, to ensure coherence in national positions regarding data and information management.	IODE-XXI	Member States			
This is related to item 10. The Officers requested that in the invitation letter for IODE-XXI specific reference is made to the IODE NC for Data Management as well as the IODE NC for MIM.							
50	406	To ensure the best possible national coordination between	IODE-XXI	Member States		Request reporting from	

50	406	To ensure the best possible national coordination between the different national data centres <i>the Committee recommended that Member States establish national data and information coordination mechanisms.</i>	IODE-XXI	Member States		Request reporting from member states	
See 50							
51	424	The Committee established an <i>inter-sessional working group that will address the issue of "Long-term Secure Archival of Data and Information". It was tasked to answer the following questions:</i> (i) <i>What does IODE need from WDCs or their successor organizations to promote "Long-term Secure Archival of Data and Information";</i> (ii) <i>What do WDCs or their successor organizations need from IODE to promote "Long-term Secure Archival of Data and Information"</i>	IODE-XXI	(i) Sydney Levitus (Chair); (ii) Greg Reed; (iii) Prof. Lin Shoahua; (iv) Vladimir Kuznetsov; (v) Friedrich Nast; (vi) Lesley Rickards; (vii) Sissy Iona; (viii) Bob Keeley; (ix) Taco de Bruin; and (x) Linda Pikula.	NO ACTION	REMIND SYD LEVITUS	
The Officers noted that no information was received from Syd Levitus. The Officers requested the Secretariat to contact Mr Levitus again.							
52	435	The Committee instructed the GE-MIM Chair to liaise with Ms Cathy Norton at WHOI to ensure GE-MIM participation (in the SCOR/IODE activity on data publishing).	IODE-XXI	GE-MIM	Meeting planned 2 April 2010		
No action required.							
53	436	The Committee noted the progress of this initiative and instructed the IODE experts involved in this undertaking to continue informing the Committee on progress.	IODE-XXI	IODE experts involved in the activity		Reporting required with Ed Urban and Roy Lowry: brief document Also meeting planned early 2010	
Ongoing							
54	442	The Committee tasked the IODE Officers to <i>look into this matter (WDS) and report back to the next Session, and also to monitor the accreditation and certification process of data centres established by the WDS.</i>	IODE-XXI	IODE Officers		To be followed up by Lesley Rickards and Malika Bel Hassen	
This will be covered under Agenda item 8.3							
55	446	The Committee requested the <i>Technical Secretary to contact the JCOMM Observations Programme Area, through the GOOS Project Office, to include the sea surface salinity network</i>	June 2009	IODE Secretariat	Secretariat contacted Boram Lee (cc Loic, Greg, Malika) on 26/2/10		

The following response was received from Boram Lee: “ This map (quoted here) has been used to report on the current status of the global networks that are coordinated by JCOMM, to implement GOOS. It (including the captions and side information) shows the current status by the means of observation, not by variable. As you know, in-situ SSS is being measured through the Ships of Opportunity, mooring, surface drifters, etc. All observing networks are already shown on the map... again it is the question of how we categorize/visualize the existing networks (by variable or by equipment). We have other service (interactive map) in <http://www.jcommops.org> to show the status by variable.

The Officers noted that sub-surface map is available from the JCOMMOPS web site on <http://wo.jcommops.org/cgi-bin/WebObjects/JCOMMOPS> . No reference could be found on sea surface salinity. The Officers requested the Secretariat to contact Mathieu Belbeoch at JCOMMOPS.

56	459	The Committee welcomed the cooperation with IOC/HAB on HAIS which is an example of the new role of IODE assigned to IODE within the framework of the IOC Strategic Plan for Oceanographic Data and Information Management. The Committee adopted <u>Resolution IODE-XX.2 (DEVELOPMENT OF THE HARMFUL ALGAL INFORMATION SYSTEM)</u>	IODE-XXI	IODE/ HAB	NO ACTION TAKEN except support provided by Project Office on repairing HAEDAT	Urgently discuss and activate
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It as reported that the project office has assisted with HAEDAT. The Officers recommended that both GE-BICH and GE-OBIS (when established) should contribute to HAIS development. Dr Moncoiffé reported that Mr Enevoldsen had contacted the task team members in February 2010, reminding them of the need to identify potential sources of funding for HAIS. **The Officers requested the Chair GE-BICH and the OBIS Executive Director (lead) to contact Henrik Enevoldsen (IOC/HAB) to discuss ways and means to start HAIS.**

57	470	The Committee welcomed the cooperation with ICAM (on SPINCAM, CMA, AMA), which is another example of the new role assigned to IODE within the framework of the IOC Strategic Plan for Oceanographic Data and Information Management.	IODE-XXI	IODE/ ICAM	ongoing	
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No action required

58	476	Mr De Bruin proposed to contact each of the NODCs involved in IPY projects and ask those NODCs to identify (and consequently manage and preserve) the IPY data from that NODC country. That is to start at the level of the 170 honeycomb project and then go down to the level of the subprojects and the sub-subprojects. Mr De Bruin would contact those concerned during IODE-XX or in the very near future and he asked for active support from the IODE community in this matter.	July 2009	T. De Bruin	Secretariat contacted Taco de Bruin to check on action taken (26/02/10)	
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The Secretariat reported that Mr De Bruin was contacted on 26/2/2010 but no response had been received. The Officers noted that the IPYDIS has been established as “ a global partnership of data centers, archives, and networks working to ensure proper stewardship of IPY and related data”. **The Officers concluded that no further action was required at this time but invited Dr Lesley Rickards to report back to the Officers after the Polar Information Commons (PIC) (<http://www.polarcommons.org/>) meeting, 22nd-23rd March 2010 at ICSU HQ in Paris in which she would participate.** The primary aims of the PIC meeting are: Establishing the Framework for Long-term Stewardship of Polar Data and

Information: (i) what is needed to establish the PIC as a long-term framework for polar data and information?; (ii) what steps are needed to launch the PIC in Oslo in June and ensure initial success?							
59	477	The USA suggested an IODE Circular Letter be sent to NODCs on this topic. Mr De Bruin agreed to also make contact at the working level with relevant NODCs to supplement the Circular Letter, and to keep the IODE secretariat informed of progress.	June 2009	IODC Secretariat	See 58		
No action was taken (no information received from T. De Bruin). Further: see 58							
60	477	Germany offered to help in ensuring Arctic research cruise summary reports are made available	End of 2009	German NODC	No action reported	Contact Germany	
No information was received from the German NODC.							
61	477	The UK noted the importance of ship operators inputting data into cruise planning databases such as the one maintained by POGO and noted that the <i>new draft SCAR data and information strategy envisions a strong partnership with IODE for marine data exchange and stewardship for the Southern Ocean.</i>	IODC-XXI	IODC/ POGO/ SCAR	No action	Need to contact SCAR	
No information was received from the German NODC.							
62	479	The Committee stressed the importance of comprehensive, professional management as well as long-term secure archival of the IPY data, and called on the NODCs as well as WDCs Oceanography to actively participate in this activity.	IODC-XXI	NODCs, WDCs Oceanography	No action reported (see also 58, 59)		
See 58, 59							
63	485	The Committee thanked Mr Keeley for his presentation and called on NODCs to actively participate in OceanObs'09.	September 2009	NODCs	Done		
Completed							
64	490	The Committee <i>welcomed the planned establishment of a long-term archival for OTN data at the Canadian NODC.</i>	IODC-XXI	Canadian NODC		Request reporting from Canada	
The Officers requested Mr Greg Reed to contact Mr Robert Branton and Mr Keeley to seek further collaboration (ref also to para 488 of the IODE-XX report)							
65	496	The Committee invited <i>NODCs to collaborate with OneGeology by providing marine geology data or to contact relevant national contacts in institutions that may hold relevant maps or data.</i>	IODC-XXI	NODCs	Unclear who was to act on this	??	
No action required.							
66	499	The Committee welcomed the cooperation with MMI and	IODC-XXI	MMI coordinators	Unclear if there was action	Greg Reed?	

		recommended its continuation, thereby also taking into account the SeaVox vocabulary services and developments taking place in the IODE Marine XML Steering Group.					
		Mr Reed reported discussions with John Graybeal on this matter. MMI reported in January 2010 will write up a “story” on the activities of IODE and in particular on the ODS process. They will require the MMI community to recommend standards for ODS. <i>The Officers requested Mr Reed to contact Mr Kris Walz.</i>					
67	505	The Committee <i>requested to send at least one paper copy of information materials published by the Project Office to NODCs.</i>	continuously	IODC Secretariat	No publications in 2009	Print ODS first publication and send to NODCs Check with Mika if we have additional ODINAFRICA books or can have them printed	
		<i>The Officers recommended that suitable documents (brochures, newsletters) should preferably be distributed at relevant events, such as conferences, to ensure they reach their target audiences. On-demand mailing should also be possible. Member States should also be able to print copies for national distribution. Dr Malika Bel Hassen Abid noted that the ODINAFRICA book had been distributed during the 2009 IOC Assembly. There was considerable interest and some extra copies were requested.</i>					
68	514	The Committee <i>requested the NODCs and Marine Information Centres to send historical photographs of data centres, information centres and their equipment and staff to the IOC project Office for IODE (printed or electronic).</i>	End of 2009	NODCs, Marine Information Centres	Only USA has sent pictures	Send reminders	
		<i>The Officers decided to give the good example by sending relevant pictures to the IODE Secretariat and use these to encourage other NODCs to do the same.</i>					
69	515	The Committee established an inter-sessional Working Group to finalise plans for commemoration of the 50 th anniversary of IODE. The Committee instructed the Group to submit its Report to the Officers by the end of 2009	End of 2009	The group, Chaired by Greece, will include Belgium, Canada, France, Germany, Senegal, South Africa, Turkey, Ukraine, the IODE Co-Chair (Malika Bel Hassen Abid), the ODINAFRICA Coordinator, and the Chair GE-MIM.	Actions ongoing (coordinated by Greece)		
This will be covered under Agenda Item 10							
70	518	The Committee instructed the NODCs to put a link to the 'IOC Oceanographic Data Exchange	End of 2009	NODCs		Check with all NODCs	

		Policy' on their own web page.					
This	will be covered	under Agenda Item 10					
71	525	The Committee expressed its concern that not all 46 members of the "IOC Data and Information Management Advisory Group" will be active in the governance system for the Strategy. The Co-Chairs will need to identify a smaller group to take action. The next key issue will be on the <u>Impact on IODE of cooperation with OBIS</u> and this needs to be done before the next IOC Assembly.	June 2009	Co-Chairs	Members of Strategy Group were contacted by email. Few responses were received.	IODE Officers need to discuss workability of strategy group	
This	will be covered	under Agenda Item 6					
72	530	The Committee instructed the Co-Chairs to bring to the attention of the IOC Assembly the need to diversify the sources of extra-budgetary funding, recalling that over 90% of the extra-budgetary funding for IODE is now provided by one Member State	June 2009	IODE Co-Chairs	done		
completed							
73	530	The Committee also called on Member States to use the Flanders-UNESCO Trust Fund for Science as an example of an effective and flexible way to provide assistance to UNESCO and its IOC and this had been confirmed by an assessment, and invited other Member States to establish similar mechanisms with IOC to support IODE and other IOC programmes.	IODE-XXI	Member States	done	No additional Trust Funds established so far – Need to establish for OBIS	
No specific funding was received. See also Agenda		Item 5 and 11.					
74	531	The Committee adopted <u>Recommendation IODE-XX.5</u>	IODE-XXI	IOC Member States, members of the IODE Committee	(P&B): ongoing		
This	will be covered	under Agenda Item 11					
75	536	The delegates of Belgium and the United States of America offered to investigate the possibility of hosting the 21 st session IODE-XXI in 2011. The Committee welcomed the offers and instructed the Secretariat and the Co-Chairs to follow-up on the offers.	Early 2010	IODE Secretariat	USA declined in 2009-12-27 Belgium is investigating	Need to send official letter to Belgium Permdel in January 2010	
This	will be covered	under Agenda Item 9					
76	540	The Committee requested the	June 2009	IODE Co-	Done		

76	540	The Committee requested the IODE Co-Chairs to present the Executive Summary with all Resolutions and Recommendations therein to the Twenty-Fifth Session of the IOC Assembly that will take place between 16 and 25 June 2009 at the UNESCO headquarters in Paris, France.	June 2009	IODC Co-Chairs	Done		
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3 DECISIONS OF IOC-XXV AND JCOMM-III RELATED TO IODE

This agenda item was introduced by Mr Greg Reed referring to Document IOC/IODE-Off-2010/item 3 (Decisions of IOC-XXV and JCOMM-III related to IODE).

The Officers noted that the JCOMM-III requirements are being addressed in the IODE activities and that instructions of IOC-XXV are being followed up.

4 STATUS OF THE IODE PROGRAMME

4.1 IODE GROUPS OF EXPERTS

4.1.1 GE-BICH

This Agenda item was introduced by Ms Gwen Moncoiffé referring to Document IOC/IODE-Off-2010/item 4.1.1 (Report on GE-BICH).

The Officers recommended inviting Dr Bill Burnett to GE-BICH-V as invited expert from the GOOS community.

It is expected that 2 proposals will be submitted to ODS: (1) a QC quality flag scheme based on quantifiable and subjective tests and (2) a schema for five data processing levels to provide a framework for data management. The Officers noted that the workshop had been very successful. The meeting agreed to recommend (1) metadata terminology for reporting measured variables and their units of measure as well as (2) a work plan to recommend a minimum set of numerically defined QC tests that could be adjusted to reflect broad regional to basin scales conditions. These outcomes along with material compiled on the GE-BICH wiki should provide the basis for a technical white paper on the QA/QC of chemical data in oceanographic databases, as planned during GE-BICH IV.

The Officers were informed that the Meeting report will be submitted to the Secretariat on 19 March for publishing. The outcome of the Meeting will also be presented during IMDIS.

Regarding the processing levels proposed by the Workshop the Officers noted that there are several other processing level schemes. It was recommended to look at the Argo and GTSP schemes.

GE-BICH plans to hold its fifth meeting 17-20 January 2011 at the IOC Project Office for IODE. It was noted that three long-term members need to be replaced (Mary Kennedy, Alexander Kuznetsov and Gwenaëlle Moncoiffé). It will also be necessary to elect a new Chair.

The Officers requested the Secretariat to send out a Circular Letter to invite nominations for long-term membership of the Group using the existing Terms of Reference.

4.1.2 GE-MIM

This Agenda item was introduced by Ms Linda Pikula (by teleconference) referring to Document IOC/IODE-Off-2010/item 4.1.2 (GE-MIM Report).

Regarding the membership of GE-MIM it was noted that there are some vacancies due to expiry of terms. It was unclear who needs to be replaced. **The Officers requested the Chair GE-MIM and the Secretariat to provide more information on this subject.**

Ms Pikula recalled the need for more appointments of IODE NC for MIM. In this regard it was recalled that a Circular Letter needs to be sent out (see Agenda Item 2).

GE-MIM is trying to improve its outreach through partnerships with other organizations. A draft MOU between IOC and IAMS LIC was prepared and is ready for signing. Ms Pikula requested that the Officers review the MOU and recommend its signature by the IOC Executive Secretary.

Ms Pikula noted that the request for a meeting of the OceanDocs Steering Group could be for either late 2010 or early 2011.

The Officers requested GE-MIM to provide details on the work required in OceanExpert as this could be carried out either by the Project Office developer or by a contractor.

Regarding OceanExpert, Dr Rommens reported that Lies Groen has been working on QC of OceanExpert for some months, focusing on duplicate removal.

4.1.3 JCOMM/IODE ETDMP

This Agenda item was introduced by Dr. Nikolay Mikhailov referring to Document IOC/IODE-Off-2010/4.1.3 (ETDMP activity report).

Mr Reed noted that 4 new Members for ETDMP had been nominated by IODE and 4 by JCOMM-III. (see http://www.jcomm.info/index.php?option=com_oe&task=viewGroupRecord&groupID=118)

The Officers were informed that the Second Session of ETDMP will be held between 6-7 April 2010 at the IOC Project Office for IODE, Oostende, Belgium.

4.1.4 GE-OBIS

Discussions on this agenda item were referred to Agenda Item 5

4.2 IODE GLOBAL PROJECTS

4.2.1 IODE OCEANDATAPORTAL

This Agenda item was introduced by Dr Nikolay Mikhailov referring to Document IOC/IODE-Off-2010/4.2.1 (IODE OceanDataPortal). Dr Mikhailov expressed his regret about the low number of data providers, despite the training courses that were organized for the WESTPAC region. Currently Ukraine, Russia, Bulgaria and Romania provide data from the Black Sea region.

Dr Mikhailov announced the development of ODP which will implement the metadata standard ISO-19115. He informed the Officers that ODP v.2 will be available in 2011. Dr Mikhailov was not able to identify a work plan and budget for 2010-2011.

Dr Vanden Berghe offered to serve OBIS data through OceanDataPortal.

The Officers recommended that country missions should be organized to promote ODP and to install the software in the data centres. It was further recommended that ETMDP will develop nomination and certification procedures for data providers and that these procedures will be distributed to the IODE national coordinators for data management as well as to IOC action addresses and Permanent Delegations to UNESCO, to serve as the basis for expansion of ODP data providers.

4.2.2 IODE/JCOMM OCEAN DATA STANDARDS

This Agenda item was introduced by Mr Greg Reed referring to Document IOC/IODE-Off-2010/item 4.2.2 (IOD/JCOMM Ocean Data Standards).

The Officers noted with concern that so far only one candidate standard was submitted (and recommended). As mentioned in the Document SeaDataNet has expressed interest in submitting a number of candidate standards (possibly 5). The QC/QA workshop may submit an additional 2.

The Officers stated that at least 3 standards should be submitted and processed for the project to be credible.

Mr Reed noted that ODS will now be managed by an ETDMP Task Team. Dr Yutaka Michida will lead the Task Team and provide assistance to those who submit proposals and also follow-up the process.

The Officers invited the ETDMP to consider how to promote submissions.

The Officers noted that different recommended standards may have different target audiences. The dissemination of the published documents therefore needs to be adapted to the audience.

4.2.3 IODE OCEANTEACHER

This Agenda item was introduced by Dr Wouter Rommens referring to Document IOC/IODE-Off-2010/item 4.2.3 (Report on OceanTeacher).

Dr Rommens provided a brief demonstration of the current OceanTeacher system. He reported that currently 13 courses have been developed. The courses are used during training courses in Oostende but can also be used by trainees remotely. Dr Rommens also informed the Officers that courses are now being video-recorded and these videos can be viewed in the Courses area of OceanTeacher.

For 2010-2011 a detailed course programme of 8 courses has been prepared. A prospectus has been prepared and published (available in printed format and for download).

Dr Rommens noted the increasing demand for data management courses for University Students. A course has been prepared for this and is available in OceanTeacher. It has already been used in ECOMAMA (Free University of Brussels), MARELAC and EMBC (Gent University). Two new lecturers were welcomed. Nevertheless the lecturers for data management are still very few.

The Officers were informed that a page exists in OceanTeacher that lists gaps for which content needs to be created. (http://iodeweb2.vliz.be/omap/OT_II/)

The Officers recommended contacting some of the large projects (Argo, GTSP, GHRSS) to provide lectures on how to use their data.

The Officers suggested that experts could provide material and that the OceanTeacher steering group members could then transform the material into courses and material in the Digital Library.

4.2.4 MIM ACTIVITIES (OCEANDOCs, ASFA, OPENSOURCE DIRECTORY)

Ms Pikula informed the Officers that no additional topics needed to be discussed.

4.2.5 DM PROJECTS AND ACTIVITIES (GTSP, GOSUD, GODAR, MARINEXML, MEDI, ...)

This Agenda item was introduced by Mr Greg Reed referring to Document IOC/IOE-Off-2010/4.2.5-GTSP and Document IOC/IOE-Off-2010/4.2.5-GOSUD. He also referred to a Powerpoint received from Mr Syd Levitus on the progress of GODAR.

4.2.5.1 GTSP

The Officers requested that GTSP should provide its data through ODP. This needs further discussion with the GTSP at the meeting of the SG-GTSP in May 2010. No funding is requested by GTSP in addition to support for the 2010 meeting.

4.2.5.2 GOSUD

The Officers requested that GOSUD should provide its data also through ODP. This needs to be discussed with GOSUD at their meeting in May 2010. GOSUD requests € 3000 as a contribution for the renovation of their web site but is not clear whether this will be in 2010 or 2011. The Officers decided to allocate the funds in 2010.

4.2.5.3 GODAR

WOD09 is published online and on DVD. Hard copies of the WOD09 atlas are being printed and are expected within two weeks. WOA09 will follow shortly after that.

The Officers noted that it is unclear what data archaeology and rescue activities have been undertaken and are planned for 2010-2011. The Officers requested that statistics be provided for IOE-XXI at the geographic level (e.g. how many data sets were added relevant to Africa) and the time period (i.e. the years from which data were rescued).

4.2.5.4 MarineXML

On behalf of Dr Roy Lowry, Chair of the SG-XML, Mr Reed reported that there has been no addition to the SeaVoX membership as a result of IOE-XX. A more proactive role may be required to increase membership.

One initial email has been sent to ICES regarding the strategy meeting with WG-DIM but no response has been received. The SG-XML chair will follow this up and funds requested at IOE-XX are still required.

Work is progressing on the development of a vocabulary standard - C19 Sea Areas. This is a hierarchical spatial thesaurus currently serving bounding box co-ordinates as well as names. Geometries are being established for the Irminger Sea, Denmark Strait, Wadden Sea and Iceland Sea. Once settled they will be proposed to SeaVoX as extensions to C19. Discussions have also been held on submitting established SeaVoX vocabularies through the IOE/JCOMM standards process.

4.3 IODE ODINS

4.3.1 ODINAFRICA

This agenda item was introduced by Mr Mika Odido, referring to Document IOC/IODE-Off-2010/item 4.3.1 (Integrated Data and Information Products and Services for the Management of Oceans and Coastal Zones in Africa (ODINAFRICA-IV)). The goal of ODINAFRICA-IV is to promote the sustainable management of marine and coastal sources, as well as reducing the risks of ocean related hazards, based on sound scientific knowledge. ODINAFRICA-IV will focus on the development of the following products in order to achieve its objectives: (i) Web-based data services (including catalogues and archives), (ii) Web-based Information Services (including literature catalogues and repositories, institution and experts directories, inventories of projects), (iii) National Marine Atlases, and the African Marine Atlas (including scenarios, models, forecasts and predictions on priority issues), (iv) National and regional portals, as well as project websites and national NODC websites, and (v) Communication tools: newsletters, policy and media briefs, African Oceans and Coasts books series.

He reported that the implementation of ODINAFRICA-IV commenced in August 2009 with the following activities already implemented: Establishment of the management team; Organisation of the first session of the African Marine Atlas task team (October 2009, Oostende, Belgium); Preliminary survey of national capacities and marine/coastal data available for development of ODINAFRICA-IV products; and meetings of ODINAFRICA National Coordinators for Benguela Current LME region (November 2009, Swakopmund, Namibia), and Guinea Current LME region (February 2010, Kribi, Cameroon) to plan implementation of activities in the regions.

The focus of 2010 – 2011 will be on the development of national coastal and marine atlases. Experts seconded by the ODINAFRICA institutions to the IOC Project Office for IODE will provide support in the development of products and services, in particular the coastal and marine atlases, the portals and websites, the marine information databases, and the marine biodiversity databases. Training courses are planned on Coastal and Marine Atlas development in 2010 and 2011, a workshop on Marine Information Management in 2011, and the ODINAFRICA Planning and Review meeting in July 2011.

The Regional OBIS node for Africa is currently located in South Africa but more efforts are needed to cover the entire African continent. In this regard GODAR activities for biogeographic data will be required. Biogeographic data resulting from these activities will be an important contribution to the African Marine Atlas.

4.3.2 ODINCARSA

This Agenda item was introduced by Mr Peter Pissierssens, referring to Document IOC/IODE-Off-2010/item 4.3.2 (ODINCARSA-LA).

He reported that the ODINCARSA Latin America Strategic Planning Meeting had been held in Ensenada, Mexico between 7-10 December 2009. Nine countries participated in the meeting: Argentina, Chile, Colombia, Cuba, Ecuador, Mexico, Panama, Peru and Uruguay. During the meeting the status of ODINCARSA, data and information management capacity, needs and requirements were assessed, the main goals and objectives were revisited and reviewed and an implementation plan was discussed and agreed upon.

The meeting had noted that the current name of the project “Ocean Data and Information Network for the Caribbean and South America region” does not correctly represent the membership of the project as it excludes IOC member states in Central America. It was therefore agreed to rename the project acronym to ODINCARSA-LA (ODINCARSA Latin America). It was agreed that this change should be reflected in the web site. The meeting also agreed that a new web site will need to be developed

using dynamic content management technology enabling all project partners to contribute content, and for the regional coordinators to manage the site.

Bearing in mind the terms of reference of the IODE regional coordinators the meeting designated Mr Ariel Troisi (Argentina) as ODINCARSA regional coordinator for data management, and Ms Andrea Cristiani (Uruguay) as ODINCARSA regional coordinator for marine information management, both for a period of two years.

The Officers noted that the budget for MIM is somewhat unrealistic in terms of funds to be obtained from IODE.

Mr Pissierssens further informed the Officers that a second ODINCARSA activity is carried out in the Caribbean sub-region, the Caribbean Marine Atlas. Funds were obtained from the Government of Flanders for a 2 year project (2009-2010). The project is being implemented with some delay.

4.3.3 ODINECET

The Agenda item was introduced by Mr Mika Odido, referring to Document IOC/IODE-Off-2010/item 4.3.3 Ocean Data and Information Network for European Countries in Economic Transition – ODINECET. The network aims at assisting marine libraries in European Countries in Economic Transition.

The activities implemented in 2009 included: (i) purchase of scanners by EURASCLIC for six institutions in Poland and Ukraine, (ii) development of Open Integrated Library System software that will permit keeping e-catalogue Koha — www.koha.org, (iii) creation of ECET Institutional e-repositories and an ODINECET repository (Central and Eastern European Marine Repository (CEEMaR), and update of OceanExpert records from institutions in the countries participating in ODINECET. Librarians from ODINECET participated in the training courses on “Creation of websites”, and “Digital Assets Management” organized at the IOC Project office for IODE in the framework of Ocean Teacher Academy. A workshop for ODINECET is planned for March 2010.

The Officers requested ODINECET to prepare a detailed work plan focusing on strategic objectives and deliverables. This, together with financial requirements, needs to be submitted to IODE-XXI for approval. It was also unclear to the Officers what equipment is required and why technical support is needed for the maintenance of the e-repository software.

4.3.4 ODINBLACKSEA

The Agenda item was introduced by Mr Mika Odido, referring to Document IOC/IODE-Off-2010/item 4.3.4 (Ocean Data and Information Network for the Black Sea (ODINBLACKSEA). The project was re-activated in March 2009, after two years of inactivity, with the appointment of Dr Vladimir Vladymyrov as the new Project Coordinator. All riparian Black Sea countries are the participants of the project. The following activities were implemented in the period March – December 2009: (i) Review of the structure and state of the Black Sea Region National Oceanographic Data Centres, (ii) development of the ODINBLACKSEA project website, (iii) Application of the E2EDM technology to integrate the non-homogeneous local data systems into unified distributed marine data system that will provide the transparent exchange between these local systems.

The ODINBLACKSEA Project Steering Committee meeting at the IOC Project Office for IODE from 15 – 16 September 2009 endorsed a work plan with the following activities: (i) A new review of the structure and state of the Black Sea Region National Oceanographic Data Centers and their web sites, (ii) update of the ODINBlackSea website, and those of the ODINBlack Sea NODCs, (iii) promotion of ODINBlackSea activities at the national level, (iii) development of the Black Sea Ocean Data Portal (BSODP) (www.blackseaoceandataportal.org), (iv) participation of ODINBLACKSEA

trainees in Ocean Teacher Academy programmes, (v) improvement and strengthening of the relationships with Black Sea Commission Permanent Secretariat - BSC PS, (vi) Improve collaboration with the ODIN for European Countries in Economic Transition (ODIN-ECET), (vii) collaboration with all International projects with the oceanographic data management component which are running or are preparing for run in the Black Sea region, and (viii) organization of ODINBLACKSEA Steering Group meeting.

It was noted that the training requirements will be covered by OTA. The 2010 Steering Group meeting is requested to take place in Oostende. The dates are still unclear (probably September). In addition to training funding (which will be under OTA) and organization of the Steering Committee meeting no additional funding is requested.

4.3.5 ODINWESTPAC

This Agenda item was introduced by Mr Peter Pissierssens referring to Document IOC/IODE-Off-2010/4.3.5 (ODINWESTPAC Progress Report 2010-2011).

The Officers noted that a meeting of the SG-ODINWESTPAC was planned in conjunction with WESTPAC-VIII so there should be no additional cost. The Officers called on WESTPAC countries to ensure that data managers and information managers can attend the meeting.

The Officers recalled that China had offered to sponsor a training course in China in 2010 but this offer could not be found in the Document.

The Officers requested Prof Lin to provide more information in this regard. If no funds are available from China then the Officers recommended that Member States in the region apply for training through the OceanTeacher Academy programme.

The Officers stressed the importance of using the OceanTeacher Academy programme as a tool for training rather than applying for regional courses.

The Officers requested Prof Lin to coordinate the development of the e-repository with the IODE OceanDocs Project.

The Officers requested Prof Lin to implement an OceanDataPortal data provider in China and to promote the development of data providers in the ODINWESTPAC participating countries.

The Officers urged Member States in the WESTPAC region to nominate IODE national coordinators for DM and MIM and to actively participate in ODINWESTPAC.

4.3.6 ODIN-PIMRIS

This Agenda item was introduced by Mr Mika Odido, referring to Document IOC/IODE-Off-2010/item 4.3.6 (ODIN-PIMRIS Project). The participants in the Pacific Islands Marine Resources Information System (PIMRIS) and IODE IOC/UNESCO jointly initiated the ODIN-PIMRIS project in 2008, in response to the regional need for improved access to marine information in the Pacific. The project the following objectives: (1) establishment of a regional marine information portal, (2) development of capacity at national and institutional level to use & contribute to the portal, and (3) promotion of the portal as a valuable information source for managers and decision makers.

The ODIN-PIMRIS pilot project has been successful, with the positive results including the establishment of Pacific Islands Marine Portal (<http://www.pimrisportal.org>), and the development of PIMRIS Regional Repository as well as a number of institutional repositories. The project serves as a first step towards the establishment of a network of aquatic repositories in the Pacific region. The work plan submitted includes ODINPIMRIS review meetings, training on e-repository development,

technical missions to institutions in the region to provide assistance with the development of repositories, and fellowships for studies in librarianship.

The Officers noted with regret that Ms Kalenchits will be leaving her position as Librarian/PIMRIS Coordinator and ODIN-PIMRIS project coordinator in April 2010.

The Officers expressed their great appreciation for the work carried out by Ms Kalenchits in developing ODIN-PIMRIS.

The Officers noted that a new Coordinator will need to be designated. This could be done during the planned Review meeting (June-August 2010).

The Officers requested Maria Kalenchits to organize the designation of an interim coordinator prior to her departure to ensure the continuation of ODIN-PIMRIS activities between her departure and the taking office of the new PIMRIS coordinator. At that time the designation of the ODIN-PIMRIS coordinator can be revisited.

4.3.7 ODINCINDIO

This Agenda item was introduced by Mr Mika Odido referring to Document IOC/IODE-Off-2010/item 4.3.7 (Ocean data and Information Network for the Indian Ocean region - ODINCINDIO). The network was established in 2005 and involves all the IOCINDIO Member States including: Australia*, Bangladesh, France*, India, Indonesia, Iraq, Iran, Kuwait, Malaysia, Maldives, Myanmar, Oman, Pakistan, Qatar, Saudi Arabia, Sri Lanka, Thailand, UAE, and UK* (* these countries will participate in the project but will not require project funding). Though a few training courses related to ocean data and information management have been organized for the region, communication and exchange of data/information between the countries has remained very limited.

During the 25 session of the IOC Assembly a few member states from the region participated in a side meeting to discuss the future of the project. It was noted that the member states who currently make up the IOC's IOCINDIO sub-region (and also ODINCINDIO partner countries) actually consist of two sub-regions: countries bordering the Gulf, and countries that are bordering the Indian Ocean. It was therefore recommended to consider splitting the ODINCINDIO project along these 2 sub-regions. The IOC Secretariat was further requested to contact all the ODINCINDIO countries, through their Permanent Delegations, to identify relevant national institutions that would be interested in actively participating in ODINCINDIO. There have been few responses to an email sent out to the Permanent delegations in February 2010.

The Officers noted that there is some activity under IOGOOS. The Officers requested the Secretariat to contact the GOOS Office in Perth to collaborate on the Indian Ocean sub-region. The Officers recommended that closer cooperation be obtained with ROPME to address the Persian Gulf.

The Officers noted with concern the lack of action of the IOCINDIO regional committee due to the absence of a Chair and Vice-Chair, as well as the lack of an ODINCINDIO regional coordinator.

The Officers requested the Secretariat to continue their efforts to seek contact with the IOC action addresses in the IOCINDIO Member States (through the Permanent Delegations or other channels)

5 INTEGRATION OF OBIS INTO IODE

This Agenda item was introduced by Dr Edward Vanden Berghe referring to Document IOC/IODE-Off-2010/item 5 (Integration of OBIS into IODE).

The Officers carried out the following actions:

- (i) **approve the revised structural diagram of IOC, including a new IODE Group of Experts and new Steering Group**

The Officers recommended naming the Project Office as “IOC Project Office for IODE/OBIS”.

The Officers established the IODIE Steering Group for OBIS. The Officers requested Dr Vanden Berghe, in consultation with the IODE Secretariat, to prepare the terms of reference by 1 April 2010 and circulate these to the Officers by email, for their approval.

- (ii) **approve the Terms of Reference of the IODE Group of Experts on OBIS.**

The Officers recommended the establishment of the IODE Group of Experts on OBIS with the Terms of Reference attached in Annex III.

The Officers requested Dr Vanden Berghe to provide a more detailed description of the profile of the members of the Group.

- (iii) **advise on the draft Memorandum of Understanding for the IOC Project Office for IODE/OBIS**

Dr Vanden Berghe provided some background related to the offer to host the IOC Project Office for IODE/OBIS at Rutgers University. He referred to the recent visit of Peter Pissierssens (IODIE Programme manager) and Dr Geoff Holland (Consultant) to Rutgers when a meeting was held between Dr Robert Goodman (Executive Dean of Agriculture and Natural Resources, Executive Dean, School of Environmental and Biological Sciences), Dr Francisco Werner (Director of the Institute of Marine and Coastal Sciences, Rutgers University and present host of the International OBIS Secretariat), Dr Geoff Holland, Dr Edward Vanden Berghe and Peter Pissierssens. Subsequently Dr Vanden Berghe had additional meetings with other officials at the University. The current offer of Rutgers consists of the in-kind support listed in Article III of the draft MoU (items (i), (iii) to (xiv)). It is unclear whether the equivalent of 1 local support staff can be provided despite the outcome of the discussions held at Rutgers with the IODE Programme manager.

It is planned that Dr Vanden Berghe will meet with authorities of Rutgers University during the week of 15-19 March 2010 to further discuss the matter. It was noted that a formal offer from Rutgers needs to be available in writing prior to the IOC Executive Council in June 2010.

The Officers re-iterated the need to refer to the Office as “The IOC Project Office for IODE/OBIS”

The Officers then identified the desired contribution of a host for the Office, based upon the draft elements listed in Article III of the MoU:

The Host shall contribute:

- (i) Office space for the Head of the UNESCO/ IOC Project Office for IODE/OBIS;
- (ii) Office furniture and furnishings with a minimum of 1 office desk, 1 chair and including basic infrastructure (painting of walls, floor covering, light fixtures, electrical outlets, network wiring, security installation, plumbing, heating installation;
- (iii) Office equipment with a minimum of 1 personal computer, 1 printer, telephone;
- (iv) Not less than the equivalent of 2 (two) local support staff: ½ IT support staff; ½ administrative support staff; 1 data manager (MSc level biologist);

- (v) Office space, furniture and furnishings for, as a minimum, two local support staff (see (iv) and, as a minimum, two visiting experts, including basic infrastructure (painting of walls, floor covering, light fixtures, electrical outlets, telephone, network wiring, security installation, plumbing, heating installation);
- (vi) The use of at least one meeting room with a capacity of not less than 20 participants;
- (vii) The use of at least one lecture theatre/conference room with a capacity of not less than 20 students;
- (viii) The use of a computer lab for training courses with a capacity of not less than 20 students;
- (ix) The cost of utilities (water, power, heating, air conditioning);
- (x) Use of a permanent Internet connection (broadband, >100 Mb/sec)
- (xi) Use of server hosting facilities to host the OBIS data and information system;
- (xii) Use of the Research Library facilities including journal collection and inter-library loan services;
- (xiii) The cost of taxes levied on the physical facilities;
- (xiv) The cost of maintenance and insurance of the building/offices;
- (xv) Assistance with the provision of low-cost accommodation for visiting experts and students;
- (xvi) An annual financial contribution of \$ 100,000/year to be used as a contribution towards the operational expenses and programme activities of the Project Office.

The Officers recommended that the above desired contributions be used in the eventuality that no agreement can be reached with Rutgers University and in which case offers need to be invited from IOC Member States.

The Officers expressed their high appreciation for the support provided by Rutgers University to OBIS since its inception.

The Officers expressed the hope that the Office can be established at Rutgers University and invited the authorities of the University to urgently (and not later than early April 2010) submit their hosting offer to the IOC Secretariat to enable the [43rd Session of the IOC Executive Council](#) to welcome and accept the offer.

- (iv) **to identify research organizations, marine research stations, networks and other stakeholders with which relations should be established or renewed within the new IOC/IODE framework**

The Officers requested Dr Vanden Berghe to prepare a comprehensive list of research organizations, marine research stations, networks and other stakeholders with which OBIS has had relations and which should be contacted to inform them on the new arrangement under the IOC/IODE framework (deadline: end of March 2010).

The Officers recommended that these entities be informed either formally or informally about the new arrangements for OBIS within IOC/IODE.

- (v) **consider the need for further revision of the Terms of Reference of IODE;**

The Officers recommended to maintain the Terms of Reference of IODE as revised during IODE-XVIII.

- (vi) **advise on the way to proceed with pro-active fund mobilization bearing in mind the concept papers prepared during the Workshop and the Circular Letter;**

The Officers urged the authors of the concept papers to urgently convert these into more extensive draft proposals.

The Officers suggested that the IOC Member States that host the 14 existing RONS be contacted to inquire about possible contributions to the Trust Fund and to raise support from other Member States.

The Officers further urges members of the OBIS Governing Board, OBIS MC and the Scientific Steering Committee of the CoML to assist in emphasizing the importance of supporting OBIS to IOC Member States.

The Officers noted that 2010 is the International Year on Biodiversity which should offer opportunities to OBIS.

- (vii) **consider funding requirements for OBIS in 2010-March 2011 (under Agenda Item 11).**

6 IOC STRATEGIC PLAN FOR OCEANOGRAPHIC DATA AND INFORMATION MANAGEMENT

This Agenda item was introduced by Dr Malika Bel Hassen-Abid referring to Document IOC/IODE-Off-2010/6 (IOC Strategic Plan for Oceanographic Data and Information Management).

Dr Bel Hassen Abid recalled that the development of the Harmful Algal Information System jointly with IODE is an example of the role assigned to IODE within the framework of the IOC Strategic Plan for Oceanographic Data and Information Management. However, no actions have been taken in this direction since the IODE committee adopted the Resolution IODE-XX.2 (DEVELOPMENT OF THE HARMFUL ALGAL INFORMATION SYSTEM) except for IT support provided by the IOC Project Office for IODE regarding HAEDAT and the GEOHAB web site.

Dr Vanden Berghe informed the Officers that OBIS was part of the original discussions on the setting up of the HAIS, and was expected to manage relevant biogeographic data on behalf of HAIS. Part of the specifications of a new OBIS web site (which is currently under development) is the capacity to display the data selectively as relevant for a specific user group. This feature will be used to create a website that will display only OBIS data relevant to HAIS.

The Encyclopedia of Life was also part of the initial discussions and would create information pages on the taxa relevant to HAIS. It is unclear how much progress has been made and whether this will progress as planned as the EoL representative present in the discussions has recently changed position within EoL. Dr Vanden Berghe will contact EoL and report back to the Officers.

The Officers called on the Chair GE-BICH and Dr Vanden Berghe to further discuss the implementation of HAIS with the HAB Secretariat and related experts. It was recalled that funding was still being sought to fully implement HAIS.

Dr Bel Hassen Abid further recalled that Resolution XXV-4 accepted OBIS within the IODE Programme and instructed IODE to start its integration on a schedule that will ensure a smooth transition of OBIS into IOC. In order to undertake the administrative arrangements necessary for OBIS activities to continue under the auspices of IOC and its IODE Programme, there is a need to incorporate OBIS in the IOC Data and Information Management Advisory Group. OBIS programme has already a data management component and the considerable expertise available in this structure will be fully exploited to achieve a full integration of data management activities under IOC programmes.

The Officers invited Dr Vanden Berghe as a Member of the IOC Data and Information Management Advisory Group.

7 RENEWAL OF MOU FOR IOC PROJECT OFFICE FOR IODE

This Agenda item was introduced by Mr Peter Pissierssens. He informed the Officers that a draft MoU had been prepared and is ready for signature by VLIZ (representing the Government of Flanders) and the IOC Executive Secretary (representing UNESCO/IOC). However final information on the financial contribution by Flanders is not available yet. It is expected that the MoU can be signed as from April 2010. The signing may be organized when Dr Watson-Wright, IOC Executive Secretary visits the IOC Project Office for IODE (possibly in April or May 2010).

The Officers recommended that a Service Level Agreement be established between IOC and VLIZ that fully describes the IT related services provided by VLIZ to the IOC Project Office for IODE.

8 COOPERATION WITH OTHER PROGRAMMES AND ORGANIZATIONS

8.1 COOPERATION WITH SCOR ON DATA CITATION

This Agenda item was introduced by Dr Gwen Moncoiffé on behalf of Dr Roy Lowry. She informed the Officers that work has taken place on the two use cases identified at the last IODE/SCOR meeting on data citation (March 2009) in Oostende. One was the data centre use case, the other is the digital backbone to journal publications use case. These two use cases will be presented and discussed at the SCOR/IODE/MBL-WHOI Workshop on data citation in Paris in April 2010.

8.2 COOPERATION IN EU SUPPORTED PROJECTS

This Agenda item was introduced by Dr Wouter Rommens referring to Document IOC/IODE-Off-2010/8.2 (Cooperation in EU Supported Projects). He reported that IODE is currently involved in 3 EU funded projects: CaspInfo, Upgrade BlackSeaScene and SeaDataNet. IODE contributes in these projects with capacity building, outreach and guidelines on data practices. A training course was organized in October 2009 (Technical Training Workshop on metadata and data management for Upgrade BlackSeaScene, CaspInfo and SeaDataNet) with 69 participants.

The Officers expressed strong concern regarding the continuing financial and administrative difficulties between UNESCO and the European Commission, which made it impossible for IOC and its IODE to participate in new FP7 projects in 2009-2010. It was further recalled that the problems related to IODE's participation in the SeaDataNet project still have not been resolved resulting in a loss of approx. €150,000 in funding.

Mr Pissierssens informed the Officers that the new Director-General of UNESCO as well as the new IOC Executive Secretary considers close cooperation with the European Commission of high importance and negotiations between UNESCO and the European Commission have started to resolve outstanding issues.

8.3 COOPERATION WITH ICSU ON WDS

This Agenda item was introduced by Dr Malika Bel Hassen-Abid referring to Document IOC/IODE-Off-2010/8.3 (Cooperation with ICSU on WDS). She recalled that ICSU had established the Ad Hoc Strategic Coordination Committee on Information and Data (SCCID). Dr Bel Hassen-Abid was invited to participate representing IODE. One of the objectives of the SCCID is to provide strategic guidance in relation to management and stewardship of scientific data and information. Dr Bel Hassen Abid had been unable to participate in the first meeting. The first meeting did not provide any recommendation regarding cooperation between WDS and IODE. This issue will be further discussed

in consultation with the WDS Scientific committee. A second meeting will be held in Paris between 24-26 March 2010 in which Dr Bel Hassen Abid will participate and she will highlight the cooperation between IODE and the new WDS and how this will fit within the IOC Strategic Plan for Ocean Data and Information Management.

Dr Lesley Rickards described the Scientific Committee (Chaired by Bernard Minster) in which she is a member (and also a contact point for IODE). The Chair of the SCCID (Ray Harris) is also a member of the Scientific Committee. She explained that at the ICSU General Assembly at the end of 2008 it was agreed there would be a WDS to replace WDCs and FAGS. The WDCs therefore do not exist anymore. Part of the work done prior to the Scientific Committee was to have an online survey to ask who would be interest in joining the new WDS. 83 organizations expressed interested. IODE was one of these. For the FAGS there were also close links with the scientific unions (e.g. IUGG) and these would also like to be members of WDS. The question is also whether IODE will join as a single entity bringing along the NODCs. However an IODE centre can be very small or very large so accreditation may be somewhat difficult. The Scientific Committee met for the first time in September 2009. The next meeting will be in March 2010, at the same time as the SCCID meeting. The work of the Scientific Committee stems from the outcome of the transition team and will work to implement its recommendations. Certification, communities of practice, structure, global data system of systems (like GEOSS) were discussed. The WDS should also link with CODATA. There were also discussions about IPY data. Lack of resources is an issue for ICSU. A number of sub-committees were established and the undertaking is quite ambitious. Dr Rickards is leading the sub-committee on accreditation. Another meeting will be held in South Africa in October 2010 alongside the CODATA General Assembly. It will probably be too early to invite the former WDCs, as the accreditation mechanism will not be ready.

IODE should explain how it wishes to link with the WDS. Regarding the former WDCs Oceanography, the accreditation process will need to take place. The objective is to proceed with a draft of the accreditation at the next meeting and then start the accreditation. A question is who will assess the applications.

Dr Mikhailov reported that there was a meeting in Obninsk on the WDS and there will be considerable technological issues to overcome due to the wide range of subject areas covered by the WDS.

The Officers recommended that WDS should link to the ocean community through ODP (v2) which uses the network model. Regarding the former WDCs these could have regional (eg ODIN) or thematic responsibilities and focus on specific services at their regional or thematic level. The former WDC Oceanography Silver Spring has always been global in focus, developing WOD and WOA and the officers agreed that this should continue.

The Officers concluded that, if IODE becomes a member of WDS then all NODCs that provide data through ODP (or interoperable technology) will be accredited under WDS. The Officers further noted that the proposed architecture involving NODCs and specialized WDCs will be similar to WIS. IODE will be a member of the WDS and through IODE all NODCs will be accredited by WDS.

The Officers recommended that a document be prepared that describes the IODE architecture as well as the IODE Ocean Data Portal as a mechanism providing access to the data held by the IODE NODCs. In this document the former WDCs could also be included as specialized centres focusing on regional or thematic areas. The Officers agreed that the Document should be prepared for the October meeting (which will be a meeting of the Scientific Committee as well as a CODATA meeting).

The Officers requested Dr Mikhailov to prepare a draft, by the next Session of the SG-ODP, to start discussions with the other former WDCs.

Dr Mikhailov noted that the IOC Manuals and Guides need to be revised to include the ODP technology and methods of work.

Dr Rickards will provide information from the WDS meeting that will take place in March to further assist Dr Mikhailov with his document.

8.4 COOPERATION WITH JCOMM (OTHER)

This Agenda item was introduced by Greg Reed, referring to Document IOC/IODE-Off-2010/8.4 (Cooperation with JCOMM).

The JCOMM Pilot Project for WIGOS is an interdisciplinary exercise, implemented and sustained by WMO and IOC through JCOMM, to investigate the integration of *in-situ* and space based ocean observing systems collected within the oceanographic community. The Pilot Project is considering instruments and methods of observation aspects, as well as data management, data exchange, and quality management. Due to the important synergies that existed with the IODE Ocean Data Portal project, a joint Steering Group has been established to coordinate the development of the Pilot Project and to provide liaison with appropriate WMO and IOC programmes and subsidiary bodies. The “*Joint Steering Group for the IODE Ocean Data Portal and the JCOMM Pilot Project for WIGOS*” has two co-chairs - one with an IODE ODP and one with a WIGOS – and more specifically instruments and methods of observation – perspective.

Significant achievements have been realized including a review of the WMO and IOC Technical Publications and updating of the marine chapter of the WMO CIMO Guide, expansion of the IODE ODP to be interoperable with the WIS as a Data Collection or Production Centre (DCPC), establishment of WMO-IOC Regional Marine Instrument Centres (RMIC) with their Terms of Reference approved by JCOMM-III, development of appropriate quality management standards through the IODE-JCOMM Standards process, and the production of a catalogue on JCOMM best practices and standards.

JCOMM has provided the governance and mechanisms to engage with all partners and this has been a major factor in the success of the Pilot Project. The IODE PO has provided excellent cooperation and good working relationships were established between the WMO and IOC secretariats.

The second meeting of the Joint Steering Group for the IODE Ocean Data Portal and the WIGOS Pilot Project for JCOMM was held at the Project from 15 to 16 October 2009.

It was noted that the “JCOMM Catalogue of Best Practices” has been developed and is available on <http://bestpractice.iode.org>. This web site provides access to currently 64 publications of WMO and IOC that are included in the Catalogue. Further work will be carried out by relevant experts to review the publications and documents to identify deficiencies, duplication, discrepancies, potential for cross-referencing, and to make recommendations to address those issues.

Publications identified by the best practices review include: Guide to Oceanographic and Marine Meteorological Instruments and Observing Practices (IOC Manuals and Guides No. 4) and Manual of Quality Control Procedures for validation of Oceanographic Data (IOC Manuals and Guides No. 26). The Officers noted that it was unclear whether resources are available to update these publications.

The Officers noted that continued cooperation between IODE and the JCOMM DMPA is needed to ensure continued work on data standards, IODE OceanDataPortal, the JCOMM Pilot Project for WIGOS and further development of interoperability between ocean data systems and the WIS.

9 PREPARATIONS FOR IODE-XXI

This Agenda item was introduced by Ir Serge Scory. He made a presentation on Liège to the Officers. Liège is located about 100 km from Brussels. It is accessible through two international airports: Brussels and Koln and also by the smaller airport of Charleroi. There are also good rail connections through Brussels. It is an old city with an industrial past. One of the new priorities of Liège is the organization of large events and this was one of the reasons for considering Liège as a venue for IODE-XXI and the IODE 50th Anniversary Conference.

It is proposed that the Conference will be organized at the Academic Hall of the University of Liège (see <http://www2.ulg.ac.be/salleacademique/visite.html>). A social event of the Monday evening could take place at the Aquarium of the University or at the Treasury of the Cathedral (for a visit and to dine). Both venues are in the city centre.

IODE-XXI will be held at the Congress Centre (<http://www.palaisdescongresliege.be/>). The Centre is located in a park. Lunch will be arranged at the venue and the cocktail will be held at the nearby Museum for Modern Art. The Dinner will be held at the Governor's Palace (see also http://www.opt.be/informations/tourist_attractions_liege_palace_of_the_prince_bishops_of_liege/en/V/17352.html). It is expected that the Provincial Governor and Federal Minister will be present.

A hotel list will need to be prepared. A shuttle between selected hotels and the venues could be arranged.

The Officers were then introduced to the budget. They were informed that in addition the plenary there will be 2 additional small meeting rooms as well as a secretariat Room. Wireless connection will be provided at the venue.

Photocopying is currently not included. Ir Scory will inquire about this. The maximum number of copies should be 10,000. On the other hand the Officers recommended that report parts produced during the Session should be distributed electronically.

Printers and PCs will be brought by the Project Office and/or the local host. A computer and video projector for the Conference room will be available as well as 2 PCs for presentations or checking of email by participants.

Regarding interpretation the Officers recommended to either provide interpretation in all official IOC languages or none. Taking into account the cost the Officers recommended that no interpretation should be provided. However bearing in mind that the working language of the opening ceremony could be French the Officers agreed it may be necessary to provide French-English interpretation. Ir Scory will obtain costing for the English-French and full language options.

The Officers requested that the Secretariat contacts all IODE NCs who are planning to attend the Session and inquire whether they need interpretation, mentioning the cost.

It was noted that the final decision on hosting IODE-XXI has not yet been taken. The decision is expected either by the end of March or the first week of April. However the budget available will probably be approximately €30,000.

The Officers decided that cost of full interpretation, if needed, will be covered by the IODE Regular Programme budget.

10 IODE 50TH ANNIVERSARY

10.1 CONFERENCE

This Agenda item was introduced by Dr Sissy Iona referring to Document IOC/IODE-Off-2010/10 (IODE 50th anniversary). During IODE-XX an inter-sessional working had been established to plan the celebration. This Group had to submit a report to the IODE Officers by the end of 2009. However at that time date and place of IODE-XXI and the celebrations were still unknown.

It is now expected that IODE-XXI will take place in Liège, Belgium. The celebratory conference will take place just prior to IODE-XXI on 21-22 March 2011.

The Officers commented that the Conference should focus on the application of ocean data and information to climate change, coastal management etc. i.e. on how IODE products and services are used. So there will be a short presentation on the product followed by up to three scientific presentations on how the product was used.

The proposed topics include: (the numbers between brackets indicate the number of introductory presentations and number of scientific presentations)

1. Ocean data products and services (eg WOD (1+2), OBIS (1+2), ODP (1+1), Atlases (1+2)...): Total 11
2. Marine information products and services (OceanDocs (1+1), OceanExpert, ASFA (1+1)): Total 4
3. Benefits of IODE training and capacity building (1+3): Total 4
4. Future perspectives (1+2): Total 3

The conference will plan for up to 22 papers. In addition there will also be a poster session.

The Officers decided that the Steering Committee will be composed of: GE Chairs (4) + IODE Co-Chairs (2) + JCOMM DMPA Chair (1): 7 (Sissy Iona to Chair), local host representative (Ir Serge Scory), representative of the IOC/IODE Secretariat.

The Officers requested the Steering Committee to finalize the objectives of the Conference, Scoping Notes and the Round Table discussion. The Steering Committee will also review the submitted abstracts.

The Officers requested the Secretariat to provide Dr Iona with the email addresses of the members of the Steering Committee as soon as possible.

The Opening keynote address could possibly be made by Jean-Pascal van Ypersele de Strihou (Vice-Chair of the IPCC). Ir Scory will investigate this possibility and report back to the Officers.

The local host and IODE Secretariat will take care of the organization of the Conference.

The Officers discussed the possible number of participants attending the Conference. Ir Scory suggested that an external company will deal with the practical arrangements for registration desk, booking hotel rooms etc. The cost for 200 participants will be €18,000. The company can also provide a service for online registration and secure payment.

The Officers noted that the number of participants will probably be in the order of 100 participants.

Ir Scory estimates the cost for the Conference at € 35,000. With a registration fee of €250 (early registration fee) this would result in a shortfall of €10,000. The full fee will be €350 and the fee for students will be €120 (reduced) and €140 (full fee).

The capacity of the proposed venue is 300.

The Officers then discussed the timeline leading to the Conference.

ACTION	DESCRIPTION	DATE	IMPLEMENTATION BY
A. International Conference	Place and Date	21-22/03/2010, Liege, Belgium	IWG (completed)
	Steering Committee membership	2010 IODE Officers Meeting	IODE Officers
	Objectives, scoping note for each session, identification of introductory speakers	30 April 2010	Steering Committee
	Identification of opening keynote speaker	30 April 2010	Steering Committee
	1st Announcement (including invitation of abstracts) – deadline abstracts 31 December 2010	14 May 2010	IODE PO
	Web site	14 May 2010	IODE PO
	Selection of abstracts and posters by Steering Committee	Half January 2011	Either at PO or by email
	Provisional Agenda/ 2 nd Announcement	31 January 2011	Steering Committee
	Deadline for advance registration (reduced fee)	31 January 2011	
	Programme brochure	1 March 2011	IODE PO
	Final deadline for registration	15 March 2011	
	Submission of full papers	21 March 2011	IODE PO
	Proceedings (IOC Workshop Report)	By end of 2011	IODE Secretariat

10.2 OTHER IODE-50 ACTIVITIES AND PRODUCTS

B. Anniversary Logo (Member State Funding)	To be used in the promotional material, web pages, etc	March 2010	IWG
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Dr Iona introduced 9 designs that had been developed by a professional graphic designer. The Officers expressed their appreciation for the contribution already provided by Greece in this regard.

The Officers selected the following logo to be used to commemorate the 50th anniversary of IODE, to be used on all web sites, documents and promotional materials prepared for and during 2011.

The Officers requested Dr Iona to provide the logo in Adobe Illustrator format.



C. Anniversary Web Page			
	Web site set up (password protected)	1 June 2010	IODE PO
	Invitation to NODCs and MIM centres to provide content (with guidelines)	1 June 2010/ deadline: October 2010	IODE PO by email
	Closing of web site	31 December 2010	
	Launch of the site (open site)	15 January 2011	IODE PO

The Officers decided that the site will be aimed at the “customers” of IODE.

The Officers decided that as this is an anniversary, we need to look at the history as well as the future of IODE. Data and information centres should provide a historical overview.

We also need content from the data centres describing what they are offering today.

Guidelines need to be prepared:

- history of the data centre (with pictures)
- current products and services (focus on the most important) – with links to those web pages

Dr Iona will organize the preparation of guidelines by preparing an example for HNODC.

The photo gallery should be integrated in the site.

D. Promotional Material	Posters, pins, calendars, global maps, etc	2010- early 2011	Member States
	Handouts in multiple languages	2010- early 2011	Member States
	Movie, Media Messages	2010-2011	Member States

So far only Greece and Germany have committed contributions for promotional materials. Greece will distribute 100 T-shirts and 100 mouse pads with the IODE-50 and HNODC logo at the IODE-50 Conference in 2011. Greece will invite young students to participate in the 2011 Research Cruises of the R/V Aegaeo in order to be trained and to be introduced to IODE activities. “IODE” flags will be used on the R/V Aegaeo during expeditions throughout 2011.

Germany has proposed the development of a map with research vessels and which will be printed. A copy of all national products should be sent to the Project Office so it can be advertised in the anniversary web site.

Movies and media messages should be included also in the anniversary web site.

It was requested that the cost of some promotional materials could be funded and produced by IODE.

It was agreed to produce:

- Coffee mug
- Memory stick

- T-shirt
- Pencils
- Desk or wall calendars
- Umbrella
- IODE flags (full size)

These products could be produced also at the national level (eg by adding also their own logo).

The Officers recommended the production of a new brochure. The OceanTeacher Academy prospectus was considered as a good example.

There is a need for a new display for IODE Project Office

E. National/Regional Activities (Member State Funding)	Invitation to Member States to contribute with their initiatives	By middle of 2010	IODÉ PO
	Proposals: Lectures, Posters, educational activities, web links of front pages with the IODE 50th Anniversary, links with the digital photo gallery, etc	2010-2011	Member States

10.3 MEDIA

Ir Scory suggested that the press should be used to promote the anniversary both before and during the Conference and IODE-XXI.

11 REVISION OF IODE-XX WORK PLAN AND BUDGET FOR 2010-2011

Based upon the discussions on agenda items 2 to 10 and the Work Plan and Budget recommended by IODE-XX (and subsequently adopted by IODE-XXV), the Officers revised the work plan and budget for 2010 and the first trimester of 2011 (taking into consideration the planned dates of IODE-XXI). The revised work plan and budget is attached as Annex IV.

It is noted that for activities planned in 2010 sufficient funding is available from the Regular Programme to implement activities assigned to that budget source. For the IOC Project Office for IODE there is currently a deficit. However this may be resolved as the exact cost of the planned events are known. Otherwise some event may be postponed to 2011. For 2011 there is a slight deficit in the Regular Programme but this is less than 3% of the total budget and can be absorbed. Substantial funding remains available in the IOC Project Office for IODE. This is intentional as IODE-XXI may identify additional activities and events.

12 ANY OTHER BUSINESS

12.1 SECRETARIAT SUPPORT

The Officers were informed that Mr Adrien Vannier will retire in January 2011. The Officers expressed their appreciation for Mr Vannier's twenty years of loyal service to IOC and its IODE.

The Officers were informed that Mr Vannier's position will not remain with IOC OOS but that plans have been made to transfer this position to another section.

The Officers expressed grave concern about this situation as the IODE Programme requires a full time general service position. In this regard it was also noted with concern that a temporary assistant, hired in 2010, has to be paid for from extra-budgetary sources.

The Officers called on the IOC Executive Secretary to ensure that full-time administrative support continued to be provided from the UNESCO regular programme budget to IODE.

12.2 ELECTION OF IODE CO-CHAIRS

Mr Reed noted that both Dr Malika Bel Hassen Abid and himself will step down as Co-Chairs at the end of IODE-XXI and two new Co-Chairs will be elected. The Officers requested the Secretariat to invite applications from the IODE national coordinators by the end of 2010.

12.3 SECONDMENTS TO THE IOC PROJECT OFFICE FOR IODE

The Officers invited Member States to assist the IODE Programme through secondments with particular reference to the following IODE priority activities:

- preparations for the 50th Anniversary of IODE (2010)
- preparations for the twenty-first Session of the IODE Committee (2010- March 2011)
- technical implementation of HAIS
- promotion of establishment of IODE OceanDataPortal data providers in Member States

In addition the Officers invited secondments to the new IOC Project Office for IODE/OBIS (2011- ...) to assist with acquiring and quality control of OBIS database content.

13 ADOPTION OF THE SUMMARY REPORT

The Officers adopted the draft Summary Report of the Meeting. They requested the Secretariat to finalize the report as soon as possible and publish it on the IODE web site.

14 CLOSING OF THE MEETING

Mr Reed noted that the important issues for the remainder of the inter-sessional period will be the preparation of the next IODE Committee Session and the Anniversary Conference. A lot of work needs to be done to make these events successful and memorable. Dr Iona will be leading the Steering Committee on this matter.

Dr Bel Hassen Abid thanked the Officers for their active participation in the meeting. 2010 will be a busy year because we have to prepare for the next Session and the Conference but we also need to better promote IODE and its activities such as ODS, ODP. We are also welcoming OBIS into IODE. The application of IODE to the WDS certification needs to be formalized with contributions from all NODCs. For all these activities we have been able to define a well-balanced budget.

The Co-Chairs closed the Session on Thursday 11 March 2010 at 12h30.

ANNEX I

AGENDA

1. OPENING OF THE MEETING
2. REVIEW OF THE IODE-XX ACTION SHEET
3. DECISIONS OF IOC-XXV AND JCOMM-III RELATED TO IODE
4. STATUS OF THE IODE PROGRAMME
 - 4.1. IODE Groups of Experts
 - 4.1.1. GE-BICH
 - 4.1.2. GE-MIM
 - 4.1.3. JCOMM/IODE ETDMP
 - 4.1.4. GE-OBIS
 - 4.2. IODE Global Projects
 - 4.2.1. IODE OceanDataPortal
 - 4.2.2. IODE/JCOMM Ocean Data Standards
 - 4.2.3. IODE OceanTeacher
 - 4.2.4. MIM activities (OceanDocs, ASFA, OpenScienceDirectory)
 - 4.2.5. DM projects and activities (GTSPP, GOSUD, GODAR, MarineXML, MEDI,...)
 - 4.3. IODE ODINs
 - 4.3.1. ODINAFRICA
 - 4.3.2. ODINCARSA
 - 4.3.3. ODINECET
 - 4.3.4. ODINBlackSea
 - 4.3.5. ODINWESTPAC
 - 4.3.6. ODIN-PIMRIS
 - 4.3.7. ODINCINDIO
5. INTEGRATION OF OBIS INTO IODE
6. IOC STRATEGIC PLAN FOR OCEANOGRAPHIC DATA AND INFORMATION MANAGEMENT
7. RENEWAL OF MOU FOR IOC PROJECT OFFICE FOR IODE
8. COOPERATION WITH OTHER PROGRAMMES AND ORGANIZATIONS
 - 8.1. Cooperation with SCOR on data citation
 - 8.2. Cooperation in EU supported projects
 - 8.3. Cooperation with ICSU on WDS
 - 8.4. Cooperation with JCOMM (other)
9. PREPARATIONS FOR IODE-XXI
10. IODE 50TH ANNIVERSARY
 - 10.1. Conference
 - 10.2. Other IODE-50 activities and products
 - 10.3. Media
11. REVISION OF IODE-XX WORK PLAN AND BUDGET FOR 2010-2011
12. ANY OTHER BUSINESS
 - 12.1. Secretariat support
 - 12.2. Election of IODE Co-Chairs
 - 12.3. Secondments to the IOC Project Office for IODE
13. ADOPTION OF THE SUMMARY REPORT
14. CLOSING OF THE MEETING

ANNEX II

LIST OF PARTICIPANTS

Co-Chairs

Dr. Malika BEL HASSEN-ABID
Professor / IODE Co-Chair
Institut National des Sciences et Technologies
de la Mer, Salambo
28, rue 2 Mars 1934
2025 Salambo
Tunisia
Tel: 216 71 730420
Fax: 216 71 732622
Email: Belhassen.malika@instm.rnrt.tn

Mr Greg REED
Australian Ocean Data Centre Joint Facility
Fleet Headquarters Wylde Street Building 89
Garden Island Potts Point NSW 2011
Australia
Tel: +61 2 9359 3141
Fax: +61 2 9359 3120
Email: greg@metoc.gov.au

IODE Officers

Sissy IONA
Head HNODC
Hellenic Centre for Marine Research,
Anavyssos
Institute of Oceanography
46.7 Km, Athens-Sounio Ave.
PO BOX 712 Anavyssos
190 13 Attica
Greece
Tel: +30-22910-76367
Fax: +30-22910-76347
Email: sissy@hnodc.hcmr.gr

Mr Nikolai MIKHAILOV
Head, Oceanographic Data Centre
Russian Federal Service for
Hydrometeorology & Environmental
Monitoring
All-Russia Research Institute of
Hydrometeorological Information - WDC
6 Korolev Street
Obninsk
Kaluga Region
Russian Federation
249035
Tel: +7-484 397 49 07
Fax: +7-499 795 22 25

Email: nodc@meteo.ru

Dr Gwenaëlle MONCOIFFE
Marine Data Scientist
British Oceanographic Data Centre
Joseph Proudman Building
6 Brownlow Street
Liverpool
L3 5DA
United Kingdom
Email: gmon@bodc.ac.uk

Ms. Linda PIKULA
Regional Librarian
4301 Rickenbacker Causeway
Miami Florida 33149
United States
Tel: 305-361-4429
Fax: 305-361-4552
Email: linda.pikula@noaa.gov

Dr Lesley RICKARDS
Permanent Service for Mean Sea Level
(PSMSL)
British Oceanographic Data Centre (BODC)
6 Brownlow Street
Liverpool L3 5DA
United Kingdom
Tel: +44 (0)151 795 48 97
Fax: [44] (0)151 795 4912
Email: ljr@bodc.ac.uk

Invited Experts

Ir Serge SCORY
Management Unit of the North Sea
Mathematical Models
Gulledelle, 100
B-1200 Brussels
Belgium
Tel: [32] (2) 773 21 11
Fax: [32] (2) 770 69 72
Email: S.Scory@mumm.ac.be

Dr Edward VANDEN BERGHE
Executive Director
Ocean Biogeographic Information System
Rutgers University Institute of Marine and
Coastal Sciences
71, Dudley Road
New Brunswick New Jersey 08901

United States

Tel: +1 732 932 6555 ext 565

Fax: +1 732 932 8578

Email: evberghe@iobis.org

IODE Secretariat

Mr Mika ODIDO

Coordinator, IODE Regional Activities

UNESCO/IOC Project Office for IODE

Wandelaarkaai 7 - Pakhuis 61

B-8400 Oostende

Belgium

Tel: +32 59 34 01 76

Fax: + 32 59 34 01 52

Email: m.odido@unesco.org

Mr Peter PISSIERSSENS

Head, IOC Project Office for IODE, Oostende,

Belgium

UNESCO/IOC Project Office for IODE

Wandelaarkaai 7 - Pakhuis 61

B-8400 Oostende

Belgium

Tel: +32-59-340158

Fax: +32-59-79 5220

Email: p.pissierssens@unesco.org

Dr. Wouter ROMMENS

Training coordinator

UNESCO/IOC Project Office for IODE

Wandelaarkaai 7 - Pakhuis 61

B-8400 Oostende

Belgium

Tel: 32 59 34 01 60

Email: Wouter.Rommens@iode.org

ANNEX III

DRAFT TERMS OF REFERENCE OF THE IODE GROUP OF EXPERTS FOR OBIS (GE-OBIS)

The IOC Executive Council,

Noting the great progress that has been made under the Global Census of Marine Life (CoML) initiative, to assess and explain the diversity, distribution and abundance of marine life in the oceans,

Recalling the purpose of OBIS to make marine biogeographic data, from all over the world, freely available over the World Wide Web,

Recalling further the decision of the twenty-fifth Session of the IOC Assembly to accept OBIS within the IODE Programme,

Recognizing the complementarity of the IODE Group of Experts on Biological and Chemical Data Management and Exchange Practices (GE-BICH) and the work of OBIS,

Decides to establish the IODE Group of Experts on the Biogeographic Information System (OBIS),

Further decides that the Terms of Reference shall be as follows:

- (i) To contribute to the development of standards, controlled vocabularies, and recommended practices for the management, quality control, interoperability and exchange of biogeographical data and information, supporting the scientific and product requirements of its user communities;
- (ii) To oversee the quality and scientific credibility of the OBIS database, activities and scientific products and services;
- (iii) To encourage compilation of inventories of past and present biogeographical data holdings, and to making these available through OBIS;
- (iv) To provide an international forum, raising awareness about new initiatives, best practices, and emerging standards for biogeographical data and information;
- (v) To communicate the results from the Group to the IODE Group of Experts on Biological and Chemical Data Management and Exchange Practices (GE-BICH), the Joint JCOMM/IODE Expert Team on Data Management Practices (ETDMP) and to the wider community of data managers, providers and users.

Encourages IOC Member States to nominate experts having expertise in biogeographic data management and exchange practices to the Group of Experts.

Membership

- The total number of Members of the Group should not exceed 8;
- The Group should be composed of not more than 4 long-term members; and not more than 4 short-term members;
- The long-term members will be selected by the IOC Executive Secretary, based upon nominations from IOC Member States and further based upon individual expertise as relevant to the Group. Long-term members can remain a member of the Group for not more than 4 inter-sessional periods;
- The short-term members shall be selected by the long-term members of the Group, based upon their specific expertise, documented in the OceanExpert system, related to specific tasks or projects and will remain a member for, preferably, not more than two inter-sessional periods.

ANNEX IV
IODE WORK PLAN AND BUDGET FOR 2010-2011 AS REVISED BY THE IODE OFFICERS
(MARCH 2010)

This table shows the budget as revised and adopted by the IODE Officers at their 2010 Session. Colour coding is as follows: yellow indicates that the activity budget has been approved; pink indicates that the activity may be shifted to the next year; light orange indicates (for 2010) that funding of the activity is unclear (funding may be available from extra-budgetary sources) or (for 2011) the decision is referred to IODE-XXI as insufficient details were available at the Officers meeting. Dark orange indicates that funding from known funding sources is unlikely and additional funding will need to be identified.

[illegible]

[illegible]

5. Project meeting		20,000					10,000		
6. Coordinator travel						4,000			
ODINCINDIO									
1. restart with ROPME									
OceanTeacher (Academy)									
<i>IODE Capacity Building sub-total</i>		17,900	37,500	104,000	72,300	37,900	115,000		77,300
Cooperation with other Programmes									
Cooperation with OBIS									
1. Meeting of RONS (at PO)									
2. funding OBIS activities									
SeaDataNet									
1. Sponsorship for IMDIS									
Cooperation with HAB/HAIS									
1. Development of HAIS; DB platform for monitoring and biogeographic data; HAEDAT back-up									
Cooperation with IOC/ICAM									
1. SPINCAM - DM training									
SCOR/IODE Data Citation meeting		2,000							
<i>Cooperation sub-total</i>		2,000	0	0	0	0	0	0	0
IODE Programme Administration									
Project Office basic expenses									
Officers travel expenses		2,500				5,500			
Staff travel		6,000				9,500			
Officers meeting									
IODE-XXI						20,000			
IODE-50 celebrations		5,000							
<i>Administration sub-total</i>		13,500	0	0	0	35,000	0	0	0
TOTAL RP Requested		61,900				100,400			
Expected available UNESCO RP		61,992				97,950			
TOTAL Project Office Requested			281,722				200,000		
Available Project Office			256,000				300,000		
TOTAL Other extra-budgetary Requested					72,300				167,300
Other extra-budgetary identified					0				0
Balance		92	-25,722		72,300	-2,450	100,000		-167,300

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