Joint IODE/IAMSLIC Group of Experts on Marine Information Management (IODE/IAMSLIC GE-MIM)

First Session
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1. OPENING OF THE SESSION

1. The Chair of the Group, Ms Linda Pikula, welcomed the participants to the First Session of the Joint IODE/IAMSLIC Group of Experts on Marine Information Management (IODE/IAMSLIC GE-MIM). She briefly outlined the scope and formation of the new group.

2. Taking into account the structure of the new group and inclusion of new members, Ms. L. Pikula invited the participants to introduce themselves.

1.1 ADMINISTRATIVE ARRANGEMENTS

3. The Technical Secretary, Mr Adi Kakodkar, informed the Group of the available working documents, their location on the IODE website and called attention to the provisional agenda.

1.2 ADOPTION OF THE AGENDA

4. The Group adopted the agenda.

2. REPORT ON ACTIVITIES FOLLOWING IODE GE-MIM-XII

5. It was noted that the joint IODE-IAMSLIC GEMIM is a new Group and succeeds IODE-GEMIM. It was decided to review the work plan of the twelfth session of the IODE GEMIM to facilitate the transition.

2.1 IMPLEMENTATION STATUS OF THE IODE GE-MIM-XII WORK PLAN

6. The GE-MIM Chair, Ms. L. Pikula, introduced this Agenda Item. She invited the Group to review progress made with the work plan of its previous Session (GE-MIM-XII), held in 2013 in Miami, Florida, USA (the work plan of the 12th Session was available as Recommendation MIM-XII.4 (MIM Action Plan for 2013-2015) attached as Annex II to the IODE-IAMSLIC GE-MIM-I Report (Document IOC/IODE-IAMSLIC-GEMIM-I).

7. The Group then proceeded to reporting on each of the action items adopted by GEMIM-XII (2013).

8. The Group was informed that...

| 3.1 | 8 | The Group tasked the Secretariat to design and distribute certificates for “IODE National Coordinator for Marine Information Management” | Secretariat | 1/3/13 |
3.1 9 “attention should be given to monitoring programmes and outcomes of international library and information conferences to identify emerging issues and technologies that are of relevance to marine information managers.”:

- **The Group decided** that this should be coordinated with IAMSLIC. It was noted that publications, issues, initiatives, events or conferences of both national and international nature should be considered.
- **The Group also recommended** to seek contact with other library associations such as SLA, CILIP.
- In order to ensure MIM training is in sync with current curricula **the Group further recommended** to seek contact with university courses of library and information science. In this regard the need was stressed to communicate actively with the IODE national coordinators for MIM through an email list. This list could include both the IODE NCs for MIM and IAMSLIC members.
- **The Group recommended** that IODE NCs for MIM (who are not IAMSLIC members) should be invited to subscribe to the IAMSLIC mailing list.
- **The IAMSLIC invited experts were requested** to discuss this proposal with the IAMSLIC Exec and, if there is agreement, provide subscription information/instructions to the IODE Secretariat. It was recalled that the list of IODE NCs for MIM is available through [http://www.iode.org/nc-mim](http://www.iode.org/nc-mim)

| 9. ONGOING | Ms. P. Simpson informed the Group that the information on new online LIS courses had been circulated amongst the ODIN’s. |
| 11. **The Group recommended** the creation of a list of MIM related organizations from which information on conference outcomes, news and products could be reported via a GEMIM mailing list. |

3.1 12 **The Group welcomed this initiative** and **urged** the inclusion of MIM in the terms of reference of the new (PERSIAN GULF) ODIN, if established. | IODE Sec | As needed |

| 12. **ONGOING** | The Group noted that Vimeo allows the following metadata fields: Title, Description, Tags, Credits. The Group decided that it is necessary to “clean up” the metadata for all 328 videos. The Group decided that the following rules should be used to fill the fields: Create an Album for each course and Title as: OTA – name of course - YYYY/MM - venue code: Oostende, Hyderabad,... For each lecture: Title: title of lecture Description: link to OceanTeacher course page Tags: oceanteacher, marine information management, MIM, librarian Credits: instructor Surname, Firstname – link to OceanExpert record for that person; IODE OceanTeacher; [http://www.iode.org](http://www.iode.org) [http://www.oceanteacher.org](http://www.oceanteacher.org) It was noted that all OceanTeacher videos are combined under the channel [http://www.oceanteacher.org](http://www.oceanteacher.org) | C. Delgado | 1/9/2013 |
In each OTA course (Moodle) a link needs to be added to the Album in Vimeo for that particular course. It was noted that the field length of the Title field is 150 characters.

13. **ONGOING** Ms. C. Delgado reported that adding of metadata to the videos was implemented where possible. The Group was also informed that some lectures do not have a title. Hence, it cannot be included in the metadata. The Group was also informed that inputting individual credits for videos is not consistent on the website (vimeo.com) and it looks awkward. She also reported that links for the courses since 2013 were included with the video on vimeo.com.

14. Ms. O. Akimova reported that ODINECET makes use of the OceanTeacher training videos regularly.

15. **The Group requested** a detailed statistics on the usage of OceanTeacher MIM course videos.

| 3.1 | 26 | **The Group requested** to ensure that a GE-MIM expert is included (as observer or invited expert) in sessions of the GE-OBIS and **called on** the OBIS Secretariat to take this into account when planning the first Session of the GE-OBIS. |
| COMPLETE |

| 3.1 | 28 | **The Group recommended** that ODIN MIM Coordinators approach the ASFA Board referring to the substantial archives of grey material available in their libraries. Local experts could visit national institutions with portable equipment to undertake the scanning. **The Group invited** the ODIN coordinators present at the Session to report on this subject. Ms. Linda Pikula attended the ASFA session in Morocco and presented a proposal for a joint digitization collaborative initiative. Richard Pepe recorded this as a recommendation. The Group was informed that Mr Pepe had meanwhile retired. There was no further communication on this topic between the ASFA and IODE secretariats. Due to the absence of Ms Noble (GE-MIM member and ASFA Board member) no further information was available. Ms Kalentists reported that IAMSLIC had successfully submitted a proposal for digitization of documents (the work was subsequently implemented by FAO, Fisheries and Aquaculture Branch Library) and would submit another proposal in 2013. **The Group called on** member states participating in ODINs (and who are also ASFA input centres) to prepare and submit digitization proposals to the ASFA Board. **The Group noted** that due to the venue of the 2013 ASFA Board (Peru) the cost of sending a GE-MIM member to the meeting would be high. |

| 16. **ONGOING** Ms. L. Pikula reported that some of the ODINS have submitted proposals. |

| 17. Ms. P. Simpson reported that some regions i.e. India and Africa have received the funds. |

| 18. Ms. O. Akimova reported that ODINECET had requested for funding and YugNIRO was successful. |

| 19. **The Group encouraged** ODIN members those are also ASFA input centres, to prepare and submit digitization proposals to the ASFA Board. |

| 3.1 | 45 | **The Group requested** Ms Pikula to make the list available to the IODE Secretariat for possible inclusion in the ODINWESTPAC web site and to assist with the identification of IODE national coordinators for MIM in the WESTPAC. |

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**https://vimeo.com/channels/oeanteacher** (74 videos)
20. **ONGOING** Ms. L. Pikula reported that she had sent requests which went unanswered and that there were problems in communication with the GEMIM coordinator in WESTPAC.

| 3.1  | 53 | **The Group recommended** that regular (e.g. every two years) assessments should be made of the career progress of former students. **The Group also stressed** the need for former trainees to report back on their activities as trainer, possibly through online surveys. | C. Delgado | Every 2 years as from 2013 |

21. **NOT DONE** Ms. C. Delgado reported that no training need assessment was done and there was no request for this action from GEMIM.


| 3.1  | 54 | **... the Group requested** that the ODIN coordinators should carry out the regular surveys on former students (and on their training activities). **The Group decided** to develop some guidelines on the assessments. **The Group also called** for “success stories” which could promote OceanTeacher and assist with future mobilization of funds. | ODIN coordinator GE-MIM | 31/12/2013 |

23. **COMPLETE** Ms. O. Akimova, reported that a survey report of the former students from the ODINECET region was already made available online on the ODINECET website.

24. **The Group requested** to sends the OceanTeacher alumni career progress survey report to the OceanTeacher Project Manager (Ms. C. Delgado)

25. **The Group requested** to check if an OceanTeacher Alumni report is available for ODINAFRICA.

| 3.1  | 56 | **The Group recommended** that a formal contact should be established for the ODINWESTPAC repository. | IODE Sec | 1/3/2013 |

26. **NOT DONE**

| 3.1  | 61 | **The Group decided** that the [OceanDocs Policy Document]document should be published in the IOC/INF series and [instructed] the Secretariat to do the necessary. | IODE Sec | 1/5/2013 |

27. **COMPLETE** Ms. P. Simpson reported that the OceanDocs Steering Group decided not to publish in the IOC/INF Series but has published on OceanDocs.

| 3.1  | 68 | **The Group also recommended** that ODINAFRICA investigates whether a web crawler could extract content from the African OceanPortal web site | ODINAFRICA Sec | 1/4/2013 |

28. **The Group noted** that this item is closed.

| 3.1  | 71 | **The Group recommended** to distribute the [Contribution of Information Managers to Marine and Coastal Atlases’]document to the ICAN steering Group. (see [http://www.iode.org/ican](http://www.iode.org/ican) | P. Simpson | 1/3/2013 |

29. **COMPLETE** Ms. P. Simpson informed the Group that this action was completed

| 3.1  | 72 | **The Group re-iterated** the need to include a MIM expert in the regional African Marine and Coastal Atlas team as well as in national marine atlas teams. | A. Keita to contact AMA | 1/3/2013 |

30. **COMPLETE** Ms A. Keita reported that the ODINAFRICA III & IV project’s term ended in July 2015 and MIM experts could be included after the commencement of the new “ODINAFRICA Connect” project.
31. **The Group requested** perusal of addition of MIM experts in the regional African Marine and Coastal Atlas and national marine atlas teams through the new ODINAFRICA Connect project.

3.1 72c  **The Group**, taking into account the proposed establishment of the IODE ICAN Project and its Steering Group, **recommended** including a MIM expert in the SG-ICAN.

3.2.2 L. Pikula to contact SG-ICAN Chair 1/3/2013

32. **COMPLETE**. Ms. L. Pikula reported that this action is complete as she was designated as a member of the ICAN steering Group.

3.1 76 **The Group invited** IAMSLIC members and other marine information management and related experts to actively contribute to OceanTeacher as lecturers.

3.2.2 S.T. M.K and L. Pikula to discuss topics, then consult IAMSLIC community 1/4/2013

33. **ONGOING**. Ms. L. Pikula reported that Ms. J. Goldman is hosting an OTGA course.

3.2.2 82 **The Group instructed** the Secretariat to keep contacting Mr de Villeon for the inventory, [of publications prepared after French Scientific research cruises]

34. **ONGOING**.

3.2.2 83 The Committee proposed that the over 4000 institutions referred to in the OceanExpert database should be linked to the SeaDataNet EDMO codes. Mr Kakodkar was requested to investigate this. The number of institutions is 5122. Mr Kakodkar informed the Group that IODE had contacted SeaDataNet Group and discussed collaboration for linking EDMO with OceanExpert Institutions, but we did not receive any fruitful response. SeaDataNet wanted to discuss this more within their Group and with IODE. **The Group requested** that the GE-MIM Chair should also be involved in the further discussions with SeaDataNet on this topic.

3.2.2 A. Kakodkar 1/2/2013

35. **COMPLETE** Mr. A. Kakodkar informed the Group that institutions records in OceanExpert (where EDMO code available) were linked to the SeaDataNet EDMO database. Total number of institutions thus linked are 258. A web service was created through which OceanExpert codes were mapped with the EDMO codes and provided to SeaDataNet.

36. Ms. L. Pikula informed the Group that she also communicated with the SeadataNet Group.

3.2.2 85 **The Group recommended** however that OceanTeacher videos (Vimeo files) should be made available on CD/DVD upon request.

3.2.2 C. Delgado As needed

37. **NOT DONE** Ms. C. Delgado, informed the Group that there were no requests for the videos on discs.

3.2.2 86 **The Group invited** IAMSLIC to evaluate the need for a revision of IOC Manuals and Guides No. 30 Volume 1 and, if necessary, identify authors.

3.2.2 M.K + S.T 1/7/2013

38. **NOT DONE**

39. **The Group requested** to follow up on update of IOC Manuals and Guides No. 30 Volume 1 action.

3.2.2 86 **The Group considered** IOC Manuals and guides No. 30 - Volume 2 as a suitable candidate for a revision taking into account the experience with ODINAFRICA and other ODINS during the past 20 years.

3.2.2 Secretariat + ODIN coordinators 1/12/2014
### 4. The Group requested

3.2.2 The Group considered IOC Manuals and guides No. 30 - Volume 3 as a suitable candidate for a revision, taking into account adopted standards, persistent identifiers for individuals, e-repositories, data publishing, OceanExpert, etc.  
- **Not Done**  
  - A. Kakodkar  
  - 1/12/2013

4. ONGOING. Mr. A. Kakodkar informed the Group that the manual update was in progress.

5. The Group requested completion of the update of IOC Manuals and Guides No. 30 Volume 3.

3.2.2 The Group decided that IOC Manuals and guides No. 30 - Volume 4 manual is no longer relevant as most of the directories have disappeared. The Group invited Ms. Taylor to identify any current substitutes.  
- **Not Done**  
  - S. Taylor  
  - 1/7/2013


4.1 The Group recommended that the newly established SODCs actively and systematically collaborate and seek cooperation from the library at their host institution, taking into account that libraries have a role and skills in data management in the area of ocean data management policy and planning, controlled vocabularies, data publication/citation, data discovery/access/mining, data preservation and client training. The Group recommended further that this should be included in the terms of reference of the SODCs.

- **Not Done**

7. The Group stressed the need for the marine library community to be pro-active in defining its future role and recommended that this topic should be discussed jointly with IAMSLIC and should result in a position paper.

- **Not Done**

8. The Group recommended that the first Session of the joint GE-MIM should be held back-to-back with the 2015 IAMSLIC Annual Conference to test the format. It was noted that GE-MIM Sessions are normally held prior to an IODE Committee Session and then followed by an IOC Assembly but the Group considered that establishing the joint GE should be a priority.

- **Complete**  
  - IODE Sec + IAMSLIC  
  - 10/2015

9. Complete. Ms. P. Simpson informed the Group that this action was completed.

10. The Group agreed that IAMSLIC will seek interest from its membership for either long-term or short-term membership and identify their members of the Group accordingly.

- **Complete**  
  - S.T+M.K  
  - 15/7/2013

11. Complete. Ms. L. Pikula reported that this action was completed by IAMSLIC and four new IAMSLIC members were added.

12. The Group recommended to submit the summary report of GE-MIM-XII to the IAMSLIC President prior to the 2013 Conference to enable experts to come forward. The Group also stressed the importance for GE-MIM members to

- **Complete**  
  - IODE Sec  
  - 1/3/2013

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commit time and effort to the work of the Group, which always includes inter-

cessional tasks.

50. **COMPLETE.** Ms. L. Pikula reported that this action is complete for 2013, 2014 and 2015.

| 4.2 | 107 | **The Group decided** that Membership in the GE-MIM is open also to freshwater librarians. | IODE Sec + IAMSLIC | n/a |
| 51. **ONGOING.** |

| 4.2 | 109 | **The Group decided** that priority will be given to marine science librarians but, dependent upon the availability of funds, freshwater librarians can participate in OceanTeacher Academy courses as students. Such decision could be made on an ad hoc basis. Participation of self-funded students is welcomed | OceanTeacher + IAMSLIC (advertising) | continuousl y |
| 52. **ONGOING.** |

| 4.2 | 115 | **The Group recommended** that the new MoU should be discussed by email between the IAMSLIC President, GE-MIM Chair and IODE Secretariat, taking into account that the current MoU is expiring in December 2013 and the new MoU should be signed preferably before end of December 2013 | IAMSLIC Pres., Chair GE-MIM, IODE Sec | 1/5/2013 (discussion s) 31/12/2013 (signing) |
| 53. **COMPLETE.** Ms. L. Pikula informed the Group that the MoU was signed in December 2013.

| 4.5 | 126 | **The Group decided** to revise the MIM Communication Strategy’s implementation plan and included this item in the work plan. Ms Goodman and Ms Simpson offered to revise the document for review by the members | J. Goodman P. Simpson | 1/9/2013 |
| 54. **COMPLETE.** Ms. P. Simpson informed the Group that this action was completed. See agenda item 5.1.

| 4.5 | 127 | **The Group further recommended** that:  
(1) For each event planned by a project, information on the event is sent to the IODE Secretariat prior to the date of the event (at least 1 month in advance). The IODE Secretariat will then post the information on the IODE web site calendar;  
(2) For each event implemented by a project, a brief summary (news item) on the event should be sent to the IODE Secretariat (not later than 1 week after the event). The IODE Secretariat will then post the information on the IODE web site;  
(3) For each event implemented by a project, the report of the event will be sent to the IODE Secretariat (not later than 1 month). The IODE Secretariat will then post the report on the IODE web site. The report will also be added to OceanDocs;  
(4) For each of the above the IODE Secretariat will send an email to the IODE community (IODE Group mailing list);  
(5) The same process can be applied for new products or services released by projects. | All + IODE Sec | As needed |
| 55. **ONGOING.** Mr. P. Piessierssens reported that no action was taken in this matter and a message should be sent to all project coordinators.

| 4.5 | 128 | **The Group recommended** that IODE should develop a Communication Strategy or adopt the MIM Communication Strategy as the IODE Communication Strategy. | Chair GEMIM | At IODE-XXII |
| 56. **ONGOING.** P. Simpson informed the Group that the new IODE Communication Strategy is being drafted and will be complete by December 2015.

| 4.6 | 130 | **The Group noted with regret** that the suggestions for amendments of the last draft made by Ms. Simpson had not been taken into account in the version prepared for IODE-XXII. **The Group requested** Mr. Reed to amend document taking into account the submitted amendments. | G. Reed | 15/2/2013 |
57. **COMPLETE.** Ms. P. Simpson informed the Group that this action was completed.

| 4.6 | 142 | **The Group suggested** that the Cookbook should be published as an IOC Manuals and Guides | IODE Sec + L. Raymond | After next meeting of project (publishing) |

58. **COMPLETE.** Ms. P. Simpson informed the Group that this action was completed.

| 4.8.1 | 143 | **The Group recommended** that the SCOR/IODE/MBL WHOI data publication project should be continued with a focus on promoting data publication in the ocean research community. | IODE Sec + SCOR + WHOI MBL + BODC | ongoing |

59. **COMPLETE.** The Group noted that this project is completed.

| 4.8.3 | 147 | **The Group recommended** that a marine information management expert should be a member of the SG-OBIS in order to e.g. provide guidance related to the citation metrics (as a performance measure) of OBIS-related publications, media, and other knowledge sources. | IODE/OBIS Sec, SG-OBIS L. Pikula | As needed |

60. **COMPLETE** Mr. W. Appeltans, reported that GEMIM could identify a member to be present in the SG-OBIS meetings as an observer. Ms. L. Pikula requested to be considered as an invited expert.

| 5.1.1 | 161 | **The Group called** for improved communication between the ODINAFRICA project office and the IODE Project Office. **The Group also called** for better communication between the ODINAFRICA MIM coordinator and the GE-MIM members during the inter-sessional period. | ODINAFRICA Sec, IODE Sec, GE-MIM | continuously |

61. **ONGOING.** Ms. A. Keita, reported that the ODINAFRICA MIM Coordinator is actively communicating with the Secretariat and GEMIM.

62. **The Group noted,** that the ODINAFRICA project has ended in July 2015.

| 5.1.1 | 162 | **The Group welcomed** the creation of a new ODINAFRICA web site which would be launched shortly. **The Group called** on the ODINAFRICA project office to maintain the site more actively than the previous site and to add more MIM sources | ODINAFRICA Sec | continuously |

63. **ONGOING.** Ms. A. Keita, reported that at present there is a survey on the web presence of MIM products and services on the ODINAFRICA website and gaps will be covered.

64. **The Group acknowledged,** the past successes of the ODINAFRICA project and look forward to collaboration in the future.

| 5.1.2 | 165 | **The Group regretted** that the proposal submitted by ODINECET to the Elsevier Foundation was not approved but **encouraged** ODINECET to continue seeking funds for digitization projects. | | |

65. **ONGOING.** Ms. O. Akimova informed the Group that ODINECET proposes to create a Centre for Information Services in the field of marine and aquatic science for scientists, graduate students, government officials and anyone interested. A part of this project will include digitization of documents. A project proposal has already been submitted to the Ministry of Education and Science of the Russian Federation.

66. **ONGOING.** **The Group congratulated,** Ms. O. Akimova on this initiative and encouraged the subsequent joint opportunities.

| 5.1.3 | 172 | **The Group requested** the IODE Project Office (Mr Aditya Kakodkar) to address the OceanDocs technical issues mentioned and to provide the | A. Kakodkar | 30/6/2013 |

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67. **COMPLETE.** Mr. A. Kakodkar, informed the Group that this item is completed.

68. **The Group thanked.** Mr. A. Kakodkar for his technical support and diligence.

| 5.1.3 | 174 | **The Group recommended** that a new proposal for the export/import of records from/to OceanDocs from/to ASFA should be submitted to the 2013 ASFA Advisory Board, but called for a proposal that would be more focused on ASFA interests. In this regard **the Group requested** the GE-MIM Chair to contact the Chair of SG-OceanDocs to discuss this matter further, and for the SG-OceanDocs prepare a revised proposal, circulate it to the GE-MIM members for feedback, and **recommended** that Mr James Macharia (Kenya) + Said a Messaoudi (Tunisia) possibly assist with clarifying the new proposal at the 2013 ASFA Advisory Board, following its submission to the ASFA Secretariat by the IODE Secretariat.

| 5.1.5 | 183 | **The Group welcomed** the development of a regional repository based on DSpace (http://221.239.0.193:8080/jspui/) but **regretted** that it contains only Chinese publications. **The Group recommended** that ODINWESTPAC focus on bringing in materials from other countries in the region. **The Group also requested** the ODINWESTPAC coordinator to inform the Chair GE-MIM of the details of the planned meeting, to be held in 2013.

69. **COMPLETE.** Ms. P. Simpson informed the Group that this action was completed, but as OceanDocs was migrated to DSpace 5 and hence, the import/export plugin needed to be rewritten.

70. **COMPLETE.** Ms. L. Pikula, contacted Prof. Lin.

71. Ms. P. Simpson informed the Group that ODINWESTPAC has deposited approx. 67 documents in OceanDocs.

| 5.2 | 185 | **The Group recommended** that IODE national coordinators for MIM as well as IAMSLIC members should create or update their OceanExpert record to include specific skills. **The Group recommended** that the “expertise” field should be used. **The Group further recommended** that IAMSLIC create a “mentoring” page that will link to OceanExpert and OceanTeacher. **The Group recommended** that ODINs should create a “mentoring” page that will link to OceanExpert and OceanTeacher.

Keita:

72. **ONGOING.** Ms. A. Keita informed the Group, that this action could be carried out when the MIM survey on the ODINAFRICA website is complete.

73. **The Group noted,** that all current OceanExpert registrants are notified yearly and requested to update their profile.

74. **The Group requested,** the Chair to highlight OceanExpert during the GEMIM topic discussions at the IAMSLIC conferences.

75. See agenda 4.7.1 – Mentoring.

| 5.3 | 187 | **The Group recommended** that detailed statistics on course participation by country should be included in future reports for the SG-OceanTeacher and IODE Committee meetings. **The Group recommended further** that detailed website statistics be included in future reports for the SG-OceanTeacher and IODE Committee meetings. This concerns the OceanTeacher homepage, the OceanTeacher Classroom, the OceanTeacher Digital Library and Vimeo sites.

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76. **ONGOING. The Group recommended**, redefining the statistics according to the request of the OTGA steering Group.

| 5.3 | 188 | The Group recommended organizing a 1-day training course prior to the IAMSLIC Conference. The Group asked the Chair to discuss the details: topic, practical arrangements and financial implications with the IAMSLIC 2013 Conference convener and the 2013 Conference local host. | Chair GEMIM, S. Taylor, C. Delgado, | Start arrangements 1/2/2013 to have course 19/10/13 |

77. **COMPLETE.** Ms. L. Pikula reported that, during the 2013 IAMSLIC conference, a research data preconference training course was offered. During the 2014 and for 2015 conferences, it was decided to replace the preconference training course with funding for conference attendance from the developing member countries.

| 5.3 | 189 | The Group requested that IAMSLIC should link to MIM related pages in the IODE website, including OceanTeacher. The Group requested that IAMSLIC should advertise the courses as open to the entire IAMSLIC community (and not restricted to students from developing countries). The Group requested IAMSLIC to help with a list of possible listservs to advertise the OceanTeacher courses. | M. Kalentsits | 1/2/2013; ongoing |

78. **COMPLETE.** Ms. L. Pikula informed the Group that Ms. M. Kalentsits had completed this action.

| 6.2.1 | 193 | The Group requested that Mr Kakodkar takes over the technical management of OceanDocs immediately. | A. Kakodkar | 1/3/2013 |

79. **COMPLETE.** Mr. A. Kakodkar, informed the Group that this action is completed.

| 6.2.1 | 194 | The Group recommended that the Steering Group for OceanDocs, at its virtual meeting, discuss the election of a new Chair. | SG-OceanDocs | 2/2013 |

80. **COMPLETE.** Ms. P. Simpson informed the Group that this action was completed.

| 6.2.1 | 195 | Referring to the issues mentioned by ODINCARSA-LA the Group stressed the need to communicate issues directly to the Steering Group for OceanDocs. | All | Immediately |

81. **COMPLETE.**

| 6.2.2 | 199 | The Group requested that the migration [of Aquatic Commons software] to version 3.3 be scheduled between July and October, without additional expenses to IAMSLIC. | A. Kakodkar | 7-10/2013 |

82. **COMPLETE.** Mr. A. Kakodkar, informed the Group that this action is completed.

| 6.3 | 204 | The Group called on the ODINs to ensure that all national experts are included in OceanExpert and that records are updated annually. | ODINs | continuous |

83. Ms. A. Keita, reported that the ODINAFRICA MIM members are being encouraged to update member records from their institutions.

84. Ms. O. Akimova, reported that the update of ODINECET records in OceanExpert is delayed due to current geo-political situation.

85. **The Group requested** a response from the ODINCARSA - MIM coordinator.

86. **The Group requested** a response from the ODINWESTPAC coordinator.

| 6.4 | 209 | The Group requested the Secretariat to investigate moving forward on linking additional journal access through OSD and communicating its | IODE Sec | continuous |
87. **ONGOING.** Ms. O. Akimova informed the Group that she would be able to provide links to Russian publications.

88. **The Group requested** investigation of addition of East European journals to Open Science Directory in consultation with Mr. M. Goovaerts.

6.5.1 211 **The Group welcomed** the [IODE clearing house for data and information practices] proposal. **The Group offered** to further investigate this initiative as a GE-MIM project, in close collaboration with the SG-OceanDocs.

89. **COMPLETE.** Ms. P. Simpson informed the Group that this action was completed. See agenda item 4.5.5

90. **COMPLETE.** Ms. P. Simpson informed the Group that this action was completed, as the GEOREF videos were made available on OceanTeacher Vimeo channel.

91. **COMPLETE.** Ms. P. Simpson informed the Group that this action was completed. See agenda item 4.5.4.

92. **COMPLETE.**

### 3. ESTABLISHMENT OF THE JOINT IODE/IAMSLIC GE-MIM

Ms. L. Pikula introduced this agenda item. IODE/IAMSLIC MoU was signed in December 2013. The group was formally established by IODE XXII through Recommendation IODE-XXII.1

#### 3.1 IODE Website Review

3.1.1 MIM

93. **The Group requested** that the webpages for MIM on the IODE website be reviewed and updated.
3.1.2 GEMIM

94. **The Group requested** that the webpages for GEMIM on the IODE website be reviewed and updated.

3.1.3 National Coordinators for Marine Information:

95. There are about 50 member states that do not have a coordinator for Marine Data Management (MIM) or sometimes the Marine Data Management (MDM) coordinator carries out the duties for MDM and MIM. There are more MDM coordinators than MIM.

96. The criteria for becoming a MIM coordinator are listed as follows:
   a. Responsible for a major marine library and information service
   b. Should have a senior position in a marine related library or information centre
   c. Should have librarian qualification or equivalent experience in a library
   d. Interested in new developments in library and information science
   e. Should be allowed by their parent institution to attribute time to the fulfillment of the role of IODE NC for MIM

97. **The Group noted** that the members, including new members should be provided with necessary financial support to enable participation in Sessions of the IODE Committee.

3.2 Designation Process for IODE/GEMIM members

98. The Group reviewed IODE website pages for MIM, GEMIM and national coordinator terms of reference. The processes of inviting experts for being parts of GEMIM and IAMSPLIC were discussed.

99. **The Group noted** that there was a need for professionals with diverse set of modern information skills in the Marine Information Management field.

100. **The Group acknowledged** that there was a lack of members who would be willing to join various Marine Information Management groups and more needs to be done to attract skilled professionals.

101. **The Group requested** a small sessional group to be setup for repackaging the application criteria for the joint GEMIM for IAMSLIC members.

4. JOINT COOPERATIVE ACTIONS BETWEEN IODE AND IAMSLIC

102. Ms. L. Pikula presented this agenda item.

4.1 OceanTeacher Global Academy

103. OTGA is a global network of training centres. At present, ten candidate regional training centers have been identified. Each centre is required to organize at least one course in 2015.
104. **The Group encouraged** IAMSLIC members to participate in OTGA courses as instructors and/or students.

105. **The Group agreed** that there is a stated need for MIM OTGA courses and **encouraged** the OTGA steering Group and regional training centers to consider this need while planning training courses in the future.

4.2 Pre-IAMSLIC Conference Course

106. A pre IAMSLIC conference course was supported by IODE in 2013. But subsequently in the following years it was mutually decided by IODE and IAMSLIC to reassign the funds for providing support to participants at the IAMSLIC annual conference.

107. **The Group noted** that it could be possible to organise a preconference training course on the first day of the IAMSLIC conference, prior to the welcome reception.

108. **The Group requested** that the feasibility of a proposal for holding a preconference training course on the first day of the IAMSLIC conference before the Welcome Reception should be looked into.

4.3 Grant Process: IAMSLIC and IODE

109. Each year applications by individuals, seeking financial support for attending annual IAMSLIC conference are sent to IAMSLIC for travel grant support consideration. Based on its criteria, IAMSLIC then selects candidates. A subset of these participants is forwarded to the IODE secretariat for sponsorship. IAMSLIC and IODE have different funding criteria. This leads to rejection of candidates who do not fulfill IODE’s criteria for funding.

110. **The Group recommended** publishing IODE’s funding guidelines as an annexure to this report after the approval of the IODE Sec and providing it to the IAMSLIC officers.

4.4 Aquatic Commons

111. Ms. P. Simpson introduced this agenda item. She had circulated the Aquatic Commons 2015 Annual Report to GEMIM members (see ANNEX III). The Aquatic Common (AC) repository of IAMSLIC has a successful deposit history with records now reaching over 14,000 with a total of 1.5 million downloads in 2015. It has been hosted and technically supported by the IODE Project Office since 2010. From September 2014 to September 2015, a total of 19 issues/bug reports were resolved. These included issues dealing with document and metadata indexer, editor alert emails, and adding new issuing agencies to the autocomplete list. Modifications to the repository software, to create Issuing Agency based editor rights were implemented. Eprints v3 (repository platform) was upgraded to version 3.3.13 in early 2015 and then to latest version 3.3.14 in June 2015. Work related to regular maintenance of the repository host server including patching of the server with security updates, blocking suspicious network traffic and adjusting of server parameters for better performance has been carried out. The server is also
monitored 24X7 with IODE’s server monitoring system. A total of 15 days was spent on the work. (Approximately USD 8500)

112. Ms. L. Pikula, requested A. Kakodkar to provide a short report regarding IODE’s contribution to hosting and technical maintenance of Aquatic Commons to be added to the Aquatic Commons annual report and she provided this to Ms. J. Parker, Chair of Aquatic Commons Board.

4.5 Reporting of IODE MIM Projects

113. Ms. L. Pikula, introduced this agenda item.

4.5.1 OceanDocs

114. This agenda item was introduced by Ms. P. Simpson. She reported that OceanDocs (IODE Repository for Ocean Publications, available at: http://www.oceandocs.org/) is now an IODE Project overseen by a Project Manager supported by a Steering Group. The OceanDocs SG at its’ March 2014 meeting agreed the migration of OceanDocs to the latest standard version of DSpace and defined a long term strategy for OceanDocs to provide support to IOC Member States who do not have the technical capability to implement a repository, but, at the same time IOC/IODE to provide capacity development training opportunities to encourage institutes to implement their own repositories so that in the future OceanDocs might become a network of individual marine science repositories. In May 2015, the IODE Project Office technical team migrated OceanDocs to DS5 adopting the XXMLUI interface, tailored to accommodate an item based deposit workflow. During the migration, standards were reviewed and synergies with the complementary Aquatic Commons repository http://aquaticcommons.org, of the International Association of Aquatic and Marine Science Libraries and Information Centres (IAMSLIC) were investigated and adopted where possible.

115. OceanDocs will be moving to DSpace 6 in 2016 and will take the opportunity to complete the customization of: journal autocomplete; Item Type metadata profiles; an import module; multilingual interface; harvester function and multi choice vocabulary plugin. Particularly important is to tailor the statistics to enable detailed reporting not at present provided in the default package.

116. Whilst at present OceanDocs holds full text documents, images and presentations, the intention is to expand this to small datasets such as those supporting journal articles and link the publications to the underlying datasets. OceanDocs already has an ORCID Lookup functionality, but the IODE OceanExpert (researcher profiles) will be implementing its own Name ID system which will also be incorporated into OceanDocs. The OceanDocs Network is planned to be a major component of the projected IODE OceanKnowledge Discovery Platform.

117. The Group recognized the progress of OceanDocs since the taking over by Ms. P. Simpson, as the manager of the project.

118. The Group suggested investigation of the feasibility of including more members from external organizations, which are not related to IODE or IAMSLIC, into the OceanDocs Steering Group.
119. **The Group requested** ODINs who are interested in establishing their own repository to express interest to the OceanDocs project manager.

4.5.2 OceanExpert

120. Ms. L. Pikula, introduced this agenda item. OceanExpert is a product developed in 1997 under the auspices of the IODE Group of Experts on Marine Information Management (GE-MIM). OceanExpert is a free product but can be used *only* for non-profit purposes. OceanExpert currently contains 10386 experts, 3548 institutions, 1445 events and 180 jobs.

121. An implementation of UID for individuals or the OceanExpert-ID (OEID) is in the pipeline. Its main aim is to facilitate individual name disambiguation. OEID will serve the purpose of a free alternative to paid services offering UIDs’ for researchers. OEID will also be linked to popular pre-existing UID’s such as ORCID and ResearcherID.

122. **The Group suggested** that the OEID when implemented should be included in the member record as well as the possibility to enter other UID’s, i.e. ORCID, ResearcherID etc.

123. **Ms. P. Simpson requested** investigation for the addition of a metadata field for member Institutional repository name and URI in OceanExpert.

4.5.3 OceanTeacher Global Academy

124. The OceanTeacher Global Academy Project builds upon the achievements of the OceanTeacher Academy project, which between 2009-2013, developed a Learning Management System and teaching programme that has successfully organized 42 courses on ocean data and information management, involving over 1300 participants from over 120 countries, at the IOC Project Office for IODE in Oostende, Belgium.

125. **The Group expressed interest** in using OTGA platform for joint training courses organized by IODE and IAMSLIC, **but expressed concern** that Marine Information Management as a subject might not be equally considered by OceanTeacher Global Academy’s Regional Training Centres (OTGA-RTC’s) while organising new courses.

126. **The Group requested** that the information about upcoming OTGA courses be regularly shared with the IAMSLIC community.

127. **The Group requested** promotion of OTGA platform and announcement of upcoming training courses through the IAMSLIC email lists.

128. **The Group recommends** that GEMIM should deliver a list of suggested, newly developing topics in MIM for consideration as courses to OTGA-SG after each GEMIM session. This to be made as a standing agenda item in each GEMIM hereafter.

4.5.4 OceanKnowledge
129. Ms. P. Simpson introduced this agenda item. She reported that over many years the IODE Community has developed and maintained a number of world-class information products; all standalone with individual URLs – they were not linked or interoperable - this will be the challenge for the OceanKnowledge Discovery Platform Project.

130. The OceanKnowledge Platform will offer an IODE discovery layer providing, by the use of semantic technologies, a single access point to various linked IODE multimedia information and data products such as researcher profiles, publications, data (including biodiversity data), learning objects, etc. and will furthermore facilitate social networking between specialized research communities. Innovative data visualization will be utilized to present the discovery responses.

131. The Group encouraged and supported this innovative project and looked forward to hearing more about its development in the near future.

4.5.5 OceanDataPractices

132. Ms. P. Simpson introduced this agenda item. She reported that IODE decided to establish the IODE Clearing House Service for Data/Information Management Practices project, through the Recommendation IODE-XXII.19 from the JCOMM/IODE Steering Group for Ocean Data Standards and Best Practices http://www.oceandatastandards.org/. This recommendation was implemented as Ocean Data Practices (ODPr) http://www.oceandatapractices.net/ a repository containing a wide variety of “practices and best practice” materials related to oceanographic data and information management. OceanDataPractices is now an IODE Project overseen by a Project Manager supported by an Steering Group(SG)/Editorial Board working to a published policy document. It will enable research groups that wish to embark on a new project and need to prepare a data management plan, to look for methodology already used by other projects or data/information centres (“best practices”). The service is a repository of documents and links to related web sites deposited by partner organizations wishing to share their documents with the community.

133. The Group supported this project and encouraged the community to participate.

4.5.6 ODIN Projects

4.5.6.1 ODINECET

134. Ms. O. Akimova presented this agenda item. ODINECET - network constituted a capacity building strategy for Eastern and Central European countries linking training, equipment and operational support in a regional context product- and service-oriented and using a multi-stakeholder approach. ODINECET is a network of 7 member states. This network focuses on Marine Information Management.

135. The Group congratulated the ODINECET team for their many achievements.

4.5.6.2 ODINAFRICA

136. Ms. R. Awah Nche, presented this agenda item. ODINAFRICA, The actual phase of the ODINAFRICA project (ODINAFRICA IV) that started in 2009 has ended. The focus of this phase (2009 – 2014) focused on products development dissemination
and the strengthening of the network through capacity building initiatives; A total of 25 countries in Africa were involved in this project phase.

137. As this current phase has ended, a new project “Consolidating and availing online all the data and information products/services that have been developed in the framework of all the phases of the Ocean Data and Information Network for Africa (ODINAFRICA-Connect project)” has received funding and work is in progress on implementation. The purpose of the project will be to consolidate all the data and information necessary for marine spatial planning as well as integrated coastal management in Africa. The focus will be on providing access to the services and products that have been developed by all the previous phases of ODINAFRICA, as well as access to and/or information on data and information from other programmes and organizations.

138. The Group congratulated the ODINAFRICA team for their many achievements and would be interested in kept informed about the progress of the Marine Information Management component of the ODINAFRICA Connect Project.

4.6 Reporting of IAMSLIC Projects

139. Ms. J. Parker introduced this agenda item. The International Association of Aquatic and Marine Science Libraries and Information Centers (IAMSLIC) is an international organization of individuals and institutions involved with aquatic science information. Begun in 1975 in Woods Hole, IAMSLIC numbers over 300 members from more than 70 countries. By virtue of its clearly defined focus, IAMSLIC offers a unique opportunity to meet librarians and others interested in aquatic science information from throughout the world in a professional context encouraging ongoing, close cooperation.

140. IAMSLIC’s purpose is to promote such cooperation and sharing of resources among libraries and information centers which specialize in any aspect of aquatic science – freshwater, brackish and marine. IAMSLIC is a formal non-profit organization providing an annual conference, continuing education workshops, newsletter, membership directory, electronic mail conferencing, and special projects. Individuals representing all types and sizes of libraries and information centers participate, including marine and freshwater research and policy institutions, government agencies, colleges, universities, non-profit and for-profit organizations. Please see: http://www.iamslic.org/about-us/faq

141. The Group recognized the present collaboration between IODE and IAMSLIC and encouraged its continuation.

4.7 New initiatives

142. Ms. L. Pikula introduced this agenda item. This item included proposals for new projects and ideas from the GEMIM members. Especially, the Inventory of Marine and Aquatic Repositories (IMAR) and others, such as capacity building with mentoring of newer talent individuals in the field of Marine Information Management.

4.7.1 Mentoring
143. Ms. L. Pikula, introduced this agenda item. She recalled that in the past it was possible to mentor IAMSLIC members. The host institutions provided funding.

144. The Group noted that IAMSLIC has difficulties in mentoring, as most of the members have a full time job and funding is also an issue.

4.7.2 Inventory of Marine and Aquatic Repositories (IMAR)

145. Ms. P. Simpson introduced this agenda item. She highlighted the proposal Recommendation IODE/IAMSLIC GEMIM-I.1 (Annex-II) and explained that this specific thematic information is not available in any other information resource. The Inventory of Marine and Aquatic Repositories will offer a searchable database (and geo visualization) of worldwide ocean and freshwater related repositories. The repository name and URL data would be collected through a new field addition into the IAMSLIC Membership Database and OceanExpert profile.

146. The group adopted the Inventory of Marine and Aquatic Repositories (IMAR) project proposal and recommended its submission to the IAMSLIC business committee.

5. IODE/IAMSLIC - I: Work Plan for the next inter-sessional period.

147. Ms. L. Pikula, introduced this agenda item.

5.1 IOC Communication Strategy for MIM: Implementation Plan

148. The Group requested that a provision for GEMIM blog should be made for dissemination of information related to Marine Information Management and activities related to the Joint GEMIM and instruction for users should also be issued and requested the Chair to coordinate population of the blog.

149. The Group requested setting up of a mailing list for the Marine Information Management community on the IODE mailing list server.

150. The Group requested announcement of the mailing list along with the procedure for subscription.

5.2 Work Plan for the next inter-sessional period

151. Please see: Annex II: Recommendation IODE/IAMSLIC GEMIM-I.2

6. RENEWAL OF THE IODE-IAMSLIC MoU

152. The Group recommended a draft MoU to be completed.

153. The Group noted that the new MoU may need textual changes in the travel grants procedure.
7. ANY OTHER BUSINESS

154. **Ms. P. Simpson, highlighted** that there was a need to discuss the concept of Associated Information Units (AIU), complimentary to the IODE-ADUs' and requested this topic to be discussed in the inter-sessional period.

155. **The group requested** identification of scope and drafting of a proposal for the establishment of Associated Information Units (AIU).

156. **The Group observed** that there was no other business

8. ADOPTION OF THE SUMMARY REPORT


158. **The Group requested** the Secretariat and Chair to make editorial corrections as necessary, taking into consideration the discussions held at the Session.

9. PLACE AND DATE OF NEXT SESSION

159. Ms. L. Pikula introduced this agenda item.

160. **The Group requested** that the timing of the GEMIM sessions should be possibly two days immediately before or after the IAMSLIC conference.

161. **The Group indicated** that the next GEMIM session will be held in Merida, Mexico, prior or after the IAMSLIC meeting.

10. ELECTION OF THE CHAIR

162. Ms. L. Pikula introduced this agenda item.

163. **The Group agreed** that in line with succession planning it would be advantageous in this transitional year for the post to be held by co-chairs.

164. **The Group agreed** to commence immediately to seek a candidate for co-chair.

165. **The Group unanimously elected** Ms. L. Pikula as a co-chair of the GEMIM for the one year inter-sessional period

11. CLOSING OF THE MEETING

166. The Chair, Ms. L. Pikula, closed the Session. In her closing words Ms. L. Pikula thanked the members of the group. She then thanked Mr. Adi Kakodkar for his reporting of the Meeting.
167. The group thanked the IODE Secretariat for the excellent meeting facilities provided for the meeting.

168. Ms. L. Pikula closed the Session at 17:05h on 5th September 2015.
ANNEX-I: AGENDA

1. OPENING
   1.1. Administrative Arrangements
   1.2. Adoption of the Agenda

2. REPORT ON ACTIVITIES FOLLOWING IODE GE-MIM-XII
   2.1. Implementation Status of the IODE GE-MIM-XII Action Plan

3. ESTABLISHMENT OF THE JOINT IODE/IAMSLIC GE-MIM
   3.1. IODE Website Review
       3.1.1. MIM
       3.1.2. GEMIM
       3.1.3. National Coordinators for Marine Information: Members, including new members
   3.2. Designation Process for IODE/GEMIM members

4. JOINT COOPERATIVE ACTIONS BETWEEN IODE AND IAMSLIC
   4.1. OceanTeacher Global Academy
   4.2. Pre-IAMSLIC Conference Course
   4.3. Grant Process: IAMSLIC and IODE
   4.4. Aquatic Commons
   4.5. Reporting of IODE MIM Projects
       4.5.1. OceanDocs
       4.5.2. OceanExpert
       4.5.3. OceanTeacher Global Academy
       4.5.4. OceanKnowledge
       4.5.5. OceanDataPractices
       4.5.6. ODIN Projects
           4.5.6.1 ODINECET
           4.5.6.2 ODINAFRICA
   4.6. Reporting of IAMSLIC Projects
   4.7. New initiatives
       4.7.1. Mentoring
       4.7.2. Inventory of Marine and Aquatic Repositories (IMAR)

5. IODE/IAMSLIC - I: WORK PLAN FOR THE NEXT INTERSESSIONAL PERIOD
   5.1. IOC Communication Strategy for MIM: Implementation Plan
   5.2. Work Plan for the Next inter-sessional period

6. RENEWAL OF THE IODE-IAMSLIC MoU

7. ANY OTHER BUSINESS

8. ADOPTION OF THE SUMMARY REPORT

9. PLACE AND DATE OF NEXT SESSION

10. ELECTION OF THE CHAIR

11. CLOSING OF THE MEETING
Recommendation IODE/IAMSLIC GEMIM-I.1

INVENTORY OF MARINE AND AQUATIC REPOSITORIES (IMAR)

The Joint IODE–IAMSLIC GEMIM,

Acknowledging that Avano, the IFREMER harvester of worldwide marine science related repositories had to be terminated for lack of funding and use.

Noted that Fred Merceur (IFREMER) had handed over his repository list to IOC/IODE

Noted further that within the Joint Group of Experts for Marine Information Management (IODE-IAMSLIC GEMIM) the continuation of an “Avano’ type harvester had been discussed and agreed that it was unlikely that any organization could take responsibility and replicate the amount of work and quality control that IFREMER carried out for Avano.

Recommends that the Joint Group of Experts for Marine Information Management (IODE-IAMSLIC GEMIM) forward the proposal to IAMSLIC Executive Board recommending that under the IODE-IAMSLIC MoU, a joint IODE-IAMSLIC project be established to pursue building a global Inventory Of Marine And Aquatic Repositories. (IMAR)

Annex A to Recommendation IODE/IAMSLIC GEMIM-I.1

Terms of Reference of the IODE-IAMSLIC Inventory of Marine and Aquatic Repositories (IMAR) Project

Objectives of the Project:

· The Inventory of Marine and Aquatic Repositories will offer a searchable database of worldwide ocean and freshwater related repositories.

· Support repository data collection and maintenance protocols

· Offer a discovery interface for IODE and IAMSLIC websites to an inventory database, searchable under such parameters as repository name, country, organization etc.

· Implement Repository Geographic Distribution visualization on IODE and
IAMSLIC websites.

**Annex B to Recommendation IODE/IAMSLIC GEMIM-I.1**

**Terms of Reference of the IODE-IAMSLIC Inventory of Marine and Aquatic Repositories Project Team**

Project Team  The IMAR Project Team shall:

- Develop a work plan and timetable to cover implementation completed within 6 months.

- Investigate options on data collection and maintenance 
  
  Initial recommendation: to investigate the enhancement of the existing IAMSLIC Membership Directory Profile and OceanExpert Profile to include Additional metadata fields required for repository data collection. Discuss other options

- Finalize methodology for data collection and maintenance

- Implement and test the required technologies

- Define and implement a discovery interface to the IMAR Inventory to be offered on both IODE and IAMSLIC websites.

- Generate a repository geographic distribution visualization for both websites

- Promote IMAR and collection of repository information to the target communities and obtain feedback

- Evaluate annually by time series comparative metrics and report to the IAMSLIC Executive Board and Joint GEMIM
Recommendation IODE/IAMSLIC GEMIM-I.2:


The IODE-IAMSLIC Group of Experts on Marine Information Management,

Having reviewed its completed and on-going activities since GEMIM twelfth Session,

Being aware of the resource constraints (staff and funding) under which IOC and its IODE are operating in terms of the UNESCO Regular Programme,

Expressing its appreciation for the considerable extra-budgetary support provided by IOC Member States to the IODE programme,

Stressing the importance of Marine Information Management (MIM) as an important activity of IODE towards improving access to marine information,

Adopts a plan of action for the inter-sessional period 2015-2016, as given in the Annex to this Recommendation.

<table>
<thead>
<tr>
<th>Agenda item</th>
<th>Para</th>
<th>Description</th>
<th>By whom/Group</th>
<th>By when</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>11</td>
<td>The Group recommended the creation of a list of MIM related organizations from which information on conference outcomes, news and products could be reported via a GEMIM mailing list.</td>
<td>R. Awah + H. Lust + GEMIM members</td>
<td>January, 2016</td>
</tr>
<tr>
<td>2.1</td>
<td>24</td>
<td>The Group requested to sends the OceanTeacher alumni career progress survey report to the OceanTeacher Project Manager (Ms. C. Delgado)</td>
<td>O. Akimova</td>
<td>Dec, 2015</td>
</tr>
<tr>
<td>2.1</td>
<td>25</td>
<td>The Group requested to check if an OceanTeacher Alumni report is available for ODINAFRICA.</td>
<td>R. Awah Nche</td>
<td>End Sept, 2015</td>
</tr>
<tr>
<td>2.1</td>
<td>31</td>
<td>The Group requested perusal of addition of MIM experts in the regional African Marine and Coastal Atlas and national marine atlas teams through the new ODINAFRICA Connect project.</td>
<td>R. Awah Nche</td>
<td></td>
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<tr>
<td>2.1</td>
<td>41</td>
<td>The Group requested a plan on the update of the IOC Manual and Guides No. 30 Vol. 2.</td>
<td>IODE Sec + ODIN Coordinators</td>
<td>End Sept. 2015</td>
</tr>
<tr>
<td>2.1</td>
<td>43</td>
<td>The Group requested completion the update of IOC Manuals and Guides No. 30 Volume 3.</td>
<td>A. Kakodkar</td>
<td>Dec, 2015</td>
</tr>
<tr>
<td>2.1</td>
<td>45</td>
<td>The group requested a follow up of the status of the update</td>
<td>Chair</td>
<td>Dec,</td>
</tr>
<tr>
<td>2.1</td>
<td>74</td>
<td>The Group requested the chair to highlight OceanExpert during the GEMIM topic discussions at the IAMSLIC conferences.</td>
<td>Chair</td>
<td>GEMIM</td>
</tr>
<tr>
<td>2.1</td>
<td>85</td>
<td>The Group requested a response from the ODINCARS A - MIM coordinator.</td>
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<td>2015</td>
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<tr>
<td>2.1</td>
<td>86</td>
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<td>The Group requested investigation of addition of East European journals to Open Science Directory in consultation with Mr. M. Goovaerts.</td>
<td>O. Akimova + M. Goovaerts</td>
<td>2015</td>
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<td>3.1.1</td>
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<td>The Group requested that the webpages for MIM on the IODE website be reviewed and updated.</td>
<td>L. Pikula</td>
<td>During the session</td>
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<td>L. Pikula</td>
<td>During the session</td>
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<td>H. Lust + M. Leonard</td>
<td>During the session</td>
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<td>108</td>
<td>The Group requested that the feasibility of a proposal for holding a preconference training course on the first day of the IAMSLIC conference before the Welcome Reception should be looked into.</td>
<td>M. Leonard + L. Pikula</td>
<td>During the session</td>
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<tr>
<td>4.3</td>
<td>110</td>
<td>The Group recommended publishing IODE’s funding guidelines as an annexure to this report after the approval of the IODE Sec and providing it to the IAMSLIC officers.</td>
<td>L. Pikula + IODE Sec.</td>
<td>During the session</td>
</tr>
<tr>
<td>4.5.1</td>
<td>118</td>
<td>The Group suggested investigation of the feasibility of including more members from external organizations, which are not related to IODE or IAMSLIC, into the OceanDocs Steering Group.</td>
<td>P. Simpson</td>
<td>Next OceanDocs 2016</td>
</tr>
<tr>
<td>4.5.1</td>
<td>119</td>
<td>The Group requested ODINS who are interested in establishing their own repository to express interest to the OceanDocs project manager.</td>
<td>All ODINS</td>
<td>Ongoing</td>
</tr>
<tr>
<td>4.5.2</td>
<td>123</td>
<td>Ms. P. Simpson requested investigation for the addition of a metadata field for member Institutional repository name and URI in OceanExpert.</td>
<td>OceanExpert SG</td>
<td>Next OceanExpert SG</td>
</tr>
<tr>
<td>4.5.3</td>
<td>126</td>
<td>The Group requested that the information about upcoming OTGA courses be regularly shared with the IAMSLIC community.</td>
<td>C. Delgado</td>
<td>Ongoing</td>
</tr>
<tr>
<td>4.5.3</td>
<td>127</td>
<td>The Group requested promotion of OTGA platform and announcement of upcoming training courses through the IAMSLIC email lists.</td>
<td>IAMSLIC + Chair GEMIM</td>
<td>Ongoing</td>
</tr>
<tr>
<td>4.5.3</td>
<td>128</td>
<td>The Group recommends that GEMIM should deliver a list of suggested, newly developing topics in MIM for consideration as courses to OTGA-SG after each GEMIM session. This to be made as a standing agenda item in each GEMIM hereafter.</td>
<td>GEMIM Group</td>
<td>Ongoing after each GEMIM</td>
</tr>
<tr>
<td>4.7.2</td>
<td>146</td>
<td>The group adopted the Inventory of Marine and Aquatic</td>
<td>Chair,</td>
<td>Sept,</td>
</tr>
<tr>
<td>Section</td>
<td>Action</td>
<td>Description</td>
<td>Date</td>
<td>Place</td>
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<td>5.1</td>
<td>148</td>
<td>The Group requested that a provision for GEMIM blog should be made for dissemination of information related to Marine Information Management and activities related to the Joint GEMIM and instruction for users should also be issued and requested the Chair to coordinate population of the blog.</td>
<td>Chair, GEMIM + A. Kakodkar</td>
<td>Dec, 2015</td>
</tr>
<tr>
<td>5.1</td>
<td>149</td>
<td>The Group requested setting up of a mailing list for the Marine Information Management community on the IODE mailing list server.</td>
<td>A. Kakodkar</td>
<td>Dec, 2015</td>
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<tr>
<td>5.1</td>
<td>150</td>
<td>The Group requested announcement of the mailing list along with the procedure for subscription.</td>
<td>Chair, GEMIM</td>
<td>Dec, 2015</td>
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<tr>
<td>6</td>
<td>152</td>
<td>The Group recommended a draft MoU to be completed.</td>
<td>GEMIM</td>
<td>1 Oct, 2015</td>
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<tr>
<td>7</td>
<td>155</td>
<td>The Group requested identification of scope and drafting of a proposal for the establishment of Associated Information Units (AIU).</td>
<td>Chair, GEMIM</td>
<td>Dec, 2015</td>
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<tr>
<td>10</td>
<td>153</td>
<td>The Group agreed to commence immediately to seek a candidate for co-chair.</td>
<td>GEMIM</td>
<td>Dec, 2015</td>
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</tbody>
</table>
ANNEX III

IODE FUNDING GUIDELINES

The following are the IODE guidelines, for funding candidates for participation in the annual IAMSLIC conference. This criterion applies to the candidates preselected by IAMSLIC.

The selected candidate should:

1. Belong to an institution that is based in an IOC member state.
2. Belong to an institution that is involved in Marine/Coastal Science.
3. Be selected by IAMSLIC for an oral presentation at the IAMSLIC conference (poster presentations will not be considered).
4. Preferably (but not exclusively) belong to a developing country or to a country in economic transition.
ANNEX IV

AQUATIC COMMONS BOARD ANNUAL REPORT 2015

Highlights for the period from September 2014 through August 2015 include the following.

- Receipt of an anonymous donation directed to support the Aquatic Commons. Discussions continue on the best use of these funds with a final decision to be made after the upcoming conference.
- ASFA Trust Fund Project work has continued. A report of work completed is included at Annex 2.

Editorial Review Board
As the repository continues to grow our editors observed that the Issuing Agency browse list was becoming unwieldy. Based on their discussion and recommendation, Issuing Agency fields are now populated only for agencies with three or more records in the repository. A work party will be held on the last day of this year’s conference with editors providing training and assistance in depositing records for the ASFA Trust Fund Project.

LibraryBox Project
Despite continuing progress, robust and reliable Internet access is still not available at an affordable cost to many research centers served by IAMSLIC libraries. In contrast, there is increasing availability of mobile devices with wireless capabilities among the researchers and students at many of those locations. IAMSLIC and its partners have made a growing body of full-text content available for open access through the Aquatic Commons. One approach to making this content more readily available to IAMSLIC institutions whose Internet access is problematic is to download copies of such digital publications onto inexpensive LibraryBox devices, which can make them available any time to anyone nearby who has a wireless device.

At the 2014 IAMSLIC Conference in New Caledonia, a LibraryBox prototype containing the entire AC collection was demonstrated and feedback was gathered regarding the applicability of making publications available via this mechanism. As a result, in addition to the Aquatic Commons content, the FAME Digital Library produced by the Secretariat of the Pacific Community was added to two LibraryBoxes in order to enhance content of regional relevance. The PIMRIS Coordinator in Fiji conducted initial testing at the University of the South Pacific, after which one LibraryBox was deployed to an outlying Fijian island and the other to the Solomon Islands. A formal assessment of the project will take place in the coming months.

Repository Growth and Usage
Aquatic Commons continues to grow with respect to content and usage. As of August 13, 2015 there were over 14,000 documents in the repository with more than 1.5 million downloads.
Deposits originate from 75 issuing agencies. This year the new agencies to participate were:

- Bangladesh Fisheries Research Institute
- Indian Fisheries Association
- Lilongwe University of Agriculture and Natural Resources (LUANAR)
- Louisiana Universities Marine Consortium (LUMCON)
- National Aquatic Resources Research and Development Agency, Sri Lanka
- Royal Zoological Society of New South Wales
- Secretariat of the Pacific Regional Environment Programme (SPREP)
- Society of Fisheries Technologists, India
- United States Minerals Management Service
- University of Karachi. Marine Reference Collection and Resource Centre

Additional metrics are provided in Annex 1.

**IT hosting and Support (section provided by IODE Office)**

From September 2014 to present, a total of 19 issues/bug reports were resolved. These included issues dealing with document and metadata indexer, editor alert emails, and adding new issuing agencies to the autocomplete list. One of the main requests to implement modifications to the repository software, which would create Issuing Agency based editor rights was implemented. Repository software i.e. Eprints v3 was upgraded to version 3.3.13 in early 2015 and then to latest version 3.3.14 in June 2015. Work related to regular maintenance of the repository host server including patching of the server with security updates, blocking suspicious network traffic and adjusting of server parameters for better performance has been carried out. The server is also monitored 24X7 with IODE’s server monitoring system. A total of 15 days were spent on the work.

**Respectfully submitted**

Joan Parker, Chair

on behalf of the Aquatic Commons Board IAMSLIC

Junior vice-president: Steve Watkins

IAMSLIC Members at large: Stephen Alayon, David Baca, Jaime Goldman

ASFA/FAO Liaison – Armand Gribling

IODE representative: Linda Pikula

IODE Technical representative: Aditya Naik Kakodkar

and the Editorial Review Board

Alan Allwardt
Annex: Statistics 2015

Data collected and prepared by Sally Taylor on August 13, 2015

Table 1. Total deposits, downloads and issuing agencies. Note: The number of issuing agencies decreased in 2015 because metadata was cleaned up by the editorial team.

<table>
<thead>
<tr>
<th>Year</th>
<th>Total Deposits</th>
<th>Total Downloads</th>
<th>Issuing Agencies</th>
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<tr>
<td>2010</td>
<td>3,600</td>
<td>208,336</td>
<td>75</td>
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<td>2011</td>
<td>5,658</td>
<td>411,204</td>
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<td>2012</td>
<td>7,274</td>
<td>504,617</td>
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<tr>
<td>2013</td>
<td>9,142</td>
<td>817,330</td>
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<tr>
<td>2014</td>
<td>11,887</td>
<td>1,203,940</td>
<td>98</td>
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<tr>
<td>2015</td>
<td>14,470</td>
<td>1,556,128</td>
<td>75</td>
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</table>

Table 2. Webometrics ranking of Aquatic Commons, from http://repositories.webometrics.info/

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<thead>
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<th>Year</th>
<th>World Ranking</th>
<th>Size</th>
<th>Visibility</th>
<th>Rich Files</th>
<th>Scholar</th>
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<tr>
<td>2013</td>
<td>372</td>
<td>810</td>
<td>361</td>
<td>250</td>
<td>584</td>
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<tr>
<td>2014</td>
<td>254</td>
<td>759</td>
<td>371</td>
<td>249</td>
<td>232</td>
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<tr>
<td>2015</td>
<td>285</td>
<td>821</td>
<td>416</td>
<td>274</td>
<td>242</td>
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Table 3. Top 10 downloaded articles between January 1 and August 13, 2015.

<table>
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<th>Publication</th>
<th>Downloads</th>
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<td>Light, S.F. (1941) Laboratory and field text in invertebrate zoology. Berkeley, CA, Associated Students Store, University of California, 232pp.</td>
<td>2034</td>
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<tr>
<td>Support to Regional Aquatic Resources Management (STREAM) (2005) Pond construction: design and layout of ponds. Thailand, Bangkok, Support to Regional Aquatic Resources Management (STREAM), (STREAM Better-Practice Guidelines, 3)</td>
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<tr>
<td>Support to Regional Aquatic Resources Management (STREAM) (2005) What is fish culture? Bangkok, Thailand, Support to Regional Aquatic Resources Management (STREAM), (STREAM Better-Practice Guidelines, 1)</td>
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<tr>
<td>Country</td>
<td>Downloads</td>
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<td>-----------</td>
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<tr>
<td>United States</td>
<td>362,366</td>
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<tr>
<td>France</td>
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<td>Germany</td>
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<tr>
<td>China</td>
<td>94,868</td>
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<td>India</td>
<td>69,878</td>
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<td>United Kingdom</td>
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<td>Nigeria</td>
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<td>Philippines</td>
<td>37,409</td>
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<tr>
<td>Canada</td>
<td>28,150</td>
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<tr>
<td>Mexico</td>
<td>27,067</td>
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</table>
Figure 1. Total deposits by continent

North America: 39%
Europe: 25%
South America and Caribbean: 5%
Asia: 7%
Africa: 7%
Oceania: 0%
International: 10%
Unknown: 7%

Figure 2. Total downloads by continent

North America: 28%
Europe: 28%
Asia: 22%
Africa: 6%
South America and Caribbean: 4%
Oceania: 2%
Unknown: 10%
International: 10%
### ANNEX V
#### LIST OF PARTICIPANTS

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Organization</th>
<th>Address</th>
<th>Country</th>
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<tbody>
<tr>
<td>Ms Olga AKIMOVA</td>
<td>Head of Library</td>
<td>Scientific Library</td>
<td>NASU, 2 Nahimov Av., Sevastopol, 99011</td>
<td>Ukraine</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Tel: (380-692) 54-55-50 Fax: (380-692) 55-78-13</td>
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</tr>
<tr>
<td>Joan PARKER</td>
<td>Head of Information Services</td>
<td>MLML/MBARI Research Library</td>
<td>Moss Landing Marine Laboratories, 8272 Moss Landing Road</td>
<td>United States</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Tel: 305-361-4429 Fax: 305-361-4552</td>
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<tr>
<td>Mr Richard AWAH NCHE</td>
<td>Director, DCD, IRAD</td>
<td>Centre Region, Yaounde</td>
<td>Yaounde, B.P. 2123 Cameroon</td>
<td>Cameroon</td>
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<tr>
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<td>Tel: 237 75 24 98 55 Fax: 237 22 22 33 62</td>
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<tr>
<td>Ms. Linda PIKULA</td>
<td>Regional Librarian</td>
<td>NOAA Central Library</td>
<td>4301 Rickenbacker Causeway, Miami Florida 33149</td>
<td>United States</td>
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<tr>
<td>Michelle LEONARD</td>
<td>Associate University Librarian</td>
<td>Marston Science Library</td>
<td>University of Florida, 444 Newell Dr</td>
<td>United States</td>
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<td></td>
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<td></td>
<td>Gainesville FL 32611</td>
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<tr>
<td>Mrs. Pauline SIMPSON</td>
<td>Programme Coordinator</td>
<td>Central Caribbean Marine Institute</td>
<td>PO Box 10152, Grand Cayman KY1-1002</td>
<td>Cayman Islands</td>
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<tr>
<td></td>
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<tr>
<td>Mrs. Heike LUST</td>
<td>Information Manager</td>
<td>Library</td>
<td>Vlaams Instituut voor de Zee, Wandelaaarkaai 7</td>
<td>Belgium</td>
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<tr>
<td>Secretariat</td>
<td></td>
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<td>Mr. Adi KAKODKAR Tech Manager - OTGA, OceanDocs, OceanExpert</td>
<td>Belgium</td>
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<td></td>
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<td>UNESCO/IOC Project Office for IODE, Wandelaaarkaai 7 - Pakhuis 61</td>
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