

IOC Circular Letter No 3045

(Available in English, French, Spanish, Russian)

IOC/VH/KE/kdl

17 July 2025

To : Official National Coordinating Bodies for liaison with the IOC (IOC Member States)

C.c. : Permanent Delegations to UNESCO of IOC Member States
National Commissions for UNESCO of IOC Member States
IOC Officers
Chair and Vice-Chairs of IOC Subsidiary Bodies (Scientific, Technical and Regional)

**Subject: IOC Group of Experts on Capacity Development:
Call for nominations for members**

The Capacity Development Strategy 2023–2030 of the Intergovernmental Oceanographic Commission of UNESCO (UNESCO-IOC) identifies capacity development as the primary catalyst by which the UNESCO-IOC will achieve the five high levels objectives identified in the IOC Medium-Term Strategy (2022–2029). The six outputs of the IOC Capacity Development Strategy and its associated activities and actions supports not only UNESCO-IOC's capacity development ambitions, but also those included in other frameworks such as the United Nations Decade of Ocean Science for Sustainable Development (2021–2030).

The IOC Group of Experts on Capacity Development was established in 2017 through Assembly decision IOC-XXIX/10.1 primarily to assist UNESCO-IOC programmes at regional and global levels with the development of workplans that respond to regional and global needs, assist with the mobilization of resources, and provide advice on relevant methods and tools to deliver capacity development. This multi-disciplinary and multi-stakeholder body has, for example, been instrumental in guiding the implementation, coordination, and evolution of ocean literacy initiatives. Some of the key outputs of the group to date include the establishment of the Clearinghouse Mechanism that resulted in the [Ocean Info Hub](#), delivery of a biennial capacity development needs survey, the revision, the preparation of the IOC Capacity Development Strategy 2023–2030, the development of the Ocean Capacity Development Hub and preparation of a draft IOC Capacity Development Strategy 2023-2030 Implementation Plan..

In reviewing the draft implementation plan for the IOC Capacity Development Strategy, the IOC Assembly identified that there is an ongoing role for the Group of Experts (Decision A-33/4.2) with updated Terms of Reference (provided in Annex 1). The updated Terms of Reference reflect the need for aligning priorities and actions in ocean literacy and capacity development across all IOC

Chairperson

Yutaka MICHIDA, Prof.
Special Presidential Envoy
for UN Ocean Decade
The University of Tokyo (Atmosphere
and Ocean Research Institute)
Kashiwanoha 5-1-5
2778564 Kashiwa
JAPAN

Executive Secretary

Mr Vidar HELGESEN
Intergovernmental Oceanographic
Commission — UNESCO
7 Place de Fontenoy
75352 Paris Cedex 07 SP
FRANCE

Vice-Chairpersons

Ms Allison D. REED
Foreign Affairs Officer
U.S. Department of State
Office of Ocean and Polar Affairs
Washington, DC
USA

Dr Atanas PALAZOV
Former Director, Professor
Institute of Oceanology
Bulgarian Academy of Sciences
40 Parvi May Str.
9000 Varna
BULGARIA

Capt Carlos ZUÑIGA ARAYA
Director of the Chilean Navy Hydrographic and
Oceanographic Service (SHOA)
Casilla 324,
Valparaiso, 237-0168
CHILE

Dr Hansan PARK
Principal Research Scientist, Korea
Institute of Ocean Science & Technology
(KIOST)
Director general of the Korea–Indonesia Marine
Technology Cooperation Research Center
385, Haeyang-ro, Yeongdo-gu, Busan
REPUBLIC OF KOREA

Prof. Amr Zakaria HAMOUDA
President of Marine Hazards
Mitigation Center (MHMC)
National Institute of
Oceanography and Fisheries
(NIOF)
Qaitbay, Al-Anfوشي
Alexandria
EGYPT

programmes and activities, both at the regional and global levels, as well as with the United Nations Decade of Ocean Science for Sustainable Development Capacity Development Facility.

As part of facilitating greater coordination with the IOC Group of Experts on Ocean Literacy (see IOC Circular letter 3046), the Chairs of both groups of experts will report on the outputs of their joint work and the mechanisms developed for their alignment to the IOC Executive Council at its 59th Session in June 2026. The Group of Experts on Capacity Development will deliver a report on the results of its activities to the IOC Assembly at its 34th session in 2027.

The IOC Secretariat therefore requests Member States to kindly nominate experts to the Group of Experts on Capacity Development using the nomination form attached to this letter.

Nominations will be limited to one expert per Member State. Any additional nominations submitted by a Member State will not be considered, which is why coordination across national agencies is encouraged.

In forming the IOC Group of Experts on Capacity Development, consideration will also be given to geographical, cultural and gender balance, diversity of expertise and, in particular, the development and delivery of capacity development activities.

The Secretariat would appreciate receiving nominations before Friday 29 August 2025 by email to Kristin De Lichtervelde (k.de-lichtervelde@unesco.org).

Any questions can be addressed to the acting Capacity Development Programme Coordinator and Head of the Ocean Science Section, Dr Karen Evans (k.evans@unesco.org).

With the assurances of my highest consideration, I remain,

Yours sincerely,

[signature]

Vidar Helgesen
Executive Secretary

Enclosures:

- 1/ Terms of Reference for the IOC Group of Experts on Capacity Development
- 2/ Nomination form for Capacity Development of Experts membership

1/ IOC Group of Experts on Capacity Development

(Assembly [Decision A-33/4.2](#)) June 2025

Terms of Reference

The IOC Group of Experts on Capacity Development (GE-CD) is composed of experts nominated by IOC Member States responding to a call by circular letter detailing the GE-CD membership.

The IOC Group of Experts on Capacity Development (GE-CD) is responsible for the following tasks:

- (i) assist global and regional programmes with the implementation of capacity development needs assessments in a consistent manner;
- (ii) also assist global and regional programmes with the development of programmatic and regionally relevant capacity development workplans based on the IOC CD Strategy and related needs assessments, building on ongoing activities and making use of existing training and education facilities;
- (iii) provide advice to global and regional programmes on the implementation of the IOC Capacity Development Strategy 2023–2030 and on relevant methods and tools to improve the quality and impact of CD efforts;
- (iv) advise the IOC CD Secretariat on the design and implementation of the IOC biennial CD survey in close collaboration with the regional subsidiary bodies, possibly including the development of a monitoring and evaluation framework detailing implementation impact monitoring/metrics/indicators, also taking into account other methods such as regional reviews, science conferences, global CD forums, etc.;
- (v) ensure coordination of the work of the Group of Experts with *Global Ocean Science Report* and CD aspects of the United Nations Decade of Ocean Science for Sustainable Development, including the Capacity Development Facility;
- (vi) guide the further development and promotion of the Ocean CD-Hub by highlighting linkages of CD activities and collaboration opportunities between users and providers and among other global, regional and national organizations;
- (vii) provide advice to Member States on the promotion of visibility and reach of the IOC Capacity Development Strategy 2023–2030 to assist with the planning and implementation of their capacity development efforts;
- (viii) report results to the Assembly at its 34th session;
- (ix) ensure coordination of the work of the Group of Experts with the Group of Experts on Ocean Literacy, with a particular focus on aligning the ocean literacy related priorities and actions of the IOC Capacity Development Strategy 2023–2030 and the IOC Ocean Literacy Plan of Action 2026-2030;
- (x) assist the IOC Secretariat in developing a longer-term mechanism for coordinating ocean literacy and capacity development related priorities and actions across the IOC.

2/ IOC Group of Experts on Capacity Development (GE-CD) – Nomination Form

Name:

Position:

Institution:

Country:

Tel:

Email:

Postal Address:

Relevant experience:

Additional comments:

Nomination submitted by:

Signature:

Position

Government Department/Agency:

Date:

Nomination Forms duly completed and signed should be sent by **Friday 29 August 2025** to the IOC Secretariat by email to Kristin De Lichtervelde (k.de-lichtervelde@unesco.org) through one of the following channels:

1. The national coordinating body for liaison with IOC (see the [list](#))
2. The Head of the National Commission for UNESCO
3. The Permanent Delegate to UNESCO

Note Nominations will be limited to one expert per Member State. Any additional nominations submitted by a Member State will not be considered, which is why coordination across national agencies is encouraged. Any questions can be addressed to the acting Capacity Development Programme Coordinator and Head of the Ocean Science Section, Dr Karen Evans (k.evans@unesco.org).