

IOC Circular Letter No 3058

(Available in English, French and Spanish)

IOC/VH/JP/KdL

23 September 2025

To : Official National Coordinating Bodies for liaison with IOC
IODE National Oceanographic Data Centres (NODCs)
Contact points of IODE Associate Data and Information Units (ADUs)
Relevant UN entities via UN-Oceans focal points

C.c. : Co-Chairs of the IOC Committee on International Oceanographic Data and Information Exchange (IODE)
Permanent Delegations/Observer Missions to UNESCO of IOC Member States
National Commissions for UNESCO in IOC Member States
Officers of Subsidiary Bodies of IOC

**Subject: IOC Ocean Data and Information System (ODIS) Steering Group:
Call for nominations for Members**

In its [Decision A-33/3.4.2](#), the IOC Assembly at its 33rd session decided to revise the terms of reference for the IOC Ocean Data and Information System (ODIS) Programme Component of IODE and the terms of reference of the ODIS Steering Group.

The IOC ODIS Programme serves to coordinate the organisations that constitute the ODIS Federation (<https://odis.org>), each sharing interoperable (meta)data to advance global ocean data and information exchange. Since its inception, ODIS has grown in scale and complexity. It now requires strategic guidance as well as clearer focus to evolve the system.

Recognising these new needs, the IOC Assembly outlined a way forward in its decision above which included new terms of reference for the ODIS steering group (see Annex 2 of the Decision A-33/3.4.2 – link here above).

The ODIS Steering Group will play an important role in evolving the work of ODIS and setting in place the priorities and work plan in line with its mandates, as well as in line with the work of the IOC, including its medium-term strategy and data architecture, the Global Ocean Observing System (GOOS), IODE, relevant UN entities, work under the UN Ocean Decade and wider data community.

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The Steering Group may be composed of representatives from: national or regional bodies generating/consuming ocean data; organisations (e.g. national data infrastructures) concerned with ocean data storage/archiving, exchange, and interoperability; organisations concerned with multi-domain/multi-sectoral data exchange, particularly related to sustainable development; IOC Programmes including the Decade Coordination Office for Ocean Data Sharing; and other relevant experts.

With this letter, representatives of Member States, NODCs, ADUs, United Nations entities, as well as governmental and intergovernmental organisations are **invited to nominate experts for the ODIS Steering Group**. Self-nominations will also be possible to encourage nominations from non-governmental entities. You are invited to forward this letter to the national entities you deem relevant.

This invitation will also be circulated to:

- Scientific and operational networks connected with IODE;
- Dedicated ocean policy, business, and sustainable development networks via UN Ocean Decade mailing lists;
- As well as shared on IODE and IOC mailing lists and social media.

Nominees will be assessed against the following criteria:

- Experience in planning (inter)national or regional data strategies;
- Knowledge of multi-year / decadal data strategies relevant to open data and data sharing;
- Experience in cutting edge innovation, technology or data infrastructure development;
- Experience heading/managing open data and data sharing systems, particularly improving interoperability at the regional and global levels;
- Resource sourcing and management;
- Familiarity with the UN and intergovernmental processes.

The IOC Secretariat will thoroughly review all submissions, and the Executive Secretary will appoint members, based on expertise, geographic, generational, and gender balance by 30 November 2025.

The Steering Group will consist of a maximum of 15 members serving on a voluntary basis. English is the working language for all Steering Group meetings, and most meetings (up to 4 annual meetings) will be held online. The co-chairs will be elected following the first meeting and might be requested to represent the steering group in-person at the biennial IODE Committee meeting. Commitment to the steering group is one year with the possibility of extension, however invitees are requested to consider at least a two-year commitment if possible.

The IODE Secretariat invites nominations to be submitted not later than 24 October 2025. Kindly send your nomination on the attached form to Kristin de Lichtervelde (info@iode.org) with copy to l.scott@unesco.org. For further information please contact Lucy Scott (l.scott@unesco.org).

Yours sincerely,

[signed]

Vidar Helgesen
Executive Secretary

Enclosure: 1) Ocean Data and Information System Steering Group – Nomination Form

1) Ocean Data and Information System Steering Group (ODIS-SG) – Nomination Form

First Name	
Last Name	
Position	
Institution	
Country	
(Mobile) phone	
Email address	
Postal Address	
Gender	<input type="checkbox"/> male <input type="checkbox"/> female
Career Level	<input type="checkbox"/> Early Career (less than 10 years post higher education) <input type="checkbox"/> Mid-level <input type="checkbox"/> Senior level
Sector of work	<input type="checkbox"/> Government <input type="checkbox"/> Intergovernmental organization <input type="checkbox"/> Non-governmental organization <input type="checkbox"/> Research Institution <input type="checkbox"/> Private Sector <input type="checkbox"/> Philanthropy <input type="checkbox"/> Education <input type="checkbox"/> Other _____

<p>Please describe the relevant experience of the candidate and motivation for the role (max 400 words)</p>	
<p>Please describe any previous involvement with ODIS (max 200 words)</p>	
<p>Please share an up-to-date CV</p>	<p><input type="checkbox"/> attached in this document <input type="checkbox"/> attached separately</p>
<p>Please provide a statement from the employer stating the following.</p>	<p><i>"I acknowledge in that in the case of Ms/Mrs/Mr/Mx _____ is selected to serve as a member of the ODIS Steering Committee, he/she/they will be allowed to act in a personal capacity and will not be expected to represent in any way our organization or institution but act in the interest of the ODIS community</i></p> <p><i>Name and signature of the representative of the employing structure"</i></p>

Nomination Submitted by:

<p>First Name</p>	
<p>Last Name</p>	
<p>Position</p>	

Government Department/Agency	
Date	
Signature	

Nomination forms, duly completed and signed, along with the requested documents, should be sent not later than **24 October 2025** to the IODE Secretariat by email to Kristin de Lichtervelde (info@iode.org) with copy to Lucy Scott (l.scott@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

Notes:

Self-nominations must be marked as such and also use this nomination form, which should be sent directly to Kristin de Lichtervelde (info@iode.org) with copy to Lucy Scott (l.scott@unesco.org).

Any questions can be addressed to Ms Lucy Scott (l.scott@unesco.org), coordinator of the ODIS Programme Component.