Terms of Reference of the DBCP Executive Board
(as approved at DBCP-37)

The DBCP Executive Board shall:

1. Seek guidance from the Panel at its regular sessions regarding specific issues to be addressed by the Executive Board and the Tasks Teams during the inter-sessional period;
2. Act promptly to deal with any administrative, financial and planning issues and opportunities that might arise, within the guidelines established and reviewed regularly by the Panel;
3. Authorise the Chairperson to advise WMO and IOC on any expenditure necessary for the resolution of these issues and the promotion of the Panel's aims and objectives, up to the maximum amounts that might be agreed in advance by the Panel at its regular session;
4. Review the DBCP Strategy at appropriate intervals to ensure that it is kept up-to-date and complies with the WMO and IOC Strategic Objectives and users' requirements;
5. In consultation with Panel members, assist the Chairperson in reviewing and keeping the DBCP Operating Principles and the Implementation Plan up-to-date on an annual basis;
6. Assist the Chairperson with regard to continuing the arrangements (including finance) to secure the services of a technical coordinator;
7. Set working priorities for the Technical Coordinator according to the DBCP recommendations at its regular sessions, and provide further guidance during the DBCP inter-sessional period;
8. Assist the Chairperson, and liaise with the Secretariats for updating the interim financial report with the most accurate and current information by end of each year;
9. Confer primarily regularly by e-mail, and exploit opportunities afforded by attendance at other meetings (e.g., OCG meeting) for face-to-face meetings;
10. Conduct meetings annually, following an agenda drawn up by the DBCP Chairperson;
11. Consult with Panel members and the Chairpersons of the DBCP Task Teams during the inter-sessional period if required;
12. Report its activities to the DBCP at its regular Session, and throughout the inter-sessional period as appropriate.

Membership:
Membership of the Executive Board should assure regional and gender balance as far as possible as a general principle.
The following individuals are members of the DBCP Executive Board (current members are listed in the Annual Session Reports, and the on-line web site[1]):

- DBCP Chairperson, or his / her appointed deputy (Executive Board Chairperson)
- DBCP members (up to 7 DBCP members representing   expertise aligned with the DBCP Strategic pillars of success). DBCP strategic pillars of success;
  - ✓ Impact and Value
  - ✓ Technology Innovation
  - ✓ Operational and Scientific Excellence (a member each for operational excellence and scientific excellence)

---

1 https://www.ocean-ops.org/dbcp/community/contacts.html

✓ International Cooperation and partnerships
✓ Environmental Stewardship
✓ Diversity and Inclusivity

Roles and responsibilities of Executive Board members representing Strategic Pillars are provided in Table 1 below.
- DBCP Vice Chairperson is appointed by the Chairperson out of the DBCP executive board members
- DBCP Technical Coordinator (*ex officio*)
- Representative of the IOC Secretariat (*ex officio*)
- Representative of the WMO Secretariat (*ex officio*)

Table 1: Roles and Responsibilities of the Executive Board members representing Strategic Pillars of DBCP

Executive Board Member	Role Description	Key Responsibilities
Impact and Value	Key point of contact on users, their requirements and the impact and value that DBCP observations provide. This role to be filled by the chair of the User Engagement task team	Promote, strengthen and foster relationships between the DBCP and users; report on evolving user requirements; align DBCP activities to user requirements; report on the impact and value that DBCP activities have on users; reviews and monitors implementation of the DBCP strategy.
Operational Excellence	Key point of contact for operational activities	Report on and promote skills and operational knowledge needed to sustain and grow the network; assist in standardising processes; promote best practices in operations; gather and report on safety practices; reviews and monitors implementation of the DBCP strategy.
Scientific Excellence	Key point of contact for scientific activities	Report on skills and science-based knowledge needed to sustain and grow the network; promote best practices in data life-cycle management particularly with respect to data and metadata; report on scientific citations; reviews and monitors implementation of the DBCP strategy. Liaises closely with TT-DM
Technology innovation	Key point of contact for technology Potentially, this role to be filled by the chair of the emerging technology task team (to be established)	Encourage research and development technology activities which are prioritized to meet defined user needs. Establish and maintain a DBCP expert group for continuously scanning the external environment to identify, assess and benefit from emerging technologies. Establish partnerships that help us to hasten and enhance delivery to our users. Extend the breadth of our measurement capability, such as for biogeochemical and biological variables, where the opportunities exist, and the

Executive Board Member	Role Description	Key Responsibilities
		user demand is high; implementation of the DBCP strategy.
International Cooperation and partnerships	Key point of contact for partnership development, including government, commercial and international fora.	Foster collaboration and leverage commercial and non-commercial partnerships that meet greatest user needs; assist countries in regions of greatest need in capacity development; monitor, report on and connect with international agendas (e.g. UN decade, GBON, SOFF- Systematic Observations Financing Facility). Liaises closely with Chair of TT-CB; reviews and monitors implementation of the DBCP strategy.
Environmental Stewardship	Key point of contact on environmental stewardship in promoting technologies and practices that reduce the environmental impact of our operations. This role to be filled by the chair of the environmental stewardship task team	Report on plans, actions and progress to reduce our environmental impact; liaise with other ocean observing network partners to baseline and review overall progress; reviews and monitors implementation of the DBCP strategy.
Diversity and Inclusivity	Key point of contact on diversity and inclusivity within the DBCP.	Develops, implements and reports on diversity and inclusion measures; cultivates productive relationships with indigenous and other relevant communities; reviews and monitors implementation of the DBCP strategy.

Note 1: A quorum of the Board should consist of at least five EB (full) members[2].

Note 2: Any Panel Member may be invited to attend DBCP annual Executive Board meetings as an observer, subject to the availability of adequate meeting room space. If required, the Chairperson of the DBCP Executive Board will make a final decision as to which observers may attend and may also invite other persons to attend at his/her discretion.

Note 3: The term for the members of the Executive Board is for two years. They shall be eligible for re-election in their respective capacities but would serve in principle for no more than 2 consecutive terms in that capacity.

---

2 Full members of Executive Board are the Chairperson and up to seven elected members representing DBCP Strategic Pillars. Ex officious are not full members and do not have voting right or count towards quorum.