

Review Criteria for Application

IODE Associate Information Unit (AIU)

Candidate:
Reviewer:
Received:
Returned:

Essential	AIU applicant web presence	A web presence dedicated to relevant library/information services with URL	
Essential	Online AIU applicant collection holdings database	A web accessible database of the library holdings (this could be part of a larger database if the AIU applicant is a unit of a larger information complex)	
Essential	Staffed by at least one marine information professional (by qualification or experience)	This is a minimum Note: if marine information professional/librarian is not available then is there willingness/plans to have someone recruited or trained?	
Essential	Member of a professional library/information network	Active involvement in International, National, Regional or Local network - what level of involvement	

Other review criteria		
	Contributes to, or hosts an OA[1] repository	This can be their own repository or deposits into a larger institutional or thematic repository
	Organization provides support to attend professional meetings, training courses	Do they receive time off and funding support
	Provides RDM[2] support	Eg. an RDM support webpage or RDM instruction to researchers
	Digitization of content	Have they digitized any of their holdings or been part of a larger digitization project
	Involvement in Institutional publication process	Contributes by allocation of series number, DOI, bibliographic checking service etc
	Offers User instruction in information seeking	Provides Information service users instruction on online resources
	Contributes to OceanExpert	Is in OE[3] and actively encourages their users to enter and update their OceanExpert entries
	Is a partner in funded collaborative information/data services projects (regional, national, international)	Have they been a successful partner in bidding for project funding
	Has taken part in an IODE MIM[4] or other activity	Participated in an IODE project, training course (as student or lecturer). MIM Country representative, member of steering group etc.
	AIU applicant entity has IT developer within staff	Active participation in online information services and products requires an in-house IT professional developer.

[1] Open Access

[2] Research Data Management

[3] OceanExpert (<http://www.oceanexpert.net>)

[4] Marine Information Management

ADDITIONAL COMMENTS: