



Report on Activities of Regional Education and Research Centre on Oceanography for West Asia (RCOWA) under the auspices of UNESCO

Iranian National Institute for Oceanography and
Atmospheric Science

Tehran, Iran - March 2017

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Report on Activities of Regional Education and Research Centre on Oceanography for West Asia (RCOWA) under the Auspices of UNESCO

Introduction

The establishment of Regional Education and Research Centre on Oceanography for West Asia (RCOWA) was approved by 37th UNESCO General Conference as a Category 2 under the Auspices of UNESCO in the Iranian National Institute for Oceanography and Atmospheric Science (INIOAS) in November 2013 (37 C/18 Part XVII) and the agreement was signed in 2015.

The center aims to achieve the objectives of the agreement which are as follows:

- (a) ensure the harmonious and mutually reinforcing involvement of the members of the region in Ocean studies by organizing joint projects, conferences and training/educational courses;
- (b) define regional problems, the solution of which requires regional and international cooperation, assist in the identification of training, education, and mutual assistance needs, particularly those related to the Centre programs;
- (c) assist in identification and meeting national and regional priorities by sharing knowledge and experience through organizing training courses and symposiums;
- (d) engage the academic and research community, experts from governmental and non-governmental organizations, industry, and decision-makers from the region and abroad in finding ways to solve the challenging economic and social problems facing the region by organizing exchange visits, consultations, etc. This objective will be achieved through the organization of regional forum/network to address the challenges, explore scientific understanding of the impacts and to discuss policies on the use and protection of the sea and coasts in supporting economic development of each country of the region, and the region as the whole;
- (e) supervise and coordinate the implementation of joint projects in consultation with national and international institutions of the Member States concerned in order to avoid duplication and overlap of efforts by organizing regular meetings with regional partners;
- (f) promote the standardization of data collection and data analysis methods based on existing protocols and agreements. Advocate open access and free exchange of oceanographic data

along the guidelines specified in the IOC/IODE data exchange policy to facilitate scientific progress and improve education and training results. Reanimate IOC/IODE ODIN type program for the region;

- (g) advice on the application of new knowledge on science and technology to various priority areas at the local/national/regional levels by organizing workshops and briefings;
- (h) provide general guidance and recommendations, as well as serve as a mechanism for Member States, to formulate, evaluate, and follow-up on proposals for projects aimed at strengthening national and regional capabilities in marine scientific research, education and the establishment of common services and facilities;
- (i) make the operations of the Centre open and transparent by producing regular newsletters/bulletins to describe the progress of the Centre's operations, developing the Centre's web-site and increasing communication flow/exchange of information on activities, in order to discuss common issues and explore opportunities for further collaboration;
- (j) promote activities of the Centre and UNESCO as well as UNESCO/IOC role in marine and coastal matters; raise public awareness concerning the need for the sustainable management of the sea and coastal areas; and introduce the benefits of national and regional cooperation approach and of the importance of the operation of the sea and coasts by supporting establishment of Marine Protected Areas, through active participation in World Ocean Day and other awareness raising efforts;
- (k) collect information on the state of the art technology required for the implementation of the maritime program activities, develop an inventory of regional institutions and experts working on marine related issues, as well as catalogues of regional oceanographic data and make this information available to decision-makers and regional/international partners;
- (l) organize assistance in mobilizing human, financial, and material resources to respond to the needs of the coastal countries of the region in dealing with emergency situations triggered by marine natural disasters; and,
- (m) make recommendations to the governing bodies of the region on policy matters, and submit proposals on the budgetary and other forms of support required for the successful work of the Centre.

Geographical Coverage of the Centre

17 countries of the West Asia region are covered by the Centre activities: (Pakistan, Iraq, Oman, Turkey, India, Qatar, Lebanon, Egypt, United Arab Emirates, Kuwait, Yemen, Bahrain, Saudi Arabia, Syria, Palestine, Jordan and Iran). On case to case basis, neighboring countries to the region are invited to take part in the activities of the Centre.

Meeting of Governing Board

Governing Board of the Centre guides and oversees its activities. The first governing board meeting took place in Tehran, in the Iranian National institute for Oceanography and Atmospheric science on

17-18 June 2016 with the presence of the representative of UNESCO, IR of Iran representative and representatives of Member States which have sent to the Centre the notification for membership. The governing board members included the following delegates:

ISLAMIC REPUBLIC OF IRAN

Dr. Nasser Hadjizadeh Zaker

Director of Iranian National Institute for Oceanography and Atmospheric Science

ISLAMIC REPUBLIC OF IRAN

Dr. Mahin Gazani

Director of Science Department of Iranian National Commission to UNESCO and Secretary of Iranian National Commission for Oceanography

IRAQ

Professor Ali A Z Douabul

Director General of Marine Science Centre University of Basra, Iraq

OMAN

Dr. Juma Al-Maskari

Director General of Meteorology

PAKISTAN

Dr. Asif Inam

Director General National Institute of Oceanography

INDIA

Dr. Satish Shenoi,

Director of Indian National Centre for Ocean Information Services (INCOIS)/ not present

REPRESENTATIVE OF UNESCO

Dr. Iouri Oliounine

UNESCO-IOC Consultant



The Governing Board unanimously elected Dr. Nasser Hadjizadeh Zaker as its Chair. At the Governing Board meeting, Rules of Procedure of the Governing Board, coordination and cooperation with other organizations, date of the second session of RCOWA Governing Board were discussed. The Governing Board adopted the summary report and recommendations of the Meeting.



The First RCOWA Governing Board Meeting

The Governing Board approved the following activities for year 2017:

- Organizing a workshop in Tehran, tentatively for 15-20 participants; on ocean data management in collaboration with OTGA/IODE (implemented);
- Organizing a workshop on ocean acidification;
- Organizing a regional conference on oceanography in collaboration with IOCINDIO;
- Implementing a research cruise in 2017 with the participation of experts from the countries of the region to contribute to meeting objectives of the IIOE-2;
- Keeping the IIOE-2 Steering Committee informed on the expedition programme and schedule; implement inter-calibration of instruments, consider open door days during arrival of the research vessel to the ports of call.

First Workshop of Regional Education and Research Center on Oceanography for West Asia (RCOWA) on Fundamentals of Ocean Data Management

The first Governing Board Meeting of RCOWA recognized the essential need for Ocean Data Management in the region and suggested a workshop on this theme. The aim of this workshop was to enhance the ability of member states in the field of data management and increase their collaboration for data exchange. Therefore, the first workshop of RCOWA was held on "Fundamentals of Ocean Data Management" on 5-7 March 2017 in the Iranian National Institute for Oceanography and

Atmospheric Science (INIOAS).

Participants from the countries such as Iraq, Pakistan, Turkey, Azerbaijan and Algeria participated in this workshop. 20 participants took part in this workshop which 7 were from the region and 13 from Iran. The lecturers included one lecturer from India and two lecturers from Iran.

Dr. Zaker as the Director of RCOWA and INIOAS emphasized on the objectives of the workshop as follows:

- strengthen the region on fundamentals of Ocean Data management,
- enhance quality of data collection and analysis
- provide an introduction to the ocean data banks
- provide regional collaboration and interaction in terms of oceanographic data exchange

Please see the detailed report of the workshop in the Attachment 2.



Closing of the Regional Workshop on “Fundamentals of Ocean Data Management

Attachment 1:

Report on the first meeting of the Governing Board Regional Education and Research Center on Oceanography for West Asia (RCOWA) under the auspices of UNESCO

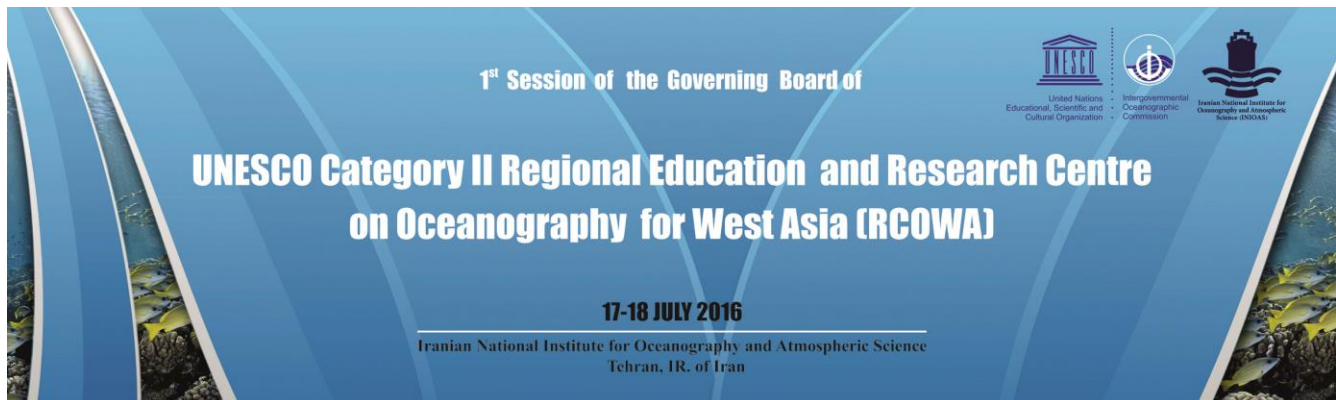


Report on

The first Meeting of the Governing Board

Regional Education and Research Center on Oceanography for

West Asia (RCOWA) under the auspices of UNESCO



Tehran, Iran
Iranian National Institute for Oceanography and
Atmospheric Science (INIOAS)

17-18 July 2016

First part of the Draft SR of the First Governing Board of UNESCO C-2-C

1. Opening and Welcome

Official opening of the 1st meeting of the Governing Board of the UNESCO Category 2 Regional Education and Research Centre on Oceanography for West Asia took place in the Headquarters of the Iranian National Institute for Oceanography and Marine Science, Tehran, Islamic of Iran at 9:20 am with a welcome address given by Dr. Nasser Hadjizadeh Zaker, Director of the Institute.



In his presentation he briefly described the objectives, functions and plans for the future of the Centre. Dr. Zaker pointed out that in the coming days the first meeting of the Centre Governing Board will take place at the Institute aimed to agree upon annual, medium- and long-term work plans and discuss financial, administrative and personnel management procedures. He emphasized the benefits of the establishment of the Regional UNESCO Centre on oceanography will give to Iran, countries of the region and to the successful implementation of UNESCO and IOC programmes such as IOGOOS, IODE, Tsunami programme, IIOE-2, and IOCINDIO.



Dr. Nasser Hadjizadeh Zaker,
Director of INIOAS

He thanked the authorities of national institutions and among them the Ministry of Science, Research and Technology and National Commission for UNESCO for making UNESCO Category 2 Center on oceanography a reality. Finally he heart fully welcomed Members of the Governing Board of the Center coming from Iraq, Oman, Pakistan and UNESCO noted with regret that due to unpredictable reasons Board Members from India and Turkey were not able to join the meeting.

Presentation of Dr. Zaker was followed by welcome speeches made by Dr. Vahid Ahmadi, Deputy Minister for Research and Technology, Ministry of Science, Research and Technology of Iran, Dr. Nasiri Ghaidari, Secretary General of Iranian Commission for UNESCO, Mrs Niloufar Sadeghi, representing UNESCO Tehran Cluster Office and Dr. Iouri Oliounine, representative of UNESCO/IOC.



Dr. Vahid Ahmadi, Deputy Minister for Research and Technology, Ministry of Science, Research and Technology of Iran



Dr. Saadollah Nasiri Ghaidari, Secretary General of Iranian Commission for UNESCO

In their speeches they all stressed importance of establishing the first UNESCO Category 2 Center dealing with marine related issues not only in the region but in the world. They all expressed a strong belief that the work of the Centre will facilitate cooperation between the Member States of the region and between different national institutions involved in the ocean and coastal area research, protection and management.



Dr. Iouri Oliounine, Representative of UNESCO/IOC



Mrs. Niloufar Sadeghi, Representative of UNESCO Tehran Cluster Office

Official opening was over at 11:00 am and was followed with the formal session of the Governing Board. The list of participants is presented in Annex 2.



2. Organization of the Session.

The Director of the Centre, Dr. Zaker, opened the meeting by welcoming Members of the Board. He presented arrangements for the meeting and invited participants to adopt the meeting provisional agenda issued along with an invitation letter of 20th June 2016.

After some discussion it was decided to modify the agenda slightly by including a new item “Election of the Chair” and modify Item 7 of the Provisional Agenda to read “Coordination and Cooperation with Regional and International Governmental and Non-Governmental Organizations.” Agenda of the meeting was adopted as presented in Annex 1.

3. Election of the Chair.

The Board elected unanimously Dr. Zaker as the Board Chair.

4. Introduction of the Main Objectives of the Centre.

Dr. Zaker introduced main objectives of the Centre as presented in the Agreement between UNESCO and the Government of the Islamic Republic of Iran on the establishment of the Centre signed in January 2015.

The objectives are aimed towards implementing integrated innovative approaches in research and protection of the marine and coastal environment, facilitating capacity development in the countries of West Asia and strengthening regional cooperation.

Dr. Zaker invited Board Members to remember the objectives of the Centre while discussing other Agenda items especially management procedures.

5. Discussion and Adoption of the Main Working Documents of the Meeting.

5.1 Annual, Medium-Term and Long-Term Work Plans

Dr. Zaker presented drafts of the Centre work plans for comments and modifications taking into account regional priority issues and resources required for their implementation.

The Board Members shared the views on the work plans and recommended improvements. The Board agreed that to meet effectively regional and national needs there will be a necessity to establish a mechanism which will help the Board to identify priorities and ways of meeting them.

The Board appreciated the efforts of the Iranian National Institute on Oceanography and Atmospheric science, to host the Category 2 Center in advertising Oceans in schools through publication of school textbooks on “Geography”. These books contain information about the beauty, wealth of the oceans and the threats the World Ocean is facing. Some of the Board Members expressed interest in translating the textbooks in English and other languages.

The Board also recommended that in the process of planning a research cruise special attention should be given to some challenges which may occur while planning the expedition, e.g. selection of ports of

call and visa arrangements, agreeing on data exchange policy, permission for making observations in EEZ of other countries, etc.

The work plans were adopted as presented in Annex 4.

5.2 Regional Center Management – Administrative and Personnel Issues

A representative of the Centre Director introduced an Organizational Chart of the Centre as given in Figure 1 and focused on administrative and personnel issues. She emphasized that efficient Centre management will help to carry out the Centre's mission in the most effective way and will be based on technical, educational and institutional aspects.

The administration of the Centre will be overseen by the administrative board, the composition of which is established by the Centre Director and includes INIOAS staff members as Chairs of three committees: Scientific Advisory Committee, International Affairs Committee and Finance Committee.

The role of the scientific advisory committee will be to advise the Governing Board and Director of the Centre on scientific matters, namely, on regional challenges and priorities, propose establishment of mechanisms to deal with challenges. The members of the committee will be nominated by the Governing Board from within or outside the region. The Chair of the Committee will contribute to the evaluation of the activities of center when requested.

International affairs committee will be in charge of advising the Director of the Centre and the Governing Board on policy issues. It will assist the Director in communicating with the members of the Governing Board and with the Centre focal points in the member states of the region, as well as with the regional and international governmental and non-governmental organizations. It will also contribute to the Centre evaluation process within the area of its competence.

Financial committee will look after financial issues and advise the Centre Director on the implementation of the Centre financial policy. It will assist in developing the annual budget of the Centre based on work plans approved by the Governing Board. By exploring funding opportunities the committee will assist the Director of the Centre and the Governing Board in fund raising. The Chair of the committee will contribute to the audit and evaluation of the centre activities.

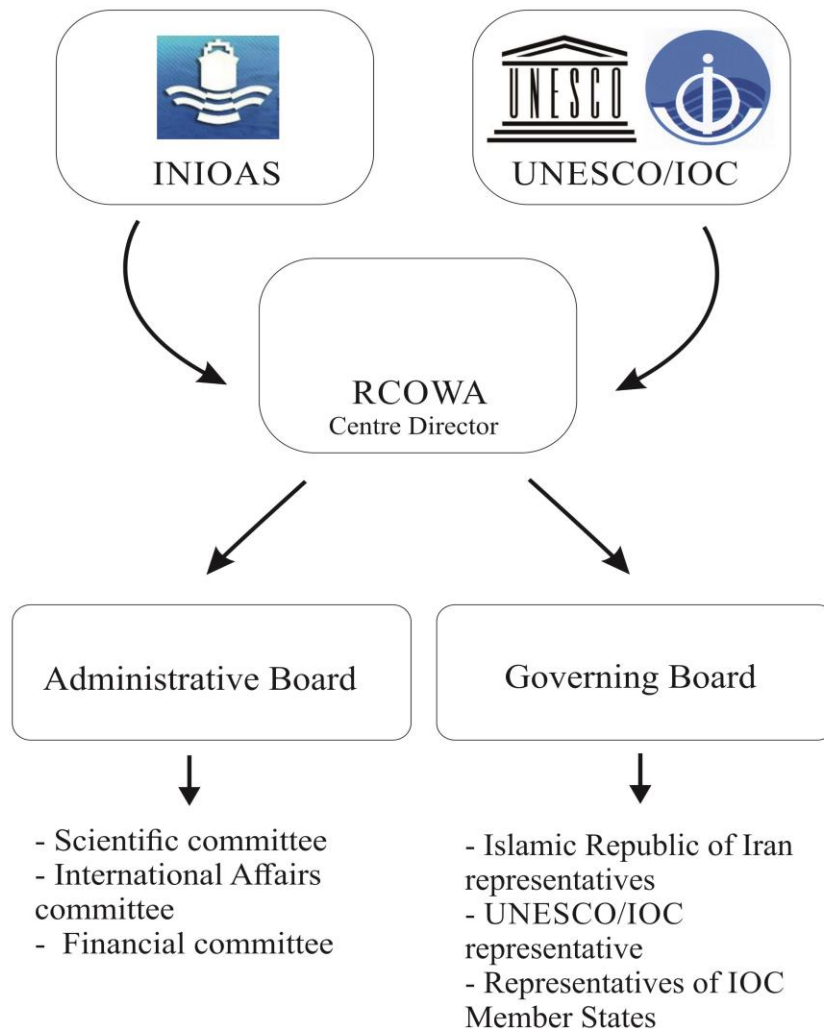


Fig.1 RCOWA Organisation Chart

The scientific committee will be composed of experts from Iran and other IOC Member States. The international affairs and financial committees will primarily include staff of INIOAS. However the Centre Governing Board may decide on the participation of regional and international organizations in the work of the Centre, especially in the development and implementation of joint projects.

The Board members expressed belief that rules of procedure will help achieving effective implementation of the Centre's plans by making the work of the Centre transparent, establishing close links of cooperation in implementing joint projects and developing close links of communication on regional basis.

5.3 Approval of the RCOWA budget for 2016-2017

The Chair of the Centre Governing Board reminded participants of Article 9 of the Agreement between the Government of the Islamic Republic of Iran and UNESCO regarding the Establishment of RCOWA in accordance with which the Government of Iran agreed to undertake to contribute to the Centre, inter

alia, a total amount of 500,000 USD each year.

He introduced a draft budget of the Centre for 2016-2017 for comments and modification. After discussion it was approved as presented in Annex 5 of the Summary Report.

6. Rules of Procedure of the Governing Board

Representative of UNESCO/IOC introduced this item by noting that UNESCO Category 2 Centre on Oceanography for West Asia is guided and overseen by a Governing Board with the functions as identified in Article 7 of the Agreement between UNESCO and the Government of the Islamic Republic of Iran on the establishment of the Centre signed in January 2015. Participants of the meeting agreed on the Rules as presented in Annex 6 of the report.

7. Coordination and Cooperation with other Organizations

The Board emphasized the importance of coordination and cooperation with governmental and non-governmental international organizations in achieving the objectives of the Centre. The Board noted with appreciation the efforts made by the Centre Director in his search for partners to achieve objectives in the most effective manner.

The Board recommended extending contacts by approaching such organizations as ROPME, INOC, PERSGA, UNDP, UNEP, IUCN and others to make them aware of Centre's aims and activities, and invite them to cooperate in establishing joint projects and support the Centre in kind and in funds.

The Board further noted that contribution of the Centre to such IOC regional and international programmes as IOCINDIO, IIOE-2, IODE, IOGOOS and others will give an opportunity to fasten the regional cooperation and bring experience and knowledge gained by those global and regional programmes to the benefit of the West Asia countries as well as facilitate awareness of the Centre's activities within those programmes.

8. Date of the Second Session of RCOWA Governing Board.

The Board Members welcomed the suggestion of the Chair of the Board to have the next meeting in October 2017 in Tehran.

9. Adoption of the Summary Report and Recommendations.

Due to the lack of time for the preparation of the Summary Report of the session the Board members agreed that the Chair will finalize the draft of the report and send it to all Board Members (present and absent) for comments and adoption.

The end of September was identified as the deadline for adoption of the report.

10. Closure.

The Chair thanked all those present for their constructive contribution to the discussions and closed the meeting at 1700 on the 18th of July 2017.

List of Annexes

- Annex 1 Agenda
- Annex 2 List of Participants
- Annex 3 List of Documents
- Annex 4 Work plans of the Centre
- Annex 5 Budget for 2016-2017
- Annex 6 Rules of Procedure of the Governing Board

*Annex 1***Agenda**

1. Opening and Welcome
2. Organization of the Session
3. Election of the Chair
4. Introduction of the main objectives of the Centre
5. Discussion and Adoption of the main working documents of the meeting
 - 5.1 Annual, Medium- and Long-Term Work Plans
 - 5.2 Regional Centre Management – administrative and personnel issues
 - 5.3 Approval of the RCOWA budget for 2016-2017
6. Rules of Procedure of the Governing Board
7. Coordination and Cooperation with other organizations
8. Date of the second session of RCOWA Governing Board
9. Adoption of Summary Report and recommendations
10. Closure

OPENING PROGRAM

FIRST SESSION OF THE GOVERNING BOARD OF REGIONAL EDUCATION AND RESEARCH CENTRE ON OCEANOGRAPHY FOR WEST ASIA UNDER THE AUSPICES OF UNESCO (RCOWA)

**TEHRAN, IR. IRAN,
17 JULY 2016**

Time	Program
09:00-09:15	Registration
09:15-9:20	Quran
9:20- 09:30	Welcome Speech by Dr. Nasser Hadjizadeh Zaker, Director of Iranian National Institute for Oceanography and Atmospheric Science
09:30- 09:45	Speech by Dr. Vahid Ahmadi, Deputy Minister for Research & Technology, Ministry of Science, Research and Technology of IR. of Iran
09:45- 10:00	Speech by Dr. Nasiri Ghaidari, Secretary General of Iranian National Commission for UNESCO
10:00- 10:15	Mrs. Niloufar Sadeghi, representative of Ms Esther Kuisch- Laroche, Director & Representative, UNESCO Tehran Cluster Office
10:15- 10:45	Tea Break
10:45 – 11:00	Speech by Dr. Iouri Oliounine, Representative of UNESCO

FORMAL SESSION

FIRST SESSION OF THE GOVERNING BOARD OF REGIONAL EDUCATION AND RESEARCH CENTRE ON OCEANOGRAPHY FOR WEST ASIA UNDER THE AUSPICES OF UNESCO (RCOWA)

**TEHRAN, IR. IRAN,
17 JULY 2016**

11:00-12:00	2. INTRODUCTION TO RCOWA & ORGANIZATION OF THE SESSION by Dr. Nasser Hadjizadeh Zaker
12:00-14:00	LUNCH
14:00-15:00	3. RCOWA STATUS AND MANAGEMENT - MAIN OBJECTIVES - TERMS OF REFERENCE AND RESPONSIBILITIES OF THE GOVERNING BOARD
15:00-15:30	TEA BREAK
15:30-17:00	4. DISCUSSION ON THE MAIN WORKING DOCUMENTS ON THE MEETING - ANNUAL MEDIUM-TERM AND LONG-TERM WORKPLANS - RULES OF PROCEDURE - FINANCIAL, ADMINISTRATIVE AND PERSONNEL MANAGEMENT PROCEDURES
19:00	DINNER BANQUET

FORMAL SESSION

FIRST SESSION OF THE GOVERNING BOARD OF REGIONAL EDUCATION AND RESEARCH CENTRE ON OCEANOGRAPHY FOR WEST ASIA UNDER THE AUSPICES OF UNESCO (RCOWA)

TEHRAN, IR. IRAN,
18 JULY 2016

09:00-10:00	5. ADOPTION OF THE RULES OF PROCEDURE FOR THE FUTURE BOARD MEETINGS AND ACTIVITIES
10:00-10:30	6. PARTICIPATION OF REGIONAL INTERGOVERNMENTAL AND INTERNATIONAL ORGANIZATIONS
10:30-11:00	TEA BREAK
11:00-12:00	7. DATE OF THE SECOND SESSION OF RCOWA GOVERNING BOARD
12:00-14:00	LUNCH
14:00-15:00	8. ADOPTION OF SUMMARY REPORT AND RECOMMENDATIONS
15:00-16:00	CLOSURE

*Annex 2***List of Participants ,¹****IRAQ**

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OMAN

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REPRESENTATIVE OF UNESCO

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 UNESCO-IOC Consultant,
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 on Oceanography for West Asia under the
 auspices of UNESCO (RCOWA)
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¹ Dr. Satish Sheno, the Director of Indian National Centre for Ocean Information Services (INCOIS), as the Governing Board Member was not able to attend the meeting.

*Annex 3***List of Document**

1. Annual Work Plan
2. Medium Work Plan
3. Long-Term Work Plan
4. Rules of Procedure of the Governing Board
5. Rules of Procedure of the Center
6. Staffing Table
7. General Conference, 37th Session, Paris, 5th of November 2013, 37 C/18, Part I, "Revision of the Integrated Comprehensive Strategy for Category 2 Institutes and Centers under the Auspices of UNESCO."
8. General Conference, 37th Session, Paris, 24th of October 2013, 37 C/18, Part XVII, "Establishment of Category 2 Centers Under the Auspices of UNESCO."
9. Proposal of the Islamic Republic of Iran for RCOWA, 27th Session, Paris, 26 June–5 July 2013, Part XXVII/2 Annex 6.
10. Agreement between I.R. Iran and UNESCO

Annex 4

Annual Work Plan (2016-2017)

i) Capacity Building (including conferences, workshops and training courses)

- organize a workshop in Tehran tentatively in November, 2016 for 15-20 participants; on ocean data management in collaboration with OTGA/IODE;
- organize a workshop in March, 2017 on ocean acidification;
- organize a regional conference on oceanography in collaboration with IOCINDIO in October, 2017;
- implement a research cruise in 2017 with the participation of experts from the countries of the region to contribute to meeting objectives of the IIOE-2;
- keep the IIOE-2 Steering Committee informed on the expedition programme and schedule; implement inter-calibration of instruments, consider open door days during arrival of the research vessel to the ports of call.

ii) Management, Consultation and Supportive Services

Management

- engage academic/research community in solving regional challenges through the forum/network of experts;
- establish a regional scientific advisory committee to advice on joint research projects to meet the needs of the countries of the region, for example: on ecosystem based management, numerical modeling of ocean processes, and air/sea interaction;
- identify regional challenges and prioritize them through the scientific advisory committee;
- propose appropriate actions/projects to deal with the challenges;
- monitor, coordinate and evaluate implementation of joint projects by adhering efficiently management systems, organizing accurate reporting, and using available resources effectively;
- for RCOWA and, particularly for ocean data and information management, identify national focal points and coordinators and establish a regional web of experts during the 2017 Conference in order to develop joint projects;
- collaborate with the IOC tsunami programme, other regional and international programmes on marine natural hazards, and Member States of the region in developing warning systems to mitigate marine natural hazards, in promoting hazards preparedness and exchange of real time data related to hazards warning.

Consultation

- provide general guidance and recommendations in proposals writing and projects planning;
- follow up continuously the progress in projects implementation;
- provide scientific advice to decision makers, industries and governments.

Awareness and Fund Raising

- develop an active outreach programme for promoting objectives and activities of the Centre as well as of UNESCO and IOC activities which will include the RCOWA website, electronic quarterly newsletter and a Centre Skype page;
- implement public awareness initiatives such as celebration annually a World Ocean Day (on the 8th of June) and by publicizing importance of establishing Marine Protected Areas in the region;
- promote ocean knowledge through educational establishments and mass media;
- raise public awareness of the risks of ocean hazards and of the ways to mitigate them in order to diminish their dangerous effects;
- develop a policy for fund raising;
- raise financial support for RCOWA through national, regional and UNESCO/IOC mechanisms;
- strengthen contacts with donors/vendors by advertizing the benefits the support to the Centre's activities may provide to them.

Medium Term Plan (2017 -2021)

i) Capacity Building

- ensure the harmonious and mutually reinforcing involvement of the members of the region in Ocean studies by organizing conferences and training courses;
- facilitate cooperation with Member States of West Asia;
- define regional challenges, the solution of which requires regional and international cooperation, assist in the identification and meeting of training, education and assistance needs;
- taking into account the IOC strategy in capacity development focus on enhancing abilities that allow achieving measurable results and sustainable development of oceans and coasts;

- assist in the identification and meeting national and regional priorities by sharing knowledge and experience through organizing training courses and symposiums;
- develop ocean knowledge through workshops and training courses with the focus on the following areas: marine natural hazards and especially tsunami warnings; environmental studies; remote sensing and numerical modeling; coastal management and ocean data and information management; climate change and ocean governance; offshore engineering and social and economic aspects;
- advise on the application of new knowledge on science and technology to various priority areas at the local/national/regional levels;
- establish a regional marine Gene Bank and develop a virtual training laboratory.

ii) Ocean Data and Information Management.

- recommend best practices of data collection, management and analysis taking into account IODE existing protocols and agreements;
- ensure long-term archival of oceanographic data and information;
- accept and implement a set of interoperability arrangements including technical specifications for collecting, processing, storing and disseminating data, metadata and products;
- adhere to the IOC oceanographic data exchange policy based on free exchange and open access principle;
- use the Ocean Data Portal (ODP), Ocean Docs and Ocean Biogeographic Information System (OBIS) to discover, access and retrieve data;
- facilitate dissemination of marine information through the establishment of links with marine libraries in the region;
- assist in reviving and reactivating ODINCINDIO;
- continue work on the catalog of oceanographic data available in the region and develop an inventory of regional institutions and experts working on marine related issues, make this information available to decision makers and regional/international partners.

iii) Provide Management, Consultation and Supportive Services.

Management

- ensure the harmonious and reinforcing involvement of the Member States of the region in solving economic, social and environmental problems by organizing joint projects. The themes of the projects may include those on sustainable development, ocean resources management, climate change, operational oceanography, integrated coastal zone management (ICZM), ocean observing system, ecosystem based management, air-sea interaction, numerical modeling of ocean processes and others;

- supervise and coordinate implementation of joint projects in consultation with national and international institutions in order to avoid duplication and overlap of efforts by organizing regular meetings with the partners;
- engage academic and research community, experts from governmental and non-governmental organizations, industry, and decision-makers in finding ways to solve the challenging economic and social problems facing the region;
- organize exchange visits of experts and consultations;
- organize regional forum/network to address the challenges, explore scientific understanding of the impacts and discuss policies on the use and protection of the sea and coasts in supporting economic development of the region.

Consultation

- provide general guidance and recommendations, as well as a mechanism for Member States, to formulate, evaluate and follow-up proposals for projects aimed at strengthening national and regional capabilities in marine research, education and providing services and facilities.

Awareness and Fund Raising

- make operations of the Centre open and transparent by publishing regular newsletters and bulletins to describe the progress in Centre's operations;
- organize publication of a scientific journal presenting the achievements of the countries of the region and abroad in marine sciences;
- promote marine science by establishing an award for outstanding achievements;
- continue work on a Centre's web site and facilitate exchange of information on its activities in order to discuss opportunities for wider cooperation;
- strengthen public awareness of the World Ocean value and its importance by participating actively in the World Ocean Days;
- organize support and fund raising for the Centre activities by submitting proposals on the budgetary matters;
- continue collaboration with UNESCO/IOC and Member States of the region in mitigating marine hazards and developing multi-hazards warning systems;
- assist in mobilizing human, financial and material resources to respond to the needs of the Member States of the region in dealing with emergency situations triggered by marine natural hazards.

Long Term Plan (2016-2026)

The main objectives of the long-term plan are as follows:

- i) Capacity building by holding conferences, workshops and training courses
 - Ensure the harmonious and mutually reinforcing involvement of the members of the region in Ocean studies by organizing conferences and training/educational courses;
 - Define regional problems, the solution of which requires regional and international cooperation, assist in the identification of training, education, and mutual assistance needs, particularly those related to the Centre programs;
 - Assist in identification and meeting national and regional priorities by sharing knowledge and experience through organizing training courses and symposiums;
 - Advise on the application of new knowledge on science and technology to various priority areas at the local/national/regional levels by organizing workshops and briefings.

ii) Ocean Data and Information System

The main goals of establishment of ocean data and information center are as follows:

- Promote the standardization of data collection and data analysis methods based on existing protocols and agreements;
- Advocate open access and free exchange of oceanographic data along the guidelines specified in the IOC/IODE data exchange policy to facilitate scientific progress and improve education and training results;
- Reanimate IOC/IODE ODIN type program for the region;
- Enhance the efficiency of the Ocean Information Center.

iii) Provide management, consultation and support

The centers aid in providing services through the following tasks:

Management

- Strengthen, enhance, modify, and continue to implement the activities
- Implement Joint Projects through mutual collaboration of RCOWA Member States;
- Engage the academic/research community in solving regional problems and establish Forum/Network of Experts;
- Supervise and coordinate the implementation of joint projects.

Consultation

- Provide general guidance and recommendations

Support

- Gain support and raise sponsorship for RCOWA;

- Publicize RCOWA activities;
- Public Awareness on Ocean and its Importance;
- Collaborate on Developing Warning Systems to Mitigate Ocean Hazards.

Annex 5

***Budget for 2016-2017 of the Regional Center on Oceanography
for West Asia (RCOWA)***

Title	US\$ Amount (2016-2017)
Governing Board Expenses	200,000
Secretariat	
- Director	
- 3 Deputies	
- 5 Staff	
- Equipment and Services (office utilities, print, scan, copy, etc.)	
Office Rental Charges	30,000
Cruise Expedition	140,000
Regional Workshops, Regional Training courses, Regional Oceanographic Conference	110,000
Regional Services	10,000
- Management	
- Consultation	
- Support	
Ocean Data and Information Management:	10,000
- Reanimate IOC/IODE ODIN type program for the region	
- Ocean Teacher Global Academy (OTGA)	
- Establishment of Ocean Information Center	
- Maintenance of the website for increasing awareness	
TOTAL US\$	500,000

*Annex 6***Rules of procedure of the RCOWA Governing Board**

Definition

Unless otherwise stated in the text:

Government means the Government of Islamic Republic of Iran

Organization means the United Nations Educational, Scientific and Cultural Organization

Centre means the Regional Centre on Oceanography for West Asia (RCOWA)

Board means the Governing Board of the Centre

Chairperson means the Chair of the Governing Board

Director means the Director of the Centre

Agreement means the Agreement between UNESCO and the Government of Islamic Republic of Iran of the establishment of RCOWA signed in January 2015.

Membership and nomination of the Board members

The Board is composed of a representative of the Government of the Centre host country, representatives of other Member States of UNESCO, and a representative of the Director-General of UNESCO, as stated in Article 7 of the Agreement.

Representatives of other Member States of UNESCO should send to the Centre notification for membership in accordance with the stipulations of Article 10, paragraph 2 of the above-mentioned Agreement, expressing interest in cooperation with the Centre and contributing to its activities. The Chair should be informed of the names well in advance of a session of the Board.

The Board agreed that the number of Board members should not exceed six representatives of Member States. It was also recommended that to encourage the participation of international governmental and non-governmental organizations inside and outside of the region, and Member States outside of the region they may be invited to nominate observers to the Board meetings in understanding that their participation will be fully covered by organizations and Member States concerned.

The Board reserves the right to decide on what organizations/institutes may become members of the Board based on the following criteria:

- organization/institute is making a substantial contribution to the running of the Centre;
- organization/institute is co-sponsoring one or more projects of the Centre;
- organization/institute contributes to the implementation or propose activities of the Centre in the areas of training, research, science and technology transfer.

Observers wishing to address the Board or make a presentation or report to the Board, should notify the Chair at least 30 days prior the Board meeting.

The Chair of the Board is elected from the members of the Board for a period of two years and is eligible for re-election. The list of Member States representatives in the Board may be modified and updated regularly after a relevant notification is made. After a special notification designated representatives may be represented at the meeting of the Board by their representatives. This notification should be submitted to the Chair at least two months prior to the Board meeting. This

procedure will increase the Board capability of acting.

The nomination of the Board members will be initiated by the Chair on behalf of the Board through issuing an invitation letter (at least four months prior to the Board meeting) to all member states of the region to provide relevant candidates for the position in the Board.

Administration and meeting arrangements

The work of the Board will be carried out primarily by correspondence with the use of electronic means. Once per annum an ordinary session is envisaged usually to be organized back to back with some RCOWA scientific conferences. The place and time of the meeting is decided by the Board at the previous session and communicated in advance to all Member States of the region and other interested Member States and organizations. An early invitation of two months in advance of the session is necessary to make sure of the availability of all members of the Board.

The Board shall meet in an extraordinary session if summoned by the Chair, either on his own initiative or on that of the Director General of the Organization, or at the request of at least half of its members.

Arrangements for the sessions of the Governing Board shall be responsibility of the Chair. At the beginning of each session, the Board shall discuss and adopt the Agenda of the session. The Board may decide to change the order of items, add new ones or delete. The majority of the Board members present is required for changes in the Agenda.

During the meeting of the Board the majority agreement of all attendees shall be necessary for the adoption of decisions. The Board shall strive to make decisions by consensus. If consensus cannot be reached, decisions shall be taken by simple majority vote. The Chair may ask for an electronic vote when urgent decisions should be taken between Board meetings. The decisions will be approved by the majority of members who have responded.

The Chair of the Board in consultation and with the assistance of the Centre Director and all members of the Board will prepare working documents of the Board sessions. The provisional agenda of ordinary annual sessions and the list of documents shall be sent by the Chair with an invitation letter to all Board members and those whom the Board wishes to invite to the session at least a month prior to the date of the meeting.

The Board secretariat shall take minutes of the Board meetings. Official language of the Board meetings will be English. In the absence of the Chair no decision will be accepted by the Board until the Board has designated one of its members to preside over the meeting with same powers and duties as the Chair.

During the course of the session the Board may establish such subsidiary bodies which are required for the successful transaction of its business. These subsidiary bodies may be permanent or ad hoc.

The rules of procedure of the Board may be amended by a decision of the Board during the Board meeting taken by a two-thirds of majority present and voting, provided that the proposal for amendment has been placed on the agenda, and provided that the proposed amendment does not conflict with the provisions of the Agreement concerning the establishment of the Centre.

Miscellaneous provisions necessary for the management of the Board but not included in the rules of procedure shall be decided by the Chair with the consent of the majority of the Board members.

Pictures from Opening Ceremony



Attachment2:
Report on
First Workshop of Regional Education and Research Center
on Oceanography for West Asia (RCOWA) under the auspices
of UNESCO
on
"Fundamentals of Ocean Data Management"



Report on

First Workshop of Regional Education and Research Center on Oceanography for West Asia (RCOWA) under the auspices of UNESCO

on

"Fundamentals of Ocean Data Management"



The Iranian National Institute for Oceanography and Atmospheric Science
5-7 March 2017

Introduction

In line with "Regional Education and Research Center on Oceanography for West Asia (RCOWA) under the auspices of UNESCO" strategy and capacity building in the region, RCOWA in cooperation with the Iranian National Institute for Oceanography and Atmospheric Science held a Training Workshop on Fundamentals of Ocean Data Management from 5-7 March 2017 at the conference hall of the Iranian National Institute for Oceanography and Atmospheric Science, Tehran, Iran.

3 experts lectured in the workshop.

5 March 2017

09:00- 9:30

Opening Ceremony

Opening

The workshop was opened at 09:00 am 5 March 2017 with the presence of Regional experts from Iraq, Pakistan, Turkey, India, Azerbaijan and Algeria as well as Experts from Northern and Southern Research Stations of Iranian National Institute for Oceanography and Atmospheric Science and representatives of marine universities and organizations.

Dr. Nasser Hadjizadeh Zaker, Director of INIOAS opened the workshop with his welcoming speech and mentioned the important role of ocean data management in the region.

Dr. Zaker mentioned the objectives of the fundamentals of ocean data management workshop as follows:

- To Strengthen the region on fundamentals of Ocean Data management,
- To Enhance quality of data collection and analysis
- To Provide a suitable bed for creating ocean data banks for member states and
- To Provide Regional collaboration and interaction in terms of oceanographic data exchange



Dr. Nasser Hadjizadeh Zaker, Director of INIOAS

The opening Ceremony was followed by the Welcome Speech of Dr. Mahin Gazani the Director of Science Department of Iranian National Commission for UNESCO mentioning that the center is a category II center established under the auspices of UNESCO/IOC and it's the first center of its kind in the world. While explaining the characteristics of the category II centers she pointed out the category II

centers of Islamic Republic of Iran. At the end she emphasized on the importance of "Fundamentals of Ocean Data Management" workshop and the requirement for holding such a workshop in the region.



Dr. Mahin Gazani the Director of Science Department of Iranian National Commission for UNESCO

The executive director of Inter-Islamic Science & Technology Network on Oceanography (INOC), Prof. Mustafa Ergun also presented an opening speech where he congratulated Iran for establishing the Category II center and conveyed his support on behalf of INOC. He also emphasized on the importance of data management and exchange in the region.



Prof. Mustafa Ergun, Executive Director of Inter-Islamic Science & Technology Network on Oceanography (INOC)

Participants

In total 20 participants attended the workshop. 7 participants from marine organizations and universities of the region participated in this workshop. These participants included countries of Iraq (Marine Science Center), Pakistan (National Institute of Oceanography), Turkey (Inter-Islamic Science & Technology Network on Oceanography (INOC)), Azerbaijan (Institute of Geography) and Algeria (University of Mostaganem). 13 Iranian participants attended the workshop from different marine organizations and universities including: Iranian National Institute for Oceanography and Atmospheric Science (INIOAS), Noshahr Center of INIOAS, Natural Resources & Marine Sciences School, Tarbiat Modarres University, Gonbad University, Caspian Sea Research Center-Water Research Institute, Ports and Maritime Organization, Navy of Islamic Republic of Iran, Iran National Cartographic Center and Geological Survey of Iran.

Lectures

5 March 2017

9:30- 10:30	<p>➤ Introduction to IODE</p> <p>By: Dr. Sharareh Savari, Senior Expert of International Affairs, Iranian National Institute for Oceanography and Atmospheric Science</p>
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The first session of the workshop on “Fundamentals of Ocean Data Management “ was presented by Dr. Sharareh Savari, Senior Expert of the International Affairs Office of the Iranian National Institute for Oceanography and Atmospheric Science on the theme of Introduction to IODE.

In this session, topics such as IODE Committee, Group of experts, National Oceanographic Data Center (NODC), Role of an IODE NODC, NODC tasks, Associate Data Unit (ADU), Global Data Assembly Center (GDAC), IODE and Capacity Development, IODE Capacity Development Strategy, Ocean Data and Information Network (ODINs), Benefits of ODINs and IODE Project Office were introduced and discussed. The lecturer elaborated the different data centers clearly and fluently and the participants had the opportunity to become familiar with basic knowledge and terms of IODE and they found it very helpful.



Dr. Sharareh Savari, Senior Expert of International Affairs, Iranian National Institute for Oceanography and Atmospheric Science

5 March 2017

11:00-12:30	<ul style="list-style-type: none"> ➤ Ocean Teacher Marine Data Formats ➤ Oceanographic data management
14:00-16:00	By: Mr.Venkat Shesu Reddem, Scientist, Data and Information Management Group, Indian National Centre for Ocean Information Services

The afternoon of the second day contained two lectures of Ocean Teacher Marine Data Formats and Oceanographic data management which were lectured by Mr. Venkat Shesu Reddem, Scientist of Data and Information Management Group, Indian National Centre for Ocean Information Services.

In Marine Data Formats session, subjects such as Data, different types of data, Data formats, Choice of Data Format, OceanTeacher's Data Format Groups, Archival formats, Auxiliary formats, Document formats, Hard copy formats, Markup language formats, Message formats, Metadata formats, Raster and Grid formats, Relational databases, Self-describing formats, Spreadsheet formats, Vector Formats, Compression format and List of common data formats were explained. The lecturer distinguished different formats very clearly and the participants realized their differences.

In Oceanographic data management session the following subjects were discussed:

- Why data management?

- Data life cycle

- Planning and

Production Activities:

- ✓ Data management plan

- Data Management Activities

- ✓ Collection
- ✓ Processing
- ✓ Quality Control
- ✓ Documentation and Metadata
- ✓ Cataloging
- ✓ Dissemination
- ✓ Preservation and Stewardship
- ✓ Final disposition
- ✓ Usage tracking

- Usage Activities



Mr.Venkat Shesu Reddem, Scientist, Data and Information Management Group, Indian National Centre for Ocean Information Services

6 March 2017

9:00-14:00	<p style="text-align: center;">➤ Ocean Data View (ODV)</p> <p>By: Ms. Haniyeh Moghadam, Expert of Iranian National Center for Ocean Hazard, Iranian National Institute for Oceanography and Atmospheric Science</p>
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The second day of the workshop was dedicated to Ocean Data View software presented by Ms. Haniyeh Moghadam, Expert of Iranian National Center for Ocean Hazard, Iranian National Institute for Oceanography and Atmospheric Science.

In this session the General Information such as installation, Customization, ODV User Directory, Data Model, Data Import, Backward Compatibility of the software and etc. were taught. The whole day consisting of three sessions was devoted to learning this software and the participants were satisfied with doing practical work with computers provided by INIOAS. Participants enjoyed learning the software while contributing to the workshop and they found it more interesting and efficient rather than being only an auditor. The last session of the day was dedicated to executing a student project which the participants proposed and performed using ODV software with the help of the lecturer as well as consulting with their classmates.



Ms. Haniyeh Moghadam, Expert of Iranian National Center for Ocean Hazard, Iranian National Institute for Oceanography and Atmospheric Science

7 March 2017

9:00-14:00	<ul style="list-style-type: none"> ➤ Introduction to metadata ➤ Metadata writing ➤ Student project <p>By: Mr. Venkat Shesu Reddem, Scientist, Data and Information Management Group, Indian National Centre for Ocean Information Services</p>
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The third day was devoted to Metadata concept including Introduction to metadata, Metadata writing and a Student project using CatMDEdit which were presented by Mr. Venkat Shesu Reddem, Scientist of Data and Information Management Group, Indian National Centre for Ocean Information Services. Metadata, Purpose of Metadata, Contents of metadata, Types of metadata, Metadata lifecycle, Creation of metadata, Metadata Maintenance, Updating metadata, Storing metadata, Deletion of data, publishing metadata were concepts that were discussed during the Introduction to Metadata session.

The second session of the day included the following topics related to writing metadata lecture:

- What is metadata standard
- Why standards
- ISO – 19115
- Guidelines to writing Metadata

This lecture session was followed by a student project session which the participants had the chance to write and create their own metadata. In this session it was taught how the CatMDEdit software can be installed and applied. Again this section was very helpful and efficient and the participants appreciated the practical laboratory work while learning from the lecturer and consulting among themselves.



Mr. Venkat Shesu Reddem, Scientist, Data and Information Management Group, Indian National Centre for Ocean Information Services

7 March 2017**14:00- 14:30****Closing Ceremony**

Closing Ceremony

At the end of the workshop, the participants received Certificates of Participation and a traditional handcraft as a gift in the closing session.



Pictures from Closing Ceremony



Agenda

Regional Training workshop on Fundamentals of Ocean Data Management 5-7 March 2017

Regional Education and Research Centre on Oceanography for West Asia
Tehran, Iran

Time 5th March

09:00-10:30	Opening: <ul style="list-style-type: none"> • Dr Nasser Hadjizadeh zaker, Director of Iranian National Institute for Oceanography and Atmospheric Science (INIOAS) , Director of Regional Education and Research Centre on Oceanography for West Asia (RCOWA) • Dr Mahin Gazani, director of Science Department, Iranian National Commission for UNESCO • Prof Mustafa Ergun, Executive Director of Inter-Islamic Science and Technology Network on Oceanography Introduction to IODE: <ul style="list-style-type: none"> • Dr Sharareh Savari, International Affairs Office of INIOAS
10:30-11:00	Break
11:00-12:30	Ocean Teacher Marine Data Formats <ul style="list-style-type: none"> • Dr. Venkat Shesu Reddem, Scientist, Data and Information Management Group, Indian National Centre for Ocean Information Services
12:30-14:00	Lunch
14:00-16:00	Oceanographic data management <ul style="list-style-type: none"> • Dr. Venkat Shesu Reddem, Scientist, Data and Information Management Group, Indian National Centre for Ocean Information Services
16:00-16:15	Break

Time 6th March

09:00-10:30	Ocean Data View <ul style="list-style-type: none"> • Ms. Haniyeh Moghadam, Iranian National Institute for Oceanography and Atmospheric Science
10:30-11:00	Break
11:00-12:30	Ocean Data View <ul style="list-style-type: none"> • Ms. Haniyeh Moghadam, Iranian National Institute for Oceanography and Atmospheric Science
12:30-14:00	Lunch
14:00-16:00	Ocean Data View <ul style="list-style-type: none"> • Ms. Haniyeh Moghadam, Iranian National Institute for Oceanography and Atmospheric Science
16:00-16:15	Break

Time	7th March
09:00-10:30	Introduction to metadata <ul style="list-style-type: none"> • Dr. Venkat Shesu Reddem, Scientist, Data and Information Management Group, Indian National Centre for Ocean Information Services
10:30-11:00	Break
11:00-12:30	Metadata writing <ul style="list-style-type: none"> • Dr. Venkat Shesu Reddem, Scientist, Data and Information Management Group, Indian National Centre for Ocean Information Services
12:30-14:00	Lunch
14:00-16:00	Student project
16:00-16:15	Break

List of Participants

Regional Training workshop on

Fundamentals of Ocean Data Management

5-7 March 2017

Regional Education and Research Centre on Oceanography for West Asia (RCOWA),
Tehran, Iran

No.	Name	Country	Affiliation
1.	Prof. Mostafa Ergun	Turkey	Inter-Islamic Science & Technology Network on Oceanography (INOC)
2.	Aneela Shaheen	Pakistan	National Institute of Oceanography, Karachi, Pakistan
3.	Saira Ishaq	Pakistan	National Institute of Oceanography, Karachi, Pakistan
4.	Dr. Abdul Haleem Al-Muhyi	Iraq	Marine Science Center, Basrah University
5.	ALAA KHALAF HAMOUD Mansory	Iraq	Faculty Member, Basrah University
6.	Elnur Safarov	Azerbaijan	Institute of Geography, Azerbaijan National Academy of Sciences
7.	Fatima Kies	Algeria	Faculty Member, UNIVERSITY OF MOSTAGANEM, ALGERIA
8.	Dr Somayeh Nahavandian	Iran	Faculty Member, Natural Resources & Marine Sciences School, Tarbiat Modarres University
9.	Kiavash Golzarianpour	Iran	Faculty Member, Gonbad University
10.	Hossein Barani	Iran	Caspian Sea Research Center, Water Research Institute
11.	Mahdi Kebriayei	Iran	Ports and Maritime Organization
12.	Yaser Dehghan	Iran	Ports and Maritime Organization
13.	Abdolwahab Maghsoodlou	Iran	Faculty Member, Iranian National Institute for Oceanography and Atmospheric Science (INIOAS)
14.	Neda Mehdipour	Iran	Faculty Member, INIOAS

15.	Siayamak Jamshidi	Iran	Faculty Member, INIOAS
16.	Hossein Farjami	Iran	Faculty Member, INIOAS
17.	Ali Mohammadi	Iran	Navy of Islamic Republic of Iran
18.	Atiyeh Segheh Mojtahedi	Iran	Iran National Cartographic Center
19.	Mohammad Reza Ensani	Iran	Geological Survey of Iran
20.	Maryam Hakimelahi	Iran	Iranian National Institute for Oceanography and Atmospheric Science

Attachement3:

Upcoming Events

Upcoming Events

The upcoming events of Regional Education and Research Center on Oceanography for West Asia (RCOWA) under the auspices of UNESCO for year 2017 are as follows:

No.	Activity	Date
1	First International Conference on Oceanography of Regional Education and Research Center on Oceanography for West Asia (RCOWA)	2-3 October 2017
2	The Second meeting of the Governing Board, Regional Education and Research Center on Oceanography for West Asia (RCOWA) under the auspices of UNESCO	4 October 2017



Regional Education and Research Center
on Oceanography for West Asia (RCOWA)

Iranian National Institute for Oceanography
and Atmospheric Science

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