1. **BACKGROUND DOCUMENTS**

(available at <https://oceanexpert.org/event/3636>)

[IOC Capacity Development Strategy 2015-2021](https://www.ioc-cd.org/images/3897_15_IOC_E_F_2_langues_WEB.pdf)

[GE-CD Task Team Report relating to the revision of the IOC Capacity Development Strategy 2015-2021](https://oceanexpert.org/document/28899)

[Working Group on Revision of the IOC CD Strategy 1st meeting report](https://oceanexpert.org/document/30295)

[Working Group on Revision of the IOC CD Strategy 2nd meeting report](https://oceanexpert.org/document/30283)

[CD Strategy revised base document (August 2022 version)](https://docs.google.com/document/d/1Oe2uKVUHO4nKI5rz5Plevq6a4AJUm_WM/edit?usp=sharing&ouid=111762421068524416789&rtpof=true&sd=true)

[Terms of Reference of Outreach Working Group](https://docs.google.com/document/d/1KsQCJ3yWx67O5_IXU1zyw-9Fe4X2iDqiPZG2cpEi4LU/edit?usp=sharing)

1. **MEETING NOTES -** Outreach WG First Meeting, 1 Sept 2022
2. The following attended the meeting:

Sean Mahaffey

Jackie Pearson

Irina Rafliana

Diwa, Johanna

Pissierssens, Peter

Rapose, Sharon

1. The members adopted the meeting agenda. Ms Johanna Diwa informed the group that all the reference documents were uploaded in the OE meeting page: <https://oceanexpert.org/event/3636>
2. Ms Diwa gave a quick overview of the IOC Group of Experts on Capacity Development, noting the instructions from the 31st Assembly of the IOC to:

*vii) revise the IOC Capacity Development Strategy and prepare a proposal for submission to the IOC Assembly at its 32nd Session;*

*viii) prepare a proposal to promote visibility and reach of the revised IOC CD Strategy so that its target audience will read through and appreciate the document as a guide in implementing capacity development activities for submission and submit it to the IOC Assembly at its 32nd Session*

1. Ms Diwa provided an update on the current status of the draft IOC Capacity Development Strategy 2023-2030. She discussed the recommendation of the Working Group including the main summary of the strategic framework, highlighting the key outputs, actions and activities.
2. Ms Diwa also presented the current status of the development of an IOC Capacity Development Compendium, and shared the testing page that can be found at <https://dev.compendium.ioc-cd.org/landingpage>. The Ocean CD-Hub is an online database which responds to a request from IOC Member States to create an online search engine which helps individuals and organizations (e.g., early career professionals, managers, technicians, government officials, schoolteachers, etc.) search for capacity development opportunities (e.g., awards, fellowships, grants, internships, teaching materials, trainings, etc.) offered around the world.
3. Mr Sean Mahaffey enquired the information source of the data contained in the database, and Mr Pissierssens explained that other than desk research and inputs from various contact persons that provided information on their respective CD offering, this is an area where the Outreach WG can help with to widen the reach of information that such a CD compendium exist so that more organizations can partner and provide matching opportunities between what are provided and what other CD needs there are.
4. Ms Sharon Rapose shared about the Global Stakeholder Forum of the Decade, where CD opportunities are also listed and a permalink for each CD activity can be shared between platforms. Ms Diwa mentioned that this was something that was also discussed and supported in the CD Community of Practice workshop and can potentially respond to the needs especially of the young professionals who are actively searching for CD opportunities.
5. Ms Irina Rafliana shared another example to explore networks of youth and young professionals in science and technology such as in disaster and resilience field found in <https://uinspirealliance.org>. Mr Pissierssens suggested that the Outreach WG can look at this tool as well as the other existing tools and suggest methods to further improve the platform and reach a wider community of users.
6. Ms Diwa presented the draft terms of reference to the Group and asked the Group to elect its Chair. The group agreed to the ToR and elected Ms Jackie Pearson as the WG Chair.
7. In discussing the workplan of the WG, it was clarified that the expected output could be something that is result oriented such as a project proposal where various organizations can work together especially those who offer CD opportunities related to areas where there is a huge CD need identified. The CD Compendium contributes towards this aim to draw complementarity of other CD activities that are offered happening outside the scope of IOC. The Outreach WG can contribute to building this linkage through communication and outreach to CD donor communities and work together in a project to connect the compendium to users on the ground. The basic concept is “matching offer and demand” across all CD providers and this is something that can be found in the CD compendium.
8. As for the timeline, it was noted that the initial proposal from the Outreach WG is expected to be discussed in the upcoming 4th Meeting of the Group of Experts in late November. The proposal will then be submitted to the 32nd Session of the IOC Assembly in June 2023.
9. The group agreed as next steps to work on a google document where the WG members can input suggestions and contributions towards developing its initial ideas into a working draft. The reference documents are available for the reference of the WG to be familiar with the GE-CD, CD Strategy, and the CD Compendium. The WG will work via online correspondence, and will determine the date of its next meeting.
10. The meeting ended at 15h05, CET.

ADDENDUM (Sept 3 2022)

Bradford Brown sent additional insights through email emphasizing the involvement of the IOC Regional Bodies in implementing IOC capacity development strategy by buying into the plan and communicating with the appropriate offices in countries in their respective regions.

**Annex I.**

**Terms of Reference for the IOC GE-CD Working Group on Outreach related to the IOC Capacity Development Strategy 2023-2030**

Objectives

The Working Group will

· Assist in the development of an outreach and communications plan for the promotion of the IOC CD Strategy 2023-2030 by taking into account its core messages and key recommendations;

· Propose innovative approaches in producing user-friendly materials on key highlights of the IOC CD Strategy 2023-2030 for wider readership and easy digests targeting key audience groups (e.g. decision-makers, policy leaders, public, etc.) including standard harmonization and promotion of equitable access on capacity development programs;

· Submit an Outreach Plan proposal for the IOC CD Strategy 2023-2030 to the IOC Assembly at its 32nd Session in June 2023.

The Working Group will work online and by correspondence.

The Working Group will comprise:

1. the following members of the IOC Group of Experts on Capacity Development:

 *Brown, Bradford*  UNITED STATES OF AMERICA

*2.* the following nominated external experts:

Sean Mahaffey UNITED STATES OF AMERICA

Jackie Pearson UNITED KINGDOM (Elected Chair)

Irina Rafliana INDONESIA

3. *IOC*

*Diwa, Johanna*

*Pissierssens, Peter*

*Rapose, Sharon*

1. **ADDEDNDUM (20 September 2022)**

[CD Strategy revised base document (August 2022 version)](https://docs.google.com/document/d/1Oe2uKVUHO4nKI5rz5Plevq6a4AJUm_WM/edit?usp=sharing&ouid=111762421068524416789&rtpof=true&sd=true)

IOC Capacity Development Compendium