



OceanPredict

Advancing the science of ocean prediction

Terms of Reference

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1. Overview and Purpose

OceanPredict (OP) is an international programme and research and science network for Ocean Prediction, and a component of the overall ocean information value chain, which represents multi-platform observation networks, data management systems, data assimilative prediction systems, dissemination/accessibility systems, serviced delivery, as well as the end users of ocean products. OceanPredict is also a component of earth system prediction.

OceanPredict provides a forum to efficiently coordinate, champion and advance ocean prediction within a framework of operational oceanography. The overall goal is for OceanPredict to continuously contribute ocean prediction advances and integration into operational oceanography for sustainable economic and societal benefit.

The UN Ocean Decade of Ocean Sciences for Sustainable Development has identified a predicted ocean where society understands and can respond to changing ocean conditions as one of its seven outcomes. The UN Ocean Decade will advance the framework (e.g. with a Decade Collaborative Center for Ocean Prediction: OceanPrediction DCC) and capabilities (e.g. with a series of key programmes) of operational oceanography.

As part of the UN Ocean Decade, OceanPredict contributes to environmental information delivery for end-user information decisions in a thriving blue economy, better use and custodianship of ocean ecosystems through improving ocean prediction, as well as through building new linkages and engaging in activities with an increasing number of the value-chain partner organisations.

OceanPredict bases its activities on a strategic plan (5 to 10 years) and develops/revises annual work plans with a 3-to-4-year outlook. The latest OceanPredict strategic plan was issued in 2021 (see [OceanPredict 2021-2030 strategy](#)).

This document explains the revised organization of OceanPredict programme that will support the implementation of the 2021-2030 strategy.

2. Organisational Structure

2.1 Governing Bodies

The organisational structure of OceanPredict is based on bodies responsible for the governing, advising, resourcing and carrying out activities of the programme.

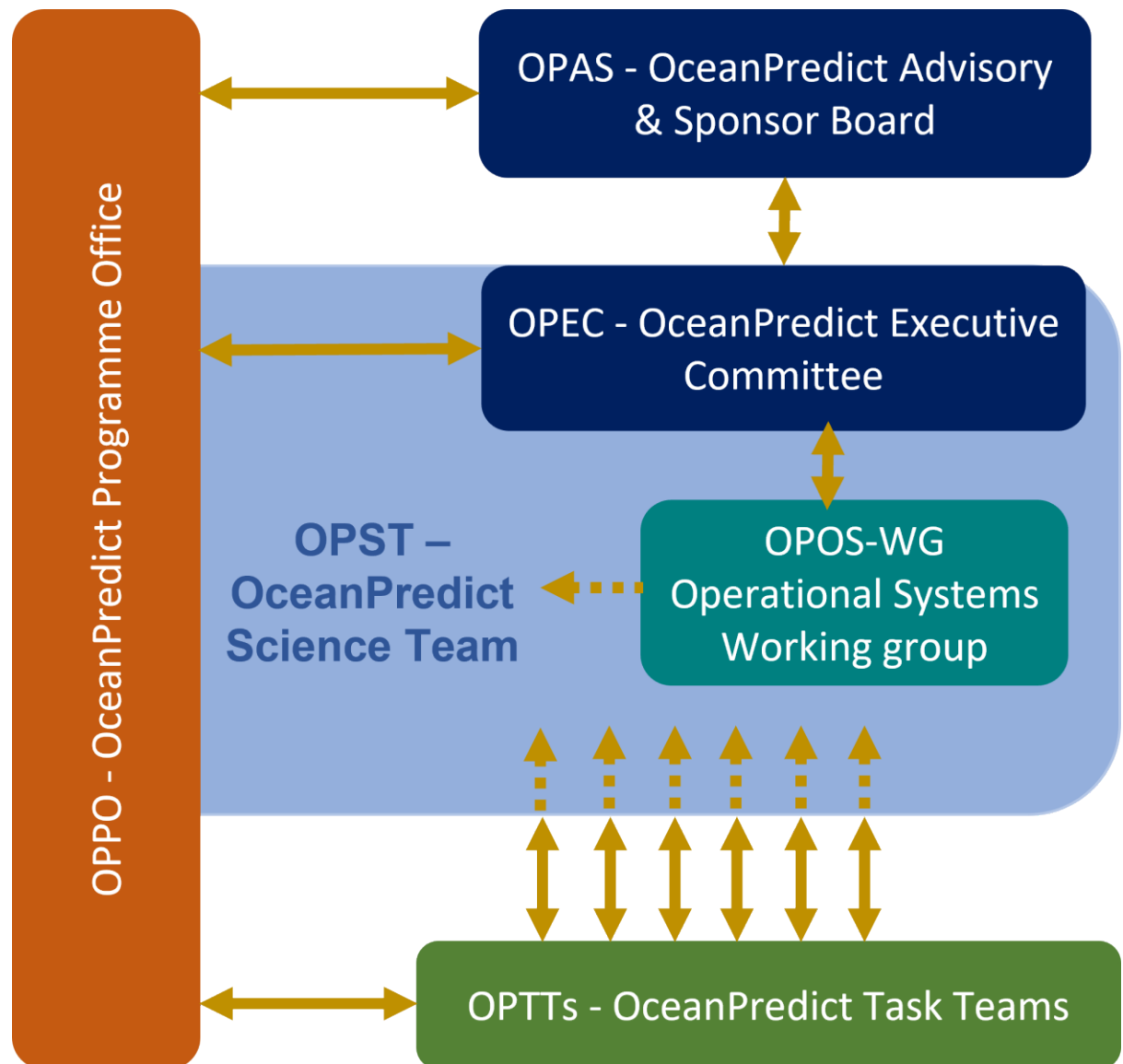


Fig 1: Schematic of OceanPredict bodies and relationship (status 2022)

Executive Committee (OPEC): Responsible for decision making, organisation of activities and identification of collaboration opportunities with partner organisations (*includes OPST and TT co-chairs*)

Chairs of the Advisory Board (OPAS chairs): Responsible for providing advice on OPEC plans and direction on future activities

2.2 Advisory Bodies

Advisory and Sponsor Board (OPAS): Provide advice on high-level strategic decisions, and contribution of resources

2.3 Operations and Activity Bodies

Science Team (OPST): Team, responsible for defining, initiating and/or delegating OP activities.

Task Teams (OPTT): Teams, responsible for carrying out activities within OceanPredict, covering a wide range of specialised areas of expertise

Working Group (OPOS-WG): A working group of operational forecasting system representatives that reports in a fashion similar to Task Teams, functioning like a Task Team, but with closer interaction with the Science Team on operational activities. *(All members of the WG are also members of the OPST, hence the WG is fully part of the OPST, other than the TTs whose members are not all members of the OPST)*

Programme Office (OPPO): Responsible for managing the daily operations and activities of OceanPredict including communications with OP bodies and coordination of OP activities

3. Roles, responsibilities and composition

3.1 Advisory and Sponsors Board (OPAS)

The OceanPredict Advisory and Sponsors Board (OPAS) shall consist of senior management representatives from institutions who have a vested interest in OceanPredict, including but not limited to representatives from national operational centres, large national weather and climate service providers, intergovernmental groups, and observation and space agencies.

The OPAS provides strategic advice to the Executive Committee (OPEC) and the Science Team (OPST) on OceanPredict long-term goals and assists in questions of OceanPredict visibility, resources, international collaboration, funding priorities, interaction with UN Ocean Decade bodies and programmes, and advocacy for the ocean observing system. It meets at least once every year (*where possible in person*) to discuss OceanPredict plans and progress, to review its strategic objectives and benefits, to guide quality improvements, to assess programme effectiveness and to carry out adequate financial planning to ensure support for the OceanPredict Programme Office and other costs is in place. Remote meetings or teleconferences shall be set up 6-monthly.

Each OPAS representative shall ensure that they have or can obtain the necessary delegated authority to act on their institution's behalf for decisions that are clearly defined on each meeting's agenda or notify the chair in advance of the meeting if they do not. Such decisions could include the institution's participation in joint activities or provision of funding to OceanPredict.

The OPAS delegates management of OceanPredict to the OceanPredict Executive Committee (OPEC), which is responsible for overseeing the execution of OceanPredict activities by the Science Team and Task Teams. The OPAS chooses one (or more) of its members as the "chairperson(s)", who will act as the main communicator(s) with the OceanPredict Executive Committee (governing role).

The OPAS shall propose the annual budget and the membership contributions at the Annual Meeting and prepare the annual accounts with the help of the Programme Office.

OPAS membership changes are discussed and enacted at annual OPAS meetings. The OPAS chairperson(s) is expected to fulfil their role for three years (with the possibility of renewal) before a new chair is identified, nominated and endorsed by a qualified majority (two-thirds) of OPAS members. Identification of new OPAS chair(s) are normally discussed and agreed between the outgoing chair(s) and OPAS members.

No more than one representative per institution should be admitted as member of the OPAS, unless, in the case of a larger institution, there is a requirement for broader representation. In this case the number of members per institution could be increased to a maximum of three representatives, but only with the approval of the OPAS.

OPAS responsibilities include endorsement roles on:

- Changes to the nature and scope of OceanPredict
- Revision of the OceanPredict strategy
- Implementation plan for OceanPredict, including initiatives in support of cross-cutting projects
- Appointment of OPST co-chairs

- Decisions regarding other measures of fundamental significance to OceanPredict
- Flagging opportunities for OceanPredict activity in terms of alignment with others and resources

OPAS, or a subgroup thereof, shall hold regular exchanges (e.g. 2-3 times a year) discussing input/ questions from OceanPredict executive committee. There should also be active involvement of OPAS champions in TT activities.

3.2 Executive Committee (OPEC)

The OceanPredict Executive Committee (OPEC) is a new concept for OceanPredict and should help improve decision making and organising of joint activities, as it not only involves the OPST co-chairs but also the chairs of the Task Teams, and a programme office representative. All members are jointly responsible for the development of the OceanPredict strategy, oversight of the implementation of the OceanPredict work plans and the planning of activities. As a team they provide the relevant expertise to drive OceanPredict progress with the help of all members of the OPST.

The OPEC is responsible for the vision and leadership of OceanPredict. Working closely with the OPAS chairs, the OPEC should represent OceanPredict externally and foster collaboration the UN Ocean Decade as well as with other institutes, organisations and agencies at international level. The OPEC should meet quarterly (remote meetings) to discuss and review OceanPredict activity progress, including strategy review, project progress, UN Ocean Decade interaction, collaborations with partner institutions and other immediate issues. Any decisions relevant to the OPST made at OPEC meetings, shall be communicated to the Science Team and Task Teams at the earliest opportunity.

Results and decisions from OPEC meetings shall also be communicated with the OPAS chair(s) for information and advice.

The Executive Committee (OPEC) shall:

- Represent OceanPredict internationally and foster collaboration, including engagement to the UN Ocean Decade
- Ensure the policies and practices of OceanPredict are in keeping with its purpose.
- Decide about the setting of strategic priorities and the planning of activities of OceanPredict, and propose these at annual meetings
- Prepare annual meetings together with the Programme Office
- Fulfil further duties and assignments delegated to the OPEC by decision of the OPAS

3.3 Science Team (OPST)

The OceanPredict Science Team (OPST) is led by the OceanPredict Science Team co-chairs and normally consists of 30-40 members. The Science Team is responsible for the implementation and execution of OceanPredict activities. It is a forum of scientists and leaders in the field of operational oceanography from national, international or intergovernmental organisations. Groups and people represented in the Science Team are mostly those representing national ocean forecasting centres and scientific experts who are leading the OceanPredict Task Teams. To ensure OceanPredict is effective in reaching out to all partners of the full operational oceanography value chain, OPST co-chairs should ensure OPST includes representatives from the ocean observing, data sharing and DTO communities, , and ETOOFS and end user groups (details to be worked out by OPST &

OPAS). Other partner institution representatives can be invited by the OPST chairs on an ad hoc basis.

New OPST co-chairs can be identified in different ways and will be confirmed by an OPST members vote:

- voluntary nomination of a person to become co-chair
- identification of a new co-chair by OPST co-chairs or OPST members
- advertisement of co-chair position to the wider ocean science community

OPST co-chairs are elected by the OPST on a three-year basis but can continue beyond three years when the circumstances allow or require it. The OPAS chairs will be informed about the process by the OPST co-chairs. OPAS co-chairs can veto a co-chair assignment.

The OPST meets on a bi-annual basis, including both virtual and in-person meetings to discuss the OceanPredict progress and current activities (including TT activities), to update its membership and review its strategic goals and achievements.

The OPST is working closely with the OceanPredict Task Teams co-chairs to support decisions and activities at TT level. This is achieved through exchange during OPEC and OPST meetings, and through joint OPST/TT activities. The OPST and the TTs are responsible for the implementation and execution of the OceanPredict work plans.

The OPST is also responsible for:

- Leading and managing the execution of the OceanPredict strategic priorities
- Actively supporting the efforts of the UN Decade of Ocean Science for Sustainable Development (UN Ocean Decade), e.g. through engagement with the ForeSea programme ([directly connected with OP and primary attached to OceanPrediction DCC](#)), [CoastPredict programme directly connected with COSS-TT](#) and the [SynObs](#) and MER-EP projects endorsed by ForeSea and directly connected with OSEval-TT and IV-TT activities respectively
- Promoting the development of improved capabilities in ocean analysis and forecasting
- Developing collaborations and improved communications between the participants in OceanPredict
- Evaluating scientific and technical developments to optimize the use of knowledge and technology in OceanPredict implementation
- Reporting on national activities related to OceanPredict. Maintain an up-to-date description of national capabilities related to ocean analysis and forecasting (national reports)
- Liaising with other international programmes of interest to and interested in OceanPredict.

3.4 Task Teams (OPTT)

OceanPredict furthers the development of new capabilities through the OP Task Teams (TTs). The Task Teams focus on specialised and relevant science areas important to OceanPredict and taking it forward with the respective ocean science communities. Collaborations with relevant international research programmes and expert groups are envisaged, including engagement to the UN Ocean Decade actions, and help underpin the OceanPredict effort by enabling work towards achieving wide societal benefit.

The co-chairs of the OceanPredict Task Teams are science experts in their field of research and automatically members of the OceanPredict Science Team (*see fig 1*). Tasks of the TT co-chairs

include:

- Coordinating and organising TT activities (with support from the Programme Office)
- Developing project plans and/or providing updates of interaction with UN Ocean Decade programmes and projects
- Reporting on TT meetings and activities
- Providing TT quad-chart¹ information
- Communicating with OPST and OPST co-chairs
- Serving as a member of the OceanPredict executive committee (OPEC)

The Programme Office provides support to TT events and activities where required.

A new Task Team co-chair is identified initially by the current and/or retiring Task Team co-chairs and proposed to the TT and the OPST. The proposed candidate needs endorsement from the TT and OPST members to be designated as new co-chair.

Task Team members are identified and invited by the TT co-chairs who have overall control of TT membership. Task Teams are created and disbanded by the OPEC, after discussions and agreement with the OPST.

3.5 Operational Systems Working group (OPOS-WG)

The OceanPredict Operational Systems Working Group (OPOS-WG) is a forum for operational prediction systems represented by OPST members to improve technology transfer to operations, solve common across-system issues, and improve the usability of ocean forecasting data. The main purpose of the WG is to improve ocean prediction systems by sharing expertise, engaging external partners, and better understanding user needs.

The OPOS-WG focus is on the full operational oceanography (OO) value chain, considering all aspects of operational oceanography from observations to users. The group's objective is to mutually leverage expertise across the engaged systems, including observations, client application, research groups, and intergovernmental coordination bodies. The prediction systems represented can be global, basin-scale, or coastal, for physics and/or biogeochemistry. The individual systems would be represented by the forecasting country or consortium.

The co-chairs of the OPOS-WG are experts in operational oceanography and automatically members of the OceanPredict Science Team. The members of the working group represent the operational forecasting centres of OceanPredict, but only one person per system can be member of the OPST. Additional members can be added to the working group (not OPST), as needed/desired, to provide expertise to address specific projects/subjects.

The OPOS-WG actively supports the OceanPrediction DCC within its technical framework to advance the operational forecasting, including best practices and data standardisation aspects.

3.6 The Programme Office (OPPO)

The OceanPredict Programme Office (OPPO) is the coordination and communication mechanism for OceanPredict. The Programme Office shall be represented by a person or persons, who are responsible for providing the infrastructure and communication for all OceanPredict collaboration.

The OPPO serves as the central point of coordination, information and communication between OPST members to facilitate and enhance activities of the OPST, to support communication

between the OPST co-chairs and the OPAS, and to provide support for the OceanPredict Task

¹ Annual summary of Task Team activities and achievements

Teams in their activities. The OPPO shall be funded through regular financial contribution provided by OPAS organisations.

OPPO tasks include, among other things, the organisation of OceanPredict events; development and maintenance of the OP website; distribution of OP science information and promotional material; preparation of OP reports; management of the OceanPredict budget; support for the collaboration with UN Ocean Decade bodies, such as the OceanPrediction DCC, and other UN Decade related interaction. The OPPO:

- Keeps Members informed with respect to the activities of OceanPredict;
- Facilitates and supports the OceanPredict Science Team and Task Teams in their various activities including in the monitoring of progress and achievements and their collaborations with UN Ocean Decade actions;
- Organises OceanPredict events;
- Supports the promotion of OceanPredict by providing information about OceanPredict achievements through
 - developing, maintaining and updating the OceanPredict website
 - distributing material on OceanPredict and OPST & TT publications;
- Prepares and publishes OceanPredict reports;
- Promotes, in collaboration with the OPST and the OPAS, the practical benefits and objectives of OceanPredict among the operational and research communities (e.g. brochure, newsletters, etc.); and
- Manages OceanPredict budget and review of its financial status.

The Programme Office relies on voluntary funding from its sponsors. The collective subscription fees from all OceanPredict sponsors (OPAS organisations) shall provide funding for at least the PO Coordinator's remuneration (full post), plus travel and subsistence costs, as well as the regular costs for the maintenance of the OP website and required online services. *Please see item "Subscription fees and use of OceanPredict funds" below.*

4. Partnerships

During the past years, with the establishment of the UN Decade for Ocean Science for Sustainable Development, OceanPredict has developed an increasing number of collaborations and partnerships (Fig. 2). Although this does not yet affect its governance as such, it may impact how OceanPredict will be coordinated in future. The motivation for adding this section to the governance document is based on possible future changes to the governance, but for now, should be seen as a summary of progress within OceanPredict relationships.

- OceanPredict contributes to the UNESCO's Intergovernmental Oceanographic Commission (UNESCO-IOC) by partnering with various groups and organisations so that the UN Ocean Decade can deliver on its mission to 'catalyse transformative and tangible ocean science solutions for sustainable development, reconnecting people to our ocean.'
- The UN Ocean Decade is a catalyst for increased collaborations, partnerships, cooperation and activities, and is initiating OceanPredict contributions to the creation of a comprehensive ocean information value-chain for societal benefit. OceanPredict interacts with several programmes (e.g. ForeSea, CoastPredict, ObsCoDe, OceanPractices) and projects (e.g. SynObs, MER-EP) endorsed by the UN Ocean Decade, in particular, with/through the UN Decade Collaborative Centre for Ocean Prediction (OceanPrediction DCC). The development of OceanPredict activities takes place in close collaboration with the ForeSea Programme. The COSS-TT provides significant input to the development of the CoastPredict Programme and the Decade Collaborative Center for Coastal Resilience. In parallel, the OSEval-TT contributes to the SynObs Project, and the IV-TT is closely engaged in the MER-EP Project. OceanPredict's role will be to support the ocean prediction component of the value-chain, developing the connections, linkages and interactions needed to establish long-term robustness and, working with partners, delivering the whole value-chain to society.

OceanPredict activities include building an overall framework for operational oceanography through the OceanPrediction DCC and advancing the science of prediction systems. Furthermore, OP activities help strengthen collaboration and knowledge flow between prediction and observing system groups, and between operational prediction centres themselves.

Working together with UN entities, specifically the International Oceanographic Commission (IOC-UNESCO) and the World Meteorological Organisation (WMO), is crucial, as is working with their relevant programs and initiatives, such as the Global Ocean Observing System (GOOS), the Expert Team for Operational Ocean Forecasting Systems (ETOOFS) and the IOC-WMO Joint Collaboration Board (JCB).

The below list of existing and anticipated future strategic collaborations and partners shows the extent of OceanPredict interactions:

WMO/IOC JCB: OceanPredict is involved in reorganising the WMO/IOC structures (after disbandment of the Joint WMO-IOC Technical Commission for Oceanography and Marine Meteorology) by advising on useful configurations of groups and interactions in an intergovernmental context.

ETOOFS: OceanPredict works closely with the Expert Team for Operational Ocean Forecasting Systems (ETOOFS) on establishing and promoting the guidance, to improve capacity, quality and interoperability of ocean forecast systems and products.

G7 FUTURE OF THE SEAS AND OCEANS INITIATIVE (FSOI): OceanPredict, via its programme office, exchanges information on a regular basis, covering events, upcoming activities and decisions being made and communicates this with the OPTT and OPST where appropriate

GEO¹ Blue Planet: OceanPredict, via its programme office, exchanges information on a regular basis with Geo Blue Planet, covering strategy, events and upcoming activities and communicates this with the OPTT and OPST where appropriate.

OceanPrediction DCC: The OceanPredict Programme has initiated closer collaboration with the Decade Collaborative Centre for Ocean Prediction (OceanPrediction DCC-OP) to enhance its engagement with UN Ocean Decade activities and to develop mutually beneficial collaboration.

GOOS: Closer collaboration with GOOS UN Ocean Decade programmes are developing: SynObs and ForeSea will work closely with the ObsCoDe and CoastPredict programmes primary attached to the Decade Coordination Office Ocean Observing (DCO OO) directly connected to GOOS.

UN Ocean Decade programmes: In addition to ForeSea, CoastPredict and ObsCode, links also are developing with a series of relevant programmes, such as DITTO, Marine Life 2030, OceanPractices and others.

Argo: OceanPredict representatives are now involved in the Argo Steering team and vice versa.

Space agencies (ESA², EUMETSAT³, CNES⁴, NASA⁵, NOAA⁶ and CEOS⁷): OceanPredict is supporting space agencies through various completed and ongoing projects involving observation simulation experiments.

EuroSea: OceanPredict has partnered up with a large EU project, “EuroSea”, to strengthen EuroSea’s links to the global forecast and prediction communities in support of improving the design of the European ocean observing system.

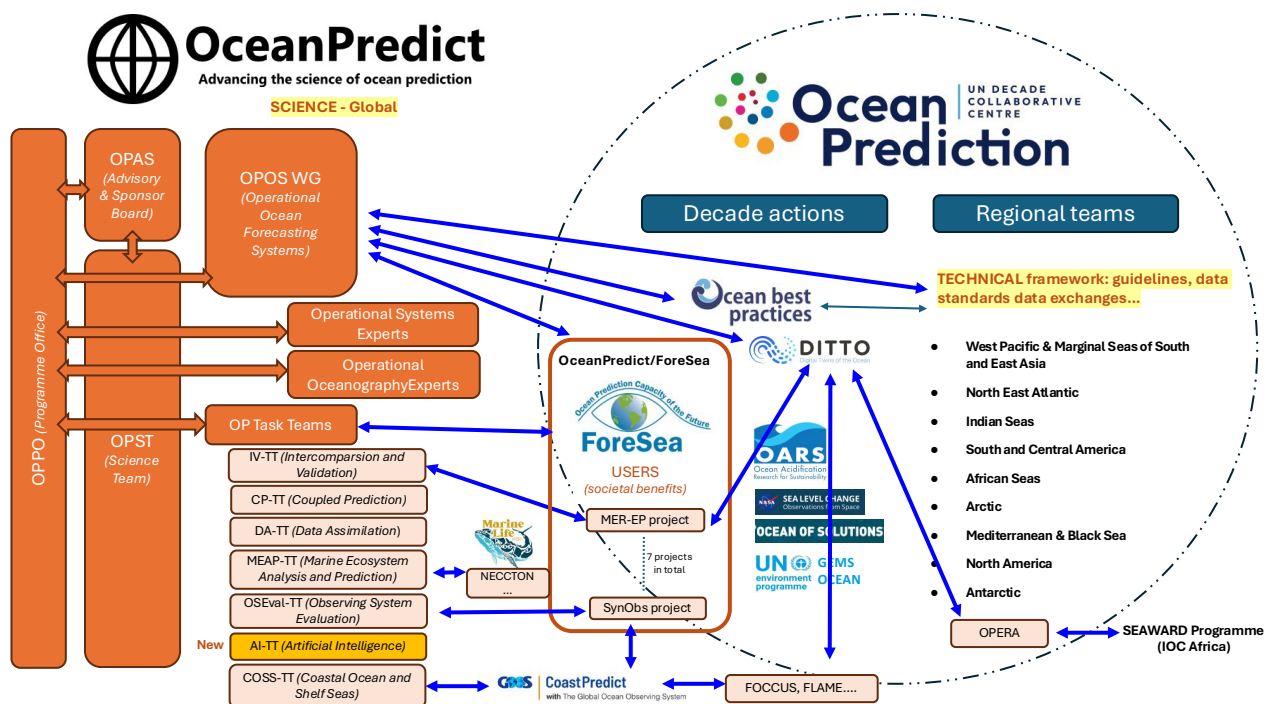


Fig. 2: Overview of the cooperation between OceanPredict and the UN Ocean Decade action,

¹ Global Earth Observations
² European Space Agency
³ European Organization for the Exploitation of Meteorological Satellites
⁴ National Centre for Space Studies
⁵ National Aeronautics and Space Administration
⁶ National Oceanic and Atmospheric Administration
⁷ Committee on Earth Observation Satellites

focusing on collaboration with the OceanPrediction DCC.

5. Membership

An institution (represented through one person) may be admitted as member if the institution supports the aims and objectives of OceanPredict.

There are two types of membership levels:

- **Associate membership**

Associate members are members, normally of the Science Team (OPST) or Task Teams (TTs) who are assigned by their own institution to join OceanPredict, due to their links and relevant expertise. These members are invited to take part and contribute to Task Team or Science Team meetings, larger OceanPredict events, workshop or conferences without being obliged to pay a membership or subscription fee. *Please also “5.1 Rights of members and 5.2 Obligations of members” below.*

- **Full membership**

A full OceanPredict membership is based on a letter of agreement, a memorandum of understanding, or another arrangement with an institution in support of OceanPredict. The institutions are obliged to provide support to OceanPredict in the form of expertise, advice, and financial or in-kind contributions. Members of the OPAS (OP advisory board) are expected to sign up as full members of OceanPredict.

The length of membership is not fixed, and therefore membership shall be reviewed every year at the annual meeting.

5.1 Rights of members

Members shall abide by the Terms of Reference of OceanPredict, which are described further in this document. The rights of a member include:

- Reception of notice for all Ocean Predict meetings
- Information and consultation about the activities of OceanPredict;
- Benefit from the information provided and distributed by OceanPredict, whether in print or electronically
- Consultation on the preparation of the OceanPredict strategic plan and implementation plan
- Admittance to participate in any meeting, workshop, conference, and other event organised by OceanPredict

All members of the OceanPredict can benefit

- from direct access to the OceanPredict science communities contributing to OceanPredict activities;
- from opportunities to set up or contribute to targeted science projects (using the OceanPredict community, knowledge and network);

Each member has one vote.

5.2 Obligations of member

During their membership period all OceanPredict members/individuals shall devote such of their time, attention and abilities to OceanPredict's activities as may be necessary for the proper execution of OceanPredict strategic goals.

Each member shall use all reasonable effort to:

- attend OceanPredict meetings and perform the actions arising from the meetings by the agreed deadlines
- collaborate actively with other members where possible

All members shall ensure that the tasks assigned to them at OPAS, OPEC, OPST, TT or working group meetings, within projects, or within the strategy document, are performed to work standards, based on recognised best practices for such work, to ensure that the outcome is scientifically robust.

OceanPredict Science Team co-chairs

Co-chairs of OceanPredict Science Team, supported by the Programme Office, shall provide strategic and operational leadership to the OPST and work in close collaboration with the chairs of the Task Teams and the chairs of the OPAS. The average time spent on business by OceanPredict co-chairs is expected to be approximately 1 month per year.

OceanPredict OPAS members

Members of the OceanPredict Advisory Board (OPAS) are obliged to provide their expertise and financial authority to advise OceanPredict in questions of future direction and contribute funding for the maintenance and continuation of the OP Programme Office, ideally 10K GBP per year.

5.3 Addition of new members (Science Team, Task Teams and Working Group)

Individuals, who wish to become members of the OceanPredict Science Team (OPST), Task Teams (TTs) or Working Group(s) may be admitted by decision of the OPST, TTs or WG(s) respectively. Only individuals that meet the following two criteria shall be considered for membership of OceanPredict (OPST, TTs, or WGs):

- the person shall be engaged in research or operational service delivery and have the relevant expertise in the scientific ocean-related themes set out in the Strategy Document or the OceanPredict work plans
- the person's activity shall be significant and ongoing, i.e. the activity of that person/organisation has been and shall be self-sustaining, irrespective of the person's membership in OceanPredict;

5.4 Addition of new members institutions (advisory board)

Institutions, who wish to become members of the OceanPredict Advisory Group (OPAS), may be admitted to OceanPredict only by agreement of the OPAS members. Only institutions meeting the following two criteria shall be considered for membership of OceanPredict:

- the institution shall be engaged in research or operational service delivery and have the relevant expertise in the scientific ocean-related themes set out in the Strategy Document
- the institution's activity shall be significant and ongoing, i.e. the activity in that

organisation has been and shall be self-sustaining, irrespective of the organisation's membership of OceanPredict;

- the institution should, where possible, financially support the OceanPredict programme office on a regular basis provide annual funding

No more than one representative per institution should be admitted as member of the OPAS, unless, in the case of a larger institution, there is a requirement for broader representation. In this case the number of members per institution could be increased, but only if agreed to by the OPAS members.

5.5 Benefit of membership for member institutions

- direct access to outcomes from OceanPredict activities (*operational ocean prediction systems and Task Team projects*)
- direct voice in matters of OceanPredict direction and the identification of the OceanPredict science focus (advocacy)
- opportunity to get the support of a large community to provide advice and recommendations to external groups and partners
- opportunity to set up or contribute to targeted science projects (using the OceanPredict community, knowledge and network);

5.6 Resignation of a member

A member or member institution may withdraw from OceanPredict by giving 3 months' notice to the member/ member institutions existing at the time.

A Member remains liable for its commitments made prior to the notification of its decision to leave, unless agreed differently by the remaining members.

5.7 Removal of a member

Without prejudice to any other rights or remedies open to OceanPredict, the OP groups may, after an unanimous vote and via a written notice served on a member, terminate the membership in OceanPredict, if the member:

- in the opinion of a majority of the relevant OP group, is incompetent, commits any act of gross or persistent misconduct and/or neglects or omits to perform any of its duties or obligations under this governance document; or
- fails or refuses after written warning from the relevant OP group to carry out the duties or obligations reasonably; or
- ceases to operate its business or undertaking, unless the relevant OP group confirms the continuation of membership;
- provides the relevant OP group with any false or misleading information with regard to its ability to perform activities under this governance document; or
- has done anything which brings or might reasonably be expected to bring the member Institutions or a project or the funding body into disrepute or otherwise damage other contractors, employees, agents, customers, other business associates or the general

public, including, but not limited to, committing an act of fraud or dishonesty, whether or not connected with the Project.

6. Financial contributions and use of funds

Each OceanPredict member Institution shall contribute financially to the OceanPredict, if possible. The dedicated contribution shall be collected, held, and executed by the OceanPredict Programme Office (currently hosted by the Met Office).

The dedicated financial contribution provided by the member institutions will pay for:

- (i) OPPO Coordinator's remuneration, plus travel and subsistence costs
- (ii) Regular costs of maintenance of the OP website and required online services
- (iii) Any larger one-off purchases relevant for the continuation of the OP programme (e.g., new website functionality), which requires OPST co-chairs approval; and
- (iv) Only in exceptional circumstances - support for the organisation of small events (e.g. TT meetings) and/or travel support for specially invited attendees (only possible when agreed by the OPST and OPAS chairs).

The dedicated regular financial contribution, as described above, is not to be used for large events, such as conferences, symposia, or summer schools, for which separate funds will need to be raised and which would also be welcomed from non-member organisations.

Expected payment levels shall be reviewed annually and adjusted as decided by the OPAS.

The Met Office shall hold and administer the common fund and provide summary reports on its use to the OPAS at least once a year.

Appendix: Overview of roles of OceanPredict bodies

	OPAS (Advisory board)	OPEC (Executive committee)	OPST (Science Team)	OPTT (Task Teams)	OPOS-WG	OPPO (Programme Office)
Chaired by	Chairs, max 2	Same as OPST	Co-chairs, max 3	Co-chairs, max 2	Co-chairs, max 2	Not chaired
Responsible for:	Providing strategic advice to the Executive Committee (OPEC) and the Science Team (OPST) on the OceanPredict long-term goals and assists in questions of OceanPredict visibility, resources, international collaboration, funding priorities and advocacy for the ocean observing system.	The vision and leadership of OceanPredict. Working closely with the OPAS, the OPEC should represent OceanPredict externally and foster collaboration with other institutes, organisations and agencies at international level.	Implementation and execution of OceanPredict activities.	Focusing on specialised and relevant science areas important to OceanPredict and linking it to the respective ocean science communities.	Improving ocean prediction systems by sharing expertise, engaging external partners, and better understanding user needs.	Providing the central point of coordination, information and communication between OPST members to facilitate and enhance activities of the OPST.
Reports to:	N/A	OPAS and OPST	OPEC and OPTT	OPST	OPST	OPAS and OPEC
Liaises with:	OPEC, OPPO, and OPTT (champion)	All	OPEC and OPTT	OPST and OPAS (champions)	OPST and TTs	All
Meeting frequency:	2 times per year (once in person if possible)	2 times per year (once in person if possible)	Twice per year (remote and in person)	TT decision	WG decision	N/A
New member process:	Chair(s) propose new member, which needs to be endorsed by OPAS	Chair(s) propose new member, which needs to be endorsed by OPEC	Chair(s) propose new member, which	Chair(s) propose new member	Chair(s) or existing WG members to	N/A

			needs to be endorsed by OPST		propose new member	
Link with external partners:	IOC-UNESCO, WMO, GOOS, CEOS, UN Ocean Decade Coordination Unit, GEO and GEO Blue Planet and all OPAS member organisations	A member sits on the WMO-IOC joint collaboration board as JCB IOC board member for prediction.	<p>External groups are represented, e.g. ETOOFS, Argo, DITTO, etc.</p> <p>UN Ocean Decade interaction via ForeSea primary attached to the OceanPrediction DCC, and via CoastPredict SynObs and MER-EP</p>	<p>Members of COSS-TT involved in CoastPredict programme primary attached to DCO Ocean Observing (link to GOOS) and DCC Coastal Resilience</p> <p>Members of OS-Eval involved in SynObs Project endorsed by ForeSea primary attached to ForeSea + Links with Argo and other observing system and space agencies</p> <p>Members of OP and IV-TT involved in MER-EP project endorsed by ForeSea + Links with operational centres worldwide</p> <p>Members of MEAP involved in EU funded project NECCTON which is endorsed by Marine Life 2030 that is</p>	Operational prediction systems, OceanPrediction DCC	All OP partners where required, including UN Ocean Decade bodies, OPAS sponsor organisations, GOOS, UN Ocean Decade programme offices (when active), G7/FSOI office, Geo Blue Planet Office, OceanPrediction DCC, EU projects, etc.

				primary attached to DCO Ocean Observing		
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