



**GENERAL BATHYMETRIC CHART OF THE OCEANS (GEBCO)
SUBCOMMITTEE ON COMMUNICATIONS, OUTREACH
AND PUBLIC ENGAGEMENT(SCOPE)
TERMS OF REFERENCE AND RULES OF PROCEDURE**

Preamble

At a meeting of the GEBCO Guiding Committee (GGC) in Busan, Republic of Korea on 16-17 November 2017, it was agreed that a new Sub-Committee was required to coordinate the communications, outreach and external relations strategy and activities being conducted to support and raise awareness of the GEBCO Project and to complement the focused outreach activities of the Seabed 2030 Initiative. These Terms of Reference (ToR) and Rules of Procedure (RoP) were circulated to the full GGC intersessionally between the 34th and 35th meetings of the GGC and the Sub-Committee was approved to commence work under these ToRs and RoPs. The decision to create this new Sub-Committee was communicated to IOC and IHO at the 51st meeting of the IOC Executive Council and the 10th meeting of the IHO IRCC respectively. Authority for the creation of this Sub-Committee is included in the GGC Terms of Reference, paragraph 9, which states that “The GEBCO Guiding Committee shall direct and monitor the work of the GEBCO Sub-Committees and Working Groups; propose to IHO and IOC the creation or termination of Sub-Committees, and create, maintain and terminate Working Groups as deemed necessary.” In accordance with paragraph 9 of the GEBCO Terms of Reference, SCOPE shall cooperate with the TSCOM, SCRUM, SCUFN and Seabed 2030 Project Director to ensure a coordinated message, communications and engagement is achieved to support the activities of the IHO-IOC GEBCO Project.

1. Terms of Reference

- 1.1 The Sub-Committee reports to the Joint IOC-IHO GEBCO Guiding Committee (GGC) as its designated authority for all outreach matters relevant to the goals of GEBCO as set out in the Guiding Committee Terms of Reference and Rules of Procedure.
- 1.2 The Sub-Committee shall:
 - 1.2.1 Support the external relations and communications efforts of GEBCO by advising on communications strategies, developing and/or reviewing materials, and identifying opportunities for engagement with GEBCO’s diverse community of stakeholders.
 - 1.2.2 Foster coordination and consistency across the external relations and communication activities of IHO-IOC GEBCO sub-committees and projects.
 - 1.2.3 Engage, educate and communicate with diverse stakeholders by providing outreach program on issues related to GEBCO projects.
 - 1.2.4 Establish, support, and/or disband working groups or project teams, as needed, to carry out specific tasks or product developments that advance the GEBCO Project.
 - 1.2.5 Work closely with other GEBCO Sub-Committees and subordinate bodies of the IHO and IOC on matters of common interest.

2. Rules of Procedure

- 2.1 Membership of the Sub-Committee is covered by the following rules:



- 2.1.1 The Sub-Committee shall normally consist of a Chair and Vice-Chair elected by the members and endorsed by the Joint IOC/IHO GEBCO Guiding Committee (GGC). The GEBCO's Sub-Committees and GEBCO Projects appoint their own representatives to SCOPE.
- 2.1.2 The Chair and the Vice-Chair are elected for a three-year period. The Chair will normally be succeeded by the Vice-Chair. The Chair and Vice-Chair may be re-elected for additional terms if desired by the sub-committee members and available.
- 2.1.3 Members of the Sub-Committee are experts acting exclusively for the benefit of the Joint IHO-IOC GEBCO Project. ¹
- 2.2 The Chair or, in his/her absence, the Vice-Chair shall conduct the business of the Sub-Committee. Meetings will usually be held every year, ideally before the GGC meeting. In the intervening period the Sub-Committee shall conduct its business by correspondence (preferably electronic mail).
- 2.3 Individuals who can provide a relevant and constructive contribution to the work of the Sub-Committee may attend meetings as Expert Advisors with observer status, at the discretion of the Chair or Vice-Chair.
- 2.4 Entities and organizations that can provide a relevant and constructive contribution to the work of the Sub-Committee may be represented at meetings as Expert Contributors with observer status.
- 2.5 Members are expected to regularly attend the Sub-Committee.
- 2.6 Observers from IHO and/or IOC Member States may attend meetings. Due to logistic constraints, attendance shall normally be limited to one observer per Member State.
- 2.7 The quorum to hold a meeting shall be not less than 50% of the Sub-Committee Members. The Sub-Committee shall strive to make decisions by consensus. If consensus cannot be reached, decisions shall be taken by simple majority vote. Only members present may cast a vote. The Chair shall have the casting vote if there is a tie.
- 2.8 Recommendations of the Sub-Committee shall be submitted to the GGC for consideration and decision.
- 2.9 The Chair shall submit an annual report to the Chair of the GGC.

¹ So far as IOC is concerned, the Sub-Committee is classed as a Joint Group of Experts under the IOC Guidelines for subsidiary bodies.