

## **IGBP ENDORSEMENT POLICY AND GUIDELINES**

IGBP encourages and facilitates international, interdisciplinary collaboration, and hence external projects or programmes (“external projects”) often solicit formal endorsement from IGBP. Endorsement should be mutually beneficial: external projects benefit by access to, and support from, the international IGBP research network; IGBP benefits by access and input to research activities initiated outside the network that contribute to the IGBP goals. Endorsement by IGBP obliges an external project to conform to the scientific aims, criteria of scientific scope and excellence, principles of openness, geographic and gender balance, and free exchange of data, as expressed in the science plans and implementation strategies of IGBP and its projects.

IGBP will consider external projects for endorsement at both the project and programme level – the appropriate level depending on the scope and focus of the external project. Endorsement will be most common at the project level, where the majority of IGBP scientific activity takes place, and where the greatest opportunities for interaction exist. Endorsement by more than one IGBP project may be appropriate. Programme-level endorsement will only be considered for international external projects where the scope requires expertise from most or all IGBP projects, or where the goals closely match the goals of IGBP as a whole.

When an external project applies (either directly, or on the recommendation of the IGBP Secretariat) to one or more the IGBP projects for endorsement, an endorsement decision will be made by the project Scientific Steering Committee (SSC). The Project Executive Officer will inform the IGBP Secretariat of the request and later of their SSC decision. The IGBP Secretariat will forward this information to other projects, appropriate National Committees and the Scientific Committee of IGBP (SC-IGBP). External projects endorsed by an IGBP project are required to provide a short annual report to the annual meeting of the project SSC, and acknowledge endorsement in project products.

When an international external project applies for programme-level endorsement, initial contact should be with the IGBP Secretariat, either directly or via a member of the SC-IGBP. The IGBP Secretariat will inform the full SC-IGBP and all projects of the request, and solicit input and recommendations for consideration by the IGBP Officers. Programme-level endorsement decisions will be made by the IGBP Officers and communicated to the external project, appropriate National Committees and all projects. External projects endorsed at programme level are required to provide a short annual report to the annual SC-IGBP meeting, and to acknowledge endorsement in project products.

## **Endorsement Procedure**

### *Endorsement by an IGBP Project*

1. Contact the project Executive Officer or SSC member regarding endorsement
2. Send formal request for endorsement to project Chair or Executive Officer
3. Upon receiving the request, the project Executive Officer will a) inform the project SSC of the request, b) inform the IGBP Secretariat of the request, and c) facilitate a decision about the request by the project.
4. The IGBP Secretariat will inform other appropriate projects, but will not be involved in the project's decision making process.
5. Once a decision is made by the project, the project Executive Officer will inform the external project, and the IGBP Secretariat of the result.

### *Endorsement by an IGBP Centrally*

6. The external project should send a formal request for endorsement to IGBP Chair or Executive Director
7. The IGBP Secretariat will inform the IGBP Officers, projects, and appropriate National Committees of the request, and facilitate a decision by the IGBP Officers.
8. Once a decision is made by the IGBP Officers, the Executive Director will inform the external project, and the SC-IGBP and the projects of the result.

## **Endorsement Criteria**

While the specific criteria for endorsement by an IGBP project vary, the general criteria for endorsement are:

- Scientific excellence
- Contributions to the goals of the project (or of IGBP)
- Openness and free access to data and information
- Geographic and gender balance within the project