

1. Identification Information

The contents of your Report may be made public on the WDS website. If any information you supply is considered sensitive, please indicate this within the text or the Feedback section. If you do not want any of this Report to be openly accessible, please uncheck the following:

The WDS-IPO has my permission to place this Report on the WDS website

Please confirm that the following information is correct or make revisions, as appropriate.

1.1 Details of organization

Name:

Website:

Host Organization:

Network(s):

1.2 Details of WDS point-of-contact

Contact Name:

Address Line 1:

Address Line 2:

Town/City:

County/State/Province:

Postal/ZIP Code:

Country:

Email Address:

Telephone:

Facsimile:

1.3 Function(s) within ICSU-WDS

- Data collection and processing (including quality assurance/control)
- Long-term data repository (e.g., data library; including open access to all data)
- Data publisher (including citability, use of persistent identifiers, and peer-review-like procedures for data and products)
- Community (data-)related service
- General service (e.g., mapping, cataloguing, bibliography and bibliometrics, or data dissemination)

2. Remit & Status

2.1 Please provide a short summary of the remit of your organization. [Max. ≈ 250 words]

Guidance

- Include here
 - The mission of your organization and its responsibilities
 - Links to strategic documents/business plans for achieving this mission
 - Any stakeholders, for example, data producers/depositors and user community(ies)

2.2 Please provide a short summary of the current status of your organization. [Max. ≈ 250 words]

Guidance

- Give details on your
 - Organizational structure, including the connections to your host organization
 - Funding
 - Staffing levels
 - Usage statistics, for instance, number of national/international users or downloads
- In particular, please indicate any changes to the above over the last two years and whether any changes are anticipated to occur within the next two years.

3. Activities & Developments

Note: In this section, you may wish to cite other reports your organization has generated (e.g., annual reports), as deemed necessary. Please provide links to those reports here and reference them in your responses. [Free text]

3.1 Please list any major conferences/meetings attended by your organization over the previous two years. [Max. ≈ 100 words]

3.2 Please list any major articles or research papers produced by your organization over the previous two years. [Max. ≈ 100 words]

3.3 Please list any capacity building/training efforts by your organization over the previous two years. [Max. ≈ 100 words]

3.4 Please mention any engagement by your organization with ICSU research programmes ([list available here](#)) and with WDS (e.g., in Working Groups). [Max. ≈ 100 words]

3. Activities & Developments (Continued)

3.5 Please give an overview of the status of any previously ongoing and new scientific and technological developments within your organization over the previous two years. [Max. ≈ 200 words]

3.6 Please give an overview of any new data, products, and services offered by your organization over the previous two years. [Max. ≈ 200 words]

3.7 Please give an overview of any new standards or best practices adopted by your organization over the previous two years. [Max. ≈ 200 words]

4. Assessment & Accreditation

4.1 Please supply details of any formal assessment or accreditation your organization has undergone within the last two years (other than WDS certification). [Max. ≈ 100 words]

Guidance

- An assessment or accreditation should ideally be performed by external body, for example, the Data Seal of Approval, an umbrella organization (network), or certification under ISO 9001. However, it may also include the adoption of an internal Quality Management System/Framework without official ISO 9001 certification. If your organization has a documented Quality Manual, please mention this and attach it to your report.

4.2 Please list any changes within your organization related to its accreditation as a WDS Member. In particular, please refer to any feedback given by the Reviewers of your organization's application on WDS criteria that required future clarification or improvement. [Max. ≈ 450 words]

5. Future Targets

**5.1 Please list any key targets that your organization has for the upcoming two years.
[Max. ≈ 300 words]**

6. Feedback

6.1 Thank you for completing your WDS Biennial Report. The format of this Report is not seen as final, and we very much welcome your input on possible improvements to this template and to the procedure. Therefore, please use the space below to let us know of any general comments you have, as well as any specific thoughts on its relevance to your organization. [Free text]