



Lettre circulaire de la COI No 3067
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IOC/CD/KE/ACM/Pbo
3 février 2026

- Aux : Agences nationales officielles de coordination chargées d'assurer la liaison avec la COI
(Les États membres de la COI)
- C.c. : Délégations permanentes/Missions d'observation auprès de l'UNESCO et
Commissions nationales pour l'UNESCO des États membres de la COI
Président et vice-présidents de la Commission
Officiers élus des principaux organes subsidiaires de la COI (scientifiques, techniques et
régionaux)
Centres de formation régionaux et spécialisés de l'Académie mondiale OceanTeacher de
la COI

**Objet : Appel à propositions pour l'accueil de Centres de formation régionaux et
spécialisés de l'Académie mondiale OceanTeacher (OTGA)**

L'Académie mondiale OceanTeacher de la COI (OTGA) est une plateforme phare de renforcement des capacités de la Commission Océanographique Intergouvernementale (COI) de l'UNESCO. Elle aide les communautés et les pays à acquérir les compétences nécessaires pour prendre des décisions et mettre en œuvre des politiques efficaces relatives à l'océan. Guidée par la [Stratégie de renforcement des capacités de la COI pour 2023-2030](#), l'OTGA mobilise un réseau mondial d'experts et de centres de formation autour d'un objectif commun. Grâce à sa plateforme en ligne et à ses formations en présentiel, l'OTGA accompagne des milliers d'apprenants dans les États membres de la COI et au-delà, contribuant ainsi à une meilleure compréhension mondiale de la recherche océanique, des observations et des avantages liés aux services et aux progrès des sciences océaniques. Gratuite et ouverte à tous, l'OTGA propose un éventail croissant de thématiques innovantes et de « compétences bleues », créant un réseau mondial de champions des océans et garantissant à chaque pays les outils, les connaissances et les capacités nécessaires à un avenir océanique résilient et durable.

Les centres de formation de l'OTGA sont des institutions, ou des groupes d'institutions coordonnés, qui dispensent des formations couvrant un large éventail de sujets en sciences océaniques, avec une présence régionale (Centres régionaux de formation – RTC) ou des Centres de formations ciblées et spécialisées (STC), en accord avec les objectifs de haut niveau de la COI. Les RTC et les STC de l'OTGA sont proposés par les États membres de la COI et sélectionnés à l'issue d'une procédure d'évaluation officielle. Ils constituent le pilier institutionnel des activités de formation de l'OTGA en garantissant les ressources humaines, financières et infrastructurelles nécessaires à la

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conception et à la mise en œuvre de services d'apprentissage de haute qualité, répondant aux besoins régionaux de formation et thématiques des programmes, des régions et des États membres de la COI. Chaque RTC ou STC désigne un coordinateur qui sert de principal point de contact et est responsable de la gestion des activités de formation. Ses responsabilités comprennent la représentation du centre lors des réunions désignées, la proposition de nouveaux cours, l'élaboration de plans de travail, ainsi que le suivi, l'évaluation et le compte rendu des activités, conformément aux directives de l'OTGA. Les RTC et les STC partagent certaines responsabilités avec le Secrétariat de l'OTGA lorsque cette collaboration est identifiée et convenue d'un commun accord. Les rôles et exigences détaillés des RTC et STC de l'OTGA sont décrits dans l'annexe A.

Par la présente lettre, le Secrétariat de la COI invite les Agences nationales officielles de coordination de la COI chargées de la liaison avec la COI et les points focaux à transmettre cette invitation aux institutions de recherche et d'enseignement de leur pays ayant la capacité de formation nécessaire **pour accueillir ou continuer d'accueillir** des Centres de Formation Régionaux ou Spécialisés de l'OTGA pendant une période de 5 ans.

Les propositions **d'adhésion** ou **de renouvellement** doivent être soumises au moyen du formulaire de demande d'accueil d'un centre de formation régional ou d'un centre de formation spécialisé de l'OTGA (annexe B). Les demandes qui n'utilisent pas ce formulaire ne seront pas acceptées.

Les propositions d'adhésion ou de renouvellement d'adhésion seront limitées à un Centre régional de formation (RTC) ou un Centre de formation spécialisé (STC) de l'OTGA par État membre. Une nouvelle proposition d'adhésion ne peut être soumise que si aucun RTC ou STC n'est présent ou n'est plus présent dans l'État membre. Il est entendu que le nombre de Centres de Formation Spécialisés est limité à un par discipline/domaine thématique au niveau mondial. Toute proposition supplémentaire émanant d'un État membre ne sera pas prise en compte. C'est pourquoi la coordination entre les agences nationales et la consultation de la liste des RTC/STC de l'OTGA figurant à l'annexe A avant le dépôt d'une proposition sont fortement recommandées.

Toutes les demandes (nouvelles adhésions et renouvellements) doivent être accompagnées d'une lettre de recommandation de l'Agence nationale officielle de coordination de la COI chargée de la liaison avec la COI ([États membres de la COI](#)).

Les procédures et critères de sélection sont décrits à l'annexe C.

Le secrétariat vous remercie de bien vouloir lui faire parvenir vos candidatures au plus tard le 15 avril 2026, à l'attention de Mithona Prak (m.prak@unesco.org) et ioc.training@unesco.org.

Le secrétariat de l'OTGA examinera les propositions en vue de mettre à jour la liste des centres de formation régionaux et spécialisés de l'OTGA d'ici juin 2026. Toutes les candidatures retenues seront informées d'ici là.

Pour toute question concernant les centres de formation régionaux, les centres de formation spécialisés ou l'OTGA, veuillez contacter la responsable de l'OTGA, Ana Carolina Mazzuco (ac.mazzuco@unesco.org).

Avec mes salutations distinguées,

[signature]

Vidar Helgesen
Secrétaire exécutif

Pièces jointes : (en anglais seulement)

- 1/ Annexe A : Requirements for OTGA Regional or Specialized Training Centres (*Exigences relatives aux centres de formation régionaux ou spécialisés de l'OTGA*)
- 2/ Annexe B : Application form to host an OTGA Regional Training Centre (RTC) or Specialized Training Centre (STC) (*Formulaire de candidature pour accueillir un centre de formation régional (RTC) ou un centre de formation spécialisée (STC) de l'OTGA*)
- 3/ Annexe C : Application guidelines for OTGA Regional or Specialized Training Centres (*Directives de candidature pour les centres de formation régionaux ou spécialisés de l'OTGA*)

ANNEX A. Requirements for OTGA Regional or Specialized Training Centres

1. Description

The Intergovernmental Oceanographic Commission (IOC) of UNESCO is building global capacity related to ocean science, services, and management, through its OceanTeacher Global Academy (OTGA) training platform. Operating through a network of Regional Training Centres (RTCs), Specialized Training Centres (STCs), and affiliated partners, OTGA develops and delivers training services, products, and guidance to enhance capacity development, knowledge sharing, and expertise available worldwide.

OTGA training activities cover a range of topics related to the IOC high-level priorities, contributing to the IOC Mandate and the implementation of the *IOC Capacity Development Strategy (2023–2030)*, enabling equitable participation of all IOC Member States, IOC Programmes, IOC Regional Sub-Commissions and IOC Technical Subsidiary Bodies.

The objectives of OTGA are to:

1. Develop, in collaboration with programmes across the IOC, a comprehensive capacity development platform to deliver customized training for equitable capacity related to ocean research, observations and services;
2. Create and facilitate open and free access to new knowledge, learning resources, and training opportunities to support the needs and priorities of IOC Programmes, IOC Regional Subsidiary Bodies, IOC Member States, and beyond when needed;
3. Coordinate, guide, and empower a global network of centres, partners, experts, and learners, through training and community building; and
4. Promote the wide use of international standards and best practices in knowledge-sharing and training for ocean sciences.

To achieve its objectives, this OTGA provides:

- Coordination of a global network of training centres, partners, experts, and learners, including mechanisms for collaboration and sharing of technical expertise;
- Maintain a customized Learning Management System, with a shared e-Learning Platform;
- Planning, development, and delivery of training courses and other knowledge-sharing activities, including the creation of learning resources and training materials, in multiple languages and knowledge systems, and facilitation of professional exchange;
- Guidance on learning services procedures, standards, and best practices; and
- Enhanced and innovative opportunities for individual upskilling and institutional capacity development.

All training shall follow OTGA Course Management Guidelines and comply with IOC rules and regulations.

Updated information on OTGA activities, governance, procedures, standards, and core documents is accessible through this link: <https://oceanexpert.org/event/4852>

2. Requirements for Membership

OTGA Regional Training Centres (RTCs) and Specialized Training Centres (STCs) are institutions or coordinated groups of institutions that undertake delivery of training on a broad range of topics with a regional presence (i.e., RTCs) or targeted specialized training (i.e., STC) in ocean science that contribute to the high-level objectives of the IOC. RTCs and STCs are nominated by IOC Member States and undergo an official selection process. They provide the institutional backbone for the training activities. As hosting organizations, they ensure the human and financial resources and facilities to design and deliver targeted learning services, responding to the regional training needs of the IOC Programmes, IOC Regions, and IOC Member States. Each RTC and STC contact point, Coordinator, is responsible for managing its training activities, including representing the RTC/STC in designated meetings, proposing new courses, providing workplans, monitoring, evaluating, and reporting according to OTGA guidelines. An RTC or STC shares responsibilities with OTGA Secretariat whenever the need is identified and agreed.

Formal membership to OTGA is required for RTCs and STCs, which shall ensure the human and financial resources and facilities to satisfy the following:

- Identify learning needs
- Design learning services
- Deliver learning services (online, face-to-face, and blended)
- Administer and manage the learning services

The RTC or STC must have adequate training facilities and competent instructors.

The RTC or STC must be able to respond to the training needs of the IOC Programmes, IOC Regions, and IOC Member States, including the design and delivery of training that contributes to meeting these learning needs using competent instructors and an environment that is conducive to learning. The establishment and maintenance of the RTC or STC is the responsibility of the hosting institution, although co-funding of learning services resources is possible.

Membership of a new RTC or STC can be requested to OTGA Secretariat by any national or international institution through its IOC Focal Points at any time. RTCs are limited to a number of one per IOC Member State and can only be requested once an RTC is no longer present in that country. STCs are limited to one per scope/theme aligned with IOC Mandate and its related activities.

Membership of RTC or STC shall be revised and renewed every 5 years, counting from 2026, RTCs and STCs will be invited to resubmit documentation, and a complementary open call can be issued to fill out regional gaps or needs.

Membership evaluation and approval shall be carried out by OTGA Secretariat, in consultation with other IOC experts.

Membership can be terminated upon request of the RTC or STC followed by a justification and letter of approval from the IOC Focal Point of the host country, or by OTGA Secretariat in case of persistent multiple-year inactivity or failure to comply with these Terms of Reference or related guidelines.

3. Further information

If you have questions or require additional information on your request to hosting an OTGA Regional or Specialized Training Centre, please contact Ms Ana Carolina Mazzuco, OTGA Coordinator (ac.mazzuco@unesco.org) with Ms Karen Evans, Head of Section, IOC Ocean Science, IOC Capacity Development Coordinator (k.evans@unesco.org) in copy.

ANNEX B. Application form to host an OTGA Regional Training Centres or Specialized Training Centre

This application is to host (apply for or renew membership) of a:

OTGA Regional Training Centre (RTC)

OTGA Specialized Training Centre (STC)

[OTGA Regional Training Centres (RTCs) and Specialized Training Centres (STCs) are institutions or coordinated groups of institutions that undertake delivery of training on a broad range of topics with a regional presence (i.e., RTCs) or targeted specialized training (i.e., STC) in ocean science that contribute to the high-level objectives of the IOC.]

1. Details of the applying institution

1a. Name of institution(s) to host proposed RTC/STC		<i>(provide name, address, URL)</i>
1b. Name of proposed RTC/STC coordinator		<i>(provide name, contact details); link to OceanExpert profile</i>
1c. Experience of proposed RTC/STC coordinator		<i>(provide CV, including qualifications, teaching experience, language proficiencies)</i>
1d. Names of proposed RTC/STC trainers		<i>(provide CVs, including qualifications, teaching experience, language proficiencies); links to OceanExpert profiles</i>
1d. Clarify if this application is a request for new membership or renewal of current membership		

2. Identify learning needs

The RTC or STC must demonstrate solid capabilities, including processes and/or procedures in place, to conduct assessments and identify regional or specialized training needs, in support of the implementation of *IOC Capacity Development Strategy (2023-2030)*.

2a. Provide details on how the applicant institution identifies training needs and the decision-making process on which courses/topics to be prioritised.

2b. Explain how these assessment processes and/or procedures can support the implementation of *IOC Capacity Development Strategy (2023-2030)*.

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3. Designing learning services

The RTC or STC must ensure that its training activities are consistent, standardized, follow OTGA Course Management Guidelines, and comply with IOC rules and regulations.

OTGA maintains a customized Learning Management System, with a shared e-Learning Platform (<http://oceanteacher.org/>; Moodle-based) to manage activities, alumni, and host materials for all training courses. The RTC or STC will be required to use the OTGA e-Learning platform.

3a. Provide a description of the experience using guidelines for organizing and managing training courses in the hosting institution.
3b. Provide details of the experience in the use of a Learning Management System, for example Moodle LMS, by the hosting institution.

4. Delivering learning services

The RTC or STC must have capabilities to deliver training by competent instructors and staff in terms of scientific, technical, training, and educational expertise. The RTC or STC must also ensure a favourable learning environment, with the necessary equipment and facilities for an efficient and effective delivery of training in the scope of IOC Mandate, related to ocean sciences, services, and management.

4a. Provide details on (a) academic qualifications, (b) teaching qualifications, (c) operational experience of facilitators (instructors and staff) in the hosting institution and (d) languages used for delivering training.
4b. Provide a description of dedicated physical infrastructure of training facilities in the hosting institution. Include details about Information and Communication Technology (ICT), learning spaces, laboratory facilities, onshore and offshore access, equipment, instrumentation, safety and security, etc.

5. Administering learning services

The RTC or STC must have appropriate management services in place to support national and international training activities, including proven capability to assist with formal documentation, planning and budgeting, obtaining visas, booking accommodation, travelling logistics, liaising with service providers, creating contracts, receiving and handling payments, etc. RTC or STC should foresee accommodation options for participants, facilitate access to food and drink, and coordinate transportation.

5a. Provide details of the appropriate services that are available in the hosting institution to support training participants, such as assist with formal documentation, planning and budgeting, obtaining visas, booking accommodation, travelling logistics, liaising with service providers, creating contracts, receiving and handling payments, etc.

5b. Provide details of any quality management process or standards that are in place for managing learning services.

5c. Provide details of accommodation options for training participants, for example, on site or local.

5d. Provide details of catering facilities that are available to training participants.

5f. Provide details on distance and ground transportation from RTC/STC facilities to accommodation facilities.

5g. Provide details on distance and ground transportation from RTC/STC facilities to closest and or main arrival in the country (airports / train stations, etc.)

6. Sustainability of the Centre

The RTC or STC must be able to sustain its training activities under OTGA. This includes the development of operational, strategic and business plans for the continued operation of the RTC or STC from 2026-2030, and beyond.

6a. Provide details of any counterpart contributions and how the hosting institution plans to achieve long-term sustainability for the RTC/STC.

ANNEX C. Application guidelines for OTGA Regional or Specialized Training Centres

Applications for OTGA Regional Training Centres (RTCs) and Specialized Training Centres (STCs) are welcomed from one single institution or a consortium (group) of institutions, with a registered national representation within one of the IOC Member States (refer to [IOC Member States list](#)), that manage and undertake training activities on a broad range of topics or targeted specialized training in ocean science related to the IOC Mandate, such as (not limited to):

- National (or international) oceanographic, marine, or maritime institutions; and
- National (or international) ocean-related educational, research, development, and/or innovation institutions.

Applicant institutions shall provide narrative evidence and documentation of compliance with the Requirements for OTGA Regional or Specialized Training Centres (Annex A), and endorsement of the IOC National Official Coordinating Bodies. Applications must include:

- Fully completed Application form to host an OTGA Regional Training Centres or Specialized Training Centre (Annex B);
- Dossier of documents as proof or evidence of the information provided in the Application form (e.g., facilities and infrastructure, human resources, financial perspective, national registration, training programmes, support service, etc.);
- Endorsement letter from the representative of the applicant institution; and
- Endorsement letter from the respective IOC National Official Coordinating Body for liaison with IOC, supporting and authorizing the application.

Incomplete applications will not be considered.

Solely one application by IOC Member State will be accepted.

New membership requests from Member States where RTC/STCs are already present will only be accepted if the current host institution withdraws to apply for renewal.

Deadline for applications is on 15 April 2026, 23:59 (Central European Time) and must be submitted by email to OTGA Secretariat (ioc.training@unesco.org) and to Mithona Prak (m.prak@unesco.org).

Terms of the membership

Accepted memberships will apply for the next consecutive 5 years, counting from the publication of selection results and updated list of RTC/STCs. Membership details and requirements can be found in Annex A.

Selection criteria and evaluation

Applications will be evaluated by IOC based on the following:

- Applicant institution(s)'s profile;
- Quality of the application;
- Compliance with the Requirements for OTGA Regional or Specialized Training Centres;
- Relevance of the application to IOC high-level priorities, globally and regionally, and alignment with IOC strategies and plans (e.g., [IOC Medium-term Strategy 2022–2029](#); [IOC Capacity Development Strategy, 2023-2030](#); etc.);
- Alignment of the application with OTGA vision and workplan; and
- Geographical distribution and scope.

Membership evaluation and approval shall be carried out by OTGA Secretariat, in consultation with other IOC experts, such as representatives of IOC programme Sections, IOC Regional Sub-commissions, and IOC Technical Subsidiary Bodies.

Applicant institutions may be required additional documentation and undergo online meetings to clarify information provided.

The number of selected RTC/STCs will depend on IOC's capability to provide coordinated management and support while ensuring high-quality procedures and standards for training activities.

Timeline

Launch of call for proposals by IOC	15 February 2026
Deadline to submit applications to OTGA Secretariat	15 April 2026 23:59 (CET)
Review of applications by OTGA Secretariat, and alignment meetings with applicant institutions	16 April to 15 May 2026
Updated list of OTGA RTC/STCs	Expected by June 2026