

The IODP<sup>3</sup> Communications Task Force (CTF) is the entity responsible for the communication and promotion of the scientific and operational activities and of the achievements of IODP<sup>3</sup>. The CTF coordinates IODP<sup>3</sup> outreach, public information and educational activities.

# Communications Task Force

## Terms of Reference



**INTERNATIONAL  
OCEAN DRILLING  
PROGRAMME**

# Communications Task Force (CTF) Terms of Reference

## 1. General Purpose

The Communications Task Force (CTF) will be the entity responsible for the communication and promotion of scientific and operational activities and the achievements of IODP<sup>3</sup>. The CTF will coordinate IODP<sup>3</sup> outreach/public information and educational activities.

## 2. Mandate

The main tasks of the CTF will be to:

- inform the general public and the scientific community about the scientific results and technological advances achieved by IODP<sup>3</sup> and potential partner programmes.
- ensure that communications concerning the scientific and operational accomplishments of IODP<sup>3</sup> are presented in a manner commensurate with a unified single program.
- promote programmatic activities via the IODP<sup>3</sup> website, social media channels, information databases, publications, reports, exhibition booths, MSP expedition publications and press releases.
- assist ESSAC, J-DESC and Associate Member PMOs in the promotion of their respective Distinguished Lecturer Programmes, training events and grant/scholarship schemes, and the promotion of IODP<sup>3</sup>-related conferences and workshops.
- create, promote, and facilitate international sharing of outreach materials related to IODP<sup>3</sup> activities.

## 3. Membership

The CTF meetings will be co-chaired by the ECORD and MarE3 Communications Coordinators. Membership will consist of:

- the Communications Coordinator of the ECORD Managing Agency (EMA), the ESSAC Science Coordinator, and representatives from the ECORD Science Operator (ESO).
- representatives from J-DESC and MarE3.
- representatives from IODP<sup>3</sup> Associate Members.
- the Director/Co-Directors of the IODP<sup>3</sup>-SO and their nominated staff.

## 4. Meetings

The CTF will normally meet twice a year, in hybrid mode. Additional virtual meetings may be held when necessary. One hybrid meeting will be organised by EMA, the other by JAMSTEC.

## 5. Recommendations

Recommendations affecting IODP<sup>3</sup> should be reached by consensus between all members of the CTF, but those affecting only ECORD or Japan may be based on consensus between their respective representatives.