



**GLOBAL
BIODIVERSITY**

**INFORMATION
FACILITY**

Annual Report
2001-2002

G
BIF

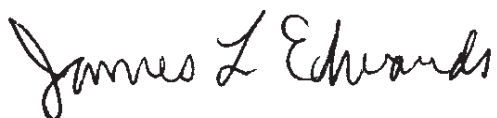
Global Biodiversity Information Facility

First Annual Report

I am pleased to present the 2001-2002 “annual” report for the Global Biodiversity Information Facility (GBIF). In this report, we have not tried to give you a complete list of activities, but have instead highlighted the key decisions and undertakings of most importance to building the foundations of GBIF.

As is surely true for any newly instituted international organization, GBIF required some time to become established financially, locate a site for its Secretariat, and hire its staff before it could embark upon meeting the challenges outlined in the Memorandum of Understanding. For these reasons, the GBIF Governing Board decided that GBIF’s first financial year would be 22 months long, from 1 March 2001 until 31 December 2002. This first report on GBIF activities covers that time period.

Not only in its extension for financial reporting reasons was this first year “extra - ordinary”. It was an extraordinary time in which countries and organizations came together to build the foundation of a resource of scientific information on biodiversity to be shared by the whole world. The first steps of the construction of this foundation are documented in this report.



Global Biodiversity Information Facility Secretariat
Copenhagen, October 2003




*James L. Edwards,
GBIF Executive Secretary and
Director of the Secretariat*

Background and Development

The Global Biodiversity Information Facility (GBIF) is a free-standing organisation devoted to making the world's biodiversity information freely and openly available via the Internet. GBIF's members are countries, economies or international organisations. There are two classes of membership: Associate Participation, in which each Participant agrees to share biodiversity data and to set up one or more GBIF network node(s) to provide access to those data; and Voting Participation, in which the Participant not only agrees to set up a GBIF node, but also to make a financial contribution to support the work of GBIF.



1 *Representatives from 20 countries (Australia, Belgium, Canada, Denmark, Finland, France, Germany, Israel, Italy, Japan, Korea, Mexico, Netherlands, Norway, Poland, Portugal, Russia, Sweden, UK, USA) and the European Commission.*



2 *Final report of the OECD Megascience Forum Working Group on Biological Informatics. January, 1999. 74 pp. See http://www.gbif.org/GBIF_org/facility/BIrepfin.pdf*



3 *Meeting of the OECD Committee for Scientific and Technological Policy at Ministerial Level, Paris, 22-23 June 1999. See http://www.gbif.org/GBIF_org/facility/OECD_Endorsement*

GBIF was conceived by an international group¹ of scientists and governmental civil servants that was convened in January, 1996, by the OECD Megascience Forum as the Subgroup for Biodiversity Informatics of the Working Group on Biological Informatics. At the conclusion of its deliberations, which included frequent consultations with existing biological informatics efforts and potential partners, the Biodiversity Informatics Subgroup concluded that:

- › The biodiversity information domain is vast and complex, and critically important to society.
- › At present, existing biodiversity information is neither readily accessible nor fully useful.
- › Recent technological and political developments present leadership opportunities for OECD countries.

In its final report² to the OECD, the Subgroup proposed that OECD member countries should take the initiative to establish *"a global mechanism that would make biodiversity data and information openly accessible worldwide [GBIF]."*

In June 1999, the Subgroup's report was presented at an OECD ministerial meeting. The ministers endorsed the recommendation, but made significant additions. They felt that GBIF should not be instituted under the auspices of the OECD, but rather should be a free-standing organisation with membership open to any country. According to the agreed understanding among ministers³:

"GBIF should be set up as a body in its own right with open ended membership" and should work in

"close co-operation with established programmes that compile, maintain and use information resources, specifically the Clearing House Mechanism of the Convention on Biological Diversity as well as the competent national/international organisations (UNEP, UNESCO and others)".

As a result of that endorsement, an Interim Steering Committee (ISC) was established to develop a Memorandum of Understanding (MOU) for GBIF. The ISC was open to the participation of any country in the world that was interested, as well as international organisations concerned with biodiversity issues. Representatives from both OECD and non-OECD countries and several international organisations, including the Clearing



House Mechanism of the Convention on Biological Diversity, took part in the development of the GBIF MOU. The MOU⁴, as well as procedures and a timetable to be followed for setting up GBIF, were unanimously accepted by the delegates of the countries represented in the ISC at its final meeting in December 2000.

At the same time, the German delegation offered to set up an interim GBIF web site, to be hosted by the State Museum of Natural History, Stuttgart, and the University of Ulm. The ISC gratefully accepted this offer, which was funded by the German Federal Ministry for Education and Research (BMBF) and its Directorate General for Sustainability Research (division for Global Change Research), through the Project Management Organisation of the German Aerospace Centre (DLR) on behalf of BMBF.


Shortly after the final ISC meeting, the chair of the Interim Steering Committee sent letters to the governments of all nations of the world, as well as international organisations concerned with biodiversity issues. These letters provided information about GBIF, and invited the recipients to participate in it. A call for bids to host the GBIF Secretariat was also circulated at this time.

As a result of the availability of information about GBIF on the website and the letters from the ISC Chair, the conditions set out in the MOU for the establishment of GBIF⁵ were met by March 2001, and GBIF was born.


Governing Board Sets GBIF on Course

As described in the MOU, the Governing Board is the means by which the Participants make collective decisions on matters relating to GBIF; it came into existence as of the first meeting of delegations from the Participants who signed the MOU prior to March of 2001. The MOU also provides an ex officio seat on the Governing Board to the Secretariat of the Convention on Biological Diversity. The Governing Board has a number of responsibilities, including supervision of the budget, hiring of an Executive Secretary for GBIF and approval of the plan for staffing of the Secretariat presented by the Executive Secretary. In turn, the Secretariat carries out the Work Programme and expenditure of the budget, under the direction of the Executive Secretary.

The first GBIF Governing Board meeting (GB1)⁶ took place in Montreal, Canada, the 9th through the 11th of March, 2001. Delegates who were present at this meeting elected Dr. Christoph Häuser (Germany) as Chair of the Governing Board, and Dr. Kunio Iwatsuki (Japan) as Vice Chair, each for a term of two years. Further, the Governing Board decided to appoint an independent, external assessment committee to evaluate the four bids to host the



⁴ The MOU is available online in both English and French, see http://www.gbif.org/gbif_org/facility/mou_html



⁵ GBIF MOU Paragraph 11.1: GBIF will come into existence on March 1, 2001, or when at least ten Participants have signed the MOU and the sum of the contributions they have pledged to contribute totals at least 2 million US dollars, whichever is the later date.



⁶ GB1 was attended by delegations from 19 GBIF members: 15 Participant countries (Australia, Belgium, Brazil, Canada, Denmark, France, Germany, Japan, Mexico, Netherlands, New Zealand, Slovenia, Spain, Sweden, USA.), the European Commission, the Secretariat of the Convention on Biological Diversity, and 2 international organisations (ITIS, Species 2000). Representatives from Argentina, Brazil, the Czech Republic, Finland, Republic of Korea, Russia, South Africa, Switzerland, Taiwan and the United Kingdom took part as observers.

Secretariat that had been received from Australia, Denmark, Netherlands and Spain. Finally, the Governing Board decided to advertise the position of Executive Secretary of GBIF immediately. One additional decision made at this meeting was to establish the Ebbe Nielsen Prize (see Box 1).



Box 1. The Ebbe Nielsen Prize

The Ebbe Nielsen Prize, which is currently the only global award for work in biodiversity informatics, is given yearly by the GBIF Governing Board. It recognizes excellence in the innovative application of biodiversity informatics to problems in biosystematics. The first Nielsen Prize was awarded to Dr. Nozomi Ytow (University of Tsukuba, Japan) for the development of Nomenclator, a new database model for tracking the scientific names of organisms, and how our conception and use of these names change through time.

The Prize honours the memory of Ebbe Schmidt Nielsen, who was a renowned systematic entomologist, an avid promoter of biodiversity informatics and one of the major architects of the GBIF concept. He was a founding member of the GBIF Governing Board, on which he represented Australia. Regrettably, Dr. Nielsen died of a heart attack on his way to the first meeting of the Governing Board.



7 GB2 was attended by delegations representing 28 members: 20 Participant countries (Australia, Belgium, Canada, Costa Rica, Denmark, Finland, France, Germany, Iceland, Japan, Korea, Mexico, Netherlands, New Zealand, Poland, Slovenia, Spain, Sweden, Switzerland, USA.), 1 economy (Taiwan), the European Commission, and 6 international organisations (ETI, IABIN, ITIS, Species 2000, UNESCO-MAB, UNEP-WCMC). Representatives from Argentina and the United Kingdom took part as observers.

The second Governing Board meeting (GB2)⁷ was held in Bonn, Germany from 15th to 17th June 2001. This meeting considered the bids to host the Secretariat. The assessment committee had, since GB1, conducted site visits to each of the countries and provided the Governing Board with their assessment of the bids. After taking into account all the significant elements of the various bids, as well as the report of the assessment committee, the Governing Board chose Denmark to host the GBIF Secretariat. According to Denmark's bid, the Secretariat would specifically be hosted by the Zoological Museum of the University of Copenhagen. Following upon this decision, the Danish delegation was asked to prepare, for consideration at the next Governing Board meeting, the documents important to setting up the Secretariat as a functioning entity with the legal right to enter into contracts on behalf of GBIF.

The Governing Board Chair, Dr. Häuser, reported that during this interim period between the institution of GBIF and the establishment of its permanent Secretariat, Germany would support an "interim Secretariat" for GBIF. Funding and support for this came from the German Federal Ministry of Education and Research (BMBF), the State Museum of Natural History Stuttgart (SMNS), the State Ministry for Research, Science and Arts of Baden-Württemberg, and the University of Ulm (which continued to host the GBIF website as it had done since late 1999). Persons who assisted Dr. Häuser in carrying out secretariat activities during this phase are listed in Annex 2.

The work of the Governing Board at its second meeting also comprised establishing a standing committee structure, and filling the chairs of those committees. Dr. John Curran (Australia) was elected Chair of the Science Committee, with Dr. Wouter Los (Netherlands) and Dr. Esteban Manrique Reol (Spain) being chosen as Vice Chairs. Dr.

David Penman (New Zealand) was tapped to head the Budget Committee, with Yoshiyuki Maeda (Japan) as Vice Chair.

Finally, an *ad hoc* committee was appointed to assess the applications for Executive Secretary, given the mandate to “short list” and interview up to eight persons, and after these interviews to present up to three candidates to the next meeting of the Governing Board.

The third Governing Board meeting (GB3)⁸ was in Paris, France, from 11th to 12th September 2001, despite the tragic events within the United States on 11th September. A number of important decisions were made, including the approval for signature of the Country Host Agreement between the Kingdom of Denmark and the GBIF Governing Board. The Agreement was signed by the Danish Ambassador to France, Hans Henrik Bruun, on behalf of the Minister of Foreign Affairs, who was unable to attend, and GBIF’s Governing Board Chair, Christoph Häuser, with Governing Board delegates and invited guests in attendance.

Because the Governing Board comprises a delegation from each GBIF Participant, its size is potentially very large. Therefore, it was agreed that for reasons of management the Governing Board should have an Executive Committee comprising the Chair and Vice-Chair of the Governing Board and the Chairs of the standing committees. It was further decided that the Executive Committee, in consultation with the Executive Secretary, has a mandate to make decisions on operational issues between Governing Board meetings.

It was also agreed that the Science Committee structure should account for four of the priority focal areas that had been recommended in their final report by the OECD Megascience Forum Working Group Subgroup on Biodiversity Informatics:

It was also agreed that the Science Committee structure should account for four of the priority focal areas that had been recommended in their final report by the OECD Megascience Forum Working Group Subgroup on Biodiversity Informatics:

- > Data Access and Database Interoperability (DADI)
- > Digitisation of Natural History Collections Data (DIGIT)
- > Electronic Catalogue of the Names of Known Organisms (ECAT)
- > Outreach and Capacity Building (OCB)

Accordingly, a Science Committee Subcommittee was established for each of these, and chairs were selected for each: Dr. David Vieglais (USA.), to head the Data Access and Database Interoperability Subcommittee; Dr. Jorge Soberón Maineros (Mexico), for the Digitisation of Natural History Specimens Subcommittee; Dr. Michael Ruggiero (ITIS), to coordinate the activities of the Electronic Catalogue of Names of Known Organisms Subcommittee; and Dr. Erick Mata (Costa Rica), to lead the Subcommittee for Outreach and Capacity Building.



⁸ *The GB3 meeting was attended by 28 delegations representing 20 member countries (Australia, Belgium, Canada, Costa Rica, Denmark, Finland, France, Germany, Japan, Korea, Mexico, Netherlands, New Zealand, Portugal, Slovenia, Spain, Sweden, Switzerland, United Kingdom, USA.), 1 economy (Taiwan), the European Commission, and 6 international organisations (ETI, IABIN, ITIS, Species 2000, UNESCO-MAB, UNEP). Representatives from Argentina, South Africa and the OECD Global Science Forum took part as observers.*

Attendees of GB3 were photographed in the main exhibit hall of the Muséum National d'Histoire Naturelle in Paris, 12 September 2001.



The Governing Board had earlier decided to have the calendar year as its financial year. At the same time, it was aware of both the time that would be needed for the Voting Participants to make their first financial contributions to GBIF and the time it would take for the Secretariat to be staffed and become operational. Therefore, the decision was made to make the first financial year “extra-ordinary”, in that it would comprise 22 months, from 1 March 2001 until 31 December 2002.

Following discussion of candidates for the position of Executive Secretary and Director of the Secretariat, the Governing Board decided to hire Dr. James L. Edwards, who took up his position as of 1 November 2001.

At the fourth meeting of the Governing Board (GB4)⁹, in Canberra, Australia from 20th to 22nd March 2002, preliminary regulations for the day to day operations of the Secretariat that previously had been provisionally adopted were given permanent status with minor changes. These rules were: 1) GBIF Staff Rules, 2) GBIF Staff Instructions, and financial policies as expressed in 3) the GBIF Financial Regulations. The functioning of the Governing Board itself was also affected by the adoption of the GBIF Governing Board Rules of Procedure, which specify that for the immediate future only countries or economies can be Voting Participants in GBIF, with this decision to be reconsidered during the third year review of GBIF.

Also at this meeting, the first GBIF budget was approved, and the Participant Nodes Managers Committee was established as a standing committee of the Governing Board. (Later, in an intersessional vote, Dr. Paul Geerders [Netherlands] was elected Chair of this committee).

⁹ *The GB4 meeting was attended by delegations representing 29 GBIF members, including 17 countries (Argentina, Australia, Belgium, Canada, Denmark, France, Germany, Japan, Korea, Mexico, Netherlands, New Zealand, Slovenia, Spain, Sweden, United Kingdom, USA), 1 economy (Taiwan), the European Commission, the Secretariat of the Convention on Biological Diversity, and 9 international organisations (BioNET International, BIOSIS, ETI, IABIN, ITIS, OBIS, Species 2000, TDWG, UNESCO-MAB). A representative from Brazil took part as an observer.*

GB4 was also the occasion on which the Ebbe Nielsen Prize for innovative application of biodiversity informatics to biosystematics was awarded for the first time (see Box 1.)

The fifth meeting of the Governing Board (GB5)¹⁰ in San José, Costa Rica, from 9th through 11th October 2002, saw the first meeting of the Participant Nodes Managers Committee, which chose at that meeting to be known as NODES. The original chair of NODES had had to step down, and Dr. Guy Baillargeon (Canada) was elected Chair of NODES, with Ms. Maria Mora (Costa Rica) and Dr. Karen Wilson (Species 2000) serving as Vice Chairs.

It was at this meeting that the first (2003) GBIF Work Programme was proposed by the Secretariat and adopted by the Governing Board. This approval included the expenditure, from GBIF core funding, on the Work Programme of USD 2,475,000. The Governing Board also approved the establishment of the GBIF Supplementary Fund (See Box 2), the development of a demonstration project and a white paper on intellectual property rights issues, and the use of supplementary funds to assist developing countries to send delegates to Governing Board meetings.

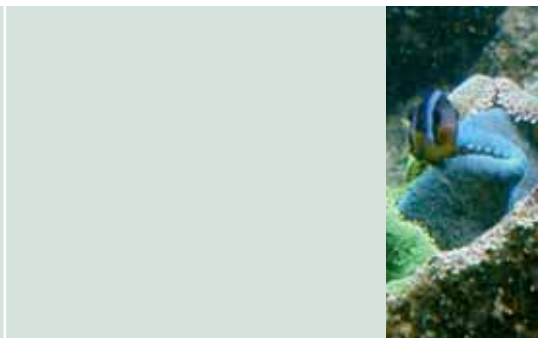
The GBIF Governing Board is very grateful to the delegations of Canada, Germany, France, Australia and Costa Rica, and the supporting organizations within those countries, for the excellent venues and services that each provided for the Governing Board meetings that took place within their borders. The funding and personal time dedicated to the organization of such meetings is no small matter, and the Governing Board gratefully acknowledges these special contributions to the success of GBIF.

Box 2: GBIF Supplementary Fund

Special financial contributions to fund specific parts of the Work Programme, or for other specified purposes agreed to by the Governing Board may be made by Participants, foundations, organisations, industries or individuals. Those specified purposes may include facilitating attendance by Participants from developing countries to attend meetings of the Governing Board. Supplementary Funds are held by the GBIF Secretariat, kept separate from other contributions, and used only for the purposes specified by the donors as long as those purposes are in keeping with the mission and goals of GBIF.



10 The GB5 meeting was attended by delegations representing 33 GBIF members, including 23 Participant countries (Argentina, Australia, Belgium, Canada, Costa Rica, Denmark, Finland, France, Germany, Japan, Korea, Mexico, Netherlands, New Zealand, Nicaragua, Peru, Slovenia, Spain, Sweden, Switzerland, Tanzania, United Kingdom, USA), 1 economy (Taiwan), the European Commission, the Secretariat of the Convention on Biological Diversity (CBD), and 7 international organisations (BioNET, BIOSIS, ETI, IABIN, ITIS, Species 2000, TDWG). Representatives from Bolivia and South Africa took part as observers.



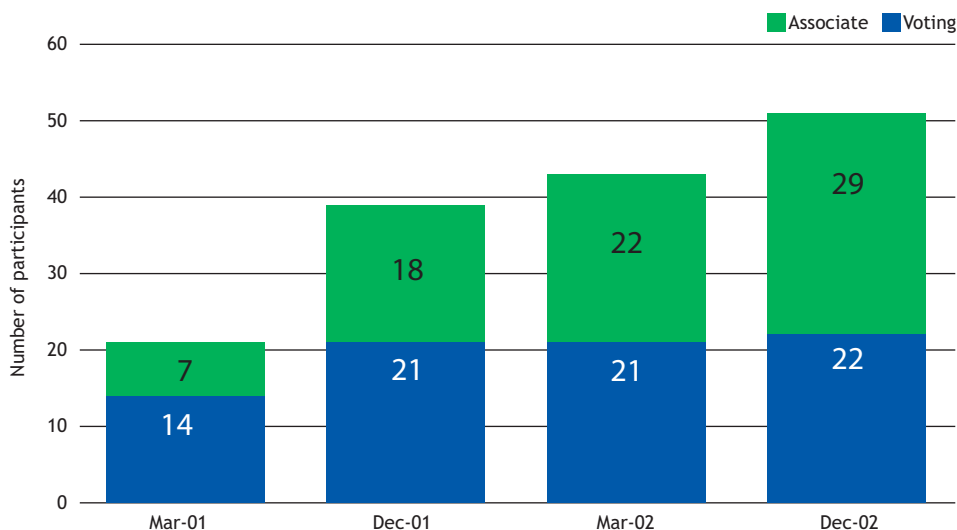
Participation and Partnerships

GBIF began with 14 Voting Participants and 7 Associate Participants. By the time of GB5, there were 22 Voting and 29 Associate Participants (see graph). A full listing of Participants as of December 2002 can be found in Annex 1.

The vast majority of GBIF's work is done within Participating countries and by Participating organisations. All are partners in building the GBIF network, and the



Growth of GBIF Participation



Secretariat works to coordinate their activities as well as to provide certain training opportunities and software to facilitate the work of the GBIF network nodes that are supported by the Participants.

Early in the deliberation process that eventually led to the establishment of GBIF, it became clear that GBIF would have to function with two clear principles in mind: 1) that its own mission should be tightly focused, and 2) that it should build functional partnerships with organisations and initiatives that have goals that intersect with those of GBIF. The most obvious example of such a partnership is that with the Clearing House Mechanism (CHM) of the Convention on Biological Diversity (CBD), which was given an *ex officio* seat on the GBIF Governing Board in the GBIF MOU. However, the working relationships with the other organisations that are Associate Participants in GBIF are also extremely important, as they all have a great deal of data and/or informatics expertise to share. GBIF also hopes to forge additional partnerships in the area of capacity building that will strengthen North-South and South-South collaborations.

Building the Secretariat

In building the Secretariat, both in terms of personnel and in terms of negotiations regarding construction of the building, the Director was greatly aided by Ms. Else Østergaard Andersen, who was hired by the University of Copenhagen as the University's Liaison to GBIF. Ms. Andersen helped Dr. Edwards with many aspects of setting up the new Secretariat, including developing the GBIF accounting system, and establishing contacts with relevant departments of the University. Her assistance to new staff was essential to their settling in as members of the Secretariat, and becoming residents of Copenhagen.

The Institutional Host Agreement, a companion document to the Country Host Agreement that had been signed in Paris, was signed on 19 December 2001 by the Director of the GBIF Secretariat, James Edwards, and the Rector of the University of Copenhagen, Kjeld Møllgaard. This Agreement contained the statements of in-kind support that the University would provide to GBIF.

Denmark's bid to host the Secretariat included an offer to build an addition to the Zoological Museum of the University of Copenhagen to house the Secretariat. Until the addition was ready, the University provided recently renovated, temporary office space in the Zoological Institute. These temporary Secretariat offices were ready for use when the Director arrived in November 2001, and were officially inaugurated on the 28th of January 2002, with the GBIF Governing Board Executive and Science Committees in attendance, as well as representatives of the University of Copenhagen.



Construction and outfitting of the new addition to the Zoological Museum were financed by a grant of 12,500,000 Danish kroner (ca. USD 1,900,267) from the Aage V. Jensen Charity Foundation as well as significant additional in-kind contributions from the University of Copenhagen. As a result of these very generous provisions, the GBIF Secretariat is able to concentrate most of the GBIF core budget on the substance of the GBIF Work Programme, rather than on such mundane but essential things as janitorial services, accounting systems, heating, and telephone and electricity bills. The value of these in-kind contributions from the Secretariat Host cannot be underestimated, nor can the expediency with which the Danish and Copenhagen governments provided all the official approvals needed in order to begin construction of the new GBIF addition in September 2002 (see back cover), with an expected completion date in February 2003.

A small celebration was held at the opening of the Secretariat. From left: David Vieglais, Michael Ruggiero, Kunio Iwatsuki, David Penman (back), Christoph Häuser, John Curran, Jorge Soberón Mainero, Esteban Manrique Reol, Else Østergaard Andersen, Ada Kramer, Henrik Enghoff, Jim Edwards. The Director of the Zoological Museum, Henrik Enghoff, is welcoming the Secretariat.

Meanwhile, recruiting advertisements for 12 Secretariat staff positions were placed in international journals and on Internet sites, including GBIF's own. Overall, 338

persons applied for these positions, which allowed GBIF to piece together an excellent and highly qualified Secretariat team. All Secretariat staff were hired and in place by early November of 2002 (see Annex 2).

Designing the Work Programme

In order to gather feedback from the world community regarding GBIF's Work Programme, the Secretariat convened a Scientific and Technical Advisory Group (STAG) meeting for each of the four programmatic focal areas of GBIF. The STAGs were composed of an international group of experts, acting in their personal professional capacities. The STAG meetings were of great importance to the development of the Work Programme, because the many people who attended represented the various worldwide scientific and other communities that must be engaged and involved in the overall development of GBIF as a functioning network. The inputs of all STAG members were important to the establishment and evolution of GBIF.

The Scientific and Technical Advisory Group (STAG) for the Electronic Catalogue of Names of Known Organisms (ECAT) thematic area were photographed on the steps of the Royal Botanic Garden, Sydney, during their meeting in March of 2002.



The STAG for the Electronic Catalogue of Names of Known Organisms (ECAT) was held at the Royal Botanic Gardens, Sydney in conjunction with the fourth meeting of the Governing Board in Canberra in March 2002. The STAG meeting was attended by 61 persons from 21 countries, who made suggestions to GBIF about how it might proceed in building the Catalogue. The centrality to GBIF and general importance of an electronic catalogue of names was acknowledged by all attendees and there was agreement that the work should proceed as quickly as possible.

The next STAG to meet was that for the Digitisation of Natural History Collections programmatic area (DIGIT). It was hosted by the U.S. National Museum of Natural History (Washington, DC, USA), on 4th and 5th June 2002, and comprised 39 persons from 19 countries. The newly hired GBIF Programme Officer for DIGIT came away from that meeting with a sense that the collections community has great enthusiasm about their common purpose in carrying out the digitisation process.

The STAG concerned with Data Access and Database Operability (DADI) met at the San Diego Supercomputer Center, California, USA, on 27 th and 28 th June, with 40 persons from 13 countries in attendance, including the newly hired DADI Programme Officer as well as the Deputy Director for Informatics. The members of the STAG were in remarkable agreement about next steps and best practices for data access and database interoperability. They not only contributed valuable advice for the DADI Programme, but also made recommendations regarding the development of the Information and Communications Technology (ICT) infrastructure of the Secretariat and the GBIF network.

The National Botanical Institute, Pretoria, South Africa was the site of the STAG meeting concerned with GBIF's Outreach and Capacity Building (OCB) programme area. The 34 attendees of this meeting represented 16 institutions and 18 countries, as well as GBIF Secretariat staff members. Many valuable suggestions were made about the ways in which GBIF can enhance the growth of capacities to utilise and provide biodiversity data by both developed and developing countries (including training activities), and to help overcome the "digital divide".

Using advice received during the STAGs and from the Science Committee, the Secretariat developed a Work Programme for 2003 that laid a foundation for GBIF's efforts over the next several years. This Work Programme included making small seed money awards to stimulate productivity in the programmatic areas of ECAT and DIGIT. It also authorised the development by the Secretariat ICT staff of a GBIF "internet portal toolkit" that could be shared with the growing number of GBIF nodes around the world. It put in place the first iteration of a biodiversity information architecture that lends itself to adaptation and evolution in the coming years while at the same time providing a stable platform for information provision in the present.

This initial Work Programme also laid the groundwork for future Work Programmes that will build on its strengths and correct any weaknesses. The outcome and progress of the first Work Programme will be reported on in the second (2003) Annual Report.



GBIF Financial Statement for 1st March 2001 – 31st December 2002

Average exchange rate income statement	7.7213
Exchange rate balance sheet	7.0822

11 The actual amount of USD's received: 2,378,998 for 2001-2002 and a prepayment from Japan of 700,000 USD for 2003

GBIF Core Funds:	DKK	USD
Income	23,773,796	3,078,998¹¹

Expenditure		
Staff expenditure	-7,081,750	-917,173
Running expenditure	-1,126,832	-145,939
Secretarial facilities	-111,580	-14,451
Work Programme and Ebbe Nielsen Prize	-2,399,075	-310,710
Other	-794,914	-102,951
Total expenditure	-11,514,151	-1,491,224

Exchange rate difference rising from converting Financial Report from DKK to USD	0	143,276
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Retained Funds	12,259,645	1,731,050
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Assets		
Receivables	770,528	108,798
Cash at bank	13,597,112	1,919,899
Total Assets	14,367,640	2,028,697

Retained Funds and Liabilities		
Funds carried forward to 2003	12,259,645	1,731,050
Liabilities other than provisions	2,107,995	297,647
Total equity and liabilities	14,367,640	2,028,697

GBIF Supplementary Fund:		
Income	154,000	19,945
Interest income transferred to Supplementary Fund	319,573	41,389
Expenditures	-56,677	-7,340
Retained funds 31 December 2002	416,896	53,993

Annex 1: GBIF Participants as of 31st December 2002

<i>Voting Participants</i>	<i>date joined</i>	<i>Voting Participants</i>	<i>date joined</i>
Australia	Feb 2001	Spain	Feb 2001
Belgium	Feb 2001	Sweden	Feb 2001
Canada	Mar 2001	United Kingdom	Aug 2001
Costa Rica	May 2001	United States	Jan 2001
Denmark	Jan 2001		
Finland	Apr 2001	<i>Associate Participants</i>	
France	Mar 2001	<i>(countries/economies)</i>	
Germany	Feb 2001	Argentina	Mar 2002
Iceland	Jun 2001	Austria	Sep 2001
Japan	Feb 2001	Bulgaria	Aug 2001
Republic of Korea	May 2001	Czech Republic	Oct 2002
Mexico	Mar 2001	Ghana	Mar 2001
Netherlands	Feb 2001	India	Aug 2003
New Zealand	Feb 2001	Pakistan	Aug 2001
Nicaragua	Jun 2001	Poland	Mar 2001
Peru	Sep 2002	Slovak Republic	Aug 2001
Portugal	Jun 2001	Switzerland	Feb 2001
Slovenia	Feb 2001	Taiwan (Economy)	Sep 2002
		Tanzania	Sep 2002

Associate Participants

(organisations)

ASEANET	Oct 2002
All Species Foundation	Mar 2002
BIONET-International	May 2001
BIOSIS	Mar 2002
CABI Bioscience	Sep 2001
EASIANET	Oct 2002
European Commission	Feb 2001
Expert Center for Taxonomic Identification	Mar 2001
Integrated Taxonomic Information System	Mar 2001
Inter-American Biodiversity Information Network	May 2001
NatureServe	May 2001
Ocean Biogeographic Information System	Jun 2001
Société de Bactériologie Systématique et Vétérinaire	Dec 2002
Species 2000	Mar 2001
Taxonomic Databases Working Group	Mar 2002
The World Federation for Culture Collections	Oct 2002
United Nations Educational Scientific and Cultural Organisation, Man and the Biosphere Programme	May 2001
United Nations Environment Programme	May 2001

Annex 2: GBIF Secretariat

GBIF Secretariat 1 November 2001 - present

James L. Edwards, Director

Per de Place Bjørn, Programme Officer

Electronic Catalogue of the Names of Known Organisms

Donald Hobern, Senior Programme Officer

Data Access and Database Interoperability

Larry Speers, Senior Programme Officer

Digitisation of Natural History Collections

Beatriz Torres, Senior Programme Officer

Outreach and Capacity Building

Meredith A. Lane, Public Relations & Scientific Liaison

Hannu Saarenmaa, Deputy Director for Informatics

Ciprian Vizitiu, Webmaster & Network Administrator

Giorgos Ksouris, Software Engineer

Hugo von Linstow, Deputy Director for Management & International Relations

Anne Mette Nielsen, Secretary

Susanne Lønstrup Sheldon, Senior Secretary

Belinda Skeel, Secretary

Else Østergaard Andersen, Liaison Officer (funded by University of Copenhagen)

“Interim Secretariat” to assist Governing Board Chair, March - December 2001

Christoph Esch
SMNS, Stuttgart

Joachim Holstein
SMNS, Stuttgart

Axel Steiner
SMNS, Stuttgart

Sabine Engelman
UNESCO, Paris

Marcia Rehbein
Bonn

Paul Bergweiler
DLR, Bonn

Carola Roeser
DLR, Bonn

Lothar Quintern
DLR, Bonn

Annex 3: GBIF Governing Board

Standing Committees

Budget Committee

<i>Chair</i>	David Penman
<i>Vice Chair</i>	Yoshiyuki Maeda (Jun 01 - Sep 02) Shun-ichi Kikuchi (Oct 02 - present)
<i>Members</i>	Paul Bergweiler (Jun 01 - Feb 02) Helmut Kühn (Mar 02 - present) Esteban Manrique Reol Lars M. Nilsson
<i>Ex-officio</i>	Christoph Häuser James Edwards

Executive Committee

<i>Chair</i>	Christoph Häuser
<i>Vice Chair</i>	Kunio Iwatsuki
<i>Committee</i>	Guy Baillargeon (NODES)
<i>Chairs</i>	John Curran (Science) David Penman (Budget)
<i>Ex-officio</i>	James Edwards

Node Managers Committee (NODES)

<i>Chair</i>	Guy Baillargeon
<i>Vice Chair</i>	Maria Auxiliadora Mora Karen Wilson
<i>Members</i>	Every Participant Node Manager

Science Committee

<i>Chair</i>	John Curran
<i>Vice Chairs</i>	Wouter Los Esteban Manrique Reol
<i>Subcommittee</i>	Erick Mata (OCB)
<i>Chairs</i>	Michael Ruggiero (ECAT) Jorge Soberón Mainero (DIGIT) David A. Vieglais (DADI)
<i>Ex-officio</i>	Christoph Häuser Kunio Iwatsuki James Edwards

Subcommittee for Data Access & Database Interoperability (DADI)

<i>Chair</i>	David A. Vieglais	
<i>Vice Chair</i>	Greg Whitbread	
<i>Members</i>	Peter Arzberger Walter G. Berendsohn Stan Blum Soren Brunak W. Alex Gray Robert A. Herzog	Norbert Hirneisen Raúl Jiménez Rosenberg Hideaki Sugawara Eric Yen Nozomi Ytow Maria Zemankova

Subcommittee for Digitisation of Natural History Collection Data (DIGIT)

Chair Jorge Soberón Mainero
Members Vishwas Chavan
Keiichi Matsuura
Francisco Pando
Steven Shattuck
Joost A. Stalpers
Simon Tillier
Peter Cornelis van Welzen
Anna Weitzman

Subcommittee for Electronic Catalogue of Names of Known Organisms (ECAT)

Chair Michael Ruggiero
Vice Chair Frank Bisby
Members Miguel A. Alonso-Zarazaga
Guy Baillargeon
Peter Crane
Jim Croft
Henrik Enghoff
Jean-Marc Gagnon
Gregor Hagedorn
Linda R. Sacks
Junko Shimura

Subcommittee for Outreach and Capacity Building (OCB)

Chair Erick Mata
Vice Chair Chris Lyal
Members Peter Bridgewater
Vanderlei Canhos
Bonnie Carroll
Vishwas Chavan
Ian Cresswell
Nicholas King
Peter Schalk
Marcos Silva
Stella Simiyu

Annex 4: Summary Timeline of Important GBIF Milestones

<i>1 Dec 2000</i>	Memorandum of Understanding opened for signature
<i>1 Mar 2001</i>	Conditions of the MOU for establishing GBIF met
<i>9-11 Mar 2001</i>	First Governing Board meeting, Montreal, Canada <ul style="list-style-type: none">› Christoph Häuser and Kunio Iwatsuki elected Chair and Vice Chair› Ebbe Nielsen Prize created
<i>15-17 Jun 2001</i>	Second Governing Board meeting, Bonn, Germany <ul style="list-style-type: none">› Denmark chosen Secretariat host
<i>11-12 Sep 2001</i>	Third Governing Board meeting, Paris, France <ul style="list-style-type: none">› James L. Edwards chosen Executive Secretary› Country host agreement signed
<i>1 Nov 2001</i>	GBIF Secretariat opens in interim offices
<i>19 Dec 2001</i>	Institutional host agreement signed
<i>29-31 Jan 2002</i>	Interviews for Deputy Directors and Programme Officers
<i>15-16 Mar 2002</i>	ECAT STAG meeting, Sydney, Australia
<i>20-22 Mar 2002</i>	Fourth Governing Board meeting, Canberra, Australia <ul style="list-style-type: none">› Financial Regulations, Staff Rules and Internal Instructions, and Rules of Procedure adopted› Participant Node Managers Committee instituted› First Ebbe Nielsen Prize awarded
<i>4-5 Jun 2002</i>	DIGIT STAG meeting, Washington DC, USA
<i>27-28 Jun 2002</i>	DADI STAG meeting, San Diego, California, USA
<i>14-15 Jul 2002</i>	OCB STAG meeting, Pretoria, South Africa
<i>9-11 Oct 2002</i>	Fifth Governing Board meeting, San Jose, Costa Rica <ul style="list-style-type: none">› 2003 Work Programme approved› GBIF Supplementary Fund established
<i>7 Nov 2002</i>	Final Secretariat staff member takes up his position
<i>15 Dec 2002</i>	GBIF Communications Portal and Helpdesk implemented



Construction on the building that will house the GBIF Secretariat was begun in September, 2002.