

SC/68B/RP/22 Rev1

Secretariat - Ongoing database hosting by the Secretariat

IWC



INTERNATIONAL
WHALING COMMISSION



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PROJECT PROPOSAL REQUEST

1. PROPOSAL TITLE

Ongoing SC database hosting and server management by IWC Secretariat

2. BRIEF OVERVIEW OF THE PROPOSAL AND ITS EXPECTED OUTCOME

The IWC Secretariat hosts and manages several databases for the SC. These have annual service costs associated with them including web/database servers, storage, backups, software licences and other associated infrastructure costs.

This request seeks to apply for the funding the continue the hosting and management services required for SC databases for the year ahead.

3. RELEVANT IWC SCIENTIFIC COMMITTEE GROUPS OR SUB-GROUPS

IWC databases are used by all sub-committees and their development monitored by the Ad hoc Working Group on Databases and related issues.

4. TYPE OF PROJECT (PLEASE TICK)

Research project	
Modelling	
Workshop/meeting	
Database creation/maintenance	X
Compilation work/editing (<i>e.g. on whalewatching regulations, SOCER, etc.</i>)	
Other (<i>please specify below</i>)	

5. BRIEF DESCRIPTION OF THE PROPOSAL AND ITS CONNECTION WITH SCIENTIFIC COMMITTEE RECOMMENDATIONS (DO NOT EXCEED 1500 WORDS)

(A) BACKGROUND, RATIONALE, AND RELEVANCE TO THE PRIORITIES IDENTIFIED BY THE IWC SCIENTIFIC COMMITTEE:

The IWC Secretariat hosts and manages several databases for the SC in addition to core IWC databases and applications. The Secretariat no longer has local physical server storage space at the Red House, so all databases and applications are hosted in the cloud using paid external services. These have ongoing annual running costs associated with them and include:

1. Monthly physical storage space, including web/database servers and file storage
2. Independent backup service and space for redundancy
3. Software licences for proprietary control software, SSL security certificates
4. Server administration (software/security updates, DNS, housekeeping, bug-fixing)

(B) SPECIFIC OBJECTIVES OR TOR AND DELIVERABLES/OUTCOMES:

Continuity of hosting and management of SC databases

(C) METHODOLOGICAL APPROACH/WORK PLAN/ADMINISTRATIVE DETAILS

(D) SUGGESTIONS FOR OUTREACH

6. TIMETABLE FOR ACTIVITIES AND OUTPUTS

Specify the timetable for project activities and expected outputs separately. For projects with multiple distinct elements please indicate interim goals and timeframes. Add as many rows as you need to the tables below. If publications are an expected output please note whether you will submit the manuscript to the IWC's Journal of Cetacean Research and Management.

Activity to be undertaken	Key person(s)	Start(mm/yy)	Finish (mm/yy)
Ongoing hosting, admin, updates, software	Secretariat	ongoing	ongoing

Expected outputs	Completion date (mm/yy)
SC Database hosting and support	ongoing

7. RESEARCHERS' (OR STEERING GROUP) NAME(S) AND AFFILIATION

Please, also specify if the project team has any direct connection (e.g. same research group or institute, collaborator on common project) with people involved or likely to be involved in taking the funding decision (e.g. IWC SC heads of delegations, SC convenors, etc.). Add as many rows as you need to the table below.

Name	Affiliation	Connection with decision
IT department	Secretariat	Infrastructure, admin and maintenance

8. TOTAL BUDGET

Breakdown into: (1) salaries/wages (include name/position of each individual and breakdown of time and duties i; (2) travel/subsistence expenses (breakdown by person and justification) unless for IPs for workshops where a total estimate based on an average for the total number of IPs is acceptable; (3) services (e.g. aircraft/vessel time, consultancy fees, ARGOS fees, etc.); (4) reusable capital equipment (e.g. reusable equipment such as a hydrophone, cameras, etc. Note that this equipment will have to be registered at the IWC Secretariat and will remain property of the IWC at the end of the project), (5) expendable capital equipment (e.g. consumables, tags, stationery), (6) shipping costs, (7) insurance costs, (8) in kind co-funding (specify whether other funding is available for personnel/name, equipment, venues, etc.). Note that "Overheads" are not admissible. Add as many rows as you need to the table below.

Type	Detailed description	Cost in GBP (2021)
(1) Salaries (by person)		
(2) Travel/subsistence (by person or est. total for IPs)		
(3) Services (by item)	Database hosting and management costs (£500.00 per month)	£6000.00
(4) Reusable equipment		
(5) Consumables		
(6) Shipping (by Item)		
(7) Insurance (by item)		
(8) Co-funding		
(9) Other		
Total		£6000.00

We request a reallocation of funds leftover from previous database projects to part-fund this proposal.

£2,024 Ship strikes database development

£1,747 Progress reports database development

Thus, only £2,229 is requested from the 2020 budget

9. DATA ARCHIVING/SHARING

All data archived at the IWC Secretariat