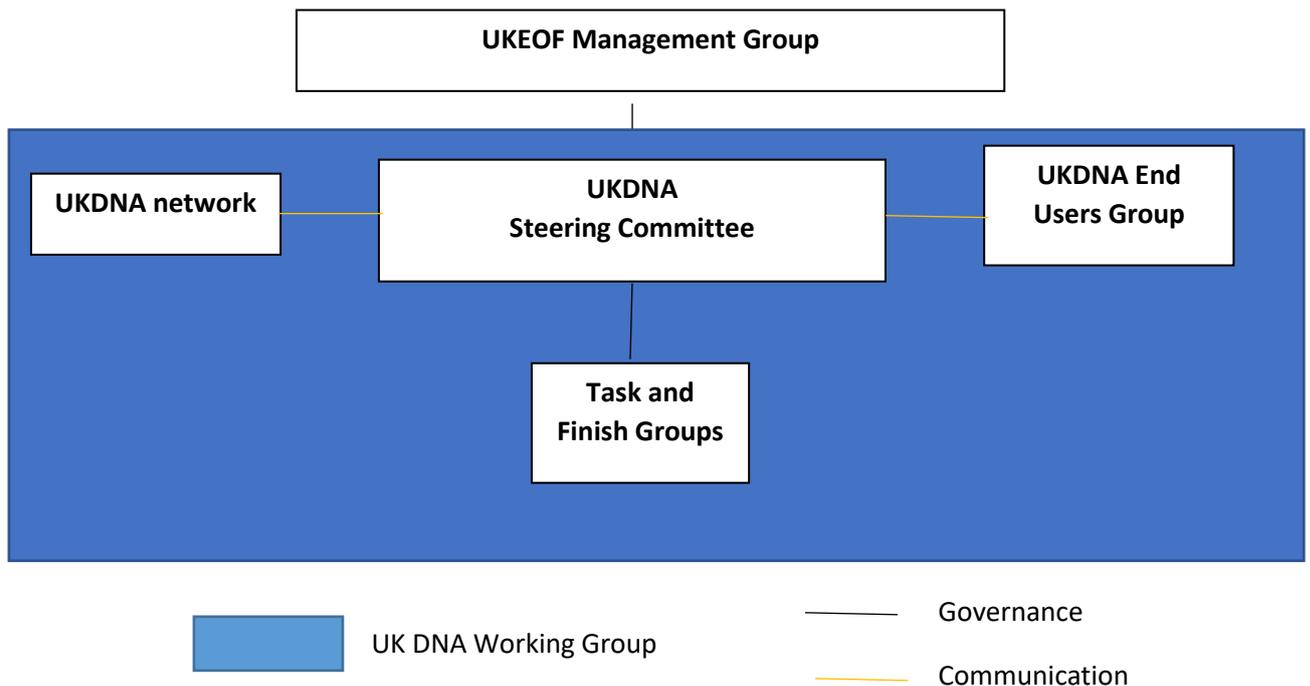


## UK DNA Steering Committee

### Governance

The UKDNA Working Group is a working group of the UK Environmental Observations Framework ([Welcome — UKEOF](#)). The working group comprises a Steering Committee (who answer to the UKEOF Management Group), and End Users Group of representatives from governments and agencies and a wider network. The Steering Committee commissions work through task and finish groups.



### Steering Committee membership

#### Principles

1. Representatives will include:
  - a range of types of organisations involved (government & agencies, research & academic, business and non-governmental organisations (NGO)),
  - expertise on different ecosystems (marine, freshwater and terrestrial),
  - different research/end use interests (biodiversity and ecosystem monitoring, invasive species, plant health, microbial)
2. The End Users Group of members from governments and agencies will have permanent representation on the Steering Committee.
3. UKCEH and the Natural History Museum will also have permanent members as they provide the secretariat (UKCEH) and lead the UKBoL project (NHM).
4. Members from research/academia, business and NGOs are appointed for 3 years after which membership can continue with the agreement of the Steering Committee. Members from these sectors should represent their sector not just their individual organisation.
5. There will be up to 5 members from research/academia, up to 3 members from business and 3 members from NGOs.
6. The End Users Group (or a sub-group) will make recommendations to the Steering Committee on new members from research, business and NGO sectors.

7. When making decisions on membership the Steering Committee will balance the value of continuity of membership with the benefits that new members bring.
8. Members from research/academia should include some early careers researchers.
9. The Steering Committee will encourage and support membership from under-represented groups.

### **Ways of working and expectations**

The Steering Committee meets every quarter. This is usually a 2-hour online meeting but can be face to face. Steering Committee members take on additional work as part of task and finish groups. One of these tasks is the organisation of our annual conference which is done by a sub-group of the committee. Committee members are expected to play a full role in the committee and contribute to other groups.

### **Process**

1. Expressions of Interest of up to 100 words should be sent to the Steering Committee.
2. Expressions of Interest will be assessed by sub-group of the End Users Group who will make recommendations to Steering Committee for their decision.
3. Individual EoIs will be assessed on the following criteria:
  - Expertise brought to the Steering Committee
  - Ability to commit time to make a positive contribution to the Steering Committee and work plan.
  - Previous contributions to work of UKDNA Working Group and conferences.

Recommendations will also aim to ensure a good balance and range of interests, knowledge and representation in the Steering Committee.