

27 February 2019

IOTC CIRCULAR 2019–10

Dear Madam / Sir

DATES OF IOTC SCIENTIFIC MEETINGS IN 2019

In 2019 the IOTC will hold meetings of the Working Parties on Temperate Tunas, Neritic Tunas, Ecosystems and Bycatch, Billfish, Methods, Tropical Tunas, Data Collection and Statistics and the Scientific Committee meeting, with the dates given below.

Further information concerning the meetings, including agendas and other documents, will be communicated by the IOTC Secretariat in the coming months via Circulars and the IOTC website ([Click here](#))

Calendar of Meetings and important dates (2019)

In 2019, no scientific meetings will be held in the Seychelles. The locations dates and deadlines for all meetings to be held in 2019 are provided below.

Meeting	Location	Dates	Deadline for MPF ¹	Deadline for full documents
WPTmT (data prep)	Malaysia	14 – 17 January		
WPNT	Sri Lanka	1 – 5 July	17 May	16 June
WPTmT (assessment)	Japan	22 – 25 July	7 June	7 July
WPEB	Reunion	3 – 7 September	20 July	19 August
WPB	Reunion	9 – 12 September	26 July	25 August
WPM	Spain	17 – 19 October	2 September	2 October
WPTT	Spain	21 – 26 October	6 September	6 October
WPDCS	Pakistan	27 – 30 November	13 October	12 November
SC22	Pakistan	2 – 6 December	18 October	17 November

Registration for the meetings is essential so as to allow the IOTC Secretariat sufficient time to make the necessary arrangements. Please register for the meetings on the IOTC website no later than 15 days before the respective meetings.

Paper submissions

Papers must be relevant to the current agenda of the meeting for which they are submitted. Titles must be provided thirty (30) days before the meeting and full working papers must be submitted fifteen (15) days ahead of the meeting, at the latest.

¹ All Meeting Participation Fund applications must be received by the IOTC Secretariat before midnight, Seychelles time

Distribution

IOTC Contracting Parties: Australia, Bangladesh, China, Comoros, Eritrea, European Union, France (Territories), Guinea, India, Indonesia, Iran (Islamic Rep of), Japan, Kenya, Rep. of Korea, Madagascar, Malaysia, Maldives, Mauritius, Mozambique, Oman, Pakistan, Philippines, Seychelles, Sierra Leone, Somalia, South Africa, Sri Lanka, Sudan, United Rep. of Tanzania, Thailand, United Kingdom (OT), Yemen. **Cooperating Non-Contracting Parties:** Liberia, Senegal. **Intergovernmental Organisations, Non-Governmental Organisations. Chairperson IOTC. Copy to:** FAO Headquarters, FAO Representatives to CPCs.

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Information on the host country

An information document, providing details on logistical aspects of each venue and local conditions, will be made available on the meeting webpage in the near future.

Meeting Participation fund (for developing IOTC Contracting Parties Members only)

The participation of one representative from developing Members of the IOTC to scientific meetings may be supported through the IOTC Meeting Participation Fund (MPF). The applications for the IOTC MPF, must be received by the IOTC Secretariat (iotc-secretariat@fao.org) no later than 45 days in advance of the meeting. NOTE – this date will be strictly enforced.

Applications must include:

- i) an official nomination letter;
- ii) a detailed abstract of the scientific paper to be presented; and
- iii) the contact details of the nominee (with a copy of his/her passport).

Rules of procedure for the administration of the IOTC Meeting Participation Fund as well as guidelines for applying to the MPF can be found in Appendix VIII of the IOTC Rules of Procedure. Click [here](#). Please be reminded that there is no provision in the IOTC Rules of Procedure (2014) for the IOTC Secretariat to consider late applications to the MPF.

Credentials are required for the Scientific Committee meeting participants

In accordance with Rule III of the IOTC Rules of Procedure (2014), official credentials are required in order to participate in the Scientific Committee meeting. For your convenience, a draft letter of credentials (from Appendix I of the IOTC Rules of Procedure, 2014) is available [here](#).

Please note, only those who are listed on a Letter of Credentials will be permitted to attend the Session.

Contracting Parties & Cooperating Non-contracting Parties (CPCs)

Each CPC is requested to provide a letter of credentials signed by the appropriate Authority indicating who will attend the meeting and in what capacity, no later than 15 days before the meeting to iotc-secretariat@fao.org and a hard copy at the commencement of the meeting.

Observers

Delegates wishing to attend the meeting as pre-approved IOTC Observers are also requested to submit a similar Letter of Credentials, no later than 15 days before the Session to iotc-secretariat@fao.org and a hard copy at the commencement of the meeting.

Yours sincerely



Christopher O'Brien
Executive Secretary

Attachments:

- None