

17 January 2020

## IOTC CIRCULAR 2020-04

Dear Madam / Sir

### DATES OF IOTC MEETINGS IN 2020

The IOTC will hold the following major meetings in 2020. Further information concerning the meetings, including agendas and other documents, will be made available by the IOTC Secretariat via email, Circulars and the IOTC website ([Click here](#)). Deadlines for IOTC Meeting Participation Fund (MPF) applications are also indicated.

#### Calendar of meetings and important dates (2020)

Meeting	Location	Dates	Deadline for MPF <sup>1</sup>	Credentials?
Catch Documentation Scheme Working Group (CDSWG)	Kenya	10-11 February	Passed	
Working Party on Implementation of Conservation and Management Measures (WPICMM)	Kenya	12-14 February	Passed	
Technical Committee on Allocation Criteria (TCAC)	Thailand	16-20 March	31 January	Yes
Data Preparatory Meeting for the Working Party on Tropical Tunas <sup>2</sup>	Seychelles	11-15 May	27 March	
Compliance Committee (CoC)	Indonesia	31 May-2 June	16 April	Yes
Standing Committee on Administration and Finance (SCAF)	Indonesia	3 June	19 April	Yes
Technical Committee on Management Procedures (TCMP)	Indonesia	5-6 June	21 April	Yes
Commission (S24)	Indonesia	8-12 June	24 April	Yes
Working Party on Neritic Tunas (WPNT)	Kenya	6-10 July	26 May	
Working Party on Temperate Tunas (WPTmT)	TBD	TBC		
Working Party on Billfish (WPB)	China	2-5 September	19 July	
Working Party on Ecosystems and Bycatch (WPEB)	China	7-11 September	24 July	
Working Party on Methods (WPM)	Maldives	17-19 October	2 September	
Working Party on Tropical Tunas (WPTT)	Maldives	21-26 October	6 September	
Working Party on Data Collection and Statistics (WPDCS)	India	30 November-3 December	16 October	
Scientific Committee (SC)	India	5-9 December	21 October	Yes

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

<sup>2</sup> This is a data preparatory meeting – the working party meeting will be in October.

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.

This message has been transmitted by email only

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## Registration

Registration for the meetings is essential 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.

## 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](mailto: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

In accordance with Rule III of the IOTC Rules of Procedure (2014), official credentials are required in order to participate in some meetings (refer to the calendar). 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 meeting.

## *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](mailto:iotc-secretariat@fao.org) and a hard copy at the commencement of the meeting.

## *Observers*

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](mailto:iotc-secretariat@fao.org) and a hard copy at the commencement of the meeting. New observers are required to apply for observer status at least 60 days before a meeting.

Yours sincerely



Christopher O'Brien  
Executive Secretary

## Attachments:

- None