

26 June 2018

## IOTC CIRCULAR

2018–30

Dear Madam / Sir

### INVITATION TO THE 21<sup>ST</sup> SESSION OF THE IOTC SCIENTIFIC COMMITTEE AND ASSOCIATED WORKING PARTIES

I have the honour of extending to you an invitation to participate in the 21<sup>st</sup> Session of the Scientific Committee, which will be held in Mahe, Seychelles, from the 3–7 December 2018.

The scientific Working Parties on Neritic Tunas, Billfish, Ecosystems and Bycatch, Methods, Tropical Tunas and Data Collection and Statistics will all be held in advance of 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 [www.iotc.org/meetings/upcoming](http://www.iotc.org/meetings/upcoming).

#### Meeting location and registration

All meetings will be held in the Seychelles, with the exception of WPB and WPEB which will be held in Cape Town, South Africa.

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. The registration deadlines and links to the registration sites are provided below

#### Credentials

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

#### Invited Experts and Observers

Delegates wishing to attend the meeting as Invited Experts or 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](mailto:iotc-secretariat@fao.org) and a hard copy at the commencement of the meeting.

#### 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.

#### 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

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

The participation of one representative from developing Members of the IOTC 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.

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.

## Calendar of important dates (2018)

Deadlines for Meeting Participation Fund applications <sup>1</sup>		
7 July	WPNT	
21 July	WPB	
27 July	WPEB	
11 September	WPM	
14 September	WPTT	
15 October	WPDCS	
19 October	SC	
Deadlines for submission of full papers and registration		
6 August	WPNT – <a href="#">Register here</a>	
20 August	WPB – <a href="#">Register here</a>	
26 August	WPEB – <a href="#">Register here</a>	
10 October	WPM – <a href="#">Register here</a>	
14 October	WPTT – <a href="#">Register here</a>	
14 November	WPDCS – <a href="#">Register here</a>	
18 November	SC – <a href="#">Register here</a> (credentials also required)	
Sessions (9 am to 5 pm)		
21 – 24 August	Tuesday to Friday	WPNT
4 - 8 September	Tuesday to Saturday	WPB
10 – 14 September	Monday to Friday	WPEB
25 – 27 October	Thursday to Saturday	WPM
29 October – 3 November	Monday to Saturday	WPTT
29 November to 1 December	Thursday to Saturday	WPDCS
3 to 7 December	Monday to Friday	SC

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

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**Information on the host country**

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

Yours sincerely

A handwritten signature in dark ink, appearing to read 'Hilario Murua', is displayed on a light blue rectangular background.

Hilario Murua (Dr)  
Chairperson of the IOTC Scientific Committee

**Attachments:**

- None