

Information on the 15th Session of the IOTC Scientific Committee

Seychelles, 10–15 December 2012

1. Meeting dates and venue

The Fifteenth Session of the Scientific Committee will meet from the 10th to the 15th December 2012, from 9 am to 5 pm daily.

The venue of the meeting will be:

Seychelles Trade Corporation (STC)
Conference Room
New Port
Victoria, Mahé - SEYCHELLES



Localisation of the STC meeting room in Victoria, Mahé

2. Contacts

Secretariat contacts for the meeting are:

Administrative: Claudia Marie: claudia.marie@iotc.org
Science-based: Dr David Wilson: david.wilson@iotc.org

3. Registration

Please pre-register online at www.iotc.org/registration/ at your earliest convenience.

4. Travel arrangements and accommodation

Participants are requested to make their own travel arrangements and fund the expenses incurred.

Information on possible accommodation on Mahé Island is provided below. All rates are on a bed and breakfast basis in single occupancy.

Hotels	Rates	Contact	Notes
Coco D'Or Hotel http://www.cocodor.sc	128\$ for a standard room	Ms. Selma Hertel reservations@cocodor.sc	Special IOTC rate provided. Beauvallon area, 20 Minutes by car to Meeting venue
Berjaya Beau Vallon Bay Hotel www.berjayahotel.com	148\$ for a Standard room 188\$ in Superior room	Ms. Jeanne Mondon reservation@berjayaseychelles.com	Special IOTC rates provided. Beauvallon area, 20 Minutes by car to Meeting venue
Sunrise Guest House http://www.seychelles.net/sunrise-hotel	55€ for a standard room US\$70	Mr. Bernard Chung Faye sunrise@intelvision.net	Special IOTC rates provided. Victoria, 5 minutes by car to Meeting venue, depending on traffic.
Sun Resort http://www.sunresort.sc	80€ for a standard room	Ms. Flora Furneau sun@seychelles.net	Beauvallon area, 20 Minutes by car to Meeting venue
Hotel Le Surmer http://www.lesurmerhotel.com	50€ for a standard room	Ms. Doris Belle lesurmer@seychelles.net	Special IOTC rates provided. 10 Minutes by car to Meeting venue
Coral Strand Hotel www.coralstrand.com	130€ for a single standard room	Mrs Brigitte Appoo mail@coralstrand.sc	Special IOTC rates provided. Beauvallon area, 20 minutes by car to meeting venue.

In addition to this list, there is a wide range of Hotels and Guest Houses on Mahé, particularly around Beau Vallon area.

Participants are **advised to make their reservations in the hotel of their choice as early as possible.**

5. Credentials

Rule X.3 of the IOTC rules of procedure states *The scientific committee shall be constituted of scientists; each Member of the Commission shall have the right to appoint a representative and an alternate, if needed, both with suitable scientific qualifications, who may be accompanied by experts and advisors.* Thus, prior to the meeting the Secretariat should receive a letter signed by the appropriate Authority indicating who will attend the meeting and in what role.

The letter of credentials may be drafted as follows:

“[Upon instructions of] I wish to inform you that (*name of IOTC Member*) will participate in the Fourteenth Session of the Indian Ocean Tuna Commission Scientific Committee and will be represented by the following delegation (or by M.....if the delegation is constituted by only one person...):

Title and name – Head of delegation
 Title and name – Alternate
 Title and name – Expert
 Title and name – Advisor

..... Title and name....., Head of delegation or, in his absence, the alternate or any other member of the Delegation designated by him/her, is authorised to fully take part in the proceedings of the Scientific Committee and take, on behalf of (*name of IOTC Member*), any action required in relation with this Session.

Signature of appropriate Authority
The document can be mailed/emailed/faxed or hand delivered to the Secretariat prior to the start of the meeting.

6. Funding

IOTC Meeting Participation Fund (MPF)

The participation of **one representative of developing CPCs of the IOTC** can be supported through the IOTC Meeting Participation Fund (cf. IOTC Resolution 10/05). Complete applications to the IOTC Meeting Participation Fund should be received no later than the **26th October 2012**. Applications should include:

- Official nomination letter with request of support signed by the director of fisheries or any other relevant authority.
- Letter of credentials (see Rule X.3 of the IOTC rules of procedure)
- Contact details of the nominee and a copy of his/her passport
- CPC National Report¹

¹Noting that the deadline for submitting the CPC National Report is 15 days prior to the meeting (25 November 2012), the report can be submitted at a later date than the application to the MPF. However, if the National Report is not submitted before the deadline (25 November), the travel of the funded applicant will be cancelled.

The Commission at its meeting in April 2012 adopted a new process for the administration of the MPF. As the main goal of the MPF is to increase the participation of developing CPCs to scientific meetings of IOTC, and in line with paragraph 6 of the Resolution 10/05, applications to the MPF will only be considered if the applicant is eligible and intends to produce and present its CPC National Report as per the template agreed upon by the SC ([http://iotcs01/files/proceedings/2012/sc/2012%20Guidelines%20for%20the%20Preparation%20of%20National%20Reports\[E\].zip](http://iotcs01/files/proceedings/2012/sc/2012%20Guidelines%20for%20the%20Preparation%20of%20National%20Reports[E].zip)).

Rules of procedure for the administration of the IOTC Meeting Participation Fund as well as guidelines for applying to the MPF can be found at the following link and applicants are required to apply for funding as soon as possible, but not later than the 26th **October 2012**:

<http://www.iotc.org/files/proceedings/Meeting%20Information/Rules%20Of%20Procedure%20For%20The%20Administration%20Of%20The%20IOTC%20Meeting%20Participation%20Fund.pdf>

Assistance Fund of the UNFSA

Developing CPCs are also encouraged to seek support through the Assistance Fund established under Part VII of the UN Fish Stocks Agreement of the United Nation (UNFSA). Information and application procedure to the Assistance Fund of the UNFSA, can be found at:

http://www.un.org/Depts/los/convention_agreements/fishstocktrustfund/fishstocktrustfund.htm

7. Deadlines

Please also note the following deadlines:

- **11 September 2012**: 90 days pre-Meeting. Meeting announcement by email from the Chair of the SC and by IOTC Circular from the Executive Secretary.
- **11-October-2012**: 60 days pre-Meeting. Deadline for comments on draft agenda by participants to be provided to the Secretariat.
- **12-October-2012**: Secretariat to circulate the revised draft agenda.
- **26-October-2012**: 45 days pre-meeting. Deadline for applications to the Meeting Participation Fund in accordance with the Rules of procedure for the administration of the IOTC meeting participation fund.
- **10-November-2012**: 30 days pre-meeting. Deadline for participants to notify the Secretariat of papers being submitted to the meeting.
- **11-November-2012**: Secretariat to circulate draft Annotated Agenda.
- **25-November-2012**: 15 days pre-meeting. Deadline for meeting papers to be submitted to the Secretariat by participants, including National Reports.
- **26-November-2012**: Secretariat to circulate revised draft Annotated Agenda.
- **10-December-2012**: Start of SC15, Victoria, Seychelles.

Note: All documents, essential to develop potential recommendations by the SC, should be submitted to the Secretariat no later than 15 days prior to the start of the SC meeting and be posted to the IOTC website. If such documents could not be submitted 15 days prior, the relevant author(s) should notify the Secretariat and SC Chair, who will inform CPCs of the pending late document. Documents not requiring a decision/recommendation by the SC, can only be provided to the Secretariat prior to the commencement of the SC, and would be considered 'information' documents.

8. Arrival and entry formalities

All foreign delegates are required to possess a valid passport (validity for at least 6 months) to enter the Seychelles.

No entry Visa is required for Seychelles. A *visitor's permit* is issued at the airport on the provision of the following information by travellers:

- Proof of having a valid return air ticket
- Proof and address of accommodation in Seychelles
- Sufficient funds to support the travellers stay in Seychelles

Please check the following link for more information: (<http://www.virtualesechelles.sc/>)

9. Transportation

Participants should make their own airport transfer and other transport arrangements between their hotel and the meeting venue.

Taxis are readily available at the airport and the cost of transportation from the Airport to the city centre should be around SCR250 or €14. From the airport to Beau Vallon the price range is SCR500 or €31. Most taxis are not metered and it is advised to confirm the price before entering the taxi.

10. Dress code

The dress code for the meeting is Smart Casual.

11. General information about Seychelles

Seychelles is an archipelago comprising of 115 islands, with a collective landmass of 455km², surrounded by a vast oceanic Exclusive Economic Zone (EEZ) of 1.3 million km². The islands are located in the western Indian Ocean, between latitudes 40°–100° South and longitudes 46°–56° East. The nearest neighbours are Madagascar and the great continent of Africa. Victoria is the capital city on the main island Mahé.

In general the weather in Seychelles is warm and humid, averaging 29°C throughout the year with more rain around November to end of January. Summer clothes are worn throughout the year.

The Rupee is the currency of Seychelles. It is divisible into 100 cents. At the moment (10/04/11) the rate is 1€ = 16.63 Seychelles Rupee (SCR), or USD\$1 = 11.75 Seychelles Rupee (SCR). All major currencies are exchangeable at banks and hotels and there are several Forex bureaus in Victoria.

12. Electricity

Electricity in Seychelles is 230 Volts, 50 Hertz. Plugs are usually “British” type.



13. Telephone service

International dialling code:

The International dialling code for Seychelles is +248

Mobile services:

Two operators are offering SIM card and prepaid recharge for mobile phones.

14. Internet

Wi-Fi facility will be available in and around the conference area and internet service at hotels will be at participants own expense.

15. Tourism

Information on tourism and other information can also be found at the following website: (<http://www.virtualeyelles.sc/>).