

Information on the

12th Working Party on Data Collection and Statistics 28-30 November 2016

&

19th Session of the Scientific Committee 1-5 December 2016

Mahe, Seychelles

1. Meetings dates and venue

The 12th Session of the Working Party on Data Collection and Statistics and the 19th Session of the Scientific Committee will be held as follows:

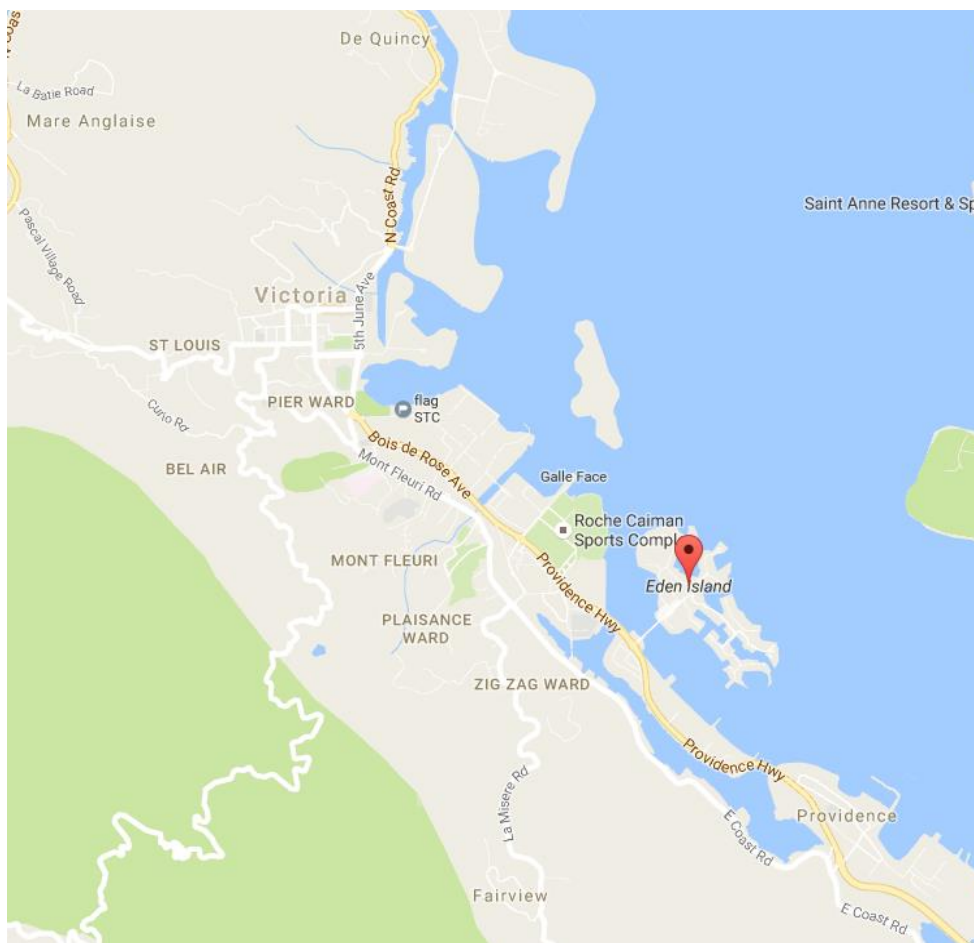
- The 12th Working Party on Data Collection and Statistics will be held from the 28–30 of November 2016, from 09:00 to 17:00 daily
- The 19th Session of the Scientific Committee will be held from the 1–5 December 2016, from 09:00 to 17:00 daily

Both will be hosted by:

IOTC – Indian Ocean Tuna Commission.
P.O Box 1011
Le Chantier Mall
Victoria, Mahe
Seychelles

And the venue will be at:

Eden Bleu Hotel
Conference Room
Eden Island, Seychelles



2. Contacts

The contacts at the IOTC Secretariat are:

Administration: Ms. Mirose Govinden: mirose.govinden@iotc.org
Mrs Lindy Rene: lindy.rene@iotc.org
Science: Dr. Sarah Martin: sarah.martin@iotc.org
Mr Fabio Fiorellato: fabio.fiorellato@iotc.org

3. Registration

Registration for the Scientific Committee and the Working Party is essential via the respective pages:

- **WPDCS12:** <http://www.iotc.org/meetings/12th-working-party-data-collection-and-statistics-wpdc12>
- **SC19:** <http://www.iotc.org/meetings/19th-scientific-committee-sc19>

Participants are invited to register in advance to allow the IOTC Secretariat ample time to make the necessary administrative arrangements.

4. Transportation

Participants are requested to make their own transportation arrangements and fund the expenses incurred from the airport to their respective hotels. Transfers will be provided to and from the meeting daily.

5. Credentials (for participants to the 19th Session of the Scientific Committee only)

Letter of Credentials for Contracting Parties & Cooperating Non-contracting Parties (CPCs):

Noting that Rule XI.2, Appendix IV, para. 3 of the IOTC Rules of Procedure (2014) states that:

“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 advisers.”

and pursuant to Rule III of the IOTC Rules of Procedure (2014), is requested that each CPC 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 Session (**16 November 2016**) to secretariat@iotc.org and a hard copy at the commencement of the Session.

The letter of credentials may be drafted as follows (from Appendix I of the IOTC Rules of Procedure (2014)):

LETTER OF CREDENTIALS

Dear IOTC Executive Secretary,

Upon instructions of [**the Head of state, the head of government, the minister for foreign affairs or the minister concerned**] I wish to inform you that [**name of IOTC Contracting Party (Member)**] will participate in the [...**Number**...] Session of the Indian Ocean Tuna Commission (IOTC) [and/or any Committee of the Commission] and will be represented by the following delegation (or by [**Title and Name**] if the delegation is constituted by one person):

[**Title and Name**] – Head of delegation

[**Title and Name**] – Alternate

[**Title and Name**] – Expert

[**Title and Name**] – Adviser

[**Title and Name**], Head of Delegation or, in **his/her** 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 Session and take, on behalf of the Government (or Authority concerned for Regional Economic Integration Organization e.g. EU) of [**name of IOTC Member**], any action or any decision required in relation with this Session.

Signature.....

[on behalf of, Head of state, the head of government, the minister for foreign affairs or the minister concerned]

Letter of Credentials for 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 (**16 November 2016**) to secretariat@iotc.org and a hard copy at the commencement of the Session.

6. Funding

IOTC Meeting Participation Fund (MPF)

Financial support for participants from developing CPCs is also available through the Meeting Participation Fund (MPF), established through IOTC Resolution 10/05, and now contained in the IOTC Rules of Procedure (2014).

As the main goal of the MPF is to increase the participation of scientists of developing CPCs to scientific meetings of IOTC, applications to the MPF will only be considered if the applicant is eligible and intends to produce a National Report to be presented at the meeting.

As per the Rules of procedure for the administration of the IOTC Meeting Participation Fund, applications should be received at secretariat@iotc.org

- **WPDCD12:** no later than the **14 October 2016**
- **SC19:** no later than the **17 October 2016**

and should include:

- i) an official nomination letter with request of support signed by the director of fisheries or any other relevant authority;
- ii) **SC19 only:** a National Report to be presented at the meeting (following the format referred to above);
- iii) **WPDCS12 only:** a detailed abstract of the scientific paper to be presented;
- iv) the contact details of the nominee with a copy of his/her passport.

Please note that the MPF is currently limited and contingent on additional funds being received either via savings from the FAO ICRU, other regular budget savings or extra budgetary contributions.

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 (2014). <http://www.iotc.org/documents/indian-ocean-tuna-commission-rules-procedure-2014>

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: <http://www.iotc.org/documents/indian-ocean-tuna-commission-rules-procedure-2014>.

7. Deadlines

12th Session of the Working Party on Data Collection and Statistics (WPDCS12):

- **1 September 2016:** 90 days pre-Meeting. Meeting announcement by email from the Chair of the SC and by IOTC Circular from the Executive Secretary.
- **14-October-2016:** 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.
- **29-October-2016:** 30 days pre-meeting. Deadline for participants to notify the Secretariat of papers being submitted to the meeting.
- **13-November-2016:** 15 days pre-meeting. Deadline for meeting papers to be submitted to the Secretariat by participants, including National Reports.
- **28-November-2016:** Start of WPDCS12, Victoria, Seychelles.

19th Session of the Scientific Committee (SC19):

- **2 September 2016:** 90 days pre-Meeting. Meeting announcement by email from the Chair of the SC and by IOTC Circular from the Executive Secretary.
- **2 October-2016:** 60 days pre-Meeting. Deadline for comments on draft agenda by participants to be provided to the Secretariat.
- **17 October-2016:** 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.

- **1 November-2016:** 30 days pre-meeting. Deadline for participants to notify the Secretariat of papers being submitted to the meeting.
- **16 November-2016:** 15 days pre-meeting. Deadline for meeting papers to be submitted to the Secretariat by participants, including National Reports.
- **1 December-2016:** Start of SC19, 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. Accommodation

Participants are requested to make their own travel arrangements and fund the expenses incurred. Participants are also **advised to make their reservations in the hotel of their choice as early as possible.**

Information on possible accommodation on Mahé Island is provided below, however there are numerous hotels, B&Bs and guest house accommodation options on Mahé and within 20 minutes of the meeting venue (see tripadvisor.com). All rates are on a bed and breakfast basis in single occupancy.

HOTEL NAMES	ROOM RATES	
	BB	CONTACT
Eden Bleu (Eden Island) www.edenbleu.com	Single Deluxe Room US\$185 Double Deluxe Room US\$210 <i>(ask for special conference rate)</i>	Rebecca Tel: +248 4399 100 Email: reservation@edenbleu.com Same location as the meeting venue
CORAL STRAND HOTEL (Beau Vallon) www.coralstrand.com	Standard sea-view €155 Double (twin) €170	Mrs Mica Savy Tel: +248 4291072 Email: mail@coralstrand.sc 25 minutes' drive to meeting venue
SUNRISE GUEST HOUSE (Mont Fleuri) www.seychelles.net/sunrise-hotel/ (Rates in USD adjusted on a daily basis)	Standard room €88 Note that hotel is currently under renovation	Mr Bernard Chung-Faye Tel: +248 4224560/4224836 10 minutes' drive to meeting venue
LE MERIDIEN FISHERMAN'S COVE (Bel Ombre) www.lemeridien.com/fishcove (Rates exclude 15% taxes)	Superior Ocean View €280 Deluxe Ocean View €320	Jenny Seraphine Tel: +248 4677 218 Email: jenny.seraphine@lemeridien.com 25 minutes' drive to meeting venue
PANORAMA GUEST HOUSE (Beau Vallon) www.panorama-guesthouse.com	Standard double room €98 Standard room €80	Mary Tel: +248 4247300 Email: panorama@seychelles.net 25 minutes' drive to meeting venue
COCO D'OR HOTEL (Beau vallon) www.cocodor.sc	Double room €155 Standard room €123	Selma Hertel Tel: +248 4247331 Email: reservations@cocodor.sc 25 minutes' drive to meeting venue
BERJAYA BEAU VALLON BAY www.berjayahotel.com	Standard single room €130 Superior room €188	Ms Jeanne Mondon Tel: +248 4287287

		Email: reservation@berjayaseychelles.com beauvallan.rsvn@berjayahotel.com 25 minutes' drive to meeting venue
SUN RESORT (Beau vallon) www.sunresort.sc	Standard single room €115	Ms Flora Furneau Tel: +248 4285555 Email: sun@seychelles.net 25 minutes' drive to meeting venue
BEAU SEJOUR HOTEL (Curio Road, Bel Air) www.seychelles.net/beausejour	Single room €80	Ms Francoise Tel: +248 719964 Email: beausejourhotel_sey@yahoo.com 15 minutes' drive to meeting venue
GEORGINA'S COTTAGE BEACH GUEST HOUSE (Beau vallon) www.georginascottage.sc	Standard room €80	Ms Georgina Laporte Tel: +248 4247016 Email: georgina@seychelles.net 25 minutes' drive to meeting venue
BEL AIR HOTEL (Bel Air)	Standard Room €110 Double/Twin Room €140	Natasha Rasool Tel: +248 4224416 Email: belair@seychelles.net 10 minutes' drive to meeting venue

9. 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.virtualeseychelles.sc/>)

10. Dress code

The dress code for the meeting is Smart Casual

11. Electricity

Throughout Seychelles the voltage is 220-240 volts AC 50 Hz. Seychelles uses the British standard square three-pin, 13 amp sharp electric plug. The power sockets used are of type G.



12. Telephone service

The International dialling code for Seychelles is (+248).

13. Internet

Wi-Fi will be available in the conference area.

Internet service outside the conference area will be at participants' own expense.

14. Currency and exchange

The currency in Seychelles is the Rupee (SCR). The current exchange rates are (26 July 2016):

Top SCR Exchange Rates

	EUR	USD	GBP	AED	INR	ZAR	AUD	CAD	MUR
1 SCR	0.07028	0.07737	0.05920	0.28418	5.21183	1.10867	0.10294	0.10219	2.73501
Inverse:	14.2282	12.9250	16.8919	3.51892	0.19187	0.90198	9.71453	9.78575	0.36563

Mid-market rates: 2016-07-26 06:59 UTC

15. Tourism

Information on tourism in Seychelles can be found on the following websites:

- <http://www.seychelles.travel/>
- <http://wikitravel.org/en/Seychelles>