

03 September 2020

## IOTC CIRCULAR 2020–36

### MATTERS RELATING TO THE 24<sup>TH</sup> SESSION OF THE IOTC (S24) – 60 DAYS PRIOR

- CHANGES TO THE NORMAL MEETING FORMAT
- PROVISIONAL AGENDA
- REQUESTS FOR OBSERVER STATUS
- CREDENTIALS
- PROVISIONAL BUDGET FOR 2021
- MEETING DOCUMENTS

Dear Sir/Madam

Due to the COVID-19 pandemic, it is proposed that the 24<sup>th</sup> Session of the Indian Ocean Commission be held by video-conference, from 2 to 6 November 2020.

The purpose of this Circular is to share the provisional agenda for the Session pursuant to Rule IV.1, as well as to address other matters as outlined below. Please note that the arrangements proposed in this letter are subject to the endorsement of the Members to hold a virtual meeting and to suspend, as appropriate, the rules of procedure that presuppose in-person sessions of the Commission. A letter to this effect will be sent shortly to Members.

#### 1. Meeting format

The normal Commission meeting format is changed to that described in [IOTC Circular 2020-33](#) and repeated below.

In August 2020, the Heads of Delegations met (by video-conference) to discuss S24 meeting procedures and the handling of agenda items. Briefly, the Heads of Delegations agreed to avoid matters which are typically complex and time consuming and, overall, incompatible with the framework and available time of the proposed virtual meeting. This included posting comments on agenda items prior to the meeting; and not including agenda items on amendments to the IOTC Basic texts; progress on the implementation of the recommendations of the 2nd IOTC Performance Review; and new Conservation and Management Measures (CMMs). Furthermore, the elements of existing CMMs that make reference to 2020 will be extended to 2021 and proposals for future CMMs may be provided for information only.

The meeting format will be as follows:

- The Commission will meet for 2 hours per day for 5 days;
- Zoom will be the video conference platform;
- Interpretation (French / English) will be available;
- Entry to the meeting will be by password, and only provided to credentialed individuals. Note, depending on video performance, entry may have to be restricted.
- Start time for the meeting will be 11 am Seychelles time, which, across the global span of Members ranges from 7 am in the United Kingdom to 6 pm in (Canberra) Australia. Please [click here](#) to work out the time in your country.

#### Distribution

**IOTC Contracting Parties:** Australia, Bangladesh, China, Comoros, Eritrea, European Union, France (Territories), 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 ("BIOT"), 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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## **2. Provisional Agenda**

In accordance with Rule IV of the IOTC Rules of Procedure (2014), the provisional agenda for the 24th Session of the Commission (IOTC-2020-S24-01a) is now available on the S24 meeting page [[click here](#)].

Members are invited to send any comments and proposals for additional items to be included in the Provisional Agenda, no later than 18 September 2020, so that an agreed Agenda may be circulated not less than 30 days before the Session.

The Chairperson will negotiate any changes to the agenda directly with Heads of Delegations, as required.

## **3. Requests for observer status**

No new requests for observer status have been received as of the 60-day mark. The list of observers that, subject to the provision of Credentials, may observe the proceedings of S24 is available [[here](#)].

## **4. Credentials**

In accordance with Rule III of the IOTC Rules of Procedure (2014), official credentials are required in order to participate in each committee. 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 sent a 'comments' document. Separate credentials are required to participate in each 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 receive a 'comments' document. The credentials should also include the email address and contact phone number for each recipient. Credentials are requested no later than 15 days before each meeting to [iotc-secretariat@fao.org](mailto:iotc-secretariat@fao.org).

### ***Invited Experts and Observers***

IOTC Observers are also requested to submit a similar Letter of Credentials indicating who will receive a 'comments' document. The credentials should also include the email address and contact phone number for each recipient. Credentials are requested no later than 15 days before each meeting to [iotc-secretariat@fao.org](mailto:iotc-secretariat@fao.org).

## **5. Provisional Budget for 2021**

In accordance with Regulation III of the IOTC Financial Regulations, budget estimates and associated information for the 24th Session of the Commission are now available in document IOTC-2020-SCAF17-07 on the SCAF17 meeting page [[click here](#)].

## **6. Meeting documents**

Electronic versions of other meeting documents will be published on the S24 meeting page [[click here](#)] as they become available:

Yours sincerely



Christopher O'Brien  
Executive Secretary

**Attachments:** None