

10 May 2021

IOTC CIRCULAR 2021–25

Dear Madam / Sir

INFORMATION FOR PARTICIPANTS TO THE 25TH SESSION OF THE IOTC (S25) AND ASSOCIATED MEETINGS

The Commission has agreed to hold the 25th Session of the IOTC and the meetings of the Compliance Committee (CoC18), the Standing Committee on Administration and Finance (SCAF18) and the Technical Committee on Management Procedures (TCMP04) by videoconference (IOTC Circular 2021-24).

Meeting format

In brief, the format of the meetings will be as follows:

- The Sessions will meet for 4 hours per day.
- Zoom will be the video conference platform.
- Interpretation (French / English) will be available.
- Entry to each meeting will be by password, and only provided to credentialed individuals.
- Start time for the meeting will be 11 am Seychelles time, which, across the global span of Members ranges from 8 am in the United Kingdom to 5 pm in (Canberra) Australia. Please [\[click here\]](#) to work out the time in your country.

Calendar of important dates related to the May-June 2021 meetings

Dates	Days	Meeting	Link to documents
30 May – 1 June	Sunday to Tuesday	Compliance Committee	CoC18
2 June	Wednesday	Standing Committee on Administration & Finance	SCAF18
3 June	Thursday	Report adoption: CoC then SCAF	
4-5 June	Friday-Saturday	Technical Committee on Management Procedures	TCMP04
7-11 June	Monday to Friday	Commission	S25

Credentials

In accordance with Rule III of the IOTC Rules of Procedure (2014), official credentials are required in order to participate in each meeting. For your convenience, a draft letter of credentials (from Appendix I of the IOTC Rules of Procedure, 2014) is available [here](#).

Only credentialed individuals will receive the Zoom link to join the meetings.

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 the Zoom link. 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.

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, Somalia, South Africa, Sri Lanka, Sudan, United Rep. of Tanzania, Thailand, United Kingdom, 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

Observers and Invited Experts

IOTC Observers and Invited Experts are also requested to submit a similar Letter of Credentials indicating who will receive the Zoom link. 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

Further information***Provisional Agenda for S25***

An annotated provisional agenda for S25 is now available on the [S25 meeting page](#).

Proposals for Conservation and Management Measures

Props A-G are now available on the [S25 meeting page](#).

In general

Information concerning the Sessions, including the agenda, other meeting documents, and Zoom instructions will be posted on the CoC18, SCAF18, TCMP and S25 meeting pages., respectively.

The Secretariat will post documents as soon as possible before required dates. The execution of agenda items will be greatly assisted if CPCs consider the matters at hand well before the meeting and, if necessary, reach out (in advance of the meeting) to the Chair, the Secretariat or other delegations regarding any matters they might want to raise and/or discuss.

Yours sincerely



Christopher O'Brien
Executive Secretary