

19 April 2022

## IOTC CIRCULAR 2022-30

Dear Madam / Sir

### INFORMATION FOR PARTICIPANTS TO THE 26<sup>TH</sup> SESSION OF THE IOTC (S26) AND ASSOCIATED MEETINGS

The Commission has agreed to hold the 26<sup>th</sup> Session of the IOTC and the meetings of the Compliance Committee (CoC19), the Standing Committee on Administration and Finance (SCAF19) and the Technical Committee on Management Procedures (TCMP05) in-person and by videoconference ([IOTC Circular 2022-11](#)).

#### Meeting format

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

- The meetings will run from 9 am to 5 pm, Seychelles time.
- Only CPCs will be permitted to participate from inside the meeting room, and there will be only one Head of Delegation and one Alternate in the meeting room at any one time.
- Morning and afternoon refreshments will be available for meeting room participants only.
- All other members of a delegation and observers will be required to participate by videoconference (Zoom).
- Access to Zoom will be by password, and only provided to credentialed individuals.
- Interpretation (French / English) will be available.

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

| Dates     | Days              | Meeting  | Link to documents      |
|-----------|-------------------|--|------------------------|
| 8-10 May  | Sunday to Tuesday | Compliance Committee                           | <a href="#">CoC19</a>  |
| 11 May    | Wednesday         | Standing Committee on Administration & Finance | <a href="#">SCAF19</a> |
| 12 May    | Thursday          | Report adoption: CoC then SCAF                 |                        |
| 13-14 May | Friday-Saturday   | Technical Committee on Management Procedures   | <a href="#">TCMP05</a> |
| 16-20 May | Monday to Friday  | Commission                                     | <a href="#">S26</a>    |

#### Credentials

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

Rule III.1 of the IOTC Rules of Procedure states: "Such Letter of Credentials shall conform to the standard set out in Appendix I." Please also refer to [IOTC Circular 2021-49](#) on the content of Credentials.

#### 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:** Senegal. **Intergovernmental Organisations, Non-Governmental Organisations.** Chairperson IOTC. Copy to: FAO Headquarters, FAO Representatives to CPCs.

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### ***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. The credentials should also include the email address and contact phone number for each recipient.

The Credentials are requested to be sent no later than 15 days before each meeting to [iotc-secretariat@fao.org](mailto:iotc-secretariat@fao.org). Only credentialed individuals will be permitted to enter the meeting room and receive a Zoom link to join the meetings.

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

IOTC Observers are also requested to submit a similar Letter of Credentials no later than 15 days before each meeting to [iotc-secretariat@fao.org](mailto:iotc-secretariat@fao.org). Only credentialed individuals will receive a Zoom link to join the meetings.

### **Further information**

#### ***Provisional Agenda for S26***

An annotated provisional agenda for S26 is now available on the [S26 meeting page](#).

#### ***Proposals for Conservation and Management Measures***

Proposals are now available on the [S26 meeting page](#).

#### ***In general***

Information concerning the Sessions, including the agenda, other meeting documents, and Zoom instructions will be posted on the respective CoC19, SCAF19, TCMP05 and S26 meeting pages.

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