

11 October 2022

IOTC CIRCULAR**2022–46**

Dear Madam / Sir

INVITATION TO THE 25TH SESSION OF THE IOTC SCIENTIFIC COMMITTEE

I have the honour to extend to you an invitation to participate in the 25th Session of the Scientific Committee, which will be held from 5 to 9 December 2022, in Seychelles.

The number of in-person attendees is limited (it will therefore be a hybrid meeting)

The meeting will be held at the [Eden Bleu Hotel](#) on Eden Island.

Given Government social distancing requirements and hotel limitations, the following restrictions apply:

- Each CPC may have a maximum of three persons in the meeting room at any one time.
- Each observer may have a maximum of one person in the meeting room at any one time.

All other members of delegations will be required to participate by videoconference (Zoom). Please note: there will be little in the way of facilities available for delegation members who might consider locating themselves immediately outside the meeting room. Also, it is very hot in Seychelles and there are no air-conditioned spaces or rooms adjacent to the meeting room provided; as such there are very few places where people can sit; and there will be no free Wi-Fi outside the meeting room.

Change in date of the Working Party on Data Collection and Statistics (WPDCS)

In order to allow more time for participants to travel to the Scientific Committee meeting after the close of the WPDCS, the meeting dates of the WPDCS have been changed (from 29 November – 3 December) to **28 November – 2 December** (Monday to Friday). This will increase the period between the meetings to two days.

Meeting Participation fund (for developing IOTC Contracting Party Members only)

The participation of up to two representatives from developing Members of the IOTC may be supported through the IOTC Meeting Participation Fund (MPF). The applications for the MPF, must be received by the IOTC Secretariat (iotc-secretariat@fao.org) no later than 45 days before the start of the meeting (the dates are indicated below). NOTE – this 45-day deadline will be strictly enforced.

Applications must include:

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

The 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 (click [here](#)). Please be reminded that there is no provision in the IOTC Rules of Procedure (2022) for the IOTC Secretariat to consider late applications.

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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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, 2022) is available [here](#).

Contracting Parties & Cooperating Non-contracting Parties (CPCs)

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.

The Credentials are requested to be sent no later than 15 days before each meeting to iotc-secretariat@fao.org. Only credentialed individuals will be admitted into the physical meeting or receive a Zoom link to join the meeting virtually.

Invited Experts and Observers

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.


Calendar of important dates

| Scientific Committee: 5-9 December | |
|------------------------------------|--|
| 21 October | Meeting Participation Fund applications due |
| 5 November | Deadline for Submission of document titles. |
| 20 November | Submission of full documents and National reports. |
| 5 – 9 December | Scientific Committee meeting in a hybrid format. |

Further information

Information concerning the Sessions, including the agendas and other meeting documents will be communicated by the IOTC Secretariat in the coming weeks on the IOTC website meeting page [[click here](#)].

Yours sincerely



Dr Toshihide Kitakado
Chairperson, Scientific committee