



01 February 2024

## IOTC CIRCULAR

2024-05

Dear Madam / Sir

### REMINDER FOR THE 7<sup>TH</sup> MEETING OF THE TECHNICAL COMMITTEE ON MANAGEMENT PROCEDURES 19 - 21 FEBRUARY 2024

This Circular serves as a reminder to the information sent in [Circular 2023-63](#), particularly noting the Commission request to hold a meeting of the Technical Committee on Management Procedures in February 2024.

#### Meeting will be held in a virtual format only

The meeting will allow for participation by videoconference only. Zoom links will be sent to all Delegations that provide letters of credentials.

#### Credentials

In accordance with Rule III of the IOTC Rules of Procedure (2023), official credentials are required to participate in the meeting. For your convenience, a draft letter of credentials (from Appendix I of the IOTC Rules of Procedure, 2023) is available [here](#). Credentials must be received 15 days before the start of the meeting (Monday 5 February 2024)

#### 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](mailto:iotc-secretariat@fao.org). Only credentialed individuals will receive a Zoom link to join the meetings.

#### Invited Experts and Observers

IOTC Observers and Invited Experts are also requested to submit a similar Letter of Credentials. 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).

#### Further information

Information concerning the meeting, including the agenda, other meeting documents, and Zoom instructions will be posted on the IOTC website TCMP meeting page [\[click here\]](#).

Yours sincerely

Paul de Bruyn

Executive Secretary

#### Distribution

**IOTC Contracting Parties:** Australia, Bangladesh, China, Comoros, 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. **Intergovernmental Organisations, Non-Governmental Organisations.** Chairperson IOTC. Copy to: FAO Headquarters, FAO Representatives to CPCs.

This message has been transmitted by email only