

30 April 2024

IOTC CIRCULAR 2024-23

Dear Madam / Sir

INFORMATION FOR PARTICIPANTS TO THE 28TH SESSION OF THE IOTC – REVISED MEETING TIMES

The 28th Session of the IOTC (S28) and the meetings of the Compliance Committee (CoC21), the Standing Committee on Administration and Finance (SCAF21) and the Technical Committee on Management Procedures (TCMP08) are being held at the at the Swissotel Bangkok Ratchada, Thailand during May 2024 ([IOTC Circular 2024-07](#)).

Meeting times

In the previous communication (IOTC 2024-19) it was noted that:

- The CoC, SCAF and TCMP meetings will run from 9 am to 5 pm, Bangkok time.
- The Commission will run from 9 am to 6 pm Bangkok time.

Subsequent to this communication, we have been informed by the hotel that the meeting venue will not be available for use on Friday 17 May after 4h30 pm. The Secretariat made significant efforts to negotiate with the hotel to align with our schedule, however, regrettably, the hotel's flexibility was quite limited. Noting the extremely ambitious agenda, including an unprecedented number of proposals, it is necessary to adjust the meeting timings to ensure that all deliberations can take place and the meeting can be concluded successfully.

As such, the Commission meeting will now run from 09 am – 6 pm from Monday to Thursday, with potential but very probable 30-minute extensions from Tuesday (May 14) to Thursday (May 16). On Friday 17 May, the meeting will run from 9 am to 4h30 pm.

There may be a need to start the meeting a little earlier each morning depending on the progress made throughout the week. In addition, or alternatively it may be necessary to reduce the lunch break from 1.5 hours to 1 hour.

I apologise for any inconvenience this may cause.

Yours sincerely



Ms Jung-re Riley Kim
IOTC Chairperson

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