

05 August 2020

IOTC CIRCULAR 2020–33

Dear Madam / Sir

INVITATION TO THE 24TH SESSION OF THE INDIAN OCEAN TUNA COMMISSION — 90 DAYS PRIOR

I have the honour to extend to you an invitation to participate in the 24th Session of the Commission, which will be held by video-conference from 2 to 6 November 2020.

Meeting format

In brief, the meeting format is as follows:

- The Commission will meet for 2 hours per day for 5 days;
- Zoom will be the video conference platform;
- Interpretation (French / English) will be available;
- Entry to the meeting will be by password, and only provided to credentialed individuals. Note, depending on video performance, entry may have to be restricted.
- Start time for the meeting will be 11 am Seychelles time, which, across the global span of Members ranges from 7 am in the United Kingdom to 6 pm in (Canberra) Australia. Please [click here](#) to work out the time in your country.

Credentials

In accordance with Rule III of the IOTC Rules of Procedure (2014), official credentials are required in order to participate in the 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 meeting.

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.

Invited Experts and Observers

IOTC Observers 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

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, Sierra Leone, Somalia, South Africa, Sri Lanka, Sudan, United Rep. of Tanzania, Thailand, United Kingdom ("BIOT"), 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

Proposals to amend the IOTC Rules of Procedure:

In accordance with Rule XVII of the IOTC Rules of Procedure, any proposals to amend the ROP must be distributed at least 60 days before the session of the commission.

Calendar of important dates

Dates	Commission S24 (2-6 November)	Who	Notes
1 September	Preferred deadline for receiving proposals to amend the IOTC Rules of Procedure (ROP XVIII.1)	CPs	It is preferable to receive any proposals before the 60 day distribution deadline (3 September) to allow for translation.
3 September	Provisional agenda posted on the S24 meeting page (ROP IV.4)	Secretariat	60 days before the meeting
	Deadline for receiving applications from bodies seeking observer status (ROP XIV)	New observers	60 days before the meeting
3 October	Provisional agenda with comments posted on the S24 meeting page (ROP IV.4)	Secretariat	30 days before the meeting
	Deadline for receiving proposals for conservation and management measures (IOTC Agreement IV.4)	Members	30 days before the meeting. It is not proposed to restrict any CMM proposals being submitted in 2020; however, it is advisable that Members only submit proposals that have already been subject to advanced consultation and for which consensus is possible in a reduced format.
	Meeting documents posted on the S24 meeting page	Secretariat	ASAP but at least 30 days before the meeting

Further information

Information concerning the Session, including the agenda, other meeting documents, and Zoom instructions will be communicated by the IOTC Secretariat in the coming weeks via Circulars and the IOTC website S24 meeting page [\[click here\]](#).

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 documents 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. This approach will mean that agenda items which are typically “noted” by the Commission are kept brief and discussion, if any, can be focused. Importantly it will also allow more time for the items of greater substance or complexity.

Yours sincerely



Ms Susan Imende
IOTC Chairperson