



## IOTC CIRCULAR 2017-092

Dear Sir/Madam

### **ANNOUNCEMENT OF THE 1<sup>ST</sup> MEETING OF THE TECHNICAL COMMITTEE ON PERFORMANCE REVIEW**

The 1<sup>st</sup> meeting of the IOTC Technical Committee on Performance Review (TCPR) will be held at the Savoy Hotel, Beau Vallon, Seychelles from 8 to 9 February 2018.

A draft agenda for the meeting is available at the following link for you to review and provide comments. Papers for the meetings will be posted to the relevant meeting pages on the same link as they are received:

[TCPR01 documents - click here](#)

### **Registration**

Registration for the meetings is essential so as to allow the IOTC Secretariat sufficient time to make the necessary arrangements. Please register for the meetings on the IOTC website no later than 15 days before the Session to ensure the necessary administrative arrangements can be made with the meeting venue:

[TCPR01 registration - click here](#) (register by 23 January 2018)

### **Letter of Credentials**

#### ***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, no later than 15 days before the Session (23 January 2018) to [iotc-secretariat@fao.org](mailto:iotc-secretariat@fao.org) and a hard copy at the commencement of the Session. For your convenience, a draft letter of credentials (from Appendix I of the IOTC Rules of Procedure (2014)) is available from [Letter of credentials template - click here](#)

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

Delegates wishing to attend the meeting as Invited Experts or pre-approved IOTC Observers are also requested to submit a similar Letter of Credentials, no later than 15 days before the Session to [iotc-secretariat@fao.org](mailto:iotc-secretariat@fao.org) and a hard copy at the commencement of the Session.

#### **Meeting Participation fund (for developing IOTC Contracting Parties Members only)**

The participation of one representative from developing Members of the IOTC may be supported through the IOTC Meeting Participation Fund. As per the Rules of Procedure for the administration of the IOTC Meeting Participation Fund, applications must be received by the IOTC Secretariat ([iotc-secretariat@fao.org](mailto:iotc-secretariat@fao.org)): **no later than 31 December 2017.**

Applications must include:

- i) an official nomination letter;
- ii) the contact details of the nominee (with a copy of his/her passport).

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 (2014). [IOTC rules of procedure - click here](#). Please

#### Distribution

**IOTC Contracting Parties:** Australia, China, Comoros, Eritrea, European Union, France (Territories), Guinea, 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 (OT), Yemen. **Cooperating Non-Contracting Parties:** Bangladesh, Liberia, Senegal. **Intergovernmental Organisations, Non-Governmental Organisations. Chairperson IOTC. Copy to:** FAO Headquarters, FAO Representatives to CPCs.

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be reminded that there is no provision in the IOTC Rules of Procedure (2014) for the IOTC Secretariat to consider late applications to the MPF.

**Logistic information**

An information document, providing details on logistical aspects of the venue and meeting arrangements, is available on the meeting webpage [TCPR01 helpful information - click here](#).

Yours sincerely



Christopher O'Brien  
Executive Secretary

**Attachments:**

- Nil