

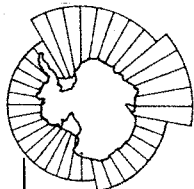
**COMM CIRC 03/54**  
**SC CIRC 03/12**

**Friday, 18 July 2003**

## **Twenty-second Meetings of CCAMLR**

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# CCAMLR

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## TO ALL MEMBERS OF THE COMMISSION AND THE SCIENTIFIC COMMITTEE

**COMM CIRC 03/54**  
**SC CIRC 03/12**

18 July 2003

### Twenty-second Meetings of CCAMLR

In accordance with the Rules of Procedure, Members are invited to attend the Twenty-second Meetings of the Commission for the Conservation of Antarctic Marine Living Resources and the Scientific Committee which will be held in Hobart, Australia, from 27 October to 7 November 2003. The venue for these meetings is the Wrest Point Hotel.

A preparatory meeting, for Heads of Delegation only, will be held on Sunday 26 October at 1600 h in Training Room 1. This will be followed by a meeting for Scientific Committee Representatives only.

Members are reminded of their obligations under Rule 2 of the Commission's Rules of Procedure which states:

'Each Member of the Commission shall notify the Executive Secretary as far as possible in advance of any meeting of the name of its representative and before or at the beginning of the meeting the names of its alternate representatives and advisers.'

Attached is an Information Note which includes details on accommodation, travel arrangements and meeting registration.

### Agendas

The attached Preliminary Agendas for the Commission and the Scientific Committee have been prepared in accordance with Rule 15 of the Commission's Rules of Procedure and Rule 5 of the Scientific Committee's Rules of Procedure respectively.

Also attached are the Preliminary Annotated Agendas.

Under Rule 16 of the Commission's Rules of Procedure and Rule 6 of the Scientific Committee's Rules of Procedure, proposals for the inclusion of supplementary items for the Provisional Agenda with accompanying explanatory memoranda, are to reach the Secretariat not later than 65 days before the meeting, this is by 23 August 2003.

### **Observers**

In accordance with the Commission's decision at last year's meeting, invitations to attend CCAMLR-XXII as Observers have been extended to the Acceding States, non-Contracting Parties and international organisations listed in paragraphs 17.1 to 17.4 of CCAMLR-XXI.

### **Submission of Papers**

Attached are the guidelines for submission of papers to both the Commission and Scientific Committee. Members' attention is drawn to the deadlines set out therein.

A handwritten signature in black ink, appearing to read 'D. Miller', written diagonally across the page.

Dr D.G.M. Miller  
Executive Secretary

Attch.

18 July 2003

## **INFORMATION NOTE**

The following information is provided by the Secretariat for the use of Member and Observer delegations to the Twenty-second Meetings of the Commission and the Scientific Committee for the Conservation of Antarctic Marine Living Resources.

### **1. DATES:**

27 October to 7 November 2003.

The meetings of both the Commission and Scientific Committee will be convened during this period.

There will be a meeting for Heads of Delegation only at 1600 h on Sunday 26 October in Training Room 1, to be followed by a meeting for Scientific Committee Representatives only.

### **2. VENUE:**

Wrest Point Federal Hotel, 410 Sandy Bay Road, Sandy Bay, Tasmania, Australia.

### **3. ACCOMMODATION:**

A number of rooms at the Wrest Point Federal Hotel have been booked for the period of the meetings, and the following special rates have been negotiated:

Single, Twin or Double

Motor Inn (formerly Gardenvue)	A\$115
Water Edge (formerly Riverview)	A\$135
Tower Room	A\$165
Tower Suite	A\$265

Address: Wrest Point Federal Hotel  
410 Sandy Bay Road  
Sandy Bay Tasmania 7005  
Australia

Telephone: Within Australia (03) 6225 0112; Freecall (1800) 030611  
International +(61) (3) 6225 0112

Facsimile: Within Australia (03) 6225 3909  
International +(61) (3) 6225 3909

Email: email@wrestpoint.com.au

**All bookings must be made directly with the hotel.** When making a reservation, please inform the hotel that the booking is on behalf of **CCAMLR Meeting** participants. This will ensure that the special rates apply.

It is important to make reservations as far as possible in advance of the meeting.

**Please note that the CCAMLR Secretariat is not responsible for reservations.**

#### **4. FACSIMILE/EMAIL CORRESPONDENCE DURING THE MEETING:**

Delegates may send/receive facsimiles and access the internet during the meetings through the Wrest Point Business Bureau. It is open from 0900 to 1900 h and is located on the mezzanine floor at the hotel. The facsimile number is: (03) 6225 1049 (international +(61) (3) 6225 1049).

As in previous years, email and facsimile facilities will not be available through the Secretariat.

#### **5. ACCESS TO COMPUTERS:**

Delegates should provide their own computer facilities, or make use of those available at the Wrest Point Business Bureau (see above).

The Secretariat will provide limited computer access to nominated rapporteurs only; no other Secretariat computer facilities will be available to delegates.

**6. TRAVEL ARRANGEMENTS:**

Travel arrangements to and from the meetings are the responsibility of participants.

Overseas delegates should apply for visas to travel to Hobart as soon as possible.

When purchasing airline tickets, overseas delegates should advise travel agents that they are exempt from the A\$38 Passenger Movement Charge.

**7. NAMES OF REPRESENTATIVES AND REGISTRATION:**

To assist the Secretariat with the preparation of the meeting, please ensure that the names of your representative, alternate representatives and advisers are forwarded to the Secretariat as soon as possible.

Registration will take place at the conference venue as follows:

Sunday 26 October	1500–1700 h
Monday 27 October	0800–0845 h.

**PRELIMINARY AGENDA FOR THE TWENTY-SECOND MEETING  
OF THE COMMISSION FOR THE CONSERVATION  
OF ANTARCTIC MARINE LIVING RESOURCES**

1. Opening of the Meeting
2. Organisation of the Meeting
  - (i) Adoption of the Agenda
  - (ii) Report of the Chair
3. Finance and Administration
  - (i) Report of SCAF
  - (ii) Audited Financial Statements for 2002
  - (iii) Audit Requirements for the 2003 Financial Statements
  - (iv) Secretariat Matters
  - (v) Contingency Fund
  - (vi) Budgets for 2003, 2004 and 2005
  - (vii) Members' Contributions
4. Scientific Committee
5. Assessment and Avoidance of Incidental Mortality of Antarctic Marine Living Resources
  - (i) Marine Debris
  - (ii) Incidental Mortality of Marine Animals during Fishing Operations
6. Implementation and Compliance
  - (i) Report of SCIC
  - (ii) Operation of the System of Inspection
  - (iii) Operation of the Scheme of International Scientific Observation
  - (iv) Compliance with Conservation Measures
  - (v) Review of SCIC Working Arrangements
7. Catch Documentation Scheme for *Dissostichus* spp. (CDS)
  - (i) Report of SCIC
  - (ii) Annual CDS Summary Report
  - (iii) Use of the CDS Fund
  - (iv) Development of an Electronic Paperless Web-based CDS (e-CDS)
    - (a) Review of e-CDS Trial
    - (b) Future Establishment of an e-CDS
  - (v) Improvements to the CDS
8. Illegal, Unregulated and Unreported (IUU) Fishing in the Convention Area
  - (i) Report of SCIC
  - (ii) Report of the Joint Assessment Group

- (iii) Review of Existing Measures to Eliminate IUU Fishing
    - (a) Cooperation with Non-Contracting Parties
    - (b) IUU Vessel List
    - (c) Other CDS-related Conservation Measures and Resolutions
  - (iv) Consideration of New Measures
    - (a) CCAMLR Plan of Action on IUU Fishing (CPOA-IUU)
    - (b) Other Measures (including further developments in VMS application)
- 9. New and Exploratory Fisheries
- 10. Conservation Measures
  - (i) Review of Existing Measures
  - (ii) Consideration of New Measures and Other Conservation Requirements
- 11. Fisheries Management and Conservation Under Conditions of Uncertainty
- 12. Data Access and Security
- 13. Cooperation with Other Elements of the Antarctic Treaty System
  - (i) Cooperation with Antarctic Treaty Consultative Parties
  - (ii) Cooperation with SCAR
  - (iii) Assessment of Proposals for Antarctic Specially Protected Areas and Specially Managed Areas, which include Marine Areas
- 14. Cooperation with Other International Organisations
  - (i) Reports of Observers from International Organisations
  - (ii) Reports from CCAMLR Representatives at Meetings of International Organisations in 2002/03
  - (iii) Cooperation with CITES
  - (iv) Nomination of Representatives to Meetings of International Organisations in 2003/04
- 15. Implementation of the Objectives of the Convention
- 16. Election of Vice-Chair of the Commission
- 17. Next Meeting
  - (i) Invitation of Observers to the Next Meeting
  - (ii) Arrangements for Future Meetings
- 18. Other Business
  - (i) Submission of Meeting Papers
- 19. Report of the Twenty-second Meeting of the Commission
- 20. Close of the Meeting.



**PRELIMINARY AGENDA FOR THE 2003 MEETING  
OF THE CCAMLR STANDING COMMITTEE ON  
ADMINISTRATION AND FINANCE (SCAF)**

1. Organisation of the Meeting
2. Examination of Audited Financial Statements for 2002
3. Audit Requirement for the 2003 Financial Statements
4. Secretariat Strategic Plan
5. Secretariat Services
6. International Recruitment
7. Review of 2003 Budget
8. Cost Recovery
9. Contingency Fund
10. Budget for 2004
  - (i) Professional Staff Salaries
  - (ii) Consideration of Future Meeting Arrangements
  - (iii) Proposal for a Centralised VMS
  - (iv) Scientific Committee Budget
  - (v) Advice from SCIC
11. Members' Contributions
  - (i) Timing of Members' Contributions
  - (ii) Implementation of Contribution Formula
12. Forecast Budget for 2005
13. CDS Fund
14. Any Other Business Referred by the Commission
15. Election of Chair and Vice-Chair of SCAF
16. Adoption of the Report.

**PRELIMINARY AGENDA FOR THE 2003 MEETING  
OF THE CCAMLR STANDING COMMITTEE ON  
IMPLEMENTATION AND COMPLIANCE (SCIC)**

1. Opening of the meeting
  - (i) Adoption of Agenda
  - (ii) Organisation of the Meeting
2. Reports received on Compliance and Implementation
  - (i) Reports under Articles X, XXI, XXII and XXIV
  - (ii) Reports under the System of Inspection
  - (iii) Reports under Compliance-related Conservation Measures
  - (iv) Cooperation with International Organisations
  - (v) Cooperation with Non-Contracting Parties
3. IUU Fishing in the Convention Area
  - (i) Current Level of IUU Fishing
  - (ii) Procedure for Estimation of IUU Catches
  - (iii) IUU Vessel Lists
  - (iv) Advice to the Commission
4. Review of Compliance and Implementation-related Measures and Policies
  - (i) Compliance Evaluation Procedure
  - (ii) Conservation Measures in Force
  - (iii) System of Inspection
  - (iv) Cooperation with Non-Contracting Parties
  - (vi) Cooperation with International Organisations
  - (v) Advice to the Commission
5. Review of the Catch Documentation Scheme (CDS)
  - (i) Operation of the Existing CDS with Paper-based Catch Documents
  - (ii) E-CDS Development and Trial
  - (iii) Establishment of a Full-scale e-CDS
  - (iv) Advice to the Commission
6. Scheme of International Scientific Observation
  - (i) Advice from the Scientific Committee
  - (ii) Review of Operational Requirements of the Scheme
  - (iii) Advice to the Commission
7. Election of the Vice-Chair of the Committee
8. Agenda for the Next Meeting
9. Other Business

10. Advice to the Commission
11. Adoption of the Report
12. Close of the Meeting.

**PRELIMINARY ANNOTATED AGENDA FOR THE  
TWENTY-SECOND MEETING OF THE COMMISSION FOR THE  
CONSERVATION OF ANTARCTIC MARINE LIVING RESOURCES<sup>1</sup>**

**1. Opening of the Meeting**

The meeting will open at 0900 h on Monday, 27 October 2003.

The Commission Chair (Mr K. Yonezawa, Japan) will welcome delegates from CCAMLR Members as well as observers from CCAMLR Acceding States. He will also welcome observers from non-Contracting Parties and international organisations invited in accordance with the decision taken last year (CCAMLR-XXI, paragraphs 17.1 to 17.4).

The Chair will introduce a Tasmanian dignitary who will address the meeting.

**2. Organisation of the Meeting**

Directly following the opening of the meeting, the Chair proposes to deal with procedural matters only before adjourning the Commission to allow the Scientific Committee, SCAF and SCIC to carry out their work.

**(i) Adoption of the Agenda**

The Preliminary Agenda for the Twenty-second Meeting of the Commission has been prepared and distributed in accordance with Rule 15 of the Commission's Rules of Procedure. A Provisional Agenda will be prepared, taking account of Members' additions and comments, and distributed on 12 September 2003 in accordance with Rule 17 of the Rules of Procedure.

The annotated SCAF and SCIC agendas are appended.

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<sup>1</sup> Abbreviations used throughout this agenda are SCAF (Standing Committee on Administration and Finance) and SCIC (Standing Committee on Implementation and Compliance).

**(ii) Report of the Chair**

The Chair will report on intersessional activities.

**3. Finance and Administration**

**(i) Report of SCAF**

The Annotated Agenda of the SCAF meeting is given in Appendix A. The report of the meeting will be introduced by its Chair. The detailed findings and recommendations of the report will be considered by the Commission under subitems (ii) to (vii) below, as well as under other relevant agenda items.

**(ii) Audited Financial Statements for 2002**

The Commission will decide whether to accept the Audited Financial Statements for 2002 in accordance with Financial Regulation 12.1.

**(iii) Audit Requirements for the 2003 Financial Statements**

The Commission will determine whether a full audit of the 2003 Financial Statements will be required or whether a review audit alone will be sufficient.

**(iv) Secretariat Matters**

The Commission will receive the advice of SCAF on various financial and administrative matters affecting the Secretariat since CCAMLR-XXI.

In particular, the Commission will make a decision regarding a possible review of the system to determine professional staff salaries, using experts provided by Members (CCAMLR-XXI, paragraph 3.17).

**(v) Contingency Fund**

The SCAF Chair will report to the Commission any requests for use of the Contingency Fund.

**(vi) Budgets for 2003, 2004 and 2005**

Based on advice from SCAF, the Commission will consider proposed changes to the adopted budget for 2003, adopt the budget for 2004 and note a forecast budget for 2005.

**(vii) Members' Contributions**

The Commission will receive advice from SCAF on the application of Financial Regulation 5.6 on the timing of Members' contribution payments.

**4. Scientific Committee**

The Chair of the Scientific Committee will introduce the report of the Twenty-second Meeting of the Scientific Committee containing advice and recommendations to the Commission in accordance with the Convention's objectives, and also in respect of a number of direct requests made by the Commission at CCAMLR-XXI.

The detailed advice and recommendations of the Scientific Committee will be reviewed in full by the Commission under relevant agenda items. Particular attention will be paid to the development/revision of the Rules for Access and Use of CCAMLR Data (CCAMLR-XXI, paragraphs 4.66 to 4.70).

**5. Assessment and Avoidance of Incidental Mortality of Antarctic Marine Living Resources**

The Commission's discussions will be conducted under the following subitems and will take account of the Scientific Committee's deliberations and recommendations in this regard.

**(i) Marine Debris**

In addition to recommendations on the biological impact of marine debris, the Scientific Committee will report on the evaluation of scientific data from Members' surveys of beached marine debris and from observations of the incidence and impact of marine debris on marine living resources in the

Convention Area. A paper listing surveys conducted and data submitted to the CCAMLR marine debris database will be presented. Information so presented will enable the viewing of trends for each site.

The Commission will consider the Scientific Committee's advice on Members' reporting obligations with respect to marine debris related surveys.

The Commission will also consider SCIC's advice on Members' implementation of Conservation Measure 25-01 'Regulation of the Use and Disposal of Plastic Packaging Bands on Fishing Vessels'.

**(ii) Incidental Mortality of Marine Animals during Fishing Operations**

The Scientific Committee's report will contain advice on the incidental mortality of seabirds and marine mammals during fishing operations.

In particular, the Scientific Committee will report on seabird research, developments in fishing methods, education initiatives and other subjects of importance to the elimination of incidental mortality of seabirds in longline fisheries. Particular attention will be paid to compliance with Conservation Measure 25-02 (CCAMLR-XXI, paragraph 6.8).

**6. Implementation and Compliance**

**(i) Report of SCIC**

The Annotated Agenda of the SCIC meeting is given in Appendix B. The Chair of SCIC will introduce the report of the Committee's meeting. The detailed findings and recommendations of the report will be considered by the Commission under subitems (ii) to (v) below, as well as under other relevant agenda items.

**(ii) Operation of the System of Inspection**

A summary of inspections reported for the 2002/03 season will be presented.

The Commission will also consider any SCIC recommendations for improvement of the System of Inspection.

**(iii) Operation of the Scheme of International Scientific Observation**

A summary of scientific observation programs undertaken in the 2002/03 season will be presented.

The Commission will review the implementation of the scheme and consider any actions recommended by SCIC and the Scientific Committee to ensure that the scheme operates in the most efficient and effective way.

**(iv) Compliance with Conservation Measures**

The Commission will review SCIC's findings on compliance with CCAMLR conservation measures and inspections undertaken. The latter will include actions taken by Flag and Port States in relation to reported inspection results, as well as to issues associated with fishing by non-Contracting Parties in the Convention Area.

**(v) Review of SCIC Working Arrangements**

The Commission will consider SCIC's advice on this topic, including any intersessional activities carried out under the revised terms of reference for the Committee (CCAMLR-XXI, paragraphs 5.15 and 5.16).

**7. Catch Documentation Scheme for *Dissostichus* spp. (CDS)**

**(i) Report of SCIC**

The relevant advice from the SCIC report on application of the CDS will be reviewed and the subitems below will be addressed.

**(ii) Annual CDS Summary Report**

The operation of the CDS will be reviewed and a standard set of CDS data will be considered for publication in the *CCAMLR Statistical Bulletin*.



**(iii) Use of the CDS Fund**

The Commission will consider the advice of the CDS Fund Panel on any requests for use of monies from the CDS Fund, taking into account the advice from SCIC and SCAF.

**(iv) Development of an Electronic Paperless Web-based CDS (e-CDS)**

The Commission will review progress in the development of an electronic paperless web-based CDS taking into account both the SCIC report and that of the USA (CCAMLR-XXI, paragraphs 7.15 to 7.18). Two subitems will be addressed:

**(a) Review of the e-CDS Trial**

**(b) Future Establishment of an e-CDS**

**(vi) Improvements to the CDS**

The Commission will consider whether any additional improvements to the CDS are required.

**8. Illegal, Unregulated and Unreported (IUU) Fishing in the Convention Area**

**(i) Report of SCIC**

The Commission will consider the relevant sections of the SCIC report and its advice in relation to IUU fishing, predominantly for *Dissostichus* spp.

**(ii) Report of the Joint Assessment Group**

The report of the Joint Assessment Group (set up under CCAMLR-XXI, paragraphs 8.11 to 8.14) will be reviewed and the necessary action taken.

**(iii) Review of Existing Measures to Eliminate IUU Fishing**

**(a) Cooperation with Non-Contracting Parties**

The Commission will consider SCIC's advice on cooperation with non-Contracting Parties, particularly in relation to various conservation measures or resolutions.

**(b) IUU Vessel List**

Progress in the development and use of the vessel database, as well as the list of vessels of non-compliance established under Conservation Measure 10-07 and in accordance with CCAMLR-XXI, paragraphs 8.31 to 8.42, 11.15, 11.29 and 11.30, will be reviewed.

**(c) Other CDS-related Conservation Measures and Resolutions**

The implementation of CDS-related conservation measures and resolutions will be reviewed. In particular, consideration will be given to SCIC's deliberations on CDS catch records from high seas regions outside the Convention Area.

Consideration will also be given to reports from various parties on verification of catches reported from the high seas outside the Convention Area (CCAMLR-XXI, paragraph 8.51).

**(iv) Consideration of New Measures**

**(a) CCAMLR Plan of Action on IUU Fishing (CPOA-IUU)**

Progress on the drafting of an institutional plan of action on IUU fishing will be reviewed (CCAMLR-XXI, paragraph 8.15).

**(b) Other Measures (including further developments in VMS application)**

The Commission will consider proposals on any additional measures aimed at combating and eliminating IUU fishing in the Convention Area. It will also revisit last year's discussion on a dual-system VMS (CCAMLR-XXI, paragraphs 8.55 to 8.57).

**9. New and Exploratory Fisheries**

No new fisheries were initiated during the 2002/03 season, although a number of exploratory fisheries were approved by the Commission (CCAMLR-XXI, paragraphs 9.2 to 9.6). The Commission will review catches against proposed catch limits and the implementation of other fishery regulations agreed for these fisheries.

The Commission will consider proposals from Members for new and exploratory fisheries for the 2003/04 season, received in accordance with Conservation Measures 21-01 and 21-02 respectively.

The Commission will take into account the Scientific Committee's advice on its deliberations and recommendations relating to these proposals, including the development of Fishery Plans.

**10. Conservation Measures**

**(i) Review of Existing Measures**

The Commission will review existing conservation measures in the light of the Scientific Committee's management advice and the experience gained by Members in implementing measures during the 2002/03 season. Particular attention will be paid to the experience of the new numbering system used for conservation measures.

Where appropriate, the Secretariat will report on proposals for the revision of existing measures which were prepared intersessionally in consultation with Members.

**(ii) Consideration of New Measures and Other Conservation Requirements**

Conservation measures not already addressed in the course of the Commission's deliberations under other agenda items or under subitem 9(i) will be discussed under this subitem.

The Commission will also consider advice from the Scientific Committee on this issue.

**11. Fisheries Management and Conservation under Conditions of Uncertainty**

The Commission will consider advice provided by the Scientific Committee.

**12. Data Access and Security**

The Commission will consider advice on this matter along with the draft set of rules and report on data security provided by the Secretariat (CCAMLR-XXI, paragraphs 4.68 to 4.70; SC-CAMLR-XXI, Annex 6).

**13. Cooperation with Other Elements of the Antarctic Treaty System**

**(i) Cooperation with Antarctic Treaty Consultative Parties**

CCAMLR was represented at the Twenty-sixth Antarctic Treaty Consultative Party Meeting (ATCM-XXVI) (June 2003, Spain). The Executive Secretary will report on the meeting.

The Chair of the Scientific Committee participated in the Sixth Meeting of the Committee on Environmental Protection (CEP-VI). He will provide a report on the meeting.

The Commission has agreed to promote cooperation with other elements of the Antarctic Treaty System (ATS) in some key areas (CCAMLR-XX, paragraph 11.7). Developments will be reviewed.

Future cooperation and participation in the meetings of the ATCM and CEP in 2004 will be discussed.

**(ii) Cooperation with SCAR**

The report of the Scientific Committee will contain results of its deliberations on cooperation with SCAR.

In addition, the CCAMLR Observer to SCAR and the SCAR Observer to CCAMLR will be invited to report on recent SCAR initiatives of interest to CCAMLR.

Future cooperation and participation in the meetings of the SCAR and its relevant subsidiary bodies in 2004 will be discussed.

**(iii) Assessment of Proposals for Antarctic Specially Protected Areas and Specially Managed Areas, which include Marine Areas**

The Scientific Committee will report on further work on the development of proposals for marine protected areas which are required to be forwarded to CCAMLR in accordance with Annex V of the Protocol of Environmental Protection to the Antarctic Treaty. Any current proposals will be considered (CCAMLR-XXI, paragraph 4.20).

**14. Cooperation with Other International Organisations**

**(i) Reports of Observers from International Organisations**

The following intergovernmental and non-governmental organisations have been invited to attend CCAMLR-XXII as observers: ASOC, CCSBT, CEP, CPPS, FAO, FFA, IATTC, ICCAT, IOC, IUCN, IWC, SCOR, SPC and UNEP. Their reports will have been tabled. Representatives of these and other organisations present at the meeting will be invited to present any key items from their reports.

**(ii) Reports from CCAMLR Representatives at Meetings of International Organisations in 2002/03**

Reports from CCAMLR representatives at the 2002/03 meetings of various international organisations (CCAMLR-XXI, paragraph 14.50) will be received.

**(iii) Cooperation with CITES**

At its last meeting, the Commission discussed the relationship between CCAMLR and CITES. In particular, it welcomed possible steps that could be taken to improve cooperation between CCAMLR and CITES (CCAMLR-XXI, paragraph 10.75). COMM CIRC 03/32 dealt with this matter directly, as well as a letter from the Secretary General of CITES on such cooperation. Members' views on the issue will be considered.

**(iv) Nomination of Representatives to Meetings of International Organisations in 2003/04**

The Commission will nominate CCAMLR Observers to the 2003/04 meetings of international organisations with which CCAMLR shares a common interest. The Secretariat has compiled a timetable of future meetings of international organisations, to the extent that these are known.

**15. Implementation of the Objectives of the Convention**

Since 1996 the Commission has agreed that specific reflection on the objectives of the Convention continues to be an important requisite of each annual meeting. The Commission will consider proposals submitted for discussion under this item.

**16. Election of Vice-Chair of the Commission**

In accordance with Rule 8 of the Commission's Rules of Procedure, a Commission Vice-Chair must be elected to serve from the conclusion of the current meeting until the conclusion of the Commission's 2005 meeting.

**17. Next Meeting**

**(i) Invitation of Observers to the Next Meeting**

Since 1994 the Commission has addressed the invitation of observers to its next meeting under this agenda item (CCAMLR-XIII, paragraph 13.7). Acceding States, non-Contracting Parties and international organisations to be invited to CCAMLR-XXIII will be identified.

**(ii) Arrangements for Future Meetings**

The Commission will consider advice from SCAF on options for future meeting venues. It will review progress on seeking a suitable meeting venue for its annual meetings as discussed in CCAMLR-XXI, paragraphs 3.22 to 3.26 and tasked in Annex 4, paragraph 30 of that report.

Provisional arrangements have been made to hold the next meetings of the Scientific Committee and the Commission in Hobart between 25 October and 5 November 2004.

**18. Other Business**

**(i) Submission of Meeting Papers**

The Commission will consider the draft procedures for submission of meeting papers which it had requested the Secretariat to prepare (CCAMLR-XXI, paragraph 18.1).

**19. Report of the Twenty-second Meeting of the Commission**

The report of the Twenty-second Meeting will be considered and adopted.

**20. Close of the Meeting**

The meeting is scheduled to close at 1600 h on Friday, 7 November 2003.

**PRELIMINARY ANNOTATED AGENDA FOR THE 2003 MEETING  
OF THE CCAMLR STANDING COMMITTEE ON  
ADMINISTRATION AND FINANCE (SCAF)**

**1. Organisation of the Meeting**

The Committee will adopt its agenda and consider the optimum way of addressing it, considering the amount of time available and the requirements of the Commission's other standing committee.

**2. Examination of Audited Financial Statements for 2002**

As required by the Commission, the Auditor performed a review only on the 2002 Financial Statements. The Auditor reported no evidence of breaches of the Financial Regulations. The Financial Statements, together with the audit report thereon, will be presented for acceptance by the Commission.

**3. Audit Requirement for the 2003 Financial Statements**

The Financial Regulations permit the Commission to decide whether a full audit will be required for the 2003 Financial Statements, or whether a review only will be required. At its 2002 meeting, the Commission anticipated that a full audit would be required for the 2003 Financial Statements, following the introduction of an accruals basis of accounting (CCAMLR-XXI, paragraph 3.12).

**4. Secretariat Strategic Plan**

The strategic plan for the work of the Secretariat in support of the Commission and the Scientific Committee was presented to the Commission at last year's meeting. As noted at that time, the Secretariat has subsequently further developed this process in the form of staff contracts, a staff appraisal system and a review of General Services Staff salary rates. The results of these, including budgetary impacts, will be presented to the Committee.



**5. Secretariat Services**

In response to an increasing demand for the delivery of publicly available information, the Secretariat has been required to enhance its capacity, particularly skills and electronic resources, to develop an integrated approach to the provision of such information. The Secretariat will present an outline of this approach and table any proposals with financial implications, including the development of an educational package and publication of essential educational material, such as *Fish the Sea, Not the Sky*.

**6. International Recruitment**

The Commission requested the Secretariat to prepare a draft procedure for the dissemination of Professional Staff vacancies with a view to attracting these equally from all Member States (CCAMLR-XXI, paragraph 3.18). The Secretariat will present this draft for consideration by the Commission.

**7. Review of 2003 Budget**

The expected results of the 2003 Budget will be presented.

**8. Cost Recovery**

Last year the European Community tabled a proposal on the possibility of charging Members for the submission of proposals for new and exploratory fisheries. The Scientific Committee and Secretariat were asked to provide advice on the time and monetary costs associated with such a proposal (CCAMLR-XXI, paragraph 3.21). The Committee will receive such advice and consider further the proposal and any other suggestions from Members.

**9. Contingency Fund**

As required by the agreed procedures (CCAMLR-XXI, Annex 4, paragraph 21), the Executive Secretary will report on expenditure from the Contingency Fund during the year, together with any other budgetary consequences.

## **10. Budget for 2004**

A draft budget for 2004 will be presented. SCAF will use this, the results of its discussions on financial and administrative issues, and advice from the Chairs of the Scientific Committee and SCIC, to prepare a recommended budget for 2004.

### **(i) Professional Staff Salaries**

The Commission asked Members to investigate the possibility of supplying suitable experts to review the Professional Staff salary structure, and to report back to this year's meeting in order that such a review could be performed in 2004 (CCAMLR-XXI, paragraph 3.17).

### **(ii) Consideration of Future Meeting Arrangements**

At the 2002 meeting, the Secretariat identified an opportunity for the Commission to resolve its ongoing problems with meeting venues by securing dedicated premises. The Commission directed the Secretariat to pursue this opportunity further (CCAMLR-XXI, paragraph 3.22). The Secretariat will report on the results of its work on this project.

### **(iii) Proposal for a Centralised VMS**

The Commission in 2002 agreed to defer until 2003 the consideration of a proposal from Australia for the introduction of a centralised Vessel Monitoring System (VMS) (CCAMLR-XXI, paragraph 3.31). The administrative and financial implications of this proposal, as resubmitted by Australia, will be considered by the Committee.

### **(iv) Scientific Committee Budget**

The Chair of the Scientific Committee will be invited to present the Scientific Committee's budget for 2004 and forecast budget for 2005 for inclusion in the Commission's budgets, and to advise SCAF of any other decisions of the Scientific Committee which would affect the Commission's budget.

**(v) Advice from SCIC**

The Chair of SCIC will be invited to present to SCAF any financial implications of SCIC'S recommendations to the Commission.

**11. Members' Contributions**

**(i) Timing of Members' Contributions**

At its 1999 meeting, the Commission, by revising Financial Regulation 5.6, changed the date by which annual contributions are required to be paid. The revised regulation permits Members who advise an inability to change to the new schedule in a particular year to retain the previous deadline. As agreed by the Commission, the Committee will continue to review the regulation, and its compliance by Members, and consider the necessity of retaining the former deadline for some Members in 2004.

**(ii) Implementation of Contribution Formula**

The current formula for calculating Members' contributions to the annual budget has been agreed for the years 2002, 2003 and 2004 (CCAMLR-XX, paragraph 3.18). For consistency and transparency, the formula is applied on the basis of annual catches as reported in the *Statistical Bulletin*. The Secretariat will present an explanation of how the change in catch reporting from split-year to 'CCAMLR season' (December to November) will affect the amounts payable by individual Members.

**12. Forecast Budget for 2005**

The Committee will present to the Commission, for information purposes only, a forecast of the budget requirements for 2005.

**13. CDS Fund**

Any requests for expenditure from the CDS Fund are required to be submitted through the CDS Fund Review Panel. The Committee will receive the advice of the panel on expenditure from the Fund since the 2002 meeting and proposals received for future expenditure from the Fund.

**14. Any Other Business Referred by the Commission**

The Committee will discuss any other business which the Commission may wish to refer to it for consideration.

**15. Election of Chair and Vice-Chair of SCAF**

At its 2001 meeting, the Committee appointed Australia as its Chair and Germany as its Vice-Chair for two years. Both appointments were for 2002 and 2003, so at this year's meeting, appointments need to be made for the positions of Chair and Vice-Chair of SCAF for 2004 and 2005.

**16. Adoption of the Report**

The Committee will adopt its report to the Commission.

**PRELIMINARY ANNOTATED AGENDA FOR THE 2003 MEETING  
OF THE CCAMLR STANDING COMMITTEE ON  
IMPLEMENTATION AND COMPLIANCE (SCIC)**

**1. Opening of the meeting**

**(i) Adoption of Agenda**

The agenda for the meeting will be considered and adopted.

**(ii) Organisation of the Meeting**

The organisation of the meeting will be decided taking into account the time available and the proposed structure for the Committee's deliberations. It will also include nomination of rapporteurs for various agenda items.

**2. Reports received on Compliance and Implementation**

**(i) Reports under Articles X, XXI, XXII and XXIV**

The Secretariat will present a summary of reports received on actions taken by Members with respect to compliance-related provisions of the Convention. Members will be invited to present any additional information on matters raised in the reports. A summary of factual data collected by international scientific observers on sightings of fishing vessels in the Convention Area will also be presented.

**(ii) Reports under the System of Inspection**

The Secretariat will present a summary of inspections undertaken, the results of these inspections and comments received from Flag States. Flag States will be invited to present any additional information with respect to inspections undertaken.

**(iii) Reports under Compliance-related Conservation Measures**

The Secretariat will present a summary of reports received, in particular, on licensing of vessels, CDS-derived information, port inspections of Contracting and non-Contracting Party vessels, operation of VMS etc. Flag States will be invited to present any additional information on the implementation of compliance-related conservation measures.

**(iv) Cooperation with International Organisations**

The Secretariat will present a summary of actions taken by both Members and the Secretariat on cooperation with international governmental and non-governmental organisations on matters under consideration by the Committee. Members will be invited to present additional information, if available, on their actions taken in regard to cooperation with international organisations. Observers from international organisations will be invited to comment on matters raised in the abovementioned reports.

**(v) Cooperation with Non-Contracting Parties**

The Secretariat will present a summary of reports received from Members on cooperation with non-Contracting Parties, including a report on actions taken by the Secretariat on behalf of the Commission, in particular on implementation of the CDS and vessels which might be listed as IUU vessels. Members will be invited to present additional information, if available, on the matters raised. Observers from non-Contracting Parties will also be invited to comment.

**3. IUU Fishing in the Convention Area**

**(i) Current Level of IUU Fishing**

The Committee will consider the report of the Joint Assessment Group on current levels of IUU fishing in the Convention Area, including estimates of IUU catches and their impact on conservation and management of target and dependent species. Estimates of IUU catches will include, in particular, information obtained by means of the CDS and from IUU-related reports

presented by Members under Agenda Item 2. The Committee will review the estimates provided and consider whether current measures meet effectively their objectives on the elimination of IUU-fishing in the Convention Area.

**(ii) Procedure for Estimation of IUU Catches**

The Committee will consider advice from the Joint Assessment Group on a standard procedure for the estimation of IUU catches in the Convention Area.

**(iii) IUU Vessel Lists**

The Committee will examine the provisional IUU vessel lists prepared by the Secretariat in accordance with Conservation Measures 10-06 and 10-07 for both Contracting and non-Contracting Parties. The Committee will also examine any further information provided during the course of this meeting which may be considered relevant to this review.

**(iv) Advice to the Commission**

The Committee will prepare advice and, whenever necessary, recommendations for the Commission on matters discussed under this agenda item.

**4. Review of Compliance and Implementation-related Measures and Policies**

**(i) Compliance Evaluation Procedure**

The Committee will consider advice from the Joint Assessment Group on a procedure to evaluate the level of compliance with conservation measures by individual vessels, in particular with Conservation Measure 25-02.

**(ii) Conservation Measures in Force**

The Committee will consider any proposals for the revision of current compliance-related conservation measures or establishment of any additional measures. If an additional measure is required, the Committee will prepare a draft of the measure and submit it for further consideration by the Commission.

**(iii) System of Inspection**

The Committee will consider proposals, if received, on the improvement of the System of Inspection.

**(iv) Cooperation with Non-Contracting Parties**

The Committee will consider the results of cooperation with non-Contracting Parties during 2002/03 on compliance-related matters. Observers from non-Contracting Parties will be invited to comment on matters of cooperation. The Committee will review the levels of cooperation established with each of the non-Contracting Parties identified for cooperation in the past, consider ways of improving such cooperation, if required, and also consider whether any new non-Contracting Party should be invited to cooperate with CCAMLR.

**(vi) Cooperation with International Organisations**

The Committee will consider the results of cooperation with international governmental and non-governmental organisations on compliance-related matters. Observers from international organisations will be invited to comment on matters of cooperation. In particular, the Committee will consider a draft of the CCAMLR Plan in support of the FAO IPOA-IUU, prepared by the Secretariat. The Committee will consider new proposals, if presented, which require cooperation with international organisations.

**(v) Advice to the Commission**

The Committee will prepare advice and, whenever necessary, recommendations for the Commission on matters discussed under this agenda item.

**5. Review of the Catch Documentation Scheme (CDS)**

**(i) Operation of the Existing CDS with Paper-based Catch Documents**

The Committee will consider the results of the CDS operation in 2002/03. The Committee will also consider whether any aspect of the CDS requires revision in order to improve its efficiency. It will, in particular, include an evaluation



of the CDS performance and revision of the Rules of Access for CCAMLR (including CDS) Data, and development of a standard set of summary CDS data for publication in the *CCAMLR Statistical Bulletin*.

**(ii) E-CDS Development and Trial**

The Committee will consider a report prepared by the Secretariat on the development and trial results of the e-CDS conducted from May to August 2003.

**(iii) Establishment of a Full-scale e-CDS**

Based on the results of the e-CDS trial, the Committee will consider the operational, administrative and financial requirements of a full-scale e-CDS.

**(iv) Advice to the Commission**

The Committee will prepare advice and, whenever necessary, recommendations for the Commission on matters discussed under this agenda item.

**6. Scheme of International Scientific Observation**

**(i) Advice from the Scientific Committee**

The Committee will consider advice from the Scientific Committee on the operational requirements of the scheme, in particular, for the 2003/04 season.

**(ii) Review of Operational Requirements of the Scheme**

The Committee will consider whether revision is required of any of the operational aspects of the scheme.

**(iii) Advice to the Commission**

The Committee will prepare advice and, whenever necessary, recommendations for the Commission on matters discussed under this agenda item.

**7. Election of the Vice-Chair of the Committee**

A Vice-Chair will be elected to serve for two years from the end of this meeting to the end of the meeting in 2005.

**8. Agenda for the Next Meeting**

The Committee will prepare a draft agenda for its meeting in 2004.

**9. Other Business**

The Committee will consider any additional requests received from the Commission during the meeting.

**10. Advice to the Commission**

Rapporteurs will present a summary of advice to the Commission prepared during this meeting. Any aspect of the Committee's advice with financial implications will be forwarded directly to SCAF.

**11. Adoption of the Report**

The report of the meeting will be adopted.

**12. Close of the Meeting**

The 2003 meeting of SCIC will be closed.

**PRELIMINARY AGENDA FOR THE TWENTY-SECOND MEETING  
OF THE SCIENTIFIC COMMITTEE FOR THE CONSERVATION  
OF ANTARCTIC MARINE LIVING RESOURCES**

1. Opening of the Meeting
  - (i) Adoption of the Agenda
  - (ii) Report of the Chair
  - (iii) Preparation of Advice to SCAF and SCIC
2. CCAMLR Scheme of International Scientific Observation
  - (i) Scientific Observations Conducted in the 2002/03 Fishing Season
  - (ii) Advice to the Commission
3. Ecosystem Monitoring and Management
  - (i) Advice from WG-EMM
  - (ii) Management of Protected Areas
  - (iii) Advice to the Commission
4. Harvested Species
  - (i) Krill Resources
    - (a) Status and Trends
    - (b) Advice from WG-EMM
    - (c) Advice to the Commission
  - (ii) Fish Resources
    - (a) Status and Trends
    - (b) Advice from WG-FSA
    - (c) Advice to the Commission
  - (iii) New and Exploratory Fisheries
    - (a) New and Exploratory Fisheries in the 2002/03 Season
    - (b) Notifications for New and Exploratory Fisheries in the 2003/04 Season
    - (c) Revision of Boundaries
    - (d) Advice to the Commission
  - (iv) Crab Resources
    - (a) Status and Trends
    - (b) Advice from WG-FSA
    - (c) Advice to the Commission
  - (v) Squid Resources
    - (a) Status and Trends
    - (b) Advice from WG-FSA
    - (c) Advice to the Commission

5. Incidental Mortality
  - (i) Incidental Mortality of Seabirds and Marine Mammals Arising from Fisheries
  - (ii) Fish By-catch Associated with Longline and Trawl Fisheries
  - (iii) Other By-catch
  - (iv) Advice to the Commission
6. Additional Monitoring and Management Issues
  - (i) Marine Debris
  - (i) Marine Mammal and Bird Populations
  - (iii) Advice to the Commission
7. Management under Conditions of Uncertainty about Stock Size and Sustainable Yield
8. Scientific Research Exemption
9. Cooperation with Other Organisations
  - (i) Cooperation with the Antarctic Treaty System
  - (ii) Reports of Observers from Other International Organisations
  - (iii) Reports of Representatives at Meetings of Other International Organisations
  - (iv) Future Cooperation
10. Budget for 2004 and Forecast Budget for 2005
11. Advice to SCIC and SCAF
12. Secretariat Supported Activities
  - (i) Data Management
  - (ii) Data Access
  - (iii) Publications
13. Scientific Committee Activities
  - (i) Intersessional Activities during 2003/04
  - (ii) Revision of the Scientific Committee Agenda
  - (iii) Invitation of Observers to the Next Meeting
  - (iv) Next Meeting
14. Election of Vice-Chairs of the Scientific Committee
15. Other Business
16. Adoption of the Report of the Twenty-second Meeting of the Scientific Committee
17. Close of the Meeting.

**PRELIMINARY ANNOTATED AGENDA FOR THE  
TWENTY-SECOND MEETING OF THE SCIENTIFIC COMMITTEE FOR  
THE CONSERVATION OF ANTARCTIC MARINE LIVING RESOURCES<sup>1</sup>**

**1. Opening of the Meeting**

The Chair (Dr R. Holt, USA) will open the meeting and welcome delegations of CCAMLR Members and observers. International organisations invited to the meeting are listed in Agenda Item 9(ii). The organisation of the meeting and in-house arrangements will be discussed.

**(i) Adoption of the Agenda**

The Preliminary Agenda for the Twenty-second Meeting of the Scientific Committee has been prepared and distributed in accordance with Rule 5 of the Scientific Committee's Rules of Procedure. A Provisional Agenda will be prepared, taking account of Members' additions and comments, and distributed on 12 September 2003 in accordance with Rule 7 of the Rules of Procedure.

**(ii) Report of the Chair**

The Chair will report on intersessional activities undertaken since the Twenty-first Meeting.

**(iii) Preparation of Advice to SCAF and SCIC**

In accordance with established practice the Chair is required to give preliminary advice to SCAF and SCIC on matters of relevance to these standing committees which will meet concurrently with the meeting of the Scientific Committee.

The Scientific Committee will conclude its advice to SCAF and SCIC under Agenda Item 11.

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<sup>1</sup> Abbreviations of subsidiary bodies of the Scientific Committee and the Commission used throughout this Agenda are WG-EMM (Working Group on Ecosystem Monitoring and Management), WG-FSA (Working Group on Fish Stock Assessment), ad hoc WG-IMAF (ad hoc Working Group on Incidental Mortality Arising from Fishing), SCAF (Standing Committee on Administration and Finance) and SCIC (Standing Committee on Implementation and Compliance).

## **2. CCAMLR Scheme of International Scientific Observation**

### **(i) Scientific Observations Conducted in the 2002/03 Fishing Season**

The results of scientific observations carried out in accordance with the scheme in the 2002/03 season have been discussed by WG-EMM and WG-FSA and submitted to the Scientific Committee in their reports. A summary of all observation programs undertaken and data received will be provided by the Secretariat.

The operation of the Scheme of International Scientific Observation during the 2002/03 season will be considered in respect of requirements for scientific observer data by fisheries and also in respect of any perceived need to modify the scheme and *Scientific Observers Manual*, including data logbooks and guidelines for observers.

The reports of WG-EMM and WG-FSA will contain recommendations to the Scientific Committee on these matters.

### **(ii) Advice to the Commission**

The Scientific Committee will prepare advice to the Commission on matters of relevance to the implementation of the scheme and its objectives.

Consideration will also be given to general operational requirements of the scheme for the forthcoming season so as to assist the Chair in preparing advice to SCIC.

## **3. Ecosystem Monitoring and Management**

Advice from WG-EMM on all aspects of ecosystem monitoring and management and on the assessment of its status will be included in this agenda item.

### **(i) Advice from WG-EMM**

The Convener of WG-EMM (Dr R. Hewitt, USA) will present the relevant sections of the WG-EMM report, including information on environmental variables, ecosystem analysis, krill-centred interactions, small-scale krill

management units, review of CEMP, predator surveys, fish and squid-centred interactions, other ecological interactions, ecosystem assessment, estimate of potential yield, precautionary catch limits, consideration with respect to precautionary approaches and ecosystem approaches applied in other parts of the world.

**(ii) Management of Protected Areas**

The Scientific Committee will consider WG-EMM's advice on the management of protected areas, including areas proposed under the Environmental Protocol to the Antarctic Treaty, as well as its advice on the protection of CEMP sites under Conservation Measure 91-02.

**(iii) Advice to the Commission**

The Scientific Committee will advise on recent developments.

**4. Harvested Species**

**(i) Krill Resources**

**(a) Status and Trends**

Members will be invited to inform the Scientific Committee of recent developments and trends in krill fisheries in the Convention Area. Catch data reported by Members for the current season will be summarised by the Secretariat. Other relevant information is contained in the reports of WG-EMM and WG-FSA.

**(b) Advice from WG-EMM**

The Convener of WG-EMM (Dr Hewitt) will present the relevant sections of the WG-EMM report.

**(c) Advice to the Commission**

The Scientific Committee will provide management advice.

**(ii) Fish Resources**

**(a) Status and Trends**

Members will be invited to inform the Scientific Committee of recent developments and trends in finfish fisheries in the Convention Area. Catch data reported by Members for the current season will be summarised by the Secretariat. Other relevant information is contained in the reports of WG-EMM and WG-FSA.

**(b) Advice from WG-FSA**

The Convener of WG-FSA (Dr I. Everson, UK) will present the sections of the WG-FSA report dealing with the assessment of fish resources and recommendations on their management. Any proposals received from Members on new and exploratory fisheries for the 2003/04 season will be discussed under Agenda Item 4(iii).

**(c) Advice to the Commission**

The Scientific Committee will provide management advice.

**(iii) New and Exploratory Fisheries**

**(a) New and Exploratory Fisheries in the 2002/03 Season**

The Secretariat will summarise fishing activities in new and exploratory fisheries in the 2002/03 season. Information on these fisheries and the deliberations of WG-FSA on these matters will be reviewed.

**(b) Notifications for New and Exploratory Fisheries  
in the 2003/04 Season**

Notifications for new and exploratory fisheries in the 2003/04 season will be reviewed and the advice of WG-FSA considered.



**(c) Revision of Boundaries**

The Scientific Committee will review and provide advice on possible revision of various boundaries.

**(d) Advice to the Commission**

The Scientific Committee will provide advice concerning new and exploratory fisheries.

**(iv) Crab Resources**

**(a) Status and Trends**

Members will be invited to inform the Scientific Committee of recent developments and trends in the crab fisheries in the Convention Area. Catch data reported by Members for the current season will be summarised by the Secretariat. Other relevant information is contained in the report of WG-FSA.

**(b) Advice from WG-FSA**

The Convener of WG-FSA (Dr Everson) will present the results of WG-FSA's deliberations on crab resources.

**(c) Advice to the Commission**

The Scientific Committee will provide management advice.

**(v) Squid Resources**

**(a) Status and Trends**

Members will be invited to inform the Scientific Committee of recent developments and trends in squid fisheries in the Convention Area. Catch data reported by Members for the current season will be summarised by the Secretariat. Other relevant information is contained in the report of WG-FSA.

**(b) Advice from WG-FSA**

The Convener of WG-FSA (Dr Everson) will present the results of WG-FSA's deliberations on squid resources.

**(c) Advice to the Commission**

The Scientific Committee will provide management advice.

**5. Incidental Mortality**

**(i) Incidental Mortality of Seabirds and Marine Mammals Arising from Fisheries**

The Convener of ad hoc WG-IMAF (Prof. J. Croxall, UK) will report on the intersessional activities of ad hoc WG-IMAF and the group's meeting conducted as part of WG-FSA.

The Scientific Committee will consider the recommendations of ad hoc WG-IMAF on seabird research, developments in fishing methods, education and other subjects of importance to the elimination of incidental mortality of seabirds in longline fisheries.

**(ii) Fish By-catch Associated with Longline and Trawl Fisheries**

Information concerning the occurrence of fish by-catch in longline and trawl fisheries will be considered.

The Scientific Committee will consider the recommendations of WG-FSA on developments in fishing methods, education and other subjects relevant to fish by-catch in longline and trawl fisheries.

**(iii) Other By-catch**

The Scientific Committee will consider information, as available, concerning developments in fishing methods, education, and other subjects of relevance.

**(iv) Advice to the Commission**

The Scientific Committee will provide management advice.

**6. Additional Monitoring and Management Issues**

**(i) Marine Debris**

Members are required to report results of marine debris surveys and observations on the incidence and impact of marine debris on Antarctic marine living resources according to reporting requirements adopted at CCAMLR-XX (paragraphs 6.1 to 6.5). The Scientific Committee will consider the information contained in reports received.

An annual report on the status and trends in marine debris-related observations will be submitted by the Secretariat.

**(ii) Marine Mammal and Bird Populations**

At its Sixth Meeting, the Scientific Committee decided to review the status of and trends in marine mammal and bird populations every three to five years (SC-CAMLR-VI, paragraph 8.7). The last review was completed in 2000.

**(iii) Advice to the Commission**

The Scientific Committee will provide management advice concerning the status of any CEMP proposals, marine debris and the review of marine mammal and bird populations.

**7. Management under Conditions of Uncertainty about Stock Size and Sustainable Yield**

Following earlier requests from the Commission, discussions on this topic are included as a permanent item on the Scientific Committee's agenda (CCAMLR-XIII, paragraph 10.4).

Topics to be considered further at this meeting include consideration of all fishery notifications under the regulatory framework to ensure that all elements have been reviewed as necessary (CCAMLR-XX, paragraph 10.3).

The Scientific Committee will provide management advice.

## **8. Scientific Research Exemption**

The Scientific Committee will consider the Commission's request to review the list of taxa and their expected levels of catch in Conservation Measure 24-01, Annex 24-01/B, taking into account the expected levels below which notification would not be required (CCAMLR-XXI, paragraph 11.26).

The Scientific Committee will provide management advice, as appropriate.

## **9. Cooperation with Other Organisations**

### **(i) Cooperation with the Antarctic Treaty System**

The Chair will report on the Sixth Meeting of the Committee on Environmental Protection to the Antarctic Treaty (CEP).

The Scientific Committee will discuss cooperation with SCAR based on reports received from the SCAR Observer and the CCAMLR Liaison Officer to SCAR.

### **(ii) Reports of Observers from Other International Organisations**

Reports will be received from representatives of international organisations present as observers at the Scientific Committee meeting. Those invited include: ASOC, CCSBT, CEP, CPPS, FAO, FFA, IATTC, ICCAT, IOC, IUCN, IWC, SCAR, SCOR, SPC and UNEP.

### **(iii) Reports of Representatives at Meetings of Other International Organisations**

Reports will be received from representatives nominated by the Scientific Committee to attend meetings of other international organisations during 2002/03 (SC-CAMLR-XXI, paragraph 9.31).

**(iv) Future Cooperation**

The Scientific Committee will discuss the further development of its cooperation with other international organisations and consider any proposals for cooperation received by the Scientific Committee under subitems (i) and (ii) above.

Observers will be nominated to participate in meetings of other international organisations in 2003/04. A calendar of known international meetings of interest to the Scientific Committee has been compiled by the Secretariat.

The Scientific Committee will consider the invitation of observers from international organisations to the next meeting of the Scientific Committee and to its working groups during the 2003/04 intersessional period.

**10. Budget for 2004 and Forecast Budget for 2005**

The financial implications of decisions taken under Agenda Items 2 to 13 will be used to prepare a detailed Scientific Committee budget for 2004. This budget will be based on the costs of ongoing projects and new proposals considered during the Scientific Committee's meeting. A forecast budget for 2005 will also be discussed.

**11. Advice to SCIC and SCAF**

The Scientific Committee will summarise for the Commission its recommendations to SCIC and SCAF on matters relating to their work.

**12. Secretariat Supported Activities**

**(i) Data Management**

The Scientific Committee will review the data management requirements of the Secretariat. The Data Manager will report on the measures taken to maintain the integrity of the CCAMLR database (SC-CAMLR-XVI, paragraph 10.14).

**(ii) Data Access**

The Scientific Committee will review the draft set of rules based on guidelines established at SC-CAMLR-XXI (Annex 6; see also CCAMLR-XXI, paragraph 4.69). The Committee will also consider the Secretariat's review and report on its procedures for data handling and security, including further consideration of the requirements needed to maintain data security when data are circulated outside the Secretariat (CCAMLR-XXI, paragraph 4.70).

**(iii) Publications**

The 10th volume of *CCAMLR Science* will be published just prior to CCAMLR-XXI. The Chair of the Editorial Board will advise of any changes, if required, to the editorial policy of *CCAMLR Science*.

The Scientific Committee will advise the Commission on future CCAMLR publication requirements.

**13. Scientific Committee Activities**

**(i) Intersessional Activities during 2003/04**

The intersessional activities of the Scientific Committee in 2003/04 will be discussed so as to ensure that the dates and venues for meetings of working groups are agreed, that the requirements for the timing of data submission to the Secretariat are understood, and that actions to be undertaken by the Chair, Conveners of working groups, Members and the Secretariat, and the timing of such actions, are clearly identified.

On the basis of advice from working group Conveners and in accordance with Rule 2 of the Rules of the Scientific Committee, the Scientific Committee will decide whether invitations should be extended to scientists and 'experts' to attend intersessional meetings of its working groups.

**(ii) Revision of the Scientific Committee Agenda**

The Scientific Committee will further consider the format of the agendas for future meetings in the light of its changing tasks and the advice it is required to give the Commission each year. In doing so, it will take into account the advice of WG-EMM and WG-FSA on this matter.

**(iii) Invitation of Observers to the Next Meeting**

The Scientific Committee will consider the invitation of observers to its next meeting.

**(iv) Next Meeting**

Provisional arrangements have been made for the next meetings of the Scientific Committee and the Commission to be held in Hobart from 25 October to 5 November 2004. Consideration of future meeting arrangements is included in the Commission's agenda.

**14. Election of Vice-Chairs of the Scientific Committee**

In accordance with Rule 8 of the Rules of Procedure of the Scientific Committee, an election will be held for the Vice-Chairs of the Scientific Committee for a term of two regular meetings (2004 and 2005).

**15. Other Business**

Other items of business, as agreed by the Scientific Committee, will be considered.

**16. Adoption of the Report of the Twenty-second Meeting of the Scientific Committee**

The Scientific Committee will adopt the Report of the Twenty-second Meeting.

**17. Close of the Meeting.**

## **SUBMISSION OF PAPERS TO THE TWENTY-SECOND MEETINGS OF THE COMMISSION AND SCIENTIFIC COMMITTEE**

Members are invited to submit the following reports and papers for consideration at the Twenty-second Meetings of the Commission and Scientific Committee:

- Reports of Members' Activities in the Convention Area; and
- Working Papers and Background Papers related to specific items of the Commission and Scientific Committee agendas.

2. Guidelines on details which should be included in the Reports of Members' Activities in the Convention Area are given in Appendix A.

3. Each Working Paper and Background Paper should include a title/cover page and an abstract. The title/cover page of each paper should contain:

- (i) reference to the meeting to which the paper is submitted (i.e. CCAML-XXII or SC-CAML-XXII);
- (ii) the specific agenda item number(s) to which the paper refers;
- (iii) the title of the paper;
- (iv) the name of the Member/organisation, and the name of the author(s) if applicable, submitting the paper to the meeting; and
- (v) the CCAML-approved disclaimer:

'This paper is presented for consideration by CCAML and may contain unpublished data, analyses, and/or conclusions subject to change. Data contained in this paper should not be cited or used for purposes other than the work of the CCAML Commission, Scientific Committee or their subsidiary bodies without the permission of the originators/owners of the data.'



4. Papers should be kept brief to:

- (i) ensure that the substance of papers is given due and equal consideration;
- (ii) facilitate translation of working papers; and
- (iii) keep to a minimum the overall amount of reading required of delegates.

If possible, the overall volume of each paper should not exceed 15 standard A4 pages.

5. If a paper is intended for consideration for publication in *CCAMLR Science*, it should be accompanied by the form provided as Appendix B to these instructions. It is the responsibility of the author(s) to ensure that the paper is ready for immediate review (in terms of quality of English expression and figures etc.) following acceptance by the Editorial Board.

6. If at a later date a paper is accepted for publication elsewhere, the author(s) should notify CCAMLR of these publication details by 1 March of the year following its submission to CCAMLR, so that the updated reference to the paper can be included in the *CCAMLR Scientific Abstracts* series.

7. The requirements and deadlines for submission of all reports and papers are summarised in Table 1.

8. Reports and papers received by the Secretariat before the stated deadlines will be processed and made available to Members on the CCAMLR website in advance of the relevant meeting.

9. Papers should be submitted by email to [webmaster@ccamlr.org](mailto:webmaster@ccamlr.org) in Microsoft Word format.

10. Reports and papers received after the stated deadlines but before the start of the meeting will be processed and distributed to participants when possible at registration, otherwise during the meeting subject to the requirements of the meeting. These papers will be placed on the CCAMLR website as soon as practically possible.

11. As a general rule, papers submitted after the start of the meeting will not be accepted for consideration unless specifically agreed with the Chair of the meeting to which the paper is being submitted.

Table 1: Requirements for submission of papers to the Twenty-second Meetings of the Commission and Scientific Committee.

<b>Category of Papers</b>	<b>Deadline for Submission to the Secretariat</b>	<b>Contents</b>	<b>Volume Limits</b>	<b>Reference to Agenda Item to which Paper Refers</b>	<b>Abstract</b>
<b>Reports of Members' Activities</b>	30 days prior to annual CCAMLR meeting i.e. in 2003 – 27 September.	Should provide a brief overview of each Member's activities in relation to the Convention (for details see Appendix A).	5 pages	Not required	Not required
<b>Commission Working Papers</b>	45 days prior to annual CCAMLR meeting, i.e. in 2003 – 12 September.	Should relate to specific agenda items and contain proposals, conclusions and recommendations intended to lead directly to decisions.	5 pages	Required	Required
<b>Commission Background Papers</b>	30 days prior to annual CCAMLR meeting, i.e. in 2003 – 27 September.	Should provide detailed discussion, factual information or research results relevant to specific agenda items.	~15 pages	Required	Required
<b>Scientific Committee Working Papers</b>	45 days prior to annual CCAMLR meeting, i.e. in 2003 – 12 September.	Should relate to specific agenda items and contain proposals, conclusions and recommendations intended to lead directly to decisions.	5 pages	Required	Required
<b>Scientific Committee Background Papers</b>	30 days prior to annual CCAMLR meeting, i.e. in 2003 – 27 September.	Should provide detailed discussion, factual information or research results relevant to specific agenda items.	~15 pages	Required	Required

## REPORTS OF MEMBERS' ACTIVITIES IN THE CONVENTION AREA

*These reports are requested from Members in order to:*

- (i) keep the Commission and the Scientific Committee informed in a concise format on the scope and variety of activities undertaken annually by each Member in support of the Convention objectives and, in particular, on the implementation of decisions taken by the Commission and the Scientific Committee; and*
- (ii) widely publicise the abovementioned activities of CCAMLR by placing these reports on a public access page of the CCAMLR website.*

Reports of Members' Activities should cover the intersessional period since the previous meeting of the Commission and comprise summary information\* on the following items:

### **1. Fishery-related activities:**

- (a) fisheries undertaken, in what areas and periods, as well as the total catch by species, and information of planned fishing activities for the year ahead; and
- (b) participation in the Scheme of International Scientific Observation (the number of observers deployed, fisheries and areas covered).

### **2. Compliance and enforcement:**

- (a) advice on existing legal or administrative procedures used to annually give effect to the implementation of the CCAMLR conservation measures;
- (b) participation in the CCAMLR System of Inspection including the number of inspectors designated and vessels inspected; and

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\* Data collected as a result of these activities should not be included with the Members' Activities Reports but submitted separately to the Secretariat using the format required.

- (c) significant diplomatic demarches made to further cooperation with non-Contracting Parties.

**3. Research activities in relation to marine living resources and the CCAMLR Ecosystem Monitoring Program:**

- (a) research surveys and study programs undertaken by major topics, species and study areas;
- (b) cooperation in research surveys and programs with other CCAMLR Members; and
- (c) participation in the CCAMLR Scheme of International Scientific Observation, including the number of observers designated and deployed.

**4. Research activities on the assessment and avoidance of incidental mortality of Antarctic marine living resources:**

- (a) research on the assessment of levels of marine debris pollution in the Convention Area and its biological impact on Antarctic marine living resources;
- (b) research on the reduction and avoidance of incidental mortality of seabirds and marine mammals in fishing operations; and
- (c) list of surveys of beached marine debris which have been carried out.

**5. Other activities, if not included above, in pursuance of the decisions and recommendations of the Commission and the Scientific Committee.**

## Attention!

This form should be completed and attached to each paper submitted to the Commission, the Scientific Committee and their Working Groups

Author(s):

Title of the paper:

Paper volume:  pages, including      Tables:  and Figures:

Note: Abstract is required.

Please answer the following questions by ticking the appropriate boxes.

1. Has the paper been published or accepted for publication elsewhere?

Yes ☐ No ☐

If 'Yes', give full details of the journal in which the paper has been/will be published.

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If 'No' but the paper is accepted for publication elsewhere at a later date, it is the responsibility of the author(s) to notify CCAMLR of these publication details by 1 March of the year following the paper's submission to CCAMLR, so that the updated reference to the paper can be included in the *CCAMLR Scientific Abstracts* series.

2. Do you wish this paper to be considered for publication in the *CCAMLR Science* series?

Yes ☐ No ☐

3. Are you an owner/originator of data used in the paper?

Yes ☐ No ☐

4. If selected by the Editorial Board does CCAMLR have the permission of the author(s) and owner/originator(s) of the data used in this paper to publish this paper in the *CCAMLR Science* series?

Yes ☐ No ☐

Please provide below your detailed contact address including telephone, facsimile numbers and/or email address. (In case of multiple authorship indicate contact address of the author who will be responsible for providing a revised manuscript to the Secretariat for publication.)

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Date: ..... / ..... /200...

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Name and signature of the author or the Representative  
to the Scientific Committee who completed the form.

Note: Following review by the Editorial Board, authors will be informed of the results of selection of papers for publication in *CCAMLR Science* subject to peer review.