

## **Intersessional Meeting of the Scientific Committee, 11 to 13 July 2013 and Special Meeting of the Commission, 15 and 16 July 2013 Atlantic Hotel Sail City, Bremerhaven, Germany**

TO ALL MEMBERS OF THE COMMISSION AND THE SCIENTIFIC COMMITTEE

In accordance with the decision at CCAMLR-XXXI to convene a Special Meeting of the Commission and an intersessional meeting of the Scientific Committee to continue the Commission's work in relation to MPAs (CCAMLR-XXXI, paragraph 7.105), I would like to advise that the venue for both meetings will be the Atlantic Hotel Sail City, Bremerhaven, Germany ([www.atlantic-hotels.de/sailcity/en/Start.html](http://www.atlantic-hotels.de/sailcity/en/Start.html)). Further information concerning meeting arrangements will be circulated at a later date.

To assist with planning, please find attached a Schedule providing key dates leading up to the meetings.

It is with much pleasure and gratitude that I can advise that Germany has offered, as a voluntary contribution, to take responsibility for providing the venue for both meetings. On behalf of all CCAMLR Members I express our appreciation for this generous offer.

I now invite contributions to the voluntary trust fund established for the purpose of supporting other costs associated with the Special Meeting (CCAMLR-XXXI, paragraph 7.107). It is estimated that AU\$125 000 is required to cover:

- Daily refreshments (provisional estimate: 120 participants)
- Conference technical support
- Interpretation services
- Two evening receptions
- Secretariat support
- Hire of office equipment

Account details for the voluntary trust fund are also attached.

Yours sincerely

Terje Løbach  
Chair  
Special Meeting

cc. Leszek Dybiec, Chair of the Commission

Attch.

**Telephone:** +61 3 6210 1111

**Fax:** +61 3 6224 8744

**Email:** [ccamlr@ccamlr.org](mailto:ccamlr@ccamlr.org)

**Web:** [ccamlr.org](http://ccamlr.org)

PO Box 213, North Hobart, Tasmania 7002 Australia

181 Macquarie Street, Hobart, Tasmania 7000 Australia

***Schedule leading up to the intersessional meeting of the Scientific Committee, 11 to 13 July 2013 and the Special Session of the Commission, 15 and 16 July 2013***

***Intersessional meeting of the Scientific Committee***

<b>Time line</b>	<b>Task/activity</b>
2 April 2013	Scientific Committee Preliminary Agenda
27 May 2013	Scientific Committee Provisional Agenda  Deadline for submission of Working Papers to the intersessional meeting of the Scientific Committee
10 June 2013	Deadline for submission of Background Papers to the intersessional meeting of the Scientific Committee
11 to 13 July 2013	Intersessional meeting of the Scientific Committee

***Special Meeting of the Commission***

<b>Time line</b>	<b>Task/activity</b>
December 2012	Invite contributions to the voluntary trust fund established for the purpose of supporting the Special Meeting Confirm location and venue
6 April 2013	Special Meeting of the Commission Preliminary Agenda
31 May 2013	Special Meeting of the Commission Provisional Agenda  Deadline for submission of Working Papers to the Special Meeting
14 June 2013	Deadline for submission of Background Papers to the Special Meeting
15 and 16 July 2013	Special Meeting of the Commission

***Account details for the voluntary trust fund***

Bank:	Commonwealth Bank of Australia 81 Elizabeth Street Branch HOBART TASMANIA 7000 AUSTRALIA
BSB Number:	067 000
Account Number:	10182490
SWIFT Code:	CTBAAU2S
Reference:	Special Meeting Fund