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COMM CIRC 10/75

SC CIRC 10/41

Response Due Date(s):

- [English](#)
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CCAMLR

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TO ALL MEMBERS OF THE COMMISSION AND THE SCIENTIFIC COMMITTEE

**COMM CIRC 10/75
SC CIRC 10/41**

16 July 2010

Twenty-ninth Meetings of CCAMLR

In accordance with the Rules of Procedure, Members are invited to attend the Twenty-ninth Meetings of the Commission for the Conservation of Antarctic Marine Living Resources and the Scientific Committee which will be held in Hobart, Australia, from 25 October to 5 November 2010.

The venue for these meetings is at the CCAMLR Headquarters which is located at 181 Macquarie Street, Hobart.

A preparatory meeting, for Heads of Delegation only, will be held on Sunday 24 October at 1600 h. This will be followed by a meeting for Scientific Committee Representatives only.

Members are reminded of their obligation to notify the Secretariat in advance of the meeting, the names of their representatives, alternate representatives and advisers. All notifications should be sent by the official Commission contact.

Members' attention is drawn to the requirement that, to facilitate visa processing, official Commission or Scientific Committee contacts should provide the Secretariat with a Personal Information Form for each person nominated to attend the meeting. This form is to be submitted at least two months prior to the person's intended date of departure. The form and revised instructions concerning visa requirements for entry into Australia were provided to Members in COMM CIRC 10/59–SC CIRC 10/32. This information is also available on the Commission and Scientific Committee 'Members Only' pages of the CCAMLR website.

An Information Note is also available on the website. It includes, *inter alia*, details on the meeting venue, registration, meeting papers, travel arrangements and accommodation.

Agendas

The Commission's Preliminary Agenda and Annotated Agenda and the Scientific Committee's Preliminary Agenda and Annotated Agenda 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.

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, that is by 21 August 2010.

Observers

Invitations to attend CCAMLR-XXIX as Observers have been extended to Acceding States, non-Contracting Parties and international organisations in accordance with CCAMLR-XXVIII, paragraphs 19.1 to 19.4 and COMM CIRC 10/48.

Submission of Meeting Papers

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

Online Registration and Distribution of Meeting Papers

Online registration is now available. Participants who do not require hard copies of meeting papers may register online up until 15 October 2010. However, participants who wish to collect hard copies of meeting papers on arrival at the meeting venue must register online no later than 1 October 2010. Please refer to Item 3 of the Information Note for further details.

Members should note that online registration does not constitute official notification of attendance. Members are still required to notify the Secretariat in advance of the meeting, the names of their representatives, alternate representatives and advisers. A participant's online registration will not be processed unless official notification of his/her attendance has been received from the Member concerned. Members should also note that participants who register online are still required to submit the previously mentioned Personal Information Form if they require a visa to enter Australia.

Registration will be available at the meeting venue for those participants who have not done so online. Hard copies of meeting papers, if required, would not be immediately available, but would be provided subject to time constraints.

Meeting Schedule

A proposed schedule for this year's meetings of the Commission, Scientific Committee, SCIC and SCAF as requested by the Commission in 2003 (CCAMLR-XXII, paragraph 6.12(v)) has been prepared. This is based on the schedule followed last year, therefore it should be noted that there may be changes prior to the opening of the meeting.

Andrew Wright
Executive Secretary