



CCAMLR

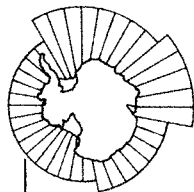
COMM CIRC 04/63
SC CIRC 04/19

Tuesday, 6 July 2004

Twenty-third Meetings of CCAMLR

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TO ALL MEMBERS OF THE COMMISSION AND THE SCIENTIFIC COMMITTEE

COMM CIRC 04/63
SC CIRC 04/19

6 July 2004

Twenty-third Meetings of CCAMLR

In accordance with the Rules of Procedure, Members are invited to attend the Twenty-third 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 2004. The venue for these meetings is the Wrest Point Hotel.

A preparatory meeting, for Heads of Delegation only, will be held on Sunday 24 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 travel arrangements, accommodation and meeting registration. Members are urged to pay particular attention to the information contained therein regarding visa requirements and domestic flight arrangements within Australia.

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 21 August 2004.

Observers


In accordance with the Commission's decision at last year's meeting, invitations to attend CCAMLR-XXIII as Observers have been extended to the Acceding States, non-Contracting Parties and international organisations listed in paragraphs 17.1 and 17.2 of CCAMLR-XXII.

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.

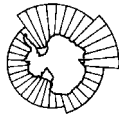
Meeting Schedule

Members are advised that as the revised arrangements for the conduct of the SCIC meeting are still being considered, it is not possible, at this stage, to circulate a proposed schedule for this year's meetings of the Commission, Scientific Committee, SCIC and SCAF as requested by the Commission last year (CCAMLR-XXII, paragraph 6.12(v)).

A handwritten signature in black ink, appearing to read 'D.G.M. Miller', with a long, sweeping horizontal stroke underneath.

Dr D.G.M. Miller
Executive Secretary

Attch.



CCAMLR-XXIII INFORMATION NOTE

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

1. DATES:

The meetings of both the Commission and Scientific Committee will be convened during the period from 25 October to 5 November 2004.

There will be a meeting for Heads of Member Delegations only at 1600 h on Sunday 24 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. REGISTRATION:

Registration will take place at the conference venue as follows:

Sunday 24 October	1500–1700 h
Monday 25 October	0800–0845 h.

In order to expedite the issuing of photo-identification cards during registration, delegates who did not attend the CCAMLR meetings in 2003 are invited to submit a digital photograph (any format) by email to ccamlr@ccamlr.org as soon as possible.

4. 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 Gardenview)	A\$120 per room
Water Edge (formerly Riverview)	A\$140 per room
Tower Room	A\$170 per room

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.

5. 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.

6. 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.

7. INFORMATION REGARDING TRAVEL:

Travel Arrangements

Travel arrangements to and from the meetings are the responsibility of participants. When purchasing airline tickets, overseas delegates should advise travel agents that they are exempt from the A\$38 Passenger Movement Charge.

Delegates' attention is drawn to the recent introduction of the cut-price domestic airline *Jetstar* in Australia. Many of the services previously offered by *Qantas* to Tasmania have been replaced by this airline. As a point-to-point carrier, *Jetstar* does not provide baggage transfer between flights, requires that all passengers check-in no later than 30 minutes prior to the departure of their flight or else forfeit their fare, does not provide designated seating and strictly charges A\$5 per kg for any baggage in excess of 20 kg. Also, the total weight of a passenger's cabin baggage should not be more than 7 kg. If it exceeds this limit, it must be checked in and there are no guarantees that it will be transported on the same flight as the passenger.

The major consequences of the first two restrictions are that the required connection times between domestic and international flights will usually be in excess of three hours, and a separate check-in for any international leg is necessary. Furthermore, *Jetstar* flights between Melbourne and all Australian capital cities other than Hobart are scheduled into or out of Avalon Airport which is a 90 minute bus trip from Tullamarine, the major domestic/international airport where Hobart flights land/depart. *Jetstar* does, however, operate daily Hobart–Sydney and Hobart–Brisbane direct flights.

Members are therefore urged to check with their travel agent whether any of their scheduled internal Australian flights are with *Jetstar*. It is also strongly suggested that should Members not wish to suffer the kind of inconveniences outlined above, they should ensure that such flights are booked with an alternative airline. However, there may be some associated delays as flights with either *Qantas* or *Virgin Blue* may not be as frequent as with *Jetstar*. Please also note that *Virgin Blue* exercises similar restrictions to *Jetstar*.

Visa Requirements

Delegates are requested to pay particular attention to the updated Australian visa requirements set out in COMM CIRC 04/28–SC CIRC 04/05. The key points to be noted are as follows:

- (i) To expedite visa issue, the identities of Contracting Party and Observer representatives attending CCAMLR-XXIII (and associated meetings) should be made known to the Secretariat at least two (2) months in advance of the meetings.
- (ii) Details of visa requirements have been posted on the password-protected 'Members Only' section of the CCAMLR website. To summarise:
 - (a) **All** nominated representatives travelling on either an official or private passport may access a Diplomatic Visa via a *Third Person Note* from the country concerned. There is no associated charge.
 - (b) Nominated representatives from countries qualifying for an Electronic Travel Authority (ETA) may access either a Fee-Free Business Short Validity ETA or a Business Long Validity ETA. The latter attracts a fee of A\$65 and most reputable travel agents should be able to provide the necessary information to acquire such a visa.

- (c) Representatives from countries without an ETA require a Diplomatic Visa (as (a) above) or, alternatively, a Subclass 456 Visa. The latter attracts a fee of A\$65 which may be waived if certain conditions are met. These conditions are outlined in the information on the website.
- (d) **All** nominated representatives are requested to fill in the Personal Information Form for Nominated CCAMLR Representatives and forward the completed forms to the Secretariat as soon as possible and as far in advance of the meeting as practicable.

Hospitality Desk at Wrest Point Hotel

As many Members are aware, Mrs Barbara Kile, who operated the hospitality desk at Wrest Point Hotel during CCAMLR meetings, passed away last year just after CCAMLR-XXII. Mrs Kile provided much-valued support to meeting delegates by arranging tours, car hire, confirming flights etc. Unfortunately, it has not been possible to replace her, therefore it will be necessary for delegates to make these arrangements themselves.

**PRELIMINARY AGENDA FOR THE TWENTY-THIRD 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 2003
 - (iii) Audit requirement for the 2004 Financial Statements
 - (iv) Secretariat matters
 - (v) Contingency Fund
 - (vi) Special funds
 - (vii) Budgets for 2004, 2005 and 2006
 - (viii) Members' Contributions
 - (ix) Reports of Members' Activities
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 and compliance with conservations measures
 - (iii) Operation of the Scheme of International Scientific Observation
7. Catch Documentation Scheme for *Dissostichus* spp. (CDS)
 - (i) Report of SCIC
 - (ii) CDS Annual report
 - (iii) Review of the E-CDS trial
8. Illegal, unregulated and unreported (IUU) fishing in the Convention Area
 - (i) Report of SCIC
 - (ii) Current level of IUU fishing
 - (iii) Review of current measures aimed at eliminating IUU fishing
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 2003/04
 - (iii) Cooperation with CITES
 - (iv) Partnership in FIRMS
 - (v) Nomination of representatives to meetings of international organisations in 2004/05
15. Implementation of the objectives of the Convention
16. Election of Chair of the Commission
17. Appointment of the Executive Secretary
18. Next meeting
 - (i) Invitation of observers to the next meeting
 - (ii) Arrangements for future meetings
19. Other Business
 - (i) International Polar Year in 2007/08
20. Report of the Twenty-third Meeting of the Commission
21. Close of the meeting.

**PRELIMINARY AGENDA FOR THE 2004 MEETING
OF THE CCAMLR STANDING COMMITTEE ON
ADMINISTRATION AND FINANCE (SCAF)**

1. Organisation of the meeting
2. Examination of audited Financial Statements for 2003
3. Audit requirement for the 2004 Financial Statements
4. Secretariat Strategic Plan
5. Reports of Members' Activities
6. Education package
7. Support for participation at meetings
8. Review of 2004 budget
9. Cost recovery
10. Contingency Fund
11. Budget for 2005
 - (i) Professional staff salaries
 - (ii) Consideration of future meeting arrangements
 - (iii) Proposal for a C-VMS
 - (iv) Scientific Committee budget
 - (v) Advice from SCIC
12. Members' contributions
 - (i) Timing of Members' contributions
 - (ii) Implementation of contribution formula
13. Forecast budget for 2006
14. CDS Fund
15. Any other business referred by the Commission
16. Adoption of the report.

**PRELIMINARY AGENDA FOR THE 2004 MEETING
OF THE CCAMLR STANDING COMMITTEE ON
IMPLEMENTATION AND COMPLIANCE (SCIC)**

1. Opening of the meeting
 - (i) Adoption of the agenda
 - (ii) Organisation of the meeting
 - (iii) Review of submitted papers, reports and other presentations
2. IUU Fishing in the Convention Area
 - (i) Current level of IUU fishing
 - (ii) Procedure for estimation of IUU catches
 - (iii) IUU Vessel Lists
3. Review of compliance and implementation-related measures and policies
 - (i) System of Inspection
 - (ii) Compliance with conservation measures in force
 - (iii) Compliance evaluation procedure
 - (iv) C-VMS development and trial
 - (v) Proposals for new and revised measures
4. Review of the Catch Documentation Scheme (CDS)
 - (i) Operation of the existing CDS with paper-based catch documents
 - (ii) E-CDS development and trial
5. Scheme of International Scientific Observation
6. Election of the Chair of the Committee
7. Other business
8. Advice to the Commission
9. Adoption of the report
10. Close of the meeting.

**PRELIMINARY ANNOTATED AGENDA FOR THE
TWENTY-THIRD MEETING OF THE COMMISSION FOR THE
CONSERVATION OF ANTARCTIC MARINE LIVING RESOURCES¹**

1. Opening of the meeting

The meeting will open at 0900 h on Monday, 25 October 2004.

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-XXII, paragraphs 17.1 to 17.2).

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

2. Organisation of the meeting

Directly following the opening of the meeting, the Chair will 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-third 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 10 September 2004 in accordance with Rule 17 of the Rules of Procedure.

The annotated SCAF and SCIC agendas are appended.

¹ 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 (ix) below, as well as under other relevant agenda items.

(ii) Audited Financial Statements for 2003

The Commission will decide whether to accept the audited Financial Statements for 2003 in accordance with Financial Regulation 12.1.

(iii) Audit requirement for the 2004 Financial Statements

The Commission will determine whether a full audit of the 2004 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-XXII.

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) Special funds

The Commission will receive the advice of SCAF, SCIC and the CDS Fund Review Panel on the use of the CDS Fund and other special funds during the 2003/04 intersessional period and on any proposals received for use of the funds over the forthcoming intersessional period.

(vii) Budgets for 2004, 2005 and 2006

Based on advice from SCAF, the Commission will consider proposed changes to the adopted budget for 2004, adopt the budget for 2005 and note a forecast budget for 2006.

(viii) Members' contributions

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

On the basis of advice from SCAF, the Commission will decide on a formula to be used for calculating Members' contributions to the budgets for 2005 and subsequent years.

(ix) Reports of Members' Activities

The Commission will consider options for enhancing the value of Members' annual reports of their activities in the Convention Area.

4. Scientific Committee

The Chair of the Scientific Committee will introduce the report of the Twenty-third 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-XXII. These requests, in particular, include:

- ways of developing exploratory fisheries at a rate which would ensure the sustainability of the *Dissostichus* spp. stocks and the collection of data for long-term assessment (CCAMLR-XXII, paragraph 10.63);

- establishment of a research program which would provide the data necessary for a long-term assessment of *Dissostichus* spp. stocks in Subarea 88.1 (CCAMLR-XXII, paragraph 9.26);
- review of the manner in which catches might be distributed in the exploratory fishery for *Dissostichus* spp. in Division 58.4.2 (CCAMLR-XXII, paragraph 10.49).

The detailed advice and recommendations of the Scientific Committee will be reviewed in full by the Commission under relevant agenda items.

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

The Commission will consider the advice of the Scientific Committee on the biological impact of marine debris, and 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 also consider SCIC's advice on the 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 Measures 25-02 and 25-03.

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) and (iii) below, as well as under other relevant agenda items.

(ii) Operation of the System of Inspection and compliance with conservation measures

The Commission will review SCIC's advice on inspections undertaken and compliance with CCAMLR conservation measures.

(iii) Operation of the Scheme of International Scientific Observation

A summary of scientific observation programs undertaken in the 2003/04 season will be presented.

The Commission will receive advice from the Scientific Committee on 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.

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

(i) Report of SCIC

The relevant advice from the SCIC report on the operation and performance of the CDS will be presented and the subitems below will be addressed.

(ii) CDS annual report

The operation of the CDS in 2003/04 will be reviewed. The Commission will consider the advice received from SCIC and decide whether any aspect of the CDS requires revision in order to improve its efficiency.

(iii) Review of the E-CDS trial

The Commission will review the results of the E-CDS trial and consider the introduction of a full-scale E-CDS.

8. Illegal, unregulated and unreported (IUU) fishing in the Convention Area

(i) Report of SCIC

The relevant sections of the SCIC report and its advice in relation to IUU fishing will be presented and the subitems below will be addressed.

(ii) Current level of IUU fishing

The Commission will consider the report on current levels of IUU fishing in the Convention Area as prepared by the Secretariat and considered by WG-FSA and SCIC. The estimation of IUU catches is based on the methodology currently accepted by the Commission, the Scientific Committee and WG-FSA (CCAMLR-XXII, paragraph 6.12(viii)). The Commission will consider the estimates provided and whether the current enforcement measures effectively meet their objectives on the elimination of IUU fishing in the Convention Area.

Progress on the organisation of further work on the development of a methodology for estimating the total removals of toothfish, including estimation of IUU catches (CCAMLR-XXII, paragraph 6.12), will also be considered.

(iii) Review of current measures aimed at eliminating IUU fishing

The Commission will consider the advice of SCIC on the implementation of Conservation Measures 10-06 and 10-07. In particular, the Commission will consider SCIC's advice on the IUU Vessel Lists established in 2003 and Proposed IUU Vessel Lists for 2004. The IUU Vessel Lists for 2004 will be adopted.

The Commission will consider proposals for the revision of Conservation Measure 10-06 put forward both at CCAMLR-XXII and CCAMLR-XXIII (CCAMLR-XXII, Annexes 7 and 8).

The Commission will consider the advice of SCIC on the establishment of a C-VMS base station at the CCAMLR Headquarters and results of the C-VMS trial.

The Commission will then consider proposals for the revision of Conservation Measure 10-04 put forward both at CCAMLR-XXII and CCAMLR-XXIII (CCAMLR-XXII, Annex 9).

Progress on the drafting of an institutional plan of action on IUU fishing will be reviewed (CCAMLR-XXII, paragraphs 8.14 to 8.18 and Annex 5, paragraph 3.71).

9. New and exploratory fisheries

No new fisheries were initiated during the 2003/04 season, although a number of exploratory fisheries were approved by the Commission (CCAMLR-XXII, paragraphs 9.7 to 9.15). 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 2004/05 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 2003/04 season.

The Commission will consider SCIC's advice on work undertaken on the development of methods for assessing compliance with conservation measures and plans for future work.

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 10(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 keep under review the access and security of CCAMLR data. In particular, the Commission will consider the advice of SCIC on whether the revised Rules for Access and Use of CCAMLR Data adequately cover the existing Rules for Access to CDS Data (CCAMLR-XXII, paragraph 7.22).

13. Cooperation with other elements of the Antarctic Treaty System

(i) Cooperation with Antarctic Treaty Consultative Parties

CCAMLR was represented at the Twenty-seventh Antarctic Treaty Consultative Party Meeting (ATCM-XXVII) (24 May to 4 June, Cape Town, South Africa). The Executive Secretary will report on the meeting.

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

Future cooperation and participation in the meetings of the ATCM and CEP in 2005 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 2005 will be discussed.

(iii) Assessment of proposals for Antarctic Specially Protected Areas and Specially Managed Areas, which include marine areas

The Commission will consider the advice of the Scientific Committee on the assessment of draft management plans proposed under the Environmental Protocol to the Antarctic Treaty, for protected areas with marine area components.

14. Cooperation with other international organisations

(i) Reports of observers from international organisations

The following international organisations have been invited to attend CCAMLR-XXIII as observers:

- intergovernmental organisations – CCSBT, CEP, CITES, CPPS, FAO, FFA, IATTC, ICCAT, IOC, IUCN, IWC, SPC and UNEP;
- other organisations – SCOR and ASOC.

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 2003/04

Reports from CCAMLR representatives at the 2003/04 meetings of various international organisations (CCAMLR-XXII, paragraph 14.60) will be received.

(iii) Cooperation with CITES

The Commission will review developments in cooperation between CCAMLR and CITES on matters of mutual interest, subject to CCAMLR-XXII, paragraphs 14.18 and 14.19.

(iv) Partnership in FIRMS

The Commission will consider an invitation to become a partner in the Fishery Resources Monitoring System (FIRMS) established by FAO. FIRMS is a partnership that will draw together international organisations, regional fishery bodies, national scientific institutes and the FAO, collaborating within a formal agreement to share information on status and trends of fishery resources.

(v) Nomination of representatives to meetings of international organisations in 2004/05

The Commission will nominate CCAMLRL Observers to the 2004/05 meetings of international organisations with which CCAMLRL 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 Chair of the Commission

In accordance with Rule 8 of the Commission's Rules of Procedure, a Commission Chair must be elected to serve from the conclusion of the current meeting until the conclusion of the Commission's 2006 meeting.

17. Appointment of the Executive Secretary

The Executive Secretary's first four-year term under Article XVII of the Convention will conclude at the end of January 2006. In accordance with this article, he is eligible for reappointment.

18. 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 (CCAMLRL-XIII, paragraph 13.7). Acceding States, non-Contracting Parties and international organisations to be invited to CCAMLRL-XXIV 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-XXII, paragraphs 17.3 to 17.10.

Provisional arrangements should be made to designate a venue for the Twenty-fourth Meetings of the Scientific Committee and the Commission in Hobart between 24 October and 4 November 2005.

19. Other Business

(i) International Polar Year in 2007/08

The Commission agreed to include this item in order to keep under review preparations for the conduct of the International Polar Year in 2007/08 (CCAMLR-XXII, paragraph 13.7).

20. Report of the Twenty-third Meeting of the Commission

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

21. Close of the meeting

The meeting is scheduled to close at 1600 h on Friday, 5 November 2004.

**PRELIMINARY ANNOTATED AGENDA FOR THE 2004 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. As a result of attempts to relieve the time pressure on the meeting of SCIC, the meeting of Heads of Delegation, which takes place on Sunday 24 October, may decide that SCAF's working conditions need to change this year.

2. Examination of audited Financial Statements for 2003

As required by the Commission, the Auditor performed a full audit on the 2003 Financial Statements. The Auditor reported no 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 2004 Financial Statements

The Financial Regulations permit the Commission to decide whether a full audit will be required for the 2004 Financial Statements, or whether a review only will be required. As a review was performed on the 2002 statements and a full audit in 2003, the draft budget prepared by the Secretariat for 2005 assumes that a review will be required for the 2004 statements..

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 in 2002. The Commission determined that implementation of the plan would form the basis of the annual performance assessment of the Executive Secretary. 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. Reports of Members' Activities

The Commission has asked the Secretariat to present for consideration at the 2004 meeting, a paper identifying options for enhancing the value of Members' annual reports of their activities in the Convention Area (CCAMLR XXII, paragraph 3.7).

6. Education package

As agreed by the Commission, the Secretariat is preparing an education package for inclusion on the CCAMLR website. The Secretariat will report on the progress of this project and on the results to date of efforts to obtain sponsorship for a printed version of the package

7. Support for participation at meetings

The Commission has agreed that the concerns raised about the financial difficulties encountered by some developing States in participating in Commission meetings should be considered by SCAF in 2004. (CCAMLR-XXII, paragraph 3.8)

8. Review of 2004 budget

The expected results of the 2004 budget will be presented.

9. Cost recovery

Last year the Commission commenced a procedure for charging fees for the consideration of notifications of new and exploratory fisheries. The Committee may review the procedures in the light of experience from the first few months of operation.

10. 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.

11. Budget for 2005

A draft budget for 2005 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 2005.

(i) Professional Staff salaries

In 2002, the Commission asked Members to investigate the possibility of supplying suitable experts to review the Professional Staff salary structure. No Members offered to provide such experts and the Commission last year decided that the salary structure of the newly established Antarctic Treaty Secretariat should be taken as a reference point in the Commission's continued process of reviewing Professional Staff salaries (CCAMLR-XXII, paragraph 3.28).

(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 C-VMS

In 2003, the Commission decided to establish a VMS base station and to trial its operation in 2004. The costs associated with this were to be expended from various special funds. The Committee will receive the advice of the Secretariat on this expenditure.

Should the Commission decide to continue the operation of the system in 2005, then the operational costs will need to be expended from the General Fund.

(iv) Scientific Committee budget

The Chair of the Scientific Committee will be invited to present the Scientific Committee's budget for 2005 and forecast budget for 2006 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.

12. 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 2005.

(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). The Committee will develop a proposed formula, for adoption by the Commission, to apply to contributions to be paid by Members in 2005 and subsequent years.

13. Forecast budget for 2006

The Committee will present to the Commission, for information purposes only, a forecast of the budget requirements for 2006.

14. 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 2003 meeting and proposals received for future expenditure from the fund.

15. 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.

16. Adoption of the report

The Committee will adopt its report to the Commission.

**PRELIMINARY ANNOTATED AGENDA FOR THE 2004 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.

(iii) Review of submitted papers, reports and other presentations

The Secretariat will present a summary list of documents submitted to SCIC which will be subdivided by agenda item. The Committee will consider the list of papers and any additional presentations proposed by Members. The Committee will then prioritise discussion of papers taking into account the time available and the meeting workload.

2. IUU fishing in the Convention Area

(i) Current level of IUU fishing

The Committee will consider the report on current levels of IUU fishing in the Convention Area as prepared by the Secretariat and considered by WG-FSA. The estimation of IUU catches is based on the methodology currently accepted by the Commission, the Scientific Committee and WG-FSA (CCAMLR-XXII, paragraph 6.12(viii)). The Committee will review the estimates provided and consider whether the current enforcement measures effectively meet their objectives on the elimination of IUU fishing in the Convention Area.

(ii) Procedure for estimation of IUU catches

The Secretariat will report on intersessional work undertaken on developing a methodology for estimating total removals, including estimation of IUU catches. The Committee will discuss the organisation of future work on the subject (CCAMLR-XXII, paragraphs 6.12(vi) and (vii)).

(iii) IUU Vessel Lists

The Committee will review reports submitted by Contracting and non-Contracting Parties on measures they have taken to avoid any undermining the effectiveness of CCAMLR conservation measures resulting from activities of their vessels included in the IUU Vessel Lists adopted in 2003.

The Committee will also review comments and information received from Flag States on vessels included in the Provisional List of IUU vessels for 2004 in accordance with Conservation Measures 10-06 and 10-07.

The Committee will consider the levels of cooperation established with each of the non-Contracting Parties identified.

The Committee will prepare recommendations to the Commission on vessels which should be removed from the IUU Vessel Lists adopted in 2003 and on vessels to be retained in the Provisional List of IUU Vessels prepared for 2004.

3. Review of compliance and implementation-related measures and policies

(i) 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 additional information, if any, with respect to inspections undertaken.

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

(ii) Compliance with conservation measures in force

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

(iii) Compliance evaluation procedure

The Committee will consider further a proposal put forward by the European Community for a method of assessing compliance with conservation measures using a score model.

The Committee will also consider the organisation of future work required to develop a comparative methodology for determining compliance with conservation measures in force.

(iv) C-VMS development and trial

The Committee will consider a report by the Secretariat on the establishment of a C-VMS base station at the CCAMLR Headquarters and results of the C-VMS trial.

The Committee will also consider proposals for the revision of Conservation Measure 10-04 in order to introduce requirements of a full-scale implementation of C-VMS.

(v) Proposals for new and revised measures

The Committee will consider any proposals for the revision of current compliance-related conservation measures or the 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. In particular, the Committee will consider revision of Conservation Measures 10-04 and 10-06 (CCAMLR-XXII, Annexes 7, 8 and 9).

The Committee will also consider a draft of the CCAMLR plan in support of the FAO IPOA-IUU.

4. 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 2003/04. 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, consideration of whether the revised Rules for Access and Use of CCAMLR Data adequately cover the existing Rules for Access to CDS Data, and consideration of a standard summary set of CDS data for publication in the *CCAMLR Statistical Bulletin* (CCAMLR-XXII, paragraphs 7.15 and 7.20 to 7.22).

(ii) E-CDS development and trial

The Committee will consider a report prepared by the Secretariat on the trial of the 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.

5. Scheme of International Scientific Observation

The Committee will consider advice from the Scientific Committee on the operational requirements of the scheme, in particular, for the 2004/05 season.

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

6. Election of the Chair of the Committee

A Chair will be elected to serve for two years from the end of this meeting to the end of the meeting in 2006.

7. Other Business

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

8. Advice to the Commission

The Secretariat will present a summary of advice to the Commission prepared during this meeting for appending to the SCIC report. Any aspect of the Committee's advice with financial implications will be forwarded directly to SCAF.

9. Adoption of the Report

The report of the meeting will be adopted.

10. Close of the Meeting

The 2004 meeting of SCIC will be closed.

**PRELIMINARY AGENDA FOR THE TWENTY-THIRD 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 2003/04 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) Targeted species
 - (c) Fish by-catch associated with longline and trawl fisheries
 - (d) Advice from WG-FSA
 - (e) Advice to the Commission
 - (iii) New and exploratory fisheries
 - (a) New and exploratory fisheries in the 2003/04 season
 - (b) Notifications for new and exploratory fisheries in the 2004/05 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
 - (iii) 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 2005 and forecast budget for 2006
11. Advice to SCIC and SCAF
12. Secretariat supported activities
 - (i) Data management
 - (ii) Publications
 - (iii) Submission of papers to the Scientific Committee
13. Scientific Committee activities
 - (i) Intersessional activities during 2004/05
 - (ii) Revision of the Scientific Committee agenda
 - (iii) Invitation of observers to the next meeting
 - (iv) Next meeting
14. Election of Chair of the Scientific Committee
15. Other business
16. Adoption of the Report of the Twenty-third Meeting of the Scientific Committee
17. Close of the meeting.

**PRELIMINARY ANNOTATED AGENDA FOR THE
TWENTY-THIRD MEETING OF THE SCIENTIFIC COMMITTEE FOR
THE CONSERVATION OF ANTARCTIC MARINE LIVING RESOURCES¹**

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-third 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 10 September 2004 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-second 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.

¹ 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 Cconducted in the 2003/04 fishing season

The results of scientific observations carried out in accordance with the scheme in the 2003/04 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 2003/04 season will be considered in respect of requirements for scientific observer data by fisheries. In particular, priorities for collecting data will be reviewed and the types of observer data which are essential for stock assessment purposes, will be identified by WG-FSA (SC-CAMLR-XXII, paragraph 2.9). The results of intersessional work on the major revision of the *Scientific Observers Manual* will also be considered (SC-CAMLR-XXII, paragraph 2.10). 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, plausible ecosystem models for testing approaches to krill management, 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) Targeted species** The Convener of WG-FSA (Dr S. Hanchet, New Zealand) 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 2004/05 season will be discussed under Agenda Item 4(iib).

(c) 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.

(d) Advice from WG-FSA

The Scientific Committee will consider the recommendations of WG-FSA dealing with the assessment of fish resources and recommendations on their management..

(e) Advice to the Commission

The Scientific Committee will provide management advice.

(iii) New and exploratory fisheries

(a) New and exploratory fisheries in the 2003/04 season

The Secretariat will summarise fishing activities in new and exploratory fisheries in the 2003/04 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 2004/05 season

Notifications for new and exploratory fisheries in the 2004/05 season will be reviewed and the advice of WG-FSA considered. In particular, the Scientific Committee will review the manner in which catches might be distributed in the exploratory fishery for *Dissostichus* spp. in Division 58.4.2 in the coming year (SC-CAMLR-XXII, paragraphs 4.204 and 4.205).

(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 Hanchet) 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 Hanchet) 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

Information concerning the occurrence and species composition of fish by-catch in CCAMLR fisheries will be considered.

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

(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 standard 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.

The Scientific Committee will consider the advice of WG-EMM and WG-FSA on planning the next quinquennial review, in particular, advice on the review terms of reference, and the groups and individuals whose expertise and involvement would be required (SC-CAMLR-XXII, paragraph 6.19).

(iii) Advice to the Commission

The Scientific Committee will provide management advice concerning marine debris and its impact on Antarctic marine living resources, 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 consider the recommendations of WG-FSA and WG-EMM regarding the Fishery Plans developed by the Secretariat (SC-CAMLR-XXII, paragraph 7.1).

The Secretariat will inform the Scientific Committee about intersessional work undertaken on the development of methodology for estimating total removals (CCAMLR-XXII, paragraph 6.12(vi)).

The Scientific Committee will prepare management advice including, in particular, on ways of developing exploratory fisheries at a rate which would ensure the sustainability of the stocks of *Dissostichus* spp. and the collection of data for the development of long-term assessments (CCAMLR-XXII, paragraph 10.63).

8. Scientific research exemption

The Scientific Committee will consider available information regarding the review of Conservation Measure 24-01, Annex 24-01/B (CCAMLR-XXII, paragraph 8.7).

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 Seventh 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 2003/04 (SC-CAMLR-XXII, paragraph 9.22).

(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 2004/05. 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 2004/05 intersessional period.

10. Budget for 2005 and forecast budget for 2006

The financial implications of decisions taken under Agenda Items 2 to 13 will be used to prepare a detailed Scientific Committee budget for 2005. 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 2006 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) Publications

The 11th volume of *CCAMLR Science* will be published just prior to CCAMLR-XXIII. 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.

(iii) Submission of papers to the Scientific Committee

The Scientific Committee will review its rules for submission of meeting papers in the light of advice from the working groups.

13. Scientific Committee activities

(i) Intersessional activities during 2004/05

The intersessional activities of the Scientific Committee in 2004/05 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 annual meeting and intersessional meetings of its working groups

(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 24 October to 4 November 2005. Consideration of future meeting arrangements is included in the Commission's agenda.

14. Election of Chair 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 Chair of the Scientific Committee for a term of two regular meetings (2005 and 2006).

15. Other business

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

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

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

17. Close of the meeting.

SUBMISSION OF PAPERS TO THE TWENTY-THIRD MEETING OF THE COMMISSION*

These rules aim to ensure that papers are submitted in sufficient time and in an appropriate form for delegates to be able to read them and absorb their contents before matters contained therein are addressed. This will also enable the substance of each paper to be given due and equal consideration.

All papers considered by the Commission to support the taking of decisions are denominated 'working papers'. Papers provided for background information only are 'background papers'.

2. Working papers require translation into the four official languages. The deadline for submission to the Secretariat is 45 days prior to the beginning of the meeting (i.e. in 2004, 10 September) (Table 1), to allow for processing, including translation.

3. It is usual that the substance of any paper will be included in the main text. Therefore, to avoid undue cost and delay of translation, only the main body of text will be translated and not any appendices or attachments.

4. Background papers, including reports from observers to the meeting, should be submitted to the Secretariat no later than 30 days prior to the beginning of the meeting (i.e. in 2004, 25 September) (Table 1). These are made available to delegates in the language of submission.

5. Papers should be submitted by email to webmaster@ccamlr.org in Microsoft Word format.

6. 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 meeting.

7. Papers received after the stated deadlines but before 15 days prior to the beginning of the meeting (i.e. in 2004, 10 October) will be processed and distributed to participants at

* Members are reminded to also submit 'Reports on Members' Activities in the Convention Area' no later than 30 days prior to the beginning of the meeting (i.e. in 2004, 25 September), in accordance with the details provided in Appendix A.

registration in the language of submission, as well as being placed on the website. Translation of working papers will be possible only to the extent that the length of the paper and the date of submission permit.

8. Papers received after the stated deadlines but before the start of the meeting will be processed and distributed to participants, if possible, at registration, otherwise during the meeting, subject to the requirements of the meeting.

9. Papers submitted after the beginning of the meeting will not be accepted unless the Chair of the meeting considers that they are of sufficient importance and that delegates will have enough time to give them adequate consideration before the relevant agenda item is discussed. In the case of working papers, translation will depend on the prioritisation of all translation work during the meeting, as determined by the Executive Secretary.

10. Background documents prepared by Member delegates during the meeting in response to identified requirements must be submitted by, or on behalf of the Head of Delegation and will be processed and distributed as quickly as possible.

11. Each working paper and background paper should include a title page and an abstract. The title page should contain:

- (i) reference to the meeting to which the paper is submitted (i.e. in 2004, CCAMLR-XXIII);
- (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 of the author(s) if applicable, submitting the paper to the meeting;
- (v) the following disclaimer:

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

12. The main body of text should not exceed five A4 pages with a maximum of 10 pages of additional information.

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

Category of Papers	Deadline for Submission to the Secretariat	Contents	Volume Limits	Reference to Agenda Item to which Paper Refers	Abstract
Reports of Members' Activities	30 days prior to annual CCAMLR meeting i.e. in 2004 – 25 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
Commission Working Papers	45 days prior to annual CCAMLR meeting, i.e. in 2004 – 10 September.	Should relate to specific agenda items and contain proposals, conclusions and recommendations intended to lead directly to decisions.	5 pages	Required	Required
Commission Background Papers	30 days prior to annual CCAMLR meeting, i.e. in 2004 – 25 September.	Should provide detailed discussion, factual information or research results relevant to specific agenda items.	~15 pages	Required	Required
Scientific Committee Working Papers	45 days prior to annual CCAMLR meeting, i.e. in 2004 – 10 September.	Should relate to specific agenda items and contain proposals, conclusions and recommendations intended to lead directly to decisions.	5 pages	Required	Required
Scientific Committee Background Papers	30 days prior to annual CCAMLR meeting, i.e. in 2004 – 25 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;*
- (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;
- (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;

* 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;
- (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;
- (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.

SUBMISSION OF PAPERS TO THE TWENTY-THIRD MEETING OF THE SCIENTIFIC COMMITTEE

Members are invited to submit for consideration at the Twenty-third Meeting of the Scientific Committee, working papers and background papers related to specific items of the Scientific Committee's agenda.

2. Working papers should be submitted to the Secretariat 45 days prior to the beginning of the meeting (i.e. in 2004, 10 September) and background papers 30 days prior (i.e. in 2004, 25 September) (Table 1).

3. 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 meeting.

4. Papers should be submitted by email to webmaster@ccamlr.org in Microsoft Word format.

5. 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.

6. 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.

7. 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. SC-CAMLR-XXIII);
- (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;
- (v) the CCAMLR-approved disclaimer:

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

8. 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;
- (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.

9. If a paper is intended for consideration for publication in *CCAMLR Science*, it should be accompanied by the form provided as Appendix A 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.

10. 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.

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

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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.

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.)

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.