

WCPFC6-2009/IP02 8<sup>th</sup> November 2008

## **Prepared by the Secretariat**

5pm Sunday 6<sup>th</sup> December 2009

1. The Chairman of the Commission, Ambassador Satya Nandan (Fiji) invites all Heads of Delegation for Members, Cooperating Non-members and Participating Territories (CCMs) to an informal meeting at 5pm Sunday 6<sup>th</sup> December at the Hilton Hotel, Papeete. Directions to the meeting room will be clearly marked. The meeting is anticipated to take one hour or less.

2. The issues for discussion could include:

- Prioritisation: Proposed agenda/schedule for the week
- Opening Statements: Members/non-members
- Observers and applicants for CNM status
- Meeting procedures and logistics (Secretariat services, break out rooms, arrangements for FAC to continue its meeting, working groups, document management, sound system, public internet arrangements, delegation credentials, statements (provide copies to the Secretariat) and meeting website)
- Social Functions
- Press

3. CCMs are invited to raise any other matters they believe would benefit from informal discussion at the meeting.