



TO ALL COMMISSION MEMBERS, COOPERATING NON-MEMBERS AND PARTICIPATING TERRITORIES

Circular No.: 2015/23
Date: 22 April 2015
No. pages: 10

Meeting Notice for the Inter-sessional Working Group on the Regional Observer Programme and the E-Reporting and E-Monitoring Working Group

Dear All,

Further to WCPFC Circular 2015/10, the 2015 meetings of the Inter-sessional Working Group on the Regional Observer Programme (“**IWG-ROP4**”) and the E-Reporting and E-Monitoring Working Group (“**ERandEMWG1**”) will be held back to back in Nadi, Fiji at the **Novotel Hotel from 6th to 10th July 2015**. In accordance with the Commission Rules of Procedures, all CCMs are invited to attend the two meetings.

For the ERandEMWG1, the Secretariat in accordance with the Terms of Reference requests nominations from CCMs of relevant technical experts to join the ER-sub working group which will also comprised of representative from PNAO, SPC, FFA, CDS-IWG Chair, and the Secretariat. The Secretariat expects that during May 2015, the ER-sub working group will be contacted by the Secretariat and will work electronically on the development of the draft standards for electronic reporting. All CCMs will have an opportunity to further review a draft of the WCPFC ER Standards document and other meeting documentation in the weeks prior to and during the ERandEMWG1 meeting.

Agenda

The IWG-ROP4 will commence at 9am on Monday 6th July and is scheduled to conclude before midday on Wednesday 8th July. As agreed at WCPFC11, the IWG-ROP4 meeting will be chaired by Ray Clarke of the United States of America. The provisional agenda for the IWG-ROP4 is attached as Attachment 1.

The ERandEMWG will commence at 2pm on Wednesday 8th July and is scheduled to conclude on Friday 10th July. As agreed at WCPFC11, the ERandEMWG1 will be chaired by Kerry Smith of Australia. The provisional agenda for the ERand EMWG1 is attached as Attachment 2.

Registration

All participants are requested to register electronically through the wcpfc website relevant meeting page: <http://www.wcpfc.int/meetings/IWGROP4>
<http://www.wcpfc.int/meetings/ERandEMWG1>

Participants are reminded that due to the size of the facilities, delegations are to be kept small (the maximum capacity of the venue is 90 persons).

Funding for Developing Countries and Participating Territories

The Commission will fund the participation (a daily allowance and most direct economical airfare) of one representative from each developing country and participating territory that is a member of the Commission to the meetings of the Working Groups.

Formal nominations for participants to receive this support should be submitted to the Secretariat under the signature of their WCPFC Official Contact for qualifying developing countries and participating territories as early as possible, but no later than **Monday 15 June**.

Please contact WCPFC Finance and Administration Manager, Aaron Nighswander (aaron.nighswander@wcpfc.int) for further assistance.

Accommodation

Participants are asked to make their own accommodation arrangements, and there are a range of accommodation options in Nadi. The Novotel Hotel has offered participants the following rates:

Novotel Guest room F\$148 (with breakfast F\$160)

Novotel Superior room F\$178.00 (with breakfast F\$190)

Please inform the Novotel that you are staying at the hotel for this meeting to receive these rates. The form for requesting a room is attached and can be emailed to swastika@novotelnadi.com.fj. (Attachment 3)

All related enquiries about the two meetings should be addressed to the WCPFC Compliance Manager, Dr Lara Manarangi-Trott (lara.manarangi-trott@wcpfc.int).

If you have any suggestions for the provisional agendas prior to the two meetings, please send these to Secretariat.

Kind regards,



Feleti P. Teo, OBE
Executive Director

ATTACHMENTS TO BE INCLUDED:

1. Provisional Agenda for IWG-ROP4: **WCPFC-2015-IWGROP4-02**
2. Provisional Agenda for ERandEMWG1: **WCPFC-2015-ERandEMWG-02**
3. Self-funded booking form for Accomodation booking at Novotel Nadi



**FOURTH MEETING OF INTERSESSIONAL WORKING GROUP OF REGIONAL
OBSERVER PROGRAMME (IWG-ROP4)**

Novotel Hotel, Nadi, FIJI

July 6 - 8, 2015

PROVISIONAL AGENDA WITH DRAFT INDICATIVE SCHEDULE

WCPFC-2015-IWGROP4-02

22 April 2015

Monday 6th July 2015 (DAY 1)

Time	Agenda #	Item
0900	1.0	Opening of meeting/housekeeping
0915	1.1	Appointment of Rapporteurs
0920	1.2	Adoption of Agenda
0930	1.3	Chairs overview of ROP since the last IWG-ROP in 2009
0945	1.4	Status report from Secretariat and priorities as deemed by TCC ,SC and WCPFC meetings (<i>IWG-ROP4-WP01</i>)
1030	Morning Tea	
1100	2	Discuss and provide guidance to WCPFC12 on the definition of the responsibilities of the providers and flag states in respect to the obligation CMM 2007-01 Attach K Annex C paragraph 4 <i>“Timely notification from the observer provider on completion of the observer’s trip of any comments regarding the vessel operations. The captain shall have the opportunity to review and comment on the observer’s report, and shall have the right to include additional information deemed relevant or a personal statement.” (Ref:WCPFC11 Summary Report para 489 (iii))</i>
1230	Lunch	
1330	3	Discuss the suggested mechanisms to Prevent and Deter Alcohol related misconduct of Observers <i>(Ref:WCPFC11 Summary Report para 489 (i) and Attachment M)</i>
1415	4	Review and provide as appropriate recommendations on the guidelines for minimum required information for the ROP identification cards. <i>(Ref:WCPFC11 Summary Report para 482)</i>
1500	Afternoon Tea	
1530	5	Discuss and provide direction on transshipment notification rules <i>(Ref:WCPFC11 Summary Report para 489 (ii))</i>
1730	Finish Day 1	

Tuesday 7th July 2015 (DAY 2)

Time	Agenda #	Item
0900		Review of 1st Day
0915	5 cont	<i>If needed</i> , discuss and provide direction on transshipment notification rules (Ref:WCPFC11 Summary Report para 489 (ii))
	6	Advice from IWG-ROP on the metric for achieving 5% ROP longline coverage. Note WCPFC11 approved the guidelines for ROP longline coverage by fleet/fishery described in Attachment L Table 1, noting that it should be open to review and adjustments at future TCC meetings. (Ref:WCPFC11 Summary Report para 483 – 486 and Attachment L)
1030	Morning Tea	
1100	7	Noting that WCPFC11-2014-DP07 was not agreed, WCPFC agreed that the IWG-ROP should encourage discussion to develop processes to facilitate the provision of data, including observer reports, from the observer providers and placement information from Flag States to the Commission. (Ref:WCPFC11 Summary Report para 493)
1230	Lunch	
1330	7 cont	<i>If needed</i> , discuss “Noting that WCPFC11-2014-DP07 was not agreed, WCPFC agreed that the IWG-ROP should encourage discussion to develop processes to facilitate the provision of data, including observer reports, from the observer providers and placement information from Flag States to the Commission.” (Ref:WCPFC11 Summary Report para 493)
1500	Afternoon Tea	
1530	8.1	Provide advice on matter of interpretation of CMM 2007-01 paragraph 9: “CCMs shall source observers for their vessels as determined by the Commission”. (Ref:WCPFC11 Summary Report para 489 (iv))
	8.2	Discuss the possible creation of an Annex to CMM 2007-01 or a separate CMM to define clearly and with no ambiguity the Hybrid model used for the Regional Observer Programme including Definitions – a. Principally b. Occasionally c. Adjacent. d. Independent and Impartial e. Observer Trip
1730	Finish Day 2	

Wednesday 8th July 2015 (DAY 3 - morning session only)

Time	Agenda #	Item
0900		Review of 2 nd Day
0915	8 cont	<i>If needed</i> , continue discussion on Agenda 8.1 and 8.2 (Ref:WCPFC11 Summary Report para 489 (iv))
	9	Other matters
	10	Clearance of Recommendations from IWG-ROP4
1030	Morning Tea	
1100	10 cont	Continue clearance of Recommendations from IWG-ROP4
1200	Finish Day 3	



**FIRST E- REPORTING AND E-MONITORING WORKING GROUP MEETING
(ERandEMWG1)
Novotel Hotel, Nadi, FIJI
8 – 10 July 2015**

PROVISIONAL AGENDA AND INDICATIVE SCHEDULE

WCPFC-2015-ERandEMWG1-02

22 April 2015

Wednesday 8th July 2015 (Day 1 - afternoon session only)

		Doc list
2.00-2.30pm	AGENDA ITEM 1. WELCOME AND OPENING	
	1.1 Opening	
	1.2 Adoption of agenda	
	1.3 Meeting arrangements	
2.30 – 3.00pm	AGENDA ITEM 2. REVIEW OF INFORMATION / UPDATES ON APPLICATIONS OF ER AND EM TECHNOLOGIES IN WCPO	
	2.1 Report from Secretariat, including review of 2014/15 WCPFC activities and introduce ERandEMWG TOR	
3.00 – 4.15pm	2.2 Reports from CCMs	
	2.3 Reports from Subregional Agencies	
	2.4 Reports from Chairs of other WCPFC IWGs	
4.15 -4.30pm	Afternoon tea	
4.30 – 5.30pm	2.5 Brief introduction to international fisheries standards	
	AGENDA ITEM 3. DRAFT E-REPORTING STANDARDS 3.1 Brief introduction/overview of draft ER standards document and approach - Secretariat	

Thursday 9th July 2015 (Day 2)

8.30 – 9.00am	Recap from Day 1	
9.00-10.30am	AGENDA ITEM 3. DRAFT E-REPORTING STANDARDS	
	3.2 Detailed review of draft ER standards document (continued)	
10.30 – 11am	Morning tea	
11-12.30pm	3.2 Detailed review of draft ER standards document (continued)	
12.30 -1.30pm	Lunch	
1.30-3.00pm	3.2 Detailed review of draft ER standards document (continued)	
3.00 -3.30pm	Afternoon tea	
3.30 – 5.30pm	3.2 Detailed review of draft ER standards document (continued)	



**FIRST E- REPORTING AND E-MONITORING WORKING GROUP MEETING
(ERandEMWG1)
Novotel Hotel, Nadi, FIJI
8 – 10 July 2015**

PROVISIONAL AGENDA AND INDICATIVE SCHEDULE

Friday 10th July 2015 (Day 3)

8.30 – 9.00am	Recap from Day 2	
9.00-10.30am	AGENDA ITEM 4. STRATEGIES FOR E-REPORTING IN WCPO 4.1 Next steps for development of draft E-Reporting standards, 4.2 Discuss possible prioritization and timelines for implementation of E-reporting in WCPO, and likely resource implications	
10.30 – 11am	Morning tea	
11-12.30pm	AGENDA ITEM 5. STRATEGIES FOR E-MONITORING IN THE WCPO 5.1 Next steps for development of draft E-Monitoring standards	
12.30 -1.30pm	Lunch	
1.30-3.00pm	AGENDA ITEM 6. GENERAL DISCUSSION AND NEXT STEPS 6.1 Outcomes – Next steps and report to TCC11/WCPFC12 6.2 Notes on linkages to other IWGs and work of other subsidiary bodies	
3.00 -3.30pm	Afternoon tea	
3.30 – 5.30pm	AGENDA ITEM 7. OTHER MATTERS AGENDA ITEM 8. CLOSE	



Dear Delegate

Thank you for booking your accommodation with us.

Room Type	No. of Rooms	Room Only	Bed & Breakfast Single per night
Novotel Guest room	40	F\$148.00	F\$160.00
Novotel Superior room	20	F\$178.00	F\$190.00

To fully confirm your booking, valid credit card or direct deposit is requested to guarantee the booking for self funded delegates.

For booking confirmation, please fill in the relevant details:

Delegate Full Name	
Arrival Date with Flight Details	
Check In Date	
Check Out Date	
Dates of Function	
Name of the Function	
Room Rate	
Room Type	

Payment

Please find below our credit authorization form, we kindly request if you could duly complete the attached form for payment settlement via credit card or refer bank details for direct deposit into hotel account.

Transport

Novotel Nadi provides complimentary courtesy shuttle to/from Nadi International Airport for all delegates staying at Novotel Nadi. Upon arriving at the arrival concourse, please ask enquire at the AFL help desk for Novotel Shuttle. A full schedule outlining your flight number and ETA will be required for the transfer purpose.

Sir/Madam, we look forward to your stay with us. In the meantime, please do not hesitate to contact us should you require any additional information

Kind Regards
Swastika Raj
Conference Sales Supervisor
swastika@novotelnadi.com.fj
Ph : +679 6736105



CREDIT CARD AUTHORISATION FORM

RETURN TO: CONFERENCE & SALES OFFICE FAX: 679 6720590
NOVOTEL NADI EMAIL: swastika@novotelnadi.com.fj
PO BOX 11133
NADI AIRPORT
FIJI ISLANDS

I HEREBY REQUEST FOR YOU TO DEBIT MY CREDIT CARD FOR THE FOLLOWING:
Please tick the appropriate box/boxes:

Deposit Payment **Final Payment**

Final Payment

If credit facilities have not been established with Novotel Nadi, full payment will be expected 2 working days prior to your function. Should credit or prepayment not be arranged, this credit card will be debited for payment of your final account. 3% surcharge will apply for the credit cards

NAME OF FUNCTION : _____

DATE OF FUNCTION : _____

CREDIT CARD TYPE MASTERCARD VISACARD JCB
 AMEX DINERS

CREDIT CARD NUMBER: _____

EXPIRY DATE : ____ / ____

DEBIT AMOUNT : F\$ _____

CARDHOLDER : _____

SIGNATURE : _____



Cravensville Limited T/A Novotel Nadi

Direct Credit Details

Details of our bank account are as follows:

Bankers	:	Australia & New Zealand Banking Group Limited.
Branch	:	Nadi, Fiji Islands
Account Name	:	Cravensville Limited Operating Account
Bank Swift Code	:	ANZBFJFX
Account Number	:	8484313
Local Bank Code	:	0095 – 07122005
BSB Number	:	019095

IMPORTANT

As we receive many direct credits, it is very important that we can readily identify which transaction is yours. (Similarly, if your direct credit is not received for some reason, this needs to be identified as soon as possible to avoid delays).

Please:-

- Instruct your bank to identify the transaction as the name of your order (This reference should appear in the code section on our bank statement).
- Advise us as soon as you have arranged the transaction (ideally by faxing us a copy of the Direct Credit Request) so we can then keep an eye out for payment reaching our account.

If you have any queries, please advise.

Thank you
Novotel Nadi