

**NORTHERN COMMITTEE**

**ELEVENTH REGULAR SESSION**

Sapporo, Japan

31 August – 3 September 2015

**MEETING NOTICE AND ARRANGEMENTS**

**WCPFC-NC11-2015/01**

In accordance with the Commission Rules of Procedure, Members, cooperating non-Members and participating Territories (CCMs) are invited to attend the Eleventh Regular Session of the Northern Committee (NC11) of the Commission for the Conservation and Management of Highly Migratory Fish Stocks in the Western and Central Pacific Ocean. The NC11 meeting will take place in Sapporo, Japan, 31 August – 3 September 2015.

**NC11 Meeting Documents**

In accordance with Rules of Procedure, the following provisional documents have been prepared.

* Notice of Meeting and Meeting Arrangements (WCPFC-NC11-2015/01)
* Provisional Agenda (WCPFC-NC11-2015/02);
* Provisional Annotated Agenda (WCPFC-NC11-2015/03)
* Indicative Schedule (WCPFC-NC11-2015/04)

The inclusion of any supplementary items in the agenda, accompanied by a written explanation, may be requested at least thirty days before the meeting; that is by **1 August 2015**.

Additional meeting documents will shortly be available on the WCPFC Meeting page: http://www.wcpfc.int/meetings/11th-regular-session-northern-committee. All participants will be individually responsible for downloading their meeting documents and printing them out. Contact the Secretariat (sungkwon.soh@wcpfc.int) if you experience any difficulties.

**Registration**

All participants are requested to register electronically on the WCPFC website, NC11 meeting page. If that is not possible please print and return the completed registration form to the Secretariat (sungkwon.soh@wcpfc.int, FAX +691 320 1108). All registrations should be completed by **8 August 2015**. For those delegations with more than one participant it is preferred that registrations be submitted in one batch by a key contact for that delegation.

**Meeting Venue**

The meeting venue will be ANA HOTEL SAPPORO, Kita 3-jo Nishi 1-chome 2-9, Chuo-ku, Sapporo, Japan. (WEB: <http://www.anahotel-sapporo.co.jp/english/>)

**Visas for Japan**

Participants are required to ask their governments regarding their visa requirements for Japan. Many websites provide visa information for Japan.

**Climate**

The temperature in Sapporo is expected to be 15-24°C (60-75°F) in early September.

**Accommodation**

Registration form with accommodation options for the ANA Hotel Sapporo is attached at the bottom of this Meeting Notice. Other accommodations are also available in Sapporo area.

**Transportation from the Sapporo Airport to the hotels**

By train

* 36 minutes by rapid JR train "Airport" from New Chitose Airport to JR Sapporo Station
* A 7-minute walk above ground from JR Sapporo Station (When using the underground passage from Sapporo Station, a one-minute walk from Exit 21 of Subway Toho Line Sapporo Station)

Airport bus

* 60 minutes from New Chitose Airport by airport buses bound for ANA Hotel Sapporo

**Funding for Developing Countries and Territories**

According to the decision made by WCPFC9, five small island developing States would be funded for travel to the NC meeting, with priority given to RMI, FSM and Palau.  These are in addition to the Cook Islands and Vanuatu who are members of the Northern Committee (Para 26, Attachment W, WCPFC9 Report). Formal nominations for participants to receive this support should be submitted to the Secretariat (aaron.nighswander@wcpfc.int) by **31 July 2015** through their WCPFC Official Contact for qualifying developing countries and participating territories.

Dear Guests,

NIPPON EXPRESS TRAVEL Co., Ltd.

Nittsu-koku Bldg, 1-5-2, Shimbashi,

Minato-ku, Tokyo, 105-0004, Japan

Firstly, we would like to thank you for choosing ANA HOTEL SAPPORO.

1-2-9, Kita-Sanjo-nishi, Chuo-ku, Sapporo-shi, Hokkaido 060-0003

Tel: 011-221-4411, Fax: 011-222-7624

<http://www.anahotel-sapporo.co.jp/english/>

\*Accommodation package rate per room

|  |  |  |
| --- | --- | --- |
| **Date of stay** | **1 guest** | **2 guests** |
| 8/30 | ¥20,000 | ¥26,000 |
| 8/31 | ¥20,000 | ¥26,000 |
| 9/01 | ¥20,000 | ¥26,000 |
| 9/02 | ¥20,000 | ¥26,000 |
| 9/03 | ¥30,000 | ¥36,000 |

This room rate includes breakfast.

(Service charge included, consumption tax excluded)

Basically TWIN BED Rooms will be arranged for this program. If you need an extra bed, please contact Nippon Express Travel.

The hotel will ask for the deposit by cash or credit card upon your check-in.

The hotel’s standard cancellation policy is set as follow:

Before 6:00PM, Japan Time, 31days to 15days before arrival：10%

Before 6:00PM, Japan Time, 14days to 7days before arrival：30%

Before 6:00PM, Japan Time, 6days to 2days before arrivak：50%

Before 6:00PM, Japan Time, on the day before arrival：70%

Before 6:00PM, Japan Time, arrival day/No-show：100%

If there is any inquiry, please do not hesitate to contact Nippon Express Travel. Person in charge: Mr. Honna / a-honna@nittsu.co.jp

**ROOM RESERVATION FORM**

|  |  |
| --- | --- |
| **Name:** |  |
| **Mr./Ms.:** |  |
| **Mobile phone:** |  |
| **Date of Check-In:** |  |
| **Date of Check-Out:** |  |
| **Number of guest(s):** |  |
| **Smoking or Non smoking:** |  |
| **Flight No./ Date of arrival at Sapporo:** |  |
| **Nationality / PassportNo.:** |  |

Each guest will be responsible for completing the reservation process, by sending this form.

Date of dead line for the reservation： **August 7th, 2015**

Please email to：Mr. Honna (Nippon Express Travel Co.,Ltd)

a-honna@nittsu.co.jp