



**SCIENTIFIC COMMITTEE
SIXTEENTH REGULAR SESSION**

ELECTRONIC MEETING

12 – 19 August 2020

MEETING NOTICE AND INFORMATION

WCPFC-SC16-2020/01 (Rev.02)

29 July 2020

In accordance with the intersessional decision of the Commission in response to the impacts of COVID-19 on global travels and restricted national border entries, the Sixteenth Regular Session of the Scientific Committee of the Commission for the Conservation and Management of Highly Migratory Fish stocks in the Western and Central Pacific Ocean (WCPFC-SC16) will be held as an Electronic Meeting from **12 (Wednesday) to 19 (Wednesday) August 2020**. The meeting will be chaired by Mr Ueta Faasili (Samoa) and assisted by the Theme Conveners. The electronic meeting for Heads of Delegations (HOD) and Conveners will be held prior to the SC16 meeting, on Tuesday, 11 August 2020. Please refer to the indicative schedule for the details.

The following documents are posted on the SC16 website together with this revised Meeting Notice:

- Revised Provisional Agenda (WCPFC-SC16-2020/02);
- Revised Provisional Annotated Agenda (WCPFC-SC16-2020/03),
- Virtual meeting protocol (WCPFC-SC16-2020/04),
- Revised Provisional Online Discussion Forum Topics (WCPFC-SC16-2020/05),
- Indicative Schedule (WCPFC-SC16-2020/06), and
- List of documents (WCPFC-SC16-2020/07).

SC16 Meeting Structure

As agreed by the Commission, the agenda for the Electronic SC16 meeting will consist of essential items necessary to progress the scientific work of the Commission in 2020 and to provide the scientific advice necessary to inform the key decisions of the annual WCPFC17 meeting in December 2020.

According to the Commission's Heads of Delegation meeting on 15 July 2020, the SC16 will use the Zoom platform for the video-conference segment of the meeting. The electronic meeting will be supplemented by the usual WCPFC-SC16 website (<https://www.wcpfc.int/meetings/16th-regular-session-scientific-committee>) and a new online discussion forum (<https://forum.wcpfc.int>) which is accessed by any approved SC16 registered participants. The online forum will be used to facilitate discussions mostly on the 2020 SC projects and other items that were omitted from the SC16 abbreviated agenda but required acknowledgment by the SC16 in order to facilitate their progression in 2020. The online forum will open from Tuesday, 28 July and will be closed two (2) days before the start of the SC16 plenary (no later than Monday 10 August midday (Pohnpei time)). The results of the online forum discussions will be provided to SC16 as an

Information Paper under “Other Matters”, not for substantive discussion but for noting or endorsement as may be necessary.

Detailed instructions on the use of the online forum will be provided as a component of the Virtual Meeting Protocol document.

Registration

On-line meeting registration is available at the SC16 meeting site <https://www.wcpfc.int/meetings/16th-regular-session-scientific-committee>. All participants are requested to register using this facility in order to participate in the electronic SC16 meeting. Once a participant’s registration on the SC16 website is authorized, an invitation email with a link to the virtual SC16 meeting will be sent to the participant’s registered email address two days prior to the meeting.

All CCMs are requested to use the online registration system to approve their delegation. CCMs not familiar with the online approval system can send their official list of delegates to the Secretariat (Lucille.Martinez@wcpfc.int) as early as possible in order for the Secretariat to approve participants in the system. Observers to SC will be approved once verified by the Secretariat. If you have any queries related to registration, please contact Ms Lucille Martinez directly.

All CCMs are strongly requested to register **by Friday, 31 July 2020**.

Heads of Delegation and Conveners’ Meeting

Two preparatory meetings will be held on Tuesday, 11 August 2020, prior to the SC16:

- 1) (11:00) The Conveners’ Meeting with the SC Chair to finalize their theme session arrangements and meeting procedures; and
- 2) (13:00) The Heads of Delegation Meeting to confirm the meeting structure and schedule of the SC16. All Theme Conveners are also expected to attend this meeting.

Guidelines for submitting meeting papers

The procedure for submission of papers for SC16, as determined at SC2, is as follows:

- 1) Annual Report – Part 1
Following WCPFC16, an updated template is available at <https://www.wcpfc.int/guidelines-procedures-and-regulations> (symbol: SC-01). Annual Report Part 1 shall be submitted to the WCPFC Secretariat (BOTH sungkwon.soh@wcpfc.int and contact.ar@wcpfc.int) by **12 July 2020**.
- 2) Meeting documents
Titles and preliminary abstracts of meeting documents **MUST be submitted as early as possible, but no later than 7 July 2020** (five weeks in advance of the start of SC16). Authors who intend to present a Working Paper or submit an Information Paper (refer to Item 3 below) must contact the relevant Convener(s) as soon as possible after this SC16 Meeting Notice is posted. Authors and conveners should discuss the suitability of the paper, and under which specific agenda item it falls. Please refer to the Provisional Annotated Agenda posted together with this Meeting Notice.

Authors of the papers submitted to the online forum should produce a summary of discussions and submit it to the Secretariat (SungKwon.Soh@wcpfc.int).

All full papers MUST be submitted by 24 July 2020 (18 days in advance of the start of SC16). Please submit titles, abstracts and full papers to:

- i) SC Chair (Ueta Jr. Faasili; ueta.faasili@maf.gov.ws),
- ii) relevant Theme Conveners below, and
- iii) the Secretariat (SungKwon Soh; sungkwon.soh@wcpfc.int)

Chair	Ueta Jr. Faasili; ueta.faasili@maf.gov.ws
Vice Chair	Tuikolongahau Halafihi; supi64t@gmail.com
ST Theme	Valerie Post; valerie.post@noaa.gov
SA Theme	Hiroshi Minami; hminami@affrc.go.jp Keith Bigelow; keith.bigelow@noaa.gov
MI Theme	Robert Campbell; robert.campbell@csiro.au
EB Theme	John Annala; john.annala@mpi.govt.nz Yonat Swimmer; yonat.swimmer@noaa.gov

All papers received will be posted on the SC16 website by **28 July 2020** (two weeks in advance of the start of SC16). All participants will be responsible for downloading their papers and printing them out, should that be desired.

3) Working Papers and Information Papers

The SC Chair and Theme Conveners will be responsible for accepting or rejecting a paper, and if accepted, directing the Secretariat to post the paper as either a Working Paper or an Information Paper.

Working Papers (WP): Papers considered by Theme Conveners and the Chair as a working paper for presentation to the SC should be directly relevant to a specific agenda item and will support substantive discussion. Relevant Conveners will attach a cover page, assign a unique number and send it to the Secretariat (e.g. WCPFC-SC16-2020/ST-WP-XX).

Information Papers (IP): Papers considered by Theme Conveners and the Chair as an information paper should be of general interest – i.e. a supplementary paper circulated for information only and not for presentation –but may be referred to in discussion. Relevant Conveners will attach a cover page, assign a unique number and send it to the Secretariat (e.g. WCPFC-SC16-2020/SA-IP-XX)