

NJG/JAC/30349

3 March 2006

CIRCULAR COMMUNICATION TO COMMISSIONERS, CONTRACTING GOVERNMENTS  
AND MEMBERS OF THE SCIENTIFIC COMMITTEE  
IWC.ALL.92

**Submission of Scientific Progress Reports**

Scientific Progress Reports have their origin in Article VIII, Paragraph 3 of the Convention and are formalised in the Rules of Procedure of the Scientific Committee (Rule E.1).

All member nations are urged by the Commission to provide Progress Reports to the Scientific Committee following the most recent guidelines (*Rep. int. Whal. Commn* 48: 292-5). The outline report attached should be used as a template for the report. It is also available from the website: [http://www.iwcoffice.org/commission/sci\\_com/scmain.htm](http://www.iwcoffice.org/commission/sci_com/scmain.htm). General information in the report should cover the intersessional period (or, if a report was not submitted last year, the period since the last report) but statistical information **must** be provided by calendar year or season as explained in the template.

Note that the template for the reports has been revised to take account of modifications agreed by the Scientific Committee last year.

As in previous years, the Secretariat will reproduce Progress Reports provided that they are **received in the Secretariat by 5 May 2006**. Papers can be submitted either by e-mail ([helen.sharp@iwcoffice.org](mailto:helen.sharp@iwcoffice.org)) or as good quality single-sided, single-spaced top copies. If they are not provided by e-mail, please arrange to bring an electronic version to the meeting (.pdf format is preferred). **After 5 May, the required number of copies of the progress reports must be brought to the meeting (contact [helen.sharp@iwcoffice.org](mailto:helen.sharp@iwcoffice.org) for numbers) otherwise there will be serious delays in arranging for the production of the necessary copies.** They should be supplied printed single spaced, double-sided and preferably on A4 sized paper (210 x 297mm) or equivalent.

Finally, it would be most helpful if the name and contact details for the persons designated to compile the reports could be provided to the Secretariat by completing and returning the attached form **by 31 March**.

Dr. Nicky Grandy  
Secretary the Commission

c.c. Non-member Government Observers

## Submission of Scientific Progress Reports

### Contact details

<b>GOVERNMENT:</b>	
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<b>CONTACT DETAILS FOR PERSON(S) DESIGNATED TO COMPILE THE REPORTS</b>	
<b>Name:</b>	
<b>Address:</b>	
<b>Tel:</b>	
<b>Fax:</b>	
<b>Email</b>	

<b>Name:</b>	
<b>Address:</b>	
<b>Tel:</b>	
<b>Fax:</b>	
<b>Email</b>	

**Comments:**

**Please return to the Secretariat by 31 March 2006  
(Email: [Secretariat@iwcoffice.org](mailto:Secretariat@iwcoffice.org); Fax: +44 (0)1223 232876)**