



IS/MT/JAC/33199  
2 March 2023

Circular Communication to Members of the Scientific Committee  
and Invited Participants

**IWC.SC.240**

*c.c. Accredited observers to the IWC*

**SC69A Annual Scientific Committee Meeting 2023:  
Meeting Documents**

**Paper submission for Intersessional Meetings:** Deadlines for papers to be discussed at pre-meetings will be at the discretion of the relevant convenor. Please send papers to the convenor for approval and subsequent circulation to the sub-group members. Lengthier and more technical papers need to be made available far enough in advance that there is adequate time for review.

**Abundance Estimates:** Papers with new abundance estimates that require review during the Abundance Steering Group (ASG) pre-meeting or the SC meeting should be submitted six weeks prior to the ASG meeting - by 10 March 2023. Please contact Geof Givens ([geof@geofgivens.com](mailto:geof@geofgivens.com)) or Leslie New ([lnew@ursinus.edu](mailto:lnew@ursinus.edu)) if you plan to submit new abundance estimates.

**Paper submission for SC meeting:** Papers, Primary or For information (see below), not discussed during pre-meetings must be submitted by 10 April 2023. If documents are submitted after this deadline, they may be delayed in the approval process and may not be uploaded in time to be included on the SC69A meeting page. Only in exceptional circumstances, and **with permission from the relevant convenor and the SC Chair**, may papers be submitted after the deadline of **10 April 2023**.

**Primary Papers:** Please submit these papers (i.e., those not previously published, in press or submitted to other fora) online [via this link](#). Document numbers will be assigned by the Secretariat. For help with the submission of papers, please contact [documents@iwc.int](mailto:documents@iwc.int). All papers must be of strict relevance to the topics identified in the [SC69A meeting's draft agenda](#). **During the submission process, authors must submit a brief summary, limited to 300 words.** The summary should be suitable for inclusion in the sub-committee report, written in the third person (referencing the paper) and highlighting only the main finding(s) of relevance to the Committee's agenda. **The paper will not be accepted without this summary.** Papers deemed not relevant to the agenda by the appropriate sub-committee convenor, in consultation with the SC Chair, will also not be accepted.

**For-Info Papers:** If you have a report or paper that you believe is particularly relevant which has been previously published, is in press or has been submitted to other fora, please send to [convenors@iwc.int](mailto:convenors@iwc.int), stating which sub-committee(s) the paper is intended for - **do not use the online link above to submit these papers**. It is your responsibility to ensure that any permissions from the publishers for making these papers available to the meeting participants are met. Please supply a freely accessible web address and/or full reference details for these documents (including a DOI number/web access URL) and indicate who will speak to the paper at the meeting if required to do so. **Like primary papers, authors must submit a brief summary for the report of less than 300 words, during the submission process. If this summary is not submitted, the paper cannot be uploaded.** For-Info papers do not form part of the official document archive of the meeting but may be referenced in the report of the meeting.

**Working Papers:** These are short texts, generated during the meeting that are intended only to expedite resolution of disagreements or stimulate debate within the meeting and can only be submitted with the express agreement of the SC Chair or sub-group Chair. Working papers are not retained after the meeting. Under exceptional circumstances the SC Chair may agree to upgrade them to Primary papers.

The [Report of the 2022 SC68D virtual meeting](#) is available on the IWC archive and has now been published in the Journal of Cetacean Research and Management, Supplement 24.



Dr. Iain Staniland  
Lead for Science



Mark Tandy  
Head of External Affairs