NJG/JAC/29963

24 May 2004

## CIRCULAR COMMUNICATION TO COMMISSIONERS AND CONTRACTING GOVERNMENTS IWC.CCG.395

# Procedure for distributing documents for IWC/56

### Non-confidential documents

As for the last two years, all non-confidential documents for the meeting of the Commission and its sub-groups (except the Scientific Committee) are being made available to Commissioners, Contracting Governments and observers via IWC's public website. Copies of such documents will only be <u>sent by email</u> to those Commissioners and Contracting Governments who specifically request them. Please inform Julie Creek (Secretariat@iwcoffice.org) by Friday 4 June 2004 if you wish to receive documents by email.

It is assumed that unless we have received a specific request, member governments will download documents from the website. To access these documents, you can go straight to the following link:

http://www.iwcoffice.org/ documents/commission/iwc56docs.htm

Alternatively, go to the web site (<u>www.iwcoffice.org</u>), click on '2004 Meeting', and then on 'IWC56 Documents'.

The following documents are already available on the website:

### Agenda:

- Annotated Provisional Agenda
- Revised Draft Agenda for the Aboriginal Subsistence Whaling Sub-committee
- Revised Draft Agenda for the Infractions Sub-committee
- Revised Draft Agenda for the Conservation Committee

#### Documents:

- IWC/56/1: Draft List of Documents
- IWC/56/14: Financial Statements

You will be notified as other documents become available.

Commissioners and Contracting Governments who routinely receive hard copies of Circulars and documents by post will continue to do so.

### **Confidential documents**

Confidential documents, such as those for the F&A Committee and the private meeting of Commissioners on the RMS are not being made available from the website. Instead they will continue to be distributed by email or hard copy as appropriate.

We kindly ask you to **BRING COPIES OF PRE-CIRCULATED DOCUMENTS WITH YOU TO THE MEETING** as we do not intend to provide extra copies of these documents in Sorrento on a routine basis.

Dr. Nicky Grandy Secretary to the Commission