

NJG/JAC/30015

9 August 2004

CIRCULAR COMMUNICATION TO COMMISSIONERS
AND CONTRACTING GOVERNMENTS
IWC.CCG.424

Communications with the Secretariat

Please find attached a table that indicates the way (email/fax/post) the Secretariat currently communicates with each member country. It also provides contact details for Commissioners, Contracting Governments and others to whom circulars are sent for information. To make sure that the information we have is up-to-date and to help us be as efficient as possible in communicating with you, I would be grateful if you could:

1. Check that the persons listed for your country and their contact details (addressee, address, phone, fax, email) are correct, and inform us of any necessary revisions;
2. Check that the mode by which communications are sent (email/fax/post) and the number of copies requested is correct, and inform us of any necessary revisions.

Regarding 2 above, and to help reduce expenditure on postage, I would ask that you try to reduce to a minimum your requests for communications by post. **Communication by email is preferred whenever possible.**

I would be grateful to receive your responses by **1 September 2004**.

Dr. Nicky Grandy
Secretary to the Commission