

CIRCULAR COMMUNICATION TO COMMISSIONERS
AND CONTRACTING GOVERNMENTS
IWC.CCG.875

**Secretariat contact details during IWC/62, Agadir, Morocco and reminder
regarding delegations, registration and credentials**

Secretariat contact details

The Secretariat's office at the Annual Meeting in Agadir can be reached at the following numbers until Friday 25 June:

- Tel: +212 52 8821956
- Fax: +212 52 8822009
- email: secretariat@iwcoffice.org

We will revert to the main switchboard telephone number at our Cambridge office on Monday 28 June.

The Secretariat's office in Cambridge will remain open during office hours throughout the period of the Annual Meeting, although with reduced staff. If you have any problems contacting the Cambridge office, try our office in Agadir.

Details on delegations

If you have not already done so, the Secretariat would appreciate receiving information on delegation numbers and names for the meetings of the Commission's subgroups and for the Commission.

Registration

As last year, the Secretariat will ask to see a form of identification (passport or ID card) prior to issuing ID badges, so please bring this with you when you come to register.

Credentials

It is important that proper written credentials are forwarded to the Secretariat in advance of, or are presented at, the meeting as set out in Rule of Procedure D.

D. Credentials

1.(a) The names of all representatives of member and non-member governments and observer organisations to any meeting of the Commission or committees, as specified in the Rules of Procedure of the Commission, Technical and Scientific Committees, shall be notified to the Secretary in writing before their participation and/or attendance at each meeting. For member governments, the notification shall indicate the Commissioner, his/her alternate(s) and advisers, and the head of the national delegation to the Scientific Committee and any alternate(s) as appropriate.

The written notification shall be made by governments or the heads of organisations as the case may be. In this context, 'governments' means the Head of State, the Head of Government, the Minister of Foreign Affairs (including: on behalf of the Minister of Foreign Affairs), the Minister responsible for whaling or whale conservation (including: on behalf of this Minister), the Head of the Diplomatic Mission accredited to the seat of the Commission or to the host country of the meeting in question, or the Commissioner appointed under Rule A.1.

(b) Credentials for a Commissioner appointed for the duration of a meeting must be issued as in D.1(a). Thereafter, until the end of the meeting in question, that Commissioner assumes all the powers of a Commissioner appointed under A.1., including that of issuing credentials for his/her delegation.

(c) In the case of members of delegations who will attend the Annual Commission Meeting and its associated meetings, the notification may be made en bloc by submitting a list of the members who will attend any of these meetings.

(d) The Secretary, or his/her representative, shall report on the received notifications at the beginning of a meeting.

(e) In case of any doubt as to the authenticity of notification or in case of apparent delay in their delivery, the Chair of the meeting shall convene an *ad hoc* group of no more than one representative from any Contracting Government present to decide upon the question of participation in the meeting.

Important note: Letters of credentials **MUST** indicate:

- who is the Commissioner;
- who are Alternate Commissioners (if any);
- who is the Head of Delegation to the Scientific Committee and the names of Alternates (if any).

Dr. Nicky Grandy
Secretary to the Commission