



Circular Communication to Commissioners. Contracting Governments,  
Members of the Scientific Committee and Invited Participants  
**IWC.ALL.228**

**SC/66a Scientific Committee Meeting, San Diego:  
Registration, meeting documents and other information**

**Registration**

Delegates for the SC/66a Scientific Committee meeting in San Diego in May 2015 must register in the first instance online on the IWC website via the link at <https://iwc.int/sc66a> (a simple sign-in procedure is required). For help with the online Registration process please contact [brendan.miller@iwc.int](mailto:brendan.miller@iwc.int). For general enquires on meeting attendance, please contact [julie.creek@iwc.int](mailto:julie.creek@iwc.int).

The Secretariat office will be open in San Diego for completion of registration and for name badge pick-up from 14:00 on Thursday 21 May 2015. Please remember to bring a printed copy of your unique QR code notification from online registration to the Secretariat registration desk in San Diego.

**Meeting documents**

The submission deadline for SC/66a Primary paper documents is **Friday 15 May 2015**. Please submit these papers via the link at <https://iwc.int/sc66a>. Document numbers will be assigned by the Secretariat in consultation with the Chair and sub-committee Convenors. All Primary papers should be of relevance to the draft Agenda of the meeting (see circular IWC.SC.194 of 23 March 2015, available from the IWC website). These documents will be accepted for the meeting up until the first day of Plenary, but after May 15 may not be included on the memory sticks. For help with the submission of Primary papers, please contact [andrea.cooke@iwc.int](mailto:andrea.cooke@iwc.int)

For the convenience of meeting delegates, memory sticks containing pdf files of all Primary papers received by the deadline will be available from the Secretariat office in San Diego from the afternoon of Thursday 21 May 2015 onwards. A copy of the published report of the SC/65b Bled meeting will also be on these memory sticks.

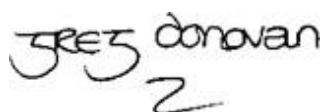
Copies of all Primary meeting papers will be freely available for download via the link at <https://iwc.int/sc66a> (log in is required, access will not be restricted). All Primary papers will be archived on the IWC website at close of meeting.

During the meeting, copies of Draft reports and working papers will be circulated to meeting delegates only. Note that only working papers included in the final agreed Report of the meeting will form part of the official meeting record.

**Other information**

All of the Commission's publications (including published meeting reports) and archived papers from past meetings, are available on the IWC website.

Any Committee member with programs, data or other software not already held by the IWC Secretariat that they might wish to use during the course of the meeting should either send them to the Secretariat (sue.burkett@iwc.int) in advance or bring them on memory sticks. This will ensure that no time will need to be spent in typing material into the computers or in de-bugging programs. Participants are reminded that software that is used for the provision of management advice must be made available well in advance of the meeting.

A handwritten signature in black ink that reads "GREG DONOVAN" with a stylized flourish underneath.

Greg Donovan  
*Head of Science*

*c.c. Accredited observers to the IWC*