



Circular Communication to Commissioners. Contracting Governments,  
Members of the Scientific Committee and Invited Participants  
**IWC.ALL.253**

**SC/66B Scientific Committee Meeting, Bled, Slovenia:  
Registration, meeting documents and other information**

**Registration**

Delegates for the SC/66B Scientific Committee meeting in Bled, Slovenia in June 2016 must register in the first instance online on the IWC website via the link at <https://iwc.int/sc66b> (a simple sign-in procedure is required). For help with the online process please contact [it.support@iwc.int](mailto:it.support@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 Bled, Slovenia for completion of Registration and for name badge pick-up from 14:00 on Monday 6 June 2016. Please remember to print out your online confirmation and bring it with you to avoid delays at registration. Those who have been unable to pre-register will need to register themselves manually onsite prior to collecting their ID and documents.

**Meeting documents**

The submission deadline for SC/66B Primary papers is **Tuesday 31 May 2016**. Please submit your Primary papers online via the link at <https://iwc.int/sc66b>. 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.203 of 7 April 2016). For help with the submission of Primary papers, please contact [andrea.cooke@iwc.int](mailto:andrea.cooke@iwc.int).

While the preferred method of access is via the web, for the convenience of meeting delegates one memory stick per attendee containing pdf files of Primary papers (received by the deadline of 31 May) will be available from the Secretariat office. A copy of the published report of the SC/66A San Diego meeting (<https://archive.iwc.int/?r=5812>) will also be placed on the memory sticks.

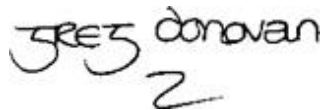
Copies of all Primary meeting papers will be freely available for download online via the link at <https://iwc.int/sc66b> (log in is required, access will not be restricted) from the first week of May onwards. All Primary papers will be archived on the IWC website at close of meeting.

During the meeting, copies of Draft reports and working papers will be circulated to participants only. Please 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](mailto: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 blue ink that reads "GREG DONOVAN" with a stylized flourish underneath.

Greg Donovan  
*Head of Science*

*c.c. Accredited observers to the IWC*