



Madrid, 9 April 2024

ICCAT CIRCULAR # 03071 / 2024

SUBJECT: ONLINE TRAINING WORKSHOP SESSION ON USING ICCAT'S INTEGRATED ONLINE MANAGEMENT SYSTEM (IOMS)

I am pleased to announce that the Online Reporting Technology Working Group (WG-ORT), at its 2024 Intersessional Meeting, has scheduled three workshop sessions with the aim of assisting CPCs in using the new modules developed in the IOMS system, specifically the Vessel Manager and the Form Manager. These sessions are scheduled as follows:

- **Session 1 (30 April 2024):** Focuses on understanding and practicing with the functionalities of the Vessel Manager in the IOMS.
- **Session 2 (24 June 2024):** Concentrates on exploring the functionalities of the Form Manager in the IOMS.
- **Session 3 (9 October 2024):** Reviews the Vessel Manager functionalities covered in Session 1. Participants will have the opportunity to revisit and provide feedback about the Vessel Manager's features, addressing any questions or areas of clarification that may have arisen since the initial session.

All sessions will be conducted online via the ZOOM platform with simultaneous translation, lasting for a total of 4 hours each. The sessions will commence at 12:00h (CET), with a scheduled 30-minute break from 14:00h to 14:30h. The WG-ORT agreed to record the full training sessions for subsequent online dissemination, ensuring accessibility to all CPC users.

The three training sessions, presented as interactive seminars, are designed for all prospective ICCAT IOMS users, including WG-ORT Members, CPC administrators and officers, Chairs of ICCAT subsidiary bodies, and Secretariat staff. Participation in these training sessions is encouraged for all WG-ORT representatives. The current official list of WG-ORT members is provided as **Annex 1**. Participants not included in **Annex 1** are also welcomed to participate in the IOMS workshops.

In order to organize the online training workshop sessions, participants are required to register for the workshop sessions by **22 April 2024**, utilizing the Online Registration Form which will be promptly available on the ICCAT [current meetings webpage](#). Any registrations received after this deadline may result in delays in providing access to participants to the workshop and related documents. Additionally, the list of official delegates intending to participate in the first session must be submitted to the Secretariat by **22 April 2024**.

The tentative Work Programme for the 1st training workshop session is presented in **Annex 2**. The announcements and agendas of two additional sessions will be duly communicated at a later time.

The pertinent information required for the workshop sessions will be uploaded to the Nextcloud. Access to the Nextcloud folder will be granted to the workshop participants at a later stage, together with the link and credentials to the ZOOM meeting.



Please accept the assurances of my highest consideration.

Executive Secretary

Camille Jean Pierre Manel

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– **Head Delegates**

– **Cooperating Parties, Entities or Fishing Entities**

– **WG-ORT members and IOMS users**

Attachments: List of WG-ORT members and IOMS users. Work Programme of the first session.



Work Programme of the first session

Session 1: Training workshop session 2024#1 (30 April 2024)

1. Vessel manager module
 - a. Online completion
 - i. Demonstration
 - ii. Exercises
 - iii. Questions
 - b. Offline completion
 - i. Demonstration
 - ii. Exercises
 - iii. Questions
2. Discussion on future training sessions
3. Other matters