

### MEETING PARTICIPATION FUND<sup>1</sup>

In 2014 the Commission adopted the Recommendation by ICCAT Amending the Recommendation 11-26 on the Establishment of a Meeting Participation Fund for Developing ICCAT Contracting Parties [Rec. 14-14] which substitutes and repeals Rec. 11-26 in its entirety.

Recommendation 14-14 establishes a Meeting Participation Fund (MPF) to support representatives of those ICCAT Contracting Parties which are developing States for the purpose of attending and/or contributing to the work of the Commission and other subsidiary bodies. This fund was initially provisioned with €60,000.00 from the Working Capital Fund.

The new recommendation differs from the previous one in that participation of two members per delegation (a manager and a scientist) will be financed for SWGSM meetings only; for the remainder of meetings one member per delegation will be financed.

This fund was financed in 2018 with an allocation of €50,000.00 charged to Chapter 13b) of the ICCAT budget, as approved by the Commission in 2017. In addition, a voluntary contribution has been received from the United States in the amount of €16,533.03, another from Canada for €50,000.00 and two from the European Union, through the European Union Funds for Capacity Building; one from the 2018 fund in the amount of €84,000.00 and another one from the 2017 carryover of the same fund in the amount of €21,771.32.

To these funds, the carryover of financial year 2017 must be added, which amounted to €143,657.90. Therefore, the available amount in 2018 has been €365,962.25

Implementation of this fund has significantly driven participation by representatives of developing Contracting Parties, so much so that 121 trips were organised last, with 27 CPCs having benefited.

In 2017, the Commission approved inclusion in the budget for 2018 of an item to finance the expenses of this fund. The contribution from the 2018 budget was €50,000.00 and was therefore insufficient to cover all costs, but as the Commission decided, this item will gradually be regularised so that in four years' time all annual costs can be covered. Until that time, it will be necessary for CPCs to make voluntary contributions to cover all requests.

To optimise existing resources, the Secretariat has adjusted the timeframe of the procedure for allocation of funds, and included more additional information, which is submitted for its approval.

In addition, there has been an increase in number of annual meetings, both scientific and Commission meetings, and requests for financing have increased proportionally. This is why the Secretariat needs to include in the procedure an item on how to act in the absence of funds, and instructions are sought from the Commission in this regard.

Given the number of requests for participation in meetings, and the expense incurred and charged to this fund, it is estimated that for 2019 it is necessary to allocate the same amount of funds as for 2018, i.e. €315,000.00. This amount is far higher than the funds that are foreseeably available i.e. €122,000.00 (€72,000.00 from the ICCAT budget plus €50,000.00 from the carryover at year-end 2018). Therefore, unless voluntary contributions are received for this purpose, it will not be possible to cover all the requests foreseen for 2019.

Contracting Parties and Cooperating non-Contracting Parties, Entities or Fishing Entities are requested to inform STACFAD and the Executive Secretary of the amounts which they could commit to the MPF through voluntary contributions for 2019.

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<sup>1</sup> Information at 7 November 2018.

Finally, it is recalled that access to the funds for participation in meetings is governed by a protocol published on the web site and sent to the delegations for each meeting. The requests received are submitted for approval to the ICCAT Chair and the STACFAD Chair.

## Appendix 1

### Rules of Procedure for the Administration of the Special Meeting Participation Fund

#### 1. Definitions

Developing ICCAT Contracting Parties are considered to be those CPCs that are classified under Groups B, C or D, in accordance with the criteria used in the contributions calculation (Regulation 4 - Provision of funds, ICCAT Financial Regulations).

#### 2. Eligibility criteria

##### *Participation in ICCAT scientific meetings*

Applicants will be selected in accordance with the protocol established by the Standing Committee on Research and Statistics (Addendum 2 to Appendix 7 to the 2011 SCRS Report).

Any delegate from a developing CPC should submit a completed application by the established deadline, including a detailed description of the contribution by the applicant to the meeting. After obtaining the approval of the rapporteurs of the Species Groups involved and/or the SCRS Chair, the Secretariat will carry out the necessary procedures for financing the travel.

##### *Procedure*

1. The Secretariat will publish the travel form by invitation 90 days in advance of the commencement of the meeting.
2. MPF applicants shall send the duly completed form 45 days in advance, including:
  - a. An official letter of nomination for the request for assistance signed by the Head of Delegation.
  - b. All the contact details of the candidate, including personal mobile telephone number.
  - c. A copy of the person's current passport.
  - d. A copy of the necessary bank details (including name of bank, address of bank, precise name of the account holder, account number, IBAN and SWIFT).
  - e. Indicate whether the person requires a note verbale to apply for a visa and the place where it will be processed.
  - f. A detailed description of the applicant's contribution to the meeting.
3. The Secretariat will review the applications to determine those which meet the eligibility criteria and will offer a period of 5 additional days to those applicants that have not sent all the information required.
4. The Secretariat will send an invitation to the selected candidates with a travel itinerary based on the dates indicated in the form (no less than 30 days prior to commencement of the meeting).
5. Applicants must apply for a visa and send a copy of the visa together with the verification and acceptance of the itinerary no less than 20 days prior to commencement of the meeting.
6. If a reply is not received with all the requirements set out above, the Secretariat will send a notification of rejection of application.

##### *Participation in ICCAT non-scientific meetings*

All applications shall be selected for attendance at a single meeting by one participant per Contracting Party, and shall be subject to the approval of the Commission Chair, the STACFAD Chair and the Executive Secretary and, in the case of subsidiary bodies, the Chair of the meeting for which funding is being sought.

Any delegate of a developing CPC shall submit a completed application by the established deadline.

*Procedure*

1. The Secretariat will publish the travel form by invitation 90 days in advance of the commencement of the meeting.
2. MPF applicants shall send the duly completed form 60 days in advance, including:
  - a. An official letter of nomination for the request for assistance signed by the Head of Delegation.
  - b. All the contact details of the candidate, including personal mobile telephone number.
  - c. A copy of the person's current passport.
  - d. A copy of the necessary bank details (including name of bank, address of bank, precise name of the account holder, account number, IBAN and SWIFT).
  - e. Indicate whether the person requires a note verbale to apply for a visa and the place where it will be processed.
3. The Secretariat will review the applications to determine those which meet the eligibility criteria and will offer a period of 5 additional days to those applicants that have not sent all the information required.
4. The Secretariat will send an invitation to the selected candidates with a travel itinerary based on the dates indicated in the form (no less than 45 days prior to commencement of the meeting).
5. Applicants must apply for a visa and send a copy of the visa together with the verification and acceptance of the itinerary no less than 30 days prior to commencement of the meeting.
6. If a reply is not received with all the requirements set out above, the Secretariat will send a notification of rejection of application.

***Acceptance of applications in the absence of funds***

Instructions in the absence of funds.

Appendix 2

Special Meeting Participation Fund (MPF)	
<b>Opening balance for financial year 2018</b>	<b>€143,657.90</b>
<b>REVENUE</b>	<b>€222,304.35</b>
Financed by ICCAT	€50,000.00
Voluntary contribution from the United States	€16,533.03
Voluntary contribution from Canada	€50,000.00
Voluntary contribution from the European Union through the European Union Fund for Capacity Building for 2017	€21,771.32
Voluntary contribution from the European Union through the European Union Fund for Capacity Building for 2018	€84,000.00
<b>EXPENSES</b>	<b>€301,640.92</b>
Scientific meetings	€164,571.14
<i>Blue Marlin Data Preparatory Meeting (Madrid, Spain, 12 to 16 March 2018)</i>	€10,722.74
<i>Small Tunas Species Group Intersessional Meeting (Madrid, Spain, 2 to 6 April 2018)</i>	€22,850.06
<i>MSE (bluefin tuna and North Atlantic swordfish) (Madrid, Spain, 16 to 20 April 2018)</i>	€5,396.34
<i>Bigeye Tuna Data Preparatory Meeting (Madrid, Spain, 23 to 27 April 2018)</i>	€15,548.17
<i>Meeting of the Working Group on Stock Assessment Methods (Madrid, Spain, 7 to 11 May, 2018)</i>	€8,129.97
<i>Intersessional Meeting of the Sub-Committee on Ecosystems (Madrid, Spain, 4 to 8 June 2018)</i>	€7,519.88
<i>Blue Marlin Stock Assessment Meeting (Miami, United States, 18 to 22 June 2018)</i>	€12,509.76
<i>Intersessional Meeting of the Sharks Species Group (Madrid, Spain, 2 to 6 July 2018)</i>	€15,208.88
<i>Bigeye Tuna Stock Assessment Meeting (Pasaia, Spain, 16 to 20 July 2018)</i>	€14,663.84
<i>SCRS Species Groups Meeting and Meeting of the Standing Committee on Research and Statistics (Madrid, Spain, 24 September to 5 October 2018)</i>	€52,021.50
Intersessional Meeting of Panel 2 <i>(Madrid, Spain, from 5 to 7 March 2018)</i>	€10,295.15
Meeting of the Online Reporting Technology Working Group <i>(Madrid, Spain, from 26 to 27 March 2018)</i>	€4,751.71
Meeting of the Working Group on Integrated Monitoring Measures <i>(Madrid, Spain, from 9 to 12 April 2018)</i>	€20,391.72
Meeting of the Standing Working Group to Enhance Dialogue between Fisheries Scientists and Managers (SWGSM) / Meeting of the Working Group on Convention Amendment <i>(Funchal, Portugal, 21-25 May 2018)</i>	€22,957.75
Intersessional Meeting of Panel 1 <i>(Bilbao, Spain, from 23 to 25 July 2018)</i>	€14,731.22
Meeting of the Compliance Committee (COC) / 21st Special Meeting of the Commission <i>(Dubrovnik, Croatia, from 10 to 19 November 2018)</i>	€63,942.06
25th Regular Meeting of the Commission <i>2017 adjustment (Marrakesh, Morocco, 14 to 22 November 2017)</i>	€0.17
<b>Balance at 7 November 2018</b>	<b>€64,321.33</b>

Summary of expenses	Scientific meetings		Intersessional Meeting of Panel 2		Meeting of the Online Reporting Technology Working Group		Meeting of the Working Group on Integrated Monitoring Measures (IMM)		Meeting of the Standing Working Group to Enhance Dialogue between Fisheries Scientists and Managers (SWGSM) / Meeting of the Working Group on Convention Amendment		Intersessional Meeting of Panel 1		Meeting of the Compliance Committee (COC) / 21st Special Meeting of the Commission	
CPC														
Albania			X	€1,377.00					C	€803.91			X	€3,005.62
Algeria	b)	€1,760.12	X	€1,303.05			X	€1,544.55	SWGSM	€874.50			X	€3,522.01
	e) C	€183.71												
	h)	€1,782.74												
	j)	€3,689.98												
Belize							X	€2,860.66	SWGSM/Conv	€907.25	X	€2,628.93	X	€4,420.21
Brazil	b)	€2,681.56											X	€4,291.47
	d)	€2,820.79												
	f)	€2,714.45												
	g)	€2,421.87												
	h)	€2,952.81												
	i)	€3,379.51												
Cabo Verde	d)	€2,831.22											X	€5,287.19
	i)	€2,814.74												
Côte d'Ivoire	a)	€2,505.04			X	€1,454.48	X	€2,046.48	SWGSM SWGSM/Conv	€1,416.82 €605.50	X	€2,143.36		
	b)	€2,970.53												
	d)	€2,349.62												
	e)	€1,792.00												
	h)	€2,127.24												
	i)	€2,324.32												
	j)	€4,932.42												

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CPC														
Egypt			X	€1,596.36									P	
Gabon	b)	€2,447.47			X	€1,803.23	X	€2,127.47	SWGSM	€514.25	X	€1,498.07	X	€4,688.76
	i)	€2,091.08							Conv	€2,484.97				
Ghana	j)	€3,558.40												
Guatemala											C	€785.86	X	€5,059.54
Guinea, Rep. of									SWGSM/Conv	€2,783.38				
Honduras							X	€2,488.16	SWGSM/Conv	€874.50				
Liberia	a)	€2,934.93											P	
	b)	€2,999.39												
	d)	€2,611.92												
	h)	€3,057.24												
	j) Groups	€3,126.36												
	j) SCRS	€3,125.00												
Morocco	c)	€1,703.64												
Mauritania	b)	€2,448.81												
	c)	€2,108.95												
	d)	€2,085.95					X	€1,789.02	SWGSM/Conv	€743.50	X	€1,837.72	P	
	h)	€2,095.45												
	i)	€2,434.94												
Mexico	g)	€1,996.55							SWGSM	€2,556.83				
	j)	€4,578.04												

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<b>CPC</b>														
Namibia	e)	€2,542.80					X	€2,849.25	SWGSM	€679.25	X	€2,011.53		
	h)	€3,193.40												
	j)	€5,064.88												
Nicaragua							X	€2,442.88	SWGSM/Conv	€874.50				
Nigeria	j)	€2,651.52											X	€4,122.92
Panama			X	€2,513.76							X	€2,609.50		
Saint Vincent and the Grenadines													X	€5,840.92
Sao Tomé and Príncipe	a)	€2,900.68												
	b)	€3,254.34												
	d) C	€334.00			X	€1,494.00			SWGSM SWGSM/Conv	€1,284.90 €767.25			X	€4,582.25
	g)	€4,458.74												
	j)	€5,942.47												
Senegal	a)	€2,382.09												
	b)	€2,246.19												
	e)	€2,075.46												
	g)	€3,632.60	X	€2,378.03			X	€2,243.25	SWGSM Conv	€1,601.91 €1,566.53	X	€1,216.25	X	€4,424.71
	i)	€1,619.25												
	j)	€3,830.40												
South Africa	j)	€4,916.28												
Trinidad and Tobago													X	€6,579.41

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CPC														
Tunisia	b)	€2,041.65	X	€1,126.95					SWGSM/Conv	€710.75			X	€3,735.79
	c)	€1,583.75												
	e)	€1,536.00												
	f)	€1,777.69												
Uruguay	d)	€2,514.67							SWGSM/Conv	€907.25			X	€4,381.26
	f)	€3,027.74												
	j) Groups	€3,580.73												
	j) SCRS	€3,025.02												
Total	€164,571.14		€10,295.15		€50,711.98		€20,391.72		€22,957.75		€14,731.22		€63,942.06	

- a) Blue Marlin Data Preparatory Meeting  
 b) Intersessional Meeting of the Small Tunas Species Group  
 c) MSE (bluefin tuna and North Atlantic swordfish)  
 d) Bigeye Data Preparatory Meeting  
 e) Meeting of the ICCAT Working Group on Stock Assessment Methods  
 f) Intersessional Meeting of the Sub-committee on Ecosystems  
 g) Blue Marlin Stock Assessment Meeting  
 h) Intersessional Meeting of the Sharks Species Group  
 i) Bigeye Stock Assessment Meeting  
 j) Species groups and SCRS

C: Trip cancelled / P: Pending issue of ticket