



International Oil Pollution
Compensation Funds

Reference	IOPC/2020/Circ.2
Date	9 January 2020
1992 Fund Assembly	●
Supplementary Fund Assembly	●

Invitation to the March 2020 meeting of the IOPC Funds' governing bodies

*Wednesday, 11 March to Friday, 13 March 2020
to be held at 4 Albert Embankment, London, SE1 7SR*

The Director has the honour to invite representatives of 1992 Fund Member States, Supplementary Fund Member States and States and Organisations holding observer status with the IOPC Funds to the March 2020 meeting of the IOPC Funds' governing bodies which will be held at 4 Albert Embankment, London, SE1 7SR on Wednesday, 11 March to Friday, 13 March 2020. The 24th extraordinary session of the 1992 Fund Assembly, the 74th session of the 1992 Fund Executive Committee and the 8th extraordinary session of the Supplementary Fund Assembly will be held over those dates.

The meeting will commence at 9.30 am on Wednesday, 11 March 2020 and may continue until 5.30 pm on Friday, 13 March 2020. Quorum for each of the governing bodies is established at the opening of the sessions on Wednesday at 9.30 am and therefore, delegates are requested to be seated in the room at that time.

Please find enclosed document IOPC/MAR20/1/1 which contains a provisional timetable and agenda, together with important information about the submission of documents, the presentation of credentials and notifications, and registration for the meeting. Annex II of that document lists all of the Member States, as well as States and Organisations holding observer status with the IOPC Funds, who are invited to attend the sessions. Supporting documentation in respect of some of the agenda items will be circulated in due course.

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International Oil Pollution
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Agenda Item 1	IOPC/MAR20/1/1	
Date	9 January 2020	
Original	English	
1992 Fund Assembly	92AES24	●
1992 Fund Executive Committee	92EC74	●
Supplementary Fund Assembly	SAES8	●

PROVISIONAL AGENDA FOR THE MARCH 2020 SESSIONS OF THE IOPC FUNDS' GOVERNING BODIES

*Wednesday, 11 March to Friday, 13 March 2020
to be held at 4 Albert Embankment, London, SE1 7SR*

1 **Introduction**

- 1.1 This document contains a provisional timetable and agenda for the sessions of the IOPC Funds' governing bodies to be held on Wednesday, 11 March to Friday, 13 March 2020. Information about the submission of documents, the presentation of credentials and notifications, and registration for the meeting is provided at Annex I. A list of Member States, observer States and intergovernmental and non-governmental organisations which hold observer status with the IOPC Funds is provided at Annex II.
- 1.2 The following sessions of the governing bodies will be held:

1992 Fund Assembly	Twenty-fourth extraordinary session	92AES24
1992 Fund Executive Committee	Seventy-fourth session	92EC74
Supplementary Fund Assembly	Eighth extraordinary session	SAES8

- 1.3 All sessions will commence at 9.30 am on Wednesday, 11 March and may continue until Friday, 13 March.
- 1.4 Working hours are normally from 9.30 am to 12.30 pm with a break from 11.00 am to 11.30 am and from 2.30 pm to 5.30 pm with a break from 4 pm to 4.30 pm. Quorum for each of the governing bodies is established at the opening of the sessions on Wednesday at 9.30 am and therefore, delegates are requested to be seated in the room at that time.
- 1.5 The Director, in consultation with the Chairs, has prepared a provisional timetable and agenda found overleaf. It should, however, be noted that the timetable and agenda are for guidance only and subject to change at short notice. Delegations are, therefore, strongly encouraged to be present throughout the meeting.

2 Provisional timetable

Wednesday 11 March	
AM	Procedural matters Overview Incidents involving the IOPC Funds
PM	Incidents involving the IOPC Funds (continued) Compensation matters
Thursday 12 March	
AM	Treaty matters Financial policies and procedures
PM	Secretariat and administrative matters Other matters
Friday 13 March	
PM	Adoption of the Record of Decisions

3 Provisional agenda

Agenda item	Subject	Governing body		
		92A	92EC	SA
1 Procedural matters	Adoption of the Agenda Examination of credentials	●	●	●
2 Overview	Report of the Director (oral)	●		●
3 Incidents involving the IOPC Funds	Individual incidents		●	●
4 Compensation matters	No matters raised			
5 Treaty matters	2010 HNS Convention Review of the 1992 Civil Liability and Fund Conventions – Submission by India	●		
6 Financial policies and procedures	Election of the joint Audit Body – procedures	●		●
7 Secretariat and administrative matters	Information services Appointment of the Director Headquarters Agreement The European Union General Data Protection Regulation (GDPR)	●		●
8 Other matters	Any other business	●	●	●
9 Adoption of the Record of Decisions	Adoption of the Record of Decisions	●	●	●

ANNEX I

INFORMATION ON THE SESSIONS OF THE IOPC FUNDS' GOVERNING BODIES

1 Availability of meeting documents

Delegates are able to access and download meeting documents online via the Document Services section of the website (<http://documentservices.iopcfunds.org>). Printed copies of meeting documents are only available from the Secretariat upon request in advance of the meeting. Delegates who register their email address through the website will receive notification of the publication of new documents and will be able to create, save and manage folders of selected documents.

2 Submission of documents

Documents prepared by delegations should be submitted to the Secretariat by **Friday, 14 February 2020**. Documents should be submitted via email to conference@iopcfunds.org.

Once received, documents will be formatted according to the Funds' house style, sent for translation and will be made available with all other documents issued for the meeting. The Secretariat will endeavour to process all submissions as quickly as possible.

3 Credentials and notifications

In accordance with the Rules of Procedure, credentials or notifications are required in respect of sessions of each of the following governing bodies for representatives, alternates and other persons designated by governments and organisations to attend the meeting:

	Credentials	Notifications
1992 Fund Assembly	1992 Fund Member States	States and organisations with observer status
1992 Fund Executive Committee	Members of the 1992 Fund Executive Committee ^{<1>}	Other 1992 Fund Member States, States and organisations with observer status
Supplementary Fund Assembly	Supplementary Fund Member States	States and organisations with observer status

Credentials and notifications should be addressed to the Director of the IOPC Funds (i.e. not to the Secretary-General of the International Maritime Organization (IMO)) and must be submitted online via the online registration system, by post, fax or email in advance of the opening of the meeting and preferably not later than **Monday, 2 March 2020**.

Delegates are reminded that, in the event of any vote taking place during the sessions, any delegations whose credentials are not in order at the time of the vote will not be entitled to participate in the vote.

Detailed guidance in respect of the form and content of credentials and notifications is given in circular IOPC/2015/Circ.4 and is available on the IOPC Funds' website. In this context, delegates are reminded that if credentials are not issued by the Head of State, the Head of Government, the Minister of Foreign Affairs or the Ambassador/High Commissioner, a letter from the appropriate authority appointing the

<1> The current members of the Executive Committee are listed at Annex II.

person authorised to issue the credentials for sessions of the IOPC Funds' governing bodies should be provided to the Director of the IOPC Funds.

4 **Registration**

In order to obtain access to the sessions of the IOPC Funds' governing bodies, which are held at the IMO building, delegates, including Permanent/Deputy/Alternate Representatives to IMO, should register directly with the IOPC Funds' Secretariat (and NOT the IMO) by **Monday, 2 March 2020**, via the online registration system within the Document Services section of the website (<http://documentservices.iopcfunds.org>). **Only those delegates who have registered online will appear on the list of participants to the meeting.**

Delegates are requested to arrive early on the first day of the meeting to allow time to confirm registration, with registration services provided from 8.00 am. Delegates who do not register online in advance will need to do so on arrival, in addition to providing evidence of their authorisation to attend the meeting. During peak time on Wednesday morning, delegates who have not registered in advance may be required to wait for an online device to become available at the registration desk.

With reference to security procedures at IMO, all delegates are required to carry a specially issued pass to gain access to IMO. Delegates who have previously been issued with a security pass to attend meetings at IMO are requested to bring this pass with them. No representative will be registered without evidence of their authorisation to attend the meeting.

Delegates requiring visas to enter the United Kingdom are advised to submit their visa application to their nearest Visa Application Centre well in advance of the meeting as the time taken by the Home Office to process visas can vary from one country to another. In many countries, visa applications can be submitted online. Delegates representing Member States of the IOPC Funds are exempt from immigration control and should apply for an exempt vignette using the form referenced VAFDIP2 NOV 2018 which is available on the UK Government website (<https://www.gov.uk/government/organisations/uk-visas-and-immigration>). Please note that for the purposes of this application and any supporting note verbale, the IOPC Funds should be referred to as the 'International Oil Pollution Compensation Fund (IOPCF)'. Delegates who experience any difficulty in obtaining a visa are advised to contact the IOPC Funds' Secretariat as soon as possible so that assistance or advice can be provided.

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ANNEX II

LIST OF MEMBER STATES, OBSERVER STATES AND INTERGOVERNMENTAL AND NON-GOVERNMENTAL ORGANISATIONS WHICH HOLD OBSERVER STATUS WITH THE IOPC FUNDS

1992 Fund Executive Committee Members		
Canada	Jamaica	South Africa
China ^{<1>}	Japan	Thailand
France	Mexico	Turkey
Georgia	Republic of Korea	United Arab Emirates
Ghana	Singapore	United Kingdom

Other 1992 Fund Member States		
Albania	Grenada	Palau
Algeria	Guinea	Panama
Angola	Guyana	Papua New Guinea
Antigua and Barbuda	Hungary	Philippines
Argentina	Iceland	Poland
Australia	India	Portugal
Bahamas	Ireland	Qatar
Bahrain	Iran (Islamic Republic of)	Russian Federation
Barbados	Israel	Saint Kitts and Nevis
Belgium	Italy	Saint Lucia
Belize	Kiribati	Saint Vincent and the Grenadines
Benin	Kenya	Samoa
Brunei Darussalam	Latvia	Senegal
Bulgaria	Liberia	Serbia
Cabo Verde	Lithuania	Seychelles
Cambodia	Luxembourg	Sierra Leone
Cameroon	Madagascar	Slovakia
Colombia	Malaysia	Slovenia
Comoros	Maldives	Spain
Congo	Malta	Sri Lanka
Cook Islands	Marshall Islands	Sweden
Côte d'Ivoire	Mauritania	Switzerland
Croatia	Mauritius	Syrian Arab Republic
Cyprus	Monaco	Tonga
Denmark	Montenegro	Trinidad and Tobago
Djibouti	Morocco	Tunisia
Dominica	Mozambique	Tuvalu
Dominican Republic	Namibia	United Republic of Tanzania
Ecuador	Netherlands	Uruguay
Estonia	New Zealand	Vanuatu
Fiji	Nicaragua	Venezuela (Bolivarian Republic of)
Finland	Nigeria	
Gabon	Niue	
Germany	Norway	
Greece	Oman	

<1> The 1992 Fund Convention applies to the Hong Kong Special Administrative Region only.
IOPC/MAR20/1/1, Annex II, page 1

Supplementary Fund Member States		
Australia	Greece	Norway
Barbados	Hungary	Poland
Belgium	Ireland	Portugal
Canada	Italy	Republic of Korea
Congo (the)	Japan	Slovakia
Croatia	Latvia	Slovenia
Denmark	Lithuania	Spain
Estonia	Montenegro	Sweden
Finland	Morocco	Turkey
France	Netherlands ^{<2>}	United Kingdom
Germany	New Zealand	

1992 Fund and Supplementary Fund Observer States		
Bolivia (Plurinational State of)	Gambia (the)	Pakistan
Brazil	Guatemala	Peru
Chile	Honduras	Saudi Arabia
Democratic People's Republic of Korea	Indonesia	Ukraine
Egypt	Kuwait	United States
	Lebanon	

Intergovernmental organisations having observer status with the IOPC Funds
Baltic Marine Environment Protection Commission (Helsinki Commission)
Central Commission for the Navigation of the Rhine (CCNR)
European Commission
International Institute for the Unification of Private Law (UNIDROIT)
International Maritime Organization (IMO)
Maritime Organisation of West and Central Africa (MOWCA)
Regional Marine Pollution Emergency Response Centre for the Mediterranean Sea (REMPEC)
United Nations (UN)
United Nations Environment Programme (UNEP)

^{<2>} The Netherlands, Aruba, Curaçao and Sint Maarten are autonomous partners within the Kingdom of the Netherlands. The Supplementary Fund Protocol has not been extended to Aruba, Curaçao or Sint Maarten.
IOPC/MAR20/1/1, Annex II, page 2

Non-governmental organisations having observer status with the IOPC Funds

BIMCO
Cedre
Comité Maritime International (CMI)
Conference of Peripheral Maritime Regions (CPMR)
European Chemical Industry Council (CEFIC)
Iberoamerican Maritime Law Institute (IIDM)
International Association of Classification Societies Ltd (IACS)
International Chamber of Shipping (ICS)
International Group of P&I Associations
International Salvage Union (ISU)
International Spill Control Organization (ISCO)
International Union of Marine Insurance (IUMI)
INTERTANKO
ITOPF
Oil Companies International Marine Forum (OCIMF)
Sea Alarm Foundation (Sea Alarm)
World LPG Association (WLPGA)