



International Oil Pollution  
Compensation Funds

Reference	IOPC/2021/Circ.2
Date	12 February 2021
1992 Fund Assembly	●
Supplementary Fund Assembly	●

## Invitation to the March 2021 meeting of the IOPC Funds' governing bodies

*Monday, 29 March to Wednesday, 31 March 2021  
to be held remotely via KUDO*

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 2021 meeting of the IOPC Funds' governing bodies.

The following sessions will be convened: the 24th extraordinary session of the 1992 Fund Assembly, the 75th session of the 1992 Fund Executive Committee and the 8th extraordinary session of the Supplementary Fund Assembly.

The meeting will be held remotely via KUDO from Monday, 29 March 2021 to Wednesday, 31 March 2021, and the working hours for each day will be from 11.00 am to 2.00 pm (UTC+1)<sup><1></sup>. Quorum for each of the governing bodies is established at the opening of the sessions on Monday at 11.00 am and therefore, delegates are requested to be logged into KUDO by that time.

Please find attached document IOPC/MAR21/1/1 which contains a provisional timetable and agenda, together with important procedural information. Annex I of that document contains information on the presentation of credentials and notifications, and registration for the meeting. Annex II 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.

---

<1> Please note that the United Kingdom's daylight savings time starts on Sunday, 28 March 2021, whereby the clocks are set one hour ahead to British Summer Time (BST). BST is equivalent to (GMT+1) or (UTC+1).



International Oil Pollution  
Compensation Funds

<b>Agenda Item 1</b>	IOPC/MAR21/1/1	
<b>Date</b>	12 February 2021	
<b>Original</b>	English	
<b>1992 Fund Assembly</b>	92AES24	●
<b>1992 Fund Executive Committee</b>	92EC75	●
<b>Supplementary Fund Assembly</b>	SAES8	●

## PROVISIONAL AGENDA FOR THE MARCH 2021 SESSIONS OF THE IOPC FUNDS' GOVERNING BODIES

*Monday, 29 March to Wednesday, 31 March 2021  
to be held remotely via KUDO*

### **1 Introduction**

- 1.1 This document contains a provisional timetable and agenda for the March 2021 sessions of the IOPC Funds' governing bodies. The following sessions of the governing bodies will be convened:

<b>1992 Fund Assembly</b>	<b>Twenty-fourth extraordinary session</b>	<b>92AES24</b>
<b>1992 Fund Executive Committee</b>	<b>Seventy-fifth session</b>	<b>92EC75</b>
<b>Supplementary Fund Assembly</b>	<b>Eighth extraordinary session</b>	<b>SAES8</b>

- 1.2 The meeting will be held remotely via KUDO from Monday, 29 March 2021 to Wednesday, 31 March 2021. The working hours each day will be from 11.00 am to 2.00 pm (UTC+1)<sup><1></sup>, with one 15-minute break. Quorum for each of the governing bodies is established at the opening of the sessions on Monday at 11.00 am and therefore, delegates are requested to be logged into KUDO by that time.
- 1.3 Important information about the presentation of credentials and notifications, and registration for the virtual meeting is provided at Annex I. Please note that only those delegates who have registered and submitted credentials (if required) in advance of the meeting will be sent a link and joining instructions to the virtual meeting. Further details on technical recommendations for participating in the virtual meeting will be issued shortly in document IOPC/MAR21/1/4.
- 1.4 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.
- 1.5 The Director, in consultation with the Chairs, has prepared a provisional timetable and agenda found below. 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.

<1> Please note that the United Kingdom's daylight savings time starts on Sunday, 28 March 2021, whereby the clocks are set one hour ahead to British Summer Time (BST). BST is equivalent to (GMT+1) or (UTC+1).

2 Agenda and timetable

Date/time (UTC+1)	Agenda item/subject	Governing bodies		
		92A	92EC	SA
<b>Monday, 29 March 2021</b>				
11.00 am – 12.15 pm	<b>1 Procedural matters</b>			
	- Adoption of the Agenda	●	●	●
	- Election of the Chair	●		
	- Examination of credentials	●	●	●
	- Temporary suspension of the Rules of Procedure	●		●
	<b>2 Overview</b>			
	- Report of the Director	●	●	●
	<b>3 Incidents involving the IOPC Funds</b>		●	●
12.30 pm – 2.00 pm	<b>4 Compensation matters</b>			
	- No items raised	●		●
	<b>5 Treaty matters</b>			
	- 2010 HNS Convention	●		
	<b>6 Financial policies and procedures</b>			
	- Amendments to Internal Regulations	●		●
	- Amendments to Financial Regulations	●		●
	<b>7 Secretariat and administrative matters</b>			
	- Information services	●		●
	- Secretariat matters	●		●
<b>Tuesday, 30 March 2021</b>				
11.00 am – 12.15 pm	<b>7 Secretariat and administrative matters (continued)</b>			
	- Appointment of the Director – Procedures	●		●
12.30 pm – 2.00 pm	<b>8 Other matters</b>	●	●	●
<b>Wednesday, 31 March 2021</b>				
11.00 am – 2.00 pm	<b>9 Adoption of the Record of Decisions</b>	●	●	●

**Note: This agenda and timetable is provisional and subject to change at short notice. Delegations are strongly encouraged to be present throughout the whole meeting.**

**3 Availability of meeting documents**

3.1 Delegates are able to access and download meeting documents online via the Document Services section of the website ([documentservices.iopcfunds.org](http://documentservices.iopcfunds.org)). 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.

**4 Submission of documents**

4.1 Documents prepared by delegations should be submitted to the Secretariat by **Friday, 12 March 2021**. Documents should be submitted via email to [conference@iopcfunds.org](mailto:conference@iopcfunds.org).

4.2 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.

**KEY DATE TO ADD TO YOUR DIARY**

***Friday, 12 March 2021***

**Deadline to:**

- submit documents (see paragraphs 4.1–4.2)
- submit credentials (see Annex I)
- register to the meeting (see Annex I)

\* \* \*

## ANNEX I

### INFORMATION ON CREDENTIALS AND REGISTRATION TO THE MARCH 2021 MEETING OF THE IOPC FUNDS' GOVERNING BODIES

#### **1 Credentials and notifications**

- 1.1 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:

	<b>Credentials</b>	<b>Notifications</b>
<b>1992 Fund Assembly</b>	1992 Fund Member States	States and organisations with observer status
<b>1992 Fund Executive Committee</b>	Members of the 1992 Fund Executive Committee <sup>&lt;1&gt;</sup>	Other 1992 Fund Member States, States and organisations with observer status
<b>Supplementary Fund Assembly</b>	Supplementary Fund Member States	States and organisations with observer status

- 1.2 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)).
- 1.3 Detailed guidance in respect of the form and content of credentials and notifications is given in circular IOPC/2015/Circ.4 which is available on the Document Services 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 person authorised to issue the credentials for sessions of the IOPC Funds' governing bodies should be provided to the Director of the IOPC Funds.

#### **2 Credentials for remote sessions**

- 2.1 Following the process noted by the governing bodies at their first remote meeting in December 2020, for practical reasons, it would be highly appreciated that delegations submit credentials via the online registration system or by email in advance of the meeting, and no later than **Friday, 12 March 2021**.
- 2.2 The Secretariat will do all it can to facilitate participation of delegations who submit credentials up to the opening day of the sessions, however, late submissions may lead to delays in providing links to access the KUDO platform on time for the opening of the sessions.

---

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

### 3 Credentials checklist

- 3.1 In order to minimise delays in your registration to the meeting, please use the following checklist to ensure your delegation's credentials are in order. For full instructions, please refer to circular IOPC/2015/Circ.4.

IOPC Funds credentials checklist	
Before submitting credentials, please check that:	
<input type="checkbox"/>	<b>They are provided in either English, French or Spanish</b> <i>An official translation of the original may be provided by one of the delegates whose name is listed in the credentials</i>
<input type="checkbox"/>	<b>That they list the full and correct dates of the meeting</b> <i>29 to 31 March 2021</i>
<input type="checkbox"/>	<b>That they are signed by a person of authority</b> <i>Head of State, Head of Government, Minister for Foreign Affairs, the Ambassador or High Commissioner, or a person authorised by the Government to issue credentials</i>
<input type="checkbox"/>	<b>Addressed to the Director of the IOPC Funds</b>
<input type="checkbox"/>	<b>Contain the correct address of the IOPC Funds</b> <i>4 Albert Embankment, London, SE1 7SR</i>
<input type="checkbox"/>	<b>Are submitted electronically via email or at the time of online registration</b> <a href="https://documentservices.iopcfunds.org/meeting-registration">documentservices.iopcfunds.org/meeting-registration</a> <a href="mailto:conference@iopcfunds.org">conference@iopcfunds.org</a>
<input type="checkbox"/>	Are submitted by the recommended deadline of <b>Friday, 12 March 2021</b>

### 4 Registration

- 4.1 The registration of delegates for remote sessions will be the same as for physical sessions, that is, by completing the online meeting registration form in the Document Services section of the website: [documentservices.iopcfunds.org/meeting-registration](https://documentservices.iopcfunds.org/meeting-registration).
- 4.2 In order to obtain access to the sessions of the IOPC Funds' governing bodies, delegates should register directly with the IOPC Funds' Secretariat (and NOT the IMO) by **Friday, 12 March 2021**, via the online registration system.
- 4.3 Only those delegates who have registered online will be sent a link to the remote sessions and appear on the list of participants to the meeting. The Secretariat will do all it can to facilitate participation of delegations who register after Friday, 12 March, however, late registration may lead to delays in providing links to access the KUDO platform on time for the opening of the sessions.
- 4.4 Registered delegates are requested to ensure that the following email address is added to their address book or allowed by their mailbox spam filters so notifications are not missed: [no-reply@iopcfunds.org](mailto:no-reply@iopcfunds.org).

\* \* \*

## 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	Italy	Netherlands
Ecuador	Liberia	Philippines
Germany	Malaysia	Republic of Korea
Ghana	Marshall Islands	Spain
India	Morocco	Thailand

Other 1992 Fund Member States		
Albania	Greece	Poland
Algeria	Grenada	Portugal
Angola	Guinea	Qatar
Antigua and Barbuda	Guyana	Russian Federation
Argentina	Hungary	Saint Kitts and Nevis
Australia	Iceland	Saint Lucia
Bahamas	Iran (Islamic Republic of)	Saint Vincent and the Grenadines
Bahrain	Ireland	Samoa
Barbados	Israel	Senegal
Belgium	Jamaica	Serbia
Belize	Japan	Seychelles
Benin	Kenya	Sierra Leone
Brunei Darussalam	Kiribati	Singapore
Bulgaria	Latvia	Slovakia
Cabo Verde	Lithuania	Slovenia
Cambodia	Luxembourg	South Africa
Cameroon	Madagascar	Sri Lanka
China <sup>&lt;1&gt;</sup>	Maldives	Sweden
Colombia	Malta	Switzerland
Comoros	Mauritania	Syrian Arab Republic
Congo (the)	Mauritius	Tonga
Cook Islands	Mexico	Trinidad and Tobago
Côte d'Ivoire	Monaco	Tunisia
Croatia	Montenegro	Turkey
Cyprus	Mozambique	Tuvalu
Denmark	Namibia	United Arab Emirates
Djibouti	Nauru <sup>&lt;2&gt;</sup>	United Kingdom
Dominica	New Zealand	United Republic of Tanzania
Dominican Republic	Nicaragua	Uruguay
Estonia	Nigeria	Vanuatu
Fiji	Niue	Venezuela (Bolivarian Republic of)
Finland	Norway	
France	Oman	
Gabon	Palau	
Gambia (the)	Panama	
Georgia	Papua New Guinea	

<1> The 1992 Fund Convention applies to the Hong Kong Special Administrative Region only.

<2> Nauru has deposited an instrument of accession for which the 1992 Fund Convention enters into force on the 23 March 2021.

### 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	United Kingdom
Germany	New Zealand	

### 1992 Fund and Supplementary Fund observer States

Bolivia (Plurinational State of)	Guatemala	Peru
Brazil	Honduras	Saudi Arabia
Chile	Indonesia	Ukraine
Democratic People's Republic of Korea	Kuwait	United States
Egypt	Lebanon	
	Pakistan	

### 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)

### 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)