



International Oil Pollution
Compensation Funds

Reference	IOPC/2022/Circ.2
Date	31 January 2022
1992 Fund Assembly	●
Supplementary Fund Assembly	●

Invitation to the March 2022 meeting of the IOPC Funds governing bodies

*Tuesday, 29 March to Wednesday, 30 March 2022
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 2022 meeting of the IOPC Funds governing bodies.

The following sessions will be convened: the 26th extraordinary session of the 1992 Fund Assembly, the 78th session of the 1992 Fund Executive Committee and the 10th extraordinary session of the Supplementary Fund Assembly.

The meeting will be held remotely via KUDO from **Tuesday, 29 March 2022** to **Wednesday, 30 March 2022**, and the working hours for each day will be from 11.00 am to 2.00 pm (UTC+1)^{<1>}. Quorum for each of the governing bodies is established at the opening of the sessions on Tuesday at 11.00 am and, therefore, delegates are requested to be logged into KUDO by that time.

For any delegates that wish to test their connectivity through the KUDO platform in advance of the virtual meeting, the Secretariat will be holding an onboarding session from 11.00 am to 12.00 pm (UTC+1) on Monday, 28 March 2022.

The Director would like to point out that, in line with the recent practice adopted in light of the COVID-19 pandemic, the upcoming meeting will be convened remotely. However, unlike the November 2021 meeting, since the audio-visual facilities of the IMO main hall and committee rooms are currently undergoing refurbishment, delegates will not be able to follow the remote meeting from the IMO building on this occasion (IMO circular letter No.4220/Add.11).

Please find attached document IOPC/MAR22/1/1 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 saving time starts on Sunday, 27 March 2022, whereby the clocks are set one hour ahead to British Summer Time (BST). BST is equivalent to (GMT+1) or (UTC+1).



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Agenda Item 1	IOPC/MAR22/1/1	
Date	31 January 2022	
Original	English	
1992 Fund Assembly	92AES26	●
1992 Fund Executive Committee	92EC78	●
Supplementary Fund Assembly	SAES10	●

PROVISIONAL AGENDA FOR THE MARCH 2022 SESSIONS OF THE IOPC FUNDS GOVERNING BODIES

*Tuesday, 29 March to Wednesday, 30 March 2022
to be held remotely via KUDO*

1 Introduction

- 1.1 This document contains a provisional timetable and agenda for the March 2022 sessions of the IOPC Funds governing bodies. The following sessions of the governing bodies will be convened:

1992 Fund Assembly	Twenty-sixth extraordinary session	92AES26
1992 Fund Executive Committee	Seventy-eighth session	92EC78
Supplementary Fund Assembly	Tenth extraordinary session	SAES10

- 1.2 The meeting will be held remotely via KUDO from Tuesday, 29 March 2022 to Wednesday, 30 March 2022. The working hours each day will be from 11.00 am to 2.00 pm (UTC+1)^{<1>}, with one 15-minute break. Quorum for each of the governing bodies is established at the opening of the sessions on Tuesday at 11.00 am and, therefore, delegates are requested to be logged into KUDO by that time.
- 1.3 For any delegates that wish to test their connectivity through the KUDO platform in advance of the virtual meeting, the Secretariat will be holding an onboarding session from 11.00 am to 12.00 pm on Monday, 28 March 2022.
- 1.4 In line with the recent practice adopted in light of the COVID-19 pandemic, the upcoming meeting will be convened remotely. However, unlike the November 2021 meeting, since the audio-visual facilities of the IMO main hall and committee rooms are currently undergoing refurbishment, delegates will not be able to follow the remote meeting from the IMO building on this occasion (IMO circular letter No.4220/Add.11).
- 1.5 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 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 in document IOPC/MAR22/1/4.

^{<1>} Please note that the United Kingdom's daylight saving time starts on Sunday, 27 March 2022, whereby the clocks are set one hour ahead to British Summer Time (BST). BST is equivalent to (GMT+1) or (UTC+1).

1.6 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.

1.7 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.

2 Provisional agenda and timetable

Date/time (UTC+1)	Subject/Agenda item
Tuesday, 29 March 2022	
11.00 am – 12.30 pm	1 Procedural items <ul style="list-style-type: none"> • Adoption of the Agenda • Examination of credentials • Temporary suspension of the Rules of Procedure 2 Overview <ul style="list-style-type: none"> • Report of the Director
<i>BREAK</i>	
12.45 pm – 2.00 pm	3 Incidents involving the IOPC Funds <ul style="list-style-type: none"> • Individual incidents 4 Compensation matters <ul style="list-style-type: none"> • No items raised 5 Treaty matters <ul style="list-style-type: none"> • 2010 HNS Convention • Review of international non-governmental organisations having observer status 6 Financial policies and procedures <ul style="list-style-type: none"> • Amendments to Rules of Procedure 7 Secretariat and administrative matters <ul style="list-style-type: none"> • Secretariat matters
Wednesday, 30 March 2022	
11.00 am – 12.30 pm	8 Other matters <ul style="list-style-type: none"> • Any other business
<i>BREAK</i>	
12.45 pm – 2.00 pm	9 Adoption of the Record of Decisions

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

Delegates are able to access and download meeting documents online via the Document Services section of the website (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, 25 February 2022**. Documents should be submitted via email to 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 DATES TO ADD TO YOUR DIARY	
<i>Friday, 25 February 2022</i>	Deadline to submit documents (see paragraphs 4.1–4.2)
<i>Friday, 11 March 2022</i>	Recommended deadline to submit credentials and register to the meeting (see Annex I)

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ANNEX I

INFORMATION ON CREDENTIALS AND REGISTRATION TO THE MARCH 2022 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:

	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

- 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 is very important that delegations submit credentials via the online registration system or by email in advance of the meeting, and no later than **Friday, 11 March 2022**.
- 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"/>	They are provided in either English, French or Spanish <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"/>	They list the full and correct dates of the meeting <i>29 to 30 March 2022</i>
<input type="checkbox"/>	They are signed by an appropriate person of authority <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. A letter from the appropriate person of authority appointing the person authorised to issue the credentials should also be submitted.</i>
<input type="checkbox"/>	They are addressed to the Director of the IOPC Funds
<input type="checkbox"/>	They contain the correct address of the IOPC Funds <i>4 Albert Embankment, London, SE1 7SR</i>
<input type="checkbox"/>	They are submitted electronically via email or at the time of online registration documentservices.iopcfunds.org/meeting-registration conference@iopcfunds.org
<input type="checkbox"/>	They are submitted by the recommended deadline of Friday, 11 March 2022

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.
- 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 IMO) by **Friday, 11 March 2022**, 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, 11 March, however, late registrations 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.

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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		
Ecuador	Jamaica	Morocco
France	Japan	Netherlands
Germany	Liberia	Philippines
India	Malaysia	Singapore
Italy	Marshall Islands	Spain

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

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

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)	Egypt	Pakistan
Brazil	Guatemala	Peru
Chile	Honduras	San Marino
Costa Rica	Indonesia	Saudi Arabia
Democratic People's Republic of Korea	Kuwait	Ukraine
	Lebanon	United States

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)