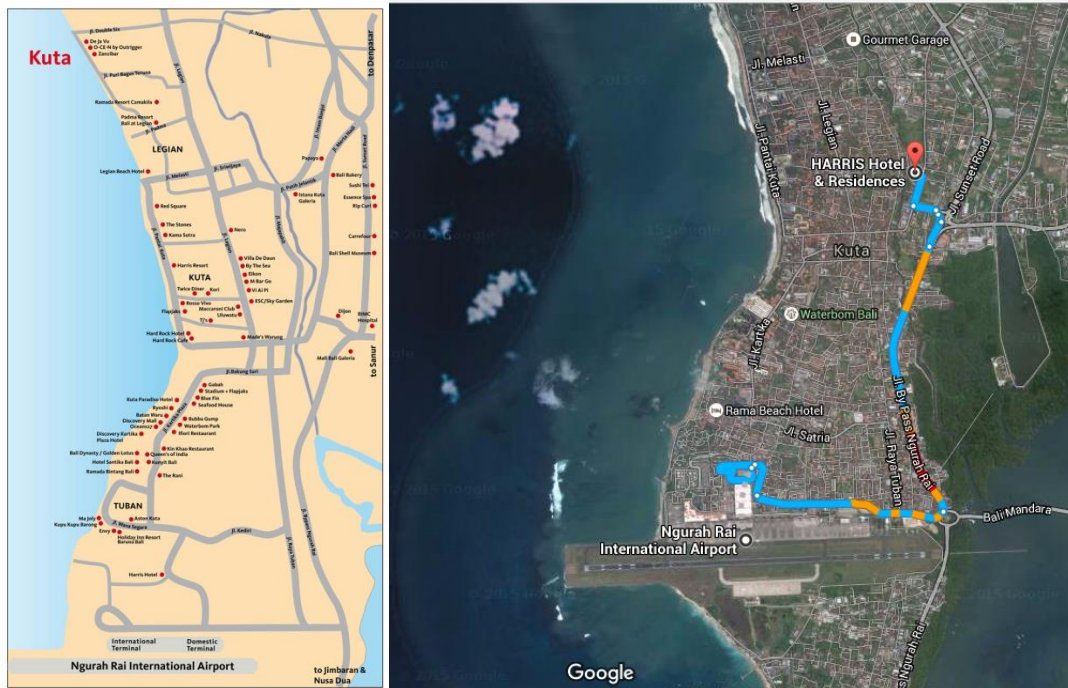


The 18th Session of the Scientific Committee Bali – Indonesia, 23-27 November 2015

1. Meeting dates and venue

The 18th Session of the Scientific Committee will be held from the 23 - 27 November 2015, from 9 am to 5 pm daily.

The venue of the meeting will be :
HARRIS Hotel & Residences Sunset Road - Bali
Jl. Pura Mertasari, Sunset Road, Kuta, Bali - Indonesia
Phone: +62 361 894 7001 - Fax: +62 361 894 7092
E-mail: sales-harris-sunsetroad@tauzia.com



Location of the Scientific Committee in Bali, Indonesia

2. Contact

Secretariat contacts for the meeting are:

Administrative: Hava Yakub: hava.yakub@iotc.org

Administrative: Mirose Govinden: mirose.govinden@iotc.org

Science-based: Dr David Wilson: david.wilson@iotc.org

Research Institute for Tuna Fisheries (RITF) are :

RITF office : lppt.pt@gmail.com

Budi Nugraha : budinug73@gmail.com

Hety Hartaty : hhartaty@gmail.com

3. Registration

Please pre-register online at your earliest convenience for the Scientific Committee:

- Scientific Committee: <http://www.iotc.org/meetings/18th-scientific-committee-sc18>

4. Travel arrangements and accommodations

Participants are requested to make their own travel arrangements and fund the expenses incurred. Participants are **advised to make their reservations in the hotel of their choice and reserve as early as possible.**

Those participants funded by the Meeting Participation Fund will be directly booked into the venue hotel and paid for in advance by the IOTC Secretariat.

Information on possible accommodation on Bali is provided below. All rates are on a bed and breakfast basis in single occupancy.

Hotels	Rates	Contact	Notes
HARRIS HOTEL & RESIDENCES SUNSET ROAD - BALI http://sunsetroad-bali.harrishotels.com	- IDR 580.000 (HARRIS Room & HARRIS Residences One Bedroom) - IDR 1.160.000 (HARRIS Residences Two Bedrooms)	sales-harris-sunsetroad@tauzia.com	Meeting Venue Special RITF rate provided with reservation keyword : IOTC Meeting
SWISS-BELHOTEL RAINFOREST KUTA-BALI http://www.swiss-belhotel.com/regions/city/swiss-belhotel/x.1.2366/swiss-belhotel-rainforest.html	IDR 800.000 Deluxe room	resvsbku@swiss-belhotel.com	0,45 km or 5 minutes by walk to venue
SUN BOUTIQUE HOTEL http://www.sunboutiquehotel.com	- IDR 550.000 Superior room - IDR 650.000 Deluxe room	info@sunboutiquehotel.com	0,55 or 7 minutes by walk to venue
D'LIMA HOTEL & VILLAS http://delimabali.com	IDR 375.000 Deluxe room	info@delimabali.com d5_lima@yahoo.com	0,45 km or 5 minutes by walk to venue
AMARIS HOTEL http://amarishotel.com/sunset-road	IDR 310.000 Smart room	bali.sunsetroad@amarishotel.com	0,5 km or 6 minutes by walk to venue Special RITF rate provided with reservation keyword : IOTC Meeting

Hotels	Rates	Contact	Notes

All rates include tax.

5. Credentials

Letter of Credentials (Contracting Parties & Cooperating Non-contracting Parties (CPCs)):

Noting that Rule XI.2, Appendix IV, para. 3 of the IOTC Rules of Procedure (2014) states that:

“The Scientific Committee shall be constituted of scientists; each Member of the Commission shall have the right to appoint a representative and an alternate, if needed, both with suitable scientific qualifications, who may be accompanied by experts and advisers.”

and pursuant to Rule III of the IOTC Rules of Procedure (2014), I request that each CPC provide a letter of credentials signed by the appropriate Authority indicating who will attend the meeting and in what capacity, no later than 15 days before the Session (**8 November 2015**) to secretariat@iotc.org and a hard copy at the commencement of the Session. The letter of credentials may be drafted as follows (from Appendix I of the IOTC Rules of Procedure (2014)):

LETTER OF CREDENTIALS

Dear IOTC Executive Secretary,

Upon instructions of [**the Head of state, the head of government, the minister for foreign affairs or the minister concerned**] I wish to inform you that [**name of IOTC Contracting Party (Member)**] will participate in the [...**Number**...] Session of the Indian Ocean Tuna Commission (IOTC) [and/or any Committee of the Commission] and will be represented by the following delegation (or by [**Title and Name**] if the delegation is constituted by one person):

[**Title and Name**] – Head of delegation

[**Title and Name**] – Alternate

[**Title and Name**] – Expert

[**Title and Name**] – Adviser

[**Title and Name**], Head of Delegation or, in **his/her** absence, the alternate or any other member of the Delegation designated by **him/her**, is authorised to fully take part in the proceedings of the Session and take, on behalf of the Government (or Authority concerned for Regional Economic Integration Organisation e.g. EU) of [**name of IOTC Member**], any action or any decision required in relation with this Session.

.....**Signature**.....

[on behalf of, Head of state, the head of government, the minister for foreign affairs or the minister concerned]

Letter of Credentials (Invited Experts and Observers):

Delegates wishing to attend the meeting as Invited Experts or pre-approved IOTC Observers are also requested to submit a similar Letter of Credentials, no later than 15 days before the

Session (8 November 2015) to secretariat@iotc.org and a hard copy at the commencement of the Session.

6. Funding

IOTC Meeting Participation Fund (MPF)

Travel assistance :

The participation of developing CPCs of IOTC can be supported through the Assistance Fund established under Part VII of the UN Fish Stocks Agreement of the United Nations (UNFSA), and for non-signatories of the UNFSA, through the IOTC Meeting Participation Fund.

1) Assistance Fund – Part VII of the UN Fish Stocks Agreement of the United Nations (UNFSA):

Information and application procedure to the Assistance Fund of the UNFSA, can be found at http://www.un.org/Depts/los/convention_agreements/fishstocktrustfund/fishstocktrustfund.htm.

2) Meeting Participation Fund:

Financial support for participants from developing CPCs is also available through the Meeting Participation Fund (MPF), established through IOTC Resolution 10/05, and now contained in the IOTC Rules of Procedure (2014). As the main goal of the MPF is to increase the participation of scientists of developing CPCs to scientific meetings of IOTC, applications to the MPF will only be considered if the applicant is eligible and intends to produce a National Report to be presented at the meeting.

As per the Rules of procedure for the administration of the IOTC Meeting Participation Fund, applications should be received **no later than the 10 October 2014** at secretariat@iotc.org and should include:

- i) an official nomination letter with request of support signed by the director of fisheries or any other relevant authority;
- ii) a National Report to be presented at the meeting (following the format referred to above; and
- iii) the contact details of the nominee with a copy of his/her passport).

Please note that the MPF is currently limited and contingent on additional funds being received either via savings from the FAO ICRU, other regular budget savings or extra budgetary contributions.

Rules of procedure for the administration of the IOTC Meeting Participation Fund as well as guidelines for applying to the MPF can be found in Appendix VIII of the IOTC Rules of Procedure (2014). <http://iotc.org/documents/indian-ocean-tuna-commission-rules-procedure-2014>

Applicants are required to apply for funding as soon as possible, but not later than the following:

- **SC18: 10 October 2015**

7. Deadlines

Please also note the following deadlines for the SC18 meeting:

- **25 September 2015:** 60 days pre-Meeting. Deadline for comments on draft agenda by participants to be provided to the Secretariat.
- **26 September 2015:** Secretariat to circulate the revised draft agenda, if necessary.
- **10 October 2015:** 45 days pre-meeting. Deadline for applications to the Meeting Participation Fund in accordance with the Rules of procedure for the administration of the IOTC meeting participation fund.
- **25 October 2015:** 30 days pre-meeting. Deadline for participants to notify the Secretariat of papers being submitted to the meeting.
- **25 October 2015:** Secretariat to circulate draft Annotated Agenda.
- **9 November 2015:** 15 days pre-meeting. Deadline for meeting papers to be submitted to the Secretariat by participants, including National Reports.
- **10 November 2015:** Secretariat to circulate revised draft Annotated Agenda.
- **24 November 2015 :** Start of SC18, Bali, Indonesia.

Note: All documents, essential to develop potential recommendations by the SC, should be submitted to the Secretariat no later than 15 days prior to the start of the SC meeting and be posted to the IOTC website. If such documents could not be submitted 15 days prior, the relevant author(s) should notify the Secretariat and SC Chair, who will inform CPCs of the pending late document. Documents not requiring a decision/recommendation by the SC, can only be provided to the Secretariat prior to the commencement of the SC, and would be considered 'information' documents.

8. Arrival and entry formalities

Participants should make their own arrangements for their entry visa in Indonesia and it is recommended to do so as soon as possible.

What are the requirements for entering Indonesia?

Visa-Free Short Visit

15 countries and territories are eligible for a "Visa Free" facility. Those holding valid passports from the following countries will be granted a non-extendable 30-day Visa-Free Short Visit Permit upon arrival at an Indonesian international gateway without charge:

1. Brunei Darussalam
2. Cambodia
3. Chile
4. Ecuador
5. Hong Kong SAR
6. Laos
7. Macau SAR
8. Malaysia
9. Morocco
10. Myanmar



11. Peru
12. Philippines
13. Singapore

14. Thailand
15. Vietnam

The official entry requirements for the issuance of a visa-free short visit permit:

- Passport must be from one of the fifteen countries listed above.
- Passport must be valid for a minimum of 6 (six) months from the date of entry into Indonesia.
- Onward or return tickets are compulsory.
- Visitors can enter and exit through all officially approved as an "international gateway" by the Indonesian Immigration department.

Visa on Arrival Facility (VOA)

In conjunction with the new visa policy, the Indonesian Minister of Justice and Human Rights has issued and signed a new decree No.12/2015, effective from June 3rd 2015. Nationals of the following countries/special regions can apply for their short visit visa upon arrival at any of the 22 airports and 19 seaports in Indonesia for a maximum visit of 30 days and Visa on arrival cost is US\$35 :

- | | | |
|--------------|-------------------|------------------------------|
| 1. Algeria | 23. Greece | 45. Poland |
| 2. Andorra | 24. Hungary | 46. Portugal |
| 3. Argentina | 25. Iceland | 47. Qatar |
| 4. Australia | 26. India | 48. Romania |
| 5. Austria | 27. Ireland | 49. Russia |
| 6. Bahrain | 28. Italy | 50. Saudi Arabia |
| 7. Belarus | 29. Japan | 51. Seychelles |
| 8. Belgium | 30. Kuwait | 52. Slovakia |
| 9. Brazil | 31. Latvia | 53. Slovenia |
| 10. Bulgaria | 32. Libya | 54. South Africa |
| 11. Canada | 33. Liechtenstein | 55. South Korea |
| 12. China | 34. Lithuania | 56. Spain |
| 13. Croatia | 35. Luxembourg | 57. Suriname |
| 14. Cyprus | 36. Maldives | 58. Sweden |
| 15. Czech | 37. Malta | 59. Switzerland |
| 16. Denmark | 38. Mexico | 60. Taiwan Territory |
| 17. Egypt | 39. Monaco | 61. Timor Leste |
| 18. Estonia | 40. Netherlands | 62. Tunisia |
| 19. Fiji | 41. New Zealand | 63. Turkey |
| 20. Finland | 42. Norway | 64. United Arab Emirates |
| 21. France | 43. Oman | 65. United Kingdom |
| 22. Germany | 44. Panama | 66. United States of America |

The official entry requirements for the issuance of this 30-days visa-on arrival:

- Passport must be from one of the countries listed above.
- Passport must be valid for a minimum of 6 (six) months as from the date of entry into Indonesia.
- Payment of US\$35 must be paid at the gateway.
- Onward or return tickets are compulsory.



- Visitors must enter and exit through one of the 22 airports or 19 seaports officially approved as an "international gateway" by the Indonesian Immigration department.
- Please make sure that you have one (1) entire blank page for the placement of your visa. If there is no page available, you run the risk of being turned away from Indonesia.

Tourist Visa

Individuals not holding a passport from among those nations listed above and eligible either for a visa-free short visit or a purchasable visa-on-arrival (VOA) can apply for a tourist visa at an Indonesian Embassy abroad. Tourist visa are normally granted for a 60 day stay in Indonesia.

Visa Issued on Approval.

All visa applications for Business, Tourist and Social Visits from nationals of the following countries need prior approval from an Immigration Office in Indonesia before traveling. The requirements vary depending on the propose visit to Indonesia.

1. Afghanistan
2. Cameroon
3. Guinea
4. Israel
5. Liberia
6. Niger
7. Nigeria
8. North Korea
9. Pakistan
10. Somalia

The requirements vary depending on the propose visit to Indonesia. Therefore, applicants should refer to the type of visa that suits the purpose of their visit and add the following:

1. A recent Bank Statement
2. Allow four to six weeks before the Embassy receives the decision of the referral application from the authorities in Indonesia.
3. DO NOT purchase any airline tickets before the visa is granted.
4. Visa is issued within three working days from receipt of application provided all documents are in order.

Other Classes of Visas for Temporary Visitors

There are several other classes of visas available to visitors to Indonesia. If you are making your travel arrangements with www.balidiscovery.com we will be happy to provide you additional information and assistance regarding the following visa classes:

Business Visa - This visa is given by an Indonesian Embassies abroad to applicants visiting Indonesia for normal business activities (including attending a conference/seminar) which do not involve taking up employment or receiving any payments whilst in Indonesia. This visa, valid for a stay of 60 days, can be for a single or multiple visits. Visa will only be issued by the Embassy after receiving written authorization direct from the Immigration Office in Indonesia.



Limited Stay Permit (KITAS) - This visa is a Temporary Stay Permit (KITAS) and is issued to applicants whose purpose of visit is to stay in Indonesia for a limited period.

FOR FURTHER INFORMATION PLEASE VISIT <http://www.imigrasi.go.id/> or <http://www.balitourismboard.org>

Immigration Office in Bali :

Kantor Imigrasi Kelas I Khusus, NGURAH RAI
BY PASS NGURAH RAI NO.300 B, TUBAN, BADUNG, BALI, 80361
Telp. : +62361 9351038; +62361 935 7011 (Office),
+62361 8430870 (Customer Care),
+6281237654205 (SMS Gateway),
+62361 764993 (Ngurah Rai International Airport)
Fax.: +62361 9357011/ +62361 9351038
Email : kanim_ngurahrai@imigrasi.go.id

9. Transportation

Participants should make their own airport transfer and other transport arrangements between their hotel and the meeting venue. Taxis are readily at the airport and the cost of transportation from the airport to the meeting venue should be around IDR 125.000-150.000

10. Ngurah Rai International Airport

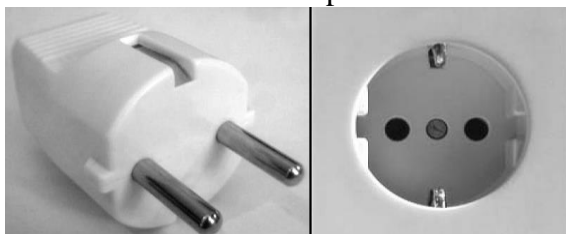
Ngurah Rai International Airport (IATA: DPS, ICAO: WADD), also known as Denpasar International Airport, is located in southern Bali, 13 km south of Denpasar. The airport is located in Badung district and close to the tourist locations such as Kuta, Seminyak, Jimbaran, and Nusa Dua.

11. Dress Code

The dress code for the meeting is Smart Casual.

12. Electricity

Indonesia uses 220 Volt for its electricity. The electrical outlet has two round holes, similar to those in continental Europe.



13. Telephone services

International dialing code:

The International dialing code for Bali, Indonesia is +62 361

Mobile services :



Three operators (Telkomsel, Indosat, XL) are offering SIM card and prepaid recharge for mobile phones.

14. Internet

Wi-Fi facility will be available in the conference area and hotel rooms. Internet service outside hotels will be at participants own expense.

15. Tourism

Information on tourism and other information can also found at the following website :

<http://www.balitourismboard.org/>

16. General information about Bali

Situated between Java and Lombok, the island of Bali is located 8 to 9 degrees south of the equator with the Java Sea to the north, the Indian Ocean to the south. Bali's covers an area of 5,636 km² or 0.29% of Indonesia, measuring just 90km long the north-south axis and less than about 140.km from west to east. Divided into three areas of water, the North Bali Sea is about 3,168 km², the East about 3,350 km², and the West about 2,982 km². Bali Sea covers an area of 9,500 km². The North Bali sea runs along the coastline of Buleleng, the East Bali Sea runs along the coastline of Karangasem, Klungkung and Gianyar, and the West Bali Sea include the coastline of Badung, Tabanan and Jembrana.

With sunshine shining throughout the year, Bali has a tropical monsoon climate, with pleasant day temperatures between 20 to 33 degrees Celsius or 68 to 93 degrees Fahrenheit. Rainy season starts from October to March, when the West monsoon brings heavy showers and high humidity.

Please duly note that all the transactions made (i.e accommodation and transportation) must in Indonesian Rupiah (IDR). All major currencies are exchangeable at banks, hotels, airport, and several money changers in Bali.