

**WORK TO BE CARRIED OUT IN LIEU OF THE 22ND SPECIAL MEETING OF THE INTERNATIONAL COMMISSION FOR THE CONSERVATION OF ATLANTIC TUNAS (ICCAT)**

**ESSENTIAL COMMISSION BUSINESS TO BE DISCUSSED VIA CORRESPONDENCE**

**1. Review of the reports of the 2020 Intersessional Meetings, including Online meetings as appropriate and consideration of any necessary actions.**

*All intersessional reports will be considered adopted unless any objection is raised by any CPC by 30 November 2020. If any report contains recommendations which require urgent attention, these should be extracted and put forward by the Chair of the relevant body by 15 October (6 p.m. Madrid time) at the latest. These reports include:*

- *Report of the First virtual Working Group on the Review of the Rules of Procedure of the Commission (VWG-RRP) [PLE-101]*
- *Report on virtual Working Group for Sustainable Financing (VWG-SF) [STF-205]*
- *Report of Port Inspection Expert group for Capacity and Assistance [PWG-406]*
- *Report of the Intersessional Meeting of Panel 2 [PA2-602]*
- *Report of the Working Group on Control and Traceability Measures [PA2-603]*
- *2020 SCRS Advice to the Commission [PLE-104]*

**2. Cooperation with other organisations, including review of outstanding MoUs or determination of action plan as appropriate**

*The Secretariat signed the MOU with SEAFO as adopted at the 2019 Commission. As there is some difficulty in agreeing on the wording of the MoUs with GFCM and WECAFC, other alternatives are currently being explored. Any progress will be reported through PLE-109.*

**3. Review and endorsement, if appropriate, of the decisions taken by Standing Committee on Finance and Administration (STACFAD)**

*The Chair of STACFAD will make a brief written report, listing the decisions requiring endorsement and adoption by the Commission*

**4. Review and endorsement, if appropriate, of proposals put forward by the Panels 1 to 4**

*The Chair of each Panel will make available a brief written report, listing the decisions requiring endorsement and adoption by the Commission*

**5. Review and endorsement, if appropriate, of the decisions taken by the Conservation and Management Measures Compliance Committee (COC)**

*The Chair of the Compliance Committee will make available a brief written report, listing the decisions requiring endorsement and adoption by the Commission*

**6. Review and endorsement, if appropriate, of the decisions taken by the Permanent Working Group for the Improvement of ICCAT Statistics and Conservation Measures (PWG)**

*The Chair of PWG will make available a brief written report, listing the decisions requiring endorsement and adoption by the Commission*

**7. Intersessional meetings in 2021**

*Based on the discussion, the Commission Chair will propose a list of intersessional meetings for 2021, both virtual and presential*

**8. Other matters**

*If any CPC has other matters to raise, these should be brought to the attention of the Chair, with copy to the Secretariat **by 15 October 2020 (6 p.m. Madrid time) at the latest.***

**9. Date and place of the next meeting of the Commission**

**10. Adoption of the report containing the decisions of the Commission**

*The Commission Chair will circulate a written summary of all the decisions of the Commission. CPCs will be given an opportunity to respond through correspondence.*

ESSENTIAL BUSINESS OF THE CONSERVATION AND MANAGEMENT MEASURES  
COMPLIANCE COMMITTEE (COC)

**1. Review of CPC implementation of and compliance with ICCAT requirements, focusing on priority issues and/or cases**

**a) Review of and Exchange on Compliance Summary Tables [COC-308] and other information relating to individual CPC compliance:**

*Relevant information is also available, inter alia, in:*

*COC-301: CPC Annual Reports*

*COC-303: The Secretariat's Report to the Conservation and Management Measures Compliance Committee*

*COC-305: PNCs reported under Regional Observer Programmes and responses*

*COC-302: The Summary Report on domestic legislation to implement the EBFT management plan [Rec. 19-04]*

*COC-309: Responses to Chair's letters arising from the 2019 meeting*

*COC-313: Information on Cooperating non-Contracting Parties*

*COC-312: Available information reported under Rec. 08-09*

*COC-315: Billfish Check Sheet*

*COC-314: Shark Check Sheet*

*PA2-602 and PWG-401: Contain information on the implementation of the ROPs and the alternative measures implemented where applicable. This information should be reviewed also by COC.*

*To replicate, to extent feasible by correspondence, the process normally undertaken by the COC in its review of the compliance summary in COC-308, the following procedures will be implemented:*

- *By **30 October**, all CPCs should send any written responses to potential compliance issues raised in COC-308 to the Chair of the Compliance Committee and the Secretariat.*
- *By **6 November**, the Secretariat will circulate a revised COC-308 with these written responses, along with any other necessary revisions or updates.*
- *By **13 November**, CPCs and the COC Chair may submit comments or questions regarding other CPCs' potential compliance issues, including follow-up questions regarding written responses previously provided by CPCs. The Secretariat will transmit these questions or additional comments to the concerned CPCs without undue delay.*
- *Within **10 calendar days** of receiving questions/inquiries via Secretariat, CPCs may provide a response.*
- *By **30 November (or as close as possible depending on the amount of comments/responses received)**, the Secretariat will circulate a second revision of COC-308 that takes into account, as appropriate, the further exchanges under the preceding step in this process and, either as part of the COC-308 table or as an Appendix, a compilation of the further correspondence.*

**b) Response to Chair's letters arising from the 2019 meeting [COC-309]**

- *The COC-309 compilation of responses to Compliance Letters will be circulated as soon as possible **after 20 October**, the date by which the COC Chair requested letter recipients to respond.*
- *The Committee should take these responses into account in its discussion of COC-308 Compliance Summary Tables and when determining actions to be taken under point 3.*

**c) Compliance Tables [COC-304]**

- *By **15 October**, the Secretariat will post COC-304 for review after working, where possible, with CPCs to address any potential issues it has identified.*
- *By **1 November**, CPCs should notify the Secretariat (with a copy of the COC Chair) of any errors in its Compliance Tables in COC-304, and/or raise any questions or comments about another CPC's Compliance Tables. CPCs may also correspond directly with other concerned CPCs, as appropriate, regarding any potential issues in their Compliance Tables.*

- By **14 November**, the Secretariat will aim to circulate a revised COC-304 for review and approval.
- If no objection or additional comments/questions are received within **10 calendar** days of the circulation of the revised COC-304, the COC Chair will conclude that the tables are approved by the COC and forward to the Commission for endorsement.

**d) Any other relevant information and issues, including submissions under Rec. 08-09**

The Committee may wish to take information submitted pursuant to Rec. 08-09 and responses (available in COC-312) into account when reviewing and further developing the Compliance Summary Tables COC-308 and in determining actions to be taken under point 3.

**2. Review of information relating to Non-CPCs**

**a) Response to Chair's letters arising from 2019 meeting**

All responses should be received **by 20 October** and will be published in COC-310. The Committee should take these responses into account when determining actions to be taken under point 3.

**b) Catch and trade data**

The Secretariat will include in its report any information of significance for this item if applicable.

**c) Any other information**

The Secretariat will include in its report any information of significance for this item if applicable.

On the basis of the information above and any comments submitted by CPCs, the Chair will recommend actions with respect to Non-CPCs, which will be deemed approved by the COC if no objection is received by a CPC in the timeframe provided in the Chair's correspondence.

**3. Determination of recommended actions to address issues of non-compliance by CPCs and issues relating to NCPs arising from item 2**

**a) Letters on Compliance Issues, and identifications or other actions under the trade measures Recommendation (Rec. 06-13)**

Based on the reviews undertaken pursuant to agenda items 1 and 2 above, the COC Chair will develop and present a list of recommended actions as an Appendix to COC-308. All CPCs will be given at least **10 days** to comment in writing on these proposed actions. If no objection is received to any action proposed by the specified deadline, this will be taken as assent.

**b) Action under data Recommendations (Recs. 05-09 and 11-15)**

- By **1 November 2020**, the Secretariat will post the list of CPCs that have not provided Task 1 data or for which data or zero catch reports are missing.
- As soon as possible and no later than **1 December 2020**, CPCs should provide their missing data to the ICCAT Secretariat.
- After this deadline, any CPCs who have not reported their missing data will be automatically prohibited, beginning 1 January 2021, from retaining such species, in accordance with paragraph 3 of Rec. 11-15, until the data deficiency is rectified. At that time, the Secretariat will notify the Commission of all the prohibitions in effect for CPCs as well as when they are rectified.

**c) Any other actions**

TBD depending on the discussions through correspondence.

**4. Review and decisions on Cooperating status renewals and requests**

*Information on CPCs with Cooperating status will be posted as document COC-313 and potential compliance issues will be included in COC-308.*

*Rec. 03-20 provides:*

*“Cooperating non-Contracting Parties, Entities or Fishing Entity status shall be annually reviewed and renewed unless revoked by the Commission due to non-compliance with ICCAT conservation and management measures.”*

*To that end, CPCs may submit comments on cooperating status renewal **by 30 October**. If no CPC objects to renewal for current cooperating non-member, their cooperating status will be renewed. If a CPC objects, the Chair will initiate correspondence to reach a decision by the COC as to whether to recommend that the Commission revoke cooperating status.*

**5. Review of progress made by the online reporting working group and next steps**

*The Chair of this Group, in concert with the Secretariat, will put forward a report on progress, and list any questions which require a Commission consideration.*

**6. Recommendations to the Commission based on findings of above**

*The Chair of the Compliance Committee will provide to the Committee the outcomes of the Committee's correspondence process that require the endorsement of or adoption by the Commission.*

**ESSENTIAL BUSINESS OF THE PERMANENT WORKING GROUP FOR THE  
IMPROVEMENT OF ICCAT STATISTICS AND CONSERVATION MEASURES (PWG)**

**1. Consideration of the effectiveness and practical aspects of implementation of MCS measures (e.g. Catch Documentation and Statistical Document Programs; Observer and Inspection Schemes or Programmes; Rules for chartering and other fishing arrangements).**

*The following reports will be available for information:*

- Secretariat report to the PWG [PWG-401]
- Secretariat on Observer Programme for Transshipment [PWG-402] (information on the ROP-BFT programme will be contained in PA2-601)
- The Report on the Implementation of the Derogation to Validate BCDs for Trades of BFT between Member States of the EU [PWG-407]
- The Report of Port Inspection Expert group for Capacity and Assistance [PWG-406]
- State of play of the eBCD system implementation [PWG-403]
- The forms developed by the Secretariat for reporting lost and abandoned gear have also been made available for comments [PWG-404].

*Discussion on these issues will be deferred until the next meeting of the IMM unless any CPC wishes to raise a specific issue for discussion by correspondence. In this case, CPCs should inform the Chair of the PWG with copy to the ICCAT Secretariat **by 15 October 2020 (6 p.m. Madrid time) at the latest.***

**2. Consideration of additional technical measures needed to ensure effective implementation of ICCAT's conservation and management measures**

*Any CPC wishing to present a proposal on measures relating to the work of the PWG should do so **by 15 October 2020 (6 p.m. Madrid time) at the latest.***

**3. Review and establishment of the IUU vessel list**

*The Secretariat will make available the draft list as PWG-405 in accordance with the deadlines specified in Rec. 18-08, using the original dates foreseen for the Commission meeting as a basis. Any responses submitted in accordance with paragraph 3 of Rec. 18-08 should be sent to the Secretariat, with a copy to the PWG Chair **by 22 October 2020.** If required, a revised list will be circulated **by 30 October 2020.** In the absence of further comments received by the Secretariat **by 15 November 2020,** the list will be considered as the 'final' draft to be put forward to the Commission for adoption.*

**4 Recommendations to the Commission based on findings of above**

*The Chair of the PWG will provide a written summary of the findings of the Committee which require the endorsement of or adoption of the Group and then by the Commission.*

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ESSENTIAL BUSINESS OF THE STANDING COMMITTEE ON FINANCE AND ADMINISTRATION  
(STACFAD)

**1. Reports from the Secretariat**

**1.1 2020 Administrative Report**

*Will be available as STF-201*

**1.2 2020 Financial Report**

*Will be available as STF-202*

**1.3 Review of progress of the payment of arrears and voting rights**

*Will be available as STF-204*

*These reports are for information and will be considered by STACFAD to be adopted unless any CPC objects*

**2. Assistance to developing CPCs and identification of mechanism to finance the Meeting Participation Fund and other capacity building activities**

*Decisions may need to be taken on the basis of the work of the Virtual Working Group on Sustainable Financing (VWG-SF), see point 6 below.*

**3. Consideration of financial implications of ICCAT conservation and management measures proposed**

**4. Consideration of financial implications of SCRS requests**

**5. Consideration of other programs/activities which may require additional or extra-budgetary funding**

*2020 SCRS Advice to the Commission [PLE-104]*

*SCRS research activities requiring funding for 2021 is available as STF-209*

**6. Review of progress of the VWG-SF**

*The report of the WG is available as STF-205 and highlights those issues which require decision.*

**7. Review of Budget and Contracting Party contributions for the period 2021**

*A revised budget for 2021 was circulated by the Secretariat on 26 August 2020, and a modified version taking into account the comments received will be provided on 1 October 2020. This is available as STF-203. The eBCD budget is available as STF-207.*

**8. Recommendations to the Commission based on findings of above**

*The Chair of STACFAD will provide a written summary of the findings of the Committee which require the endorsement of or adoption by the Committee and then by the Commission*

**ESSENTIAL BUSINESS OF PANEL 1**

**1. Review of Panel membership**

*Panel membership will be published as GEN-004*

**2. Review of compliance tables**

*Input on COC-304 should be provided to the Chair of the Panel, with copy to the Chair of the Compliance Committee and the Secretariat **by 1 November 2020**.*

*Catch limits for 2020, as calculated by the Secretariat and corrected by the members of Panel 1, are available as PA1-502.*

**3. Measures for the conservation of stocks and implementation of the ICCAT Criteria for the Allocation of Fishing Possibilities**

*The Chair will distribute later a roadmap for 2021 to address the priorities of Panel 1.*

**4. Recommendations to the Commission based on findings of above**

*The Chair of Panel 1 will provide a written summary of the findings of the Panel which require the endorsement of or adoption by the Panel and then by the Commission.*



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ESSENTIAL BUSINESS OF PANEL 2

**1. Review of Panel membership**

*Panel membership will be published as GEN-004*

**2. Review of Compliance Tables**

*Input on COC-304 should be provided to the Chair of the Panel, with copy to the Chair of the Compliance Committee and the Secretariat **by 1 November 2020***

**3 Measures for the conservation of stocks and implementation of the ICCAT Criteria for the Allocation of Fishing Possibilities**

*Documents for information:*

- *2020 SCRS Advice to the Commission [PLE-104]*
- *Report of the Intersessional Meeting of Panel 2 [PA2-602]*
- *Report of the Working Group on Control and Traceability Measures [PA2-603]*
- *Implementation of ROP-BFT [PA2-601]*
- *Letter from PA2 Chair on Species Groups [PA2-604]*

*The Panel Chair will circulate draft recommendations amending Rec. 17-06 (Western Atlantic BFT), Rec. 19-04 (Eastern Atlantic and Mediterranean BFT), and Recs. 16-06 and 17-04 (North Atlantic Albacore) for consideration by Panel 2 members. Any response shall be submitted **within two weeks** from receipt.*

*If CPCs wish to submit a separate proposal, it shall be submitted **by 15 October 2020 (6 p.m. Madrid time) at the latest.***

**4. Identification of outdated measures in light of 3 above**

*If new measures are adopted, any redundant measures should be identified*

**5. A request for clarification from the SCRS BFT sub-group on Growth in farms**

The Chair of Panel 2 will present a request for clarification from the SCRS BFT sub-group on Growth in farms as well as a draft response.

**6. Recommendations to the Commission based on findings of above**

*The Chair of Panel 2 will provide a written summary of the findings of the Panel which require the endorsement of or adoption by the Panel and then by the Commission.*

**ESSENTIAL BUSINESS OF PANEL 3**

**1. Review of Panel membership**

*Panel membership will be published as **GEN-004***

**2. Review of compliance tables**

*Input on COC-304 should be provided to the Chair of the Panel, with copy to the Chair of the Compliance Committee and the Secretariat **by 1 November 2020***

**3. Measures for the conservation of stocks and implementation of the ICCAT Criteria for the Allocation of Fishing Possibilities**

*Documents for Information:*

- *2020 SCRS Advice to the Commission [PLE-104]*

*The current measure remains in force until 2021, and hence no new measures should be required, unless the SCRS report indicates that urgent action is required.*

**4. Identification of outdated measures in light of 3 above**

*If new measures are adopted, any redundant measures should be identified*

**5. Recommendations to the Commission based on findings of above**

*The Chair of Panel will provide a written summary of the findings of the Panel which require the endorsement of or adoption by the Panel and then by the Commission.*

**ESSENTIAL BUSINESS OF PANEL 4**

**1. Review of Panel membership**

*Panel membership will be published as GEN-004*

**2. Review of Compliance Tables**

*Input on COC-304 should be provided to the Chair of the Panel, with copy to the Chair of the Compliance Committee and the Secretariat **by 1 November 2020***

**3. Measures for the conservation of stocks and implementation of the ICCAT Criteria for the Allocation of Fishing Possibilities**

*Documents for Information:*

- *2020 SCRS Advice to the Commission [PLE-104]*
- *Development or Fishing/Management Plans for North Atlantic Swordfish [PA4-801]*
- *Mediterranean Swordfish Fishing Plans Submitted in 2020 [PA4-802]*

*Shortfin mako and Mediterranean swordfish will require either an extension in time or new measures. Proposals for either of these cases should be submitted to the Secretariat, with copy to Panel 4 Chair, **by 15 October 2020 (6 p.m. Madrid time) at the latest**, as should proposals on any other issues pertaining to Panel 4.*

**4. Identification of outdated measures in light of 3 above**

*If new measures are adopted, any redundant measures should be identified*

**5. Recommendations to the Commission based on findings of above**

*The Chair of Panel 4 will provide a written summary of the findings of the Panel which require the endorsement of or adoption by the Panel and then by the Commission*