



PROVISIONAL AGENDA FOR THE MEETINGS OF THE IOPC FUNDS, 12-16 OCTOBER 2009

to be held at the Headquarters of the International Maritime Organization,
4 Albert Embankment, London, SE1

1 **Introduction**

Please find attached a provisional timetable and provisional agenda for the meetings of the IOPC Funds to be held from 12 to 16 October 2009. Information is also provided about the submission of documents, the presentation of credentials and notifications and registration for the meetings.

2 **Changes to meeting arrangements**

In accordance with a number of decisions made in June 2009 by the 1992 Fund Administrative Council, acting on behalf of the 1992 Fund Assembly, a number of changes have been made to the arrangements for meetings of the IOPC Funds' governing bodies (cf document 92FUND/AC.5/A/ES.14/9, section 4). These changes include, *inter alia*, the introduction of a unified document numbering system, a unified agenda (attached) and the holding of simultaneous sessions of the governing bodies. A document explaining these changes in detail will be issued shortly.

3 **Provisional timetable**

The following meetings will be held during the week of 12 October 2009:

1992 Fund Assembly – Fourteenth session
Supplementary Fund Assembly – Fifth session
1971 Fund Administrative Council – Twenty-fourth session
1992 Fund Executive Committee – Forty-sixth session

All sessions will commence at 9.30 am on Monday 12 October 2009 and may continue until Friday 16 October.

Working hours are normally from 9.30 to 12.30 with a break from 11.00 to 11.30 and from 2.30 to 5.30 with a break from 4.00 to 4.30.

The Director, in consultation with the Chairmen, has prepared the attached provisional timetable. It should however be noted that this timetable is for guidance only and subject to change at short notice.

Delegations are therefore strongly encouraged to be present throughout all the meetings.

4 **Submission of documents**

Delegates are reminded that, as decided by the governing bodies in October 2002, documents prepared by delegations should in general be submitted to the Secretariat at least three weeks before the start of the meeting, ie by **Friday 18 September 2009** at the latest.

To facilitate the processing of documents, it would be appreciated if they were submitted in electronic format (preferably in Microsoft Word by e-mail to info@iopcfund.org).

5 **Credentials and notifications**

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

	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	Other 1992 Fund Member States, States and organisations with observer status
Supplementary Fund Assembly	Supplementary Fund Member States	Other 1992 Fund Member States, States and organisations with observer status
1971 Fund Administrative Council		Former 1971 Fund Member States, States and organisations with observer status

Credentials and notifications should be sent to the Director of the IOPC Funds in advance of the opening of the meetings and preferably not later than **Friday 2 October 2009**.

Detailed guidance in respect of the form and content of credentials and notifications is given in the joint circular 92FUND/Circ.58, 71FUND/Circ.87 and SUPPFUND/Circ.8, which was endorsed by the 1992 Fund Assembly at its June 2007 session.

6 **Registration**

Delegates are reminded that they should register with the International Maritime Organization at least one week before the meetings, ie by **Friday 2 October 2009**, using the attached registration form (nb. not available in online version). Member Governments, IGOs and NGOs are also required to transmit to IMO a list of their representatives as evidence that they are authorised to attend meetings. This list can either be in the form of credentials or be on official letter-headed paper and signed by the officer responsible.

Delegates are requested to arrive early on the first day of the meetings to allow time for registration with registration services provided as from 7.30 am. Delegates who do not submit the registration form in advance will need to complete it on arrival, in addition to providing evidence of their authorisation to attend the meetings.

No representative will be registered without evidence of his/her authorisation to attend the meeting.

PROVISIONAL TIMETABLE		
Monday 12 October	AM	Procedural matters General review Incidents involving the IOPC Funds
	Lunch Break	
	PM	Incidents cont.
Tuesday 13 October	AM	Compensation matters
	Lunch Break	
	PM Evening	Financial reporting Financial policies and procedures Reception
Wednesday 14 October	AM	Secretariat and administrative matters
	Lunch Break	
	PM	Treaty matters
Thursday 15 October	AM	Budgetary matters Other matters
	Lunch Break	
	PM	
Friday 16 October	AM	Adoption of the Record of Decisions
	Lunch Break	
	PM	

**Note: This timetable may be subject to change at short notice.
Delegations are strongly encouraged to be present throughout all the meetings.**



INTERNATIONAL
OIL POLLUTION
COMPENSATION
FUNDS

Agenda item: 1	IOPC/OCT09/1/1	
Original: ENGLISH	5 August 2009	
1992 Fund Assembly	92A14	•
1992 Fund Executive Committee	92EC46	•
Supplementary Fund Assembly	SA5	•
1971 Fund Administrative Council	71AC24	•

PROVISIONAL AGENDA OF THE OCTOBER 2009 SESSIONS OF THE IOPC FUNDS GOVERNING BODIES

14th Session of the 1992 Fund Assembly (92A14)
46th Session of the 1992 Fund Executive Committee (92EC46)
5th Session of the Supplementary Fund Assembly (SA5)
24th Session of the 1971 Fund Administrative Council (71AC24)

to be held at the Headquarters of the International Maritime Organization,
4 Albert Embankment, London SE1,
from Monday 12 October 2009, 9.30 am, to Friday 16 October 2009

Agenda item	Governing Body*			
	92A	92EC	SA	71AC
1 <u>Procedural matters</u> Including: Adoption of the Agenda Election of Chairmen Examination of credentials/Participation Explanation of changes to meeting arrangements	• • • •	• • • •	• • • •	• • • •
2 <u>General review</u> Including: Report of the Director	•		•	•
3 <u>Incidents involving the IOPC Funds</u> Including: Individual incidents		•	•	•

* Subject is relevant to one or more of the governing bodies indicated in the table.

Agenda item	Governing Body*			
	92A	92EC	SA	71AC
<p>4 <u>Compensation matters</u></p> <p>Including:</p> <p>Reports of the 1992 Fund Executive Committee on its 42nd – 45th sessions</p> <p>Election of members of the 1992 Fund Executive Committee</p> <p>Procedures for the assessment of large numbers of claims for small amounts</p> <p>Policy on the definition of 'ship'</p> <p>STOPIA 2006 and TOPIA 2006</p>	<ul style="list-style-type: none"> • • • • • 		<ul style="list-style-type: none"> • 	
<p>5 <u>Financial reporting</u></p> <p>Including:</p> <p>Report on submission of oil reports</p> <p>Report on contributions</p> <p>Report on investments</p> <p>Report of the joint Investment Advisory Body</p> <p>Financial Statements and Auditor's Report and Opinion</p> <p>Joint Audit Body's Report and approval of Financial Statements</p>	<ul style="list-style-type: none"> • • • • • • 		<ul style="list-style-type: none"> • • • • • • 	<ul style="list-style-type: none"> • • • • • •
<p>6 <u>Financial policies and procedures</u></p> <p>Including:</p> <p>Adoption of International Public Sector Accounting Standards (IPSAS), including Accounts policies and approval of amendments to Financial Regulations</p> <p>Remuneration payable to the joint Audit Body and the joint Investment Advisory Body Members</p> <p>Measures encouraging the submission of oil reports</p> <p>Non-payment of contributions (Audit Body)</p> <p>Appointment of External Auditor (Audit Body)</p>	<ul style="list-style-type: none"> • • • • • 		<ul style="list-style-type: none"> • • • • • 	<ul style="list-style-type: none"> • • • • •
<p>7 <u>Secretariat and administrative matters</u></p> <p>Including:</p> <p>Secretariat matters, including Review of translation function and Internships in the Secretariat</p> <p>Development of a database of decisions</p> <p>Appointment of members and substitute members of the Appeals Board</p>	<ul style="list-style-type: none"> • • • 		<ul style="list-style-type: none"> • • 	<ul style="list-style-type: none"> • •

Agenda item	Governing Body*			
	92A	92EC	SA	71AC
<p>8 <u>Treaty matters</u></p> <p>Including:</p> <p>Status of the 1992 Fund Convention and the Supplementary Fund Protocol</p> <p>Application of the 1992 Fund Convention to the EEZ or an area designated under Article 3(a)(ii) of the 1992 Fund Convention</p> <p>Review of observer status</p> <p>Winding up of the 1971 Fund</p> <p>HNS Convention</p>	<p>•</p> <p>•</p> <p>•</p> <p>•</p>		<p>•</p> <p>•</p> <p>•</p>	<p>•</p> <p>•</p>
<p>9 <u>Budgetary matters</u></p> <p>Including:</p> <p>Sharing of joint administrative costs between the 1992 Fund, the 1971 Fund and the Supplementary Fund</p> <p>Budgets for 2010 (1971 Fund) and assessment of contributions to the General Funds (1992 and Supplementary Funds).</p> <p>Assessment of contributions to Major Claims Funds (1992 and 1971 Funds) and Claims Funds (Supplementary Fund)</p>	<p>•</p> <p>•</p> <p>•</p>		<p>•</p> <p>•</p> <p>•</p>	<p>•</p> <p>•</p> <p>•</p>
<p>10 <u>Other matters</u></p> <p>Including:</p> <p>Future sessions</p> <p>Any other business</p>	<p>•</p> <p>•</p>	<p>•</p> <p>•</p>	<p>•</p> <p>•</p>	<p>•</p> <p>•</p>
<p>11 <u>Adoption of the Record of Decisions</u></p>	<p>•</p>	<p>•</p>	<p>•</p>	<p>•</p>

PLEASE NOTE

REGISTRATION FORM NOT
AVAILABLE IN ONLINE
VERSION

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FOR AN ELECTRONIC COPY