

INTERNATIONAL MARITIME ORGANIZATION
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A1/A/8.02 (NV.136)

He has the honour to state that the one hundred and second session of the IMO Council will be held at the Headquarters of the Organization (4 Albert Embankment, London SE1 7SR) from 29 June to 3 July 2009. It will open at 9.30 a.m. on Monday, 29 June 2009 and is expected to finish on Friday, 3 July 2009.

The provisional agenda for the session is attached and supporting documentation will follow in due course.

The Secretary-General would be grateful if he could be advised, as early as possible, of the names of representatives, alternates and advisers, as appropriate, designated to attend the Council at its forthcoming session.

Attention is invited to that part of rule 9 of the Rules of Procedure of the Council, which states that credentials of representatives and alternates, if any, shall be submitted to the Secretary-General not later than the opening day of the Council.

Attention is further invited to the security and visa arrangements at IMO meetings, as shown at annex.

12 January 2009

A handwritten signature in black ink, consisting of stylized initials and a horizontal line underneath.

ANNEX

Security at IMO meetings

With reference to Circular letter No.2692 of 20 January 2006 concerning security at IMO meetings, all delegates are required to carry a specially-issued pass to gain access to IMO meetings. In view of the significant costs incurred in the production of the pass, delegates who have previously been issued with a security pass are kindly requested to bring this pass with them for re-activation.

Furthermore, delegates are required, on first arrival at IMO meetings, to show proof of their identity, e.g. passport or identity card.

Additionally, Member Governments, IGOs and NGOs are required to transmit a list of their representatives to meetings prior to any meeting date, so that their particulars may be entered into the list of participants' database. In addition, a Pre-Registration form (copy attached) should be completed for every delegate (including Permanent Representatives to IMO). The list, which serves as authorization to attend meetings, must be on official letter-headed paper, signed by the officer responsible and, along with the completed registration forms, should be sent by fax or e-mail, by Thursday prior to the meeting, at the latest, to:

Registration Unit
Conference Section
Fax: +44 20 7463 4116
E-mail: registration@imo.org

No delegate will be registered without evidence of his/her authorization to attend the meeting.

Those delegates whose names appear in the list of a particular meeting will be issued with a requisite pass for entry to that meeting.

Those delegates whose names are not on the list will be requested to provide evidence of their authorization to attend the meeting.

Early arrival on the starting day of a meeting would be of assistance with registration services provided as from 7.30 a.m.



COUNCIL
102nd session
Agenda item 1

C 102/1
27 November 2008
Original: ENGLISH

PROVISIONAL AGENDA

**for the one hundred and second session of the Council
to be held at IMO Headquarters, 4 Albert Embankment, London SE1,
from Monday, 29 June to Friday, 3 July 2009**

(The session commences at 9.30 a.m. on Monday, 29 June 2009)

- Opening of the session
- 1 Adoption of the agenda
 - 2 Report of the Secretary-General on credentials
 - 3 Strategy and planning:
 - (a) Monitoring of performance
 - (b) Risk management
 - 4 Organizational reforms
 - 5 Resource management:
 - (a) Personnel matters, including amendments to the Staff Regulations and Staff Rules
 - (b) Accounts and audit: accounts for the first calendar year of the twenty-fifth financial period and transfers within the 2008 budget
 - (c) Report on investments
 - (d) Report on arrears of contributions and of advances to the Working Capital Fund and on the implementation of Article 56 of the IMO Convention
 - (e) Budget considerations for 2009
 - 6 Voluntary IMO Member State Audit Scheme
 - 7 Technical Co-operation Fund – biennial allocation to support the ITCP Programme for 2010-2011

For reasons of economy, this document is printed in a limited number. Delegates are kindly asked to bring their copies to meetings and not to request additional copies.

- 8 Results-based budget for the twenty-sixth financial period 2010-2011
- 9 Consideration of the reports of the Maritime Safety Committee
- 10 Consideration of the report of the Facilitation Committee
- 11 Consideration of the report of the Legal Committee
- 12 Consideration of the report of the Technical Co-operation Committee
- 13 Report on the 2009 International Conference on the Safe and Environmentally Sound Recycling of Ships
- 14 Protection of vital shipping lanes
- 15 World Maritime University:
 - (a) Report of the Board of Governors
 - (b) Budget
- 16 IMO International Maritime Law Institute:
 - (a) Report of the Governing Board
 - (b) Budget
- 17 Assembly matters:
 - (a) Provisional agenda for the twenty-sixth regular session of the Assembly
 - (b) Preparations for the twenty-sixth regular session of the Assembly
 - (c) Draft report of the Council to the Assembly on the work of the Organization since the twenty-fifth regular session of the Assembly
- 18 External relations:
 - (a) Relations with the United Nations and the specialized agencies
 - (b) Joint Inspection Unit
 - (c) Relations with intergovernmental organizations
 - (d) Relations with non-governmental organizations
 - (e) World Maritime Day
 - (f) International Maritime Prize
 - (g) IMO Award for Exceptional Bravery at Sea

- 19 Report on the status of the Convention and membership of the Organization
 - 20 Report on the status of conventions and other multilateral instruments in respect of which the Organization performs functions
 - 21 Date and place of the next session of the Council
 - 22 Supplementary agenda items, if any
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INTERNATIONAL MARITIME ORGANIZATION

Meeting: Council 102nd session
From: Monday 29 June 2009 to: Friday 3 July 2009

PRE-REGISTRATION FORM

<i>Attendee Name</i>	First Name:		Last Name:	
<i>Title (Mr/Mrs/Miss/Ms Other)</i>				
<i>Position</i>				
<i>Organization</i>				
<i>Delegation</i>				
<i>Attendee Status</i>	<input type="checkbox"/> Representative	<input type="checkbox"/> Alternate	<input type="checkbox"/> Adviser	<input type="checkbox"/> Observer
<i>Individual documents required during the meeting</i>	Number of copies required			
	English	French	Spanish	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<i>Preferred address during the meeting</i>				

Permanent Contact information:

<i>Name</i>	
<i>Job title</i>	
<i>Organization/Company</i>	
<i>Street line 1</i>	
<i>Street line 2</i>	
<i>City</i>	
<i>State/County</i>	
<i>Post Code/Zip</i>	
<i>Country</i>	
<i>Phone</i>	
<i>FAX</i>	
<i>Mobile phone</i>	
<i>E-Mail</i>	

Please fill in the blank fields and return the form to the IMO by FAX at +44 20 7463 4116.

E-Mail: registration@imo.org

Procedures governing the support by IMO of visa applications

Delegates invited by the Organization, and who require United Kingdom entry visas should, in the first instance, apply for a visa at the nearest British Consulate or Embassy and obtain reference numbers. The necessary documentation such as copy of the IMO programme of meetings (usually issued during December/January each year); the original and relevant IMO official letter of invitation (usually issued some six months prior to the time the meeting is to convene at IMO); copy of the completed IMO Pre-Registration Form; nomination letter and note verbale from the Ministry of Foreign Affairs must accompany United Kingdom visa applications.

Delegates must be nominated by the Ministry of Transport or the National Maritime Administration. The nomination letter should be taken to the Ministry of Foreign Affairs to prepare a note verbale to the British Embassy/High Commission.

If upon following the above procedures, the delegates still have visa problems, then either the Ministry of Foreign Affairs, Ministry of Transport or the National Maritime Administration should communicate, on letterhead, the following details to the Head, Human Resources Services, requesting visa assistance and communicating to us the reasons, given by the British Embassy/High Commission, why the visas have been refused or may be refused.

- i First Name:
Surname:
Profession:
Date of birth:
Place of birth:
Type of passport:
Passport No:
Place of issue:
Date of issue:
Valid until:
Visa reference number:
Date and place of visa application:
- ii Purposes of visit:
- iii Duration of anticipated stay in the United Kingdom:

This exercise must be undertaken at least six weeks before the date on which the meeting is to be convened at IMO. IMO will then be in a position to support the visa applications accordingly and the visas may be issued in good time* .

* Request for visa assistance should be sent to IMO by fax at (+44(0)20 7587 3210) or by e-mail at: visa@imo.org