



Agreement on the Conservation  
of Albatrosses and Petrels

To: Advisory Committee Members  
ACAP National Contact Points  
Meeting Attendees

**AC11 Meeting Circular 2 – Dates and Venue for AC and Working Group Meetings, Workshop on ACAP’s RFMO strategy, Draft AC11 agenda, Template for Meeting Documents, Meeting Registration and Hotel reservations.**

**Dates and Venue for AC11 and Working Group Meetings**

The Eleventh Meeting of ACAP’s Advisory Committee (AC11) will be held from Monday 13 to Friday 17 May 2019, in the [Jurere IL CAMPANARIO Hotel](#), Florianopolis, Brazil.

Meetings of the Seabird Bycatch Working Group, and the Population and Conservation Status Working Group will precede AC11 at the same venue (SBWG9 from Monday 6 to Wednesday 8 May, and PaCSWG5 from Thursday 9 to Friday 10 May).

A Heads of Delegation meeting will be convened on Sunday 12 May 2019 in the late afternoon/ evening. The time for this meeting will be advised closer to the meeting date.

**Workshop on ACAP’s RFMO strategy**

Immediately prior to the Seabird Bycatch Working Group meeting we are planning to hold a one day workshop to discuss and review ACAP’s RFMO engagement strategy. This will be held on Sunday 5 May. More details will be provided in a subsequent Circular.

**Draft AC11 Agenda**

The draft agenda for AC11 reviewed by AC10 is provided in Attachment 1. In accordance with Rule 17(4) it is requested that Parties advise the Secretariat by Tuesday 12 February 2019 of any new items they would like to have added to the agenda.

## Document Templates

Templates for meeting documents (including [SBWG9](#), [PaCSWG5](#) and [AC11](#)) are available from the Agreement's webpage. It would be appreciated if these templates could be used when submitting documents to the Secretariat. In order to contain translation costs and facilitate the reading of documents in non-native languages, it would be appreciated if the length of meeting documents could be kept to a minimum. Please consider submitting supporting information as an Information Paper, rather than in the Working Document itself.

## Meeting Registration

Parties, Non-Party Range States and Observers are reminded that details of their representatives must be provided to the Secretariat prior to the meeting (email [secretariat@acap.aq](mailto:secretariat@acap.aq)). In order to facilitate the work of the Secretariat, delegates are requested to complete the [registration form](#) on the ACAP website by 15 April 2019.

## Hotel Reservations

A block booking has been made at the [Jurere IL CAMPANARIO Hotel](#) for delegates at the following rates:

Suite Junior Single R\$ 358 + 2.5% (approx. AUD 129)

Suite Junior Double R\$ 448 + 2.5% (approx. AUD 161)

Room rates include breakfast.

To book accommodation delegates can e-mail the hotel Reservations team at [reservas@jurere.com.br](mailto:reservas@jurere.com.br) or book directly online at <http://www.jurere.com.br/en/hoteis/il-campanario/>. In all cases, please quote the promocode '**ACAP2019**' for a special rate.



Christine Bogle  
Executive Secretary  
ACAP Secretariat



Nathan Walker  
Chair  
Advisory Committee

12 December 2018

**ANNEX 7. DRAFT AC11 AGENDA**

<b>DRAFT AC11 AGENDA</b>	
<b>1. Opening Remarks</b>	
<b>2. Adoption of the Agenda</b>	
<b>3. Rules of Procedure</b>	3.1 Consideration of Rule 20
<b>4. Report of the Depositary</b>	
<b>5. ACAP Secretariat</b>	5.1 Activities undertaken in 2018/2019 intersessional period 5.2 Secretariat Work Programme 2019 – 2021
<b>6. Agreement's Financial Matters</b>	6.1 Financial Report
<b>7. Observer Reports</b>	8.1 Reports from ACAP Observers at International Meetings 8.2 Reports from Observers to AC11
<b>8. Report from the Sixth Meeting of the Parties</b>	
<b>9. Population and Conservation Status of Albatrosses and Petrels</b>	11.1 Report of the Population and Conservation Status Working Group 11.2 Future PaCSWG Work Programme
<b>10. Taxonomy of Albatrosses and Petrels</b>	12.1 Report of the Taxonomy Working Group 12.2 Future TWG Work Programme
<b>11. Seabird Bycatch</b>	13.1 Report of the Seabird Bycatch Working Group 13.2 Future SBWG Work Programme
<b>12. Advisory Committee</b>	14.1 Advisory Committee Work Programme 2019 - 2021 14.2 Agreement Grant Scheme 14.3 Agreement Secondment Programme 14.4 Outcomes of projects and secondments supported 14.5 Capacity Building Strategy
<b>13. Indicators to Measure the Success of ACAP</b>	
<b>14. Listing of New Species</b>	

<b>15. Bibliographic References</b>
<b>16. Election and Appointment of AC Officers</b>
<b>17. Twelfth Meeting of the Advisory Committee</b> 22.1 Timing and Venue 22.2 Draft Agenda
<b>18. Other Business</b>
<b>19. Adoption of Report</b>
<b>20. Closing Remarks</b>