INTERNATIONAL MARITIME ORGANIZATION

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Circular letter No.3238
29 November 2011

To: Contracting Parties to the Convention on the Prevention of Marine Pollution by Dumping of Wastes and Other Matter, 1972 (London Convention 1972);

Contracting Parties to the 1996 Protocol to the London Convention (London Protocol 1996);

UN Members that are neither Contracting Parties to the London Convention, nor to the London Protocol;

The United Nations, its Specialized Agencies, the International Atomic Energy Agency, the UNEP Regional Seas Programme and the International Bank for Reconstruction and Development (World Bank);

Intergovernmental organizations which have been granted observership status by the governing bodies under the London Convention and Protocol*; and

Non-governmental international organizations which the governing bodies under the London Convention and Protocol had decided to invite*.

Subject: **Thirty-fifth meeting of the Scientific Group under the London Convention and the sixth meeting of the Scientific Group under the London Protocol (Jeju, Jeju Island, Republic of Korea, 21 to 25 May 2012)**

1 The Secretary-General is pleased to announce that the 35th meeting of the Scientific Group under the London Convention and the 6th meeting of the Scientific Group under the London Protocol will be held in **Jeju**, **Jeju Island, Republic of Korea** from **Monday, 21 May (commencing at 9.30 a.m.) to Friday, 25 May 2012**.

2 The meetings will be conducted in English only. The provisional agenda for these meetings (LC/SG 35/1), prepared on the basis of the Joint Work Programme of the Scientific Group (LC 33/15, annex 7) and the directions of the 33rd Consultative Meeting and the 6th Meeting of Contracting Parties, is attached hereto. The annex hereto contains advice concerning the venue, accommodation, transport, etc., for this meeting.

3 The Secretary-General would appreciate being informed in writing, as soon as possible, of the names of the representatives or observers, as appropriate, intending to participate in the meetings. It would be appreciated if such information could be provided to the Secretary-General by close of business by **Friday, 18 May 2012** at the latest.

* Listed on pages 2 and 3.

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4 Non-governmental international organizations, considering their participation as observers in the meetings, should take into account the rules for their participation as set out in resolution LDC.30(11) (LDC 11/14, annex 2).

Submission of documents

5 The deadlines for the submission of documents to the meetings and the method of submitting documents are specified in the "notes" to the provisional agenda (LC/SG 34/1).

Meeting registration and security arrangements

6 All delegates will be required, on first arrival, to show **proof of identity**, e.g. their passport or identity card. Additionally, and in accordance with the provisions of Circular letter No.2692, dated 20 January 2006, Member Governments, IGOs and NGOs are required to transmit, prior to the meeting date, the **list of their representatives**, alternates, advisers or observers, as appropriate, so that their particulars may be entered into the list of participants database. The list, which serves as authorization for representatives to attend, must be on official letter-headed paper and signed by the responsible officer of the Government or organization concerned. This information must be provided to IMO well in advance of the opening of the session, i.e. by **Friday, 18 May 2012** at the latest.

7 No representative will be registered without such evidence of authorization to attend the meeting. Delegates whose names appear on the aforementioned list will be issued with the requisite pass, which will include a photograph of the bearer. Delegates whose names are not on the list will be requested to provide evidence of their authorization to attend the meeting.

8 To expedite the registration process, the attached **pre-registration form** should be completed by every delegate attending the session, including Permanent Representatives to IMO. Delegates are advised to arrive early on the first day of the meeting to complete the registration process.

9 Information on the security arrangements required by the host administration will be provided in due course.

International organizations that the governing bodies decided to invite:

Intergovernmental organizations other than United Nations organizations:

Organisation for Economic Co-operation and Development (OECD)
European Commission (EC)
International Council for the Exploration of the Sea (ICES)
Helsinki Commission
OSPAR Commission
Mediterranean Action Plan (UNEP-MAP)
Permanent Commission for the South Pacific (CPPS)
Secretariat of the Pacific Regional Environment Programme (SPREP)
Regional Organization for the Protection of the Marine Environment (ROPME)
North Pacific Marine Science Organization (PICES)

Non-governmental international organizations:

International Association of Ports and Harbors (IAPH)
Greenpeace International
World Association for Waterborne Transport Infrastructure (PIANC)
International Union for Conservation of Nature (IUCN)
International Association of Oil and Gas Producers (OGP)
Advisory Committee on Protection of the Sea (ACOPS)
World Organization of Dredging Associations (WODA)
International Ocean Institute (IOI)
Carbon Capture and Storage Association (CCSA)
International Chamber of Shipping (ICS)
Natural Resources Defense Council (NRDC)
World Wide Fund for Nature (WWF)

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SCIENTIFIC GROUP OF THE LONDON CONVENTION – 35th Meeting; and

SCIENTIFIC GROUP OF THE LONDON PROTOCOL – 6th Meeting
21 – 25 May 2012
Agenda item 1

LC/SG 35/1
29 November 2011
ENGLISH ONLY

PROVISIONAL AGENDA

for the thirty-fifth meeting of the Scientific Group under the London Convention and the sixth meeting of the Scientific Group under the London Protocol to be held in Jeju, Jeju Island, Republic of Korea from Monday, 21 May at 09.30 a.m. to Friday, 25 May 2012

	Opening of the meetings
1	Adoption of the agenda
2	Waste Assessment Guidance
3	Marine geo-engineering
4	CO_2 sequestration in sub-seabed geological formations (LP)
5	Review and improvement of reporting of dumping activities
6	Technical co-operation and assistance
7	Monitoring and assessment of the marine environment
8	Coastal management issues associated with activities to prevent marine pollution
9	Habitat modification and enhancement
10	Outcome of Science Day: "Application of integrated approaches to marine management"
11	Guidelines, manuals, bibliographies and information exchange
12	Review of the Joint Work Programme
13	Any other business
14	Election of Officers for both Scientific Groups
15	Consideration and adoption of the report

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Legend:

"LP": specific agenda item for the LP Scientific Group
No marking: joint items

Notes:

1 In accordance with the decision of the 25th Consultative Meeting that the IMO Guidelines on the organization and method of work of the MSC and the MEPC should apply to these meetings, and also the decision of the 30th meeting of the LC-Scientific Group and the 1st meeting of the LP-Scientific Group:

.1 documents should be received in the Secretariat as follows:

.1 documents (including information documents) containing more than six pages of text (bulky documents) by **Friday, 16 March 2012 (9-week deadline)**;

.2 non-bulky documents commenting on those referred to in subparagraph .1 above, or on items already on the agenda, by **Friday, 6 April 2012 (6-week deadline)**; and

.3 documents commenting on those referred to in subparagraphs .1 and .2 above containing 4 pages or less, by **Friday, 20 April 2012 (4-week deadline)**. These documents should start with a paragraph clearly indicating the document on which comments are made;

.2 for reasons of economy, documents should be submitted in single spacing, be as concise as possible and:

.1 all documents should include a brief summary prepared in accordance with IMO's guidelines;

.2 substantive documents should conclude with a summary of the action which the meetings are invited to take; and

.3 information documents should conclude with a summary of the information contained therein;

.3 the following word-processing format should be observed in order to standardize the presentation of documents:

- font and size: Arial, 11;
- justification: full;
- margins: 2 cm top, 2.5 cm bottom, left and right.

In this respect a template is available on the IMODOCS website for use in the preparation of documents; and

.4 to facilitate the processing of documents, they should be accompanied by a USB flash drive preferably in Microsoft Word, where available or sent via e-mail in Microsoft Word to **olcp@imo.org**.

2 Further information on relevant procedures, in particular, on the distribution and introduction of documents, can be found in Circular letter No.2995, dated 5 October 2009, on measures to reduce the costs of IMO meetings and meet United Nations climate neutral objectives and Circular letter No.3087, dated 26 July 2010, on measures to improve the conduct of IMO meetings.

INTERNATIONAL MARITIME ORGANIZATION

Meeting: **LC/SG 35 – LP/SG 6** Session No.:
From: **21 May 2012** to: **25 May 2012**

PRE-REGISTRATION FORM

Attendee Name	Last Name:			First Name:	
Title (Mr/Mrs/Miss/Ms/Other)					
Position					
Organization					
Delegation					
Attendee Status					
	☐ Head of Delegation	☐ Representative	☐ Alternate	☐ Adviser	☐ Observer
Individual documents required during the meeting	Number of copies required				
	English				
	☐				
Preferred address during the meeting					

Permanent Contact information:

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

Please fill in the blank fields and return the form to the IMO either by e-mail to registration@imo.org with a copy to jrate@imo.org or FAX at +44 20 7463 4116.

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ANNEX

TRAVEL INFORMATION

1 Venue and date

The joint session of the Scientific Groups under the London Convention and Protocol will be held from 21 to 25 May 2012 at the Jeju KAL Hotel in the downtown area of Jeju, Jeju Island.

The venue address is:

Jeju KAL Hotel
1691-9 Yido 1-Dong, Jeju, Republic of Korea
http://english.kalhotel.co.kr/
Tel: +82-64-724-2001
Fax: +82-64-720-6515
E-mail: kalhotel@airtotalsvc.com

2 Travel to Jeju, Republic of Korea

Air travel

There are a number of ways to get to Jeju Airport (CJU): (1) Tokyo, Nagoya, Hong Kong, Beijing, Shanghai, and Taipei serve non-stop flight to Jeju, (2) there are a few flights a day from Incheon International Airport (ICN) serving direct flight to Jeju. (3) You can also travel to Jeju through Incheon International Airport and Gimpo Airport (GMP). In this case you should plan 3 hours between the arrival at ICN and departure at GMP because it will take 30 minutes by bus from ICN to GMP. Air travel between GMP and CJU is extremely heavy, so an early reservation at least a week in advance is required. The flight time from ICN and GMP to Jeju will be about one hour.

Ferry

There are a number of ports along the southern coast of the Korean Peninsula offering passenger ferries to Jeju Port. If anyone is interested in receiving further information, please ask the local organizing office (ghhong@kordi.re.kr).

3 Passport and visas

All travellers to Jeju Island must have a valid passport. Passport holders from a large number of countries do not need a visa, however, all travellers are advised to check their respective country's Travel Advice for visa requirement and other additional information. The Korean Organizing Committee will assist with invitation letters for delegates, if necessary.

4 Security arrangements

There are no specific security arrangements in place. It is usually assumed to safe all around the country.

5 Accommodation

As Jeju KAL Hotel is situated in the downtown area, it is easily accessible by walking, taxi, and bus if you stay in Jeju City area. Although there are number of hotels nearby (http://jejueco.com/jeju/info.htm), the local organizer strongly recommends that participants stay in Jeju KAL Hotel. A block booking room reservation will be made for the participants and information provided in due course on how to obtain the special discount rate for the meeting (110,000 Wons (~ 100 US dollars) for a standard room). Language may be a problem in some premises. Internet is available within the hotel building.

6 Money transactions

The currency used is Korean Wons and the exchange rate is variable. It is currently 1,115 Wons to 1 US dollar.

Major credit cards are accepted at most hotels, restaurants and shops. Credit cards are also accepted by some taxi companies.

7 Power supply and internet

Power supply is 220-240 volts and round type (Euro plug, Schuko) plugs and sockets are used. Internet services are available at most premises.

8 Weather

The weather in May should be pleasant with mild wind and air temperature is usually close to 20°C. However, temperatures will be cooler during the evening and warmer in daytime. If you plan to visit mountain and seashore, you may need a hat, a pair of hiking boots, warm clothes, wind breaker, a pair of sun glasses, and a pack of sun cream.

9 Time zone

Jeju is +9 hours from London (Greenwich Mean Time).

10 Further information on Jeju City and Jeju Island

Please visit Jeju Provincial Government website (http://hijeju.or.kr/english/main.html) http://hijeju.or.kr/english/jejuinfo/map.html and http://jejueco.com/jeju/info.htm for further information on tours and nature.

11 Local Contact

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