



**CCSBT-EC/0410/17**

## **14. Recording Intersessional Decisions**

### **Purpose**

To discuss a system of formal recording of decisions by the Extended Commission taken outside annual meetings.

### **Discussion**

At CCSBT8 in 2001 the CCSBT agreed that it would continue the business of the CCSBT between annual meetings to operationalise its work. It was also agreed that the Secretariat would have a role in ensuring that matters were not left to the annual cycle of annual meetings.

As a result of this decision the CCSBT has been active intersessionally and strategic and operational decisions have been taken from time to time.

As a body where delegates are spread beyond national borders, the utility of the internet has also been adapted to conduct CCSBT business. This has led to some decisions of the CCSBT being recorded as an exchange of e-mails, which are copied and placed on files maintained at the CCSBT headquarters in Canberra. In this context some intersessional decisions do not have a formal record appropriate to their importance.

### **Proposal**

The Secretariat proposes that the Extended Commission adopt a system of formally recording intersessional decisions.

### **Scope**

The system would apply to intersessional decisions equivalent to those taken at annual meetings. These are decisions of:-

- policy
- strategic importance
- relations with non-members and other regional fisheries bodies
- trade related matters
- appointments
- major changes to budgets

The system would not be used for day-to-day operational matters or cover issues being discussed by national scientists in the context of preparations for CCSBT scientific committee meetings.

## Process

The Executive Secretary would be responsible for preparing the formal record of decision based on the agreement reached through intersessional discussion.

The record would not include documentation/e-mails leading to the decision. This material would be retained in the Secretariat on the relevant file. A copy of significant outgoing correspondence might be attached to the formal record if this was particularly relevant to the decision.

The Executive Secretary would provide a copy of the formal record of decision to each member by e-mail as soon as possible after the decision was taken.

A consolidated list of decisions taken would be presented to the Extended Commission in the Executive Secretary's report to each annual meeting.

## Format

Attachments A and B provide examples of a proposed format. The matters covered in the two examples are two recent intersessional decisions that would be covered by the proposed scope of system. The format provides for:-

- a succinct record of the decision
- the date of the decision
- a consecutive serial number

It is important that the system only apply to more significant intersessional discussions that must be concluded outside the annual meeting. If day-to-day operational matters came within the scope of the system, effective management would become very cumbersome.

For consideration.

**Prepared by the Secretariat**



**Attachment A**

**Extended Commission for the Conservation of Southern Bluefin Tuna  
Intersessional Decision - No. 1**

**Extension of Contract of Executive Secretary**

The Extended Commission agreed that the Executive Secretary's contract would be extended from 24 July 2004 to 28 February 2006.



**Attachment B**

**Extended Commission for the Conservation of Southern Bluefin Tuna  
Intersessional Decision - No. 2**

**Admission of Philippines as a Cooperating Non-member**

The Extended Commission considered Philippines' application of 23 July 2004 to become a cooperating non-member of the CCSBT and the undertakings given by Philippines in its application (copy attached).

The Extended Commission agreed that Philippines' application should be accepted with effect from 2 August 2004.

The Extended Commission agreed that the Executive Secretary should convey its decision in writing to the competent authority in Philippines without delay and invite participation in the next annual meeting.

**Date:** 2 August 2004