



Agreement on the Conservation  
of Albatrosses and Petrels

To: Advisory Committee Members  
National Contact Points  
Meeting Attendees

## **AC14 Meeting Circular 1 - Meeting location and dates, meeting agenda, submission of documents, applications for Observer status**

### **Location and Dates**

The Fourteenth Meeting of ACAP's Advisory Committee (AC14) will be held from Monday 12 to Friday 16 August 2024 in Lima, Peru.

Meetings of the Seabird Bycatch Working Group, and the Population and Conservation Status Working Group will precede AC14, SBWG12 from Monday 5 to Wednesday 7 August, and PaCSWG8 on Friday 9 August. A joint SBWG12/PaCSWG8 meeting will be held on Thursday 8 August, to discuss cross-cutting issues. The working group meetings will be preceded by a Workshop on seabird bycatch data and at-sea threat prioritisation, to be held on Sunday 4 August. Further details will be provided in subsequent Circulars.

A Heads of Delegation meeting will be convened on Sunday 11 August in the late afternoon/evening. The time for this meeting will be advised closer to the meeting date.

### **Meeting Documents**

The deadlines for submission and distribution of meeting documents for AC14 and the Working Group meetings are:

7 April 2024	Draft agenda for AC14 (and Working Groups) distributed by the Secretariat
7 May 2024	Inclusion of new items in the meeting agendas
6 June 2024	Revised draft agendas for AC14 and Working Group meetings distributed
6 June 2024	Submission of <b>AC14 Working Papers and Working Group Papers</b> requiring translation (only the abstracts of WG papers will be translated, however, full documents are required by this deadline)

- 29 June 2024      Submission of **AC14 Information Papers**, and **Working Group Information Papers**
- 6 July 2024      Meeting documents distributed in all working languages by the Secretariat

Dates are close of business your local time. Meeting documents will not be accepted after these dates. It would assist the Secretariat if papers were submitted as early as possible. It would also be appreciated if participants could advise the Secretariat in advance of any papers that they intend submitting to the meetings.

### **Meeting Agenda**

The draft agenda for AC14 as reviewed by AC13 is provided in Attachment 1. In accordance with Rule 17(4) of the Advisory Committee Rules of Procedure, Parties are requested to advise the Secretariat **by 7 May 2024** of any new items they would like to have added to the agenda.

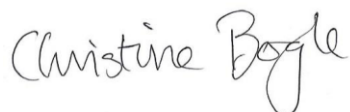
Draft agendas for SBWG12, PaCSWG8, and a joint SBWG12/PaCSWG8 meeting will be provided by 7 April 2024.

### **Applications for Observer Status**

The deadlines for submission of requests for Observer status to attend AC14 are:

- 7 May 2024      Deadline for submission of written requests for observer status by international bodies
- 6 June 2024      Deadline for submission of written requests for observer status from non-international bodies
- 6 June 2024      International bodies advised if their request for observer status has been approved
- 6 July 2024      Non-international bodies advised if their request for observer status has been approved

Information on the precise venue and on hotel(s) will be provided in Meeting Circular 2. Meeting Circular 2 will also include information on registration and other meeting arrangements.



Dr Christine Bogle  
Executive Secretary  
ACAP Secretariat



Dr Mike Double  
Chair  
ACAP Advisory Committee

7 December 2023

**ATTACHMENT 1: DRAFT AC14 MEETING AGENDA AS REVIEWED BY AC13  
(AC13 REPORT, ANNEX 6)**

<b>DRAFT AC14 AGENDA</b>	
<b>1. Opening Remarks</b>	
<b>2. Adoption of the Agenda</b>	
<b>3. Rules of Procedure</b>	
<b>4. Report of the Depositary</b>	
<b>5. ACAP Secretariat</b>	5.1 Activities undertaken in 2023-2024 intersessional period 5.2 Secretariat Work Programme 2023 – 2025 5.3 Secretariat Work Programme 2026 – 2028
<b>6. Agreement's Financial Matters</b>	6.1 Financial Report 6.2 Agreement Budget 2026 – 2028
<b>7. Observer Reports</b>	7.1 Reports from Observers to AC14
<b>8. Report on the Implementation of the Agreement</b>	
<b>9. Reporting to the Meeting of Parties</b>	9.1 Advisory Committee Report to MoP8 9.2 Indicators to Measure the Success of ACAP 9.3 Process for the review of AC reports to MoP
<b>10. Taxonomy of Albatrosses and Petrels</b>	10.1 Report of the Taxonomy Working Group
<b>11. Seabird Bycatch</b>	11.1 Report of the Seabird Bycatch Working Group
<b>12. Joint meeting of the Seabird Bycatch and Population and Conservation Status Working Groups</b>	12.1 Report of the Joint meeting of the Seabird Bycatch and Population and Conservation Status Working Groups
<b>13. Population and Conservation Status of Albatrosses and Petrels</b>	13.1 Report of the Population and Conservation Status Working Group
<b>14. Advisory Committee</b>	14.1 Operation of the Advisory Committee 14.2 Advisory Committee Work Programme 2023 – 2025 14.3 Advisory Committee Work Programme 2026 – 2028

14.4 Agreement Grant Scheme and Secondment Programme
<b>15. Listing of New Species</b>
<b>16. Election and Appointment of AC Officers</b>
<b>17. Eighth Meeting of the Parties</b> 17.1 Timing and Venue 17.2 Draft Provisional Agenda
<b>18. Fifteenth Meeting of the Advisory Committee</b> 18.1 Timing and Venue 18.2 Draft Agenda
<b>19. Any Other Business</b>
<b>20. Adoption of Report</b>
<b>21. Closing Remarks</b>