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Circular Letter No.4213/Add.6
6 August 2020

To: All IMO Members
United Nations and specialized agencies
Intergovernmental organizations
Non-governmental organizations in consultative status

Subject: **Reconstruction of IMO 2020 and 2021 meeting schedules**

1 Circular Letters Nos. 4213, 4213/Add.1, 4213/Add.2, 4213/Add.3 and 4213/Add.4 contained information regarding the postponement of all IMO meetings scheduled from March to July 2020 due to the COVID-19 outbreak. Circular Letter No.4213/Add.5 advised that the programme of meetings as listed in document PROG/128 for 2020 and in document PROG 129/Preliminary for 2021 should not be used for scheduling travel or planning attendance at any of the sessions listed in those documents. The purpose of this Circular Letter is to inform Member States and other participants of the revised calendar for 2020 and preliminary arrangements for 2021, pursuant to the decisions of the Council at its thirty-second extraordinary session.

2 Documents PROG/128 for 2020 and PROG 129/Preliminary for 2021 are revoked. Revised PROG documents will be issued in good time to allow Member States and other participants to make appropriate arrangements.

3 The revised meeting calendar for 2020 is contained in the annex to this document. The schedule was developed as guided by the priority list approved by the Council (C/ES.32/D, paragraph 3.2 and annex 1). The schedule is based on the assumption that the IMO headquarters building will not be available for full, physical meetings for the remainder of the year, thus the schedule is for remote sessions. Calendaring was completed with due regard of the guidance of the Council regarding availability of interpreters, the length of virtual sessions, the number of virtual meeting days available, and taking into account the workload strain for delegations to participate in multiple matters of substance simultaneously, and of the Secretariat to support the same (C/ES.32/D, paragraph 3.3).

4 The revised meeting calendar for 2021 will be developed, continuing to use the priority listing approved by the Council in order to hold meetings originally scheduled for 2020 for where there were no meeting days available. The calendar for 2021 will be distributed in due course.

ANNEX

**REVISED MEETING CALENDAR FOR 2020
(REMOTE SESSIONS)**

MEETING(S)	DATES	NUMBER OF VIRTUAL MEETING DAYS WITH INTERPRETATION
	2020	
MSC, LEG, MEPC, TCC, FAL/ES (if requested) ¹	16 – 18 SEP	2 or 3 ²
FAL 44 ³	28 SEP – 2 OCT	4 (28 – 30 SEP, 2 OCT)
C 124	12 OCT – 14 OCT	3
ISWG-GHG 7	19 OCT – 23 OCT	-
MSC 102 ⁴	4 – 11 NOV	6 (4 – 6, 9 – 11 NOV)
MEPC 75	16 NOV – 20 NOV	5
LEG 107/IOPC FUNDS	27 NOV – 4 DEC	LEG 3 (27 NOV, 30 NOV – 1 DEC), IOPC 3 (2 – 4 DEC)
TC 70	7 DEC – 11 DEC	4 (7 – 9, 11 DEC)
LC/LP/IMSO	14 DEC – 18 DEC	LC/LP 2 (14 – 15 DEC), IMSO 3 (16 – 18 DEC) ⁵

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- ¹ An extraordinary session of a committee may be held if 20 Member States request it. As of the date of this Circular Letter, 13 States had requested an extraordinary session of all committees.
- ² The length of the potential extraordinary session will be dependent on the agenda. Delegations should plan for a 3-day meeting.
- ³ FAL 44 scheduled outside the priority list in accordance with the Council's view as expressed in document C/ES.32/D, paragraph 3.2.
- ⁴ Although the Council priority list placed MEPC 75 above MSC 102, the respective meetings were scheduled in this order to reflect the view of some Council Members that there should be a reasonable interval between GHG-ISWG and MEPC (C/ES.32/9/9/Rev.1, paragraph 3.6).
- ⁵ The IMSO Assembly may require additional meeting days in early 2021 in order to complete its agenda.