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Circular Letter No.4424
5 July 2021

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

Subject: **Ninth meeting of the Intersessional Working Group on Reduction of GHG Emissions from Ships (15 to 17 September 2021)**

General

1 Pursuant to the decisions of the Marine Environment Protection Committee at its seventy-sixth session, as endorsed by the Council at its 125th regular session, the Secretary-General has the honour to invite participation at the ninth meeting of the Intersessional Working Group on Reduction of GHG Emissions from Ships (ISWG-GHG 9) which will be held remotely, from Wednesday, 15 September 2021, to Friday, 17 September 2021. The meeting will be conducted in English without interpretation. Upon conclusion of the final virtual meeting day on 17 September 2021, the Secretariat will prepare the final draft report for publication on IMODOCS. The session will remain open, by correspondence, for a further five working days, to allow for any comments with a view to finalizing the report of the Working Group, in accordance with the *Interim guidance to facilitate remote sessions of the Committees during the COVID-19 pandemic* (MSC-LEG-MEPC-TCC-FAL.1/Circ.1). The virtual meeting will commence on Wednesday, 15 September 2021, at 11 a.m. (UTC+1).

Terms of reference

2 The terms of reference for the Working Group, as approved by MEPC 76 (MEPC 76/WP.1/Rev.1, paragraph 12.22), are as follows:

"The Intersessional Working Group on Reduction of GHG Emissions from Ships is instructed, taking into account documents submitted to ISWG-GHG 9, relevant documents submitted to ISWG-GHG 7, and documents MEPC 76/INF.69 and MEPC 76/INF.70 (Brazil), to:

- .1 further consider concrete proposals to encourage the uptake of alternative low-carbon and zero-carbon fuels, including the development of lifecycle GHG/carbon intensity guidelines for all relevant types of fuels and incentive schemes, as appropriate;
- .2 further consider concrete proposals to reduce methane slip and emissions of Volatile Organic Compounds (VOCs); and
- .3 submit a written report to MEPC 77".

3 The provisional agenda for the session (ISWG-GHG 9/1) is attached and further documentation, including an annotated agenda and a provisional timetable for the session will be issued in due course.

Documents considered at the intersessional working group

4 ISWG-GHG 9 is expected to consider documents submitted to the session, together with documents originally submitted to ISWG-GHG 7 under agenda items 3 and 5, and documents MEPC 76/INF.69 and MEPC 76/INF.70 (Brazil).

5 In accordance with the *Organization and method of work of the Maritime Safety Committee and the Marine Environment Protection Committee and their subsidiary bodies* (MSC-MEPC.1/Circ.5/Rev.2), the deadline and the method for submitting documents to the session are specified in paragraph 1 of the notes to the provisional agenda in document ISWG-GHG 9/1.

Modality of the meeting and platform for the virtual meeting

6 ISWG-GHG 9 will be convened from Wednesday 15 to Friday, 17 September 2021 with daily sessions from 11.00 to 14.00 (UTC+1), with a 15-minute break in the middle.

7 Detailed information regarding the e-conferencing platform to be used during for the virtual session will be provided in due course.

Registration and meeting participation

8 Delegations wishing to participate should ensure that they have been registered in the Online Meeting Registration System (OMRS), including the email address they wish to use for the virtual meeting.

9 Details on the modalities of registration and participation in the virtual meeting are contained in the annex.

ANNEX
REGISTRATION

Registration

Member Governments, UN agencies, IGOs and NGOs are required to provide, prior to the meeting date, the names of all the members of their delegations attending the meeting via the Online Meeting Registration System (OMRS), as advised in Circular Letter No.4336 of 5 November 2020.

Any matters relating to the use of the OMRS and the participation in the forthcoming virtual session of ISWG-GHG should be communicated to:

Registration Unit
Meeting Services and Interpretation Section
Email: onlineregistration@imo.org

Members of delegations will not be registered to attend the meeting without authorization from their OMRS Delegation Coordinator. Delegates whose names do not appear on the OMRS list will be requested to contact their OMRS Delegation Coordinator in order to process their authorization to attend the meeting.

A link for the virtual meeting and joining instructions will be sent to those delegates who registered in OMRS.

INTERSESSIONAL MEETING OF THE
WORKING GROUP ON REDUCTION OF
GHG EMISSIONS FROM SHIPS
9th session
Agenda item 1

ISWG-GHG 9/1
5 July 2021
ENGLISH ONLY

PROVISIONAL AGENDA

**for the Ninth Meeting of the Intersessional
Working Group on Reduction of GHG Emissions from Ships to be held remotely*
from Wednesday 15 September 2021, to Friday 17 September 2021**

Session commences at 11 a.m. (UTC+1) on Wednesday 15 September 2021

Opening of the session

- 1 Adoption of the agenda
- 2 Further consideration of concrete proposals to encourage the uptake of alternative low-carbon and zero-carbon fuels, including the development of lifecycle GHG/carbon intensity guidelines for all relevant types of fuels and incentive schemes, as appropriate
- 3 Further consideration of concrete proposals to reduce methane slip and emissions of Volatile Organic Compounds (VOCs)
- 4 Any other business
- 5 Consideration of the report to MEPC 77

Closing of the session

Notes:

1 Taking into account the *Organization and method of work of the Maritime Safety Committee and the Marine Environmental Protection Committee and their subsidiary bodies* (MSC-MEPC.1/Circ.5/Rev.2):

- .1 all documents should be received by the Secretariat by **Tuesday 3 August 2021**;
- .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 the MSC-MEPC.1/Circ.5/Rev.2; and

* Refer to the decisions of ALCOM/ES (ALCOM/ES/5/1) and MSC-LEG-MEPC-TCC-FAL.1/Circ.1 on *Interim guidance to facilitate remote sessions of the Committees during the COVID-19 pandemic*.

- .2 documents should conclude with a summary of the action which the Intersessional Working Group is invited to take.
- .3 the following word-processing format should be observed in order to standardize the presentation of documents:
- font: Arial;
 - font size: 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

To facilitate the processing of documents, they should be sent via e-mail in Microsoft Word to the following email address: ghg@imo.org. It should be noted that the file size limit for the IMO email system is set at 10 Mbytes. If submitters do not receive an acknowledgement receipt by the Secretariat within five working days, they should contact ghg@imo.org without delay, referring to the original email.

2 The Committee's Method of work, inter alia, requests the Secretariat to strictly apply the rules concerning the submission of documents and not accept late submissions from Governments or delegations.
