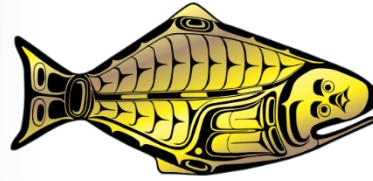


INTERNATIONAL PACIFIC



HALIBUT COMMISSION

# IPHC Rules of Procedure (2023) - Draft

Agenda Item 9  
(IPHC-2023-FAC099-09)  
(D. Wilson & A. Hicks)



# Purpose

- To provide the PAB with proposed amendments to the current IPHC Rules of Procedure (2022).



# Background

## IPHC Rules of Procedure – Amendment process and timeline

- 1) Each year, the Commission and its subsidiary bodies consider if amendments are necessary. Proposed amendments may arise from discussion at the annual meeting, or in-year discussions.
- 2) Proposed amendments may initially be formally discussed at the IPHC annual Work Meeting and the Commission may suggest amendments.
- 3) If drafted, they are then proposed at the Interim Meeting (published 30 days prior in accordance with the ROPs).
- 4) Further amendments may arise from those IM discussions (e.g. MSAB throughout 2022) and are all presented to the FAC and AM for review, recommendation, and approval. These are published 30 days prior to the FAC/AM meetings in accordance with the ROPs and may include new amendments.
- 5) In addition, depending on the meeting/s of relevant subsidiary bodies, the amendments are proposed for discussion. e.g. MSAB, PAB.
- 6) The FAC reviews, comments and ‘recommends’ to the Commission.  
*FAC097 (para 35. The FAC RECOMMENDED that the Commission adopt the International Pacific Halibut Commission Rules of Procedure (2023), as provided in IPHC-2023-FAC099-09, while taking into consideration any additional discussion at the AM099 on the proposed amendments.*
- 7) The FAC report is presented to the Commission (Tuesday afternoon).



# Background

## IPHC Rules of Procedure – Amendment process and timeline

- 1) In the case of the PAB, the PAB considers proposed amendments formally in-session.
- 2) The PAB report is presented to the Commission (Thursday afternoon)
- 3) The Commission considers whether to adopt amendments at the AM, on Friday morning.
- 4) In some cases, further amendments are recommended by the Commission for discussion in the subsequent inter-sessional period.
- 5) Once adopted, the process starts again = year-long process.

QUESTIONS ON PROCESS?



# Background – PAB amendments 2022-23

**Late January 2022:** At the 27<sup>th</sup> Session of the PAB (PAB027) there were substantial discussions on the ROP by the PAB. Several of the proposed amendments to the previous ROP, were discussed, but noted that they would be considered throughout the 2022 calendar year, as per the below report text:

IPHC-2022-PAB027-R, para. 41.

*“The PAB **NOTED** ..... The next round of revisions will include (but not be limited to) clarification and weighting of proxy voting, and timing of Chair and Vice-Chair elections.”*

[Paragraphs 39 – 41 were all voted together and passed unanimously: In favour=15; against=0; abstain=0][Proxy: In favour=2; against=0; abstain=0].



# Background – PAB amendments 2022-23

**15 February 2022:** Secretariat email to all PAB members including the following details:

*“Thank you again for yet another successful PAB meeting held last month. The team at the IPHC Secretariat would like to express our appreciation for your understanding as we navigated yet another electronic/remote meeting. We are certainly looking forward to an in-person meeting next January at the Fairmont Empress, in BC, Canada.*

*One of the outcomes of the recent PAB and Commission meeting was an updating of the IPHC Rules of Procedure, including those for the PAB. Attached, please find those newly adopted Rules of Procedure. Also as that meeting, many of you raised additional areas for further improvement to the PAB Rules of Procedure, including but not limited to the weighting of proxy voting, and timing of Chair and Vice-Chair elections.*

*As such, and as a first step, we would like to gather a list of topic areas for further improvement. If you have thoughts, please send those through as potential drafting notes that we’ll then be able to address over the coming weeks and months. Our objective will be to make any process inclusive among all PAB members, as was the case with last years draft revisions.”*



# Background – PAB amendments 2022-23

**March-July 2022:** The Secretariat received several responses on proposed amendments, or an indication that the PAB member did not have any suggestions for proposed amendments.

**22 July – 3 August 2022:** Secretariat sent follow-up emails to those PAB members who hadn't responded to the first call for input.

**August-22 December:** Drafting proposed amendments

**22 December:** Publication of proposed amendments: [IPHC-2023-FAC099-09](#)

**25 January 2023:** Presented to the PAB for consideration and action



# Appendix VI - Processor Advisory Board (PAB) – Terms of Reference and Rules of Procedure

- *A number of edits have been proposed for the PAB, with the overall aim of streamlining the premeeting processes, such as accreditation documentation.*
- *These include providing the accreditation form on the IPHC website, extending the terms for accreditation from one (1) to five (5) years to match the Conference Board, and to remove the ability for proxy voting, noting that meetings will be held in a hybrid format moving forward, thus allowing those who cannot attend in-person, to vote remotely.*





# Appendix VI - Processor Advisory Board (PAB) – Terms of Reference and Rules of Procedure

## *II Representation*

### NEW PARA:

6. The PAB regulates its membership by accrediting members at the beginning of each PAB session. Accreditation is documented using the Accreditation Questionnaire through the PAB Accreditation portal on the IPHC website. The PAB members shall compose nationals from Canada and the United States of America.



# Appendix VI - Processor Advisory Board (PAB) – Terms of Reference and Rules of Procedure

## *II Representation*

### NEW PARA:

7. PAB members may be re-accredited for successive meetings for a period of five (5) years from their initial accreditation by a simple role call at the beginning of the PAB session if they have participated in at least three (3) PAB annual meetings within the five (5) year period. PAB members not meeting this criteria or their five year accreditation cycle has elapsed, must fill out the Accreditation Questionnaire provided in Annex 1, submitted through the PAB Accreditation portal on the IPHC website. Returning PAB members who need to fill out the Accreditation Questionnaire and potential PAB members seeking accreditation for the first time are encouraged to notify the IPHC Secretariat at least two weeks before the beginning of the Annual Meeting of the PAB session they wish to attend.



# Appendix VI - Processor Advisory Board (PAB) – Terms of Reference and Rules of Procedure

## *II Representation*

Modified PARAs:

8. Members serve without compensation from the Commission.
- ~~3. PAB members serve without compensation from the Commission.~~
- ~~4. Membership is renewed each year, upon attending the PAB annual meeting.~~



# Appendix VI - Processor Advisory Board (PAB) – Terms of Reference and Rules of Procedure

## *IV Session of the PAB - Proxies*

Deleted sub-paras

~~b) Proxies are allowed only from members who have attended the last two sequential meetings of the PAB.~~

~~c) Only one Proxy per member is allowed.~~

~~d) Proxies will be submitted to the IPHC Secretariat prior to the PAB meeting in written or electronic form.~~

~~e) A General Proxy will authorize a designated PAB member to vote on any or all topics brought before the PAB, on behalf of a PAB member who cannot attend. A Specific Proxy will authorize a PAB member to vote on specifically named topics (listed on the proxy itself) on behalf of the PAB member who cannot attend.~~



# Appendix VI - Processor Advisory Board (PAB) – Terms of Reference and Rules of Procedure

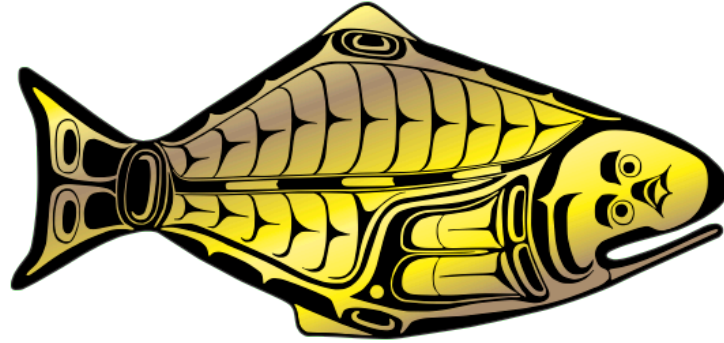
## *V Intersessional process and ad-hoc working groups*

Minor edit

Para 17 now 19: A quorum is established by a majority of the PAB members who were present at the **current** annual PAB meeting.



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