ISSC

Interstate Shellfish Sanitation Conference
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M E M O R A N D U M

To: ISSC Members and Interested Parties

From: Ken B. Moore, Executive Director *Ken B. Moore*

Date: May 8, 2013

Subject: Call for Proposals

The 2013 Biennial Meeting of the Interstate Shellfish Sanitation Conference (ISSC) will be held October 26 – November 1, 2013, at the St. Anthony Hotel in San Antonio, Texas. Through the proposal submission process interested parties have an opportunity to present and resolve the challenges confronting shellfish sanitation.

I urge you to examine your shellfish safety procedures and policies and identify National Shellfish Sanitation Program (NSSP) topics which should be addressed during the 2013 Biennial Meeting. You can submit your proposals on an ISSC proposal submission form which can be downloaded from our website. Proposal submission is limited to one (1) per form. Proposals must be submitted by emailing a completed submission form to issc@issc.org. Handwritten, typed, or faxed proposals will not be accepted without prior approval. Please follow the submission instructions that are attached.

The ISSC Constitution, Bylaws, and Procedures require that proposals be provided to the appropriate Shellfish Control Authorities in each State and all members, at least ninety (90) days prior to the Biennial Meeting. To achieve this, Friday, June 28, 2013, has been established as the 2013 proposal submission deadline.

Proposal submission instructions are also available on the ISSC website. Following the instruction sheet will facilitate the submission process and assist Conference participants in understanding your recommendations.

Documents available on the ISSC website include:
- Proposal Submission Instructions
- Proposal Submission Form
- Resolution Submission Form
- ISSC Constitution, Bylaws, and Procedures Article XIII.
- 2013 Conference Registration Form
- 2013 Biennial Meeting Tentative Agenda
- 2013 Individual Membership Application
- 2013 State Membership Application
- 2013 Committee Sign-Up Form

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