



FIFTH REGULAR SESSION

Busan, Republic of Korea

8-12 December 2008

PROVISIONAL ANNOTATED AGENDA

WCPFC5-2008/03 Rev. 1

8th November 2008

AGENDA ITEM 1. OPENING OF THE MEETING

The Session will open at 09:00 on Monday, 8 December 2008.

The Commission Chair (Mr Glenn Hurry, Australia) will open the Fifth Regular Session of the Western and Central Pacific Fisheries Commission (WCPFC5) and welcome delegations from WCPFC Members, Cooperating Non-Members and Participating Territories (CCMs), observers and other invited guests.

1.1 Welcoming addresses

The Chair will introduce Minister CHANG, Tae-Pyong from the Ministry for Food, Agriculture, Forestry and Fisheries (MIFAFF) to deliver a welcome address.

1.2 Adoption of agenda

The provisional agenda for WCPFC5 was prepared and distributed on 22nd September 2008 in accordance with Rule 1 of the Commission's Rules of Procedure. In accordance with Rule 3, Members may propose supplementary items up until 30 days before the meeting.

The Commission will be asked how it wishes to deal with supplementary items, if any.

1.3 Meeting arrangements

The Commission will review the Provisional Schedule. The Chair will outline any logistical and administrative arrangements in place to support the meeting, proposed meeting times and any social engagements.

AGENDA ITEM 2. MEMBERSHIP

2.1 Status of the Convention

The Commission will receive a brief report on the status of the Convention.

2.2 Applications for observer status

In accordance with Rule 36 of the Commission's Rules of Procedure, the Commission will be advised of any applications for observer status that were received from non-

government organisations 50 days in advance of the Session. The Commission will be advised of those observers that were subsequently invited to participate in the Session.

2.3 Applications for cooperating non-members status

The Commission will consider developments during 2008 in respect of issues arising from this agenda item at previous sessions of the Commission and review any applications for cooperating non-member (CNM) status that were received by the Secretariat 90 days in advance of the Session in accordance with Conservation and Management Measure-2004-02 (CMM-2004-02).

AGENDA ITEM 3. MEMBER REPORTS

3.1 Annual reports by the CCMs

Article 23 and Article 32 require CCMs to report on implementation of the Convention and any conservation and management or other measures or matters which may be agreed from time to time. If not already done so (in the form of Part 1 reports submitted to the Scientific Committee and Part 2 reports submitted to the Technical and Compliance Committee), hard copy and/or electronic version reports should be forwarded to the Executive Director at least 30 days in advance of WCPFC5 in the format agreed by the Commission. The Chair may invite each CCM to provide a brief summary of the key issues of their Annual Report to the meeting.

3.2 Statements of non-members

Non-members are invited to supply similar reports as described under Agenda Item 3.1 for vessels and fishing activities in the Convention Area for which they are responsible. Hard copy and/or electronic versions of this report should be forwarded to the Executive Director at least 30 days in advance of the Fifth Regular Session. The Chair may invite non-members to provide a brief summary of key issues of their report to the meeting.

AGENDA ITEM 4. SCIENCE ISSUES

4.1 Report of the Fourth Regular Session of the Scientific Committee

The Chair of the Scientific Committee, Dr Dae-Yeon Moon (Korea), will provide a summary of the Fourth Regular Session of the Scientific Committee (SC4) which was held 11-22 August, 2008 at Port Moresby, Papua New Guinea. The Chair will present a summary of the SC's responses to requests from the Commission, the results, advice and recommendations of the 2008 stock assessments (in association with a representative from the Commission's Science Service Provider), and data and by-catch issues considered by the Committee.

The Commission is invited to review the outcomes of the SC4, seek additional clarification and request additional scientific advice as necessary, and determine a programme of action to implement agreed responses to the scientific advice received.

4.2 Independent Review of Interim Arrangements for Science Structure and Function

The Inaugural Session of the Commission in December 2004 adopted the Final Report of Working Group II which was concerned with science structure and functions of the Commission. Among other matters, the Report recommended:

- a provisional science structure for the Commission for a transitional period (expected to last some 3 to 5 years and representing the period between the Convention coming into force and a fully functioning Commission);
- that, during this period, the structure and functions of the science secretariat be flexible and adaptable; and
- an independent review of the transitional structure and function be carried out two years after entry into force of the Convention, or earlier if required, to determine the effectiveness of the science structure and to recommend changes as appropriate.

Based on the recommendations in the Final Report of the Preparatory Conference above, the Commission, in December 2007, endorsed a project to conduct the review of the Commission's science structure and functions. The MRAG (UK) was selected to conduct the review. The Commission will receive the findings of the review and consider options for responding to its advice and recommendations.

4.3 Reference points

Following the review of a working paper "*Approaches for identification of appropriate reference points and implementation of MSE within the WCPO*" (WCPFC-SC4-2008/GN-WP-10), the SC made several recommendations regarding future work on reference points including, at paragraph 201 of the SC4 Summary Report that:

- i. The SC reaffirmed the recommendations made at SC3 in relation to reference points and approaches to evaluating them.
- ii. CCMs be given an opportunity to provide comment on the scoping paper and work plan to the WCPFC Secretariat and for those comments to be submitted by 15 October 2008.
- iii. A revised version of the scoping paper and work plan that accounts for comments received should be presented to the upcoming Commission meeting to inform the Commission about the use of reference points (and approaches of evaluating them) in the management of highly migratory fish stocks in the WCPO.
- iv. In progressing work on reference points the Commission should establish a parallel/joint process for establishing key management objectives for each target species including the possibility of holding an inter-sessional workshop on management objectives in 2009; and
- v. Agencies such as the WCPFC and FFA Secretariats and SPC-OFI should work together on a strategy to increase CCM capacity to participate in the revised work plan for 2009 and beyond.

WCPFC5 will receive a presentation on the Scoping Paper, as revised, and consider future work in relation to reference points in the Commission.

4.4 Programme of work for the Scientific Committee in 2008

The SC Chair will present a proposed work programme and budget for scientific services and scientific research for 2009 and an indicative budget for 2010 and 2011. The Commission will consider the programme of work and budget for the Scientific

Committee for 2009 for adoption, and an indicative budget for 2010 and 2011. The Commission may refer to the advice and recommendations of the Finance and Administration Committee in relation to budget considerations.

AGENDA ITEM 5. NORTHERN COMMITTEE

5.1 Report of the Fourth Regular Session of the Northern Committee

The Chair of the Northern Committee, Mr Masanori Miyahara (Japan), will present a summary of the Fourth Regular Session of the Northern Committee (NC4) which was held 9-11 September, 2008 at Tokyo, Japan. The Chair will report on the NC's response to requests from the Commission on conservation and management measures and present the advice and recommendations of the Northern Committee to the Commission in respect of northern stocks.

The Commission is invited to review the outcomes of the Northern Committee, seek additional clarification and request additional scientific advice as necessary, and determine a programme of action to formulate and implement conservation and management measures in respect of the stocks mostly in the area north of 20°N.

5.2 Programme of work for the Northern Committee in 2009

The NC4 Chair will present a proposed programme of work for the Northern Committee for 2009 and an indicative programme for 2010 and 2011 to be financed by the members of the Northern Committee. The Commission is invited to identify items with implications for the Commission's 2009 Work Programme and Budget during the presentation. The Commission will consider the programme of work for the Northern Committee for 2009 for adoption. The Commission may refer to the advice and recommendations of the Finance and Administration Committee in relation to budget considerations.

AGENDA ITEM 6. INTER-SESSIONAL WORKING GROUP – REGIONAL OBSERVER PROGRAMME

The Third Regular Session of the Commission at Apia, Samoa in December 2006 established an Inter-sessional Working Group to expedite further development of the Regional Observer Programme (IWG-ROP). The IWG-ROP, under the Chairmanship of Dr Charles Karnella (USA), has met twice – once in advance of the Third Regular Session of the Technical and Compliance Committee in September 2007 and once in July 2008. The IWG-ROP Chair will report on the IWG's work during 2008 including progress with addressing the tasks and responsibilities described in CMM 2006-07 and CMM 2007-01.

AGENDA ITEM 7. TECHNICAL AND COMPLIANCE ISSUES

7.1 Report of the Fourth Regular Session of the Technical and Compliance Committee

The Chair of the Fourth Regular Session of the Technical and Compliance Committee (TCC4), Wendell Sanford (Canada), will present a brief summary of the outcomes of the 2008 session of the Committee which was held 2-7 October, 2008 at Pohnpei, Federated States of Micronesia. The Chair will report on the TCC's response to requests from the Commission in relation to the implementation of conservation and

management measures and present the advice and recommendations of the TCC to the Commission in matters relating to the functions of the TCC.

TCC issues for consideration by the Commission include an update on the status of vessel authorisations, the WCPFC Record of Fishing Vessels, and annual statement of compliance measures taken by members, the Commission's vessel monitoring system, the Regional Observer Programme, high seas boarding and inspection, the Provisional IUU List and WCPFC IUU listing procedures, transshipment verification and a process for considering applications for Cooperating Non-member status.

7.2 Draft Service Level Agreement Between FFA and WCPFC for the Commission's VMS

TCC4 made good progress towards the finalisation of the Standards, Specifications and Procedures to support the implementation of the Commission's VMS called for at Article 24(8) of the Convention. TCC4 agreed that this progress provided a good basis for the secretariats of the FFA and WCPFC to develop a draft Service Level Agreement (SLA) for FFA to provide the infrastructure, software and any appropriate technical advice required to support the implementation of the Commission's VMS for the high seas. WCPFC5 is invited to review the draft SLA that was subsequently developed, refine it as necessary, and endorse its adoption as the means to support the implementation of the Commission's VMS.

7.3 Programme of work for the Technical and Compliance Committee for 2009

The TCC4 Chair will present a proposed programme of work for the Technical and Compliance Committee for 2009 and an indicative programme for 2009 and 2010. The Commission will consider a programme of work for the Technical and Compliance Committee for 2009 for adoption, and an indicative programme of work for 2010 and 2011. The Commission may refer to the advice and recommendations of the Finance and Administration Committee in relation to budget considerations.

AGENDA ITEM 8. RULES AND PROCEDURES FOR THE PROTECTION, ACCESS TO, AND DISSEMINATION OF DATA COMPILED BY THE COMMISSION

WCPFC4 supported TCC3's recommendation that the Ad Hoc Task Group [Data] be resumed to develop the separate rules and procedures for the protection of, access to and dissemination of non-public domain data for the purpose of compliance and enforcement activities on the high seas, the use of VMS data for scientific purposes, as well as to consider the other data security and exchange issues noted by the VMS Working Group (TCC3 Summary Report, para. 215). By Circular (2008/01 in February and 2008/08 in March), CCMs were invited to consider a programme of work for the AHTG [Data] and to propose a chair to facilitate the discussions of the Group. Ms Holly Koehler (USA), who was subsequently selected as chairperson, will provide the WCPFC5 with a summary of work undertaken by this Group during 2008 and provide advice and recommendations to the Commission in relation to data-related matters for the purpose of compliance and enforcement activities on the high seas and the use of VMS data for scientific purposes.

AGENDA ITEM 9. CONSERVATION AND MANAGEMENT MEASURES

9.1 Review of existing conservation and management measures

Sixteen Conservation and Management Measures (CMMs) and six Resolutions relating to vessel records and vessel markings, the sustainability of highly migratory fish stocks, mitigation of by-catch, elements of the Commission's MCS Scheme and capacity reduction adopted during the Multilateral High Level Conference, the Preparatory Conference or during preceding sessions of the Commission continue to apply.

The Commission is invited to consider the implementation and any proposed refinements to the existing CMMs and Resolutions in light of the Scientific, Northern Committee and Technical and Compliance Committee's advice and recommendations and experience gained by Members in implementing Measures during 2008.

- a. Resolution on expansion of fishing effort and capacity (MHLCIV, February 1999)
- b. Resolution on expansion of fishing effort and capacity (MHLCV, September 1999)
- c. Resolution relating to illegal, unreported and unregulated fishing and limits on fishing capacity (PrepCon3, November 2002)
- d. Resolution on Reduction of Overcapacity (Resolution-2005-02);
- e. Resolution on Reduction on Non-target Fish Species (Resolution-2005-03);
- f. Record of Fishing Vessels and Authorization to Fish (CMM-2004-01);
- g. Cooperating Non-members (CMM-2004-02);
- h. Specifications for the Marking and Identification of Fishing Vessels (CMM-2004-03);
- i. Resolution on Conservation and Management Measures (CMM-2004-04) and Conservation and Management Measures for Bigeye and Yellowfin Tuna in the Western and Central Pacific Ocean (CMM-2005-01 and CMM-2006-01);
- j. CMM for South Pacific Albacore (CMM-2005-02);
- k. CMM for North Pacific Albacore (CMM-2005-03);
- l. CMM to Mitigate the Impact of Fishing for Highly Migratory Fish Stocks on Seabirds (CMM-2006-02 – replaced by CMM-2007-04);
- m. CMM for Swordfish in the South West Pacific (CMM-2006-03);
- n. CMM for Striped Marlin in the Southwest Pacific (CMM-2006-04);
- o. CMM for Sharks in the Western and Central Pacific Ocean (CMM-2006-05);
- p. CMM: Commission Vessel Monitoring System (CMM-2006-06 replaced by CMM 2007-02);
- q. CMM for the Regional Observer Programme (CMM-2006-07);
- r. CMM: Western and Central Pacific Fisheries Commission Boarding and Inspection Procedures (CMM-2006-08);
- s. CMM to Establish a List of Vessels Presumed to Have Carried Out Illegal, Unreported and Unregulated Fishing Activities in the WCPO (CMM-2006-09 – revised and replaced by CMM 2007-03);
- t. CMM for the Regional Observer Programme (CMM-2007-01);
- u. CMM for the Commission VMS (CMM-2007-02);

- v. CMM to Establish a List of Vessels Presumed to Have Carried Out Illegal, Unreported and Unregulated Fishing Activities in the WCPO (CMM 2007-03); and
- w. CMM to Mitigate the Impact of Fishing for Highly Migratory Fish Stocks on Seabirds (CMM-2007-04).

9.2 Report by PNA Members on the Implementation of the Vessel Day Scheme (VDS)

WCPFC4 (at paragraph 325) noted that the VDS was operational and that the VDS is the measure adopted by PNA members of the Commission for managing capacity and fishing effort in the EEZs of PNA members. It was agreed that the PNA would provide a report to the Commission on the implementation of the VDS at each annual session of the Commission;

9.3 Response to the Commission's Request in Respect of a High Seas VDS

Para. 325(d) of the Summary Record of the Fourth Regular Session of the Commission (WCPFC4) states:

“the Executive Director will commence a process in early 2008 to support the implementation of similar measures [*sic.* Vessel Day Scheme (VDS)] to limit purse seine effort on the high seas, consistent with paragraph 9 of CMM 2005-01, and in waters under the national jurisdiction of non-PNA members of the Commission, consistent with paragraph 10(ii) of CMM-2005-01;”

WCPFC5 is invited consider data that is currently available for purse seine effort, in fishing days, for the high seas and for the zones of non-PNA members of the Commission, to consider implementation issues associated limiting effort on the high seas and options for developing similar measures [*sic.* Vessel Day Scheme (VDS)] to limit purse seine effort on the high seas, consistent with paragraph 9 of CMM 2005-01, and in waters under the national jurisdiction of non-PNA members of the Commission.

9.4 Allocation

WCPFC3 invited Members to provide written comments to the Executive Director on the allocation report that was considered during the regular session at Samoa in December 2006. The deadline for the provision of comments was 31st August 2007. A written comment was received from one CCM. WCPFC4 agreed to retain allocation as an agenda item for the 2008 session of the Commission but noted it is not one of the top priority items for 2008 (paragraph 331 WCPFC4 Summary Report).

9.5 Consideration of new measures and other conservation requirements

The Commission is invited to consider the formulation of new or supplementary CMMs in accordance with new information and analysis provided by the SC, TCC, NC, the Inter-sessional Working Group for the Regional Observer Programme and the AHTG [Data].

In addition to issues referred to the Scientific Committee and the Technical and Compliance Committee, the following issues, *inter alia*, were identified at WCPFC4 as requiring the attention of the Commission at its subsequent sessions:

- a. Para. 60. The Commission agreed to a derogation to CMM-2004-01 in order to allow....
- b. Para. 62. The Commission agreed that providing for compatible management measures for fishing on the high seas was a priority area of work.....
- c. Para. 79. ...yellowfin...the recommendation to reduce fishing mortality rate on yellowfin from the current level was accepted by the Commission...
- d. Para. 88. The Commission acknowledged and endorsed the recommendations of SC3 with respect to a future work programme on reference points...
- e. Para. 89.to require data collection and reporting, through the Annual Report to the Commission, of shark catches to the lowest possible taxonomic level,...
- f. Para. 97.scientific objectives and ...data fields for the ROP.....
- g. Para. 99.support for IPDCP.....
- h. Para. 103. The Commission endorsed a prototype system for tracking data submissions.....study of causes of data gaps....
- i. Para. 119.maintain the existing CMM that requires CCMs to not increase fishing effort for North Pacific albacore.....The Commission endorsed the recommendation
- j. Para. 121.voluntarily not increase the fishing mortality rate of Pacific bluefin tuna..... The Commission endorsed the recommendation
- k. Para. 127. The Commission requested that the NC form *sic*. a working group (for striped marlin) with a view towards developing a draft CMM, with SPC and FFA input, for consideration by the SC at SC4.
- l. Para. 141. The Commission endorsed TCC's recommendation for formation of a VMS Working Group.
- m. Para. 142.to develop actual draft standards, specifications and procedures for the consideration of TCC4, and WCPFC5 in 2008.
- n. Para. 146.the group recommended selecting the Pacific VMS option as the basis for further development.The Commission endorsed the group's recommendation.
- o. Para. 158. It was noted that in the absence of a CMM on transshipment, under the Convention a ban on purse-seine transshipment on the high seas will apply except for a one-year exemption for the Philippines and FFA members.
- p. Para. 162. deferral of port State measures....
- q. Para. 165...deferral of vessel chartering.....
- r. Para. 181. TCC3 recommended that in 2008, the Secretariat include in its Annual Report compliance with all data reporting obligations,
- s. Para. 182. TCC3 requested that the Secretariat develop a discussion paper on reporting compliance with CMMs.
- t. Para. 188. the Commission agreed to refer the matter *sic*. *sea turtles*... to TCC4to bring a draft measure to WCPFC5.

- u. Para. 195. The Commission ...endorsed....should be posted for public access and circulated to CCMs (with respect to HSB&I Procedures).
- v. Para. 225. The Chair agreed to postpone a decision on this item *sic. Process for considering CNM applications* until after the CNM application discussions were concluded, and if not resolved by WCPFC4, to defer this issue to TCC4 and WCPFC5.
- w. Para. 237. ...continuation fo the work of the AHTG [Data]....
- x. Para. 256. require CCMs to submit data on their catch of albacore, and the number of vessels fishing for albacore, south of 20°S. The Commission agreed that CCMs must submit this information.
- y. Para. 283.the Commission agreed that, at its meeting in December 2008, it would adopt a supplementary and/or revised CMM for bigeye and yellowfin tuna.
- z. Para. 300. Numerous recommendations in relation to carriers and bunkers and the WCPFC Record of Fishing Vessels....
- aa. Para. 311. The Commission also agreed to defer discussion.... paragraph 3j.....for mutual recognition of IUU lists of other RFMOs, to the next meeting.
- bb. Para. 312. ...task Dr Tsamenyi with preparing a paper on the issues of beneficial ownership and IUU for consideration by WCPFC5.
- cc. Para. 325. ...development aspirations of SIDs, compatible measures for the high seas and zones of non-PNA CCMs.....
- dd. Para. 331.retain allocation as an agenda item for next year's meeting ..
- ee. Para. 362. The Commission agreed to defer further consideration of the WCPFC performance review to WCPFC5.

AGENDA ITEM 10. ANNUAL REPORT ON THE WORK OF THE COMMISSION:

The Chair will invite the Executive Director to present the annual report on the work of the Commission for the 2008 calendar year. The Commission will discuss intersessional activities of the Commission, including any highlighted issues associated with the Secretariat performance and priority issues before the Commission.

AGENDA ITEM 11. REPORT OF THE FINANCE AND ADMINISTRATION COMMITTEE

The Co-Chairs of the second session of the Finance and Administration Committee (FAC2) will present a summary of the agenda items and issues, advice and recommendations considered at the first meeting of the FAC, 7-12 December 2008 for further consideration, refinement as necessary and adoption by WCPFC5. A Provisional Annotated Agenda for this meeting is available on the WCPFC website (**Attachment 1**).

AGENDA ITEM 12. SPECIAL REQUIREMENTS OF DEVELOPING STATES

In accordance with Article 30 of the Convention and considering the recommendations and advice of the Scientific Committee and the Technical and Compliance Committee, the Commission is invited to consider means for assisting developing States, participating territories and possessions build capacity in relation

to the conservation and management of highly migratory fish stocks in the Convention Area.

AGENDA ITEM 13. COOPERATION WITH OTHER ORGANISATIONS

In accordance with Article 22 of the Convention, the Secretariat will report on efforts to date, and activities planned for 2009, to strengthen cooperation, consultation and collaboration with other RFMOs and relevant national and international organisations. In relation to the arrangement with SPC, the Commission is invited to consider a Data Exchange Protocol for adoption.

AGENDA ITEM 14. WORK PROGRAMME AND BUDGET FOR 2009 AND INDICATIVE WORK PROGRAMME AND BUDGET FOR 2010 AND 2011

In accordance with Article 18 of the Convention and Regulation 3 of the Financial Regulation, the Commission will, taking into account the recommendations of the Scientific Committee, the Technical and Compliance Committee, the Northern Committee, the AHTG [Data], the IWG-ROP and the FAC, and any other matters with implications for the 2009 work programme, decide on a work programme and budget for 2009 and an indicative budget for 2010 and 2011.

AGENDA ITEM 15. ELECTION OF OFFICERS

The Commission may consider the election of:

- Chair of the Commission;
- Vice Chair of the Commission;
- Chair of the Scientific Committee; and
- Chair of the Northern Committee.

AGENDA ITEM 16. OTHER MATTERS

In accordance with Rule 3 of the Rules of Procedure of the Commission, any member of the Commission, the Chairman or the Executive Director may, at least thirty (30) days before the date for a regular Session, request the inclusion of supplementary items.

AGENDA ITEM 17. NEXT MEETING

WCPFC5 will consider a venue and dates for its next regular session in 2009.

AGENDA ITEM 18. SUMMARY REPORT

The Commission will adopt a Summary Report of its Fifth Regular Session.

AGENDA ITEM 19. CLOSE

The meeting is scheduled to close at 1700 on Friday, 12 December 2008.



**FIFTH REGULAR SESSION
FINANCE AND ADMINISTRATION COMMITTEE
Second Session
Busan, Republic of Korea
7-12 December 2008**

PROVISIONAL ANNOTATED AGENDA

**WCPFC5-FAC-2008/02
22nd September 2008**

AGENDA ITEM 1. OPENING OF MEETING

The Session will open at 09:00am on Sunday, 7 December 2008.

The Co-Chairs of the Finance and Administration Committee (Mr Terry Toomata (Samoa) and Dr Dean Swanson (USA)) will open the second session of the Committee (FAC2).

1.1 Adoption of agenda

The Executive Director will introduce the Provisional Agenda WCPFC5-FAC - 2008/01. Members may consider any supplementary items that may have been proposed by Members, Cooperating Non-members and Participating Territories (CCMs) 30 days before the Session. The Agenda, as modified, will be adopted by the meeting.

1.2 Meeting arrangements

The Executive Director will invite the FAC to note the logistical arrangements in place to support the meeting and the proposed meeting times during WCPFC5, as necessary.

AGENDA ITEM 2. AUDITORS REPORT FOR 2007 AND GENERAL ACCOUNT FINANCIAL STATEMENTS FOR 2007.

In accordance with Finance Regulation 13.1 the Commission shall, following consideration of the audited annual financial statements and audit report, signify its acceptance of the audited annual financial statements or take such other action as it may consider appropriate. Accordingly the Committee will consider the audited annual financial statements and audit report, and be asked to make a recommendation to the Commission in regard to their acceptance or other action.

AGENDA ITEM 3. STATUS OF THE COMMISSION'S FUNDS

3.1 Report on General Account Fund for 2008 – contributions and other income.

In accordance with Finance Regulation 5.7 the Secretariat will present a report on the collection of annual assessed contributions from members of the Commission, any voluntary contributions received, any investment income and other income received, and any advances from the working capital fund.

3.2 Report on the status of other funds

The Secretariat will present status reports for the Special Requirements Fund established under Article 30(3) of the Convention, the Indonesia/Philippines Data Collection Project Fund, the Working Capital Fund, the Regional Observer Program Development Fund and the Japanese Trust Fund.

3.3 Interest rate for outstanding contributions.

FAC1 deferred a recommendation to the Commission on an appropriate interest rate to be levied on arrears of more than one year. FAC2 is invited to re-visit this matter.

AGENDA ITEM 4. DRAFT STRATEGIC PLAN FOR THE COMMISSISON

FAC1 considered a preliminary draft strategic plan for the Commission and recommended it be refined during 2008. A refined draft strategic plan will be available to FAC2 to revise, as necessary, and consider forwarding to the Commission for adoption and approval.

AGENDA ITEM 5. BUSINESS PLAN FOR THE SECRETARIAT

The Secretariat will present a progress report on implementation of the Business Plan that was adopted at WCPFC4.

AGENDA ITEM 6. HEADQUARTERS ISSUES, STAFF ESTABLISHMENT AND CONDITIONS OF SERVICE

6.1 Headquarters matters

The Secretariat will present a report on the operations and functioning of the Commission's headquarters building.

6.2 Council of regional Organisations in the Pacific (CROP) - harmonised staff conditions

The Secretariat will report to the Committee on the decisions by CROP during 2008 relating to terms and conditions of employment.

6.3 Staff establishment

The Committee will consider the 2009-2011 staffing requirements of the Secretariat.

6.4 Executive Director's contract term

The Executive Director's current contract expires in September 2009. The FAC is invited to provide advice and recommendations to WCPFC5 in relation to the continuation, or otherwise, of the Executive Director's term.

6.5 Staff accommodation

The Secretariat will brief the Committee on the executive housing situation on Pohnpei and seek guidance on strategies to secure executive standard housing for Secretariat staff.

**AGENDA ITEM 7. WORK PROGRAMME AND BUDGET FOR 2009 AND
INDICATIVE WORK PROGRAMME AND BUDGET
FOR 2010 AND 2011**

In accordance with Article 18 of the Convention and Regulation 3 of the Financial Regulation, the Commission will, taking into account the recommendations of the Scientific Committee, the Technical and Compliance Committee, the Northern Committee and the Finance and Administration Committee and any other matters with implications for the 2009 work programme, decide on a work programme and budget for 2008 and an indicative budget for 2010 and 2011. Accordingly the Committee will be asked to consider a draft budget for 2009 and indicative budgets for 2010 and 2011 and to make recommendations to WCPFC5.

AGENDA ITEM 8. OTHER MATTERS

8.1 Contribution formula

FAC2 may be invited to consider any requests from CCMs relating to any proposed revisions to the formula applied to annual assessed contributions.

AGENDA ITEM 9. ADOPTION OF REPORT

AGENDA ITEM 10. CLOSE OF MEETING