



**FOURTH REGULAR SESSION
FINANCE AND ADMINISTRATION COMMITTEE
Tumon, Guam, USA
02-07 December 2007**

**TERMS OF REFERENCE FOR THE STANDING FINANCE AND
ADMINISTRATION COMMITTEE**

**WCPFC4-FAC1-2007/01
16 October 2007**

Introduction

1. A draft terms of reference for the Finance and Administration Committee established by WCPFC3 was circulated to Members, Cooperating Non-Members and Participating Territories (CCMs) in Circular 2007/16 of July 10, 2007 with a request for advice and suggestions by 31 August 2007. One set of comments was received and circulated as requested to all other CCMs.

Terms of reference text

2. Copies of the set of comments are attached. Attachment 1 shows the comments in their original form and Attachment 2 is the comments with the tracked changes accepted into the text.

Recommendation

3. The Committee is invited to agree that the wording of Attachment 2 be recommended to the Commission as the Committee's terms of reference.

The Western and Central Pacific Fisheries Commission

THE STANDING COMMITTEE FOR FINANCE AND ADMINISTRATION

DRAFT TERMS OF REFERENCE

Comments by Japan

1. The Western and Central Pacific Fisheries Commission (WCPFC) established the standing Finance and Administration Committee (FAC) as a subsidiary body pursuant to Article 11 paragraph 6 of the Convention on the Conservation and management of highly Migratory Fish Stocks in the Western and central Pacific Ocean at WCPFC3, Apia, Samoa. The purpose of the FAC is to provide advice and recommendations to the Commission.

2. Membership of the FAC shall be open to each member of the Commission and Participating territories. ~~A quorum for the FAC shall be 10 committee members.~~

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3. The ~~FAC SCFA~~ shall elect from among its members a Chairperson and Vice-Chairperson who shall serve for a term of two years and shall be eligible for re-election for one additional term.

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4. The ~~FAC SCFA~~ shall meet in the day or days prior to the commencement of the Annual Regular Session of the Commission. If necessary, sessions of FAC may be continued or convened during a regular session of the Commission or intersessionally. The meeting is not open to observers unless decided otherwise. ~~The meeting should be held immediately prior to the commencement of General Business.~~ CCMs that wish to participate in the FAC should advise the Executive Director of their nominated representative two days before the meeting ~~30 days prior to the Annual Session dates.~~

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5. The SCFA shall make every effort to adopt a summary report of each of its meetings by consensus for transmission to the Commission. If the effort to achieve consensus has failed, the report shall indicate the majority and minority views and may include the differing views of the representative of the Members.

6. The Commission may consider developing its rules, taking into consideration the rules of procedure of other subsidiary bodies of the Commission.

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The Western and Central Pacific Fisheries Commission

THE STANDING COMMITTEE FOR FINANCE AND ADMINISTRATION

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