



**FINANCE AND ADMINISTRATION COMMITTEE**  
**Seventeenth Session**  
Rarotonga, Cook Islands (Hybrid)  
December 3-8, 2023

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**PROVISIONAL ANNOTATED AGENDA**

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**WCPFC20-2023-FAC17-02**

**25 October 2023**

**AGENDA ITEM 1.                      OPENING OF MEETING**

The Co-Chairs will call the meeting to order at 9:00 am on Sunday, 3 December and welcome all delegates to the Seventeenth Session of the Finance and Administration Committee (FAC17).

**1.1      Adoption of Agenda**

The Co-Chairs will introduce the Provisional Agenda WCPFC20-2023-FAC17-01 for consideration and adoption.

**1.2      Meeting Arrangements**

The Secretariat will advise on meeting and logistical arrangements, including the indicative schedule.

**AGENDA ITEM 2.                      AUDITOR REPORT FOR 2022 AND GENERAL ACCOUNT  
FINANCIAL STATEMENTS FOR 2022**

The Committee will, in accordance with Financial Regulation 13.1, consider the audited annual financial statements for 2022 and the related audit reports and make a recommendation to the Commission.

**AGENDA ITEM 3.                      STATUS OF THE COMMISSION'S FUNDS**

**3.1      Report on General Account Fund for 2023 - Contributions and Other  
Income.**

The Secretariat, as required by Financial Regulation 5.7, will present a report on the General Account Fund providing details of the 2023 activities including the collection of annual assessed contributions, voluntary contributions received, any investment income, other miscellaneous incomes 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 Commission's Funds other than the General Account Fund. For 2023 the funds include:

- the Special Requirements Fund;
- the Japan Trust Fund;

- the Chinese Taipei Trust Fund;
- the CNM Contributions Fund;
- the Voluntary Contributions Fund;
- the West Pacific East Asia Project Fund; and
- the Working Capital Fund.

#### **AGENDA ITEM 4. HEADQUARTERS ISSUES**

##### **4.1 Headquarters Matters**

The Secretariat will present a report on the operations and functioning of the Commission's headquarters facilities, arrangements for meetings, travel, security, and staff housing.

##### **4.2 Report from the Informal IWG - Tri-Annual Salary Market Review and Professional Staff Remuneration**

The Co-Chairs will table for the Committee's consideration the report and subsequent recommendations from the Report from the Informal IWG - Tri-Annual Salary Market Review and Professional Staff Remuneration.

##### **4.3 Restructure of Secretariat Resources**

The Secretariat will table for the Committee's consideration a paper outlining the Secretariat's plans to realign its resources to better serve the Commission needs.

#### **AGENDA ITEM 5. WORK PROGRAMME AND BUDGET FOR 2024 AND INDICATIVE WORK PROGRAMME AND BUDGET FOR 2025 AND 2026**

The Committee will consider a proposed draft budget for 2024 together with the indicative budgets for 2025 and 2026 and make recommendations to WCPFC20, in accordance with Article 18 of the WCPF Convention and Financial Regulation 3. The budget proposal will take into account Commission decisions on the recommendations of the Scientific Committee, the Technical and Compliance Committee, the Northern Committee and the Finance and Administration Committee as well as any other matters FAC16 considers to have budgetary and resource implications.

#### **AGENDA ITEM 6. ELECTION OF CO-CHAIRS**

The Committee will consider a recommendation to the Commission to reappoint or fill the position of co-chairs for the FAC.

#### **AGENDA ITEM 7. OTHER MATTERS**

The Committee will consider any other matter that a member may raise.

#### **AGENDA ITEM 8. ADOPTION OF REPORT**

The Committee is required to adopt its report for presentation to WCPFC20.

#### **AGENDA ITEM 9. CLOSE OF MEETING**

The Co-Chairs will close the meeting.