



## **FIFTH REGULAR SESSION**

Busan, Republic of Korea

8 -12 December 2008

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### **SUMMARY REPORT AND RECOMMENDATIONS OF THE SECOND SESSION OF THE FINANCE AND ADMINISTRATION COMMITTEE (FAC2)**

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**WCPFC5-2008/22**

**12 December 2008**

#### **Introduction**

1. The Finance and Administration Committee (FAC) was convened by Chairman Mr Tapusalaia Terry Toomata of Samoa on 07 December and met again on 10, 11 and 12 December. Representatives of Australia, Canada, China, Cook Islands, Chinese Taipei, European Commission, Federated States of Micronesia, Fiji, France, French Polynesia, Japan, Kiribati, Korea, New Zealand, Palau, Papua New Guinea, Philippines, Samoa, United States of America and Vanuatu attended the meetings together with Cooperating Non-Member Belize and observers from the Pacific Islands Forum Fisheries Agency and the Secretariat of the South Pacific Community. Meeting support was provided by the Commission Secretariat. A participants list is at Appendix A. The Committee agreed by consensus to present to the Commission the decisions and recommendations set out below.

#### **Agenda item 1. Adoption of agenda.**

2. The Agenda attached as Annex I was adopted.

#### **Agenda item 2. Auditor's report for 2007 and General Account Financial Statements for 2007.**

3. The Committee recommends the Commission accept the audited financial statements for 2007 as set out in paper WCPFC5-2008-FAC2/04.

#### **Agenda item 3. Status of the Commission's Funds.**

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

4. The Committee accepted the report in WCPFC5-2008-FAC2/05, noted that the status of member contributions was that USD101,895 remained outstanding for 2008 assessed contributions from three Members and recommends that all Members pay their contributions on time and in full.

##### **3.2 Report on the Status of Other Funds for 2008.**

5. The Committee noted the status of the Commission's Funds as set out in WCPFC5-2008-FAC2/06 as well as the approval process for Japan Trust Fund Projects.

#### **Agenda item 4. Draft Strategic Plan for the Commission**

6. Following consideration of the paper WCPFC-2008-FAC2/16 “Development of a strategic plan” which is attached as Appendix B, the Committee noted that as a fundamental principle the Plan should state the Commission’s priorities and it recommends that the structure set out in that paper is adopted as the appropriate format for the Strategic Plan together with the following time line:

- The WCPFC Secretariat will circulate the revised structure for the draft strategic plan to CCMs by **1 March 2009**.
- CCMs provide input and comments on the revised structure for the draft strategic plan to the WCPFC Secretariat by **1 May 2009** and these will be circulated to all CCMs.
- The WCPFC Secretariat will support the redraft of the strategic plan by a CCM to incorporate these comments and recirculate to CCMs by **1 July 2009**.
- If required, final comments on this version will be due from CCMs to the WCPFC Secretariat by **1 September 2009**.
- If required, the WCPFC Secretariat will further revise the draft strategic plan and circulate it by 1 November for consideration by the FAC3 with a view to recommending a final draft to the Commission for consideration at the WCPFC6 in **December 2009**.

7. Canada volunteered to coordinate the redraft of the Strategic Plan in collaboration with the USA, Australia and New Zealand.

#### **Agenda item 5. Business Plan for the Secretariat.**

8. The Committee accepted the revised Business Plan for the Secretariat and provided a number of suggestions for improvement that will be incorporated into the Plan.

#### **Agenda item 6. Headquarters Issues, Staff Establishment and Conditions of Service.**

##### **6.1 Headquarters matters**

9. The Committee noted the report on the status of the headquarters property, that occupancy was achieved in May 2008, and that Papua New Guinea had made a substantial gift of furniture, artworks and drapes that has greatly improved the building’s utility and aesthetics. In addition the Republic of Marshall Islands has recently provided a range of artefacts to the building.

##### **6.2 Council of Regional Organisations in the Pacific (CROP) – harmonised staff conditions.**

10. The Committee noted the decisions made by CROP heads to propose salary increases of between 9.5% and 15.5% that would normally also apply to Commission salaries but recommends consideration of these decisions be deferred in light of the global financial crisis and the triennial review of conditions by CROP in 2009. The Committee also recommends that the Secretariat be given a mandate to engage in the next triennial review and to approach CROP accordingly.

11. In order to reflect decisions made at WCPFC4 the Committee recommends the Commission's Staff Regulations be revised by adopting the wording for the revisions set out in WCPFC5-2008-FAC2/10.

### **6.3 Staff establishment**

12. The Committee recommends:

- the establishment of a second VMS Operator position at support staff level;
- the establishment of a Data Quality Officer post at support staff level;
- the establishment of a position of Director Technical Operations at Professional Grade M; and
- the recruitment schedule in WCPFC5-2008-FAC2/11, noting that the staffing of the Director Technical Operations position is not anticipated to occur before 2011 and that recruitment is subject to funding approval by the Commission on advice from the Committee.

### **6.4 Executive Director's contract term**

13. The Committee noting that the employment contract of the current Executive Director expires on 11 September 2009 and acknowledging the positive comments on his performance recommends that the current Executive Director be offered a further four year contract from 12 September 2009.

14. The Committee considers it desirable that the appointment of an Executive Director is synchronised with the timing of the Commission Annual Sessions and for employment contract periods to overlap with the appointment of the Commission Chair, where possible, to help ensure support for Annual Sessions, continuity of institutional knowledge and to facilitate the Commission's appointment process. The Committee recommends that a process and set of procedures for the selection of an Executive Director should be developed by the Secretariat for consideration by the Commission next year.

### **6.5 Staff accommodation**

15. The Committee noted the ongoing difficulties in securing suitable accommodation in Pohnpei and the Secretariat's efforts to manage the situation on a case by case basis.

### **Agenda item 7. Proposed budget for the Commission's Work Programme for 2009 and indicative budgets for 2010 and 2011.**

16. Following discussion the Committee agreed that:

- the provision for Meeting Services should be varied from that shown in the proposed budget in light of advice that in 2009 the Science Committee Meeting is scheduled to be held in Federated States of Micronesia and the Annual Session is to be held in French Polynesia; and
- the provision for Vessel Monitoring System (VMS) operating costs should be based on 1,200 vessels in 2009 and for the budget figure to be revised accordingly.

17. In the event the revised amount for VMS operating costs is insufficient the Committee recommends that the Executive Director is authorised to access the Working Capital Fund in 2009 to finance any shortfall.

18. Noting the work required in regard to compliance matters the Committee also recommends the establishment of a compliance officer position for staffing in 2010.

19. The Committee therefore recommends that the Commission adopt the budget set out in Annexes II, III, and IV.

## **Agenda item 8. Other Matters**

### **8.1 Contribution formula**

20. The Committee received a request from France that the Commission's contributions formula be amended so that where a member belongs to both the Inter-American Tropical Tuna Commission and the Western and Central Pacific Fisheries Commission only 50% of catches in the overlap between the areas be included in the calculation of a member's contributions.

21. As the timing of the request precluded a detailed analysis of its financial impact and the request raises a matter of principle in regard to the treatment of catches in areas where Regional Fisheries Management Organisations overlap the Committee recommends consideration of the matter be deferred until it meets in December 2009.

### **8.2 Auditor Appointment**

22. The Committee recommends:

- the reappointment of Deloitte as external auditor for a further two years to undertake the audit of the 2009 and 2010 financial statements; and
- when that appointment ends a tender exercise to appoint an external auditor should be undertaken.

### **8.3 FAC Co-Chairs' appointment**

23. The Committee elected Mr Tapusalala Terry Toomata of Samoa and Mr Liu Xiaobing of China as Co-Chairs of the FAC for terms of two years (2009 and 2010).

### **Recommendation**

24. The Committee invites the Commission to accept this report and to endorse its recommendations as set out above.



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**AGENDA**

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**AGENDA ITEM 1. OPENING OF MEETING**

- 1.1 Adoption of agenda
- 1.2 Meeting arrangements

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

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

- 3.1 Report on General Account Fund for 2008- contributions and other income.
- 3.2 Report on the status of other funds.

**AGENDA ITEM 4. DRAFT STRATEGIC PLAN FOR THE COMMISSION**

**AGENDA ITEM 5. BUSINESS PLAN FOR THE SECRETARIAT**

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

- 6.1 Headquarters matters.
- 6.2 CROP harmonised staff conditions.
- 6.3 Staff Establishment.
- 6.4 Executive Director's contract term.
- 6.5 Staff accommodation.

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

**AGENDA ITEM 8. OTHER MATTERS**

- 8.1 Contributions formula.
- 8.2 External Auditor appointment.
- 8.3 FAC Chair and Co-Chair appointments.

**AGENDA ITEM 9. ADOPTION OF REPORT**

**AGENDA ITEM 10. CLOSE OF MEETING**

## ANNEX II

## Western and Central Pacific Fisheries Commission General Fund

### Summary of budgetary requirements for the period from 01 January to 31 December 2009 & indicative budgets for 2010 & 2011 (United States dollars)

	<i>Approved budget 2008</i>	<i>Estimated expenditure 2008</i>	<i>Indicative budget 2009</i>	<i>Proposed budget 2009</i>	<i>Indicative budget 2010</i>	<i>Indicative budget 2011</i>
<b>Part 1 - Administrative expenses of the Secretariat</b>						
<b>Section 1 (Item 1)</b>						
<b>Sub-Item 1.1</b>	<i>Staff Costs</i>					
Established Posts	1,407,664	1,320,664	1,776,850	1,617,565	2,248,856	2,276,340
General Temporary Assistance	2,000	2,000	2,000	2,000	2,000	2,000
Overtime	5,000	5,000	5,000	5,000	5,000	5,000
Chairman's Expenses				20,000	20,000	20,000
Consultants **	206,000	206,000	139,000	200,000	139,000	139,000
<b>Total, sub-item 1.1</b>	<b>1,620,664</b>	<b>1,533,664</b>	<b>1,922,850</b>	<b>1,844,565</b>	<b>2,414,856</b>	<b>2,442,340</b>
<b>Sub-item 1.2</b>	<i>Official travel</i>					
	140,000	169,000	140,000	186,000	186,000	186,000
<b>Sub-item 1.3</b>	<i>General operating expenses</i>					
Electricity, water, sanitation	60,000	77,000	60,000	117,300	117,300	117,300
Communications/Courier	30,000	30,000	30,000	30,000	30,000	30,000
Office Supplies & fuel	25,000	31,000	25,000	31,000	31,000	31,000
Publications and printing	31,200	25,000	31,200	27,000	27,000	27,000
Audit	7,000	7,000	7,000	9,000	9,000	9,000
Bank charges	5,200	5,200	5,200	5,200	5,200	5,200
Official hospitality	15,600	15,600	15,600	15,600	15,600	15,600
Miscellaneous services	13,000	10,000	13,000	10,000	10,000	10,000
Security	30,000	30,000	30,000	40,000	45,000	45,000
Training	5,000	6,000	5,000	6,000	7,000	7,000
<b>Total, sub-item 1.3</b>	<b>222,000</b>	<b>236,800</b>	<b>222,000</b>	<b>291,100</b>	<b>297,100</b>	<b>297,100</b>
<b>Sub-item 1.4</b>	<i>Capital Expenditure</i>					
Vehicles						30,000
Information technology	35,000	35,000	20,000	51,000	40,000	40,000
Fencing	50,000	50,930	50,000	50,000	15,000	15,000
Furniture and equipment	25,000	25,000	25,000	25,000	30,000	55,000
<b>Total, sub-item 1.4</b>	<b>110,000</b>	<b>110,930</b>	<b>95,000</b>	<b>126,000</b>	<b>85,000</b>	<b>140,000</b>
<b>Sub-item 1.5</b>	<i>Maintenance</i>					
Vehicles	2,600	2,600	2,600	5,000	5,000	3,500
Information and Communication Technology	15,000	15,000	15,000	15,000	15,000	15,000
Buildings & grounds	40,000	88,200	40,000	94,000	75,000	75,000
Insurance	39,000	32,100	39,000	36,000	36,000	36,000
<b>Total, sub-item 1.5</b>	<b>96,600</b>	<b>137,900</b>	<b>96,600</b>	<b>150,000</b>	<b>131,000</b>	<b>129,500</b>
<b>Sub-item 1.6</b>	<i>Meeting services</i>					
Annual session	139,000	139,000	139,000	146,001	122,000	122,000
Scientific Committee	129,000	120,000	129,000	151,000	156,000	156,000
Northern Committee	10,000	10,000	10,000	10,000	10,000	10,000
Technical and Compliance Committee	130,000	130,000	130,000	127,000	127,000	127,000
IWG-ROP	60,000	40,000		60,000	60,000	
<b>Total, sub-item 1.6</b>	<b>468,000</b>	<b>439,000</b>	<b>408,000</b>	<b>494,000</b>	<b>475,000</b>	<b>415,000</b>
<b>TOTAL, Section 1/Item 1</b>	<b>2,657,264</b>	<b>2,627,294</b>	<b>2,884,450</b>	<b>3,091,665</b>	<b>3,588,957</b>	<b>3,609,941</b>

	<i>Approved budget 2008</i>	<i>Estimated expenditure 2008</i>	<i>Indicative budget 2009</i>	<i>Proposed budget 2009</i>	<i>Indicative budget 2010</i>	<i>Indicative budget 2011</i>
<b>ANNEX II (continued)</b>						
<b>Part 2 - Science &amp; Technical &amp; Compliance Programme</b>						
<b>Section 2 (Item 2)</b>						
<b>Sub-item 2.1</b>	<i>Scientific services (SPC)</i>					
	325,000	325,000	357,500	550,000	605,000	508,200
<b>Sub-item 2.2</b>	<i>Scientific research</i>					
Regional tagging	10,000	10,000	10,000	10,000	10,000	10,000
Training publications and education materials	7,500	7,500	7,500	7,500	7,500	7,500
Revised stock assessment on Sthn. Swordfish	7,500	7,500				
Refinement of BE tuna biological parameters	15,000	15,000	30,000	30,000	30,000	62,000
Stock structure and life history of S. Pacific Albacore	25,000	25,000	25,000	25,000	25,000	
FAD related tuna composition & distribution	5,000	5,000		2,000		
Scoping the use of reference points & MSE	10,000	10,000	10,000	10,000	10,000	10,000
Ecological risk analysis	100,000	100,000	100,000	now included in Scientific services figure		
Turtle/seabird interactions and fishery overlaps	30,000	30,000	30,000	now included in Scientific services figure		
Indonesia/Philippines data collection project	115,000	115,000	115,000	100,000	75,000	25,000
Data Gaps	15,000	15,000				
Select high priority projects*			60,500	60,500	66,550	230,505
<b>Total, sub-item 2.2</b>	<b>340,000</b>	<b>340,000</b>	<b>388,000</b>	<b>245,000</b>	<b>224,050</b>	<b>345,005</b>
<b>Sub-item 2.3</b>	<i>Technical &amp; Compliance work programme</i>					
High Seas Boarding			30,000			
Regional Observer Programme - post audit remediation				10,000	10,000	15,000
Regional Observer Programme - observers for special circumstances				30,000	30,000	30,000
Regional Observer Programme - data entry support (SPC)				40,000	40,000	44,000
WCPFC Record of fishing vessels				5,000	5,500	6,000
Implementation issues - by-catch mitigation	15,000	0	0	7,500	7,500	7,500
Vessel Monitoring System - capital costs				93,290	35,000	35,000
Vessel Monitoring System - operating costs	157,000	0	301,000	382,700	400,200	556,800
Vessel Monitoring System - annual security audit					25,000	25,000
Information Management System				60,000	65,000	
<b>Total, item 2.3</b>	<b>172,000</b>	<b>0</b>	<b>331,000</b>	<b>628,490</b>	<b>618,200</b>	<b>719,300</b>
<b>TOTAL, Section 2/Item 2</b>	<b>837,000</b>	<b>665,000</b>	<b>1,076,500</b>	<b>1,423,490</b>	<b>1,447,250</b>	<b>1,572,505</b>
<b>Total, Parts 1 &amp; 2</b>	<b>3,494,264</b>	<b>3,292,294</b>	<b>3,960,950</b>	<b>4,515,155</b>	<b>5,036,207</b>	<b>5,182,446</b>

\* The Science Committee has nominated 10 "high priority projects" and proposes to allocate the amounts shown to one or more as a result of an advertising and assessment process. The projects, in no order of priority, are:

- Determination of appropriate sample sizes for length frequency sampling strategies;
- Identification & description of operational characteristics of the major WCPO fleets & important technical parameters for data collection;
- Improvement of existing models for standardisation of effort & the construction of indices of stock abundance;
- Age and growth of the target tuna species;
- Analysis of FAD impacts on trophic dynamics;
- Seabird & turtle education & extension of fishers;
- Education & dissemination of information relating to turtle de-hooking devices;
- Shark research programme;
- Collection & evaluation of purse seine species composition data; and
- N. Pacific striped marlin mitigation methods.

** Consultancies proposed are :	Legal support services	55,000
	Legal consultant to address para. 3 J of CMM-2007-03	20,000
	ICT support and services	32,000
	Independent science review (balance of contract)	29,000
	Unallocated: ED's discretion - unforeseen activities	29,000
	Rapporteur services & support	35,000
		<u>200,000</u>

ANNEX III

**Western & Central Pacific Fisheries Commission**

**General Account Fund**

**Proposed financing of the budgetary requirements for the financial period  
01 January to 31 December 2009**

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<b>Proposed budget expenditure total</b>		4,515,155
less		
<b>Estimated interest and other income</b>	30,000	
<b>Estimated excess Working Capital (above \$500,000)</b>	<u>256,000</u>	(286,000)
<b>Total assessed contributions</b>		<u><u>4,229,155</u></u>

(see detailed schedule at Annex III)

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**Proposed financing of the budgetary requirements for the financial period  
01 January to 31 December 2010**

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<b>Proposed budget expenditure total</b>		5,036,207
less		
<b>Estimated interest and other income</b>	30,000	(30,000)
<b>Total assessed contributions</b>		<u><u>5,006,207</u></u>

(see detailed schedule at Annex III)

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**Proposed financing of the budgetary requirements for the financial period  
01 January to 31 December 2011**

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<b>Proposed budget expenditure total</b>		5,182,446
less		
<b>Estimated interest and other income</b>	30,000	(30,000)
<b>Total assessed contributions</b>		<u><u>5,152,446</u></u>

(see detailed schedule at Annex III)



## ANNEX IV

### Western and Central Pacific Fisheries Commission Indicative schedule of contributions based on proposed 2009 and indicative 2010 & 2011 budgets

Member	2009 Proposed					2010 indicative		2011 indicative	
	Base fee component: uniform share 10% of budget	National wealth component: 20% of budget	Catch component: 70% of budget	Total of components: 100% of budget	% of budget by member	Total of components: 100% of budget	% of budget by member	Total of components : 100% of budget	% of budget by member
Australia	16,917	54,017	11,062	81,996	1.94%	97,062	1.94%	99,897	1.94%
Canada	16,917	60,649	153	77,718	1.84%	91,998	1.84%	94,686	1.84%
China	16,917	30,857	133,578	181,352	4.29%	214,673	4.29%	220,944	4.29%
Cook Islands	16,917	3,997	2,989	23,903	0.57%	28,295	0.57%	29,122	0.57%
European Community	16,917	179,853	25,604	222,374	5.26%	263,232	5.26%	270,922	5.26%
Federated States of Micronesia	16,917	3,193	27,877	47,988	1.13%	56,805	1.13%	58,464	1.13%
Fiji	16,917	4,663	16,711	38,290	0.91%	45,326	0.91%	46,650	0.91%
France	16,917	73,287	7,176	97,379	2.30%	115,271	2.30%	118,638	2.30%
Japan	16,917	102,870	893,358	1,013,145	23.96%	1,199,297	23.96%	1,234,330	23.96%
Kiribati	16,917	1,693	14,316	32,925	0.78%	38,975	0.78%	40,113	0.78%
Korea	16,917	32,777	499,112	548,805	12.98%	649,641	12.98%	668,618	12.98%
Marshall Islands	16,917	4,018	91,335	112,270	2.65%	132,898	2.65%	136,780	2.65%
Nauru	16,917	979	0	17,895	0.42%	21,183	0.42%	21,802	0.42%
New Zealand	16,917	37,783	55,544	110,243	2.61%	130,499	2.61%	134,311	2.61%
Niue	16,917	2,155	26	19,098	0.45%	22,607	0.45%	23,267	0.45%
Palau	16,917	10,636	0	27,552	0.65%	32,615	0.65%	33,568	0.65%
Papua New Guinea	16,917	1,066	232,226	250,209	5.92%	296,182	5.92%	304,834	5.92%
Phillipines	16,917	3,237	110,591	130,745	3.09%	154,768	3.09%	159,289	3.09%
Samoa	16,917	3,034	2,148	22,099	0.52%	26,159	0.52%	26,924	0.52%
Solomon Islands	16,917	896	11,497	29,309	0.69%	34,695	0.69%	35,708	0.69%
Chinese Taipei	16,917	26,464	507,708	551,088	13.03%	652,344	13.03%	671,400	13.03%
Tonga	16,917	2,983	652	20,551	0.49%	24,328	0.49%	25,038	0.49%
Tuvalu	16,917	1,040	0	17,956	0.42%	21,256	0.42%	21,877	0.42%
United States of America	16,917	201,380	169,159	387,456	9.16%	458,645	9.16%	472,043	9.16%
Vanuatu	16,917	2,302	147,589	166,807	3.94%	197,456	3.94%	203,224	3.94%
Totals	422,916	845,831	2,960,409	4,229,155	100.00%	5,006,207	100.00%	5,152,446	100.00%



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

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**Development of a strategic plan**

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**Report of a small, informal working group established by FAC2 to consider the issue of a strategic plan for the commission**

**Introduction**

1 The FAC2 confirmed that the development of a strategic plan is desirable and needed to be progressed. It was agreed a strategic plan would be a useful document to inform future Commission decision-making and agenda setting, provide a context for difficult discussions regarding budgetary and policy priorities, provide a reference against which progress could be assessed, and ensure all CCMs have discussed and agreed the direction and priorities of the Commission. The FAC agreed that the document needed to be developed by the members and that its redrafting was not something that could be sensibly outsourced to a consultant. It was also agreed that no CCM had the capacity to lead the redrafting of the strategic plan intersessionally. Consequently, it was decided that, in the margins of the WCPFC5, an informal working group, led by Australia and assisted by the United States and New Zealand and other interested parties, would draft a simple document for initial consideration and discussion by the FAC2 during the course of WCPFC5 and propose a process and timeframes for finalizing the document prior to WCPFC6.

2 The informal working group has done some preliminary work. It suggests a new, simplified structure for the strategic plan for the commission, which draws on text in the existing draft and takes into account the comments previously made by Japan and FFA in regard to that document. Using the proposed structure, the plan could be shortened to around 6-7 pages.

**Proposed structure:**

- 1. Introduction (1-2 pages)
  - 1.1 Context
  - 1.2 Purpose

- 2. Strategic Objectives (3-4 pages)
  - Table 1 – Planned operational activities and performance measures
  - Table 2 – Associated program of work 2010-2012

- 3. Monitoring and Review

*Table 1 – Planned operational activities and performance measures*

Objectives	Operational activities	Measure (PI)
•	•	•
•	•	•
•		•
•	•	

*Table 2 – Associated program of work (2010-2012)*

2010	2011	2012
•	•	•
•	•	•
•	•	•
•	•	•

3 Subject to the views of the FAC on the proposed structure, the informal working group could prepare a preliminary draft of a revised strategic plan in this new format. It could also propose, in that draft, a preliminary list of the commission’s priorities from 2010 to 2012 for consideration by the FAC.

4 The draft strategic plan could be considered by the CCMs, and if appropriate, further discussed and developed and then put to the Commission for consideration at WCPFC6 in December 2009.



**Proposed timelines:**

5 The FAC2 agree that the following timeframes and process for finalizing the document are:

- The WCPFC Secretariat will circulate the revised draft strategic plan to CCMs by **1 March 2009**.
- CCMs provide input and comments on the revised draft strategic plan to the WCPFC Secretariat by **1 May 2009**.
- The WCPFC Secretariat redraft the strategic plan to incorporate these comments and recirculate to CCMs by **1 July 2009**.
- If required, final comments on this version will be due from CCMs to the WCPFC Secretariat by **1 September 2009**.
- If required, the WCPFC Secretariat will further revise the draft strategic plan and circulate it by 1 November for consideration by the FAC3 with a view to recommending a final draft to the Commission for consideration at the WCPFC6 in **December 2009**.

**Recommendations:**

6 The Committee is invited to comment on the proposed new structure of the draft strategic plan.

7 If the Committee is in support of the new structure, the Committee is invited to comment on whether it would like the draft strategic plan to be redrafted in the new format.

8 The Committee is also invited to comment on whether the redrafted strategic plan should include a preliminary list of the commission's priorities from 2010 to 2012 for consideration by the FAC.

9 The Committee is invited to agree to the proposed timeframes and process for finalizing the document for consideration by the Commission in December 2009. If the Committee does not support the proposed structure or the proposed process and timeframes, the Committee is invited to propose another process by which a revised strategic plan will be ready for consideration by the Commission in December 2009.