



**TENTH REGULAR SESSION  
FINANCE AND ADMINISTRATION COMMITTEE  
Seventh Session  
Cairns, Australia  
30 November - 06 December 2013**

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**HEADQUARTERS MATTERS**

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**WCPFC10-2013-FAC7-08  
15 November 2013**

**Introduction**

1. This paper discusses a number of issues related to Secretariat's operations in Pohnpei including headquarters property, security, telecommunications, travel and utility services.

**Current Issues**

Telecommunications/Internet

2. Telecommunications and Internet have been stable over the last year. The Secretariat increased its bandwidth to accommodate the VMS back at Headquarters. The Secretariat maintains a satellite communications link has been retained as a redundancy measure.

Utility Services

3. Since the last Commission meeting (WCPFC9) in December, the frequency and duration of blackouts has increased. Many areas of town now experience 4 to 5 hours without electricity 5 to 6 days a week. The Secretariat is looking at backup generators for Commission houses.

Electric System in Headquarters building

4. There are concerns regarding the electric system in the Headquarters building. The Secretariat worked with an electrical engineer to evaluate the system. It is recommended that the power distribution panels and electrical breakers be replaced. The full report is in WCPFC10-2013-FAC7-12.

Travel

5. Travel to Pohnpei continues to be difficult. Multiple flights have been cancelled or severely delayed this year. This has required the Secretariat to send staff on earlier flights to important meetings to ensure they will make it out of Pohnpei in time.

Security

6. The office has implemented 24 hour security through directly hiring guards. There has been one instance of a minor theft on the grounds at the Commissions headquarters since the last annual meeting. The number of security incidents at professional staff residences has decreased. Since the last meeting, there have been one attempted break-in and two successful burglaries.

#### Meeting Travel

7. Under Financial Regulation 3.5, “[t]he draft budget shall include an item specifying the costs required to finance the travel and subsistence for one representative from each developing State Party to the Convention and, where appropriate, territories and possessions, to each meeting of the Commission and to meetings of relevant subsidiary bodies of the Commission.” Delays in receiving nominations on time for meetings continues to be a problem. Besides the direct cost of late ticket purchases, additional per diem are required in some cases when participants had to arrive earlier or stay later as a result of limited flight availability due to making last minute flight arrangements.

#### Directors House

8. In January, the Executive Directors’ house was completed. The current Executive Director has now occupied the house.

#### Recommendation

9. The Committee is invited to:
- i. Note and discuss the report.