



SEVENTH REGULAR SESSION

Honolulu, Hawaii, USA

05 -10 December 2010

SUMMARY REPORT AND RECOMMENDATIONS OF THE FOURTH SESSION OF THE FINANCE AND ADMINISTRATION COMMITTEE (FAC4)

WCPFC7- 2010/32 Rev 1

10 December 2010

Introduction

1. The Finance and Administration Committee (FAC) was convened by co-Chairman Ambassador Terry Toomata of Samoa on 05 December and met again on 08, 09 and 10 December. Representatives of Australia, Canada, China, Cook Islands, European Union, Federated States of Micronesia, Fiji, France, French Polynesia, Japan, Kiribati, Korea, Nauru, New Caledonia, New Zealand, Niue, Marshall Islands, Philippines, Samoa, Solomon Islands, Chinese Taipei, Tonga and United States of America attended the meetings together with 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 at Attachment 1 was adopted.

Agenda item 2. Auditor's report for 2009 and General Account Financial Statements for 2009.

3. The Committee recommends the Commission accept the audited financial statements for 2009 as set out in paper WCPFC7-2010-FAC4/04.

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

3.1 Report on General Account Fund for 2010 – contributions and other income.

4. The Committee accepted the report in WCPFC7-2010-FAC4/05, noting that the status of member contributions was that:

- USD52,246 remained outstanding for 2009 from two members; and
- USD106,677 remained outstanding for 2010 from six members.

5. The Committee noted the deteriorating pattern of contribution payments and the negative impact that late payment has on the Commission's operations and financial position. It recommends to the Commission that it encourage all Members to pay their contributions on time and in full.

3.2 Report on the Status of Other Funds for 2010.

6. The Committee noted the status of the Commission's Funds as set out in WCPFC7-2010-FAC4/06 and the more recent changes which included a USD40,000 contribution by Chinese Taipei to the Special Requirements Fund.

Agenda item 4. Draft Strategic Plan for the Commission

7. The Draft Strategic Plan presented to WCPFC6 was again considered by the Committee. Additional comments from Members were compiled by Canada and included into a revised draft that is shown at Attachment 2. The Committee recommends it be adopted by the Commission as a living document that will incorporate the ongoing work of the Commission's subsidiary bodies and Annual Sessions. In order to help link the Draft Strategic Plan to the Commission's work programme the Committee intends to develop a template cover sheet to be used when new initiatives are considered by subsidiary bodies and the Annual Sessions in order that priorities and cost implications are explicitly taken into account. This template will be distributed for comment as soon as practicable.

Agenda item 5. Business Plan for the Secretariat.

8. The Committee noted the Secretariat's Business Plan implementation report in WCPFC7-2010-FAC4/08. As the current plan expires at the end of 2010 a new business plan will be drafted by the Secretariat for consideration by the FAC at WCPFC8.

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

6.1 Headquarters matters

9. The Committee noted the report in WCPFC7-2010-FAC4/09 and agreed that the Secretariat should undertake a feasibility study in regard to the provision of a suitable residence dedicated for the occupants, over the long term, of the position of Executive Director. The results of the study are to be presented to the FAC at WCPFC8.

6.2 Council of Regional Organisations in the Pacific (CROP) – harmonised staff conditions and 2010 salary surveys.

10. The Committee accepted the results of the 2010 salary market survey report (WCPFC7-2010-FAC4/10), noted that there had been no movement in salary levels for several years and recommends that the Commission adopt modest salary increases from 01 January 2011 as follows:

3% for Grade I;

4% for Grade J;

10% for Grade K; and

15% for Grades L and M.

11. The Committee also noted, in respect of support staff, the statutory increase of 1% in employer social security contributions introduced by the Government of the Federated States of Micronesia and accordingly recommends the Commission

increase its employer contribution figure by 1% and reflect that increase in its Staff Regulations.

12. Provision has been made in the proposed budget for these changes.

6.3 Staff establishment and recruitment

13. Following discussion about the appropriate classification level and terms of reference for a new position of Assistant Manager – Science Programme the Committee recommends the establishment of a new Grade J position with the terms of reference at Attachment 3.

Agenda item 7. Proposed Budget for the Commission’s Work Programme for 2011 and indicative budgets for 2012 and 2013.

14. Following extensive discussion the Committee agreed to reduce the draft proposed 2011 budget by removing provisions for: VMS Training (USD110,000); the contingent amount for Argos VMS communication costs (USD153,044); WCPFC boarding and inspection flags (USD25,200) together with the reclassification of the new Science Programme position (USD20,000) and the deferment of the ERA analysis of seabird interactions (USD10,000). The Committee also agreed that if a stock assessment of yellow fin tuna does not proceed in 2011 then the budget for Scientific Services will be reduced by USD70,000. Similarly if the new Chairman is not from a developing country or territory then the USD20,000 for Chairman’s expenses is to be removed from the budget figures. As a result the Committee recommends that the Commission adopt the revised budget set out in Annexes I, II, and III.

Agenda item 8. Other Matters

8.1 Election of co-Chairs for the Finance and Administration Committee

15. The Committee recognised the excellent work of retiring co-Chairman Ambassador Terry Toomata and thanked him for his efforts over the four years the Finance and Administration Committee has been in existence and for his earlier work as Chair of the Ad-hoc Committee on Finance and Administration. Following a nomination by Australia which was seconded by New Zealand the Committee elected Mr Charleston Debye of Nauru for a two year term (2011 and 2012) to replace Ambassador Toomata and re-elected Mr Liu Xiaobing of China for a further two year term (2011 and 2012).

8.2 Cooperating Non-Members’ Contributions: Indicative Figures

16. The Committee considered the matter of contributions from Cooperating Non-Members (CNMs) and the establishment of a framework to indicate to CNMs an appropriate minimum annual contribution amount consistent with the provisions of CMM 2009/11. It reviewed the indicative figures in WCPFC7-2010-FAC/14 and established a small working group to consider formula options. As a result the Committee recommends that all CNMs pay an annual contribution that is 50% of the amount that would be payable if the CNM was a member. The Committee considered this formulation balanced CNMs obligations with their status and should contribute over USD200,000 a year to Commission funds. This contribution formula is to be reviewed by the FAC in 2011.

17. In addition it is recommended that the Executive Director should inform CNMs and Members of the level of their recommended and assessed contributions as soon as practicable after each Annual Session and the amounts should be payable within 60 days of receipt of that notification. The Committee further recommends that contributions received from CNMs are used to reduce the assessed contributions of Members in the year following receipt.

Recommendation

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

ANNEX I

Western and Central Pacific Fisheries Commission
General Fund

Summary of budgetary requirements for the period from 01 January to 31 December 2011
& indicative budgets for 2012 & 2013 (United States dollars)

| | <i>Approved budget 2010</i> | <i>Estimated expenditure 2010</i> | <i>Indicative budget 2011</i> | <i>Proposed budget 2011</i> | <i>Indicative budget 2012</i> | <i>Indicative budget 2013</i> |
|---|-------------------------------------|---|---------------------------------------|-------------------------------------|---------------------------------------|---------------------------------------|
| Part 1 - Administrative expenses of the Secretariat | | | | | | |
| Section 1 (Item 1) | | | | | | |
| Sub-Item 1.1 <i>Staff Costs</i> | | | | | | |
| Established Posts | 1,971,889 | 1,858,589 | 2,085,828 | 2,365,287 | 2,782,324 | 2,819,197 |
| General Temporary Assistance | 2,000 | 2,000 | 2,000 | 3,000 | 3,000 | 3,000 |
| Overtime | 5,000 | 7,000 | 5,000 | 7,000 | 7,000 | 7,000 |
| Executive Director interview expenses | 24,000 | 24,000 | | | | |
| Chairman's Expenses | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| Consultants ** see note #1 below | 84,000 | 84,000 | 127,000 | 249,000 | 127,000 | 127,000 |
| Total, sub-item 1.1 | 2,106,889 | 1,995,589 | 2,239,828 | 2,644,287 | 2,939,324 | 2,976,197 |
| Sub-item 1.2 <i>Official travel</i> | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 |
| Sub-item 1.3 <i>General operating expenses</i> | | | | | | |
| Electricity, water, sanitation | 117,300 | 130,000 | 117,300 | 130,000 | 136,000 | 140,000 |
| Communications/Courier | 53,000 | 64,000 | 30,000 | 68,000 | 71,400 | 74,970 |
| Office Supplies & fuel | 31,000 | 31,000 | 31,000 | 31,000 | 32,550 | 34,178 |
| Publications and printing | 27,000 | 27,000 | 27,000 | 27,000 | 27,000 | 27,000 |
| Audit | 9,000 | 7,000 | 9,000 | 9,000 | 9,000 | 9,000 |
| Bank charges | 7,200 | 8,000 | 7,200 | 8,000 | 8,200 | 8,400 |
| Official hospitality | 10,000 | 10,000 | 15,600 | 11,000 | 11,500 | 12,000 |
| Miscellaneous services | 10,000 | 10,000 | 10,000 | 10,000 | 10,500 | 11,000 |
| Security | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 |
| Training | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 |
| Total, sub-item 1.3 | 316,500 | 339,000 | 299,100 | 346,000 | 358,150 | 368,548 |
| Sub-item 1.4 <i>Capital Expenditure</i> | | | | | | |
| Vehicles | | | 30,000 | | 30,000 | |
| Information technology | 50,200 | 65,000 | 50,200 | 50,200 | 50,200 | 50,200 |
| Fencing | 15,000 | 15,000 | 15,000 | 15,000 | | |
| Furniture and equipment | 30,000 | 45,000 | 55,000 | 55,000 | 55,000 | 55,000 |
| Total, sub-item 1.4 | 95,200 | 125,000 | 150,200 | 120,200 | 135,200 | 105,200 |
| Sub-item 1.5 <i>Maintenance</i> | | | | | | |
| Vehicles | 5,000 | 5,000 | 3,500 | 5,000 | 3,500 | 3,500 |
| Information and Communication Technology | 51,900 | 51,900 | 51,900 | 78,500 | 78,500 | 78,500 |
| Buildings & grounds | 100,000 | 150,000 | 173,600 | 142,000 | 142,000 | 142,000 |
| Insurance | 36,000 | 36,000 | 36,000 | 36,000 | 36,000 | 36,000 |
| Total, sub-item 1.5 | 192,900 | 242,900 | 265,000 | 261,500 | 260,000 | 260,000 |
| Sub-item 1.6 <i>Meeting services</i> | | | | | | |
| Annual session | 129,000 | 165,000 | 129,000 | 132,000 | 132,000 | 132,000 |
| Scientific Committee | 158,000 | 125,000 | 158,000 | 135,000 | 135,000 | 135,000 |
| Northern Committee | 10,000 | 11,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Technical and Compliance Committee | 130,000 | 135,000 | 130,000 | 135,000 | 135,000 | 135,000 |
| Management Objectives Workshop | 90,000 | 0 | | 90,000 | | |
| Total, sub-item 1.6 | 517,000 | 436,000 | 427,000 | 502,000 | 412,000 | 412,000 |
| TOTAL, Section 1/Item 1 | 3,428,489 | 3,338,489 | 3,581,128 | 4,073,987 | 4,304,674 | 4,321,945 |

| | <i>Approved budget 2010</i> | <i>Estimated expenditure 2010</i> | <i>Indicative budget 2011</i> | <i>Proposed budget 2011</i> | <i>Indicative budget 2012</i> | <i>Indicative budget 2013</i> |
|--|--|---|---------------------------------------|-------------------------------------|---------------------------------------|---------------------------------------|
| ANNEX I (continued) | | | | | | |
| Part 2 - Science & Technical & Compliance Programme | | | | | | |
| Section 2 (Item 2) | | | | | | |
| Sub-item 2.1 | <i>Scientific services (SPC)</i> | | 700,000 | 700,000 | 720,000 | 820,000 |
| Sub-item 2.2 | <i>Scientific research</i> | | | | | |
| Regional tagging | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Refinement of BE tuna biological parameters | 30,000 | 30,000 | 62,000 | 31,000 | 62,000 | 75,000 |
| Stock structure and life history of S. Pacific Albacore | 25,000 | 25,000 | 25,000 | | | |
| FAD related tuna composition & distribution | 2,000 | 2,000 | | | | |
| Scoping the use of reference points | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | |
| Western Pacific East Asia Oceanic Fisheries | | | | | | |
| Management Project Co-finance | 75,000 | 75,000 | | 25,000 | 25,000 | 25,000 |
| ERA analysis: areas of high seabird interactions | | | | | 10,000 | |
| BET assessment peer review | | | | | 35,000 | |
| Collation of South Pacific Striped Marlin data | | | | 30,000 | | |
| Technical support for Management Objectives Workshop | | | | 30,000 | | |
| High priority project(s) - to be allocated | 12,050 | 12,050 | 280,050 | 30,000 | 110,000 | 121,000 |
| Collection/evaluation: PS species data | 54,500 | 54,500 | | 90,000 | | |
| Total, sub-item 2.2 | 228,550 | 228,550 | 397,050 | 266,000 | 272,000 | 231,000 |
| Sub-item 2.3 | <i>Technical & Compliance work programme</i> | | | | | |
| Reg. Observer Programme - audit/remediation | | | 10,000 | 10,000 | 10,000 | 15,000 |
| Reg. Observer Programme - special projects and research activities | | | 30,000 | 30,000 | 30,000 | 30,000 |
| Reg. Observer Programme - Training, assistance & development | | | 20,000 | 20,000 | 30,000 | 30,000 |
| Reg. Obs. Prog. data entry support see note #2+ | 40,000 | 40,000 | 844,000 | 334,769 | 1,257,089 | 1,257,089 |
| By-catch mitigation - website | 7,500 | 7,500 | 7,500 | 36,075 | 10,000 | 10,000 |
| Vessel Monitoring System - capital costs | 35,000 | 35,000 | 35,000 | 40,000 | 40,000 | 40,000 |
| Vessel Monitoring System - operating costs | 659,060 | 659,060 | 721,080 | 853,252 | 999,080 | 1,096,660 |
| Vessel Monitoring System - security audit | 25,000 | 25,000 | 25,000 | 35,000 | 37,000 | 39,000 |
| VMS redundancy provision | 30,000 | 30,000 | 15,000 | 15,000 | 15,000 | 10,000 |
| Information Management System incl. RFV | 30,000 | 30,000 | 20,000 | 35,000 | 35,000 | 35,000 |
| Total, item 2.3 | 826,560 | 826,560 | 1,727,580 | 1,409,096 | 2,463,169 | 2,562,749 |
| TOTAL, Section 2/Item 2 | 1,755,110 | 1,755,110 | 2,844,630 | 2,495,096 | 3,527,169 | 3,664,949 |
| Total, Parts 1 & 2 | 5,183,599 | 5,093,599 | 6,425,758 | 6,569,083 | 7,831,843 | 7,986,894 |
| Working Capital | 230,000 | 230,000 | | | | |
| Total, Parts 1 & 2 and Working Capital | 5,413,599 | 5,323,599 | | 6,569,083 | 7,831,843 | 7,986,894 |

** Note #1: Consultancies proposed are :

| | |
|--------------------------------------|----------------|
| Legal support services | 64,000 |
| Cost recovery consultancy | 50,000 |
| Meetings' rapporteur | 35,000 |
| Performance review of the Commission | 100,000 |
| | <u>249,000</u> |

Note #2 The Regional Observer Programme data entry support indicative costs for 2012 and 2013 reflect the full costs of the related activities. 2011 costs reflect the deduction of voluntary contribution funding.

ANNEX II

Western & Central Pacific Fisheries Commission

General Account Fund

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

| | |
|---|------------------|
| Proposed budget expenditure total | 6,569,083 |
| less | |
| Estimated interest and other income | (36,000) |
| Fees and charges collected for non member carriers and bunkers | (125,000) |
| Total assessed contributions | <u>6,408,083</u> |

(see detailed schedule at Annex III)

**Proposed financing of the budgetary requirements for the financial period
01 January to 31 December 2012**

| | |
|---|------------------|
| Proposed budget expenditure total | 7,831,843 |
| less | |
| Estimated interest and other income | (10,000) |
| Fees and charges collected for non member carriers and bunkers | (125,000) |
| Total assessed contributions | <u>7,696,843</u> |

(see detailed schedule at Annex III)

**Proposed financing of the budgetary requirements for the financial period
01 January to 31 December 2013**

| | |
|---|------------------|
| Proposed budget expenditure total | 7,986,894 |
| less | |
| Estimated interest and other income | (10,000) |
| Fees and charges collected for non member carriers and bunkers | (125,000) |
| Total assessed contributions | <u>7,851,894</u> |

(see detailed schedule at Annex III)

ANNEX III

Western and Central Pacific Fisheries Commission Indicative schedule of contributions based on proposed 2011 and indicative 2012 & 2013 budgets

| Member | 2011 Proposed | | | | | 2012 indicative | | 2013 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 | 25,632 | 83,648 | 14,596 | 123,876 | 1.93% | 148,790 | 1.93% | 151,787 | 1.93% |
| Canada | 25,632 | 92,823 | 24 | 118,480 | 1.85% | 142,307 | 1.85% | 145,174 | 1.85% |
| China | 25,632 | 59,761 | 246,164 | 331,557 | 5.17% | 398,238 | 5.17% | 406,261 | 5.17% |
| Cook Islands | 25,632 | 21,813 | 3,200 | 50,646 | 0.79% | 60,831 | 0.79% | 62,057 | 0.79% |
| European Union | 25,632 | 292,426 | 82,263 | 400,321 | 6.25% | 480,832 | 6.25% | 490,518 | 6.25% |
| Federated States of Micronesia | 25,632 | 4,190 | 43,424 | 73,246 | 1.14% | 87,977 | 1.14% | 89,749 | 1.14% |
| Fiji | 25,632 | 7,002 | 21,126 | 53,760 | 0.84% | 64,572 | 0.84% | 65,873 | 0.84% |
| France | 25,632 | 97,786 | 10,100 | 133,518 | 2.08% | 160,371 | 2.08% | 163,601 | 2.08% |
| Japan | 25,632 | 136,189 | 1,177,484 | 1,339,305 | 20.90% | 1,608,659 | 20.90% | 1,641,065 | 20.90% |
| Kiribati | 25,632 | 3,016 | 25,746 | 54,394 | 0.85% | 65,333 | 0.85% | 66,650 | 0.85% |
| Korea | 25,632 | 50,348 | 767,530 | 843,510 | 13.16% | 1,013,153 | 13.16% | 1,033,562 | 13.16% |
| Marshall Islands | 25,632 | 5,601 | 113,560 | 144,793 | 2.26% | 173,913 | 2.26% | 177,417 | 2.26% |
| Nauru | 25,632 | 4,509 | 0 | 30,142 | 0.47% | 36,204 | 0.47% | 36,933 | 0.47% |
| New Zealand | 25,632 | 51,430 | 90,741 | 167,803 | 2.62% | 201,550 | 2.62% | 205,611 | 2.62% |
| Niue | 25,632 | 6,432 | 243 | 32,307 | 0.50% | 38,804 | 0.50% | 39,586 | 0.50% |
| Palau | 25,632 | 15,366 | 0 | 40,999 | 0.64% | 49,244 | 0.64% | 50,236 | 0.64% |
| Papua New Guinea | 25,632 | 1,904 | 287,803 | 315,339 | 4.92% | 378,758 | 4.92% | 386,388 | 4.92% |
| Phillipines | 25,632 | 5,407 | 189,442 | 220,482 | 3.44% | 264,824 | 3.44% | 270,159 | 3.44% |
| Samoa | 25,632 | 4,801 | 3,750 | 34,183 | 0.53% | 41,058 | 0.53% | 41,885 | 0.53% |
| Solomon Islands | 25,632 | 1,686 | 15,971 | 43,289 | 0.68% | 51,995 | 0.68% | 53,043 | 0.68% |
| Chinese Taipei | 25,632 | 36,905 | 696,779 | 759,317 | 11.85% | 912,026 | 11.85% | 930,399 | 11.85% |
| Tonga | 25,632 | 4,852 | 694 | 31,178 | 0.49% | 37,449 | 0.49% | 38,203 | 0.49% |
| Tuvalu | 25,632 | 3,800 | 3,131 | 32,564 | 0.51% | 39,113 | 0.51% | 39,901 | 0.51% |
| United States of America | 25,632 | 285,871 | 537,581 | 849,085 | 13.25% | 1,019,848 | 13.25% | 1,040,392 | 13.25% |
| Vanuatu | 25,632 | 4,051 | 154,307 | 183,990 | 2.87% | 220,993 | 2.87% | 225,445 | 2.87% |
| Totals | 640,808 | 1,281,617 | 4,485,658 | 6,408,083 | 100.00% | 7,696,843 | 100.00% | 7,851,894 | 100.00% |



**SEVENTH REGULAR SESSION
FINANCE AND ADMINISTRATION COMMITTEE
Fourth Session
Honolulu, Hawaii, USA
05-10 December 2010**

AGENDA

AGENDA ITEM 1. OPENING OF MEETING

- 1.1 Adoption of agenda**
- 1.2 Meeting arrangements**

AGENDA ITEM 2. AUDITORS REPORT FOR 2009 AND GENERAL ACCOUNT FINANCIAL STATEMENTS FOR 2009.

AGENDA ITEM 3. STATUS OF THE COMMISSION'S FUNDS

- 3.1 Report on General Account Fund for 2010 - contributions and other income.**
- 3.2 Report on the status of other funds for 2010.**

AGENDA ITEM 4. DRAFT STRATEGIC PLAN FOR THE COMMISSION

AGENDA ITEM 5. BUSINESS PLAN FOR THE SECRETARIAT – IMPLEMENTATION REPORT

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

- 6.1 Headquarters matters.**
- 6.2 Council of Regional Organisations in the Pacific (CROP) - harmonised staff conditions and 2010 salary surveys.**
- 6.3 Staff Establishment and Recruitment.**

AGENDA ITEM 7. WORK PROGRAMME AND BUDGET FOR 2011 AND INDICATIVE WORK PROGRAMME AND BUDGET FOR 2012 AND 2013.

AGENDA ITEM 8. OTHER MATTERS

- 8.1 Election of co-Chairs for the Finance and Administration Committee.**
- 8.2 Cooperating Non-Members' Contributions: Indicative Figures.**

AGENDA ITEM 9. ADOPTION OF REPORT

AGENDA ITEM 10. CLOSE OF MEETING

STRATEGIC PLAN 2011-2013

Prepared by the Chair of the Strategic Plan Small Working Group (Canada)

1. Introduction

1.1. Context

STRATEGIC VISION:

Effective management, long-term conservation and sustainable use of highly migratory fish stocks in the WCPO for present and future generations through the application of precautionary fisheries management, based on the best scientific information available, while minimizing adverse social and environmental impacts and giving full recognition to the special requirements of developing States Parties to the Convention, in particular of Small Island Developing States (SIDS) and territories.

The Commission for the Conservation and Management of Highly Migratory Fish Stocks in the Western and Central Pacific Ocean (the Commission) is the custodian of the world's largest tuna fishery. The harvest of tunas from the WCPO in **2009 was 2.468 million tonnes**. This harvest represents just over 81% of the Pacific Ocean tuna catch and 58% of the global tuna catch.

The principal fishing methods in this fishery are purse seine (77%), pole and line (7%), and longline (9%). The remainder of the harvest is taken by a variety of commercial and artisanal gears including troll and hand-line principally in eastern Indonesia and the Philippines.

The tuna catch is dominated by skipjack, accounting for approximately 73% of the harvest, yellowfin (18%), bigeye (5%) and albacore (5%). Non-target associated or dependent species taken in association with tuna fishing operations include billfish, turtles, sharks, rays and sea birds.

A substantial portion of the WCPO falls under the national jurisdiction of coastal States that exercise sovereignty over their Exclusive Economic Zones (EEZs). The majority of these coastal States in the WCPO are Small Island Developing States (SIDS) and Territories. Unique among tuna Regional Fisheries Management Organizations (RFMOs), approximately 80% of the catch of species under the purview of the Commission is taken within EEZs.

In addition to national and regional socio-economic importance within the WCPO, the region's tuna resource makes a major contribution to global food security. Since 2000

the tuna harvest from the WCPO has increased by approximately 50% with vessels based in developing coastal States in the region gradually accounting for a larger proportion of the catch.

The Commission's membership exhibits a range of cultural, social and economic diversity. It includes some of the world's largest industrialized economies and some of the least developed. Coastal States, some with developing fleets and fishing industries, as well as the traditional distant water fishing nations that have operated in the area for many years participate in the Commission on an equal footing. Although the Commission's small island State members are currently reliant on revenue from the licensing of foreign fleets they have aspirations to maximize long term sustainable returns from the harvest of tuna resources, including developing their own domestic fisheries in high seas waters of the WCPO.

1.2. Purpose

This Strategic Plan (the Plan) has been prepared to provide a structured guide that will help both the Commission and the Secretariat to identify how the actions will be taken, tasks accomplished and challenges met in an efficient and timely way so as to provide the best possible support to the Commission and its Members, Cooperating non-Members and Participating Territories (CCMs).

This first Plan has been prepared to guide the development of the Commission and the activities of the Secretariat through 2013. It describes the priority tasks and principle strategies for the effective and efficient implementation of the Convention. Without prejudice to future decisions of the Commission, it elaborates on the objectives and direction that are necessary to address these priorities, the benchmarks (performance indicators) against which an assessment of progress towards achieving objectives can be measured, and the relationships and partnerships that will assist in achieving the objectives for the successful implementation of the Plan.

2. Strategic Objectives

Table 1 – Planned operational activities and performance measures

| Objectives | Operational activities | Measure (PI) |
|--|--|--|
| <ul style="list-style-type: none"> Conservation and management measures that ensure long-term sustainability and promote optimum utilization of highly migratory fish stocks in the Convention Area | <ul style="list-style-type: none"> Adopt enforceable conservation and management measures that reflect the consideration and application of the advice of the Scientific Committee; Apply the precautionary approach in accordance with articles 5 (c) and 6 and relevant internationally agreed accepted standards, practices and procedures; Prevent or eliminate overfishing and excess fishing capacity, and to | <ul style="list-style-type: none"> Status of the stocks; Number of decisions that reflect or apply the advice of the Scientific Committee; Level of fishing, fishing effort/capacity as related to levels commensurate with the sustainable utilization of fisheries resources; Number of CMMs that meet their objectives for sustainable management of fish stocks; |

| | | |
|--|---|--|
| | <p>ensure that levels of fishing effort do not exceed those commensurate with the sustainable use of fishery resources;</p> <ul style="list-style-type: none"> • Obtain and evaluate economic and other fisheries-related data and information; • Take into account the special requirements of developing State Parties, in particular small island developing States, and of territories, including the interests of artisanal and subsistence fishers; • Without prejudice to the sovereign rights of coastal States, agree and implement criteria and procedures for the allocation of total allowable catch or total level of fishing effort in accordance with Article 10(3); • Ensure coverage of all stocks within the competence of the WCPFC; • Development and incorporation of stock specific reference points into management strategies. | <ul style="list-style-type: none"> • Management strategies are adopted and implemented; • Level of fishing access by developing State Parties, in particular small island developing States, and of territories, including artisanal and subsistence fishers; • Ensure socio-economic studies and analysis considered by the SC; • Number of decisions that reflect agreed to allocation criteria; • Record of Compliance; • Adopt reference points. |
| <ul style="list-style-type: none"> • Conservation and management measures that minimize impacts on non-target species in the Convention Area. | <ul style="list-style-type: none"> • Fully implement the ROP at levels that provide manageable levels of uncertainty on by-catch numbers and locations; • Collect complete and accurate data on non-target species; • Assess the impacts of fishing on non-target species; • Adopt and implement effective measures to reduce the incidental mortality of other species, particularly, sharks, turtles, birds and mammals; • Conduct stock assessments or ecological risk assessments for non-target species. | <ul style="list-style-type: none"> • Extent to which decisions on non-target species are taken consistent with the best available scientific advice and in accordance with the ecosystems-based approach, Precautionary Approach and Annex II of UNFSA; • Number and effectiveness of measures adopted by the Commission to reduce the incidental mortality of sharks, turtles, birds and mammals and other non-target and associated species; • Estimated proportion of fishing effort that uses selective fishing gears that minimize impacts on non-target species; • Record of Compliance. |
| <ul style="list-style-type: none"> • Collect and share, in a timely manner, complete and accurate data concerning fishing activities on, inter alia, vessel position, catch of target and non-target species and fishing effort, as well as information | <ul style="list-style-type: none"> • Adopt standards and decisions for collection, verification and for the timely exchange and reporting of data on fisheries for highly migratory fish stocks in the Convention Area; • Addressing identified data gaps. | <ul style="list-style-type: none"> • Extent to which data provision and reporting decisions are complied with by CCMs; • The number and scope of data gaps; • The extent to which data is protected, accessed and disseminated in accordance with Commission rules and |

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| <p>from national and international research programmes</p> | | <p>procedures.</p> |
| <ul style="list-style-type: none"> • Effective monitoring, control and surveillance conservation and management measures are adopted and implemented by the Commission and enforced by its members. | <ul style="list-style-type: none"> • Establish and implement appropriate cooperation mechanisms for effective MCS and enforcement; • Monitor the level of compliance with conservation and management measures adopted by the Commission and develop processes to address non-compliance, including through the use of positive and negative remedies. | <ul style="list-style-type: none"> • MCS tools are adequately funded and operational; • Level of non-compliance and trends in contraventions; • Extent of detected IUU fishing activities; • Level of implementation of MCS measures (i.e., number of CCMs conducting port inspections, HSB&Is, etc). |
| <ul style="list-style-type: none"> • Full recognition of the special requirements of developing State Parties to the Convention, in particular small island developing States, and of territories in relation to conservation and management of highly migratory fish stocks in the Convention Area and development of fisheries for such stocks • Enhancing the participation and role of developing State CCMs in the work of the WCPFC. | <ul style="list-style-type: none"> • The Conservation and Management Measures adopted by the Commission take into account the special requirements of developing State Parties, in particular small island developing States and of territories; • Establish mechanisms for cooperation with developing States and territories, which may include provision of financial assistance, assistance relating to human resources development, technical assistance, transfer of technology including through joint venture arrangements, and advisory and consultative services. These may be delivered on a bilateral basis with developing States and territories, or through WCPFC Special Requirements or other funds established for this purpose; • Adopt and implement a capacity development strategy, including a fisheries scholarship scheme, for nationals from developing States, particularly SIDS and territories; • Distribution of funds available in the Article 30 Fund in accordance with TORs for the full range of allowable activities. | <ul style="list-style-type: none"> • Special Requirements Fund, and other WCPFC funds established for this purpose, assessed for their contribution to capacity building for developing State members ; • SIDS representation among office bearers and Secretariat of the Commission; • The level of funding contributed to the Article 30 Fund or the Commission to assist developing CCMs; • Number of nationals from developing States, in particular from SIDS and territories, who have received scholarships and have completed degrees in the areas of fisheries science, fisheries management, fisheries MCS, fisheries development, and law. |
| <ul style="list-style-type: none"> • High quality and efficient administrative and technical support to the Commission Members and other stakeholders are provided by the Secretariat. | <ul style="list-style-type: none"> • Receive and transmit the Commission's official communications; • Compile and disseminate the data necessary to accomplish the objective of the Convention; • Prepare administrative and other reports for the Commission and subsidiary bodies; | <ul style="list-style-type: none"> • Level of satisfaction by CCMs with provision of support by Secretariat; • Ensure pay and remuneration are competitive with other regional organizations; • Ensure housing is of a standard acceptable to Secretariat staff. |

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| | <ul style="list-style-type: none"> • Administer arrangements for monitoring, control and surveillance and the provision of scientific advice; • Publish and promote the decisions of the Commission and its subsidiary bodies; • Provide treasury, personnel and administrative functions that are operational and efficient; • Deliver the agreed annual work program of the Commission within budget; • Manage the logistics of the annual meeting of the Commission and any meetings of the Commission's subsidiary bodies; • Retention of staff. | |
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Principle strategies (2011-2013)

- **Adopt conservation and management measures for bigeye and yellowfin tunas that will ensure long-term sustainability and promote optimum utilization.**
- **Ensuring that WCPFC conservation and management measures do not result in transferring, directly or indirectly, a disproportionate burden of conservation action onto SIDS and Territories.**
- **Ensure that Scientific Committee has appropriate capacity to provide Commission with best scientific advice available.**
- **Adopt measures to ensure that the Commission has the necessary monitoring, control and surveillance tools in place to ensure compliance with CMMs and address illegal fishing.**
- **Manage the impacts of highly migratory species fisheries on vulnerable bycatch species (e.g sharks) and non-fish bycatch (e.g. seabirds, turtles).**
- **Ensuring that measures adopted permit or promote the development of domestic fishing and related industries of developing States, in particular the least developed SIDS and Territories, year on year, of the total Western and Central Pacific fisheries-associated industry, while also ensuring that such measures do not undermine the conservation and management of HMS stocks.**

- **Provide the Secretariat with necessary capacity to support the work of the Commission, while recognizing the need for budgetary restraint.**

Table 2 – Associated program of work (2011-2013)

| 2011 | 2012 | 2013 |
|---|--|--|
| <ul style="list-style-type: none"> • Obtain and review full assessment for bigeye tuna • Workshop on management objectives (\$) • Complete Cost Recovery Consultancy and consider results • Improve procedures for budget approval • Improve procedures for authorizing vessels to fish in Convention Area • Port state measures (\$) • Consider additional measures for non-target species • Obtain and review full assessment for striped marlin • Pilot program of Compliance with conservation and management measures (CCMM) scheme • Obtain and review full assessment for north Albacore tuna • Conservation and management measures for bigeye and yellowfin tunas • Performance review (\$) • Consideration of Kobe III | <ul style="list-style-type: none"> • External peer review of bigeye tuna (\$) • Obtain and review shark assessments • CNM application process for carriers and/or bunkers • Cost recovery program • Catch documentation scheme (\$) • Port state measures (cont'd) (\$) • ROP fully implemented (\$) • Development of allocation mechanisms • Obtain and review full assessment for Pacific bluefin tuna (NC) • Adopt management measures for sharks • Action plan to respond to performance review (\$) • Expanded CCMM scheme with established and adopted remedies process. | <ul style="list-style-type: none"> • Adopt reference points for assessing the status of the main multispecies tuna fisheries • Development of allocation mechanisms. |

3. Monitoring and Review

Every other regular session of the subsidiary bodies of the Commission will review the elements of this Strategic Plan that relate to its functions. The outcomes of the review in each subsidiary body will be consolidated by the Secretariat in a concise summary report that identifies the achievements and challenges associated with the implementation of this Strategic Plan. The report will be presented to the next regular session of the Commission.

The report will identify those tasks and strategies described in the Strategic Plan that have been successfully completed, progress with implementation of those tasks that are on-going and those tasks scheduled for future implementation. The Commission will consider options for addressing constraints and challenges associated with implementation of this Strategic Plan.

A comprehensive review of this Strategic Plan will be undertaken by the Commission in the third year of its implementation. The review will assess the content of the Strategic Plan, and progress with its implementation, against international obligations and the provisions of the Convention. On the basis of the review the Commission will adopt a revised Strategic Plan to serve the subsequent 3 years.

[DRAFT] DUTY STATEMENT: ASSISTANT MANAGER - SCIENCE PROGRAMME (AMS)

Professional Grade: Level J

Organizational relationships: The Assistant Manager Science Programme (AMS) reports to the Science Manager. S/he may contact senior members of Member countries, other organizations, consultants and contractors or agencies within the capacity of the position as authorized by the Science Manager.

Key responsibilities: The Assistant Manager Science Programme (AMS) supports the Science Manager in respect of the implementation of the Science Programme.

Duties will include:

- Provision of support to the regular and ad-hoc meetings of the Science Committee, Northern Committee, Technical and Compliance Committee and Annual Session Meetings; in particular by:
 - o the drafting and preparation of selected meeting and briefing papers;
 - o compilation and dissemination of cleared meeting and briefing papers;
 - o planning, coordination and implementation of Science Committee meeting logistical arrangements; and
 - o assistance with the clearance of meeting records.
- Project management responsibility in regard to the day to day administration of Science Programme projects and consultancies including the preliminary assessment of performance against milestones as well as the day to day administration of Science Programme budget management issues including liaison within the Secretariat on finance and administration matters. Provide related reports to the Science Manager;
- In collaboration with the providers of scientific services and the Science Manager, help identify and oversee Science Programme data requirements and coordinate data related work of the Commission with other t-RFMOs and bodies such as the International Science Committee, as appropriate. Provide regular reports to the Science Manager on current data issues;
- Implement activities designed to:
 - o remedy identified data gaps; and
 - o maintain the Science Programme's data quality control processes;
- Respond to routine enquiries from Members and interested parties on matters concerning the Science Programme;
- Compile and disseminate summary data to Members as required;
- Obtain feedback from members in regard to the utility of Scientific advice provided through the Science Programme and analyse and report on responses;
- Maintain Science Programme electronic and hard copy records and publications in appropriate forms ; and
- Otherwise support the work of the Science Programme and the Science Manager.

Qualifications and Experience

- Master's degree in fisheries science or a related field and several years' relevant experience in fisheries science and administration;
- broad knowledge of marine science, fisheries biology, oceanography, socio-economics, international fisheries negotiation and the role of NGOs;
- appreciation for the nature of the Western and Central Pacific Commission, the role of the Secretariat and the aspirations of Commission members and cooperating non-members.
- detailed knowledge and experience in the monitoring and management of oceanic pelagic fisheries related projects, preferably with an emphasis on tuna; this includes strategic planning, budgeting and contract development.
- demonstrated ability in applicable computer science and in project management.
- communication skills in English of a high order, particularly in written and oral presentation of scientific advice to audiences at many levels;
- willingness to undertake travel in support of the Commission's work.



**SEVENTH REGULAR SESSION
FINANCE AND ADMINISTRATION COMMITTEE**

Fourth Session

Honolulu, Hawaii USA

05 - 10 December 2010

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