



**COMMISSION
TWELFTH REGULAR SESSION**

Legian, Bali, Indonesia

3 - 8 December 2015

**SUMMARY REPORT AND RECOMMENDATIONS OF THE NINTH SESSION OF
THE FINANCE AND ADMINISTRATION COMMITTEE (FAC9)**

**WCPFC12-2015-24
8 December 2015**

Introduction

1. The Finance and Administration Committee (FAC) was convened by Co-Chairs Joyce Samuelu Ah-Leong (Samoa) and Paul Callaghan (USA) for an initial session on 2 December 2015 and subsequent sessions on 5, 7 and 8 December 2015. Representatives of Australia, Canada, China, European Union, Federated States of Micronesia, Fiji, France, Japan, Kiribati, Korea, Marshal Islands, New Zealand, Palau, Papua New Guinea, Samoa, Solomon Islands, Chinese Taipei, Tokelau, Tonga, Tuvalu, United States of America and Vanuatu attended the meetings together with observers from the Pacific Islands Forum Fisheries Agency, the Secretariat of the Pacific Community, American Tunaboat Association, Conservation International, Greenpeace, Humane Society and International Seafood Sustainability Foundation. Meeting support was provided by the Commission Secretariat. The Committee agreed by consensus to present to the Commission the decisions and recommendations set out below.

AGENDA ITEM 1. OPENING OF MEETING

1.1 Adoption of agenda.

2. The agenda as set out in WCPFC12-2015-FAC9-01, WCPFC12-2015-FAC9-02 and WCPFC12-2015-FAC9-03 was adopted.

1.2 Meeting Arrangements

3. The meeting arrangements were noted.

4. WCPFC Executive Director (ED) Feleti Teo remarked that this meeting marks his first attendance at FAC, a subsidiary body whose work is central to the Commission's ability to function efficiently and effectively. Mr Teo highlighted two issues on the agenda for the FAC's consideration. First, he noted that the lack of cohesion between the Commission's work programme and budget and its strategic plan makes it difficult to explore options for a more sustainable basis for funding. Second, he would like the FAC to consider whether the Commission's budget should be changed to present voluntary (extra-budgetary) contributions, which are increasing over time and are currently presented in a separate annex, alongside the member-funded activities in a single, integrated format. Mr Teo noted these issues can be discussed under Agenda Items 3.4 and 7.

AGENDA ITEM 2. AUDITS

2.1 Auditor Report for 2014 and General Account Financial Statements for 2014

5. It was noted that the General Account Fund balance at the end of the year was 388,531 USD which was transferred to the Working Capital Fund in accordance with Financial Regulation 4.4.
6. **FAC9 recommends that the Commission accept the audited financial statements for 2014 as set out in paper WCPFC12-2015-FAC9-04.**

2.2 Appointment of an Auditor

7. The Secretariat noted that under Financial Regulation 12.1 an internationally recognized auditor should be appointed for a term of two years. Given that the existing auditor, Deloitte and Touche LLP, has performed well in the past and is the only auditor of international standing with an office in Pohnpei, FSM, FAC9 was asked to consider whether it should be reappointed.
8. Some CCMs considered that it would be good practice to investigate whether the market offers other options for auditors that would provide better value for money. It was noted that the search and appointment of a new auditor would have budget implications that should be reflected in the 2016 budget for FAC's consideration.
9. **FAC9 recommends a one-year appointment of Deloitte and Touche LLP as the Commission's auditor during which time the Secretariat will undertake a tender for an auditor to test the market and present the options to the FAC10.**

AGENDA ITEM 3. STATUS OF THE COMMISSION'S FUNDS

3.1 Report on General Account Fund for 2015 – Contributions and Other Income

10. The Secretariat noted that WCPFC12-2015-FAC9-05 states that as of 21 October 2015 the outstanding balance of members' contributions from 2015 was 530,014 USD. With the recent receipt an additional contribution the outstanding contribution from Members for 2015 has been reduced to approximately 481,000 USD. This situation is much improved when compared to the situation in 2014 as highlighted at FAC8.
11. With reference to the WCPFC Convention Article 18, para. 3 which imposes a restriction on participation for any member for whom the amount in arrears equals or exceeds the sum of the previous two years' assessed contributions, the Secretariat noted that this is not applicable to any members at this time.
12. **FAC9 accepted the report on the general account funds in WCPFC12-2015-FAC9-05.**

3.2 Report on the Status of Other Funds for 2015

13. Drawing the FAC's attention to WCPFC12-2015-FAC9-08, the Secretariat noted the following balances in the Special Requirements Fund and other funds established by the Executive Director as of 15 October 2015:
 - the Working Capital Fund (1,190,555 USD),
 - the Special Requirements Fund (2,554 USD);
 - the West Pacific East Asia Project Fund (2,202,021 USD);
 - US Funds for Supporting E-monitoring and E-reporting and ROP Fund (9,987 USD);
 - the Japanese Trust Fund (15,757 USD);
 - the Voluntary Contributions Fund (1,754,668 USD);
 - the CNM Contributions Fund (237,963 USD); and
 - the Global Environment Facility-Areas Beyond National Jurisdiction (GEF ABNJ) Project Fund (2,775,199 USD).
14. The Secretariat noted that it had attempted, unsuccessfully, during the course of the year to raise additional funds for the Special Requirements Fund.
15. **FAC9 noted the report on the status of other funds for 2015.**

3.3 Managing Voluntary Contributions

16. The Secretariat introduced WCPFC12-2015-FAC9-12 containing proposed criteria for when and how to accept voluntary contributions from members and other entities, noting that it is certainly not the intention of the Secretariat to discourage such contributions. The paper arises from the fact that there has been a substantial

increase in the number of these contributions in the past two years. Uncertainties regarding the timing of fund provision and project cost incursion, and whether the funding is adequate to cover all of the expected costs, have sometimes led to problems. This is particularly the case when the contributions are offered during the annual meeting and these commitments are used to offset the Commission's annual budget.

17. Some CCMs supported the intent of the paper in principle.
18. The EU noted potential difficulties in accepting the proposed criteria noting that in some cases disbursement by 1 May cannot be guaranteed if, for example, scopes of work require input from the Scientific Committee which does not meet until August.
19. RMI thanked those CCMs and NGOs which have contributed and asked if the contributions do not materialize whether the Commission's budget is used to compensate for the shortfall.
20. The Secretariat clarified that in most cases if the contributed funds do not arrive as promised the project to which they were allocated does not commence.
21. In response to a query about how contributions which do not meet the proposed criteria would be documented, the Secretariat clarified that the offers would be recorded but not included in the Commission's budget.
22. **FAC9 agreed to accept the criteria for managing voluntary contributions in WCPFC12-2015-FAC9-08 as general guidelines rather than firm rules.**

3.4 Review of Options for a Sustainable Commission Budget

23. The WCPFC Executive Director revisited the issue of assuring a sustainable Commission budget (see Agenda Item 1.2 and WCPFC12-2015-FAC9-13). He considered that a strategic plan which defines the core work of the Commission is a necessary precursor to identifying the required budget. Once a strategic plan has been formulated the next step would be to explore how to cover costs including such options as leveraging voluntary contributions, imposing project management fees (for example 12.5% fee on all voluntary contributions), exploring cost recovery options for Commission services, increasing returns from investments, and other approaches. The ED proposed that the Secretariat's work on this topic be paused until such time as longer-term strategic direction is in place.
24. Tokelau expressed concerns about the risks inherent in pursuing higher returns from investments.
25. Some CCMs considered that the imposition of project management fees would not be warranted when the Secretariat is simply passing the funds through to another organization, for example the Commission's Scientific Services Provider (SPC) which also charges a project management fee of 15% for work commissioned by the WCPFC.
26. Some CCMs recommended the Secretariat work with service providers to reduce management fees.

27. Some CCMs recommended that levying a participation fee on meeting observers be further explored as a means of recovering some of costs associated with holding meetings.
28. The EU and ISSF asked that the broader issues of observers' access to all Commission sessions and their contribution to the work of the Commission be considered alongside the issue of whether a participation fee should be levied.
29. RMI noted the linkage between these issues and their proposal that an annual contribution to the Special Requirements Fund in the amount of 10,000 USD be made mandatory for developed CCMs (WCPFC12-2015-DP-01). RMI asked that FAC lend its support to this proposal.
30. Some CCMs considered that a more extensive analysis of RMI's proposal would be needed before they could agree to support it.
31. Some CCMs supported RMI's proposal, referring to SIDS needs and the various ways in which the Commission is required to address them.
32. The FAC Co-Chair noted that RMI's proposal can be discussed in under Agenda Item 8 in the plenary agenda.
33. **FAC9 tasked the Secretariat to prepare a paper for FAC10 regarding options for charging a participation fee for observers to attend meetings of the Commission.**

3.5 Recommendation to Increase the limit on the Working Capital Fund

34. The Secretariat introduced WCPFC12-2015-FAC9-16 which contains a proposal to raise the target level of minimum funding in the Working Capital Fund (WCF). It was noted that the amount for the WCF was set at 500,000 USD when the Commission's budget was approximately 3M USD per annum. Now that the Commission's budget exceeds 7M USD per annum it is proposed to raise the amount in the WCF to 1M USD. Since there is currently 1.2 M USD in the WCF, raising the minimum target level to 1M USD would not have any implications for the current budget.
35. **FAC9 supports the proposal in WCPFC12-2015-FAC9-16 to raise the amount in the WCPFC's Working Capital Fund to 1M USD.**

4.1 Headquarters Matters

36. Under this standing agenda item, the Secretariat presented a report (WCPFC12-2015-FAC9-09) highlighting that the electrical supply situation on Pohnpei remains unstable and that recent severe weather events have damaged the Secretariat property and required repairs. In addition, travel to and from Pohnpei remains problematic due to flight cancellations and delays, despite the additional service recently provided by Air Nauru linking Pohnpei with destinations in the South Pacific.

37. **FAC9 noted the Headquarters Matters report.**

4.2 Proposed Revisions to Regulations

38. A proposal to modify the staff regulations regarding extra-duty pay arrangements was tabled by the Secretariat as WCPFC12-2015-FAC9-11. The intent of this proposal is to clarify the pay grade to which staff are entitled when they are asked to act for other absent staff for a period of 10 days or more. The current regulations state that the acting staff should receive the full salary of the absent individual. The proposal is to modify the regulations to specify that the salary to be received should be equal to the lowest point in the grade level salary band for the absent individual. The Secretariat stated that there would be no additional cost implications from this proposal since the salary payments would in most cases likely be a reduction rather than an increase.
39. Japan suggested minor changes to the proposed amendment in WCPFC12-2015-FAC9-11 to further clarify the situation.
40. The proposed language including the changes from Japan are as follows: “It is recommended that Staff Regulation 21. (b) be replaced with the following: “A staff member who is required by the Executive Director to carry out and does carry out the duties of a higher graded position for a continuous period of not less than ten (10) working days may be paid a higher duties allowance up to the lowest salary point of the of the higher graded position for the period. Where the lowest salary point of the higher graded position is lower than the salary of the staff member concerned, the higher duties allowance will be assessed up to the salary point of the higher graded position immediately above the salary point of the staff member taking on the higher duty for the period.”
41. **FAC9 agreed to the proposed changes to the staff regulations.**

4.3 Job Sizing for Secretariat Staff

42. The WCPFC Executive Director presented a report summarizing the results of a job sizing study recently conducted for the Secretariat at the request of FAC8 (WCPFC-2015-FAC9-10). He apologized for the late posting of this document due to the recent completion of the study. He noted that one of the key issues to keep in mind when reviewing the report is that the Secretariat had no experience with the SP-10 methodology used by the consultants for the study. As a result, the staff TORs and the information provided in response to the consultant’s surveys and interviews was not necessarily well-aligned with the SP-10 requirements. Four recommendations from the report were highlighted:
- a. Continue paying professional staff in SDRs;
 - b. Adopt the CROP banding system based on SP-10 points;
 - c. Replace stepped rates/increments with a range based on performance; and

d. Review the policy of fixed-term employment.

The ED asked FAC9 to take note of the study's recommendations but requested that the Secretariat be allowed more time to analyse the impact of the recommendations before taking any decisions.

43. FFA members noted that FFA and SPC use the SDR currency for salaries but are currently considering whether to continue with this system. Their deliberations should be monitored and taken into consideration by WCPFC. Although WCPFC is not a CROP agency, it shares some similarities with CROP agencies and thus the recent CROP Triennial Review should also be considered as relevant information.
44. Several CCMs noted the comprehensiveness of the report and the need to analyze its findings in detail. These CCMs also queried the Secretariat about what its response might be to some of the recommendations and how this might affect the Commission's budget.
45. The ED agreed to provide a full response to the study's recommendations in advance of TCC12 in order to allow an informal discussion in the margins of that meeting and to allow time for informed consideration at FAC10.
46. **FAC tasked the Secretariat with preparing a paper regarding the Job Sizing for Secretariat Staff and have it available for CCMs prior to TCC in order to allow CCMs enough time to review the paper.**

AGENDA ITEM 5. RECOMMENDED REQUIREMENTS FOR HOSTING MEETINGS

47. The Secretariat noted that this is a standing agenda item providing guidance to CCMs on the basic recommended requirements for hosting Scientific Committee and annual meetings, acknowledging that circumstances will vary.
48. **FAC9 noted the recommended requirements for hosting meetings contained in WCPFC12-2015-FAC9-07.**

AGENDA ITEM 6. ADDITIONAL TCC ITEMS THAT MAY HAVE BUDGET IMPLICATIONS

49. The Secretariat noted three areas where the Secretariat has identified TCC work items that may have budgetary implications. These included the catch documentation scheme work plan, consultancies arising from the IWG-FAD recommendations, and VMS costs. More information on these work items and budgets is provided under Agenda Item 7 below.

AGENDA ITEM 7. WORK PROGRAMME AND BUDGET FOR 2016 AND INDICATIVE WORK PROGRAMME AND BUDGET FOR 2017 AND 2018

50. The Secretariat presented the proposed Commission budget for 2016 and the indicative budgets for 2017 and 2018 (WCPFC12-2015-FAC9-15). The budget proposed to FAC9 for the General Fund for 2016 was 8,264,369 USD which represented an increase of 9-10% over the previous year's budget.
51. Through discussion at FAC9 the budget was adjusted and refined to the final version appended to this report. This final budget proposed for the General Fund for 2016 is 7,731,994 USD which represents an increase of 2.3% over the 2015 budget and 2.8% over the indicative budget for 2016.
52. **FAC9 recommended that the Secretariat rationalize information technology costs so that in the presentation of future budgets the relationship between various information technology costs is clarified.**

General Discussion

53. Some CCMs expressed their ongoing concern about the increase in the 2016 budget, noting both new costs and the fact that recurring costs appear to be increasing.
54. Several CCMs called for further detail in the Scientific Services, Scientific Research and Technical and Compliance Programme portion of the budget (Sub-Items 2.1, 2.2 and 2.3).
55. In response to the question about offsets (Annex V), the Secretariat explained that this relates to Financial Regulations 5.2.b.ii where any SIDS whose assessed contribution exceeds 0.05 USD per capita is eligible for an offset.
56. In response to a question about whether excess funds in the Working Capital Fund can be used to offset the coming year's budget shortfall, the Secretariat indicated that this is what is typically done.

Part 1 Budget for Administrative Expenses of the Secretariat

57. The Secretariat clarified that the increase in staff costs is due to a change in the number of staff dependents. Other increases in personnel costs (security guards, gardeners, cleaners) result from new statutory requirements in the Federated States of Micronesia regarding social security and income tax payments.
58. The Secretariat noted that meeting services costs are difficult to estimate: while holding meetings back-to-back might imply a cost savings it is not always the same person attending both meetings.
59. In response to a comment about how to evaluate the budget objectively in the absence of a strategic plan, the ED noted that this is why he is advocating for a strategic plan and a consolidated budget format.
60. In response to questions regarding the information technology components of Part 1 of the Commission's budget, the Secretariat clarified that these costs represent hardware and network maintenance and replacement costs, as well as licenses and expert input to system maintenance and upgrades.

61. In response to requests to further trim the 2016 budget, staff recruitment and repatriation costs were reduced by 20,000 USD on the basis that not all of the allocated costs are likely to be required. Media consultant costs were reduced by 10,000 USD in order to trim the budget without disrupting the core work of the Secretariat. Training costs (Section 1.4) were reduced by 5,000 USD. The line item for Website New Projects/Enhancements that would support re-design of the web site to reflect new branding was reduced to 8,000 USD with the remaining 12,000 USD deferred to the 2017 (indicative) budget.

Science Work Programme

62. The Secretariat offered to provide FAC with a breakdown of the Scientific Services Provider costs each year once the Scientific Services Agreement is finalized.
63. SPC explained that the “project management” costs shown in WCPFC12-2015-FAC9-15(rev 1), Annex IX represent SPC staff time spent on WCPFC contracted projects. Also, the “additional resourcing” line item represents costs relating to the implementation of the recommendations from the independent review of the bigeye tuna stock assessment, in particular ongoing enhancements to the stock assessment software.
64. Recognizing that SC has already set priorities for the SC Work Programme, FAC9 agreed to remove the low priority projects (priority = 1) from consideration.
65. SPC clarified that EU funding (160,000 USD (or 150,000 Euros)) for “Technical Support for the MOW4/HSW1” was not received from WCPFC until 1 November 2015. SPC also stated that MOW/HSW work has not been supported under the WCPFC Scientific Services Provider core budget. SPC also confirmed that this supporting work is necessary even if another MOW is not held in 2016.
66. FAC9 discussed Project 67 on skipjack range contraction in detail without reaching consensus. Despite the fact that SC11 did not consider this project as a high priority, a majority of CCMs supported retaining it within the budget. A minority of CCMs expressed concerns about the practicality of obtaining value from a 40,000 USD project on this topic, particularly when the details of the work remain unclear.
67. CCMs expressed support for Project 60 “Further paired sampling and unloading data comparisons” after confirming that the amount shown was sufficient to cover all necessary costs.
68. Regarding the unobligated (contingency) costs of 83,000 USD for high priority science projects, CCMs noted that these funds are rarely used and can be removed from the 2016 budget.
69. CCMs noted that in the SC Work Programme a high priority project on developing limit reference points for sharks requires a scope of work to progress. Acknowledging that SC is the most appropriate forum to decide the scope of work, FAC9 agreed to retain the 25,000 USD allocation in the 2016 budget so that SC12 can define the scope of work and the work can then progress in the latter half of 2016.

70. **FAC9 recommended that WCPFC12 task SC12 with developing a scope of work to progress development of limit reference points for sharks within the budget allocated for 2016.**
71. **FAC9 recommended that WCPFC12 task SC with carefully considering proposed scientific projects in the context of the indicative budget agreed for the coming year.**

EU Contributions for Specific Scientific Projects

72. Matching funds for EU projects (20%) need not be shown as line items in the budget but it is suggested that there should be a clear way of showing from where at least 10% of these matching funds derive in order to demonstrate the commitment and trigger the EU's allocation of funds.
73. FAC9 considered three options with regard to the co-funding of the EU projects:
 - a. Do not include the co-funding in the Commission's 2016 budget
 - b. Include co-funding in the Commission's 2017 budget and look for alternative sourcing of co-funding in 2016
 - c. Include co-funding in both the Commission's 2016 and 2017 budgets.

The Secretariat noted that five previous contributions have been received from the EU for specific projects and none of those have shown WCPFC co-funding as line items within the WCPFC budget because the discussion of these contributions did not take place within the context of the FAC or the WCPFC annual meeting.

74. The EU reiterated that the 20% co-funding must be itemized. If the EU contributions are shown in the Commission's budget, then the co-financing must also be shown, if not as a line item then as a footnote explaining that if the amount of co-funding is not provided the contribution will not be provided. The co-funding may be in-kind services or contributions from third parties.
75. FAC9 discussed that part of the co-funding may consist of SPC work under the WCPFC Scientific Services Agreement (or ABNJ Tuna Project work) as long as the project to be funded by the EU involves SPC (or ABNJ).
76. FAC9 agreed to remove the co-funding for the three EU scientific projects from the 2016 budget on the understanding that the Secretariat should endeavor to identify the necessary co-funding to allow the EU contributions to be made and the projects to go ahead in 2016.

Technical and Compliance Work Programme

77. The Secretariat noted that the cost increases in the Technical and Compliance Programme were mainly due to the ROP and VMS programs. In terms of the former, with the exception of the observer CMM booklet, costs reflect the true costs of running the program, i.e. data entry staff costs, transport of logbooks and overall system support. For VMS, the cost increase can be attributed to higher technology systems using larger data packets when transmitting, resulting in higher service fees. Other fees are fixed in the Service Level Agreement (SLA) with FFA.

78. FAC9 removed the line item for the IWG ROP meeting as the Commission has not confirmed the need for this meeting.
79. The Secretariat explained that the IWG-FADs would be held in conjunction with TCC but it is not yet clear whether the same national representatives would be attending both meetings. Therefore while the meeting costs are likely to be lower than the 100,000 USD budgeted for a stand-alone meeting, it is difficult to estimate how much lower. In addition, two consultancies are needed to support the IWG-FADs: a small consultancy on data fields to be collected and a larger consultancy involving FAD marking and monitoring covering a review of other t-RFMOs and consultation throughout the region.
80. The Secretariat indicated that a budget of 85,000 USD for the IWG-FADs is likely to be sufficient.
81. The US indicated a voluntary contribution of 35,000 USD will be allocated to support the IWG-FADs, therefore the Commission's contribution would be 50,000 USD.
82. **FAC9 recommends to WCPFC12 that meetings, such as the e-monitoring and e-reporting workshop, the IWG-FAD workshop and the CDS workshop, be held back-to-back with other Commission meeting as much as possible.**
83. **FAC9 recommends to WCPFC12 that the E-Monitoring and E-Reporting Workshop is held in conjunction with another meeting. If the meeting is held in conjunction with another meeting the budget will be 25,000 USD. If the meeting is held as a stand alone meeting the budget will be 100,000 USD and additional funding would need to be provided in the budget to support this option.**
84. In response to questions about the costs for the Commission's Information Management System (IMS), the Secretariat clarified that the recent costs represent ongoing, staged development plans, rather than budgeting for all of the development in one fiscal year.
85. In response to questions about the budget for ROP special projects, the Secretariat clarified that these funds are intended to support the recommendations of WCPFC12 regarding observer sea safety.

Outstanding Items resulting from WCFPC12's Considerations

86. The Secretariat provided more detail on the budget for the Commission's strategic plan development as follows: the overall budget is 69,500 USD with 30,000 USD to be used for consultancy, 19,000 USD for travel, and the remaining costs to support an extra two days of meeting during TCC12. He noted that perhaps 20,000 to 30,000 USD may be available as co-funding from NGOs, and therefore the budget may be reduced to 39,500 USD.
87. Tokelau suggested that the full 69,500 USD budget line item be retained with any co-funding used to support implementation of the strategic plan within the Commission's planning framework. The work should be conducted and budgeted over a two year period.

88. FAC9 agreed to split the allocation of 69,500 USD for the WCPFC (strategic) planning framework between the 2016 and 2017 (indicative) budgets, with initial work in 2016 focused on the strategic plan and subsequent work focused on the corporate plan.
89. **FAC9 agreed that an alternative budget format will be provided at FAC10 that will integrate voluntary (extra-budgetary) contributions alongside the member-funded activities.**
90. **FAC9 agreed to a 2016 budget of 7,731,994 USD pending any subsequent decision reached by WCPFC12 that will have an impact on the budget.**

AGENDA ITEM 8. OTHER MATTERS

4.1 Nomination of Chair(s)

91. **FAC9 nominated Paul Callaghan (USA) to continue in his role as Co-Chair of the FAC.**

AGENDA ITEM 9. ADOPTION OF REPORT

92. **FAC9 adopted this summary report which is tabled as WCPFC12-2015-25.**
93. **FAC9 invites WCPFC12 to consider this report and to endorse its recommendations.**

AGENDA ITEM 10. CLOSE OF MEETING

94. The Co-Chairs, Paul Callaghan and Joyce Samuelu Ah-Leong closed the final session of FAC9 at 11:35am on 8 December 2015.

ANNEX I

Western and Central Pacific Fisheries Commission- General Fund
Summary of budgetary requirements for the period from 1 January to 31 December 2015
& indicative budgets for 2016, 2017 & 2018 (United States dollars)

	Approved budget 2015	Estimated expenditure 2015	Indicative budget 2016	Proposed budget 2016	Indicative budget 2017	Indicative budget 2018
Part 1 - Administrative Expenses of the Secretariat						
Sub-Item 1.1 Staff Costs						
Professional Staff Salary	991,340	848,034	1,006,603	973,064	985,381	992,681
Professional Staff Benefits and Allowances	984,190	888,157	915,271	987,338	994,804	974,112
Professional Staff Insurance	134,590	99,771	135,410	125,560	129,122	132,826
Recruitment/Repatriation	51,130	45,441	25,565	56,695	51,130	51,130
Support Staff	364,269	360,959	381,156	370,253	378,046	384,783
Total, sub-item 1.1	2,525,519	2,242,362	2,464,004	2,512,909	2,538,483	2,535,531
Sub-Item 1.2 Other Personnel Costs						
Temporary Assistance/Overtime	10,000	10,560	10,000	10,000	10,000	10,000
Chairs Expenses	20,000	20,613	20,000	20,000	20,000	20,000
Consultants <i>see note 1</i>	148,000	144,759	145,000	138,000	148,000	148,000
Total, sub-item 1.2	178,000	175,932	175,000	168,000	178,000	178,000
Sub-item 1.3 Official Travel	210,000	189,427	210,000	210,000	210,000	210,000
Sub-item 1.4 General Operating Expenses						
Electricity, Water, Sanitation	72,000	67,925	73,000	70,000	72,800	72,800
Communications/Courier	64,000	66,968	65,920	67,000	67,898	69,935
Office Supplies & Fuel	45,500	42,221	46,000	45,500	46,500	46,500
Publications and Printing	1,000	650	1,000	1,000	1,000	1,000
Audit	7,500	7,000	7,500	7,500	7,500	7,500
Bank Charges	6,000	6,476	6,100	6,500	6,200	6,600
Official Hospitality	11,000	11,863	11,000	20,000	14,000	14,000
Community Outreach	5,000	5,000	5,000	8,000	8,000	8,000
Miscellaneous Services	5,000	6,256	5,000	5,000	5,000	5,000
Security	64,360	75,193	66,291	83,303	83,303	83,303
Training	30,000	12,398	30,000	25,000	30,000	30,000
Total, sub-item 1.4	311,360	301,950	316,811	338,803	342,201	344,638
Sub-item 1.5 Capital Expenditure						
Vehicles	0	0	30,000	20,000	0	0
Information Technology	58,678	59,494	58,678	58,678	58,678	58,678
Website New Projects/Enhancements <i>see note 2</i>	8,000	6,510	8,000	8,000	20,000	8,000
Furniture and Equipment <i>see note 3</i>	32,000	58,303	32,000	32,000	32,000	32,000
Total, sub-item 1.5	98,678	124,307	128,678	118,678	110,678	98,678
Sub-item 1.6 Maintenance						
Vehicles	5,800	5,244	5,800	5,800	5,800	5,800
Information and Communication Technology	78,500	102,669	78,500	78,500	78,500	78,500
Buildings & Grounds	55,000	58,672	56,500	56,500	56,500	56,500
Gardeners and Cleaners	64,836	68,946	66,781	77,074	77,074	77,074
Insurance	27,000	21,775	27,500	23,000	23,000	23,000
Total, sub-item 1.6	231,136	257,306	235,081	240,874	240,874	240,874
Sub-item 1.7 Meeting Services						
Annual Session <i>see note 4</i>	173,000	98,327	165,000	165,000	165,000	165,000
Scientific Committee	160,000	152,376	192,000	192,000	160,000	192,000
Northern Committee <i>see note 5</i>	18,000	10,175	18,000	18,000	18,000	18,000
Technical and Compliance Committee	159,800	157,040	159,800	159,800	159,800	159,800
IWG ROP	70,000	22,864	0	0	0	0
IWG FADs <i>see note 13</i>	100,000	39,312	0	50,000	0	0
WCPFC Planning Framework	0	0	0	39,500	30,000	0
Harvest Strategy Workshop	0	93,673	0	0	0	0
Total, sub-item 1.7	680,800	573,767	534,800	624,300	532,800	534,800
TOTAL, Section 1/Item 1	4,235,494	3,865,051	4,064,375	4,213,565	4,153,036	4,142,522

	Approved budget 2015	Estimated expenditure 2015	Indicative budget 2016	Proposed budget 2016	Indicative budget 2017	Indicative budget 2018
ANNEX I (continued)						
Part 2 - Science & Technical & Compliance Programme						
Section 2 (Item 2)						
Sub-item 2.1	Scientific Services (SPC)	871,200	871,200	1,031,200	871,200	871,200
Sub-item 2.2	Scientific Research					
	Additional Resourcing SPC <i>see note 14</i>	160,000	160,000	0	160,000	160,000
	Pacific Tuna Tagging Project	10,000	10,000	10,000	10,000	10,000
	Refinement of BET Biological Parameters	75,000	75,000	50,000	50,000	0
	Limit Reference Points	25,000	15,478	0	25,000	0
	WPEA Project Co-finance	25,000	25,000	25,000	25,000	25,000
	Mitigation Options for Longline Shark Bycatch	25,000	25,000	0	0	0
	High Priority Project(s) - to be allocated <i>see note 6</i>	0	0	83,000	0	83,000
	[Skipjack Impacts on Margins of Conv. Area]	40,000	40,000	0	40,000	40,000
	Paired Sampling and Unloading Data Comparisons	0	0	0	50,000	50,000
	Maintenance of WCPFC Tissue Bank	0	0	0	80,000	80,000
	Shark Length/Weight Factor Conversion Factor	0	0	0	0	0
	Shark Monte Carlo Mitigation Analysis	0	0	0	25,000	0
	Technical Support for the HSW <i>see note 7</i>	30,000	30,000	190,000	30,000	0
	Co-Financing - PS BET Mitigation Analysis <i>see note 12</i>	0	0	0	0	0
	Co-Financing - New Mitig. projects for BET/YFT PS	0	0	0	0	0
	Co-Financing - Post Release Shark and Rays PS/LL	0	0	0	0	0
Total, sub-item 2.2		390,000	380,478	358,000	495,000	448,000
Sub-item 2.3	Technical & Compliance Programme					
	ROP - Audit/Remediation	15,000	9,735	15,000	15,000	15,000
	ROP - Special Projects and Research Activities	15,000	0	30,000	30,000	30,000
	ROP - Training, Assistance & Development	30,000	10,129	30,000	20,000	30,000
	Observer CMM booklet	8,500	12,562	8,500	15,000	15,000
	ROP Data Management <i>see note 8</i>	923,904	923,904	923,904	923,904	923,904
	Vessel Monitoring System - Capital Costs	20,000	0	40,000	20,000	40,000
	Vessel Monitoring System - SLA Costs	405,000	412,546	405,000	450,000	265,000
	Vessel Monitoring System - Airtime	95,000	113,149	100,000	131,125	105,000
	Vessel Monitoring System - Security Audit	7,500	7,321	7,500	7,500	7,500
	CCM/Staff VMS Training	40,000	10,777	40,000	60,000	40,000
	VMS Redundancy Provision	18,700	8,350	18,700	18,700	18,700
	Information Management System	100,000	99,460	100,000	100,000	100,000
	Workshops/IATTC Cross Endor. Train.	25,000	20,185	25,000	28,000	25,000
	AR Part 2/CMS Online Host. and Pub.	18,000	17,680	18,000	18,000	18,000
	Targeted Capacity Building <i>see note 9</i>	13,000	10,889	50,000	50,000	50,000
	Catch Documentation Workshop	50,000	28,760	50,000	35,000	50,000
	E-Monitoring and E-Reporting Workshop	100,000	22,873	0	25,000	0
	PS Improvement of Catch Composition	10,000	0	0	0	0
	Port Coordinators <i>see note 10</i>	100,000	60,000	75,000	75,000	0
	Regional Capacity Building Workshops <i>see note 11</i>	65,000	65,000	130,000	130,000	130,000
Total, item 2.3		2,059,604	1,833,320	2,066,604	2,152,229	1,863,104
TOTAL, Section 2/Item 2		3,320,804	3,084,998	3,455,804	3,518,429	3,182,304
Total, Parts 1 & 2		7,556,298	6,950,049	7,520,179	7,731,994	7,184,826

Note 1: Consultancies proposed are:

Legal support services	\$55,000
ED Discretion	\$20,000
Media Consultant	\$15,000
Meetings' rapporteur	\$48,000
	<u>\$138,000</u>

Note 2: Website New Projects/Enhancements

Includes support for webpage redesign as outlined in the Secretariat Communication Strategy

Note 3: Information Technology

A new microphone system is being purchased to support annual meetings

Note 4: Annual Session

FAO funding to support travel costs for MOW and the Annual meeting. The offset is used to support the MOW

Note 5: Northern Committee

As per WPCFC9, an additional \$25,000 will be assessed from non-developing state members of the NC to fund attendance at the NC meeting by developing states and territories if needed.

Note 6: Unobligated Budget

For science-related projects requested by the Commission with no budget allocation

Note 7: Technical Support for the HSW

Technical support from the Scientific Service Provider provided by EU Funding at USD160,000	\$0
External experts to support the scientific process	\$30,000
	<hr style="width: 100px; margin-left: auto; margin-right: 0;"/> \$30,000

Note 8: ROP Data Management (SPC)

The Regional Observer Programme data entry support proposed cost for 2014 included the withdraw of support from New Caledonia as of Jan 1, 2014 and the end of funding provided by New Zealand as of May 2014. At the current levels, the budget for 2015 and the proposed budget for 2016 and indicative budgets for 2017 and 2018 represent the full costs of ROP Data entry provided by SPC.

Note 9: Targeted Capacity Building

To be directed to specific areas identified in CMR process and annual report Part 2 assistance, and if funds permit to specific needs identified in the CMR process.

Note 10: Port Coordinators

WCPFC11 agreed to the trial port coordinators programme for 2015 and 2016. To date in 2015, FSM, PNG and Kiribati have submitted a claim for funding (Solomon Islands and RMI are yet to submit an invoice). WCPFC13 is to make a decision on the possible extension and expansion of this programme into 2017/18 and beyond.

Note 11: Regional Capacity Building Workshops

Funds will be provide for the Tuna Data Workshop, Stock Assessment Workshop, MCS Officers Foundation Course and the Regional Observer Coordinator Workshops.

Note 12: Co-Financing

In order for the EU to finance projects According to its financial regulation, there is a need for a 20% co-financing. The projects requiring co-financing in Annex I under section 2.2 will not be carried out unless matching contributions from WCPFC and third parties are found in 2016. The total contribution from the EU to these projects will be 900,000 euros.

Note 13: IWG FADs

USA voluntary contribution will provide an additional 35,000 for this workshop.

Note 14: Additional Resourcing SPC

Additional resourcing for harvest strategy evaluation, including stock assessments.

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 2016**

Proposed budget expenditure total	7,731,994
less	
Estimated interest and other income	(12,000)
Transfer from Working Capital Fund	(350,000)
CNM Contributions Fund	(50,000)
Total assessed contributions	<u>7,319,994</u>

(see detailed schedule at Annex V)

**Proposed financing of the budgetary requirements for the financial period
01 January to 31 December 2017**

Proposed budget expenditure total	7,335,340
less	
Estimated interest and other income	(12,000)
Transfer from Working Capital Fund	(350,000)
CNM Contributions Fund	(50,000)
Total assessed contributions	<u>6,923,340</u>

(see detailed schedule at Annex V)

**Proposed financing of the budgetary requirements for the financial period
01 January to 31 December 2018**

Proposed budget expenditure total	7,184,826
less	
Estimated interest and other income	(12,000)
Transfer from Working Capital Fund	(350,000)
CNM Contributions Fund	(50,000)
Total assessed contributions	<u>6,772,826</u>

(see detailed schedule at Annex V)

ANNEX III

Western and Central Pacific Fisheries Commission

Proposed 2016 Contributions with Offset for Small Island Developing States and Additional 25,000 Assessed on Non-Developing States Members of NC if needed.

<i>2016 Contribution Table</i>								
<i>Member</i>	<i>Base fee component: uniform share 10% of budget</i>	<i>National wealth component: 20% of budget</i>	<i>Catch component: 70% of budget</i>	<i>Addition for Northern Committee</i>	<i>Total Contributions by Members</i>	<i>Percent of Budget by member</i>	<i>Offset for Small Island Developing States*</i>	<i>Total of components: 100% of budget</i>
Australia	28,154	118,165	9,802	0	156,121	2.16%	0	156,121
Canada	28,154	104,760	0	0	132,914	1.84%	0	132,914
China	28,154	128,882	274,101	0	431,137	5.96%	0	431,137
Cook Islands	28,154	955	3,850	0	32,959	0.46%	21,560	54,519
European Union	28,154	254,827	112,037	0	395,017	5.46%	0	395,017
Federated States of Micronesia	28,154	5,212	76,658	0	110,024	1.52%	0	110,024
Fiji	28,154	6,896	28,397	0	63,447	0.88%	0	63,447
France	28,154	90,689	9,020	0	127,863	1.77%	0	127,863
Indonesia	28,154	17,395	146,490	0	192,039	2.66%	0	192,039
Japan	28,154	147,833	1,006,500	0	1,182,487	16.35%	0	1,182,487
Kiribati	28,154	3,724	163,986	0	195,864	2.71%	0	195,864
Korea	28,154	56,264	750,965	0	835,383	11.55%	0	835,383
Marshall Islands	28,154	2,639	180,669	0	211,462	2.92%	3,939	215,400
Nauru	28,154	549	18	0	28,720	0.40%	18,195	46,916
New Zealand	28,154	59,480	66,962	0	154,595	2.14%	0	154,595
Niue	28,154	81	0	0	28,234	0.39%	18,700	46,934
Palau	28,154	1,055	0	0	29,209	0.40%	15,548	44,757
Papua New Guinea	28,154	3,213	330,875	0	362,242	5.01%	0	362,242
Philippines	28,154	8,699	336,409	0	373,261	5.16%	0	373,261
Samoa	28,154	5,570	2,007	0	35,731	0.49%	0	35,731
Solomon Islands	28,154	2,387	22,916	0	53,456	0.74%	0	53,456
Chinese Taipei	28,154	38,845	730,734	0	797,733	11.03%	0	797,733
Tonga	28,154	5,289	292	0	33,735	0.47%	1,479	35,213
Tuvalu	28,154	495	23,640	0	52,289	0.72%	9,142	61,431
United States of America	28,154	306,689	753,489	0	1,088,332	15.05%	0	1,088,332
Vanuatu	28,154	4,844	94,179	0	127,177	1.76%	0	127,177
Totals	731,999	1,375,436	5,123,996	0	7,231,432	100%	88,563	7,319,994

* To be offset by the CNM Contributions Fund.

ANNEX V (continued)

Offset for Small Island Developing States as per Financial Regulation 5.2(b) (ii)

<i>Member</i>	<i>Population</i>	<i>Maximum Payable for wealth component</i>	<i>National wealth component</i>	<i>Offset for Small Island Developing States</i>
Cook Islands	19,100	955	22,515	21,560
Federated States of Micronesia	103,903	5,195	5,212	0
Fiji	887,027	44,351	6,896	0
Kiribati	103,942	5,197	3,724	0
Marshall Islands	52,772	2,639	6,577	3,939
Nauru	10,979	549	18,744	18,195
Niue	1,611	81	18,780	18,700
Palau	21,097	1,055	16,603	15,548
Papua New Guinea	7,476,108	373,805	3,213	0
Samoa	191,831	9,592	5,570	0
Solomon Islands	572,865	28,643	2,387	0
Tonga	105,782	5,289	6,768	1,479
Tuvalu	9,894	495	9,636	9,142
Vanuatu	258,301	12,915	4,844	0
Total				88,563

Additional Funding for Northern Committee as agreed in WCPFC9-2012-22 FAC 6 Summary Report 5.4 (25)

<i>Non-developing States Members of NC</i>	<i>Percent of total budget</i>	<i>Percent of NC fund</i>	<i>Additional cost</i>
Canada	1.82%	3.8%	0
China	5.89%	12.4%	0
Japan	2.62%	5.5%	0
Korea	11.41%	24.0%	0
Chinese Taipei	10.90%	22.9%	0
United States of America	14.87%	31.3%	0
Total	47.51%	100.00%	0

ANNEX V (continued)

Indicative schedule of contributions based on proposed 2016 budgets without with the Offset for Small Island Developing States and Additional funds Assessed on Non-Developing States Members of NC

Member	2016 Proposed					2017 Indicative		2018 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	28,154	118,165	9,802	156,121	2.13%	147,661	2.13%	144,451	2.13%
Canada	28,154	104,760	0	132,914	1.82%	125,712	1.82%	122,979	1.82%
China	28,154	128,882	274,101	431,137	5.89%	407,775	5.89%	398,910	5.89%
Cook Islands	28,154	22,515	3,850	54,519	0.74%	51,565	0.74%	50,444	0.74%
European Union	28,154	254,827	112,037	395,017	5.40%	373,612	5.40%	365,490	5.40%
Federated States of Micronesia	28,154	5,212	76,658	110,024	1.50%	104,062	1.50%	101,800	1.50%
Fiji	28,154	6,896	28,397	63,447	0.87%	60,009	0.87%	58,704	0.87%
France	28,154	90,689	9,020	127,863	1.75%	120,934	1.75%	118,305	1.75%
Indonesia	28,154	17,395	146,490	192,039	2.62%	181,633	2.62%	177,684	2.62%
Japan	28,154	147,833	1,006,500	1,182,487	16.15%	1,118,410	16.15%	1,094,096	16.15%
Kiribati	28,154	3,724	163,986	195,864	2.68%	185,251	2.68%	181,224	2.68%
Korea	28,154	56,264	750,965	835,383	11.41%	790,115	11.41%	772,938	11.41%
Marshall Islands	28,154	6,577	180,669	215,400	2.94%	203,728	2.94%	199,299	2.94%
Nauru	28,154	18,744	18	46,916	0.64%	44,374	0.64%	43,409	0.64%
New Zealand	28,154	59,480	66,962	154,595	2.11%	146,218	2.11%	143,039	2.11%
Niue	28,154	18,780	0	46,934	0.64%	44,391	0.64%	43,426	0.64%
Palau	28,154	16,603	0	44,757	0.61%	42,332	0.61%	41,411	0.61%
Papua New Guinea	28,154	3,213	330,875	362,242	4.95%	342,613	4.95%	335,165	4.95%
Philippines	28,154	8,699	336,409	373,261	5.10%	353,035	5.10%	345,360	5.10%
Samoa	28,154	5,570	2,007	35,731	0.49%	33,795	0.49%	33,060	0.49%
Solomon Islands	28,154	2,387	22,916	53,456	0.73%	50,559	0.73%	49,460	0.73%
Chinese Taipei	28,154	38,845	730,734	797,733	10.90%	754,505	10.90%	738,102	10.90%
Tonga	28,154	6,768	292	35,213	0.48%	33,305	0.48%	32,581	0.48%
Tuvalu	28,154	9,636	23,640	61,431	0.84%	58,102	0.84%	56,839	0.84%
United States of America	28,154	306,689	753,489	1,088,332	14.87%	1,029,358	14.87%	1,006,980	14.87%
Vanuatu	28,154	4,844	94,179	127,177	1.74%	120,286	1.74%	117,671	1.74%
Totals	731,999	1,463,999	5,123,996	7,319,994	100.00%	6,923,340	100.00%	6,772,826	100.00%