



**FINANCE AND ADMINISTRATION COMMITTEE**  
**Eleventh Session**  
Manila, Philippines  
2 - 7 December 2017

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**PROVISIONAL ANNOTATED AGENDA**

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**WCPFC14-2017-FAC11-02**  
**23 November 2017**

**AGENDA ITEM 1.            OPENING OF MEETING**

The Co-Chair Mr Magele Etuati Ropeti will call the meeting to At 8:30 am on Saturday, 2<sup>th</sup> December 2017, and welcome all delegates to the Eleventh session of the Committee (FAC11).

**1.1    Adoption of agenda**

The Co-Chair will introduce the Provisional Agenda WCPFC14-2017-FAC11-01 for consideration and adoption. Members may consider any supplementary items that may have been proposed by Members, Cooperating Non-members and Participating Territories (CCMs) 30 days before the Session.

**1.2    Meeting arrangements**

The Co-Chair will ask the Secretariat to explain the meeting and logistical arrangements including the indicative schedule.

**AGENDA ITEM 2.            AUDITS**

**2.1    Auditor Report for 2016 and General Account Financial Statements for 2016.**

The Committee will, in accordance with Finance Regulation 13.1, consider the audited annual financial statements for 2016 and the related audit reports and make the necessary recommendation to the Commission.

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

**3.1    Report on General Account Fund for 2017 - Contributions and Other Income.**

The Secretariat, as required by Finance Regulation 5.7, will present a report on the General Account Fund providing details of the 2017 activities including the collection of annual assessed contributions, voluntary contributions received, any investment income, other miscellaneous incomes received, and any advances from the Working Capital Fund.

### **3.2 Report on the status of other funds.**

The Secretariat will present status reports for the Commission's Funds other than the General Account Fund. For 2017 the funds include:

- the Chinese Taipei Trust Fund;
- the CNM Contributions Fund;
- the FAO's Area's Beyond National Jurisdiction Project Fund;
- the Japan Trust Fund;
- the Special Requirements Fund;
- the West Pacific East Asia Project Fund;
- the Working Capital Fund; and
- the Voluntary Contributions Fund.

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

### **4.1 Headquarters matters.**

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

### **4.2 Proposed Revisions to Regulations**

The Secretariat will table for the Committee's consideration a proposal to amend the Financial Regulations to set a deadline for requesting funding for travel to attend meetings of the Commission.

### **4.3 Proposal for Paper on a Supplemental Retirement Plan for the Secretariats Locally Engaged Staff**

The Secretariat will table for the Committee's consideration a proposal to provide FAC12 a paper that considers a supplemental retirement scheme for support staff of the Secretariat.

### **4.4 Compensation for the Executive Director**

The issue of the appropriate level of compensation for the Executive Director which was discussed at FAC10 will be considered by the Heads of Delegation meeting and FAC11 advised accordingly.

## **AGENDA ITEM 5. REPORT FROM THE SPECIAL REQUIREMENTS FUNDS VIRTUAL WORKING GROUP**

The Chair of the virtual working group on the special requirement fund will present her report of the deliberations of the Special Requirements Fund Virtual Working Group that was tasked by WCPFC13. The Committee will consider and discuss with the view to make necessary recommendations to the Commission on the way forward for this work.

**AGENDA ITEM 6.                    WORK PROGRAMME AND BUDGET FOR 2018  
AND INDICATIVE WORK PROGRAMME AND  
BUDGET FOR 2019 AND 2020**

The Committee will consider a proposed draft budget for 2018 together with the indicative budgets for 2019 and 2020 and to make recommendations to WCPFC14. This is in accordance with Article 18 of the Convention and Financial Regulation 3. The budget proposal will take into account the Commission decisions on the recommendations of the Scientific Committee, the Technical and Compliance Committee, the Northern Committee and the Finance and Administration Committee as well as any other matters FAC11 considers to have budgetary and resource implications.

**AGENDA ITEM 7.                    OTHER MATTERS**

**7.1    Election of Chair(s)**

The Committee will be required to consider a recommendation to the Commission to fill the vacant position of co-chair for the FAC.

**AGENDA ITEM 8.                    ADOPTION OF REPORT**

**AGENDA ITEM 9.                    CLOSE OF MEETING**