



**FINANCE AND ADMINISTRATION COMMITTEE**  
**Twelfth Session**  
 Honolulu, Hawaii  
 9 – 14 December 2018

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**INDICATIVE SCHEDULE**

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**WCPFC15-2018-FAC12-03**  
**14 November 2018**

Date	Time	Schedule Items
Sunday 9 <sup>th</sup>	09:00-10:30	1. OPENING OF THE MEETING 1.1 Adoption of agenda 1.2 Meeting arrangements  2. AUDIT 2.1 Auditor Report for 2017 and General Account Financial Statements for 2017 2.2 Selection of an Auditor to audit the 2018 and 2019 Financial Statements  3. STATUS OF THE COMMISSION'S FUNDS 3.1 Report on General Account Fund for 2018 - Contributions and Other Income 3.2 Report on the Status of Other Funds for 2018
	10:30-11:00	Break
	11:00-12:30	4. HEADQUARTERS ISSUES 4.1 Headquarters Matters 4.2 Proposal for a Supplemental Retirement Plan for the Secretariats Locally Engaged Staff 4.3 Proposal to Establish an Environmental Policy for the WCPFC 4.4 TORs for the Building Maintenance Plan
	12:30-1:30	Lunch break
	1:30-4:00	5. REPORT FROM THE SPECIAL REQUIREMENTS FUNDS VIRTUAL WORKING GROUP  6. WORK PROGRAMME AND BUDGET FOR 2019 AND INDICATIVE WORK PROGRAMME AND BUDGET FOR 2020 AND 2021
Monday 10 <sup>th</sup> through to Friday 14 <sup>th</sup>	As required and arranged by FAC12	Continuation of discussion on items above as necessary 7. OTHER MATTERS 7.1 Election of Chair(s) 8. ADOPTION OF REPORT 9. CLOSE OF MEETING