



FINANCE AND ADMINISTRATION COMMITTEE
Thirteenth Session
Port Moresby, Papua New Guinea
4 – 11 December 2019

PROVISIONAL ANNOTATED AGENDA

WCPFC16-2019-FAC13-02
19 November 2019

AGENDA ITEM 1. OPENING OF MEETING

The Co-Chairs will call the meeting to order at 9:00 am on Wednesday 4 December 2019 and welcome all delegates to the thirteenth session of the Committee (FAC13).

1.1 Adoption of Agenda

The Co-Chairs will introduce the Provisional Agenda WCPFC16-2019-FAC13-01 for consideration and adoption.

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 2018 and General Account Financial Statements for 2018.

The Committee will, in accordance with Financial Regulation 13.1, consider the audited annual financial statements for 2018 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 2019 - Contributions and Other Income.

The Secretariat, as required by Financial Regulation 5.7, will present a report on the General Account Fund providing details of the 2018 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 2019 the funds include:

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

4.2 Triannual Salary Market Data Review

The Secretariat will table for the Committee's consideration the Triannual Review of professional staff salaries as required by the Staff Regulations.

AGENDA ITEM 5. WORK PROGRAMME AND BUDGET FOR 2020 AND INDICATIVE WORK PROGRAMME AND BUDGET FOR 2021 AND 2022

The Committee will consider a proposed draft budget for 2020 together with the indicative budgets for 2021 and 2022 and to make recommendations to WCPFC16. 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 FAC13 considers to have budgetary and resource implications.

AGENDA ITEM 6. ELECTION OF CHAIRS

The Committee will be required to consider a recommendation to the Commission to reappoint or fill the position of co-chairs for the FAC.

AGENDA ITEM 7. OTHER MATTERS

The Committee will consider any other matter that a member may raise.

AGENDA 8. ADOPTION OF REPORT

The Committee is required to adopt its report for presentation to WCPFC16.

AGENDA ITEM 9. CLOSE OF MEETING

The Co-Chairs will close the meeting.