



**NINTH REGULAR SESSION
FINANCE AND ADMINISTRATION COMMITTEE
Sixth Session
Manila, Philippines
01 - 06 December 2012**

PROVISIONAL ANNOTATED AGENDA

**WCPFC9-2012-FAC6-02 Rev 2
26 November 2012**

AGENDA ITEM 1. OPENING OF MEETING

At 09:00am on Sunday, 1 December 2012, the Co-Chairs of the Finance and Administration Committee (Mr Charleston Deiye, Nauru, and Mr Liu Xiaobing, China) will open the Sixth session of the Committee (FAC6).

1.1 Adoption of agenda

The Finance and Administrative Officer will introduce the Provisional Agenda WCPFC9-2012-FAC6/01. 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. The Agenda, as modified, will be adopted by the meeting.

1.2 Meeting arrangements

The Finance and Administrative Officer will invite the FAC6 to note the logistical arrangements in place to support the meeting and the proposed meeting times during WCPFC9, as necessary.

**AGENDA ITEM 2. AUDITORS REPORT FOR 2011 AND GENERAL
ACCOUNT FINANCIAL STATEMENTS FOR
2011.**

The Committee will, in accordance with Finance Regulation 13.1, consider the audited annual financial statements for 2011 and the related audit reports, and be asked to make a recommendation to the Commission in regard to their acceptance or other action.

AGENDA ITEM 3. STATUS OF THE COMMISSION'S FUNDS

**3.1 Report on General Account Fund for 2012 -
Contributions and Other Income.**

As required by Finance Regulation 5.7, the Secretariat will present a report on the General Account Fund providing details of the 2012 activities including the collection of annual assessed contributions from members of the Commission, any voluntary

contributions received, any investment income and other income 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 2012 these are:

- The Special Requirements Fund (established under Article 30(3) of the Convention),
- The Western Pacific East Asia Oceanic Fisheries Management Project Fund,
- The Working Capital Fund,
- The Regional Observer Program Development Fund,
- The Voluntary Contributions Fund,
- The Japanese Trust Fund, and
- The Fees and Charges Trust Fund

AGENDA ITEM 4. STRATEGIC PLAN FOR THE COMMISSION

WCPFC7's adopted the recommendation by FAC4 that the strategic plan will be a living document that will incorporate the ongoing work of the Commission subsidiary bodies and Annual Sessions. The Secretariat has updated the plan based on the outcomes of SC8 and TCC8. The FAC is requested to accept the new plan or provide additional changes.

AGENDA ITEM 5. HEADQUARTERS ISSUES, STAFF ESTABLISHMENT AND CONDITIONS OF SERVICE

5.1 Headquarters matters.

The Secretariat will present a report on the operations and functioning of the Commission's headquarters facilities, travel arrangements for meetings, security and potential costs savings in the budget.

5.2 Staff Establishment

TCC8 recommended to WCPFC9 that it consider the establishment of an Assistant Compliance Manager position at professional staff level within the WCPFC Secretariat subject to review of a terms of reference, an indicative budget and the expected workload of the Secretariat if CMM 2011-06 is extended. TCC8 recommended to WCPFC9 that it approve the re-location of the SPC-Pohnpei ROP data entry staff (2) from SPC-Pohnpei offices to the WCPFC Secretariat offices in January 2013. The Committee will consider the 2013-2015 staffing plan of the Secretariat and any related issues.

5.3 Alternative Calculations for the Wealth Component of the Annual Contributions

In WCPFC8 the Secretariat was asked to look options for capping the wealth component for very small island states. The Secretariat will present alternative calculations for the wealth component for very small island states.

5.4 Northern Committee Meetings Funding

This paper will raise the issue of Commission funding for developing State members of the Commission and Participating Territories to attend meetings of the Northern Committee.

5.5 Solar Power for WCPFC Headquarters

Paper from the Secretariat proposing the installation of a solar power system at the WCPFC Headquarters in order to reduce future costs to the Commission.

AGENDA ITEM 6. RECOMMENDED REQUIREMENTS FOR HOSTING MEETINGS

The cost for hosting meetings at different locations varies and members may need to adjust the amount provided for meeting in the annual budget based upon on the site selected. In order for the Secretariat to be able to host a meeting, it is recommended that minimum requirements are set for countries and territories wishing to host meetings.

AGENDA ITEM 7. TCC WORKPLAN 2013-2015

TCC8 recommended to WCPFC9 the adoption of the TCC Work Plan and the consideration by the FAC of the attached budget (Attachment F to TCC8 draft summary report). The FAC is invited to review, make comments on the TCC8 recommendations with budgetary implications and TCC workplan 2013-2015. These were considered by the Secretariat in the development of the FAC6 papers on Staff Establishment and the Work Programme and budget for 2013 and indicative budgets for 2014 and 2015.

AGENDA ITEM 8. PROPOSED ENHANCEMENTS TO THE INFORMATION MANAGEMENT SYSTEM AND WCPFC WEBSITE 2013-2015

TCC8 recommended to WCPFC9 that subject to available funds, the Secretariat continue work to develop its internal systems including the further development of an enhanced and integrated WCPFC Information Management System (IMS) to improve the integration of WCPFC MCS information. This paper lays out the funding requirements for the IMS.

AGENDA ITEM 9. WORK PROGRAMME AND BUDGET FOR 2013 AND INDICATIVE WORK PROGRAMME AND BUDGET FOR 2014 AND 2015

The Committee will be asked to consider a proposed draft budget for 2013 together with indicative budgets for 2014 and 2015 and to make recommendations to WCPFC9. This is in accordance with Article 18 of the Convention and Financial Regulation 3. The budget proposal will take into account 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 FAC6 considers to have budgetary and resource implications.

AGENDA ITEM 10.

OTHER MATTERS

10.1 Election of Chair(s)

AGENDA ITEM 11.

ADOPTION OF REPORT

AGENDA ITEM 12.

CLOSE OF MEETING