



SPRFMO
South Pacific Regional Fisheries Management Organisation

6th FINANCE AND ADMINISTRATION COMMITTEE MEETING REPORT

23-27 January 2019
The Hague, The Netherlands

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1. Welcome and Introduction

- 1 Ms. Kerrie Robertson (Australia), Chairperson of the Finance and Administration Committee (FAC), welcomed Members and CNCs to the 6th meeting of the FAC (FAC6) and declared the meeting open.

2. Administrative Arrangements

a. Adoption of the Agenda

- 2 The FAC adopted the agenda (FAC6-Doc01_rev1 and FAC6-Doc02).

b. Meeting Documents

- 3 The Chairperson briefly introduced the documents submitted to the meeting (FAC6-Doc03_rev1).

3. SPRFMO Financial Reporting

a. Financial Statements:

- 4 The Executive Secretary presented the 2017-2018 Annual Financial Statements of the Commission (FAC6-Doc04, Doc04.1, Doc04.2 and Doc 04.3).
 - Regarding the expenses, it was reported that in Financial Year 2017-2018, the organisation spent NZ\$ 1,113,691. This includes the costs NZ\$ 71,008 incurred for the Ecuador Objection presented against CMM01-2018. This unexpected and unbudgeted expenditure item was covered using the Accumulated Surplus Account funds.
 - The under spent amount of about NZ\$ 100,000 under Personnel Costs Category is mainly related to the Executive Changeover Cost, about NZ\$ 78,000; therefore, later costs related to the Executive changeover incurred after the 30th June 2018 have been recorded as expenses in the Financial Year 2018-2019 against unspent appropriations of the Financial Year 2017-2018 (Financial Regulation 3.2).
 - At the 5th Commission Meeting in Australia 2017, the Commission allocated NZ\$ 15,000 to the Performance Review Panel. The Panel started its activities in August 2018, therefore, this budgeted category for Financial Year 2017-2018 has been transferred to the current Financial Year 2018-2019.
- 5 Executive Secretary Dr. Rodriguez responded to questions by the EU and Australia on the differing voluntary contributions and the under expenditure for equipment, respectively. The FAC accepted the Annual Financial Statements.
- 6 Furthermore, the FAC was informed about the following items:

b. Auditor Report

- 7 The FAC noted that the auditor's report was presented together with the Annual Financial Statements in FAC6-Doc04 and highlighted that the auditors did not identify any issues or concerns. The financial statements for the Financial Year 2018 were prepared, in all material respects, in accordance with the Financial Regulations of the Commission.



c. Statement of Transfers of Appropriations

- 8 The FAC noted that no transfers of appropriations were made during the Financial Year 2017-2018 (FAC6-Doc04.1).

d. The Status of the Accumulated Surplus Account

- 9 The FAC reviewed the amount available in the Accumulated Surplus Account in accordance with Financial Regulation 4.5 and noted that the balance of Accumulated Surplus Account as at 30th June 2018 was NZ\$ 268,479.
- 10 Considering that Financial Regulation 4.5 states that “the Commission ...shall attempt to maintain the Accumulated Surplus Account at a level sufficient to finance operations during the first three months of the financial year. Any additional funds credited to the Accumulated Surplus Account that exceed this level shall be returned to the Members of the Commission unless decided otherwise by the Commission”, as well as that three months of operational costs account for NZ\$ 266,000, the FAC noted that the amount available from the Accumulated Surplus Account to be returned to the Members of the Commission would be zero.

e. SPRFMO Contingency Fund

- 11 The FAC reviewed the amount available in the SPRFMO Contingency Fund (FAC6-Doc04.2) in accordance with Annex 2 of the Financial Regulations. The FAC noted that the balance of the Contingency Fund as at 30 November 2018 was NZ\$ 49,881, while it should hold amount equivalent to operational three months, that is NZ\$ 266,000.
- 12 Some Members noted that in principle they could agree to the Performance Review Panel’s recommendation for an increase in the budget of the Contingency Fund, stressing, supported by the US, that this needs to be discussed under the general budget discussion. They further suggested that the rules regarding access to the Contingency Fund may need to be amended to allow for funding of any Article 17 Review Panel processes. Discussions continued under the budget deliberations. The FAC reviewed the CF and recommended including an additional NZ\$20,000 in the Fund.

f. Scientific Support (SC) Fund and Developing States (DS) Fund

- 13 The FAC also reviewed the Status of the Scientific Support (SC) Fund and Developing States (DS) Fund (FAC6-Doc04.3) and noted that SC Fund account balance as at 30 November 2018 was NZ\$ 16,187; and DS Fund account balance as at 30 November 2018 was NZ\$ 20,325.

4. SPRFMO Report of Income

- 14 The Secretariat reported (FAC6-Doc05rev1) on the financial contributions received from Members, voluntary contributions received for the Special Requirement Fund, CNCP contributions, interest earned and other miscellaneous incomes in accordance with Financial Regulations 4.7 and 4.11.
- 15 The FAC noted that the adopted budget for Financial Year 2017-2018 was NZ\$ 1,164,000. The FAC further noted that contributions were received in full by all Members in 2017-2018, NZ\$ 942,984. The FAC informed that SPRFMO received voluntary contributions from China of NZ\$ 27,368, and of NZ\$ 22,724 from CNCPs (Liberia and Panama). The FAC further noted the EU Grants received for every financial year.



- 16 It was noted that SPRFMO earned interest amounting to NZ\$ 25,519 from its bank (Bank of New Zealand). Furthermore, the FAC recognised that the current level of the “Special Requirement Fund” is NZ\$ 80,831.
- 17 FAC Chairperson Robertson thanked the EU, China, Liberia and Panama for their contributions.

5. SPRFMO Budget Development Analysis 2013/2014 – 2018/2019

- 18 Executive Secretary Dr. Rodriguez presented a budget development analysis since Financial Year 2013 -2014, pointing out that the budget categories have been developed over the past 6 years. For comparison reasons, budget categories have been re-arranged to conform with the relatively constant and main categories across the past financial years. Executive Secretary Dr. Rodriguez further highlighted a proposed new budget format to have a standard and accurate way of reporting to the Commission, noting that every budget category had been de-constructed to increase transparency and the number of budget items had been expanded to increase accountability.
- 19 Members queried increases in communication and information costs, and VMS-related costs, respectively. Executive Secretary Dr. Rodriguez responded, noting that under the current arrangement data-related costs are included in the communication and information category contrary to past practice, and that the VMS increased in cost following its partial initial year of operation, thus explaining the additional costs.
- 20 Members supported the transparency and accountability resulting of this exercise. The FAC welcomed the new approach and adopted the new format.

6. Performance Review (PR) Recommendations Concerning the FAC

- 21 FAC Chairperson Robertson presented the recommendations of the Performance Review Panel concerning the FAC (FAC6-Doc07). The ten recommendations were thoroughly addressed and discussed, and the outcomes to be reported to the Commission are presented in ANNEX 2.
- 22 Regarding recommendation 100 (b) on regularly reviewing data collection requirements, noting the need for investment in building the capacity of the SPRFMO database, Australia expressed its support. Chile queried relevant costs and Executive Secretary Dr. Rodriguez explained that the database development includes operational costs of NZ\$ 25,000 and any additional associated costs for agreed upgrades. The FAC supported the recommendation in principle, deferring consideration of the details to the discussions on the budget.
- 23 Regarding recommendation 202 (e) on the translation of identified CMMs into the languages necessary to improve Members and CNCPS’ understanding of their obligations. Some Members supported the recommendation in principle, but noted the rules of procedure do not list CMMs as one of the documents for which translation is required, noting that the costs could be covered by voluntary contributions of the Members specifically concerned. Chile suggested that Members and CNCPS find other creative ways to address this recommendation without budgetary burdens. China noted that the recommendation may increase Members’ understanding of their obligations, adding that it is not a matter of urgency. Australia reminded Members of the relevant CTC recommendation, which states that English is the official language, and suggests that translation should be the responsibility of Members and CNCPS.



The FAC supported the CTC recommendation.

- 24 On the recommendation 252 (f) that the Commission hire a professional staff member with compliance expertise, Executive Secretary Dr. Rodriguez reviewed the cost required to recruit a compliance manager on medium scale. FAC Chairperson Robertson further explained that in budget consideration, two options will be presented: business as usual and the version including these Performance Panel Review recommendations. Members voiced that support will depend on other proposals and suggested consideration after all proposals are made. Following consultations, Chile offered a professional from their national fishery service to work with the SPRFMO Secretariat for one year. The FAC warmly welcomed the offer made by Chile and accepted this offer.
- 25 Australia, as chair of the working group on the Performance Review Panel, reported that the CTC considered this as important, recognising the budget constraints. Many Members, recalling the CTC recommendation and in light of the measures that are in the pipeline, identified this issue as a high priority. The FAC recommended that the Commission give this matter further substantive consideration.
- 26 On the recommendation 278 (c) to further engage with other RFMOs, Australia shared the CTC position that this engagement can, and should, take place, but may be accomplished within normal budget constraints. The FAC supported the CTC response.
- 27 On the recommendation 320 (g) that Members allow a special budgetary allocation to reimburse costs associated with the Article 17 review panel proceedings, Members expressed support in principle, suggesting that existing funds from the Contingency Fund be made available. The FAC supported the recommendation in principle.
- 28 Regarding recommendation 386 (c) that guides the Secretariat to prepare an estimate of costs likely to arise from proposed CMMs, Executive Secretary Dr. Rodriguez recognised the value of having this financial information for Members to assist in decision-making during Commission meetings. The US supported the recommendation in principle, and suggested that this be achieved through consultation. The FAC encouraged Members to engage with the Secretariat early on in the proposal development to ascertain financial implications for the implementation through consultation.
- 29 Regarding recommendation 386 (d) that reiterates the prioritisation of hiring of a professional staff member with compliance experience, if the Observer Programme is to be properly implemented as part of the suite of CMS measures, FAC Chairperson Robertson noted that it is linked with recommendation 252 (f). Chile offered for one year a professional with Compliance expertise in support of the Secretariat tasks. Members thanks Chile for its generous offer. FAC is grateful for the offer and recommends the Commission to accept this generous offer from Chile.
- 30 On recommendation 386 (e) to increase progressively over a five-year period the Contingency Fund's resources, and to reimburse any expenditures from the Fund for any Article 17 review process, China supported the recommendation in principle, noting that a stepwise increase should be pursued. The FAC supported in principle the concept of appropriately resourcing the Contingency Fund and that a stepwise increase in some years would be an appropriate way to do this.



- 31 Regarding recommendation 396 (b) on reviewing the structure of the Secretariat to ensure cost-effectiveness and investing additional resources on building the Secretariat's capacity to analyse scientific and CMS data, the FAC supported the recommendation and tasked the Secretariat to consider it and advise the Commission accordingly at the 2020 meeting.
- 32 Regarding recommendation 396 (c) that a half day is set aside for the FAC meeting, in advance of the annual Commission meeting, following the annual CTC meeting, there was no consensus. The FAC agreed that the current arrangement be maintained, noting that this decision does not preclude changes in the future.

7. Future Budgets and Contributions

a. Draft Budget for Financial Years 2019-2020 and 2020-2021

- 33 The draft budget supported by five supplementary information documents (Secretariat's premises (FAC6-Doc08.1), Meeting and Travel Plan (FAC6-Doc08.2), Translation costs (FAC6-Doc08.3), Database developments (FAC6-Doc08.4) and the Recruitment of a Compliance Manger (FAC6-Doc08.5)) were reviewed by the FAC. Executive Secretary Dr. Rodriguez highlighted the NZ\$ 215,000 difference between the two presented budgets for 2019-20 within each category: Option A: business as usual totalling NZ\$ 1,254,00; and Option B: inclusion of recommendations provided by the Performance Panel Review and totalling NZ\$ 1,469,000.
- 34 On the increase in budget for IT/Computer hardware raised by the Russian Federation, Executive Secretary Dr. Rodriguez shared the vision to upgrade the server. On the increase in budget allocated for meetings raised by China, Executive Secretary Dr. Rodriguez explained that, if the Commission so agrees, the 8th Commission Meeting will be held in Vanuatu, requiring additional travel costs, and confirmed that costs would then drop for travel required for the 2020-21 SC meeting.
- 35 On linking the category on information and communication to the Secretariat Communication Plan (FAC6-Doc13), Executive Secretary Dr. Rodriguez clarified that this Plan is intended to be a first-step, and support for implementation of the plan is not requested at this time.
- 36 On costs related to translation, many Members agreed on a lack of urgency and supported Chile to note encouragement to Members to share translations already produced and completely remove the costs for translations from the budget.
- 37 In discussions on rebuilding the Contingency Fund, some Members proposed decreasing the amount designated to the fund, with the Russian Federation suggesting that the overage from the Accumulated Surplus Fund of NZ\$ 2,500 be used for the replenishment. New Zealand pointed out that the adoption of an Observer Programme will necessitate the recruitment of a Compliance Manager and joined other Members in supporting the budget proposed. China reiterated that the function of Observers is the collection of scientific information and reminded the constraint on the budget, others intervened recalling that under Article 28, information collected by Observers can also be used to support the function of the CTC. Peru suggested an alternative stepwise approach, as an alternative to reaching consensus.



- 38 Noting concerns of some Members regarding the overall increase of the budget, FAC Chairperson Robertson stressed that consultations will continue to formulate a revised, single budget proposal for consideration, along with the Contributions for Financial Year 2019-2020 and the Estimate for 2020-2021 (FAC6-Doc09).
- 39 Following consultations, FAC Chairperson Robertson introduced major amendments to the budget, including: removing some of the Compliance Officer related costs, following the offer by Chile; diverting some of the Observer Programme funding to the following year; and budgeting NZ\$ 20,000 for the Contingency Fund. FAC Chairperson Robertson stressed that the cap on 15% increases had been retained, providing for healthy management of the cumulative cash reserves, and highlighted that, following the amendments, the proposed budget had decreased substantially at just under NZ\$1.3 million.
- 40 The Russian Federation queried translation costs and costs related to the recruitment process of a compliance manager. Regarding the recruitment process, FAC Chairperson Robertson responded that the offer by Chile is for 12 months, thus still necessitating such a process in the future. The Russian Federation expressed its preference not to include the relevant amount in the budget. The Russian Federation further queried recent increases in staff cost, to which Executive Secretary Rodriguez responded that the Secretariat-related costs have actually decreased. Several Members supported the inclusion of the relevant amount in the budget, noting it will enable recruitment of a Compliance Manager without delay, following conclusion of the term of the Chilean Compliance professional.
- 41 The Russian Federation expressed strong preference maintaining the existing level of budgetary expenditures based on nominal zero growth principle by improving the management culture and imposing strict financial disciplines. The important task in budget preparation is to identify obsolete and ineffective activities, which would allow the Commission to release resources for priority projects. Following deliberations, the Russian Federation suggested moving that projected amount to the forecast budget for 2020/21. Many Members opposed the proposal made by the Russian Federation to delete the NZ\$85,000 associated with the recruitment of the Compliance Officer in the 2019-20 budget, and transfer to the forecasted budget of 2020-21, citing that this would incur a gap in resourcing.

The FAC recommended that the Commission consider this further as no consensus was achieved.

b. Contributions for Financial Year 2019-2020 and 2020-2021

- 42 Calculation of Contributions for Financial Year 2019-2020 and Estimate of Contributions for 2020-2021

The Secretariat prepared a schedule of contributions (FAC6-Doc09) in accordance with Financial Regulation 4.7.

The FAC reviewed a schedule of contributions and recommended that the 15% cap that had been applied in previous years be applied for the 2019-20 budget as well. The FAC also recommended that the shortfall be offset through CNCP contributions and if necessary, the Accumulated Surplus Fund. As the budget discussion will continue in the Commission, the FAC agreed to defer consideration of Member contributions to the Commission.



8. Matters Concerning the Secretariat and the Staff Regulations

a. Secretariat's Report on Activities in the 2018 Intersessional Period

43 Based on FAC6-Doc10, the Executive Secretary provided a summary on the Commission's membership, office holders, cooperation with other organisations including meetings attended on behalf of SPRFMO by staff and delegates, and other important information about the organisation and its activities in 2018. The FAC thanked the Secretariat for a comprehensive report.

b. New Zealand's proposal on the implementation of a Code of Ethics and conflict resolution procedure

44 New Zealand introduced COMM7-Prop17 on the implementation of a Code of Ethics and conflict resolution procedure under specific provisions in the Staff Regulations, noting that the changes have been positively accepted by the Secretariat staff. The EU suggested minor amendments on language on relations of the Secretariat staff with the public and media, and suggested minor amendments. FAC Chairperson Robertson noted general support for the proposal. The FAC recommended that the Commission adopt the proposal (COMM7-Prop17 rev1).

c. Secretariat Disaster Recovery Plan

45 The Secretariat presented its Disaster Recovery Plan (FAC6-Doc11), highlighting the Plan's procedures, and actions to prevent network compromise, as well as data compromise and loss. The FAC took note of the presentation and welcomed the initiative.

d. Secretariat Mobile Device Acceptable Use Policy

46 The Executive Secretary introduced the Secretariat Mobile Device Acceptable Use Policy (FAC6-Doc11), noting that it had been discussed in the Secretariat Disaster Recovery Plan (FAC6-Doc11).

47 The FAC took note of the policy.

e. Secondment Assessment:

48 Executive Secretary Dr. Rodriguez introduced the assessment report, which covers the tasks undertaken by the secondee during the first year of his secondment (FAC6-Doc12), noting satisfaction and looking forward to the final year.

49 The FAC took note of the report.

f. Secretariat Communication Plan

50 The Secretariat presented the Secretariat's Communication Plan to strengthen external cooperation (FAC6-Doc13). Chinese Taipei expressed support and stressed that activities should be performed in a cost-effective manner. Australia also expressed support and encouraged the Secretariat to include more details in the annual report.

51 The FAC welcomed the Plan, thanking the Secretariat for work in progress and noting that a complete strategy will be available next year.

9. Meetings of the Commission and Subsidiary Bodies

52 FAC Chairperson Robertson invited Members to express interest to host the next meeting of the Commission in 2020, as well as the Commission meetings for 2021 and 2022, and the SC meetings 2019-2021 (FAC6-Doc14).



53 The FAC welcomed:

- Vanuatu’s offer to host the 2020 meeting of the Commission from 10-12 February for CTC, and 14-18 February for the Commission meeting;
- Peru’s offer to host the 2021 meeting of the Commission; and
- Cook Islands’ expression of interest to host the 2022 meeting of the Commission.

54 The FAC further welcomed:

- Cuba’s offer to host the 2019 SC meeting (SC7) in La Havana, Cuba, 7-12 October 2019. SC7 will be preceded by a 2-day workshop covering squid topics; and
- New Zealand’s offer to host the 2020 SC meeting (SC8).

55 The FAC recommended that the Commission agree to these proposed offers.

10. Other Matters

a. Rule 4 “Order of Business”

56 Executive Secretary Dr. Rodriguez suggested harmonising the understanding of the SPRFMO Rules of Procedures, Rule 4.5 “Order of Business”, so the due date for proposals is considered as 50 days prior to the start of the Commission meeting (as implemented this year by the Secretariat) and not the start of the CTC meeting as in previous years.

57 The EU and Australia supported the proposal. The EU noted it provides clarity in situations where a proposal meets the Commission’s deadline, but not the one for the CTC. Australia queried whether any benefits would arise by bringing forward the relevant deadline. Executive Secretary Dr. Rodriguez responded that an assessment is envisaged for the following year to identify ways to increase efficiency by maximising time between proposal deadline and the Commission meeting.

58 The FAC recognised that, from a practical perspective, a single deadline is preferable and recommended that the Commission adopt the approach put forth by the Secretariat.

b. The Secretariat Proposal on Creating Guidelines for the Administration of the Developing States Fund (DS Fund) – Travel Support Policy

59 Executive Secretary Dr. Rodriguez presented the report and its background paper (COMM7-Prop18 and COMM7-Prop18.1), reviewing that during 2018-2019, the level of support requested had exceeded by almost NZ\$ 20,000, the amount available in the Developing States Fund (DS Fund), proposing guidelines for the administration of the DS Fund in order to increase transparency and objectivity. He further elaborated that 60% of the annual budget is allocated to the Annual Meeting of the Commission and 40% to the SC Meeting and/or workshops.

60 The EU queried if any part of the Fund remains available for capacity building activities in view of the proposal to allocate 100% of the Fund to support participation in meetings of the Commission, the CTC and the SC and its working groups. Members suggested that any application for assistance received after the 75-day window before a meeting be considered ineligible, while the US suggested a less strict approach. Chairperson Robertson proposed that any late application be considered only after all other applicants received on time have been fulfilled.



- 61 On standardising the selection process used to select recipients of the Fund, suggestions were made to give greater weight to Least Developed Countries (LDCs) and Small Island Developing States (SIDS). The USA was nominated to lead a small working group to continue to develop these criteria.
- 62 Following consultations, the USA summarised relevant amendments, noting that the two annexes in the document have been combined into one, addressing procedures for technical assistance, capacity building, as well as requests for travel support.
- 63 Korea queried whether a reference to “each Member of the Commission shall contribute to the DS Fund” signifies that it would be a different contribution by Members than their annual one, to which the USA and FAC Chairperson Robertson responded that no new requirements are being generated. Korea further suggested that the maximum amount of travel support be specified somewhere in the paper explaining that only one delegate per country is eligible for such a Fund in case of some other RFMOs.

The FAC agreed to recommend the amendments proposed in COMM7-Prop18_rev2 be adopted.

c. Proposed Amendment to the SPRFMO Financial Regulations

- 64 Australia introduced an amendment to Annex 2 of the financial regulations to address the Contingency Fund (COMM7-WP12). Australia noted the changes, namely that the Contingency Fund may be used for meeting the Commission’s share of expenses associated with the establishment of a Review Panel under Article 17 of the Convention. In addition, regarding Review Panel expenses and for the purposes of the aforementioned, a decision to access the Contingency Fund may be taken at the Commission meeting following the transmission of the findings and recommendations of the Review Panel or intersessionally in accordance with Rule 7 of the SPRFMO Rules of Procedure, as appropriate. The FAC agreed to recommend adoption of the proposed amendment to the Commission.

11. Office Holders

- 65 The first terms of the FAC Chairperson (Ms. Kerrie Robertson, Australia) and FAC Vice-chairperson (Mr. Gerry Geen, Vanuatu) will conclude at the end of the COMM7 Meeting. Both showed their availability for a second term and the FAC gladly re-elected them, thanking their commitment and excellent work during these first two years.

12. Adoption of Report

- 66 Immediately prior to the adoption of the report, China announced that USD\$20,000 for the Jumbo Flying Squid sampling for genetic study, provided as a voluntary contribution.
- 67 The FAC adopted the report at 2:38 pm on 27 January 2019.

13. Meeting Closure

- 68 The meeting was closed at 2:38 pm on 27 January 2019.



Annex 1 FAC 6 Agenda

FAC 6 – Doc 01_rev1

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| 1. WELCOME AND INTRODUCTION | Documents |
| 2. ADMINISTRATIVE ARRANGEMENTS | |
| a. Adoption of the Agenda | FAC6-Doc01_rev1, Doc02 |
| b. Meeting Documents | FAC6-Doc03_rev1 |
| 3. SPRFMO FINANCIAL REPORTING | |
| a. Financial Statements | FAC6-Doc04 |
| b. Auditor Report | FAC6-Doc04 |
| c. Statement of transfers of appropriations | FAC6-Doc04.1 |
| d. Accumulated Surplus Account | FAC6-Doc04 |
| e. SPRFMO Contingency Fund | FAC6-Doc04.2 |
| f. Status of SC Scientific Support Fund & Developing States Fund | FAC6-Doc04.3 |
| 4. SPRFMO REPORT OF INCOME | FAC6-Doc05_rev1 |
| 5. SPRFMO BUDGET DEVELOPMENT ANALYSIS (2014/2015 - 2018/2019) | FAC6-Doc06 |
| 6. PERFORMANCE REVIEW RECOMMENDATIONS CONCERNING THE FAC | FAC6-Doc07 |
| 7. FUTURE BUDGETS AND CONTRIBUTIONS | |
| a. Draft Budget for financial years 2019-2020 and 2020-2021 | FAC6-Doc08, Doc08.1,
Doc08.2, Doc08.3,
Doc08.4, Doc8.5 |
| b. Contributions for financial years 2019-2020 and estimate for 2020-2021 | FAC6-Doc09 |
| 8. MATTERS CONCERNING THE SECRETARIAT & THE STAFF REGULATIONS | |
| a. Secretariat report on 2018 intersessional period activities | FAC6-Doc10_rev1 |
| b. New Zealand's proposal on the implementation of a Code of Ethics and conflict resolution procedure | COMM7-Prop17 |
| c. Secretariat disaster recovery plan | FAC6-Doc11 |
| d. Secretariat mobile device acceptable use policy | FAC6-Doc11 |
| e. Secondment Assessment | FAC6-Doc12 |
| f. Secretariat Communication plan | FAC6-Doc13 |
| 9. MEETINGS OF THE COMMISSION & SUBSIDIARY BODIES | |
| a. Date and Venue for 2020 | FAC6-Doc14 |
| b. Potential hosting 2021 & 2022 | FAC6-Doc14 |
| c. Scientific Committee 2019 and potential hosting 2020 & 2021 | FAC6-Doc14 |
| 10. OTHER MATTERS | |
| a. Rules of procedure, Rule 4 "Order of Business" | |
| b. Secretariat's Proposal to Create Guidelines for the Administration of the Developing States (DS) Fund – Travel Support Policy | COMM7-Prop18,
Prop18.1 |
| 11. OFFICE HOLDERS | |
| a. Chairperson and Vice-chairperson | |
| 12. ADOPTION OF THE REPORT | |
| 13. CLOSE OF MEETING | |



Annex 2 Performance Review Recommendations concerning the FAC

FAC 6 – WP 08_Rev1

1. Background

Noting paragraph 16 of Decision 06-2018 which provides that “the SC, CTC and FAC shall consider the final report during their meetings and report to the Commission the results of their discussions including plans for addressing any of the recommendations made by the performance review and tracking progress in that regard”. The FAC records its response to the Commission as follows:

2. Assessment of the FAC

Paragraph	Recommendation of the Panel This only refers to recs seeking action – eg ‘recommends’ or ‘encourages’ or ‘urges’	Responsible body	FAC Response to the Commission	2019	2020	2021	Lead
Conservation and management							
<i>3.3 Data Collection and Sharing</i>							
100 (b)	Recommends the Commission and Scientific Committee regularly review data collection requirements to ensure they align with the needs of new or revised CMMs, while recognising the challenges to SPRFMO database management through the addition of new data collection, access and storage requirements and Notes the need for investment in building the capacity of the SPRFMO database to meet these challenges.	COMM SC FAC	The FAC notes that in order to have a database serving its purpose, the Commission should invest accordingly on the needs of having an operational database.		X		
Compliance and Enforcement							
<i>4.1 Flag State Duties</i>							
202 (e)	Recommends the translation of those measures identified in d) above into the languages necessary to improve Members and CNCPs’ understanding of their obligations.	COMM FAC	The CTC Noted that English is the official and working language of the Commission and its subsidiary bodies. Suggests that the translation of measures into languages other than				



			English should be the responsibility of Members and CNCPs. Notes that there may be opportunities for Members to share translations of measures. The FAC supports the CTC recommendation.				
<i>4.3 Monitoring, Control and Surveillance</i>							
252 (f)	Recommends that the Commission prioritise hiring a professional staff member with compliance expertise to lead the Secretariat's efforts to implement the MCS measures already adopted and to analyse the data captured through these measures. <i>(see also recommendation 386(d))</i>	COMM CTC FAC	Chile offered for one year a professional with Compliance expertise in support of the Secretariat tasks. Members thanks Chile for its generous offer. FAC is grateful for the offer and recommends the Commission to accept this generous offer from Chile.				
<i>4.4 Follow-up on Infringements</i>							
278 (c)	Recommends a modest investment of resources to facilitate increased engagement of the SPRFMO Secretariat with colleagues from other RFMO Secretariats, which will provide a benefit to the Commission beyond the expenditure of resources in expertise gained, shared lessons learned, use of best practices and avoid spending time and money developing tools, templates, processes and procedures that already exist.	COMM CTC FAC	The FAC supports the CTC response. The CTC acknowledged the benefits that may flow from the SPRFMO Secretariat engaging with the Secretariats of other RFMOs. Acknowledges that it is the role of the Commission and its subsidiary bodies to develop and adopt its own tools, templates, processes				



			and procedures. Recognises that such engagement can be accomplished within normal budget constraints.				
Decision-Making and Dispute Settlement							
<i>5.3 Dispute Settlement</i>							
320 (g)	Recommends that Members consider making a special budgetary allocation at the first meeting following a use of the Article 17 review panel process to reimburse the SPRFMO budget in order to cover the costs associated with support to the most recent Article 17 review panel proceedings.	COMM FAC	The FAC Support this recommendation in principle and noted the importance of having funds available to resource the Commission’s contribution to any Review Panel established under Art 17.				
Financial and Administrative issues							
<i>7.1 Availability of Resources for Activities</i>							
386 (c)	Encourages the Secretariat to prepare an estimate of the additional financial cost which is likely to arise from proposed conservation and management measures.	COMM FAC	The FAC encourages Members to engage with the Secretariat when a proposal has financial impacts or influence on the Secretariat work.				
386 (d)	Recommends that if the SPRFMO Observer Programme is to be properly implemented as part of the suite of MCS measures, the Commission should prioritise hiring a professional staff member with compliance expertise, as recommended above. <i>(see also recommendation 252(f))</i>	CTC FAC	Chile offered for one year a professional with Compliance expertise in support of the Secretariat tasks. Members thanks Chile for its generous offer. FAC is grateful for the offer and recommends the Commission to accept this generous offer from Chile.				



386 (e)	Recommends that the Commission include in the budget a provision for increasing progressively over a five-year period the level of the contingency fund, and to reimburse any expenditures from the Fund for any Article 17 review process, until it reaches a level of 3 months of the operating budget as provided in the SPRFMO Financial Regulations.	FAC	The FAC supports in principle the concept of resourcing the contingency fund appropriately and that a stepwise increase in some years would be an appropriate way of doing it.				
<i>7.2 Efficiency and Cost-Effectiveness</i>							
396 (b)	Recommends that the Commission, on advice of the Executive Secretary, give consideration to reviewing the structure of the Secretariat to ensure the most cost-effective use of staff resources, and to investing additional resources in building the capacity of the Secretariat to analyse scientific and MCS data.	COMM FAC	The FAC supports the recommendation and task the Executive Secretary to give consideration and to advise the Commission accordingly no later than the 2020 annual meeting.				
396 (c)	Recommends that the Commission set aside a half day for the Finance and Administration Committee in advance of the annual Commission meeting, and following the annual meeting of the Compliance and Technical Committee.	COMM FAC	The FAC considered the recommendation but agreed that the current arrangement should be retained, but this could be revisited in the future.				