

**5th Meeting of the Finance and Administration Committee  
Lima, Peru, 30 January to 3 February 2018**

**FAC 5 - Doc 02 Rev 2**

**Meeting Documents**

*Secretariat*

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**Finance & Administration Documents**

FAC5-Doc01 Provisional Agenda

- FAC5-Doc01 suppl. Annotated Provisional Agenda

FAC5-Doc02 Meeting Documents

FAC5-Doc03 Annual Financial Statement for the year ending 30 June 2017

- FAC5-Doc03 Suppl.1. Statement of transfers of appropriations (FR3.3)
- FAC5-Doc03 Suppl.2. Statement of written down losses(FR6.4)
- FAC5-Doc03 Suppl.3. SPRFMO Contingency Fund (FR, Annex 2)

FAC5-Doc04 SPRFMO Report of Income

- FAC5-Doc04 Suppl.1. Explanatory note regarding the European Union Grants

FAC5-Doc05 Draft Budgets & Calculation of Member Contributions for 2018-19 and 2019-20

- FAC5-Doc05 Suppl.1. Explanatory note regarding the estimated expenditures for the FY 2018-19
- FAC5-Doc05 Suppl.2. Explanatory note for the proposal of a full-time position of IT/VMS Manager
- FAC5-Doc05 Suppl.3. Explanatory note regarding the Secretariat's premises
- FAC5-Doc05 Suppl.4. Database software development and update

**Proposals for the Commission related to Finance and Administration**

- COMM6-Prop10 Chairperson's Proposal to amend the Budget Formula
- COMM6-Prop11 Chairperson's Proposal to amend the Financial Regulations
- COMM6-Prop12 Chairperson's Proposal to amend the Staff Regulation
- COMM6-Prop13 Chairperson's Proposal for an Internship and Secondment policy for SPRFMO

**Other relevant documents**

- COMM6-INF02 The Secretariat's Administrative Report