

6TH MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE (FAC)

The Hague, The Netherlands, 23 to 27 January 2019

FAC 6 – Doc 01_rev1 Provisional FAC Agenda

Secretariat

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| 1. WELCOME AND INTRODUCTION | Documents |
| 2. ADMINISTRATIVE ARRANGEMENTS | |
| a. Adoption of the Agenda | FAC6-Doc01, Doc02 |
| b. Meeting Documents | FAC6-Doc03 |
| 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 |
| 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, Doc8.4,
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 |
| 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 | |