

## 9<sup>TH</sup> MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE (FAC)

*Held remotely, 18, 21 and 22 January 2022 (NZDT)*

### FAC 9 – Doc 02 rev1

### Annotated FAC Provisional Agenda

*Secretariat*

#### 1. WELCOME AND INTRODUCTION

#### 2. ADMINISTRATIVE ARRANGEMENTS

- a. Adoption of the Agenda FAC9-Doc01/02

*The adoption of the agenda will follow Rules of Procedure (RoP) 4.3.*

- b. List of Meeting Documents FAC9-Doc03

*The Chairperson will briefly introduce all documents submitted to the meeting in accordance with RoP 4.4, 4.5 and 4.6.*

#### 3. SPRFMO REPORT OF INCOME FAC9-Doc04

*In accordance with Financial Regulation 4.11. The Secretariat will report on annual contributions from Members, voluntary contributions received, any investment and other income received.*

#### 4. SPRFMO FINANCIAL REPORTING

- a. Financial Statements FAC9-Doc05

*The Secretariat will present the 2020-21 Annual Financial Statements of the Commission.*

- b. Auditor Report FAC9-Doc05

*In accordance with Financial Regulations 9.7, 9.8 and 9.9. The Secretariat will present the Auditor Report together with the Annual Financial Statements. Concerning Financial Year 2020-2021, the Financial Statements were prepared, in all material respects, in accordance with the Financial Regulations of the Commission.*

- c. Statement of transfers of appropriations FAC9-Doc05.1

*In accordance with Financial Regulations 3.3. This year there were no transfers of the appropriations were made for the Financial Year ended 30 June 2021.*

- d. Accumulated Surplus Account FAC9-Doc05

*In accordance with Financial Regulation 4.3. The FAC will review the amount available in the Accumulated Surplus Account. (Refer to Page 9, FAC9-Doc05).*

- e. SPRFMO Contingency Fund FAC9-Doc05.2

*In accordance with Annex 2 of the Financial Regulations. The Secretariat will report on the status of the Contingency Fund. The FAC will review the level and resourcing for the Contingency Fund.*

- f. Status of SC Scientific Support Fund & Developing States Fund FAC9-Doc05.3

*In accordance with Financial Regulation 2.4 and 2.7. The Secretariat will present the status of both the SC and DS Funds. The FAC is invited to make recommendations to the Commission regarding the proposed budget allocation for those Funds (noting Agenda Item 6a below).*

#### 5. FUTURE BUDGETS AND CONTRIBUTIONS

- a. Draft Budget for financial years 2022-23 and 2023-24 FAC9-Doc06/6.1

*In accordance with Convention Article 15.4 and Financial Regulations 2. The draft budget for the next two succeeding Financial Years will be reviewed by the FAC.*

*For Financial Year 2022-23, the net total budget amount is NZ\$ 1,513,637 with a forecast budget for Financial Year 2023-24 also provided. Both budgets assume that the current travel restrictions will ease, and that in-person hosted SPRFMO meetings will resume. The budget is supported by a travel plan (FAC9-Doc06.1) that, to the extent possible, identifies all proposed official travel, including the approximate expenditure and justification for each trip.*



- b. Contributions for Financial Year 2022-23 and estimate for Financial Year 2023-24 FAC9-Doc07

*In accordance with Financial Regulations 4.7. It shall be noted that the contributions have been calculated based on the financial formula adopted in the 6<sup>th</sup> Commission Meeting. The Secretariat is able to prepare a new contribution table during the meeting based on the adopted budget for financial year 2022-2023 in response to decisions made by the Commission.*

## 6. MATTERS CONCERNING THE FINANCIAL REGULATIONS

- a. Operation of the Developing States Fund and the Scientific Support Fund FAC9-Doc08

*At the last FAC Meeting in January 2021 (FAC8) and recent SC9, a number of Members and SC had expressed that they were in favour of reviewing the caps on the SC and DS Fund. The Secretariat prepared this paper in response to the a FAC request.*

## 7. MATTERS CONCERNING THE SECRETARIAT & STAFF REGULATIONS.

- a. Secretariat report on 2021 intersessional period activities FAC9-Doc09

*The Secretariat will report on activities in the 2021 intersessional period, and provide a summary account of the Commission's membership, office holders, collaboration with other organisations and other important information about the Organisation in 2021*

- b. Secretariat staffing strategy FAC9-Doc10

*The Executive Secretary will introduce workplan to develop a strategic plan for the Secretariat that will require input from the members to outline the future staffing needs of the Organisation and reflect the actual and anticipated needs of the Secretariat.*

- c. Secretariat staff performance review summary FAC9-Doc11\_Restricted

*The Executive Secretary will provide a summary of the staff performance reviews according to Staff Regulation 6.6.*

## 8. MEETINGS OF THE COMMISSION & SUBSIDIARY BODIES FAC9-Doc12

- a. Date and Venue for 2023

*Members will be requested to confirm their ability and intention to continue to host meetings of the SPRFMO.*

- b. Potential hosting 2024 & 2025

*The FAC will seek offers to host the 2024 and 2025 annual meetings. The FAC is encouraged to make every effort to fix the dates (if not the venues) for upcoming SPRFMO meetings.*

- c. Scientific Committee Meeting 2022 and potential hosting 2022 & 2023.

*At the SC9 Meeting, Korea re-confirmed its ability and intention to host the 2022 SC10 meeting (subject to global circumstances). The FAC will seek to fix the dates for this meeting and request offers concerning possible venues for the 2023 SC11 meeting.*

## 9. OTHER MATTERS

- a. FAC Vice-Chairperson (currently vacant)

*Noting that the current FAC Vice-Chairperson is vacant, the FAC shall elect a Vice-Chairperson from among the Contracting Parties for a term of two years in accordance with Regulation 5 of the Rules of Procedure of the Commission.*

- b. SPRFMO Anniversary Campaign FAC9 – Doc13

*The Secretariat has provided a paper with potential options to celebrate the formation and initial successes of the Organisation. The FAC is invited to make a recommendation in what manner and to what extent this milestone should be recognised.*

- c. 2nd phase of the Common Oceans ABNJ Program COMM10 – Obs01/01.1

*The FAC will discuss the FAO Common Oceans program, its relationship to SPRFMO activities and the extent to which SPRFMO could be involved.*

## 10. ADOPTION OF THE REPORT

## 11. CLOSE OF MEETING