

11TH MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE (FAC)

Manta, Ecuador, 25, 26, 27 & 30 January 2024

FAC 11 – Doc 01 Provisional FAC11 Agenda *Secretariat*

1. OPENING OF THE MEETING
 - a. Meeting Arrangements
 - b. Adoption of the Agenda
 - c. Meeting Documents
2. SPRFMO REPORT OF INCOME
 - a. Member contributions
 - b. Voluntary contributions
3. SPRFMO FINANCIAL REPORTING
 - a. Financial Statements
 - b. Auditor Report
 - c. Statements transfers of appropriations and write offs
 - d. Accumulated Surplus Account
 - e. SPRFMO Contingency Fund
 - f. Status of the Developing States Fund
 - g. Status of the Scientific Support Fund
4. FUTURE BUDGETS AND CONTRIBUTIONS
 - a. Draft Budget for financial years 2024-25 and 2025-26
 - b. Contributions for financial years 2024-25 and estimate for 2025-26
5. MATTERS CONCERNING THE FINANCIAL REGULATIONS
6. MATTERS CONCERNING THE SECRETARIAT & THE STAFF REGULATIONS
 - a. Secretariat report on intersessional activities
 - b. Staff performance review summary
 - c. Secretariat staff strategy
 - d. Proposal on staff regulations
 - e. *Recruitment of Executive Secretary* (new item as requested by the EU)
7. MEETINGS OF THE COMMISSION & SUBSIDIARY BODIES
 - a. Date and Venue for 2025
 - b. Potential hosting 2026 & 2027
 - c. Scientific Committee 2024 and potential hosting 2025 & 2026
8. OTHER MATTERS
9. ADOPTION OF THE FAC REPORT
10. CLOSE OF MEETING