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

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

### FAC 11 – Doc 01\_rev1

*(rev1, 03 Jan 2024)*

### 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 (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
  - a. SPRFMO 2<sup>nd</sup> Performance review (SEC)
  - b. Proposed Decision regarding Spanish support in SPRFMO (ECU)
  - c. Proposed Decision regarding participation of Observers (ECU)
  - d. Office holders
9. ADOPTION OF THE FAC REPORT
10. CLOSE OF MEETING