

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

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

FAC 11 – Doc 04 [rev2](#)
(rev2, 18:40 26 Jan 2024)

FAC11 Meeting Schedule

Secretariat

FAC11	Session 1 09:00 – 10:30	Session 2 11:00 – 12:30	Session 3 13:30 – 15:30	Session 4 16:00 – 18:00
Thursday 25 Jan 2024	<ul style="list-style-type: none"> • CTC Meeting 	<ul style="list-style-type: none"> • CTC Meeting 	<ul style="list-style-type: none"> • CTC Meeting 	<ul style="list-style-type: none"> • FAC Opening remarks <ul style="list-style-type: none"> - Arrangements - Adopt agenda - Meeting documents • Member and Voluntary contributions • SPRFMO Financial reporting - parts a-g
Friday 26 Jan 2024	<ul style="list-style-type: none"> • HoD+1 closed meeting from 08:30am • Staff Strategy (FAC11-Doc11) • Executive Secretary recruitment 	<ul style="list-style-type: none"> • Staff regulations (Prop01) 	<ul style="list-style-type: none"> • 2nd Performance review (Prop02) • Spanish support in SPRFMO (Prop03) • Observer participation (Prop04) • Staff regulations (Prop01) 	<ul style="list-style-type: none"> • CTC report adoption
Saturday 27 Jan 2024	<ul style="list-style-type: none"> • Jack mackerel MSE workshop 	<ul style="list-style-type: none"> • Jack mackerel MSE workshop 	<ul style="list-style-type: none"> • Intersessional activities (FAC11-Doc09) • Staff performance (FAC11-Doc10) • FAC10 requested advice (FAC11-Doc12) • Financial Regulations • Secretariat & staff regs • Hosting of future meetings • Other matters 	<ul style="list-style-type: none"> • Draft Budget for FY 2023-24 • Contributions for FY 2023-24 • Forecast budget for FY 2024-25



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Monday 29 Jan 2024	• COMM12 meeting			
Tuesday 30 Jan 2024	• COMM12 meeting	• FAC Report adoption	• COMM12 meeting	• COMM12 meeting

**Coffee breaks will be 30 minutes long at 10:30 and 15:30 every meeting day; lunch will be 1-hour long every meeting day.*