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

*Panama City, Panama, 26 to 27 February 2026*

### FAC13 – Doc01 Provisional FAC13 Agenda *Secretariat*

1. OPENING OF THE MEETING
  - a. Meeting Arrangements
  - b. Adoption of the Agenda
  - c. Meeting Documents
2. OVERVIEW OF SPRFMO FAC, FUNDS AND INCOME
3. REPORT OF INCOME
  - a. Member contributions
  - b. Voluntary contributions
4. FINANCIAL REPORTING
  - a. Financial Statements
  - b. Auditor Report
  - c. Statements of transfers of appropriations and write offs
5. STATUSES AND FORECAST OF FUNDS
  - a. Accumulated Surplus Account
  - b. Contingency Fund
  - c. Developing States Fund
  - d. Scientific Support Fund
  - e. Spanish Interpretation Fund
6. FUTURE BUDGETS AND CONTRIBUTIONS
  - a. Draft Budget for financial years 2026-27 and 2027-28
  - b. Contributions for financial years 2026-27 and estimate for 2027-28
7. 2<sup>ND</sup> PERFORMANCE REVIEW RECOMMENDATIONS CONCERNING THE FAC
  - a. Presentation from Review Recommendations WG
  - b. Discussion and Plan for addressing recommendations
8. FAC WORKPLAN
9. MATTERS CONCERNING THE SECRETARIAT
  - a. Secretariat report on intersessional activities
  - b. Staff performance review summary
10. APPOINTMENT OF AUDITORS
11. MEETINGS OF THE COMMISSION & SUBSIDIARY BODIES
  - a. Date and venue for 2027
  - b. Potential hosting 2028 & 2029
  - c. Scientific Committee 2026 and potential hosting 2027 & 2028
12. FAC RELATED PROPOSALS (*if any are submitted*)
13. OFFICE HOLDERS
  - a. Election of Officers (*as required*)
14. OTHER MATTERS
15. ADOPTION OF THE FAC REPORT
16. CLOSE OF MEETING

