



8TH MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE (FAC)

Held remotely, 21-23 January 2021 (scheduling to be confirmed)

FAC 8 – Doc 01 rev1

Provisional Agenda

Secretariat

1. WELCOME AND INTRODUCTION
2. ADMINISTRATIVE ARRANGEMENTS
 - a. Adoption of the Agenda
 - b. Meeting Documents
3. SPRFMO FINANCIAL REPORTING
 - a. Financial Statements
 - b. Auditor Report
 - c. Statement of transfers of appropriations
 - d. Accumulated Surplus Account
 - e. SPRFMO Contingency Fund
 - f. Status of SC Scientific Support Fund & Developing States Fund
4. SPRFMO REPORT OF INCOME
5. FUTURE BUDGETS AND CONTRIBUTIONS
 - a. Draft Budget for financial years 2021-2022 and 2022-2023
 - b. Contributions for financial years 2021-2022 and estimate for 2022-2023
6. MATTERS CONCERNING THE FINANCIAL REGULATIONS
7. MATTERS CONCERNING THE SECRETARIAT & THE STAFF REGULATIONS
 - a. Secretariat report on 2020 intersessional period activities and related matters
 - b. Secretariat staffing strategy matters
 - c. Contract for the new Executive Secretary
8. MEETINGS OF THE COMMISSION & SUBSIDIARY BODIES
 - a. Date and Venue for 2022
 - b. Potential hosting 2023 & 2024
 - c. Scientific Committee 2021 and potential hosting 2022 & 2023
9. OFFICE HOLDERS
 - a. FAC Chairperson and Vice-Chairperson
10. ADOPTION OF THE REPORT
11. CLOSE OF MEETING