



Report of the 12th Session of the Standing Committee on Administration and Finance

Busan, Republic of Korea 23–24 April 2015

DISTRIBUTION:

Participants in the Session
Members of the Commission
Other interested Nations and International Organizations
FAO Fisheries Department
FAO Regional Fishery Officers

BIBLIOGRAPHIC ENTRY

IOTC 2015. Report of the 12th Session of the Standing Committee on Administration and Finance. Busan, Republic of Korea, 23–24 April 2015.
IOTC–2015–SCAF12–R[E], 26 pp.

The designations employed and the presentation of material in this publication and its lists do not imply the expression of any opinion whatsoever on the part of the Indian Ocean Tuna Commission (IOTC) or the Food and Agriculture Organization (FAO) of the United Nations concerning the legal or development status of any country, territory, city or area or of its authorities, or concerning the delimitation of its frontiers or boundaries.

This work is copyright. Fair dealing for study, research, news reporting, criticism or review is permitted. Selected passages, tables or diagrams may be reproduced for such purposes provided acknowledgment of the source is included. Major extracts or the entire document may not be reproduced by any process without the written permission of the Executive Secretary, IOTC.

The Indian Ocean Tuna Commission has exercised due care and skill in the preparation and compilation of the information and data set out in this publication. Notwithstanding, the Indian Ocean Tuna Commission, employees and advisers disclaim all liability, including liability for negligence, for any loss, damage, injury, expense or cost incurred by any person as a result of accessing, using or relying upon any of the information or data set out in this publication to the maximum extent permitted by law.

Contact details:

Indian Ocean Tuna Commission
Le Chantier Mall
PO Box 1011
Victoria, Mahé, Seychelles
Ph: +248 4225 494
Fax: +248 4224 364
Email: secretariat@iotc.org
Website: <http://www.iotc.org>

ACRONYMS

ABNJ	Areas Beyond National Jurisdiction
BOBLME	Bay of Bengal Large Marine Ecosystem
CLAV	Consolidated List of Active Vessels
CMM	Conservation and Management Measure (of the IOTC; Resolutions and Recommendations)
CNCP	Cooperating Non-Contracting Parties
CoC	Compliance Committee, of the IOTC
CPCs	Contracting Parties and Cooperating non-Contracting Parties
CSM	Compliance Support Mission
DSA	Daily Subsistence Allowance
FAO	Food and Agriculture Organization of the United Nations
ICRU	Improved Cost Recovery Uplift
IOTC	Indian Ocean Tuna Commission
MPF	Meeting Participation Fund
MSE	Management Strategy Evaluation
PSC	Project Servicing Costs
RFMO	Regional Fisheries Management Organization
SC	Scientific Committee of the IOTC
SCAF	Standing Committee on Administration and Finance, of the IOTC

HOW TO INTERPRET TERMINOLOGY CONTAINED IN THIS REPORT

The SCAF12 Report has been written using the following terms and associated definitions so as to remove ambiguity surrounding how particular paragraphs should be interpreted.

Level 1: *From a subsidiary body of the Commission to the next level in the structure of the Commission:*

RECOMMENDED, RECOMMENDATION: Any conclusion or request for an action to be undertaken, from a subsidiary body of the Commission (Committee or Working Party), which is to be formally provided to the next level in the structure of the Commission for its consideration/endorsement (e.g. from a Working Party to the Scientific Committee; from a Committee to the Commission). The intention is that the higher body will consider the recommended action for endorsement under its own mandate, if the subsidiary body does not already have the required mandate. Ideally this should be task specific and contain a timeframe for completion.

Level 2: *From a subsidiary body of the Commission to a CPC, the IOTC Secretariat, or other body (not the Commission) to carry out a specified task:*

REQUESTED: This term should only be used by a subsidiary body of the Commission if it does not wish to have the request formally adopted/endorsed by the next level in the structure of the Commission. For example, if a Committee wishes to seek additional input from a CPC on a particular topic, but does not wish to formalise the request beyond the mandate of the Committee, it may request that a set action be undertaken. Ideally this should be task specific and contain a timeframe for the completion.

Level 3: *General terms to be used for consistency:*

AGREED: Any point of discussion from a meeting which the IOTC body considers to be an agreed course of action covered by its mandate, which has not already been dealt with under Level 1 or level 2 above; a general point of agreement among delegations/participants of a meeting which does not need to be considered/adopted by the next level in the Commission's structure.

NOTED/NOTING: Any point of discussion from a meeting which the IOTC body considers to be important enough to record in a meeting report for future reference.

Any other term: Any other term may be used in addition to the Level 3 terms to highlight to the reader of an IOTC report, the importance of the relevant paragraph. However, other terms used are considered for explanatory/informational purposes only and shall have no higher rating within the reporting terminology hierarchy than Level 3, described above (e.g. **CONSIDERED; URGED; ACKNOWLEDGED**).

TABLE OF CONTENTS

REPORT OF THE 12TH SESSION OF THE STANDING COMMITTEE ON ADMINISTRATION AND FINANCE	1
TABLE OF CONTENTS	4
EXECUTIVE SUMMARY	5
Financial Statement.....	5
Balance of funds	5
Contributions outstanding.....	5
Deficit Contingency Budget.....	5
Programme of work and budget estimates: proposed for 2016 and 2017.....	5
Review of the Draft and Adoption of the Report of the 12th Session of the Standing Committee on Administration and Finance	5
1. OPENING OF THE SESSION	6
2. ADOPTION OF THE AGENDA AND ARRANGEMENTS FOR THE SESSION	6
3. ADMISSION OF OBSERVERS	6
4. PROGRESS REPORT OF THE IOTC SECRETARIAT: 2014	6
4.1 Support to scientific activities.....	6
4.2 Support to compliance activities.....	7
4.3 Communications and public information.....	7
4.4 Meeting participation fund (MPF).....	7
5. FINANCIAL STATEMENT	7
5.1 Contributions.....	8
5.2 Expenditures	8
5.3 Balance of funds.....	8
5.4 Contributions outstanding.....	8
5.5 Capital Reserve Fund.....	9
5.6 Membership of Sierra Leone and Guinea in the IOTC	9
6. PROGRAMME OF WORK AND BUDGET ESTIMATES: PROPOSED FOR 2016 AND 2017	9
6.1 Budget estimates	9
6.2 Deficit Contingency Budget.....	10
6.3 Operating expenses – Support to Capacity Building	10
6.4 Meeting Participation Fund (MPF).....	10
7. PERFORMANCE REVIEW UPDATE (RESOLUTION 09/01 ON THE PERFORMANCE REVIEW FOLLOW-UP).....	11
8. OTHER BUSINESS	11
8.1 Date and Place of the 13 th and 14 th Sessions of the Standing Committee on Administration and Finance	11
9. REVIEW OF THE DRAFT AND ADOPTION OF THE REPORT OF THE 12TH SESSION OF THE STANDING COMMITTEE ON ADMINISTRATION AND FINANCE	11
APPENDIX I LIST OF PARTICIPANTS	12
APPENDIX II AGENDA OF THE 12TH SESSION STANDING COMMITTEE ON ADMINISTRATION AND FINANCE.....	15
APPENDIX III LIST OF DOCUMENTS	16
APPENDIX V SCALE OF CONTRIBUTIONS FOR 2016 (IN USD).....	18
APPENDIX VI SCAF: UPDATE ON PROGRESS REGARDING RESOLUTION 09/01 – ON THE PERFORMANCE REVIEW FOLLOW-UP	20
APPENDIX VII CONSOLIDATED SET OF RECOMMENDATIONS OF THE 12TH SESSION OF THE STANDING COMMITTEE ON ADMINISTRATION AND FINANCE (22–24 APRIL 2015) TO THE COMMISSION	25

EXECUTIVE SUMMARY

The 12th Session of the Standing Committee on Administration and Finance (SCAF12) of the Indian Ocean Tuna Commission (IOTC) was held in Busan, Republic of Korea, 23–24 April 2015. The meeting was opened by the Chair, Mr. Benjamin Tabios (Philippines).

The following are a subset of the complete recommendations from the SCAF12 to the Commission, which are provided within [Appendix VII](#).

Financial Statement

SCAF12–01 ([para. 19](#)) The SCAF **RECOMMENDED** that the IOTC Secretariat should continue to explore all possible avenues with the objective to recover the outstanding contributions and request support from FAO in engagement with CPCs in this regard.

Balance of funds

SCAF12–02 ([para. 25](#)) The SCAF **RECOMMENDED** that the Commission seeks guidance from FAO in regard to the financial continuity of operations of the Commission in 2015 and 2016, based on outstanding arrears in contributions, and requests support from FAO in regard to IOTC Secretariat staff contract extensions and advise on collecting arrears.

Contributions outstanding

SCAF12–03 ([para. 29](#)) The SCAF **RECOMMENDED** that the IOTC Secretariat, in consultation with the Chair of the Commission, to conduct bilateral discussion with the I.R. Iran, and other Contracting Parties with outstanding contributions with a view to find a mutually satisfactory method to recover the outstanding contributions and to detail a plan of action for payment to Membership as soon as the situation allows for this financial transaction.

Deficit Contingency Budget

SCAF12–07 ([para. 50](#)) The SCAF **RECOMMENDED** that the Deficit Contingency budget be inserted within the proposed budget for 2016 (US\$375,051) and indicative budget for 2017.

Programme of work and budget estimates: proposed for 2016 and 2017

SCAF12–10 ([para. 55](#)) The SCAF **RECOMMENDED** that the Commission adopt the budget for, and the scheme of contributions for 2016 as outlined in [Appendix IV](#) and [Appendix V](#), while noting the objection of Indonesia.

Review of the Draft and Adoption of the Report of the 12th Session of the Standing Committee on Administration and Finance

SCAF12–14 ([para. 66](#)) The SCAF **RECOMMENDED** that the Commission consider the consolidated set of recommendations arising from SCAF12, provided at [Appendix VII](#).

1. OPENING OF THE SESSION

1. The 12th Session of the Standing Committee on Administration and Finance (SCAF12) of the Indian Ocean Tuna Commission (IOTC) was held in Busan, Rep. of Korea 23–24 April, 2015. A total of 56 individuals attended the Session, comprised of 49 delegates from 32 Contracting Parties (Members), 1 delegate from 1 Cooperating Non-Contracting Party, and 6 Observers, including 4 invited experts. The list of participants is provided at [Appendix I](#). The meeting was opened by the Chairperson, Mr Benjamin Tabios (Philippines).

2. ADOPTION OF THE AGENDA AND ARRANGEMENTS FOR THE SESSION

2. The SCAF **ADOPTED** the Agenda as provided at [Appendix II](#). The documents presented to the SCAF are listed in [Appendix III](#).

3. ADMISSION OF OBSERVERS

3. The SCAF **NOTED** that at the 18th Session of the Commission, Contracting Parties decided that its subsidiary bodies should be open to participation by observers from all those who have attended the current and/or previous sessions of the Commission. Applications by new Observers should continue to follow the procedure as outlined in Rule XIV of the IOTC Rules of Procedure (2014).
4. Pursuant to Article VII of the Agreement establishing the IOTC, the SCAF admitted the following observers, as defined in Rule XIV of the IOTC Rules of Procedure (2014):
 - Rule XIV.1. *The Director-General or a representative designated by him, shall have the right to participate without vote in all meetings of the Commission, of the Scientific Committee and of any other subsidiary body of the Commission.*
 - Rule XIV.2. *Members and Associate Members of the Organization that are not Members of the Commission are, upon their request, invited to be represented by an observer at sessions of the Commission.*
 - i. Russian Federation
 - Rule XIV.4. *The Commission may, on their request, invite intergovernmental organizations having special competence in the field of activity of the Commission, to attend such of its meetings as the Commission may specify.*
 - i. Indian Ocean Commission (IOC)
 - Rule XIV.5. *The Commission may invite, upon request, non-governmental organizations having special competence in the field of activity of the Commission to attend such of its meetings as the Commission may specify. The list of the NGOs wishing to be invited will be submitted beforehand by the Secretary to the Members of the Commission. If one of the Members of the Commission objects giving in writing its reasons within 30 days, the matter will then be subject to decision of the Commission out of session by written procedure.*
 - i. International Seafood Sustainability Foundation (ISSF)

Invited experts

- Rule XIV.9. *The Commission may invite consultants or experts, in their individual capacity, to attend the meetings or participate in the work of the Commission as well as the Scientific Committee and the other subsidiary bodies of the Commission.*
 - i. Taiwan, Province of China

4. PROGRESS REPORT OF THE IOTC SECRETARIAT: 2014

5. The SCAF **NOTED** paper IOTC–2015–SCAF12–04 which outlined the progress report of the IOTC Secretariat for 2014 and expressed its thanks for the capacity building support received in various areas by developing coastal states, from compliance, to the strengthening of data collection and reporting and understanding the science to management process supporting the Commission, and requested that such support be funded in the budget and continued into the future.

4.1 *Support to scientific activities*

6. The SCAF **NOTED** that the work carried out by the IOTC Secretariat in support of the IOTC science process included assistance to CPCs to improve the level of participation and engagement of national scientists at the various Working Parties, improve the quality of the data being provided to the IOTC Secretariat, and the quality and rigor of stock assessments for IOTC species. In 2014, five Working Party meetings were organised and facilitated by the IOTC Secretariat in addition to the annual meeting of the Scientific Committee.

7. The SCAF **NOTED** the participation of five invited experts selected to attend the Working Party meetings in 2014. The continued involvement of invited experts at IOTC Working Party meetings was seen as an important component to scientific capacity building activities by the Commission and was supported by the SCAF.

4.2 *Support to compliance activities*

8. The SCAF **NOTED** that the requirement for support by the Compliance Committee continues to expand. This required the submission of compliance questionnaires, according to the requirements of the Commission, to all CPCs, and the processing of the responses, and the information available from national reports, into Country Reports presented at the 12th Session of the Compliance Committee (CoC12).
9. The SCAF **NOTED** that the IOTC Secretariat also continued with the coordination of the implementation of the Regional Observer Programme to monitor transshipment at sea for large-scale tuna longline vessels, the compliance support missions and activities in support of the implementation of the Port State measures. In the second semester of 2014, the IOTC Secretariat, through the FAO, launched a new tender for the ROP for 2015; this was won by the Consortium MRAG Ltd/CapFish. The new contract was signed in December 2014.

4.3 *Communications and public information*

10. The SCAF **NOTED** that the IOTC Secretariat continued with the publications of all reports of the Commission and its subsidiary bodies (Working Parties and Committees) in electronic format only, following the decision by the Commission at its 17th Session to go paperless.

4.4 *Meeting participation fund (MPF)*

11. The SCAF **NOTED** that the intention of the MPF was to utilise the funds, as a first priority, to support the participation of scientists from developing CPCs in scientific meetings of the IOTC, including Working Parties. In 2014, the Secretariat facilitated the participation of 43 (58 in 2013 and 42 in 2012) individuals from 16 developing CPCs of IOTC to the five Working Party meetings held. The attendance by national scientists from developing CPCs to IOTC Working Parties and the SC in 2014 registered a drop on account of reduced MPF funding.
12. The SCAF **NOTED** that, as a result of reduced funding, priority was given to support those CPCs that have a direct input on the species relevant to the Working Party. In the last four years all MPF recipients developed and presented at least one working paper or National Report, relevant to the meeting in which the Commission funded their attendance. The papers presented to IOTC meetings by MPF recipients have continued to improve in quality as a direct result of improved attendance and participation by scientists from developing coastal states.
13. The SCAF **NOTED** that as a secondary priority, Resolution 10/05 *on the establishment of a meeting participation fund for developing state members*, indicates that the MPF should be used to fund the participation of one representative per developing CPC to a non-scientific meeting of the Commission, including regular Sessions, if the CPC intends to present reports relevant to the meeting in question, and provided that the CPC is not eligible for support under the fund established under part VII of the UNFSA. In 2014 the IOTC Secretariat facilitated the participation of 16 individuals from 14 developing CPCs of IOTC to the non-scientific meetings.

5. FINANCIAL STATEMENT

14. The SCAF **NOTED** paper IOTC-2015-SCAF12-03 which provided the Financial Statement and supporting documentation for the financial period 1 January to 31 December 2014, as well as an outline of the cash flow problems being encountered by the IOTC Secretariat as a result of outstanding contributions.
15. The SCAF **NOTED** the IOTC Secretariat facing considerable risk of reduced staff and operations due to unpaid contributions and FAO has indicated that the future IOTC Secretariat staff extensions and operating expenses can only be made with sufficient funding available for the requested extension and costs. It was further elaborated that the financial position is a shared responsibility of all CPCs and the amount of arrears and deficit is significant and merits immediate attention from CPCs.
16. The SCAF **NOTED** that the savings incurred under the Improved Costs Recover Uplift (ICRU) were utilised in 2014 under the Meeting Participation Fund (MPF) as per Circular 2014-85.
17. The SCAF **REQUESTED** feedback from CPCs concerning outstanding contributions. Those CPCs, in attendance, who have not met their 2014 annual contribution provided commitments to pay their outstanding contributions within 2015. The I.R. Iran, as a consequence of financial sanctions, has not been able to discharge its financial obligations. CPCs noted that the outstanding contributions from the I.R. Iran are not a lack of responsibility towards the Commission and that the CPC actively participates in the activities of the IOTC Secretariat and is fully committed to transfer the outstanding contribution when the situation allows for the payment.
18. The SCAF **NOTED** that many CPCs have made payment of their 2014 annual contributions after December 31 2014. France, Mozambique and Sri Lanka announced that their 2014 contributions have been received by the IOTC

Secretariat after December 31 2014. In recent communications with the Secretariat, Pakistan has recognised their financial obligation to the Commission but has not yet submitted a payment for the outstanding arrears. Other CPCs, who were not present at SCAF12, have not responded to repeated attempts from the IOTC Secretariat to collect outstanding contributions, such as Eritrea, Guinea, Sierra Leone, Sudan and Yemen.

Recommendation/s

19. The SCAF **RECOMMENDED** that the IOTC Secretariat should continue to explore all possible avenues with the objective to recover the outstanding contributions and request support from FAO in engagement with CPCs in this regard.

5.1 Contributions

20. The SCAF **NOTED** that the cumulative total of outstanding contribution payments has increased from US\$1,407,696 as of 31 December 2013, to US\$1,962,795 as of 31 December 2014, an increase of US\$555,099 (40%). In 2013 the increase was 33% with 12 Contracting Parties (Members) having payments in arrears.
21. The SCAF **NOTED** the following extra budgetary contributions made by CPCs to the IOTC in 2014: support from Australia to assist developing coastal countries in their participation and attendance of meetings and workshops through the MPF; BOBLME joint funding of activities related to science, stock assessment, data and compliance in the BOBLME area of competence and special funding for identification guides; a European Union (DG Maritime Affairs and Fisheries) grant agreement on capacity building (for compliance and science to management process) and technical assistance to developing countries; ABNJ direct funding for CLAV development, CSM implementation, IOTC staff travel and coastal states travel to meetings; co-financing of joint activities from Overseas Fisheries Cooperation Foundation, Japan (OFCF), European Union-Indian Ocean Commission (EU-IOC-SmartFish), International Seafood Sustainability Foundation (ISSF), World Wildlife Fund (WWF), Maldives and the International Pole and Line Foundation (IPLNF) on the MSE of skipjack.

5.2 Expenditures

22. The SCAF **NOTED** that, at the level of the total budget, there was an under-expenditure of US\$131,293 (-4% variance) relative to the 2014 budget.
23. The SCAF **NOTED** that until all 2014 contributions are received (approximately US\$300,000 outstanding as at 15 April 2015), this is not a saving due to the total arrears in contributions from Members (the total historical arrears in contributions is approximately US\$1.7 million as at 15 April 2015).

5.3 Balance of funds

24. The SCAF **NOTED** that the balance of IOTC funds, as at 31 December 2014, is negative US\$850,000, according to FAO project financial records, and a significant and immediate risk remains that FAO impedes expenditure against the IOTC project until contributions match commitments.

Recommendation/s

25. The SCAF **RECOMMENDED** that the Commission seeks guidance from FAO in regard to the financial continuity of operations of the Commission in 2015 and 2016, based on outstanding arrears in contributions, and requests support from FAO in regard to IOTC Secretariat staff contract extensions and advise on collecting arrears.

5.4 Contributions outstanding

26. The SCAF **NOTED** paper IOTC–2015–SCAF12–07 which outlines the status of contributions outstanding to the IOTC and propose a course of action to the Commission, including priorities, with respect to the Deficit Contingency Budget and Contributions-based Expenditure.
27. The SCAF **NOTED** that eight Contracting Parties (Members) have contributions that are in arrears by two years or more: Eritrea; Guinea, I.R. Iran; Pakistan; Sierra Leone; Sudan; Vanuatu; and Yemen and that the Islamic Republic of Iran has encountered difficulties to submit funds through regular banking channels to the accounts provided by FAO.
28. The SCAF **NOTED** the urgent need to find a sustainable solution to address the outstanding contributions, which are the main cause of the major financial problems of IOTC.

Recommendation/s

29. The SCAF **RECOMMENDED** that the IOTC Secretariat, in consultation with the Chair of the Commission, to conduct bilateral discussion with the I.R. Iran, and other Contracting Parties with outstanding contributions with a view to find a mutually satisfactory method to recover the outstanding contributions and to detail a plan of action for payment to Membership as soon as the situation allows for this financial transaction.

30. The SCAF **RECOMMENDED** that Contracting Parties that did not reply to the communications sent by the Chair of the Commission, regarding the payment of outstanding contributions shall not benefit from any IOTC related activities in regard to MPF, workshops, training and related support. CPCs in arrears for more than five years and have no interim payment should not benefit from any IOTC related activities, with the exception of I.R. Iran on the basis of the difficulties highlighted in this report.

5.5 *Capital Reserve Fund*

31. The SCAF **NOTED** paper IOTC–2015–SCAF12–09 which put forth an option for a Capital Reserve Fund for the purpose of addressing the deficit.

Recommendation/s

32. The SCAF **RECOMMENDED** that since it could not arrive on a decision on how to address the existing negative balance (US\$ 849,248) in the IOTC FAO account, this matter should be further discussed during the 19th Session.

5.6 *Membership of Sierra Leone and Guinea in the IOTC*

33. The SCAF **NOTED** paper IOTC–2015–SCAF12–08 which outlined Contracting Parties (Members) that could be considered to be deemed to have withdrawn from the Membership of IOTC in accordance with the IOTC Agreement.
34. The SCAF **NOTED** that Guinea and Sierra Leone have been contacted by the Chairperson of the Commission, with assistance of the IOTC Executive Secretary, to assess their confirmation of continued involvement in the IOTC and to seek payment for overdue contributions and no response was received from either CPC, although the SCAF noted the partial contribution paid by Sierra Leone in 2014.
35. The SCAF **CONSIDERED** that under Paragraph 4 of Article IV. [MEMBERSHIP] of the Indian Ocean Tuna Commission Agreement, the Commission may, after consultation with the Member concerned, determine that the Member is deemed to have withdrawn from this Agreement effective as from the date of that determination if any Member of the Commission ceases to meet the criteria set out in paragraphs 1 or 2 for two consecutive calendar years
36. The SCAF **NOTED** that both Sierra Leone and Guinea are not coastal states and do not have fishing vessels engaged in fishing in the Area of Competence for stocks covered by the IOTC Agreement which are criteria in paragraph 2.
37. The SCAF **NOTED** the option of downgrading the Membership of Sierra Leone and Guinea to a CNCP status may not be possible under the current procedures set out in the Rules of Procedure.

Recommendation/s

38. **NOTING** the financial implications of the continuing membership of Sierra Leone and Guinea, the SCAF **RECOMMENDED** that the Commission consider whether Sierra Leone and Guinea should be deemed to have withdrawn their membership therefrom effective from the date of receipt of the communication to this effect and any and all future contributions due from Sierra Leone and Guinea shall cease to be effective from the date of the receipt of such communication. Past dues from both Governments shall be pursued, in conjunction with FAO Finance.

6. PROGRAMME OF WORK AND BUDGET ESTIMATES: PROPOSED FOR 2016 AND 2017

6.1 *Budget estimates*

39. The SCAF **NOTED** paper IOTC–2015–SCAF12–05 which outlined the Budget Estimates for the IOTC Secretariat's *Program of Work* for the financial period 1 January to 31 December 2016, together with indicative figures for the 2017 financial period.
40. The SCAF **NOTED** the importance of IOTC Secretariat staff costs, given the two-month contract extension granted to the Executive Secretary and the upcoming expiring contracts of staff in the IOTC Secretariat. The SCAF additionally noted the risk of capacity reduction should the IOTC Secretariat staff be offered limited extensions or no extensions due to insufficient cash availability.
41. The SCAF **ACKNOWLEDGED** the difference in staff costs of other tuna RMFOs, in comparing catch amount and budget, and recognized IOTC as the lowest funded of all the RMFOs.
42. The SCAF **NOTED** some CPCs reluctance with the deficit contingency budget and the capital reserve fund, with a sentiment that only Members who contribute their dues will be requested to contribute more and the view that the Commission should seriously consider the composition of the Commission based on contribution.

43. The SCAF **NOTED** some CPCs reluctance in terms of reduction in the function of the Commission due to reduced operations and/or human resources and views that the IOTC Secretariat should receive the amount that is required for the administrative and operational budget each year.
44. The SCAF **NOTED** the preference of some CPCs to see the adjustment of the budget, in terms of an introduction of a contingency, notably to make clear to FAO that the Commission is managing a sustainable budget and matches expected annual contributions.
45. The SCAF **NOTED** the objection of the budget proposal for 2016 by Indonesia due to an imposed national policy of placing a cap on all budget increases to 4%.
46. The SCAF **NOTED** that the overall budget amount proposed for the administrative and operating budget for **2016** is **US\$3,677,436** and is based on recommendations of the 2014 sessions of the Scientific Committee (SC17) and Compliance Committee (CoC11), as well as previous Commission decisions concerning the operations of the IOTC Secretariat. The approved budget amount for 2015 was US\$3,274,579, and the 2016 budget, now proposed, represents approximately a nominal 12% gross increase over the corresponding budget for 2015. The indicative budget for 2017 is US\$4,039,911 and will be further discussed in the 19th Session and agreed upon in the 2016 SCAF meeting.
47. The SCAF **NOTED** the concern on the decreased administrative and operating budget that could entail the cut or reduction of some important activities undertaken by the IOTC Secretariat, notably concerning science and compliance that could create problems to meet IOTC objectives in the short term with unknown negative effects in the long term.

6.2 Deficit Contingency Budget

48. The SCAF **NOTED** that the Deficit Contingency Budget has been inserted within the budget in order to mitigate the financial risks of the current deficit, due to outstanding arrears in contributions and consists of unpaid 2014 annual contributions from Member's with long-standing arrears in contributions. This amount is US\$375,051 in 2016.
49. The SCAF **NOTED** that the Deficit Contingency account will act as a reserve and will remain uncommitted, with no expenditures, to allow recovery from the deficit but also to allow the IOTC Secretariat to receive the amount that is needed for the operational budget each year.

Recommendation/s

50. The SCAF **RECOMMENDED** that the Deficit Contingency budget be inserted within the proposed budget for 2016 (US\$375,051) and indicative budget for 2017.

6.3 Operating expenses – Support to Capacity Building

51. The SCAF **NOTED** that, to the extent possible and within the budget available, the IOTC Secretariat intends to continue to develop capacity in the area of compliance (including Compliance Support Missions and training on implementation of the port State measures), and familiarity with data analyses techniques for developing States. These will include workshops intended for scientists and managers to familiarize them with the structure and functioning of the IOTC, including the development of management actions on the basis of scientific advice and existing IOTC regulations.

Recommendation/s

52. The SCAF **RECOMMENDED** that capacity building activities, including workshops on data collection and reporting, the Regional Observer Scheme, data analysis techniques, compliance with IOTC CMMs and bridging the gap between IOTC science and management advice, be continued in 2016 and financially supported through the IOTC budget, to the extent possible, and through voluntary contributions from Members and other interested parties.

6.4 Meeting Participation Fund (MPF)

53. The SCAF **NOTED** that in 2014, the IOTC Scientific Committee recommended (SC17.33 and SC17.34) that the IOTC MPF be maintained into the future and increased to US\$150,000 per year to support scientists and representatives from IOTC Contracting Parties who are developing States to attend and/or contribute to the work of the Commission, the IOTC Scientific Committee and its Working Parties.

Recommendation/s

54. The SCAF **RECOMMENDED** that the Commission endorse the IOTC Secretariat's *Program of Work* for the financial period 1 January to 31 December 2016, as outlined in paper IOTC–2015–SCAF12–05.

55. The SCAF **RECOMMENDED** that the Commission adopt the budget for, and the scheme of contributions for 2016 as outlined in [Appendix IV](#) and [Appendix V](#), while noting the objection of Indonesia.
56. The SCAF **RECOMMENDED** that the Commission note that the *Program of Work* for the IOTC Secretariat is based on the assumption that the nature and extent of the activities undertaken by the IOTC Secretariat will remain within the current scope. Any new activities agreed to during the 19th Session of the Commission (S19) that are likely to have budgetary consequences, will require an amendment of the figures presented to, and endorsed by the Commission.

7. PERFORMANCE REVIEW UPDATE (RESOLUTION 09/01 ON THE PERFORMANCE REVIEW FOLLOW-UP)

57. The SCAF **NOTED** that the second Performance Review of the IOTC has commenced and the first meeting took place in Victoria, Seychelles 2–6 February 2015 and the second meeting will take place in the same location from 14–18 December 2015. The Report will be submitted to the Commission at its 20th Session in 2016 for its consideration.
58. The SCAF **NOTED** paper IOTC–2015–SCAF12–06 which outlined the current status of implementation for each of the recommendations arising from the Report of the IOTC Performance Review Panel, relevant to the SCAF.
59. The SCAF **UPDATED** the status table, including the workplan and proposed timelines and priorities for each recommendation relevant to the work of the SCAF, for the Commission's consideration.
60. The SCAF **NOTED** that the pending activities 78 and 81 relating to efficiency and cost effectiveness of IOTC activities can be undertaken without the IOTC reform.

Recommendation/s

61. The SCAF **RECOMMENDED** that the Commission note the current status of implementation for each of the recommendations arising from the Report of the IOTC Performance Review Panel, relevant to the SCAF, as provided in [Appendix VI](#).

8. OTHER BUSINESS

8.1 Date and Place of the 13th and 14th Sessions of the Standing Committee on Administration and Finance

62. The SCAF participants were unanimous in **THANKING** the Rep. of Korea, for hosting the 12th Session of the SCAF and commended the Rep. of Korea on the warm welcome, the excellent facilities and assistance provided to the IOTC Secretariat in the organisation and running of the Session.
63. Following a discussion on who would host the 13th and 14th Sessions of the SCAF in 2016 and 2017 respectively, the SCAF **AGREED** that both Sessions should be held for two days, prior to the annual Commission meeting. The exact dates and location would be decided during the 19th Session of the Commission.

General discussion

64. The SCAF **NOTED** its concerns on the decision of FAO to limit the contract of the Executive Secretary for a two month duration. A communication was sent from the Chair of the Commission to FAO for which a response is pending.

Recommendation/s

65. The SCAF **RECOMMENDED** to the Commission to discuss the implication of this matter on the future work of the Commission.

9. REVIEW OF THE DRAFT AND ADOPTION OF THE REPORT OF THE 12TH SESSION OF THE STANDING COMMITTEE ON ADMINISTRATION AND FINANCE

66. The SCAF **RECOMMENDED** that the Commission consider the consolidated set of recommendations arising from SCAF12, provided at [Appendix VII](#).
67. The report of the 12th Session of the Standing Committee on Administration and Finance (IOTC–2015–SCAF12–R) was **ADOPTED** on 24 April 2015.

APPENDIX I

LIST OF PARTICIPANTS

CHAIRPERSON

Mr Benjamin **Tabios**
Bureau of Fisheries & Aquatic Resources
Email: benjotabios@gmail.com

IOTC MEMBERS**AUSTRALIA****Head of Delegation**

Ms Kelly **Buchanan**
Australian Fisheries Management Authority
Email: kelly.buchanan@agriculture.gov.au

Alternate

Ms Susan **Howell**
Australian Fisheries Management Authority
Email: susan.howell@agriculture.gov.au

Advisor(s)

Mr Stephen **Auld**
Australian Fisheries Management Authority
Email: steve.auld@afma.gov.au

CHINA**Head of Delegation**

Mr Chen **Wan**
Ministry of Agriculture
Email: wan.chen@live.com

Alternate

Pr Liuxiong **Xu**
Shanghai Ocean University
Email: lxu@shou.edu.cn

Advisor(s)

Ms Kairui **Zhang**
China Overseas Fisheries Association
Email: admin1@tuna.org.cn

COMOROS**Head of Delegation**

Mr Ahmed Said **Soilihi**
Direction Générale des Ressources
Halieutiques
Email: ahmed_ndeovou@yahoo.fr

EUROPEAN UNION (MEMBER ORGANIZATION)**Head of Delegation**

Mr Seppo **Nurmi**
European Commission
Email: Seppo.NURMI@ec.europa.eu

Alternate

Mr Orlando **Fachada**
European Commission
Email: Orlando.Fachada@ec.europa.eu

Mr Jonathan **Lansley**
European Commission
Email: Jon.LANSLEY@ec.europa.eu

FRANCE (OT)

Mr Thomas **Roche**
France
Email: thomas.roche@development-durable.gouv.fr

Alternate

Mr Thierry **Clot**
France
Email: thierry.clot@teaf.fr

INDONESIA**Head of Delegation**

Dwiagus **Siswaputra**
Ministry of Marine Affairs and Fisheries
Email: atlibali@gmail.com

Alternate

Mr Saut **Tampubolon**
Ministry of Marine Affairs and Fisheries
Email: s.tampubolon@yahoo.com

Advisor(s)

Mr Yayan **Hernuryadin**
Ministry of Marine Affairs and Fisheries
Email: boyan_nuryadin@yahoo.co.id

Ms Taufiq B. **Atmamihardja**
Ministry of Marine Affairs and Fisheries
Email: atmamihardja@yahoo.com

Ms S. Alina **Tampubolon**
Ministry of Marine Affairs and Fisheries
Email: serealinat@yahoo.com

IRAN (ISLAMIC REPUBLIC OF)**Head of Delegation**

Mr Ali Asgar **Mojahedi**
Iran Fisheries Organization
Email: a_mojahedi@hotmail.com

JAPAN**Head of Delegation**

Mr Haruo **Tominaga**
Fisheries Agency
Email: haruo_tominaga@nm.maff.go.jp

Alternate

Mr Takeru **Iida**
Fisheries Agency
Email: takeru_iida@nm.maff.go.jp

Advisor(s)

Dr Tsutomu **Nishida**
National Research Institute of Far Seas
Fisheries
Email: aco20320@par.odn.ne.jp

Mr Hisao **Masuko**
Japan Tuna Fisheries Cooperative Association
Email: panamamani@yahoo.co.jp

Mr Kajiro **Gemba**
Japan Tuna Fisheries Cooperative Association
Email: gyojyo@japantuna.com

KENYA

Mr Stephen **Ndegwa**
Ministry of Agriculture, Livestock and
Fisheries
Email: ndegwafish@yahoo.com

Dr Harrison **Charo**
Ministry of Agriculture, Livestock and
Fisheries
Email: Harrison.charo@gmail.com

MALAYSIA**Alternate**

Mr Samsudin **Basir**
Department of Fisheries Malaysia
Email: s_basir@yahoo.com

MALDIVES**Alternate**

Dr Mohammed Shiham **Adam**
Ministry of Fisheries and Agriculture
Email: Msadam@mrc.gov.mv

Advisor(s)

Mr Adam **Ziyad**
Ministry of Fisheries and Agriculture
Email: adam.ziyad@fishagri.gov.mv

Mr Adam **Baske**
Ministry of Fisheries and Agriculture
Email: adam@castrong-11c.com

Mr Nokome **Bentley**
Email: nbentley@trophia.com

MAURITIUS**Head of Delegation**

Mr Sunil Panday **Beeharry**
Ministry Fisheries
Email: sbeeharry@govmu.org

Mr Mauree **Daroomalingum**
Ministry Fisheries
Email: dmauree@ymail.com

MOZAMBIQUE**Alternate**

Mr Simeao **Lopes**
Ministry of Fisheries
Email: slopes41@hotmail.com

Advisor(s)

Ms Maria **Pinto**
Ministry of Fisheries
Email: apinto347@gmail.com

Dr Atanásio **Brito**
Ministry of Fisheries
Email: mikamba@hotmail.com

Mr Avelino **Munwane**
National Directorate of Fisheries
Email: avelinoalfiado@hotmail.com

Mr Peter **Flewelling**
Ministry of Fisheries
Email: peteflewelling@yahoo.ca

OMAN**Head of Delegation**

Dr Ahmed Mohammed **Al-Mazroui**
Ministry of Agriculture and Fisheries
Email: ahmed.almazrui20@gmail.com

Alternate

Mr Tarik Marhoon **Al Mamari**
Ministry of Agriculture and Fisheries
Email: tariq_almamari@yahoo.com

PHILIPPINES**Alternate**

Mr Benjamin **Tabios**
Bureau of Fisheries & Aquatic Resources
Email: benjotabios@gmail.com

REPUBLIC OF KOREA**Alternate**

Mr Jeongseok **Park**
Ministry of Oceans and Fisheries
Email: jeongseok.korea@gmail.com

Advisor(s)

Mr Jaeduk **Kim**
Dongwon Industries Co., Ltd
Email: kjarlgi309@gmail.com

Dr. Zang Geun **Kim**

National Fisheries Research & Development
Institute
Email: zgkim@korza.kr

Ms. Zee **Kim**

Korea Overseas Fisheries Cooperation Agency
Email: zeekim@tfifc.org

SEYCHELLES**Head of Delegation**

Mr Roy **Clarisse**
Seychelles Fishing Authority
Email: rclarisse@gov.sc

Alternate

Ms Melissa **Joseph**
Seychelles Fishing Authority
Email: mjoseph@sfa.gov.sc

SOMALIA**Head of Delegation**

Mr Said Jama **Mohamed**
Ministry of Fisheries and Marine Resources
Email: saidjghalib@gmail.com

SRI LANKA**Advisor(s)**

Ms Kalyani **Hewapathirana**
Department of Fisheries and Aquatic
Resources
Email: hewakal2012@gmail.com

Dr Rekha **Maldeniya**

National Aquatic Resources Research &
Development Agency
Email: rekhamaldeniya@gmail.com

THAILAND**Alternate**

Ms Sampan **Panjarat**
Fisheries Foreign Affairs Division,
Department of Fisheries
Email: spanjarat@yahoo.com

UNITED KINGDOM**Head of Delegation**

Mr Chris **Mees**
Director of Fisheries
Email: c.mees@mrug.co.uk

UNITED REPUBLIC OF TANZANIA**Advisor(s)**

Mr Rashid **Hoza**
Deep Sea Fishing Authority
Email: rashidhoza@gmail.com

Mr Zahor **El Kharousy**

Deep Sea Fishing Authority
Email: zahor1m@hotmail.com

Mr Hosea **Gonza Mbilinyi**

Ministry of Livestock and Fisheries
Email: hoseagonza@yahoo.com

COOPERATING NON-CONTRACTING PARTIES**SENEGAL****Head of Delegation**

Mr Sidi **Ndaw**
Direction des Pêches Maritime
Email: sidindaw@hotmail.com

OBSERVERS**RUSSIAN FEDERATION**

Dr Sergei **Leontev**
Email: leon@vniro.ru

**INTERNATIONAL SEAFOOD
SUSTAINABILITY FOUNDATION**

Ms Claire **Van der Geest**
Email: cvandergeest@iss-foundation.org

US-JAPAN RESEARCH INSTITUTE

Pr Atsushi **Ishii**
Email: ishii@cneas.tohoku.ac.jp

Mr Gerald **Scott**

Email: gpscott_fish@hotmail.com

INVITED EXPERTS

Mr Ming-Fen **Wu**

Fisheries Agency
Email: mingfen@msl.f.gov.tw

Mr Wei-Yang **Liu**

Fisheries Agency
Email: weiyang@ofdc.org.tw

Mr Ken Chien-Nan **Lin**
Fisheries Agency
Email: chiennanramsl.fa.gov.tw

Ms Jo-Tzu **Chen**
Fisheries Agency
Email: jotzu@msl.fa.gov.tw

IOTC SECRETARIAT

Mr Rondolph **Payet**
Indian Ocean Tuna Commission
Email: rp@iotc.org

Mr Florian **Giroux**
Indian Ocean Tuna Commission
Email: florian.giroux@iotc.org

Mr Steven **Ciocca**
Indian Ocean Tuna Commission
Email: steven.ciocca@iotc.org

Mr Olivier **Roux**
Translator
Email: Olivier@otolith.com

Mr Gerard **Domingue**
Indian Ocean Tuna Commission
Email: gerard.domingue@iotc.org

INTERPRETERS

Dr D. **Glon**
Email: d.glon@aiic.net

Mr Guillaume **Fleury**
Email: gleury_sq@yahoo.com.sg

Mr Olivier **Beauchemin-Bonifacio**
Email : olivier.bonifacio@gmail.com

Ms Pascale **Sutherland**
Email :
pascalesutherland@hotmail.com

Mr Christopher **Jacq**
Email: christopher.jacq@gmail.com

Mr J.C. **Lloyd-Southwell**
Email: jlloydsouthwell@yahoo.com

APPENDIX II

AGENDA OF THE 12TH SESSION STANDING COMMITTEE ON ADMINISTRATION AND FINANCE

Date: 23–24 April 2015

Location: Busan, Republic of Korea

Venue: Westin Chosun Hotel, Haeundae Beach, Busan

Time: 09:00 – 17:00 daily

Chair: Dr Benjamin Tabios (Philippines); **Vice-Chair:** Mr Bojrazsingh Boyramboli (Mauritius)

1. **OPENING OF THE SESSION** (Chair)
2. **ADOPTION OF THE AGENDA AND ARRANGEMENTS FOR THE SESSION** (Chair)
3. **ADMISSION OF OBSERVERS** (Chair)
4. **PROGRESS REPORT OF THE SECRETARIAT: 2014** (IOTC Secretariat)
5. **FINANCIAL STATEMENT** (IOTC Secretariat)
 - 5.1 Financial statement for 2014
 - 5.2 Contributions outstanding up to end 2014
 - 5.3 Capital Reserve Fund
 - 5.4 Membership of Sierra Leone and Guinea in the IOTC
6. **PROGRAMME OF WORK AND BUDGET ESTIMATES; PROPOSED FOR 2016 AND 2017** (IOTC Secretariat)
7. **PERFORMANCE REVIEW UPDATE (RESOLUTION 09/01 ON THE PERFORMANCE REVIEW FOLLOW-UP)** (Chair)
8. **OTHER BUSINESS** (Chair)
 - 8.1 Date and place of the 13th and 14th Sessions of the Standing Committee on Administration and Finance
9. **REVIEW OF THE DRAFT AND ADOPTION OF THE REPORT OF THE 12th SESSION OF THE STANDING COMMITTEE ON ADMINISTRATION AND FINANCE** (Chair)

APPENDIX III
LIST OF DOCUMENTS

Document	Title	Availability
IOTC-2015-SCAF12-01a	Draft: Agenda for the 12 th Session of the Standing Committee on Administration and Finance	7 April 2015
IOTC-2015-SCAF12-01b	Draft: Annotated agenda for the 12 th Session of the Standing Committee on Administration and Finance	7 April 2015
IOTC-2015-SCAF12-02	Draft: List of documents for the 12 th Session of the Standing Committee on Administration and Finance	7 April 2015
IOTC-2015-SCAF12-03	Financial Statement: Financial Year 2014 (IOTC Secretariat)	13 March 2015
IOTC-2015-SCAF12-04	Progress Report of the IOTC Secretariat: 2014 (IOTC Secretariat)	19 March 2015
IOTC-2015-SCAF12-05	Program of work and budget for 2016 and Indicative Budget for 2017 (IOTC Secretariat)	19 March 2015
IOTC-2015-SCAF12-06	Update on Progress Regarding Resolution 09/01 – on the Performance Review Follow-up (IOTC Secretariat)	11 March 2015
IOTC-2015-SCAF12-07	Contributions Outstanding: 2014 (IOTC Secretariat)	13 March 2015
IOTC-2015-SCAF12-08	Membership of Sierra Leone and Guinea in the IOTC (IOTC Secretariat)	11 March 2015

Appendix IV

PROPOSED BUDGET FOR 2016 AND INDICATIVE BUDGET FOR 2017 (IN US\$)

Budget item description		2014 Actual Expenditures	2015	2016	2017
1	<u>Administrative Expenditures</u>	-			
	Gross salary costs (before deductions)				
1.1	Professional				
	Executive Secretary	157,392	167,219	173,907	176,907
	Deputy Secretary	142,714	146,103	148,947	151,947
	Data Coordinator	144,633	153,181	138,308	131,308
	Compliance Coordinator	112,252	117,417	118,114	121,114
	Fishery Officer (Stock)	136,237	140,405	131,308	131,308
	Fishery Officer (Compliance)	124,958	130,466	130,685	133,685
	Fishery Officer (Statistics)	96,821	99,728	103,717	106,717
	Fishery Officer (Science)	49,685	97,363	101,258	104,258
	Administrative Officer	100,732	104,779	105,970	108,970
	Compliance Officer	0	0	0	104,258
1.2	General Service				
	Administrative Assistant	14,082	12,927	14,445	15,445
	Compliance Assistant	10,216	9,664	10,950	11,950
	Office Assistant	10,008	11,296	11,747	12,747
	Database Assistant	14,207	13,335	14,869	15,869
	Office Assistant	4,951	7,172	7,459	8,459
	Driver	7,749	7,274	8,165	9,165
	Overtime	4,269	5,460	6,000	6,000
	Total Salary costs	1,130,905	1,223,789	1,225,849	1,350,106
1.3	Employer Pension & Health	303,874	321,780	364,650	359,651
1.4	Employer FAO entitlement fund	545,955	568,829	531,582	561,582
1.5	Improved Cost Recovery Uplift	57,047	131,006	63,790	66,790
	Total staff costs	2,037,781	2,245,403	2,185,871	2,338,129
	Expenditure for Activities				
2	<u>Operating Expenditures</u>	-			
2.1	Support Capacity Building	51,745	115,000	115,000	115,000
2.2	Consultants	87,852	145,500	110,000	145,000
2.3	Duty travel	187,388	191,400	190,000	195,000
2.4	Meetings	49,476	55,000	45,000	60,000
2.5	Interpretation	114,175	120,000	145,000	145,000
2.6	Translation	109,184	105,000	135,000	135,000
2.7	Equipment	13,364	16,500	29,000	24,000
2.8	General Operating Expenses	39,467	69,300	49,000	52,000
2.9	Printing	14,502	23,100	30,000	30,000
2.10	Contingencies	614	6,600	2,000	2,500
	Total Operating Expenditure	667,767	847,400	850,000	903,500
	SUB-TOTAL	2,705,548	3,092,803	3,035,871	3,241,629
3	Additional Contrib. Seychelles	-22,286	-20,100	-20,100	-20,100
4	FAO Servicing Costs	133,924	141,876	136,614	145,873
5	Deficit Contingency	0	0	375,051	522,509
6	MPF	118,517	60,000	150,000	150,000
	GRAND TOTAL	2,935,702	3,274,579	3,677,436	4,039,911

APPENDIX V

SCALE OF CONTRIBUTIONS FOR 2016 (IN USD)

Country	World Bank Classification in 2012	OECD Membership	Average catch for 2010- 2012 (in metric tons)	Base Contribution	Operations Contribution	GNP Contribution	Catch Contribution	Total Contribution (USD)
Australia	High	Yes	5,164	\$12,681	\$15,323	\$136,835	\$16,049	\$180,887
Belize	Middle	No	326	\$12,681	\$0	\$34,209	\$203	\$47,092
China	Middle	No	67,391	\$12,681	\$15,323	\$34,209	\$41,891	\$104,103
Comoros	Low	No	5,164	\$12,681	\$15,323	\$0	\$3,210	\$31,214
Eritrea	Low	No	612	\$12,681	\$15,323	\$0	\$380	\$28,384
European Community	High	Yes	199,292	\$12,681	\$15,323	\$136,835	\$619,409	\$784,248
France(Terr)	High	Yes	0	\$12,681	\$0	\$136,835	\$0	\$149,516
India	Middle	No	158,296	\$12,681	\$15,323	\$34,209	\$98,398	\$160,611
Indonesia	Middle	No	368,252	\$12,681	\$15,323	\$34,209	\$228,908	\$291,121
Iran, Islamic Republic of	Middle	No	185,012	\$12,681	\$15,323	\$34,209	\$115,005	\$177,217
Japan	High	Yes	16,479	\$12,681	\$15,323	\$136,835	\$51,218	\$216,056
Kenya	Low	No	565	\$12,681	\$15,323	\$0	\$351	\$28,355
Korea, Republic of	High	Yes	2,774	\$12,681	\$15,323	\$136,835	\$8,621	\$173,460
Madagascar	Low	No	8,705	\$12,681	\$15,323	\$0	\$5,411	\$33,415
Malaysia	Middle	No	28,295	\$12,681	\$15,323	\$34,209	\$17,588	\$79,800
Maldives	Middle	No	99,976	\$12,681	\$15,323	\$34,209	\$62,146	\$124,358
Mauritius	Middle	No	587	\$12,681	\$15,323	\$34,209	\$365	\$62,577
Mozambique	Low	No	3,680	\$12,681	\$15,323	\$0	\$2,287	\$30,291
Oman	High	No	29,188	\$12,681	\$15,323	\$136,835	\$18,144	\$182,982
Pakistan	Middle	No	55,689	\$12,681	\$15,323	\$34,209	\$34,617	\$96,829
Philippines	Middle	No	1,331	\$12,681	\$15,323	\$34,209	\$827	\$63,039
Seychelles	Middle	No	72,399	\$12,681	\$15,323	\$34,209	\$45,004	\$107,216
Somalia	Low	No	0	\$12,681	\$0	\$0	\$0	\$12,681
Sri Lanka	Middle	No	100,739	\$12,681	\$15,323	\$34,209	\$62,620	\$124,833
Sudan	Middle	No	34	\$12,681	\$0	\$34,209	\$21	\$46,910
Tanzania	Low	No	6,433	\$12,681	\$15,323	\$0	\$3,999	\$32,002
Thailand	Middle	No	13,822	\$12,681	\$15,323	\$34,209	\$8,592	\$70,804
United Kingdom(Terr)	High	Yes	12	\$12,681	\$0	\$136,835	\$38	\$149,553
Yemen	Middle	No	41,299	\$12,681	\$15,323	\$34,209	\$25,672	\$87,884
			Total	367,744	367,744	1,470,974	1,470,974	3,677,436

*Total contributions may vary from the sum of the four components by up to one dollar due to rounding

APPENDIX V (CONT)
INDICATIVE SCALE OF CONTRIBUTIONS FOR 2017 (IN USD)

Country	World Bank Classification in 2013	OECD Membership	Average catch for 2011- 2013 (in metric tons)	Base Contribution	Operations Contribution	GNP Contribution	Catch Contribution	Total Contribution (in USD)
Australia	High	Yes	4,985	\$13,931	\$16,833	\$150,322	\$16,227	\$197,313
Belize	Middle	No	298	\$13,931	\$0	\$37,581	\$194	\$51,705
China	Middle	No	69,372	\$13,931	\$16,833	\$37,581	\$45,161	\$113,505
Comoros	Low	No	5,091	\$13,931	\$16,833	\$0	\$3,314	\$34,078
Eritrea	Low	No	405	\$13,931	\$16,833	\$0	\$264	\$31,027
European Community	High	Yes	205,556	\$13,931	\$16,833	\$150,322	\$669,077	\$850,162
France(Terr)	High	Yes	0	\$13,931	\$0	\$150,322	\$0	\$164,253
India	Middle	No	173,704	\$13,931	\$16,833	\$37,581	\$113,080	\$181,424
Indonesia	Middle	No	390,108	\$13,931	\$16,833	\$37,581	\$253,958	\$322,302
Iran, Islamic Rep. of	Middle	No	200,228	\$13,931	\$16,833	\$37,581	\$130,347	\$198,692
Japan	High	Yes	16,112	\$13,931	\$16,833	\$150,322	\$52,445	\$233,531
Kenya	Low	No	563	\$13,931	\$16,833	\$0	\$367	\$31,130
Korea, Republic of	High	Yes	6,935	\$13,931	\$16,833	\$150,322	\$22,574	\$203,660
Madagascar	Low	No	8,672	\$13,931	\$16,833	\$0	\$5,645	\$36,409
Malaysia	Middle	No	27,181	\$13,931	\$16,833	\$37,581	\$17,695	\$86,039
Maldives	Middle	No	107,573	\$13,931	\$16,833	\$37,581	\$70,029	\$138,374
Mauritius	Middle	No	697	\$13,931	\$16,833	\$37,581	\$454	\$68,798
Mozambique	Low	No	2,348	\$13,931	\$16,833	\$0	\$1,528	\$32,292
Oman	High	No	30,125	\$13,931	\$16,833	\$150,322	\$19,611	\$200,697
Pakistan	Middle	No	58,291	\$13,931	\$16,833	\$37,581	\$37,947	\$106,291
Philippines	Middle	No	1,456	\$13,931	\$16,833	\$37,581	\$948	\$69,292
Seychelles	Middle	No	67,407	\$13,931	\$16,833	\$37,581	\$43,882	\$112,226
Somalia	Low	No	0	\$13,931	\$0	\$0	\$0	\$13,931
Sri Lanka	Middle	No	100,825	\$13,931	\$16,833	\$37,581	\$65,637	\$133,981
Sudan	Middle	No	34	\$13,931	\$0	\$37,581	\$22	\$51,533
Tanzania	Low	No	7,119	\$13,931	\$16,833	\$0	\$4,634	\$35,398
Thailand	Middle	No	13,321	\$13,931	\$16,833	\$37,581	\$8,672	\$77,016
United Kingdom(Terr)	High	Yes	10	\$13,931	\$0	\$150,322	\$34	\$164,287
Yemen	Middle	No	49,493	\$13,931	\$16,833	\$37,581	\$32,220	\$100,564
			Total	403,991	403,991	1,615,964	1,615,964	4,039,911

APPENDIX VI

SCAF: UPDATE ON PROGRESS REGARDING RESOLUTION 09/01 – ON THE PERFORMANCE REVIEW FOLLOW-UP

(NOTE: NUMBERING AND RECOMMENDATIONS AS PER APPENDIX I OF RESOLUTION 09/01)

ON CONSERVATION AND MANAGEMENT	RESPONSIBILITY	UPDATE/STATUS	WORKPLAN/TIMELINE	PRIORITY
Data collection and sharing				
11. Support for capacity building be provided to developing States – the Commission should enhance funding mechanisms to build developing country CPCs' capacity for data collection, processing and reporting infrastructures, in accordance with the Commission requirements.	<i>Standing Committee on Administration and Finance and Finance</i>	<p>Ongoing: In 2010 the Commission allocated USD\$400,000 for a range of projects related to capacity building in data collection and reporting.</p> <p>The Commission allocated USD\$60,000 for Capacity Building in the 2011 budget, USD\$78,000 in 2012 and US\$80,000 in 2013. Further increases have been proposed for the 2014 and 2015 budgets.</p> <p>One workshop was organized in 2011, in Chennai, India involving representatives of several CPCs.</p> <p>Numerous capacity building activities have been delivered by the Secretariat, or in collaboration with other institutions in recent years (e.g., IOTC-OFCF Project, EU-COI-Smartfish, BOBLME, and CPCs). A summary of current activities can be found on the IOTC website:</p> <p>http://iotc.org/about-iotc/capacity-building</p>	Review annually at IOTC meetings.	High

<p>15. The Secretariat's capacity for data dissemination and quality assurance be enhanced, including through the employment of a fisheries statistician.</p>	<p><i>Standing Committee on Administration and Finance via Scientific Committee Commission</i></p>	<p>Partially Completed & Ongoing: The existing post of Data Analyst was converted to a Fisheries Statistician to join the Data Section of the Secretariat. The position was filled in September 2012.</p> <p>Further efforts continue to be made to improve data dissemination, including through an online data atlas, planned for 2014/15 which will be launched in early-2015, in addition to general improvements in the dissemination and access to IOTC datasets via the new IOTC website.</p>	<p>Staffing needs to be assessed annually at IOTC meetings.</p>	<p>Medium</p>
<p>19. The Secretariat's capacity to provide support to developing States' Members should be enhanced.</p>	<p><i>Commission and Standing Committee on Administration and Finance</i></p>	<p>Ongoing: Resolution 10/05 provides a mechanism for financial support to facilitate scientists and representatives from developing IOTC CPCs to attend and/or contribute to the work of the Commission, the Scientific Committee and its Working Parties. In 2012, 2013 and 2014, capacity building funds were provided and utilized in workshops to enhance understanding of the IOTC process among officials of member countries.</p> <p>The Secretariat has also collaborated directly and indirectly with other regional initiatives, including, inter alia, to the EU-COI/SmartFish, BOBLME, OFCF, SWIOFC and EU-COI/SmartFish Project. In 2014 a Regional workshop was organised in collaboration with EU-COI/Smartfish Project, aimed at improving levels of compliance amongst coastal states in particular, in terms of the collection and reporting of fisheries data to the IOTC.</p>	<p>Review annually at IOTC meetings.</p>	<p>High</p>

Quality and provision of scientific advice				
26. The resources of the IOTC Secretariat should be increased. Even though some progress will be made with recruitment of the stock analysis expert, some additional professional staffing is required.	<i>Standing Committee on Administration and Finance on advice from Committees and the Commission</i>	Ongoing: The Secretariat recruited a Fisheries Officer (Science) in 2014, as requested by the Scientific Committee and Commission.	Review annually at IOTC meetings.	High
31. A special fund to support the participation of scientists from developing States should be established.	<i>Standing Committee on Administration and Finance</i>	<p>Completed: A Meeting Participation Fund was established via Resolution 10/05 and now integrated into the IOTC Rules of Procedure (2014, ROP). The Resolution ROP provides a funding mechanism to facilitate scientists and other representatives from developing IOTC CPCs to attend and/or contribute to the work of the Commission, the Scientific Committee and its Working Parties.</p> <p>The approved MPF budget for 2014 and 2015 is US\$60,000. In addition to this amount, Membership agreed in S18 to place future reductions of the budget under Improved Cost Recover Uplift (ICRU) within the MPF budget. FAO announced a reduction of the ICRU charges in 2014 and US\$66,989 was added to the 2014 and 2015 MPF budget (giving a total budget of US\$126,989). Members agreed that contribution shall be funded through the regular budget contributions of membership. 2016 Budget include a full amount that is required to support participation of scientist to IOTC meetings.</p>	Review annually at IOTC SCAF and Commission meetings. A procedure for supplying funds to the MPF should be developed and presented at S19.	High
ON INTERNATIONAL COOPERATION	RESPONSIBILITY	UPDATE/STATUS	WORKPLAN/TIMELINE	PRIORITY
Special requirements of developing States				

74. A specific fund to assist capacity building should be put in place.	<i>Standing Committee on Administration and Finance</i>	Partially completed & Ongoing. A Meeting Participation Fund was established via Resolution 10/05 and now integrated into the IOTC Rules of Procedure (2014, ROP) (See 19 and 31) and needs ongoing financial contributions. Additional funding for capacity building provided in 2012, and 2013, 2014, 2015 and proposed in the budgets for 2014, 2016 and 2017. See also para. 11 above.	S19 will need to consider proposed budget lines for capacity building funds.	High.
Participation				
76. Financial support, in particular for attendance in the scientific activities to developing States, is needed.	<i>Standing Committee on Administration and Finance</i>	Partially completed & Ongoing: A Meeting Participation Fund was established via Resolution 10/05 and now integrated into the IOTC Rules of Procedure (2014, ROP). The Resolution ROP provides a funding mechanism to facilitate scientists and other representatives from CPCs who are developing States to attend IOTC meetings. The fund is financed in the, initially, by accumulated funds, with no provisions for long-term support yet agreed through membership contributions.	Annually for each IOTC meeting.	High
ON FINANCIAL AND ADMINISTRATIVE ISSUES		UPDATE/STATUS	WORKPLAN/TIMELINE	PRIORITY
Availability of resources for RFMO activities – efficiency and cost-effectiveness				
78. The IOTC Agreement as well as financial management rules should be amended or replaced in order to increase Members' as well as Secretariat's control of all the budget elements, including staff costs of the budget. This would also improve transparency.	<i>Standing Committee on Administration and Finance Commission and Members</i>	Pending. See Recommendations 1 and 2.		High

81. The agreed external financial audit should be implemented as soon as possible, and should include a focus on whether IOTC is efficiently and effectively managing its human and financial resources, including those of the Secretariat.	<i>Standing Committee on Administration and Finance Commission</i>	Pending.		
--	--	-----------------	--	--

APPENDIX VII**CONSOLIDATED SET OF RECOMMENDATIONS OF THE 12TH SESSION OF THE STANDING COMMITTEE ON ADMINISTRATION AND FINANCE (22–24 APRIL 2015) TO THE COMMISSION*****Financial Statement***

SCAF12–01 ([para. 19](#)) The SCAF **RECOMMENDED** that the IOTC Secretariat should continue to explore all possible avenues with the objective to recover the outstanding contributions and request support from FAO in engagement with CPCs in this regard.

Balance of funds

SCAF12–02 ([para. 25](#)) The SCAF **RECOMMENDED** that the Commission seeks guidance from FAO in regard to the financial continuity of operations of the Commission in 2015 and 2016, based on outstanding arrears in contributions, and requests support from FAO in regard to IOTC Secretariat staff contract extensions and advise on collecting arrears.

Contributions outstanding

SCAF12–03 ([para. 29](#)) The SCAF **RECOMMENDED** that the IOTC Secretariat, in consultation with the Chair of the Commission, to conduct bilateral discussion with the I.R. Iran, and other Contracting Parties with outstanding contributions with a view to find a mutually satisfactory method to recover the outstanding contributions and to detail a plan of action for payment to Membership as soon as the situation allows for this financial transaction.

SCAF12–04 ([para. 30](#)) The SCAF **RECOMMENDED** that Contracting Parties that did not reply to the communications sent by the Chair of the Commission, regarding the payment of outstanding contributions shall not benefit from any IOTC related activities in regard to MPF, workshops, training and related support. CPCs in arrears for more than five years and have no interim payment should not benefit from any IOTC related activities, with the exception of I.R. Iran on the basis of the difficulties highlighted in this report.

Capital Reserve Fund

SCAF12–05 ([para. 32](#)) The SCAF **RECOMMENDED** that since it could not arrive on a decision on how to address the existing negative balance (US\$ 849,248) in the IOTC FAO account, this matter should be further discussed during the 19th Session.

Membership of Sierra Leone and Guinea in the IOTC

SCAF12–06 ([para. 38](#)) **NOTING** the financial implications of the continuing membership of Sierra Leone and Guinea, the SCAF **RECOMMENDED** that the Commission consider whether Sierra Leone and Guinea should be deemed to have withdrawn their membership therefrom effective from the date of receipt of the communication to this effect and any and all future contributions due from Sierra Leone and Guinea shall cease to be effective from the date of the receipt of such communication. Past dues from both Governments shall be pursued, in conjunction with FAO Finance.

Deficit Contingency Budget

SCAF12–07 ([para. 50](#)) The SCAF **RECOMMENDED** that the Deficit Contingency budget be inserted within the proposed budget for 2016 (US\$375,051) and indicative budget for 2017.

Operating expenses – Support to Capacity Building

SCAF12–08 ([para. 52](#)) The SCAF **RECOMMENDED** that capacity building activities, including workshops on data collection and reporting, the Regional Observer Scheme, data analysis techniques, compliance with IOTC CMMs and bridging the gap between IOTC science and management advice, be continued in 2016 and financially supported through the IOTC budget, to the extent possible, and through voluntary contributions from Members and other interested parties.

Programme of work and budget estimates: proposed for 2016 and 2017

SCAF12–09 ([para. 54](#)) The SCAF **RECOMMENDED** that the Commission endorse the IOTC Secretariat's *Program of Work* for the financial period 1 January to 31 December 2016, as outlined in paper IOTC–2015–SCAF12–05.

SCAF12–10 ([para. 55](#)) The SCAF **RECOMMENDED** that the Commission adopt the budget for, and the scheme of contributions for 2016 as outlined in [Appendix IV](#) and [Appendix V](#), while noting the objection of Indonesia.

SCAF12–11 ([para. 56](#)) The SCAF **RECOMMENDED** that the Commission note that the *Program of Work* for the IOTC Secretariat is based on the assumption that the nature and extent of the activities undertaken by the IOTC Secretariat will remain within the current scope. Any new activities agreed to during the 19th Session of the Commission (S19) that are likely to have budgetary consequences, will require an amendment of the figures presented to, and endorsed by the Commission.

Performance Review Update (Resolution 09/01 on the performance review follow-up)

SCAF12–12 ([para. 61](#)) The SCAF **RECOMMENDED** that the Commission note the current status of implementation for each of the recommendations arising from the Report of the IOTC Performance Review Panel, relevant to the SCAF, as provided in [Appendix VI](#).

Other Business

SCAF12–13 ([para. 65](#)) The SCAF **RECOMMENDED** to the Commission to discuss the implication of this matter on the future work of the Commission. [*para. 64. The SCAF NOTED its concerns on the decision of FAO to limit the contract of the Executive Secretary for a two month duration. A communication was sent from the Chair of the Commission to FAO for which a response is pending.*]

Review of the Draft and Adoption of the Report of the 12th Session of the Standing Committee on Administration and Finance

SCAF12–14 ([para. 66](#)) The SCAF **RECOMMENDED** that the Commission consider the consolidated set of recommendations arising from SCAF12, provided at [Appendix VII](#).