
**PROVISIONAL AGENDA FOR THE
18TH SESSION OF THE STANDING COMMITTEE ON ADMINISTRATION AND FINANCE**

v25 May

Date: 2-3 June 2021

Location: Videoconference

Chairperson: Mr Hussain Sinan (Maldives) **Vice-Chairperson:** Mr Muhammad Farhan Khan (Pakistan)

- 1. OPENING OF THE MEETING**
- 2. LETTERS OF CREDENTIALS / ADMISSION OF OBSERVERS**
- 3. ADOPTION OF THE AGENDA (IOTC-2021-SCAF18-01, IOTC-2021-SCAF18-02)**
- 4. REPORT OF THE SECRETARIAT: 2020 (IOTC-2021-SCAF18-03)**
- 5. FINANCIAL STATEMENTS**
 - 5.1 Financial Statement: Fiscal Year 2020 (IOTC-2021-SCAF18-04)
 - 5.1.1 On FAO Employer Contributions (IOTC-2021-SCAF18-09)

In 2020, the Commission requested the Secretariat to provide more information about how IOTC staff Employer Contributions are calculated by FAO. This document provides the SCAF with explanatory information on employer contributions and the results of an analysis of recent employer contribution costs
 - 5.2 Contributions Outstanding (IOTC-2021-SCAF18-05)

Note, it is proposed that the SCAF consider writing-off the outstanding contributions of ex-Members and omitting Eritrea, Sudan and Yemen from the schedule of annual contributions until such time that they, respectively, re-engage with the Commission.
 - 5.3 IOTC Meeting Participation Fund (IOTC-2021-SCAF18-06)
 - 5.4 Mid-term financial report 2021 (IOTC-2021-SCAF18-07)
- 6. PROGRAMME OF WORK AND BUDGET ESTIMATES FOR 2022 AND TENTATIVELY FOR 2023**
 - 6.1 Programme of work and budget (IOTC-2021-SCAF18-08)
- 7. FINALISATION OF THE AMENDMENTS TO THE IOTC FINANCIAL REGULATIONS (IOTC-2021-SCAF18-10)**

Notwithstanding the 2019 adoption of the IOTC Financial Regulations by the Commission, two clauses related to the payment of contributions (Annex, Reg 5) remain to be confirmed by the Commission. This paper contains the results of a survey that asked Members their opinion on the latest date contributions should be paid and the date when contributions would be in 'Arrears'.
- 8. OTHER BUSINESS**
 - 8.1 Election of the SCAF Chairperson and Vice-Chairperson.

The first terms of both the current Chairperson and Vice-Chairperson finish at the conclusion of SCAF18.
- 9. ADOPTION OF THE REPORT OF SCAF18 (3 June)**