

## ORGANISATION OF THE MEETING

2.1 The Agenda adopted for the Eleventh Meeting of the Commission is attached to this report as Annex 3.

2.2 The Commission noted that, since its last meeting, Bulgaria had acceded to the Convention.

2.3 The Chairman welcomed participants and observers and reported on intersessional activities. He informed the meeting of CCAMLR Working Group meetings that had taken place during the year - in Punta Arenas (WG-Krill), Viña del Mar (WG-CEMP and the Joint Meeting of WG-Krill and WG-CEMP) and Hobart (WG-FSA) - and of representation at the 44th Meeting of IWC and at the FAO Technical Consultation on High Seas Fishing. Reports on these latter two meetings are discussed in the relevant sections of this report.

### Appointment of Executive Secretary

2.4 The Chairman reported to the Commission that a selection committee comprising all Heads of Delegation had selected Esteban de Salas Ortueta to take over from the present Executive Secretary. Mr de Salas accepted the offer of appointment and is expected to take over as Executive Secretary in February 1993.

## FINANCE AND ADMINISTRATION

3.1 The following items of the Commission's agenda were referred to the Standing Committee on Administration and Finance (SCAF) for consideration:

- (i) Examination of Audited Financial Statements for 1991;
- (ii) Appointment of Auditor;
- (iii) Review of Budget for 1992;
- (iv) Budget for 1993 and Forecast Budget for 1994;
- (v) Late Payment of Contributions; and
- (vi) Funding of Staff Replacement Costs, Termination and Home Leave Allowances.

## Report of SCAF

3.2 The Chairman of SCAF, Ms Robin Tuttle (USA) advised the Commission that the matters raised at the meeting of SCAF and outlined in the Executive Secretary's report (Annex 4), had been extensively discussed and drew to the attention of the Commission a number of issues arising from the SCAF meeting.

## Examination of the Audited Financial Statements for 1991

3.3 The Commission accepted the Financial Statements for 1991.

3.4 The Commission agreed to appoint the Australian Auditor-General as the Commission's External Auditor for a further two-year term.

## Review of Budget for 1992

3.5 The Commission noted the forecast results of income and expenditure for 1992. The Executive Secretary stated that the amount currently outstanding in respect of the two Members who have not yet paid their 1992 contributions was A\$134 144.

## Funding of Staff Replacement Costs, Termination and Home Leave Allowances

3.6 The Commission acknowledged its responsibility to meet the legal obligations in respect of staff termination entitlements and home leave allowances and agreed that funds should be put aside in each budget year in order that these entitlements and allowances and other costs relating to changeovers in staff could be met in the future without recourse to requests for a special *ad hoc* contribution from Members.

3.7 Accordingly it was agreed that the entitlements accruing to staff members during 1993, as well as an estimate for staff replacement costs during 1993 should be included in the budget for 1993.

3.8 The entitlements already earned by staff up to 31 December 1992, estimated to be A\$180 000, will be funded by additional amounts in the Members' Contributions over a period of three years: 1993, 1994 and 1995.

3.9 Individual Members will pay their share of these amounts in two of the three years. Each Member will nominate in which two years their own shares will be paid.

3.10 The Commission agreed that all of the budgeted amounts relating to these costs will be accounted for separately from other expenditure of the Commission.

3.11 The Commission recognises that if a staff member leaves before the accumulated entitlements are fully funded, and the funded amount is insufficient for paying the staff member's entitlements, Members may have to make a special contribution to fund any shortfall.

#### Budget for 1993

3.12 The Commission approved the budget for 1993 as contained in the Executive Secretary's report of the SCAF meeting on the basis of the assumption that all Members will nominate 1993 as one of the years in which their shares of the accrued staff entitlements would be paid.

3.13 When considering the budget for 1993 the Delegation of Russia advised that its Member's Contribution was calculated on the basis of catches taken by the former USSR, rather than Russian catches; the total of the latter being significantly lower.

3.14 Russia advised that in the near future it will submit to the Secretariat data on all its catches in order to recalculate the size of Russia's contribution.

3.15 The Commission agreed that at its 1994 meeting it will review the formula for calculating Members' Contributions taking into account any changes in the fisheries being conducted in the Convention Area since the current formula was adopted.

3.16 Members were reminded that the contribution amounts per Member for 1993 included in the Executive Secretary's report on SCAF are indicative only. The actual contributions for 1993 will be advised to Members in January 1993. In addition to the adjustments for income items, the 1993 contributions per Member will also be amended to account for the data on catches received from Russia.

3.17 The 1993 contribution advice to each Member will specifically identify the amount the Member is required to contribute towards funding termination entitlements earned by staff up to 31 December 1992 and the Member's options for paying this amount.

#### Forecast Budget for 1994

3.18 The Commission noted the 1994 forecast budget, recognising that this forecast budget is prepared on the basis of the assumption that all Members will nominate 1994 as one of the years in which their shares of the accrued staff entitlements would be paid.

3.19 The Chairman noted that, given the same level of expenditure under the Scientific Committee budget as in 1993, the Commission's allocation to the Scientific Committee budget in 1994 would have to be increased due to the fact that the remaining balance on the Norwegian Contribution Special Fund will be fully used in 1993.

3.20 The Commission endorsed the suggestion by SCAF that the Scientific Committee should review the number, length and frequency of the meetings of the Scientific Committee and its Working Groups as a means of reducing the cost to Members and participants.

3.21 The Secretariat was directed to prepare, for presentation at the 1993 Meeting of the Commission, a paper reviewing possible areas of cost savings within the Commission's budget.

#### Late Payment of Contributions

3.22 There being no consensus on the proposal presented by the Delegation of Australia, the subject of charging interest on Members' Contributions paid late was deferred for further consideration at the 1993 Meeting of the Commission.

#### Terms of Reference

3.23 The Commission agreed that in future SCAF will report to the Commission instead of the existing practice of the Executive Secretary reporting on the Committee's deliberations.

Chairman of SCAF

3.24 The Commission endorsed the appreciation of SCAF of the work of Ms Tuttle who chaired SCAF for the Tenth and Eleventh Meetings of the Commission. The USA was elected to continue providing the Chairman of the Committee for one further year.