

## FINANCE AND ADMINISTRATION

3.1 The Chair of the Standing Committee on Administration and Finance (SCAF), Ms R. Tuttle (USA) presented the report of the Committee (Annex 4) and outlined the results of the discussions.

### Audited Financial Statements for 1992

3.2 The Commission accepted the Financial Statements for 1992.

### Data Manager

3.3 The Commission endorsed the recommendations of SCAF that the Data Manager position be upgraded from International Civil Service level P4 to level P5 with effect from August 1994 and that the existing Data Manager remain in the position at the new level.

### Members' Contributions

3.4 The Commission agreed that the existing formula for calculating Member contributions would continue in use for contributions to the 1994 budget and directed the Secretariat to prepare, and distribute to Members during the intersessional period, a paper outlining alternatives for discussion at the 1994 meeting. As a means to facilitating a decision on this subject at next year's Meeting, the Secretariat was directed to support the Chairman-elect of SCAF in the preparation and early distribution to Members of a questionnaire soliciting Members' comments.

3.5 The Commission endorsed the suggestion of SCAF, that Members encourage non-member nations which fish in the Convention Area to become Members in order to increase the effectiveness of the Commission and share the budgetary burden across a broader base.

3.6 The Commission noted that the late payment of annual contributions has a detrimental effect on the operations of the Commission and imposes an additional financial burden on those Members who pay on time. All Members were urged to pay their contributions in accordance with deadlines specified in Financial Regulation 5.6.

## Cost Savings

3.7 The Commission noted the results of the Committee's discussions in relation to cost savings and endorsed the recommendations in the Committee's report (Annex 4) on the following subjects:

- use of review audits (paragraphs 3 and 4);
- meeting costs (paragraphs 13 and 15);
- Members' Activities Reports (paragraph 16);
- publications distribution policy (paragraph 17);
- meeting reports and documents (paragraph 18);
- Secretariat attendance at Working Groups (paragraph 19); and
- rationalisation of Working Groups (paragraph 22).

3.8 In endorsing the Committee's recommendations in respect of the publications distribution policy, the Commission directed the Executive Secretary to report at the 1994 meeting on the implications to date of the policy.

3.9 The Commission also noted that this distribution policy does not apply to any reciprocal agreements with other organisations for the provision of free publications.

3.10 In endorsing the Committee's recommendation in respect of the rationalisation of Working Groups, the Commission recognised the Scientific Committee's continuing efforts to ensure the most efficient and effective performance of its work.

3.11 As a means of reducing costs to Members, the Commission agreed that the 1994 meeting would open on a Wednesday, by which day the Scientific Committee would already have been meeting for two days. Standing Committees of the Commission would then meet during the rest of the week and plenary session would commence the following Monday and run for a week, as this year.

## Review of 1993 Budget

3.12 The Commission approved the following reallocation of expenditure in the 1993 budget and noted that this reallocation has no net effect on the total expenditure:

- reduce Publications item by A\$3 000;
- reduce Allowances sub-item by A\$28 500; and
- increase Salaries sub-item by A\$31 500.

## 1994 Budget and Forecast Budget for 1995

3.13 The Commission considered the Scientific Committee's suggestions for upgrading of the *Selected Scientific Papers*. It agreed to the upgrading but directed the Executive Secretary to investigate the possibility of obtaining an independent review of the quality of the publication and report to the Commission annually, for the next three years, on productions costs, subscriber interest and progress towards cost recovery.

3.14 The Commission approved the Budget for 1994 as contained in the SCAF report (Annex 4).

3.15 The Commission noted the Forecast Budget for 1995.

3.16 The Commission directed the Executive Secretary to prepare a report, for consideration at the 1994 meeting, on the options for the introduction of an official flag for the Commission.

## Chair and Vice-Chair of SCAF

3.17 South Africa was elected Chair and Chile Vice-Chair of SCAF for the next two years.

3.18 The Commission expressed its appreciation to Ms Tuttle for the efficient and diplomatic way she has chaired SCAF for the last three years.