

	منظمة الأغذية والزراعة للأمم المتحدة	联合国 粮食及 农业组织	Food and Agriculture Organization of the United Nations	Organisation des Nations Unies pour l'alimentation et l'agriculture	Продовольственная и сельскохозяйственная организация Объединенных Наций	Organización de las Naciones Unidas para la Agricultura y la Alimentación
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**WESTERN CENTRAL ATLANTIC FISHERY COMMISSION (WECAFC)**

**FIFTEENTH SESSION**

**Port of Spain, Trinidad and Tobago, 26-28 March 2014**

**Report by the Secretary on the financial and administrative affairs of the  
Commission**

1. This document, along with its Appendixes, aims to report on administrative and financial issues related to the actions taken during the 2012 -2013 intersessional period. It should be read in conjunction with working documents WECAFC/XV/2014/4 (intersessional activities) and WECAFC/XV/2014/12 (Options paper). It includes issues such as staffing, meetings, publications, the membership of the Commission, contributions by FAO, members and others to the Programme of Work (2012 -2013) of the Commission and expenditures made.

**Administrative issues**

*Regular activities*

2. During the intersession, the Secretariat coordinated and actively contributed to the preparation and delivery of the activities and meetings agreed by the Commission, namely i) the sixth session of the Scientific Advisory Group (SAG) and 7 meetings of (joint) Working Groups.

*Bureau of the Commission*

3. During the intersessional period, liaison was maintained at a good level of coordination and consultation with the Bureau of WECAFC and the conveners of the Working Groups. The chairperson of WECAFC, Mr. Giovanni Lauri, terminated his assignment with ARAP (Panama) at the end of 2013. Therefore he resigned from his WECAFC Chairpersonship as well effective from the same date. The Deputy chairpersons have since formed the bureau.

*Framework programme activities*

4. As specified in document WECAFC/XV/2014/4 most activities under the programme of work were carried out (fully or partly) in the intersessional period. Various technical workshops were supported (e.g. FIRMS, Small-scale fisheries guidelines, Climate Change and Disaster risk management in fisheries, Fisheries management, and WECAFC reorientation) to address specific issues and requests from members.

5. WECAFC intersessional activities (meetings, cooperation, publications and other issues) are presented in Working Document WECAFC/XV/2014/4. The SAG technically reviewed the activities implemented and a draft programme of work (2014-2015) which is presented in working document WECAFC/XV/2014/14.

#### *WECAFC Reorientation*

6. The Government of France, with support from the European Union and FAO hosted on 29-30 January 2014 in Guadeloupe the Workshop on WECAFC Reorientation and Strategic Planning. The contributions by these partners to the workshop organization added up to over 60 000 USD.

#### *Membership*

7. In February 2014 FAO received a formal letter from the Government of Costa Rica expressing interest in becoming member of WECAFC. This membership request has been formally passed to FAO's legal office and it is expected that an official communication from FAO to all members will be circulated in March or April 2014.

#### **Financial issues**

8. WECAFC activities are funded from the FAO Regular Programme, FAO Technical Cooperation Program (TCP) and in-kind by other organizations, as described below. The total estimated budget required under the approved WECAFC Work Programme for the period 2012–2013 was some USD 2.6 million.
9. Some 80% of the activities under the work programme were actually implemented to a greater or lesser extent, but real funding obtained was too limited (insufficient) to fully achieve what the members agreed needed to be done. Much of the funding provided under TCP went to activities that have only limited linkage with WECAFC and substantial in-kind support was needed.
10. The FAO subregional office has an annual budget under the Regular Programme which is distributed to the various technical disciplines. Until 2007 - 2008 it was allocated directly from the technical department and the Commission received around USD 300 000 per biennium in support of its work. However the funds received are now confounded with other SLC costs.
11. A budget prepared for the last biennium – 2012-2013 – requested nearly USD 255 000 but the allocation was made at the level of USD 120 000 (Figure 2). Approximately 62% (USD 74 000) of the allocated budget has been used for interpretation and translation services (English, Spanish, French) as well as publication of the session and SAG reports.
12. Approximately USD 10 000 was used for the 6<sup>th</sup> SAG session (travel, organization) and USD 13 000 was spent on supporting the organization of Working Group meetings and covering travel for some SIDS experts. Moreover, some USD 9 000 was spent on supporting travel for Cuban experts to enable them to join in specific Working Group activities.
13. Finally, some USD 6 000 was used for General office support (mainly administrative/liaison assistant support) and 8 000 USD on legal assistance.

14. Travel and participation costs of Headquarters and SLM staff in WECAFC activities added up to some 25 000 USD.
15. Moreover, the FAO Regular Programme provides for (in-kind) contribution to the Secretariat in terms of 50% of the SLC Fishery and Aquaculture Officer (P4 level) staff time, which should be valued at USD 50 000 per year and the office, furniture and administrative support infrastructure, which can be valued at USD 10 -20 000 per year. FAO Headquarters technical assistance to the Commission can be valued at an average of USD 40 000 per year, although some fluctuation could be noticed in the support provided in recent years.
16. In total, the FAO contribution to the WECAF Commission can be valued between 160 and 170 000 USD per year.

**Figure 2**

**Some estimated expenses of WECAFC activities under the FAO Regular Programme, 2012-2013**

(Figures are approximate in USD)

	Previous until 2008	Request 2012-13	Allocation 2012-13	Expenses in 2012-2013
FAO Regular Programme (per biennium)	300 000	255 000	120 000	
Interpretation and translation, publication of reports of WECAFC session, SAG (approximately 62%)				74 000
6 <sup>th</sup> SAG Session (Travel, organization)				10 000
Working Group meetings, travel for experts				13 000
Travel for Cuban experts for Working Groups				9 000
General office support (mainly administrative/liaison assistant support)				6 000
Legal assistance				8 000
Travel and participation costs of Headquarters and SLM staff in WECAFC activities				25 000

17. Although (at the request of the 14<sup>th</sup> session) a dedicated WECAFC Trust Fund was established, in support of the WECAFC Work Programme, the contributions received were generally in-kind (e.g. hosting and funding the organization of Working Group meetings). FAO Trust Fund and regular programme assistance in fisheries and aquaculture to WECAFC countries is estimated for 2012-13 at some 600 000 USD. These funds were however not provided through the WECAFC Trust Fund.

18. In-kind contributions, with an estimated combined total of around USD 400 000, were received from:

- CFMC– Queen Conch Working Group & Spawning Aggregations Working Group (2 meetings)
- TBF/IGFA/World Bank – Recreational Fisheries Working Group (2 meetings)
- CRFM/CLME – Flying Fish Working Group (2 meetings)
- IFREMER/EU/JICA/CRFM – FAD Working Group (various meetings)
- NOAA – Spiny Lobster Working Group (requested to contribute through the WECAFC Trust Fund)

19. Support for WECAFC member countries in fisheries and aquaculture under the FAO TCP programme in the 2012 -2013 biennium added up to some USD 1.5 million. However, much of this funding went to activities that have only limited linkage with WECAFC; it should be noted that many of the TCP and Trust Fund activities were not carried out under the WECAFC umbrella.

#### *WECAFC Trust Fund*

20. Following the request by the Commission at WECAFC XIV in 2012 the WECAFC Secretariat prepared a Trust Fund project document (available as WECAFC/XV/2014/Ref.15).
21. This document was reviewed by the Bureau and submitted by FAO along with a formal request to contribute to the Trust Fund in March 2013 to all WECAFC members. A follow-up message was sent later in 2013, but to date (February 2014) not any extra-budgetary contributions in cash to the implementation of the WECAFC Programme of Work (2012 -2013) were made to the Trust Fund.
22. It is noted that the Secretariat negotiated for this Trust Fund a very favourable 6.9 percent support cost rate (to cover operational and administrative requirements), which is significantly lower than applied by most other international agencies and NGO's active in the region.
23. At present there are two projects in the pipeline, for support by NOAA (Regional lobster management workshop) and the Inter-American Development Bank (IBD) (Regional management of shrimp) which may contribute to the Trust Fund.

#### **SUGGESTED ACTIONS FOR THE COMMISSION**

24. The Commission is invited to review the administrative and financial report and provide general guidance, particularly on issues relating to the strengthening of the Secretariat and implementation of the Programme of Work (2014-2015).
25. The Commission is further invited to take into account the current financial situation when discussing the Programme of Work 2014-2015 and the Strategic Plan 2014-2020, and to provide guidance to the Secretariat and Bureau, as appropriate, on how and where to mobilize resources for implementation of the Programme of Work.