



GENERAL FISHERIES COMMISSION
FOR THE MEDITERRANEAN
COMMISSION GÉNÉRALE DES PÊCHES
POUR LA MÉDITERRANÉE



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GENERAL FISHERIES COMMISSION FOR THE MEDITERRANEAN

Thirty-first Session

Rome, Italy, 9–12 January 2007

ADMINISTRATIVE AND FINANCIAL REPORTS

I. INTRODUCTION

1. This document, along with its Appendixes, provides first a summary of actions taken in relation to the administration of the Secretariat (Administrative Report); including issues such as staffing, new headquarters, meetings, publications and the status of ratification of the GFCM Agreement as amended in 1997. The document then presents the status of payment (and by default of arrears) of the contributions made by Members to the autonomous budget and reviews the statement of the expenditures made or committed in 2006 (Financial Report).

II. ADMINISTRATIVE REPORT

Recommendations adopted in virtue of Article V of the GFCM Agreement

2. The Secretariat officially transmitted to Members and to intergovernmental partner organizations, the texts of the Recommendations adopted at the 30th session of the Commission (January 2006), which were also made available on the GFCM website. Upon completion of the period following the transmission of the Recommendations, during which time no official objection was presented to this effect and, in accordance with Article V of the GFCM Agreement, the aforementioned Recommendations entered into force on 20 July 2006 and Members were notified accordingly.

3. Members were also reminded of the GFCM decision laid down in paragraph 9 of the report of the 30th session, by which, each Member should provide the Secretariat, well in advance of the 31st session, with information on action taken during the intersession to implement the decisions and recommendations of the Commission, especially those related to conservation and management measures.

4. With reference to GFCM Recommendation 2005/2, the Secretariat, in collaboration with the MedFis project, developed the modalities for data entry, processing and screening, and established the database for the GFCM fleet Register and for the GFCM “white list”. Members were informed accordingly through the GFCM website. In November 2006, eleven Members provided the Secretariat with corresponding data on vessels authorized to fish in the GFCM area (see GFCM/31/COC1/2007/2). Concerning Recommendation GFCM/2006/5, the Secretariat initiated with FAO, procedures to ensure that GFCM confidentiality

requirements for data access control system through the GFCM website will be met. Further guidance from the Compliance Committee (COC) would be welcomed (especially in relation to article 1 and 5 of the Recommendation).

Headquarters of the Commission

5. The renovation project for Palazzo Blumensthal, the new Headquarters of the Commission located in Via Vittoria Colonna, 1, Rome, was approved by the competent Italian authorities late September 2005 and the restructuring and repair works began in mid-January 2006. The Delegate from Italy reported on the latter at the last Plenary session of the Commission and informed on expected forecasts for the completion of the refurbishing of the premises¹.

6. During the intersession, the Secretariat with support from the FAO Infrastructure and Facilities Management Service and the Legal Office followed-up, *inter alia* through participating in mid-July in an Interministerial Coordinating meeting called upon by the Ministry of Foreign Affairs (Italy) at which issues such as equipment, yearly running costs (including utilities and maintenance) were also discussed. The Secretariat further participated to the relevant meetings of the Ministry of Infrastructure's Technical Committees. As a result, it was acknowledged that unforeseen structural weaknesses of Palazzo Blumensthal required in-depth consolidation works and related rescheduling of the repairs of the Secretariat premises. Late November 2006, the Secretariat was expecting further information, especially on a new time forecast for the delivery of the GGCM Headquarters.

Functioning of the Secretariat

Organization of the Secretariat and appointment of staff

7. During the intersessional period, the FAO Fisheries Department continued to provide office premises and related facilities, as well as supported most the Secretariat's running costs.

8. At its 30th session, the Commission unfroze the post (in the "professional" category) of Bio-statistician and agreed to establish a post of Programmer/System Analyst (in the "general service" category)². The post of Programmer was filled up in March, through contractual services on a part-time basis. These services were divided between the needs of the "SIPAM revitalization project" and those of the Secretariat, especially in respect of the structuring of the GFCM databases³. Due to substantial delays in the remittance of Member contributions, it was only in September that it became possible to undertake the establishment the post of Bio-statistician and to advertise it on the GFCM website. Members were notified accordingly. Twenty-eight applications were received and the selection panel took its decision on the 12 of December. In October, a statistical data quality and management technician was contracted on a part-time salary basis to assist the Programmer and contribute to the restructuring and maintenance of the GFCM website. It is suggested that, in 2007, this function be maintained through contractual services to assist the Bio-statistician (and the Programmer/Analyst), especially in the handling and processing of data for the various data bases of the central GFCM statistics and information system and for ensuring the updating and maintenance of the new GFCM website as well as to serve as "security system administrator".

9. A Secretary/typist was employed under temporary contracts over a period of 11 months in 2006. She complemented the services of an experienced Secretary who also assisted on book-keeping issues and who was graciously provided on a part-time basis by the FAO Fisheries Department. The book-keeping activity was further strengthened through a specialized consultancy to design and set up a budget monitoring system to enable keeping track, in real time, of records of budget allocations, forecasts, commitments and expenditures and thereby serves as an interface with the FAO central accounting system using Oracle. As a consequence, it was not necessary to fill up the post of Administrative/Financial Clerk. Hence, it is suggested that in 2007, the post of Bilingual Secretary be upgraded from G-4/5 to G5/6 with terms of

¹ Paragraph 47 of the Report of the 30th session.

² Paragraph 58 of the Report of the 30th session

³ Appendix E of the Report of the 30th session, Article 4.; c).

reference that include accounts monitoring, and that the post of Administrative/Financial Clerk (G-3/4) be downgraded and transformed in a (G2/3) post of multilingual Secretary/Typist whose tasks would include editing reports. It is further assumed that the staffing situation would be revisited along with the move of the Secretariat to its new premises.

10. Concerning the “SIPAM revitalization project”, the Secretariat established a contractual team, composed each on a part time basis, of: i) an Information/Communication Specialist, ii) an aquaculture expert recruited under the umbrella of the FAO Visiting Scientists Programme (provided by Italy), iii) the (above mentioned) Programmer/System Analyst and the SIPAM FAO System designer operated under the technical supervision of the MedFis project.

11. The Secretariat further relied on specialized consultancies to compensate the freezing of the post of Aquaculture Expert (P-4) within the Secretariat. In this respect, it should be noted that the Fifth session of the Committee on Aquaculture (CAQ) strongly reiterated that this post should be unfrozen and made operational within the 2007 GFCM autonomous budget, especially to sustain the launching of the CAQ new structure and proposed activities. The post could, initially, be open at P-3 level, comprising also the tasks which were carried out in 2006 by the SIPAM Information/communication Specialist, the aquaculture expert and the FAO Technical Secretary of CAQ.

12. The Secretariat, in conjunction with FAO/FIP utilized the “FAO Volunteer Programme” to benefit from the work of a lawyer for initiating the analysis of the legal framework for recreational and sport fisheries in the Mediterranean. It is suggested to replicate this experience in early 2007, to launch an analysis on Port State measures as a follow-up to implementing the General guidelines for a GFCM Control and Enforcement Scheme adopted by the Commission in 2005⁴.

GFCM intersessional meetings and meetings at which the Secretariat was represented

13. The Secretariat coordinated and actively contributed to the preparation and running of (13) thirteen meetings of the subsidiary bodies and the annual session of the Scientific Advisory Committee (SAC) and of (5) five meetings of the subsidiary bodies and the bi-annual session of CAQ. Hence, all the meetings agreed upon by the Commission were organized. The only exception was the Open Working group to review the proposed adjustments to the GFCM Rules of Procedure, planned to be held on 4 and 5 July but for which the participation of a reasonable number of Member representatives could not be secured.

14. The Secretariat also participated to twenty three (23) meetings of partner organizations or entities, including meetings of the FAO Sub-regional projects. The list of these two types of meetings is provided in Appendix 4. In view of time and budget limitation, the Secretariat further turned down the invitation to about another twenty meetings of relevance for the work of the Commission.

Publications

15. During the intersessional period, the Secretariat produced 25 technical and administrative documents, as follows: 10 as “grey literature” –available on the GFCM website⁵, 11 already published and 4 to be published early 2007. The list of publications is provided in Appendix 5.

Others

16. Several other tasks that are coordinated directly by the Executive Secretary or his Deputy are not detailed here. These include, for example: coordination of communications with Delegates, strengthening cooperation with partner organizations, coordination of editing, translation and distribution of documents, updating the web pages, participating to the coordination of the Regional projects supporting the work of the Commission, or contributing to the formulation of projects (e.g.: EastMed, CopeMed II and the GEF

⁴ Appendix H of the Report of the 29th session of GFCM.

⁵ It is suggested that for the time being, the reports of the four SAC Sub-Committees and respective subsidiary meetings as well as the reports of the SAC Coordinating meeting of the Sub-committees (CMSC) and be maintained in this category.

Large Marine Ecosystem project for the Mediterranean). The list of focal points for SAC and CAQ was also regularly updated in liaison with concerned Members.

17. The following should also be noted:

- *Bureau of the Commission:* during the intersession, liaison was strengthened between the Chairs and/or Vice-chairs of GFCM and its Committees. A mid-term meeting was organized on 12 May to review major issues of concern for the Commission and progress achieved on the implementation of its workplan.
- *Memorandum of Understanding with key partner international organizations and adhesion of GFCM to the CWP and FIRMS:* SAC recommended that the Commission consider: i) entering into Memorandum of Understanding with key regional partner organizations and ii) adhering to the above mentioned Arrangements. It is suggested that these issues be addressed under Agenda item 6 (document GFCM/31/2007/Inf.14).
- *Visibility of GFCM outputs:* the Secretariat pursued efforts to enhance the visibility of the work of the Commission. A new set-up for the GFCM website was designed in cooperation with FAO/FIDI and the MedFisis project. The new GFCM website, including available data bases is expected to be operational in early 2007. Hence, the Web is becoming the primary vehicle through which the GFCM Secretariat make information available to the Commission and the general public. Failure to maintain the Web up to date would imply higher costs for making available in real time certain types of information.
- *Black Sea fisheries:* in recent sessions, the Commission noted the effort made by the Secretariat to strengthen cooperation with all Black Sea riparian States, including through the GEF-UNEP Black Sea Ecosystem Recovery Project (BSERP). The first meeting of the SAC Permanent Working Group on Stock Assessment Methodologies was organized in March 2006 in Istanbul, Turkey, concomitantly with a Workshop on Black sea stock assessment, as a joint undertaking with the BSERP. The Secretariat also participated to a European Union Workshop on the “Scientific and technical challenges in applying the Common Fisheries Policy to the Black Sea”, held in Trabzon (Turkey) in October 2006. Both events included scientists from all the Black Sea countries.

Status of acceptance of the 1997 amendments to the GFCM Agreement

18. Twenty-one Members, including Morocco in July 2006 and Bulgaria in November 2006, had deposited their instruments of acceptance (Appendix 1). Members who have not done so yet are: Egypt, Syria and Israel.

19. At its 28th session (2003), the Commission was informed⁶ that Egypt intended to finalize its ratification processes. However, through letters (respectively of September and December 2006), the Egyptian authorities challenged the figure concerning marine and brackish water aquaculture production as used in the GFCM scale of contribution and formally requested the Secretariat to bring the issue before the next session of the Commission. Syria informed the Secretariat that ratification procedure was near completion.

20. The Secretary-General of the United Nations and the Director General of FAO were notified in June 2006 that the Republic of Serbia was continuing the membership of the State Union of Serbia and Montenegro in all organs and organizations of the United Nations. In August 2006, the FAO/Legal Office sought the confirmation of the Republic of Serbia with regard to its membership with the GFCM. In November, the Secretariat was informally informed that Serbia had no longer interest to remain Party to the GFCM Agreement and that procedure of withdrawal was initiated. Upon informal request from the fisheries administration of Montenegro, the Secretariat provided all necessary information to facilitate the procedure of adhesion of Montenegro. Informal contacts were also pursued with the Russian Federation

⁶ Paragraph 49 of the Report of the 28th Session

and Georgia to seek possible adhesion. The workload in the second half of 2006 did not however permit the Secretariat to undertake an advocacy trip in the northern Black Sea countries, as initially planned.

III. FINANCIAL REPORT

Status of the contributions to the autonomous budget in 2006

21. In January 2006, the Commission adopted a global budget for 2006 amounting to US \$ 1, 152 666 out of which the share of the autonomous budget was set up at US\$ 1,038,316. The remaining was a conservative estimate of the FAO Regular Programme contribution to the GFCM global budget⁷. The Commission further agreed that the savings accrued during the year 2005 should be carried forward to finance activities in 2006. As a consequence, Member contributions to the autonomous budget were set at US\$ 794,573.

22. The Secretariat sent, through diplomatic channels as well as directly to the GFCM Head of Delegations, the "Call for fund letter" on 6 and 10 March respectively⁸ to those Members, having or not deposited their instruments of acceptance, that participated to the vote for the selection of the Executive Secretary in 2005⁹. A Circular letter for reminding financial obligations was formally sent on 28 July to all Members with the exception of Israel. The Secretariat thereafter regularly followed-up until the 1st of December with each of the Member whose contribution was still pending.

23. The status of contributions is provided as Appendix 2 to this document. It can be summarized as follows:

- 15 Members have deposited their instruments of acceptance and remitted their contributions.
- 6 Members have deposited their instruments of acceptance but have not paid their contribution. Some of them accumulated arrears for 2005 and 2006, others only for 2006. Turkey informed the Secretariat that payment will be remitted in early 2007.
- 2 of the Members that have not yet deposited their instruments of acceptance but who participated to the vote in 2005, have not paid their contributions.
- 1 Member did not deposit its instruments, nor participated to the vote and did not contribute.

24. As was the case in 2005, in the course of 2006, the remittance of the contributions by Members has been uneven. Early May only 9.2% of the forecasted contributions were recovered. The percentage of contributions effectively made increased from 21.2 % at the end of July to 59.2% at the end September. The 1st of December, the actual contributions amounted to US\$ 608,712.76 (or 77% of the forecasted contributions) which compares to 75% at the same period in 2005.

25. Appendix 2 shows also a positive (excess) balance recorded in favor of the contributions of Tunisia (US\$ 2, 413.43) and Spain (US\$ 1,582.98). A negative balance of US \$10 to 40 is noted for some Members, probably as a result of bank transfer charges which were not taken into consideration.

Payment and use of Arrears

⁷ Appendix F of the Report of the 30th session.

⁸ Pursuant to the Financial Regulation: contributions shall be due and payable in full within 30 days of the receipt of the communication of the Secretary in respect of annual contributions to the autonomous budget, or as of the first day of the calendar year to which they relate, whichever is later. Noteworthy: the total autonomous budget could be considered as hypothetical, being based on the assumption that all Members will have deposited their instruments of acceptance in 2005.

⁹ At its Twenty-ninth session (February 2005), the Commission decided that as an exceptional measure limited to the issue of the selection of its Executive Secretary only, and which would not, in any case, set a precedent for any future decisions, all Members could vote "on the agreement that all Members which had not yet deposited their instruments of acceptance of the amendments involving new obligations would do so prior to the end of the year and that they would be contributing to the budget for 2005, as all costs related to the post of Executive Secretary are borne by the autonomous budget. As a result of this decision, all GFCM member States, with the exception of Israel and Lebanon, participated to the voting. All Members voted with the exception of Israel (and Lebanon which has in the mid-time deposited its instruments of acceptance).

26. It can be recalled that: i) Regulation IV (3) provides that “*any unliquidated prior obligation shall be cancelled or, where an obligation remains a valid charge, transferred against current appropriations*”; ii) pending receipt of annual contributions, the Secretary is authorized to finance budgeted expenditures from the uncommitted balance of the autonomous budget (Regulations V (1) refers); iii) Regulation V (3) further states that “*as of the 1 January of the following calendar year, the unpaid balance of such contributions shall be considered to be one year in arrears*”.

27. At its 30th session the Commission: i) agreed to use arrears to build a Working Capital Fund to serve in 2006 as a buffer for the Secretariat in case of delays in the remittance of contributions; ii) concurred that savings accrued during the year 2005 be carried forward to finance 2006 activities; iii) authorized the Secretary to readjust activities and expenditures as required for meeting ongoing obligations at the expiry of 2006, using arrears if necessary and; iv) urged all Members to timely pay their contributions (for 2005 and 2006) in full, in order to ensure that sufficient funds are available to cover all planned activities during 2006¹⁰.

28. The balance of accumulated pending contributions¹¹ against the 2005 and 2006 GFCM fiscal years, amounted, as of the end of November 2006, at US\$ 370,726.76 (of which US \$ 184, 866.45 are arrears accountable for 2005).

SIPAM Tunisian Trust fund

29. Following last year administrative transfer of the SIPAM databases and information system operated by the SIPAM Regional Center, in Tunis (Tunisia), from the FAO Fisheries Aquaculture and Inland Fisheries Service (FIRI) to the GFCM Secretariat, (i.e., as a component of the central GFCM Data base and Information System), the Trust Fund (TEMP/INT/858/MUL - Assistance to Sipam) was also handed over to be managed by the Secretary. This account is filled by a voluntary contribution from the Government of Tunisia in support of the SIPAM Regional Center, amounting to about US \$20 000 per year. A budget revision was performed so as to match forecasts and expenditures made. At the end of November, the trust fund showed a positive balance of US \$ 6,536.33.

Budgetary expenses in 2006

30. The expenses, mainly in kind, imputable to the regular budget of the Organization, as FAO share of the global budget of the Commission (US\$ 114 350) are not discussed in this report. It can be noted however that these expenses resulted to be about twice the above forecasts, ranging between US\$ 200 to 250 000 (equivalent to 26% of the actual income). This was mainly a consequence of: strengthened backstopping support to SAC and CAQ activities, the outposting of twelve months equivalent of a part-time Secretary/typist to the GFCM Secretariat and the running costs associated with the hosting of the Secretariat in FAO premises.

31. The major part of contributions by Members to the autonomous budget were made available on the last quarter of 2006 only. As in 2005, this led to a difficult accounting situation. It hampered smooth planning for the commitment of funds. Only halfway through the year, it became possible to envisage substantial expenditures, such as the recruitment of staff in the Secretariat. Hence, priority was given to securing the implementation of core activities, salaries and necessary equipments. It should be noted that the Secretariat has made an extreme effort to control each and every expenses between the most necessary and essential purchases and has postponed those expenditures having lesser priority or impact on GFCM activities, at the detriment of the functioning of the Secretariat. The move to the new Headquarters did not occur in 2006; therefore, there were no need to address its contingency costs.

32. The approved original autonomous budget (US\$ 1, 038 316) comprised the contributions expected from Member (US\$ 794,573) and the savings accrued during the 2005 fiscal year (US\$ 243,743). Incomes

¹⁰ Paragraphs 41, 61, 65 and 66 of the Report.

¹¹ Including Israel, although not formally committed.

from contributions amounted to US\$ 608,712.76. Total income (i.e.: the actual budget, including US\$ 243,743) effectively available, amounted to US\$ 852,456 at the end of the fiscal year (or 82% of the original budget).

Statement of the autonomous budget

33. Table 1 below provides an overview of the statement of the autonomous budget, as of November 30, 2006 and the liquidation of total expenses up to December 31, 2006. Total expenses includes expenses settled up to the end of November (US \$ 713,143) and commitments (US\$ 175,741) made until the end of December. The latter includes the committed forecasted costs (chargeback), for the 31st session of the Commission (interpretation, in session translation of draft report, overheads, and report printing).

Table 1: Budget Status

AUTONOMOUS BUDGET	Original budget	Total Expenses (=Commitm.+exp.)	Balance
Executive Secretary, D-1	<i>185,152</i>	213,470	-28,318
Deputy Secretary, P-5	<i>164,032</i>	176,760	-12,728
Bio-Statistician, P-3	<i>91,953</i>	0	91,953
Aquaculture Expert, P-4 (frozen)	<i>0</i>	0	0
SUB-TOTAL Prof. Salaries	<i>441,137</i>	390,230	50,907
Administrative Asst. G3/4	<i>39,821</i>	42,630	2,809
Programmer/System Analyst G-5	<i>67,100</i>	0	67,100
Bilingual Secretary G-5	<i>68,953</i>	0	0
SUB-TOTAL GS Salaries	<i>175,874</i>	42,630	133,244
TOTAL STAFF	<i>617,011</i>	432,860	184,151
Overtime	<i>3,000</i>	4,183	-1,183
Consultants	<i>41,015</i>	92,316	-51,301
Duty Travel	<i>76,993</i>	101,559	-24,566
Chargeback (incl. interpretation)	<i>82,500</i>	170,748	-88,248
Training	<i>4,600</i>	210	4,390
Equipment	<i>3,407</i>	10,844	-7,437
SIPAM Revitalization	<i>67,000</i>	0	67,000
Operating and Overhead Expenses	<i>69,240</i>	16,771	52,469
Contracts (Publications)	<i>19,000</i>	24,097	-5,097
TOTAL ACTIVITIES	<i>366,755</i>	420,728	-53,973
Miscellaneous (1%)	<i>9,838</i>	380	9,458
FAO Services costs (4.5%)	<i>44,712</i>	38,916	5,796
GRAND TOTAL	<i>1,038,316</i>	892,884	145,432

34. Budget chapters provided in Table 1 are based on the FAO/Oracle trust funds standard budget line allocations. They can be divided in three broad categories: i) salaries of Secretariat staff (49% of total expenses); ii) activities (46% of total expenses); iii) miscellaneous and FAO Services costs which are both a predetermined percentage in the original budget; the latter being in proportion of total expenses in the actual budget. It can be noted that the budget line entitled "SIPAM revitalization" (credited of a lump sum of US\$ 67 000 for the running of the project) had to be reallocated throughout the respective Oracle

standard budget lines (i.e.: contracts, travels, equipments); the line entitled contracts relates essentially to the publications. The difference between the forecasted (originally agreed) budget and total expenses incurred resulted in a positive balance amounting to US\$ 145,432.

35. Table 2 below provides a summary of the financial status of the autonomous budget. It compares the actual or adjusted budget (incomes = remitted contributions + reported 2005 savings) amounting to US \$ 852,456 and total expenditures as laid down in Table 1. The result is a negative balance of US \$ 40,428. This compares with US\$ 185,860 of unremitted contributions (arrears) against the 2006 fiscal year (arrears for 2005 excluded). The details of the liquidation of expenses against the adjusted budget for 2006, for each budget chapters and related lines, are discussed on the basis of Table 3 and the “explanatory note on budget expenditures” provided as Appendix 3 to this document.

Table 2: Financial Status in US dollars

Incomes	852,456
Contributions	608,713
2005 Savings	243,743
Total Expenses	892,884
Expenses	717,143
Commitments	175,741
Balance	-40,428

IV. SUGGESTED ACTION BY THE COMMISSION

36. The Commission may wish to review the administrative report and provide general guidance, particularly on issues related to the *modus operandi* of the Secretariat.

37. The Commission is also invited to discuss the present status of acceptance of the amendments relative to the autonomous budget, especially in relation to Member contributions effectively remitted in 2006, related status of arrears and of the 2006 expenditures, laid down in the financial report of the Secretariat.

APPENDIX 1: Status of acceptance of the GFCM Agreement, as amended in 1997

Members	Acceptance
Albania	10 October 2003
Algeria	26 April 2005
Bulgaria	29 November 2006
Croatia	28 November 2003
Cyprus	3 August 2000
European Community	27 July 2000
France	30 October 2002
Greece	29 August 2002
Italy	23 August 2000
Japan	30 July 2004
Lebanon	4 March 2005
Libyan Arab Jamahiriya	23 December 2003
Malta	23 December 1999
Monaco	12 June 2001
Morocco	24 July 2006
Romania	1 October 2003
Serbia and Montenegro	8 January 2003
Slovenia	29 April 2004
Spain	15 February 2002
Tunisia	30 June 2003
Turkey	5 June 2000

APPENDIX 2: Status of contributions on 30 November 2006

Members	Contribution Outstanding (2005)	Contribution due for 2006	Contribution received (30/11/2006)	Outstanding Contribution (2005-2006)
ALBANIA	13.00	6,904.00	6,878.68	38.32
ALGERIA	0.00	27,729.00	27,729.00	0.00
BULGARIA	7,496.00	6,055.00	6,047.28	7,503.72
CYPRUS	0.00	30,051.00	30,051.00	0.00
CROATIA	0.00	11,430.00	11,430.00	0.00
EGYPT	35,328.00	37,197.00	-	72,525.00
EUROPEAN COMMUNITY	0.00	271,221.00	271,221.00	0.00
FRANCE	0.00	30,051.00	30,051.00	0.00
GREECE	12.00	30,051.00	30,041.00	22.00
ISRAEL	31,580.00	32,563.00	-	64,143.00
ITALY	10.00	30,051.00	-	30,061.00
JAPAN	0.00	56,913.00	56,913.00	0.00
LEBANON	6,714.00	6,979.00	-	13,693.00
LIBYA	14,639.00	15,442.00	-	30,081.00
MALTA	7.95	5,985.00	5,977.77	15.18
MONACO	0.00	3,312.00	3,312.00	0.00
MOROCCO	13,073.00	13,199.00	26,262.62	9.38
ROMANIA	0.00	6,274.00	6,256.43	17.57
SERBIA	5,922.00	6,135.00	-	12,057.00
SLOVENIA	5.00	30,051.00	30,038.00	18.00
SPAIN	10.00	30,051.00	31,643.98	(1,582.98)
SYRIA	6,557.00	6,846.00	-	13,403.00
TUNISIA	(1,115.50)	33,562.00	34,859.93	(2,413.43)
TURKEY	64,615.00	66,521.00	-	131,136.00
Totals	184,866.45	794,573.00	608,712.76	370,726.76

APPENDIX 3: Explanatory note on budget expenditures by chapters

The financial operations and status by chapters are based on Table 3 below. Comments relates to the comparison of available incomes (actual budget) and total expenses, following the FAO/Oracle Trust Funds standard budget lines allocation. Two differences with the description of budget lines as adopted by the Commission in January 2006¹² should be noted: i) the line entitled "SIPAM Revitalization", originally credited with a lump sum of US\$ 67 000 has been reallocated, respectively under the line consultant (US \$ 64 000) as the project mainly incurred costs related to contractual staff services; the remaining being split within the lines "travel" and "equipment"; ii) the line entitled "scientific publication" (endowed originally with an amount of US \$ 19,000) corresponds in Oracle to the line "contract" and therefore expenditures under this line include all publications. Total expenses comprise settled payments up to 31 November 2006 (Expenses), commitments made up to the end of December 2006, including forecasted expenditures related to the holding of the 31st session of GFCM (US \$ 57,900¹³) which was budgeted against the 2006 autonomous budget as agreed by the Commission.

Following herewith are some general comments on the liquidation of expenses by Chapter based on the actual budget, as adjusted from the forecasted (original) budget by applying the corresponding allocation factor¹⁴. This factor was kept for Chapter 1 (Administrative costs), but readjusted among the Sub-chapters of Chapter 2 (Activity costs), notably to address the issue of the SIPAM Revitalization lump sum.

Chapter 1: Secretariat/staff salaries

This chapter covers salaries and remuneration of Secretariat staff, including a number of overhead costs and allowances (e.g.: basic medical plan; pension plan; child allowance, etc.) and is subject to fluctuations (positive or negative) in the post adjustment (cost of living in Rome) which can hardly be anticipated in the forecasted budget.

Professional staff. The first Sub-chapter includes costs for three staff in the Professional and Higher Categories (Executive Secretary, Deputy Executive Secretary and Bio-statistician). The budget line corresponding to the Bio-statistician was not used, as the recruitment of the incumbent for this post was delayed until cash flow permitted it. Total expenditures, including commitment up to December, 31st 2006, for the two remaining staff provided a negative accumulated balance of US \$ 41,046, mainly imputable to a revision of the post adjustment and of the pension scale, by United Nations Civil Service Commission. Altogether, the sub-chapter showed a positive balance of US \$ 9,097 (US\$ 3,347 after budget revision).

Staff in the General category. The second Sub-chapter considers the expenses of Secretariat staff in the General Service Category (forecasted as: a Programmer/Analyst; a Bilingual Secretary and a Finance/Administrative Clerk). With the view to reducing costs, the Programmer was contracted on consultancy basis and related costs charged on the consultants' line. The post of Bilingual Secretary remains frozen (unused) as FAO continued to provide such services on a part-time basis. Corresponding allocation was redistributed under the Chapter 2 (Activities) and compensated (US \$9, 923) the negative balance resulting from the hiring of a Secretary/Typist on temporary contracts over the period, with related expenses charged on the post of Finance/Administrative Clerk. After budget revision, this sub-chapter appeared in equilibrium.

As mentioned above, honoraria of the SIPAM revitalization team (working each under part-time contracts) were charged on the consultant line. Therefore, they are not accounted for in this Chapter.

Chapter 2: Activities

Overtime: This budget line includes overtime of GS staff in the Secretariat, in conjunction with GFCM statutory meetings (SAC, CAQ and the Plenary) as well as of locally contracted labor, i.e., for messengers and technicians at meetings.

¹² Appendix F of the Report of the 30th session

¹³ including US \$53,900 of interpretation and translation of draft report-against the Chargeback line, and US\$4,000 of publication of Session Report against Contract line.

¹⁴ Right column in Appendix F of the Report of the 30th session.

Consultants. This Sub-chapter covers honoraria of: consultants, of contractual specialists, resource persons at meetings, and visiting scientists staff of the SIPAM revitalization project. It benefited from the reallocation of US \$ 63,000 from the lump-sum forecasted for this project. The corresponding budget line therefore showed a final positive statement (US\$ 11,699) despite the unscheduled contracting of a statistical data quality and management technician, entrusted with data handling and processing for the GFCM databases and web-site maintenance and a CD Rom specialist (compendium of GFCM abstracts).

Travels. This Sub-chapter covers all travels (ticketing and *per diem*). This included travels for: Members of the GFCM bureau, Secretariat staff, consultants, some national experts and resource persons for technical meetings of SAC and CAQ subsidiary bodies, interpreters at the 5th session of CAQ, and for Coordinators of SAC Sub-committees. Total expenses resulting to a negative balance (US \$ 22, 566) need to be related to the list of meetings provided in Appendix 5, which includes the participation to selected meetings of Partner organizations and projects.

Chargeback. Costs related to interpretation (honoraria, travel and *per diem* excluded) for the 5th Session of CAQ and the 31st Session of GFCM expenditures for translation and internal printing of sessions documents (commitment) were charged to this Sub-chapter. It also comprises book acquisition, support of technicians at meetings (e.g.: electrician), computer renting, official translation and mailing of official correspondence (e.g.: Call for fund letters; letter of invitation to statutory meetings, GFCM Circular letter, etc.). The negative balance showed is mainly attributable to commitments made for running the 31th session of GFCM.

Training. This included computer training for Secretariat staff and support to some training activities related to testing SIPAM 2006. Forecasted allowance in support of two CIHEAM/IAMZ advance courses and seminars (US \$ 4000) was unused. Language training for Secretariat staff were postponed to 2007. Therefore this Sub-chapter resulted in excess of US \$ -4,122).

Equipment. This Sub-chapter comprises expendable and non-expendable procurement budget lines. Expenditure included the renewal (US\$ 2,417) of the renting (Winapply S.r.l) of the server for the old SIPAM system, the renting (ItNet srl) of the GFCM server (committed up to the end of 2007) for the GFCM databases, including SIPAM 2006 (US \$ 4018) and related computer software (US \$ 1072). Expenses resulted higher (US \$ 7,437) than the adjusted provision made in the actual budget.

General operating and overhead expenses. These Sub-chapters cover respectively running costs (electricity, cleaning of premises, heating, etc.), operation and maintenance of equipment and security services and miscellaneous. This was almost fully covered by FAO. Only expenditures related to Secretariat mobile phones and renting of a computer for the Secretariat were charged. Overhead expenses included support costs for the organization of meetings of the subsidiary bodies of SAC and CAQ (including rental of hotel room to host the TESAM expert meeting), contingencies including meeting documents mailed by DHL (CAQ). The Sub-chapters resulted in excess (US \$51,934) which permitted a reallocation toward the Charge-back Sub-chapter.

Contracts (including scientific publications): all expenditures related to publications, including, editing, printing of official reports, and printing and translation of scientific publications (GFCM Studies and Review Series), and of technical reports of the subsidiary bodies of the Committees are charged to this line. It should be read in conjunction with the list of publication provided in Appendix 5. Total expenses amounted to US \$ 24,097 which induced a negative balance of US\$ 5,097 for this Sub-chapter.

Chapter 3 : Miscellaneous and FAO support costs.

This first Sub-chapter was initially calculated as 1% of the total autonomous (original) budget. It was seldom utilized and was mainly reallocated to compensate the charge-back Sub-chapter deficit. The FAO support costs were computed as 4.5% of total expenditures made in 2006, *as per* GFCM Financial Regulation III (5).

Finally, it can be noted that there was no extra-budgetary income received in 2006. In table 3, the final cash flow balance, based on the actual budget (incomes = remitted contributions plus 2005 savings, minus total expenses), as of the end of the fiscal year resulted negative of US \$ 40, 428 (equivalent to 104% engagements) for all Chapter combined while the balance against the original budget (based on the assumption that all contributions will have been remitted) showed a positive status in Table 1 of US\$ 145, 432 (equivalent to 85,3% engagements). It is however assumed that the present negative cash flow will be

offset as soon as some backward Member(s) remit their contribution. Hence, the negative cash flow in the GFCM Trust Fund hosting the autonomous budget, for the time being equals 22% of the 2006 arrears.

The purpose of the columns “budget revision” and “final balance” in Table 3 is only to enlighten budget lines for which the original allocation appeared to have been limited and increases might be considered in the draft budget proposal for 2007 (document GFCM:XXXI/2007/8). A full budget revision has been made in Oracle.

The details of the above financial statements and related operations could be made available on request at session.

AUTONOMOUS BUDGET	Adjusted Budget (1)	Expenses (2)	Commitments (3)	Total Expenses (4)	Balance before revision (5=1-4)	Budget Revision	Final Balance
Executive Secretary, D-1	<i>185,152</i>	196,470	17,000	213,470	-28,318	+0	-28,318
Deputy Secretary, P-5	<i>164,032</i>	163,160	13,600	176,760	-12,728	+12,278	0
Bio-Statistician, P-3	<i>50,143</i>	0	0	0	50,143	-18,478	31,665
Aquaculture Expert, P-4 (frozen)	<i>0</i>	0	0	0	0	+0	0
SUB-TOTAL Prof. Salaries	<i>399,327</i>	359,630	30,600	390,230	9,097	-5,750	3,347
Administrative Asst. G3/4	<i>32,707</i>	42,630	0	42,630	-9,923	9,923	0
Programmer/System Analyst G-5	<i>0</i>	0	0	0	0	+0	0
Bilingual Secretary G-5	<i>9,923</i>	0	0	0	9,923	-9,923	0
SUB-TOTAL GS Salaries	<i>42,630</i>	42,630	0	42,630	0	+0	0
TOTAL STAFF	<i>441,957</i>	402,260	30,600	432,860	9,097	-5,750	3,347
Overtime	<i>3,000</i>	4,183	0	4,183	-1,183	+0	-1,183
Consultants	<i>104,015</i>	61,330	30,986	92,316	11,699	-8,000	3,699
Duty Travel	<i>78,993</i>	96,684	4,875	101,559	-22,566	+18,964	-3,602
Chargeback (incl. interpretation)	<i>82,500</i>	84,348	86,400	170,748	-88,248	+33,750	-54,498
Training	<i>4,332</i>	210	0	210	4,122	-3,383	739
Equipment	<i>3,407</i>	5,754	5,090	10,844	-7,437	+7,437	0
SIPAM Revitalization	<i>0</i>	0	0	0	0	+0	0
Operating and Overhead Expenses	<i>68,705</i>	16,771	0	16,771	51,934	-35,437	16,497
Contracts (Publications)	<i>19,000</i>	13,875	10,222	24,097	-5,097	+0	-5,097
TOTAL ACTIVITIES	<i>363,952</i>	283,155	137,573	420,728	-56,776	+13,331	-43,445
Miscellaneous	<i>9,838</i>	380	0	380	9,458	-7,581	1,877
FAO Services costs (4.5%)	<i>36,709</i>	31,348	7,568	38,916	-2,207	+0	-2,207
GRAND TOTAL	<i>852,456</i>	717,143	175,741	892,884	-40,428	+0	-40,428

APPENDIX 4: List of Meetings

GFCM Intersessional Meetings

In accordance with Commission decisions on this subject, 18 meetings were held during the intersession as follows:

Scientific Advisory Committee

- First SCSA Permanent Working Group on Stock Assessment Methodologies, 8–10 March, Istanbul, Turkey;
- SCSA/SCSI/SCESS transversal Workshop on Fishing effort parameters Identification and Measurement Standardization, 30–31 May, Malaga, Spain;
- SCSA/SCSI/SCESS transversal Workshop on Stock assessment and Operational Units, 26–28 June, Rome, Italy;
- SCMEET, Preparatory meeting, 11-12 July, Salammbô, Tunisia (*);
- SCMEET Workshop on Interaction between Cetacean and Fishing Activities, 11 September, Rome, Italy;
- SCSA Working Group on Demersal Species, 11-12 September, Rome, Italy;
- SCSA Working Group on Small Pelagic Species, 11-12 September/Rome, Italy;
- Session of the SCMEET, 11–14 September, Rome, Italy;
- Session of the SCSA, 11–14 September, Rome, Italy;
- Session of the SCESS, 11–14 September, Rome, Italy;
- Session of SCSA, 13-14 September, Rome, Italy;
- Coordination Meeting of the Sub-Committees (CMSC), 23 October, Rome, Italy;
- 9th Session of the Scientific Advisory Committee, 24- 27 October, Rome, Italy;

Committee on Aquaculture

- SELAM/TECAM Workshop on European seabass and gilthead seabream markets, 21 February, Rome, Italy
- Expert meeting to identify the need for a subsidiary body on the technical and socio-economic aspects of Aquaculture in the Mediterranean, 2–3 June, Santiago de Compostela, Spain
- Fifth session of the Committee on Aquaculture, 5–7 June, Santiago de Compostela, Spain
- First Coordinating Meeting of the ad hoc Working Groups, 6–7 November, Rome, Italy
- Ninth annual meeting of the network on Information System for the Promotion of Aquaculture in the Mediterranean (SIPAM), 15–18 November, Larnaca, Cyprus;

Meetings at which the GFCM Secretariat was represented¹⁵

The meetings, at which GFCM was represented through its Secretariat, are the following.

- 4th FAO AdriaMed project Coordinating Meeting, 15-16 February, St Julian, Malta;
- ISMEA/MinPAF Conference on “Common regulations for a common Sea”, 23 February, Rome, Italy;

¹⁵ (*) by an FAO/GFCM backstopping Officer (FAO Regular budget); (**) by a Member of CAQ Bureau.

- ICCAT/SCRS Workshop on Swordfish Stock Identification, 13-15 March, Heraklion, Greece
- GEF/UNEP Advisory Committee of the Strategic Action programme for the Conservation of Biological Diversity (SAP BIO), 19 April, Tunis, Tunisia (*);
- Training Course of the project “Scientific and technological partnership for promoting the sustainable management of Romanian marine fisheries based on the ecosystem approach”, 19-20 April, Constanta, Romania (*);
- UNESCO/10th Bienale Internazionale del Mare, 27-28 April, Naples, Italy; FAO AdriaMed Working Group on Shared Demersal Fisheries Resources, 26-28 April, Fano, Italy;
- AdriaMed Working Group on Shared Demersal Fisheries Resources, 26-28 April, Fano, Italy;
- Joint World Aquaculture Society (WAS) and European Aquaculture Society (EAS) “AQUA 2006”, 9–13 May, Florence, Italy;
- AdriaMed Working Group on Shared Small Pelagic Fisheries Resources, 15-19 May, Ancona, Italy;
- UNEP First Meeting of the national Correspondants of the Strategic Action programme for the Conservation of Biological Diversity (SAP BIO) in the Mediterranean, 12-13 May, Alicante, Spain (*);
- UN Review Conference on Fish Stock Agreement (FIRMS aspects), 22-26 May, New-york, USA (*);
- ICCAT/SCRS meeting on Atlantic Bluefin Tuna Stock Assessment, 12-18 June, Madrid, Spain;
- MAREVIVO/ACCOBAMS, Barcelona Conventions and Marine Protected Areas, 23-25 June, Rome, Italy;
- AGCI/WWF Conference on IUU fishing and the protection of Bio-diversity, 13 July, Rome, Italy;
- First International Congress of Recreational Fishing in the Mediterranean, 20-22 September 2006, Palma de Mallorca, Spain (*);
- EUROFISH Conference on “Future Aquaculture: Opportunities and Challenges in Southern and Eastern Europe”, 14-15 September, Duino/Trieste, Italy, (**);
- ICCAT Standing Committee on Research and Statistics (SCRS), 2-6 October, Madrid, Spain,;
- “Offshore Mariculture 2006”, 11-13 October 2006, St. Julian’s, Malta;
- IUCN workshop on sustainable aquaculture, 24-26 October, Las Palmas de Gran Canarias, Spain (**);
- European Union Workshop on the “Scientific and technical challenges in applying the Common Fisheries Policy to the Black Sea”, held in Trabzon, Turkey, 30-31 October 2006.
- 15th Special Session of the International Commission for the Conservation of Atlantic Tuna (ICCAT), Dubrovnik, Croatia, 17-26 November 2006;
- 5th FAO MedSudMed project Coordination Committee meeting, 9-10 November, Rome, Italy.
- Regional Marine Fisheries and aquaculture Committee for the Languedoc-Roussion Meeting on sustainable fisheries, 1-3 December, Sète, France (*);

APPENDIX 5: List of publications produced and in the pipeline

1. Publications issued in 2006

Grey literature:

- SCSI Report of the Working Group on Operational Units, including the Workshop on Fishing Effort Measurement, Tangiers, Morocco, 4-6 July 2005.
- Report of the Seventh Session of the Sub-Committee for Stock Assessment (SCSA). Rome, Italy, 26-30 September 2005.
- Report of the Sixth Session of the Sub-Committee on Marine Environment and Ecosystems (SCMEE). Rome, Italy, 27-30 September 2005.
- Report of the Sixth Session of the Sub-Committee on Statistics and Information (SCSI). Rome, Italy, 26-30 September 2005.
- Report of the Sixth Session of the Sub-Committee on Economic and Social Sciences (SCESS). Rome, Italy, 27-30 September 2005.
- Report of the Eighth Session of the Sub-Committee for Stock Assessment (SCSA). Rome, Italy, 11-14 September 2006.
- Report of the Seventh Session of the Sub-Committee on Marine Environment and Ecosystems (SCMEE). Rome, Italy, 11-14 September 2006.
- Report of the Seventh Session of the Sub-Committee on Statistics and Information (SCSI). Rome, Italy, 11-14 September 2006.
- Report of the Seventh Session of the Sub-Committee on Economic and Social Sciences (SCESS). Rome, Italy, 11-14 September 2006.
- Report of the Ninth session of SIPAM. Larnaca, Cyprus, 15-17 November 2006.

Published documents:

- Report of the Thirtieth Session of the General Fisheries Commission for the Mediterranean (GFCM), Istanbul, Turkey, 24-27 January 2006. *GFCM Report* No. 30, Rome, 2006.
- Report of the 8th Session of the Scientific Advisory Committee (SAC), Tirana, Albania, 25-28 October 2005. *FAO Fisheries Report*. No 789 (Bi), Rome.
- Report of the Experts Meeting for the Re-establishment of the GFCM Committee on Aquaculture Network on Environmental and Aquaculture in the Mediterranean, Rome, 7-9 December 2005. *FAO Fisheries Report*. No 791, Rome, 2006.
- Report of the 9th Session of the Scientific Advisory Committee (SAC), Rome, Italy, 24-27 October 2006. *FAO Fisheries Report*. No 814 (Bi), Rome, 2006.
- Report of the 5th Session of the Committee on Aquaculture (CAQ), Santiago de Compostela, 5-7 June 2006. *FAO Fisheries Report*. No. 802 (Bi), Rome 2006.
- Inventory of Artisanal Fishery Communities in the Western-Central Mediterranean. Draft *GFCM Studies and Reviews* No. 77. (in partnership with FAO CopeMed project)
- MedStat - An Adaptive Approach for the Improvement of Fishery Statistical Systems in Mediterranean Countries under FAO Projects. Draft *GFCM Studies and Reviews* No. 79. (in partnership with FAO MedFisis project)
- The Operational Units approach for fisheries management in the Mediterranean Sea. *GFCM Studies and Reviews* No. 80. (in partnership with FAO/FIPP and FAO MedFisis project)
- An Index list of GFCM Publications.1952-2005. Draft *GFCM Studies and Reviews* No. 81. (in partnership with FAO AdriaMed)

- Marketing of Aquacultured Finfish in Europe Focus on Seabass and Seabream from the Mediterranean Basin. Draft *GFCM Studies and Reviews* No. 82. (in partnership with FAO/FIU).
- Biological Reference Points for Mediterranean Fisheries. *GFCM Studies and Reviews* No. 83.

2. Documents prepared in draft (in the pipeline) to be published early 2007 or available on Web

- Report of the Expert Meeting to identify the need for a subsidiary body on the technical and socio-economic aspects of aquaculture in the Mediterranean. Santiago de Compostela, Spain, 2–3 June 2006. *FAO Fisheries Report*. No. 808.
- Report of the Workshop on standardization of Selectivity Methods applied to Trawling. Sète, France, 9-11 February 2005.
- Review of Recreational Fishing Legal Frameworks within the Mediterranean. Draft *GFCM Studies and Reviews* No. 84. (in partnership with FAO/FIPP)
- Towards defining sustainable aquaculture indicators for the Mediterranean. Draft *GFCM Studies and Reviews* No. 85. (in partnership with IUCN and IFREMER)