



TWENTY SIXTH MEETING OF THE COUNCIL

7 - 8 March 2018, Tromsø, Norway

**DOCUMENT 04 REPORT OF THE FINANCE AND ADMINISTRATION
COMMITTEE**

Submitted by: Finance and Administration Committee

The Finance and Administration Committee (FAC)

- **Recommends** Council to
 - Take note of the document
 - Follow FAC's recommendations

REPORT OF THE FINANCE AND ADMINISTRATION COMMITTEE

1. INTRODUCTION

Since NAMMCO 25, the Finance and Administration Committee has held three face to face meetings and one skype meetings (see Table 1) under the Chairmanship of Jóannes V. Hansen (Faroes). From the Secretariat, Geneviève Desportes (GS) and Charlotte Winsnes (DS) participated in all the meetings.

Table 1 indicates the main items for discussion at each meeting, while the items leading to principle decisions and/or calling for actions are summarised under point 2.

Table 1. Meetings of NAMMCO FAC in the period NAMMCO 25 – NAMMCO 26

Date	Participants	Main subjects	Location
November 2, 2017	Ásmundsson (IS), Hansen (FR), Jessen (GL), Stenseth (NO)	Present finances and prediction for 2017. Retrospective on NAMMCO 25. Establishment of the BYCELS WG. Preparation for NAMMCO 26. Internship and secondment arrangements at the Secretariat. External relations (incl. ASCOBANS and Canada). Information from Parties and Secretariat. Communication and outreach. Performance Review (PR). Prioritisation of events.	Faroese Representation, Copenhagen
January 23, 2018	Ásmundsson (IS), Hansen (FR), Jessen (GL), Stenseth (NO)	Recruitment of the new Scientific Secretary	Skype meeting
February 12-13, 2018	Ásmundsson (IS), Hansen (FR), Jessen (GL), Stenseth (NO)	Accounts 2017 and draft budgets 2019 and 2020. External relation and clarification on observer status in NAMMCO. Contact with Canada. OSPAR/NEAFC Collective Arrangement. Preparation to NAMMCO 26. PR process. Information from Parties and Secretariat. SWOTS process.	Faroese Representation, Copenhagen
March 5, 2018	Benediksdóttir (IS), Jessen; Levermann and Dorth (GL), Hansen (FR), Stenseth (NO).	External relationships. Budget 2018-2020. PR and interviews. Preparation to NAMMCO 26: schedule, logistics, press release, output, guests, etc... Update on communication and outreach. Relocation condition for Secretariat staff.	Forskningsparken Tromsø

2. MAIN TOPICS DEALT WITH

The main subjects of relevance to Council dealt with by the FAC since NAMMCO 25 includes

- Continuing enhancing NAMMCO visibility.
- Clarification on the internship programme and evaluating the possibilities for secondments arrangements at the Secretariat.
- Following the development of activities in the Scientific Committee, the Committee for Hunting Methods, the Committee on Inspection and Observation.
- Establishing the new WG on By-Catch, Entanglements and Live Strandings.
- Relation with non-member parties and other bodies.
- Recruitment of a new Scientific Secretary.
- Finances: Accounting 2017, and preparation of budget 2018 and draft budget 2019 and 2020.
- SWOTS process for all committees.

3. RECOMMENDATIONS TO COUNCIL

FAC recommends Council to:

- **Approve** the Accounts 2017
- **Adopt** the Budget 2018
- **Approve** the Draft Budget for 2019
- **Endorse** the continued prioritisation given by FAC to the continual update of the NAMMCO website, and its use as a hub of all NAMMCO information, communication and outreach activities, both internally and externally.
- **Endorse** the recommendations forwarded to Council by the Committee on Hunting Methods, the Committee on Inspection and Observation, as well as the Council Working Group on By-Catch, Entanglements and Live Strandings.

4. TOPICS FOR FUTURE WORK

Besides new tasks forwarded by Council, FAC will continue overseeing the PR process, the recruitment of the new Scientific Secretary and both relocation processes, administrative matters including finances, as well as outreach activities.