
**PREPARATORY CONFERENCE FOR THE
COMMISSION FOR THE CONSERVATION AND
MANAGEMENT OF HIGHLY MIGRATORY
FISH STOCKS IN THE WESTERN AND
CENTRAL PACIFIC**

Fifth session
Rarotonga, Cook Islands
29 September – 3 October 2003

WCPFC/PrepCon/WP.11/Rev.1/Add.1
29 September 2003

**PREPARATORY CONFERENCE ORGANIZATIONAL FUND AND PREPARATORY
CONFERENCE SECRETARIAT**

Report of the Secretariat

1. The purpose of the present document is to update the information contained in document WCPFC/PrepCon/WP.11/Rev.1, which contains a full report on the status of the Preparatory Conference Organizational Fund and the practical arrangements that have been made to administer the fund as well as on the arrangements with respect to the Preparatory Conference Secretariat.

I. PREPARATORY CONFERENCE ORGANIZATIONAL FUND

2. As at 18 September 2003, donations to the PCOF had been made by the Governments of Australia, China, New Caledonia, New Zealand, Papua New Guinea, Republic of Korea, Chinese Taipei and the United States. The status of the PCOF as at 18 September 2003 is summarized in the annex to the present document, showing cumulative income and expenditure since the inception of the Fund. It should be noted that, in addition to the amounts shown in the annex, the European Commission has agreed to make a contribution of €20,000 to the Fund and a further contribution is expected shortly from the United States.

3. On the basis that there would be a need to fund two further sessions of the Preparatory Conference in 2004 (one of those leading directly into the inaugural session of the Commission), it is anticipated that modest additional contributions to the Fund will be required in 2004. Any unspent balance in the Fund upon entry into force of the Convention would be transferred to the Commission.

II. AUDIT

4. In accordance with the guidelines for the administration of the PCOF, the Fund will be audited in March 2004 by the auditors for the Forum Fisheries Agency. The audit report and financial statement for the period ended 31 December 2003 will be made available to all delegations in due course.

III. FUNDING OF PARTICIPATION IN THE SCIENTIFIC COORDINATING GROUP

5. As noted in WCPFC/PrepCon/WP.11/Rev.1, a special contribution of US\$ 40,000 was made by the United States towards the cost of convening the first meeting of the SCG in July 2002. For the second meeting of the SCG, in July 2003, funding for the participation of developing States and territories was provided in part by the Government of Japan and in part by a special contribution made to OFP-SPC by the Government of Papua New Guinea.

IV. PREPARATORY CONFERENCE SECRETARIAT

6. As noted in WCPFC/PrepCon/WP.11/Rev.1, since July 2001, the work of the Preparatory Conference Secretariat has been carried out by the Head of the Secretariat, in consultation with the Chairman and through the use of consultants for specific technical tasks. Since March 2003, the Secretariat has been greatly assisted by the services of a science coordinator, made available for the purpose by the Government of New Zealand. From time to time, additional assistance has been provided by individuals participating in the Preparatory Conference and by delegations. This has been most welcome. The main tasks carried out by the Secretariat are summarized in paragraph 18 of WCPFC/PrepCon/WP.11/Rev.1.

7. Subject to the constraints that are necessarily imposed by the use of a part-time Secretariat operating on an interim basis, it is considered that the existing arrangements have proved sufficiently flexible to meet the needs of the Preparatory Conference to date.

8. At PrepCon IV, it was noted that it will in due course become necessary for the Conference to give consideration to the establishment of a Secretariat on a more permanent basis. While this may not necessarily require the immediate establishment of a fully-functional Commission Secretariat, consideration may be given to the appointment, if necessary on an interim basis, of the key officials required in order to oversee the transition from the present *ad hoc* arrangements to more permanent arrangements. In this regard, it may be noted that, as entry into force approaches, the demands on the Secretariat are likely to increase substantially. Among those demands will be the need to further refine the budget of the Commission, put in place the necessary administrative arrangements for the establishment of the Secretariat and the recruitment of staff and the need to work closely with the future host government on matters related to the establishment of the permanent headquarters of the Commission.

9. It is suggested that these issues may be considered further in the context of discussions on the implications of entry into force of the Convention and the prioritization of the future work of the Preparatory Conference.

V. RECOMMENDATIONS

10. The Preparatory Conference is invited to:

(a) express its appreciation to those participating governments that have contributed to the PCOF or otherwise contributed financially and in-kind to the work of the Preparatory Conference;

(b) invite those participants that have not already done so, as well as to intergovernmental organizations and agencies, national institutions, non-governmental organizations and international financial institutions to make voluntary contributions to the Preparatory Conference Organizational Fund.

(c) note the status of the Fund as at 18 September 2003;

(d) note the existing arrangements with respect to the Preparatory Conference Secretariat;

(e) provide such further direction with respect to the practical arrangements for a future Commission Secretariat as may be necessary;

-- --

Annex

Status of Preparatory Conference Organizational Fund as at 18 September 2003

GENERAL PURPOSE FUND		
	USD	USD
A. Contributions received (net) *		
Australia	117,649.60	
China	29,980.00	
New Zealand	89,880.00	
New Caledonia	8,994.00	
Papua New Guinea	26,154.34	
Chinese Taipei	20,000.00	
Republic of Korea	30,000.00	
United States of America	143,000.00	
B. Other income		
Interest	2,926.88	
Total receipts	488,586.82	488,586.82
C. Disbursements		
(a) <i>In-country conference costs</i>	76,488.06	
(b) <i>Chairman's travel and associated costs</i>	8,000.88	
(c) <i>Secretariat travel and associated costs</i>	31,112.52	
(d) <i>Retainers, consultancy fees and miscellaneous administrative expenses</i>		
(i) <i>retainers and honoraria</i>	84,126.75	
(ii) <i>consultancy fees, miscellaneous administrative expenses</i>	112,557.60	
(e) <i>FFA management charges</i>	20,122.70	
(f) <i>Other costs</i>	195.66	
Total disbursements	332,604.17	332,604.17
D. Fund balance		155,982.65
<hr/>		
SPECIAL PURPOSE FUND		
	USD	USD
A. Contributions received		
United States of America	40,000.00	
B. Other income		
Interest	Nil	
Total receipts	40,000.00	40,000.00
C. Disbursements		
<i>SCG, July 2002, costs (travel, per diems of participants and secretariat)</i>	40,756.11	
Total disbursements	40,756.11	40,756.11
D. Fund balance		(756.11)

Notes:

- * A contribution of USD 50,000 towards the costs of the second session of the Conference was made by the Republic of Korea direct to the Government of Papua New Guinea.

- - -