



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



**GENERAL FISHERIES COMMISSION FOR THE MEDITERRANEAN**

**Second Session of the Committee on Administration and Finance (CAF)**

**Thirty-fifth Session of the Commission**

**Rome, Italy, 9-14 May 2011**

**REPORT OF THE SECRETARIAT ON ADMINISTRATIVE AND  
FINANCIAL ISSUES**

**INTRODUCTION**

1. The aim of this document, including its Appendixes, is to report on administrative and financial actions taken during the 2010 intersessional period. It includes issues such as staffing, the GFCM Performance Review, new headquarters, meetings, publications, the status of ratification of the GFCM Agreement as amended in 1997, the status of payment of the contributions made by Members to the autonomous budget and reviews of the statement of the expenditures made in 2010.

**ADMINISTRATIVE ISSUES**

**Recommendations adopted under Article V of the GFCM Agreement**

2. The Secretariat officially transmitted to Members and Observers the text of recommendations and resolutions adopted at the Thirty-fourth Session of the Commission (Greece, April 2010). These were also posted on the GFCM Web site. Upon completion of a "grace" period following notification of the recommendations, during which no official objection was lodged, and in accordance with Article V of the GFCM Agreement, the above mentioned recommendations entered into force on 9 September 2010. The Members were duly informed. Subsequently, a letter was received by the Secretariat emanating from Lebanon related to the implementation of the Recommendations GFCM/34/2010/1 and GFCM/34/2010/2. The Compliance Committee (CoC) is invited to examine this letter (see document COC:V/2011/Inf.6) and take decision in relation with its scope.

3. The Members were also reminded of a number of commitments agreed by the Commission, including the submission of national reports on the implementation of GFCM decisions<sup>1</sup>, the list of vessels authorized to operate in the GFCM area, the list of vessels authorized before 31 December

<sup>1</sup> Members were invited to use the standard format adopted by the Commission at its Thirty-second Session (Resolution GFCM/2008/1), with the GFCM decisions to be included in the national report.

2008 to operate in the fisheries restricted area established in the Golf of Lions, the list of vessels exempted from implementation of the 40 mm diamond mesh size in cod-end of demersal trawlers, dolphin fish fisheries and Task 1. The status of communication of information by Members is reproduced in document COC:V/2011/2 "Status of implementation of GFCM decisions by Members".

### **GFCM Performance Review**

4. The nominated Experts Panel, in charge of the Performance Review, first met in February 2010 and the final draft report of the Performance Review was received by the Secretariat and sent to the GFCM Members in October 2010 for comments. Feedback was received from three member countries (EU, Italy and Turkey) and the final version of the report was received in January 2011. The conclusions of this report regarding the functioning of the technical subsidiary bodies were introduced and discussed by a member of the Performance Review Panel to the Thirteenth Session of the Scientific Advisory Committee (SAC) held in February 2011 and to the Seventh Session of the Committee on Aquaculture (CAQ) held in March 2011. The feedback of the SAC and the CAQ to the Performance Review has been respectively integrated in the final reports of the two Committees and the outcome will be presented by the Performance Review Panel Coordinator to the Commission during its Thirty-fifth Session.

### **Functioning of the Secretariat**

#### *Organization of the Secretariat and appointment of staff*

5. Mr. Abdellah Srour, Deputy Executive Secretary of the Commission, continued ensuring the tasks of GFCM Executive Secretary, post that has remained vacant since Mr. Alain Bonzon's death in August 2009.

6. In 2010, the Secretariat was bolstered with the recruitment of an information management officer (Professional Category P2), Ms Pilar Hernandez (Spanish citizen) starting from August 2010.

7. The restructuring and maintaining the GFCM website and data flow management continued to be ensured, under the same arrangements as in previous years, by the responsible for the management and quality of statistical data, recruited on a part-time basis since 2006.

8. The post of administrative assistant (G3) was left vacant in December 2010. Ms Raffaella Dirat, recruited within the GFCM Secretariat since 2009, obtained a new position within the FAO. The duties have been covered by temporary staff since then. A vacancy announcement was issued on 6 January 2011 for a duration of two weeks. At the time of printing this document, the recruitment was in process.

9. The Secretariat also relied on consultants to address specialized issues (e.g. european eel, elasmobranchs, stock assessment).

10. As already noted during the Thirty-fourth Session, strengthening the Secretariat in terms of technical staff has become an urgent need to cope with the increase of the volume of work. It is being proposed the establishment of new positions related to stock assessment/population dynamic, edition/translation of technical documents and publications and to management of information on compliance and aquaculture for the next two years (2011 and 2012).

11. It should be noted that, in order to face this workload, while waiting to strengthen the Secretariat with technical staff, the necessary duties were covered thanks to the contribution of temporary staff (volunteers, interns, consultants). The GFCM Personnel Table is provided in Appendix 1.

12. However, in view of the transfer to the new premises, the recruitment of additional staff has become a matter of prime urgency. The posts of Security guard/receptionist (G3) and Office helper (G2) should be created starting from June 2011.

13. Furthermore, the development of the Secretariat requires that a reflection be engaged on the organization of the personnel including the revision of duties and the elaboration of an organigram. The Committee on Administration and Finance is invited to identify appropriate ways to work with the Secretariat on a proposal for its reorganization, including the possibility to set up a task force led by the Committee.

#### *GFCM intersessional meetings and other meetings at which the Secretariat was represented*

14. The Secretariat coordinated, and actively contributed to, the preparation and delivery of 29 meetings, including 17 meetings of subsidiary bodies and the annual Session of the Scientific Advisory Committee (SAC), 7 meetings of subsidiary bodies and the annual Session of the Committee on Aquaculture (CAQ). Hence, all the meetings agreed by the Commission were convened. The Secretariat also participated in a number of meetings of partner organizations or entities and selected meetings of FAO regional projects. At some of those meetings, the Commission was represented by its Chair or Vice-Chair or by the chairperson of the Committees. Because of time and budgetary constraints, the Secretariat was again obliged to decline invitations to several other meetings directly relevant to the work of the Commission. Lists of the above meetings are provided in Appendix 2 of this document.

#### *Publications*

15. During the intersessional period, the Secretariat produced 41 technical and administrative documents: 25 “grey literature” documents available on the GFCM website; 7 already published; and 9 to be released in 2011. The list of publications is provided in Appendix 3.

#### *Other issues*

16. Several other tasks coordinated directly by the Secretariat are not detailed here. These include liaison and communication with Heads of Delegation and focal points, strengthening of cooperation with partner organizations, coordinating the editing, translation and distribution of documents and organizing the technical preparation of SAC and CAQ activities.

17. The following aspects should however be noted:

- *Bureau of the Commission:* during the intersessional period, liaison was again maintained at a good level of coordination and consultation with the GFCM Bureau and those of the committees. Hence, a mid-term meeting of the GFCM Bureau was held in 2009 to review major issues, including implementation of the programme of work.
- *Collaboration with key partners:* good collaboration was maintained and indeed strengthened with GFCM partners in areas of common interest. The Secretariat thus maintained good collaboration in particular with the Agreement on the Conservation of Cetaceans of the Black Sea, Mediterranean Sea and contiguous Atlantic Area (ACCOBAMS), the International Commission for the Conservation of Atlantic Tunas (ICCAT), the International Union for Conservation of Nature (IUCN), the UNEP Regional Activity Centre for Specially Protected Areas (RAC/SPA) and the International Centre for Advanced Mediterranean Agronomic Studies (CIHEAM).

- *Information tools:* standard forms and methodologies were prepared and provided on-line to facilitate the presentation of results of fishery stock assessments to specialized working groups, the preparation of reports by Members, including for the Task 1 statistical matrix and table, the list of authorized vessels, and to reconcile the FAO STATLANT 37 catch reporting scheme with geographical sub-areas. In addition, the new SIPAM information system continued to be developed.

### **Headquarters of the Commission**

18. During the 2010 intersessional period, the Secretariat continued the discussion with concerned parties on the ways to solve all pending matters related to the move to the new GFCM headquarters, in particular on the issue of running costs.

19. It is recalled that FAO Director-General had approved that FAO contribute on a voluntary basis €46,000 per annum to cover specific running costs (water, electricity, etc.) while the host country, Italy, would contribute €100,000 per annum, corresponding to the remaining share of the estimated total of these costs.

20. In March 2011, in view of the results achieved in the discussion among the concerned parties, the Secretariat was formally invited by FAO to proceed within the shortest delay with the definite transfer to the premises of the new GFCM Headquarters. At the time of printing this document, the coordination between with FAO Infrastructure and Facilities Management Service and the Secretariat was ongoing, dealing with logistic and technical matters, in order to ensure the move to the new headquarters by 1<sup>st</sup> of June 2011.

### **Status of acceptance of the 1997 amendments to the GFCM agreement**

21. So far, 21 Members have deposited their instruments of acceptance (Appendix 4). Members that have not yet done so are Egypt (remitting its contribution) and Israel. Regarding the case of the Syrian Arab Republic, the Secretariat received a letter on 17 September 2010 from the Syrian Embassy in Rome notifying that Syria ratified the agreement on 12 July 2009. According to FAO Legal Office, this Letter could not be considered as a formal ratification since the specific standard model for the ratification process had not been used. The Syrian Embassy was informed accordingly.

## FINANCIAL MATTERS

22. In April 2010, the Commission adopted a global budget for 2010 amounting to **US dollars 1,624,000.00** as autonomous budget. A “call for funds letter” was sent on 17 June 2010 through diplomatic channels and directly to GFCM Heads of Delegation.

23. The sum of contributions received in 2010 amounted to **US dollars 1,572,552** (97% of the adopted budget), as shown in Appendix 5. The amount of **US dollars 134,839** was also received as partial outstanding contribution of Bulgaria, Egypt, Italy and Malta for the previous year (total received in 2010 amounted to **US dollars 1,721,837**). Thus, the status of the 2010 contributions can be summarized as follows:

- twenty-one Members have deposited their instruments of acceptance and remitted their contributions;
- one Member (the Syrian Arab Republic) has not yet deposited the formal instruments of acceptance but remitted its contribution;
- one Member (Greece) has deposited its instruments of acceptance but has not paid its contribution;
- one Member (Israel) has not deposited its instrument of acceptance (nor participated in the vote for the selection of Executive Secretary), nor paid its contribution.

24. Appendix 5 shows a negative balance for France (US dollars 25), Greece (US dollars 50,450) Italy (US dollars 109,206.34), Malta (US dollars 50,480), Montenegro (US dollars 30), Morocco (US dollars 25), Romania (US dollars 17.57), Slovenia (US dollars 29), Syria (US dollars 48,013) and Tunisia (US dollars 1,998.68), probably, in some cases, for not having taken bank transfer charges into account. The contribution received from the Libyan Arab Jamahiriya exceeded the amount due by US dollars 14,943.61 and the contribution of Spain by US dollars 2,618.24.

### Payment and use of arrears

25. It should be recalled that: i) Regulation IV.3 states that “*any unliquidated prior year obligation shall be cancelled or, where an obligation remains a valid charge, transferred against current appropriations*”; ii) Regulation V.1 states that “*pending receipt of annual contributions, the Secretary is authorized to finance budgeted expenditures from the uncommitted balance of the autonomous budget*”; iii) Regulation V.3 also stipulates that “*as of 1 January of the following calendar year, the unpaid balance of such contributions shall be considered to be one year in arrears*”; iv) at its Thirtieth Session, the Commission agreed to use arrears to constitute a Working Capital Fund to serve as a buffer for the Secretariat in the case of delays in the remittance of contributions; v) at its Thirty-first Session, the Commission authorized the Secretary to readjust activities and expenditures as required for meeting ongoing obligations at the end of 2007, using arrears if necessary<sup>2</sup>; vii) at its Thirty-second Session<sup>3</sup>, the Commission had asked the Secretariat to adjust the budget to include, among other matters, Arabic as a working language for the Session.

### Arrears

26. As shown in Appendix 5, the balance of accumulated pending contributions<sup>4</sup> for the 2005, 2006, 2007, 2008, 2009 and 2010 GFCM fiscal years amounted to **US dollars 248,760** as of 31 December 2010. The increase over the previous year is essentially due to the failure of Italy, Malta, and the Syrian Arab Republic to pay their arrears in full.

<sup>2</sup> Paragraph 93 of the Report of the 31<sup>st</sup> Session.

<sup>3</sup> Paragraph 122 of the Report of the 32<sup>nd</sup> Session.

<sup>4</sup> Excluding Israel

### **Working Capital Fund**

27. In view of the above and based on data provided directly by the FAO central accounting system (under Oracle), the GFCM received from 2005 to 31 December 2010 a total of **US dollars 6,711,134** contributions, for a total of expenditures of **US dollars 6,472,405**. The Working Capital Fund (i.e. the contingency fund of arrears remitted since 2005) amounted to **US dollars 238,729** on 31 December 2010. It is worth noting that such amount is very low. It should be recalled that Members should submit their contributions within 30 days after the budget approval, and also ensure to pay their arrears, if applicable, as a matter of priority.

### **Budgetary expenditures under the autonomous budget in 2010**

28. The 2010 accounts continued to be kept by the FAO central accounting system (based on Oracle), coupled with the Secretariat's budget monitoring system which tracks allocations, forecasts, obligations and expenditures of each chapter.

29. Appendix 6 of this document provides an overview of the financial statement of the autonomous budget, i.e. total committed expenditures as of 31 December 2010. Total expenditures (**US dollars 1,572,552**) include expenses settled at that date to cover the cost of certain activities and actions initiated and terminated in 2010. Salaries from January to May 2011 and expenditures for activities to be undertaken during the first quarter of 2011 (including the Thirteenth Session of SAC, held in Marseille in February 2011, the Seventh Session of CAQ held at FAO HQs in March 2011 and GFCM Thirty-fifth Session scheduled at FAO HQ in May 2011) are excluded.

30. The financial status of the main budget chapters is given in Appendix 6 following standard FAO/Oracle trust fund budget line allocations. They can be divided into three broad categories: i) salaries of Secretariat staff (about 59% of total expenditures); ii) activities (about 37% of total expenditures); iii) miscellaneous expenses and FAO service costs (4.5%) which are a pre-determined percentage of the autonomous budget. The expenditures effected under each budget chapter and corresponding budget lines are explained in greater detail in the explanatory note on budget expenditures provided in Appendix 7.

### **Status of GFCM extra-budgetary resources**

31. At its Thirty-first Session, the Commission requested that extra-budgetary resources (i.e. voluntary contributions from Members) also be reflected in the financial statement. The situation is as follows:

#### *Recently closed activities*

32. The Tunisian Cooperative Project in support of the SIPAM Regional Centre (TEMP/INT/988/MUL - Assistance to SIPAM) was closed in November 2010.

33. The Spanish Cooperative Project in support of the CAQ Working Group on Marketing in Aquaculture (WGMA) was executed from April 2008 to June 2010, and was completed in September 2010.

34. The activities of the Working Group on Sustainability in Aquaculture (WGSA) were carried out with the support of the Project "*Developing site selection and carrying capacity for Mediterranean aquaculture within aquaculture appropriate areas*" (SHoCMed Phase I). SHoCMed Phase I, funded with the support of the European Union, went from October 2008 to November 2009. In 2010 the cash balance due for the amount of €3,821.70 was received from the donor.

35. The activities of the WGSA were also implemented thanks to the support of the Project “*Indicators for Sustainable Development of Aquaculture and Guidelines for their use in the Mediterranean (InDAM Phase 1)*” funded with the support of the European Commission. InDAM Phase I went from December 2008 to December 2009. In 2010 the cash balance due for the amount of €1,834 was received from the donor.

#### Recently launched activities

*European Community Cooperative Project in support of CAQ Working Groups on Aquaculture Sustainability (InDAM Phase 2) and Siting and Carrying Capacity (SHoCMed Phase 2)*

36. An agreement between DG MARE and GFCM was signed on 24 September 2010 to launch SHoCMed Phase 2 with a contribution of €60,938.79 (approximately **US dollars 85,138.75**) representing 30% of the project eligible costs. The GFCM received a first payment of €48,751.03 (**US dollars 68,111**), of which the amount of **US dollars 24,806.07** was spent in 2010 for travel and consultancies.

37. An agreement between DG MARE and GFCM was signed on 16 November 2010 to launch InDAM Phase 2 with a contribution of €85,318.37 (approximately **US dollars 114,214.98**), representing 50% of the project eligible costs for the first year. The GFCM received a first payment of €68,254.70 (**US dollars 91,372**).

*Italian Cooperative Project in support of GFCM activities: “Strengthening cooperation on fisheries and aquaculture management in the Mediterranean and the Black Sea” (LaMed)*

38. The project on “*Strengthening cooperation on fisheries and aquaculture management in the Mediterranean and the Black Sea*” (LaMed), with a total contribution of €300,000 funded by the Italian Ministry of Agriculture, Food and Forestry Policies (MiPAAF) was launched on 1 September 2010. The project has two components: Component 1 “*Fisheries laws and regulations in the Mediterranean and the Black Sea (LaMed-1)*” and the Component 2 “*Mediterranean coastal lagoons management: interactions between aquaculture and capture fisheries (LaMed -2)*”. The GFCM received a first payment of **US dollars 171,648.00**. The amount of **US dollars 25,742** was spent in 2010.

#### **SUGGESTED ACTION FOR THE COMMISSION**

39. The Commission is invited to review the administrative report and to provide general guidance, particularly on issues relating to the strengthening of personnel in relation to the autonomous budget and, in doing so, to assess the remittance of contributions by Members, with a special focus on the situation and use of arrears, and on the financial statement of the autonomous budget in 2010.

## APPENDIX 1

GFCM Personnel

Position	Term	Main functions	Fisheries	Aquaculture	Statistics/ Database/ Info/IT
Executive Secretary D-1	5 years	Vacant since August 2009	✓	✓	✓
Deputy Executive Secretary/Adviser fisheries management P-5	3 years	Provide support to the activities of the Executive Secretary in implementing the policies and activities of the Commission; more specifically provide technical support to SAC, CAF and CoC	✓	✓	✓
Aquaculture Adviser P-4	3 years	Provide support to the activities of the Executive Secretary in implementing the policies and activities of the CAQ		✓	✓
Bio-Statistician P-3	3 years	Provide support to the Deputy Executive Secretary in statistical and biological data collection process and technical support to the Sub-Committee on Statistics and Information of SAC;	✓	✓	✓
Management fisheries Information Officer P-2	3 years	Provide support to the Deputy Executive Secretary in fishery data processing, data management and data quality control	✓		✓
Bilingual secretary G-5	1 year	Clerical duties, secretarial and administrative services	✓	✓	
Programmer/Systems Analyst G-5	3 years	Technical support in Systems planning, designing, development and maintenance activities	✓	✓	✓
Administrative assistant G-3	3 years	Clerical, secretarial and administrative services	✓	✓	
Visiting expert	11 months	Support the project "Strengthening cooperation on fisheries and aquaculture management in the Mediterranean and the Black Sea, component 2: Mediterranean coastal lagoons management: interactions between aquaculture and capture fisheries"		✓	



Position	Term	Main functions	Fisheries	Aquaculture	Statistics/ Database/ Info/IT
Consultant without Compensation	11 months	Collaboration with the University of Vigo, Spain, on the expert system <i>IPez</i> , which allows the taxonomic identification of marine and freshwater fish species	✓		✓
Consultant	11 months	Assist in database and information system management and contribute to data quality control and data processing; involved in the management and maintenance of the GFCM website	✓	✓	✓
Consultant	11 months	Support the project "Strengthening cooperation on fisheries and aquaculture management in the Mediterranean and the Black Sea, component 2: fisheries regulations"	✓		
Consultant	6 months	Assist GFCM in the preparation of documents for the statutory meetings (SAC, CAQ, Meeting of the Commission); provide editorial review of meeting reports and technical documents of the GFCM; prepare template and draft guidelines for the publication format; maintain a bibliographic database and repository electronic system of GFCM publications and documents	✓	✓	✓
Intern	3 months	Capture fisheries production reporting scheme; development of a database application for FAO Area 37 and SIPAM.	✓	✓	✓
Intern	7 months	Assist GFCM in the preparation of documents for the statutory meetings (SAC, CAQ, Meeting of the Commission); provide editorial review of meeting reports and technical documents of the GFCM; prepare template and draft guidelines for the publication format	✓	✓	✓
Intern	6 months	Identify the ecolabelling standards/schemes already existing in the GFCM Region regarding fisheries and aquaculture; collect and order all the information available on the assessment of the costs and benefits	✓	✓	
Intern	2 months	Set up a quality system of archiving GFCM and other related publications stored	✓	✓	✓
Volunteer	6 months	Update the annotated bibliography collected within SHoCMed on interaction between Mediterranean aquaculture and environment		✓	
Volunteer	6 months	Scientific research duties relating to red corals, activities of RAC/SPA and five priority species	✓		
Volunteer	6 months	Scientific research duties relating to elasmobranchs	✓		
Volunteer	6 months	Support to specific activities related to the CAQ activities		✓	

## APPENDIX 2

## List of meetings

## 1. GFCM intersessional meetings

## Scientific Advisory Committee (SAC)

- Scientific Advisory Committee (SAC) – Thirteenth Session.  
Marseille, France, 7-11 February 2011
- Coordination Meeting of the SAC Sub-Committees (CMSC) – Tenth Session  
St. George's Bay, Malta, 3 December 2010
- Sub-Committee on Stock Assessment (SCSA) – Twelfth Session  
St. George's Bay, Malta, 29 November - 2 December 2010
- Sub-Committee on Statistics and Information (SCSI) – Eleventh Session  
St. George's Bay, Malta, 29 November - 2 December 2010
- Sub-Committee on Marine Environment and Ecosystems (SCMEE) – Eleventh Session  
St. George's Bay, Malta, 29 November - 2 December 2010
- Sub-Committee on Economic and Social Sciences (CESS) – Eleventh Session  
St. George's Bay, Malta, 29 November - 2 December 2010
- SCMEE Workshop on alien species and their interaction with fisheries (back-to-back with the SCMEE meeting). St. George's Bay, Malta, 29 November 2010
- SCSA Working Group on Small Pelagic Species (SCSA-WGSP)  
Mazara del Vallo, Italy, 1-6 November 2010
- CESS – SCMEE – SCSA Transversal Workshop on selectivity improvement, by-catch reduction and alternative gears. Alexandria, Egypt, 25-27 October 2010
- CESS-SCSA Workshop on monitoring recreational fisheries in the GFCM area  
Palma de Mallorca, Spain, 20-22 October 2010
- SCSA Working Group on Demersal Species (SCSA-WGDS)  
Istanbul, Turkey, 18-23 October 2010
- SCMEE Workshop on algal and jelly-fish blooms  
Istanbul, Turkey, 6-8 October 2010
- SCSI Workshop on data collection methods (applied to all segments of the Fleet and their coherence with the requirements of GFCM Task 1)  
Rome, Italy, 29 September-1 October 2010
- CESS-SCSA-SCSI Transversal Workshop on Fishing Capacity  
Rome, Italy, 27-28 September 2010
- CESS-SCMEE-SCSA Transversal Expert Meeting on European Eel  
Sfax, Tunisia, 23-24 September 2010
- CESS-SCMEE-SCSA Transversal Expert Meeting on the status of Elasmobranchs in the Mediterranean and the Black Sea. Sfax, Tunisia, 20-22 September 2010
- CESS-SCMEE-SCSA Transversal Workshop on Red Coral  
Alghero, Italy, 16-17 September 2010
- Coordination Meeting of the SAC Sub-Committees (CMSC) – Ninth Session  
Rome, Italy, 9-10 June 2010

### **Committee on Aquaculture (CAQ)**

- Committee on Aquaculture (CAQ) – Seventh Session  
Rome, Italy, 8-10 March 2011
- Coordinating meeting of the CAQ Working Groups (CMWG) – Fourth Session  
St. George's Bay, Malta, 26-27 November 2010
- CAQ-WGSA-InDAM Expert Meeting on definition of Regional minimum set of the indicators for sustainable aquaculture. St. George's Bay, Malta, 25-26 November 2010
- Information System for the Promotion of Aquaculture in the Mediterranean (SIPAM) – Twelfth Session. St. George's Bay, Malta, 23-25 November 2010
- CAQ-WGSC-SHoCMed Meeting on Environmental Quality Standards for marine fish farms  
St. George's Bay, Malta, 23-25 November 2010
- CAQ-WGMA Meeting on marketing data scheme and marketing data collection  
St. George's Bay, Malta, 22 November 2010
- CAQ-WGSC ShoCMed Workshop on Allocated Zones for Aquaculture (AZA)  
Seville, Spain, 18-20 October 2010

### **2. Meetings at which GFCM was represented in 2011**

- CopeMed II – 4<sup>th</sup> meeting of the Coordination Committee  
Madrid, Spain, 28-29 April 2011
- CAR/ASP – Experts meeting on coralligenous/maërl communities  
Rome, Italy, 7 and 8 April 2011
- EastMed – 2<sup>nd</sup> meeting of the Coordination Committee  
Antalya, Turkey, 5 and 6 April 2011
- ACCOBAMS – 7<sup>th</sup> meeting of the Scientific Committee  
Monaco, 29-31 March 2011
- CIESM Mediterranean Science Commission – Brainstorming meeting on Fishery video game (EU-MARCOM+ Program). Gothenburg, Sweden, 24 March 2011
- European Commission – STECF Sub-Group for Research Needs  
Brussels, Belgium, 21-25 March 2011
- Committee on the Environment, Agriculture and Local and Regional Affairs – Conference on Conventions on international waters. Monaco, 22 March 2011
- EastMed - Workshop on Fisheries Management Strategies and Approaches  
Athens, Greece, 15-17 March 2011
- UNEP/MAP – Working group on Specially Protected Areas of Mediterranean Importance (SPAMIs)  
Athens, Greece, 3-4 March 2011
- AdriaMed – 12th meeting of the Coordination Committee  
Ljubljana, Slovenia, 1-2 March 2011
- RAC MED – General Assembly  
Rimini, 21 February 2011
- INRH – Première édition du salon Halieutis: conférence internationale "Océans et changement global" . Agadir, Morocco, 27-28 January 2011

### 3. *Meetings at which GFCM was represented in 2010*

- FAO Fisheries and Aquaculture Mediterranean and Black Sea Coordination Meeting  
FAO HQs, Rome, Italy, 13 January 2010
- 4o Congresso Nazionale Sindacato dei Lavoratori e dei Territori  
Rome, Italy, 18-22 January 2010
- IUCN/GFCM "Toward a better governance of the Mediterranean"  
Istanbul, Turkey, 21-23 January 2010
- AdriaMed - 11<sup>th</sup> meeting of the Coordination Committee  
Kotor, Montenegro, 3-4 March 2010
- MAP - Meeting of technical experts on application of ecosystem approach  
Rome, Italy, 8-9 April 2010
- CopeMed Steering Committee  
Tunis, Tunisia, 6-7 May 2010
- MedSudMed – 8<sup>th</sup> Coordination Committee Meeting  
Tripoli, Libyan Arab Jamahiriya, 18-19 May 2010
- 3<sup>rd</sup> European Maritime Day Stakeholder Conference - European Union Integrated Maritime  
Policy in the Mediterranean and Black Sea. Gijón, Spain, 18-21 May 2010
- 2<sup>nd</sup> workshop of “Sustainable Aquaculture Indicators for the Mediterranean” Spanish project,  
the Spanish Aquaculture Observatory. Madrid, Spain, 10-11 June 2010
- CopeMed II Comité de Coordination  
Tangier, Morocco, 13-15 June 2010
- INFOSAMAK – Regional Seminar Fish trade and IUU fishing in the Near East and North  
Africa. Agadir, Morocco, 22-24 June 2010
- ICCAT Standing Committee on Research and Statistics  
Madrid, Spain, 4-8 October 2010
- 4<sup>th</sup> meeting of the Contracting Parties to ACCOBAMS  
Monaco, 9-12 November 2010
- ICCAT – 17<sup>th</sup> Special Meeting of the Commission  
Paris, France, 17-27 November 2010
- Third Working group meeting on Integrated Maritime Policy in the Mediterranean  
Bruxelles, Belgium, 24 November 2010

### 4. *Selected Meetings at which GFCM was not represented*

- MEDIAS – 4th Coordination Meeting  
Ancona, Italy, 28-30 March 2011
- MEDITS – Annual Coordination Meeting  
Ifremer, Nantes, France, 15-17 March 2011
- 70<sup>th</sup> International Fishing Fair  
Ancona, Italy, 21-23 May 2010
- CopeMed II meeting on the definition of priority topics related to shared resources (demersal  
and small pelagic) in the subregion. Malaga, Spain, 29-30 April 2010
- HERMIONE Science-Policy Panel – “Deep Sea biodiversity science and governance beyond  
2010”. Brussels, Belgium, 27 April 2010

- Working Group for Data Collection Regulation in the Mediterranean Sea - Workshop on cephalopods maturity stages. Livorno, Italy, 8-10 November 2010
- ICES – Stock assessment and fisheries advice for stakeholders  
Copenhagen, Denmark, 5-7 October 2010
- Symposium on interaction between Fisheries, Aquaculture and Environment  
Sète, France, 1-3 September 2010

## APPENDIX 3

**List of publications****1. Grey literature available on line:**

- Reports of the meetings of the SAC subsidiary bodies (15 reports).
- Reports of the meetings of the CAQ (10 reports)

**2. Published documents:**

- Report of the Thirty-fourth Session of the General Fisheries Commission for the Mediterranean (GFCM), Athens, Greece, 12-17 April 2010. GFCM Report N° 34. FAO, Rome, 2010;
- Report of the twelfth Session of the Scientific Advisory Committee (SAC), Budva, Montenegro, 25-29 January 2010. FAO, Fisheries Report N° 936 (Bi). FAO, Rome, 2010;
- Fish trade of Mediterranean countries: intraregional trade and import-export with the European Union. GFCM Studies and Reviews N° 86. FAO, Rome, 2010 (Available only in English)
- Status of alien species in the Mediterranean and in the Black Sea. GFCM Studies and Reviews N° 87. FAO, Rome, 2010 (Available only in English)
- Synthesis of the Mediterranean Marine Finfish Aquaculture – A Marketing and Promotion Strategy. GFCM Studies and Reviews N° 88. FAO, Rome, 2010 (Available only in English)
- Present Market Situation and Prospects of Meagre (*Argyrosomus Regius*), as an emerging species in Mediterranean Aquaculture. GFCM Studies and Reviews N° 89. FAO, Rome, 2010 (Available only in English)
- Task 1 Statistical Bulletin
- e-Glossary of scientific terms of interest for the SAC

**3. Documents in the pipeline to be issued in 2011:**

- Report of the thirteenth Session of the Scientific Advisory Committee (SAC), Marseille, France, 7-11 February 2011. FAO, Fisheries Report N° 974 (Bi), Rome
- Report of the seventh Session of the Committee on Aquaculture (CAQ), Rome, Italy, 8-10 March 2011. FAO Fisheries Report N° 972 (Bi), Rome
- Site selection and carrying capacity in the Mediterranean marine aquaculture: key issues. GFCM Studies and Reviews N° 91 (Available only in English)
- Indicators for the Sustainable Development of Finfish Mediterranean Aquaculture: Highlights from the InDAM Project. GFCM Studies and Reviews N° 90 (Available only in English)
- Status on exploitation and management of European Eel in GFCM area (by H. Farrugio and P. Elie) (Available only in French)
- Elasmobranchs of the Mediterranean and Black Sea: status, ecology and biology analysis (by Bradai and al) (Available only in English)
- Review of selectivity studies on square mesh codend and grids applied to Mediterranean bottom trawls (by J. Sacchi) (Available only in English)

- Review of jellyfish blooms in the Mediterranean and Black Seas. GFCM Studies and Reviews N° 92 (Available only in English)
- Draft Compendium of GFCM decisions (by GFCM Secretariat)
- GFCM aquaculture statistics bulletin (SIPAM national summaries)

## APPENDIX 4

## 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
Egypt	-
European Union	27 July 2000
France	30 October 2002
Greece	29 August 2002
Italy	23 August 2000
Israel	-
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
Montenegro	31 January 2008
Slovenia	29 April 2004
Spain	15 February 2002
Syrian Arab Republic*	-
Tunisia	30 June 2003
Turkey	5 June 2000

\* Refer to Paragraph 21 of this Document.



## APPENDIX 5

STATUS OF CONTRIBUTIONS AS AT 31 DECEMBER 2010<sup>5</sup>

GFCM Members	Outstanding until 2009	Contribution due for 2010	Received as 2010 contribution	Arrears received for 2010	Total income received for 2010	Outstanding until 2010
ALBANIA	0.00	14,707.00	14,707.00		14,707.00	0.00
ALGERIA	0.00	49,911.00	49,911.00		49,911.00	0.00
BULGARIA	16,728.00	11,400.00	11,400.00	10,673.00	22,073.00	6,055.00
CYPRUS	0.00	50,450.00	50,450.00		50,450.00	0.00
CROATIA	0.00	68,040.00	68,040.00		68,040.00	0.00
EGYPT	43,292.00	53,180.00	53,180.00	43,292.00	96,472.00	0.00
EUROPEAN UNION	0.00	520,247.00	520,247.00		520,247.00	0.00
FRANCE	25.00	93,839.00	93,839.00		93,839.00	25.00
GREECE	0.00	50,450.00	0.00			50,450.00
ISRAEL						
ITALY	141,021.00	93,839.00	93,839.00	31,814.66	125,653.66	109,206.34
JAPAN	0,00	94,173.00	94,173.00		94,173.00	0.00
LEBANON	0,00	13,218.00	13,218.00		13,218.00	0.00
LIBYA <sup>6</sup>	-3,181.30	26,286.00	26,286.00		38,046.86	-14,943.61
MALTA	98,591.00	50,450.00	49,700.50	48,860.50	98,561.00	50,480.00
MONACO	0.00	7,062.00	7,062.00		7,062.00	0.00
MONTENEGRO	25.00	7,365.00	7,360.00		7,360.00	30.00
MOROCCO	0.00	29,602	29,587.00		29,587.00	15.00
ROMANIA	17.57	11,400.00	11,400.00		11,400.00	17.57
SLOVENIA	0.00	50,450.00	50,421.00		50,421.00	29.00
SPAIN <sup>7</sup>	66.39	50,450.00	50,450.00		53,134.63	-2,618.24
SYRIA	48,013.00	13,435.00	13,435.00		13,435.00	48,013.00
TUNISIA <sup>8</sup>	1,999.67	65,451.00	65,252.29	198.70	65,450.99	1,998.68
TURKEY	0,00	198,595.00	198,595.00		198,595.00	0.00
<b>TOTAL</b>	<b>346,597.32</b>	<b>1,623,999.55</b>	<b>1,572,552.34</b>	<b>134,838.86</b>	<b>1,721,837.14</b>	<b>248,759.74</b>

<sup>5</sup> Excluding Israel

<sup>6</sup> The contribution received from the Libyan Arab Jamahiriya for 2009 and 2010 exceeded the amount due by US dollars 14,943.16.

<sup>7</sup> The contribution received from Spain exceeded the amount due by US dollars 2,618.24.

<sup>8</sup> The contribution received from Tunisia was paid in two instalments.

## APPENDIX 6

## Status of income and expenditure as at 31 December 2010

Autonomous Budget	Budget adopted in 2010	Budget based on income (*)	Expenditures 2010	Balance (expenditures vs. adopted budget)	Balance (expenditures vs. budget based on income)
<b>ADMINISTRATION</b>					
Executive Secretary, D-1	0.00	0.00	0.00	0.00	0
Deputy Executive Secretary, P-5	232,000.00	218,056	218,056	13,944	0
Aquaculture Expert, P-4	225,000	218,517	218,517	6,483	0
Biostatistician, P-3	158,000	151,168	151,168	6,832	0
Fishery Information Officer - P2 (4 months)	60,000	56,081	56,081	3,919	0
<b>Sub-total Professional salaries</b>	<b>675,000</b>	<b>643,823</b>	<b>643,823</b>	<b>31,177</b>	<b>0</b>
Programmer/Systems Analyst G-5	93,000.00	82,578	82,578	10,422	0
Bilingual Secretary, G-5	90,280	100,762	100,762	-10,482	0
Administrative Assistant G-3 (11 months in 2010)	71,900	60,853	60,853	11,047	0
Temporary staff and overtime	35,000	32,899	32,899	2,102	0
<b>Sub-total General Service salaries</b>	<b>290,180</b>	<b>277,092</b>	<b>277,092</b>	<b>13,088</b>	<b>0</b>
<b>Total Administration</b>	<b>965,180</b>	<b>920,914</b>	<b>920,914</b>	<b>44,266</b>	<b>0</b>
<b>ACTIVITIES</b>					
Consultancies	60,000	61,066	59,062	938	2,005
Travel	237,000	241,211	241,809	-4,809	-598
Chargeback (including interpretation)	160,000	162,843	169,934	-9,934	-7,091
Training	7,500	7,633	0	7,500	7,633
Equipment	10,000	10,178	16,153	-6,153	-5,975
Operating costs and overheads	24,000	24,426	24,010	-10	417
Contracts (Including publications)	25,000	25,444	24,702	298	742
Performance Review	50,000	50,888	48,020	1,980	2,868
<b>Total activities</b>	<b>573,500</b>	<b>583,690</b>	<b>583,690</b>	<b>-10,190</b>	<b>0</b>
<b>AUTONOMOUS BUDGET</b>	<b>1,538,680</b>	<b>1,504,604</b>	<b>1,504,605</b>	<b>34,075</b>	<b>0</b>
Miscellaneous (1%)	15,387	240	240	15,147	0
FAO servicing costs (4.5%)	69,933	67,707	67,707	2,226	0
<b>TOTAL AUTONOMOUS BUDGET</b>	<b>1,624,000</b>	<b>1,572,552</b>	<b>1,572,552</b>	<b>51,448</b>	<b>0</b>

(\*)Adjustment of the income-based budget was only applied for the activities sub-chapter.

## APPENDIX 7

**Explanatory note on budget expenditures per chapter**

Below are explanations on the payment of expenditures by chapter, based on incomes recorded for 2010, i.e. contributions paid by Members (income-based budget). This is the budget adopted at the Thirty-fourth Session, as adjusted to incorporate amendments decided by the Commission and application of the allocation factor for each budget line, as shown in Appendix 6. The financial operations and status by chapter are based on Appendix 6, which presents incomes and expenditures following the FAO/Oracle standard budget line allocation. Total expenditures comprise payments until 31 December 2010 (expenditures). Other expenditures (e.g. salaries and expenditures related to the organization of the Thirteenth Session of SAC, held in Marseille, Seventh Session of CAQ held at FAO HQ and Thirty-fifth Session of GFCM to be held in May 2011 at FAO HQ) committed from January 2011 are not accounted for, as they apply to the 2011 fiscal year.

**Chapter 1: Administration**

This chapter covers salaries and remuneration of the Secretariat staff, including certain overhead costs and allowances (e.g. basic medical plan, pension scheme, child allowance, etc.) and is subject to fluctuations (positive or negative) in post-adjustment (cost of living in Rome), which is difficult to fully anticipate in the forecast budget. In addition, when adjusting the original (adopted) budget to the income-based (real) budget, the budget lines for staff salaries remain constant as related expenditures are incompressible.

*Professional staff.* The first sub-chapter includes expenditures for the four staff in the professional and higher categories (Deputy Executive Secretary, Aquaculture expert, Biostatistician and Information Officer<sup>9</sup>). In relation to the adopted budget (see Appendix 6), the salary expenditures for the professional staff produced a positive balance, which was mainly imputable to a lower salary in 2010 of Professional Staff and to the late appointment of the Fishery Information Officer.

*Administrative staff.* The sub-chapter covers expenditures for Secretariat staff in the General Service category (amount forecast for a programmer/systems analyst, bilingual secretary and administrative/financial assistant). The budget line was not fully used for this purpose given that the post of administrative assistant (G3) was left vacant in December 2010. It should be noted that the slightly negative balance for the bilingual secretary (G5) is attributable to the due extra allowances (seniority and languages).

The allocations for temporary staff and overtime, which resulted in a positive balance, were mainly used on staff from the Temporary Assistance Pool, Interns and overtime. These resources were needed to support the administrative and logistic activities related to the preparation of statutory meetings (Sub-committees and Coordinating meetings of SAC, the Twelfth Session of SAC and Thirty-fourth Session of the GFCM), as well as in administrative tasks.

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<sup>9</sup> 4 months

## Chapter 2: Activities

*Consultants:* This sub-chapter, which resulted in a slightly positive balance of **US dollars 938**, covers the fees of consultants, i.e. contracted specialists (project formulation, etc.), resource experts for meetings including the technician responsible for management and quality of statistical data, charged with processing and managing the GFCM database and developing and maintaining its website.

*Travel:* This sub-chapter covers all travel (tickets and daily subsistence allowances) of the GFCM Bureau, Secretariat staff, Coordinators, interpreters, consultants, selected national experts and resource persons recruited for technical meetings of the SAC and CAQ subsidiary bodies, the Twelfth Session of SAC and Thirty-fourth Session of the GFCM. Total expenditures for this budget line were negative (**US dollars 4,809**) because of the higher number of meetings requested by the Commission and greater participation at meetings of partner organizations than in 2009, travel expenses of the GFCM Bureau and that of its SAC and CAQ Committees, including the sub-committees Coordinators.

*Chargeback:* This budget line covers costs for interpreters, messengers and technicians (excluding travel and per diem) for the twelfth Session of SAC, the Thirty-fourth Session of the GFCM, overtime for locally recruited staff, and translation and internal printing of Session documents. It also covers the purchase of books, official translation and mailing of official correspondence (e.g. call for funds letters, letters of invitation to statutory meetings, GFCM circular letters, etc.), as indicated above. The negative balance (**US dollars 9,934**) is attributable to the revised (higher) rates of interpreters for the biennium 2010-2011.

*Training:* Language training of Secretariat staff scheduled for 2010 was postponed to 2011, due to staff shortage and work constraints.

*Equipment:* This sub-chapter comprises budget lines for the procurement of expendables and non-expendables. Expenditures included the purchase of various items (e.g. flags and country name plates) for meetings, special software packages and development libraries for data analysis and presentation purposes as well as computers and laptops for a total of **US dollars 16,153**. The balance of this sub-chapter results in a negative amount of **US dollars 6,153**.

*General operating costs, overheads and miscellaneous expenses:* These sub-chapters cover respectively running costs (electricity, cleaning of premises, heating, etc.), operation and maintenance of equipment and security services, if any. Virtually all these expenditures continued to be covered by FAO. Only expenditures such as telephone bills (mobile phones only) were charged to the autonomous budget. Overheads include support costs for the organization of meetings of SAC subsidiary bodies and contingencies, including the dispatch by DHL of meeting documents (SAC and GFCM Annual Sessions). These sub-chapters also include the hiring of two servers to host certain GFCM computer applications and databases. The balance of this sub-chapter is close to nil.

*Contracts (including scientific publications).* All expenditures related to preparation of publications, external printing of official reports, the editing in Arabic of scientific publications (e.g. GFCM Studies and Reviews Series), preparation of meeting documents and published technical reports of the subsidiary bodies of the Committees and the Commission are charged to this budget line. The temporary appointment of a scientific editor and the costs related to the publication on the 60<sup>th</sup> Anniversary of GFCM are also included. Reference is made to the list of publications in Appendix 3. This sub-chapter posted a slightly negative balance of **US dollars 298**.

*Performance Review:* This budget line covers the consultancy fees and the travel of the three appointed panel members. It presented a positive balance of **US dollars 1,980**.

As reflected in the Balance (expenditures vs adopted budget) of Appendix 6, it could be concluded that the negative amount of **US dollars 10,190** in the total expenditures for **Activities** was counter-balanced by the positive amount of **US dollars 44,266** in the total expenditures for **Administration**.

**Chapter 3: FAO support costs**

*Miscellaneous:* This budget line (1% of total available budget), used for hospitality, produced a positive balance of **US dollars 15,147**.

*FAO Servicing Costs:* FAO support costs were calculated before closure of the accounts at 4.5% of the original budget for 2010, in accordance with GFCM Financial Regulation III.5, and resulted in a positive balance of **US dollars 2,226**.

Finally, it should be noted that the “balance” column of Appendix 6 should be read as “before budget revision” (i.e. compensation between positive and negative budget lines), as the purpose of this presentation is to highlight budget lines whose initial allocation was insufficient and thus indicate where increases might be considered in the draft budget proposal for 2011 (document CAF:II/2011/3).