



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



Third Session of the Committee on Administration and Finance (CAF)

Marrakech, Morocco, 14-19 May 2012

**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 2011 intersessional period. It includes issues such as staffing, the GFCM Task Force process, GFCM 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 2011 including for extrabudgetary baby projects.

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-fifth Session of the Commission (Rome, May 2011). These were also posted on the GFCM website. 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 28 September 2011. The Members were duly informed.

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 decisions¹, the Combined Vessel Record, authorizations for remotely operated vehicles (ROVs) in the research of Red Coral, list of vessels presumably having exerted illegal unreported and unregulated (IUU) fishing and the list of ports designated for inspections, dolphin fish fisheries and Task 1. The status of communication of information by Members is reproduced in document COC:VI/2012/2 “Status of implementation of GFCM decisions by Members”.

¹ 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.

Achievements within the remit of the Task Force for modernizing and improving the legal and institutional framework of the GFCM

4. The activities of the Task force, established at the thirty-fifth session of the GFCM, commenced at the end of September 2011. Firstly, an online Discussion Forum, consistent with the terms of reference of the Task Force, was created to give the possibility to Members to express their views on key topics as singled out in said terms of reference. To this end, a questionnaire was uploaded on the Discussion Forum in order to further elaborate upon identified issues. Subsequently, an expert meeting was organised (Rome, December 2011) to gather proposals for the improvement of the SAC and CAQ. The other two subsidiary bodies, the COC and CAF, were reviewed in a comparative study made by a consultant.

5. To address the specificities of the GFCM sub-areas, a set of four sub-regional meetings was organized. These meetings were held in Rabat, Morocco, for Central and Western Mediterranean (February 2012), in Beirut, Lebanon, for Eastern Mediterranean (March 2012), in Bucharest, Romania, for the Black Sea (March 2012) and in Bar, Montenegro, for the Adriatic (April 2012). During these meetings, it was possible to discuss, directly with concerned Members from the relevant sub-regions, those issues singled out by the Task Force in view of the possible amendment of the GFCM Agreement and associated rules.

6. Finally, the outcomes emerged from the expert sub-regional meetings and from the analysis of the replies to the questionnaire are scheduled to be analysed and validated during the final meeting of the Task Force with Members' representatives (10-11 May 2012, Marrakech, Morocco). This meeting is also open to the observers and partner Organizations to ensure a participative and transparent process. The meeting will recommend to the Commission at its thirty-sixth session the course of action to follow in relation to its improvement and modernization.

7. It should be recalled and underlined that the implementation of the above mentioned activities was possible thanks to the financial support of the Italian Ministry of Agriculture, Food and Forestry Policies (MiPAAF).

Specific actions of GFCM for the Black Sea

8. In conformity with the decision of GFCM to increase the activities of the Commission relating to the Black Sea, the first meeting of the GFCM ad hoc Working Group on the Black Sea was held in Costanta, Romania, last January. Several actions of significant importance were identified by this meeting and will be submitted to the consideration of the Commission at its 36th Session. To further the work that was done in Costanta, the Working Group on the Black Sea will meet again during the next inter-Sessional period.

9. During the intersessional period several contacts occurred between the GFCM Secretariat and the three Black Sea riparian States in particular with those which are not currently Members of the Commission. In particular, the GFCM Secretariat liaised with the Russian Federation whose representatives were received in the GFCM HQs. Acting on the request of competent authorities of Russian Federation, the GFCM Agreement was translated into Russian and transmitted accordingly in order to be examined at national level. There is hence an ongoing process relating to the possible adhesion of Russian Federation to the GFCM. Furthermore, in various occasions meetings held by GFCM were attended by Black Sea riparian States, including non Members of the GFCM, and the encouraging progress made by the Commission in playing its role of the international organization established to address issues relating to fisheries and aquaculture in the Black Sea was acknowledged with satisfaction by GFCM Members.

10. It has to be underlined that at the very moment of writing the GFCM Secretariat is in contact with the services of the FAO with a view of being abreast of potential developments concerning the future expectations of the Organization on the management of Black Sea fisheries and aquaculture. The Commission will be timely informed on the outcomes of this process.

Functioning of the Secretariat

Organization of the Secretariat and appointment of staff

11. Mr. Abdellah Srour was formally elected Executive Secretary of the Commission during the Thirty-Fifth Session of the Commission held in May 2011. Following his appointment, it was decided to freeze the post of Deputy Executive Secretary for 2012. A decision still to be taken for the coming years.

12. In 2011, the Secretariat saw the recruitment of the Data Compliance Officer (Professional Category P-2), Mr Federico De Rossi (Italian citizen), starting from October 2011, who is now, *inter alia*, in charge of the management and quality of statistical data, as well as the restructuring and maintainance of the GFCM website and data flow management.

13. The post of Bio-statistician (shifted to P-4 Fishery Resources Officer) was left vacant in August 2011. Following the departure of Mr Matthew Camilleri, recruited in GFCM Secretariat in 2007, his former duties have been covered by other staff members. A vacancy announcement for the Fishery Resources Officer (P4) was issued from 3 November 2011 to 14 December 2011 and resulted in the selection of Miguel Bernal (Spanish national), who will take up his duties on 1 July 2012.

14. The post of administrative assistant (G-3), left vacant in December 2010, was filled by Ms Florence Dickens (British citizen) who joined the GFCM Secretariat in November 2011.

15. A vacancy announcement for the post of Scientific Editor/Translator (P-2) agreed at the Thirty-fifth Session was issued and at the time of printing this document, the recruitment was being finalized.

16. With the move to the new headquarters, in order to comply with FAO Security rules and as advised by FAO Chief of Security, the tasks of the Security Guard (Position G2) was accomplished on temporary basis by Mr Abdallah Ben Hamida (Tunisian citizen) and Mr Gianni Alessio (Italian citizen) according to a established working hours (7.30 am to 7 pm, divided in 2 shifts). The Office helper (G3) suggested to be created starting from June 2011 during the Thirty-fifth Session remained vacant and it is suggested to cover it on temporary basis considering the specific nature of this job.

17. As already pointed out during the Thirty-fourth and Thirty-fifth Sessions, strengthening the Secretariat in terms of administrative and technical staff has become an urgent need to cope with the increasing and more demanding volume of work.

It should be noted that, in order to face the workload, selected tasks were carried out with the contribution of temporary human resources (e.g. volunteers, interns and consultants) who collaborated in addressing issues like VMS, selected species of elasmobranches, stock assessment, etc.

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

18. The Secretariat coordinated and actively contributed to the preparation and delivery of the 28 meetings agreed by the Commission, including 15 meetings of subsidiary bodies and the annual Session of the Scientific Advisory Committee (SAC), 7 meetings of subsidiary bodies of the Committee on Aquaculture (CAQ). In addition, GFCM held 6 meetings related to the Task Force established during the Thirty-fifth session to modernize and improve its legal framework and organised several meetings with partner organisations and selected GFCM Members and non-GFCM Members to enhance collaboration. The Secretariat also participated in a number of external 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 budget constraints, the Secretariat was again obliged to decline invitations to several other meetings relevant to the work of the Commission. Lists of the above meetings are provided in Appendix 1 of this document.

Publications

19. During the intersessional period, the Secretariat produced 35 technical and administrative documents: 22 “grey literature” documents available on the GFCM website, 7 already published and 6 to be released in 2012. The list of publications is provided in Appendix 2.

Other issues

20. 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, in particular through the drafting of Memoranda of Understanding with selected organisations, coordinating the editing, translation and distribution of documents and organizing the technical preparation of SAC and CAQ activities.

21. The following aspects should however be noted:

- *Bureau of the Commission:* during the intersessional period, liaison was maintained at an excellent level of coordination and consultation with the Bureau of GFCM and the Bureau of its committees. A meeting of GFCM Bureau was held in September 2011 to review major issues, including the workplan implementation and Task Force set up.
- *Collaboration with key partners:* the collaboration was strengthened in areas of common interest with GFCM partners, such as 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). In particular, the Secretariat drafted Memoranda of Understanding with the Agreement on the Conservation of Cetaceans of the Black Sea, Mediterranean Sea and contiguous Atlantic Area (ACCOBAMS), the Commission on the Protection of the Black Sea Against Pollution (Black Sea Commission - BSC), EUROFISH, the International Council for the Exploration of the Sea (ICES), MedPAN, the Mediterranean Regional Advisory Council (RAC-MED), and the Mediterranean Action Plan for the United Nations Environment Programme (UNEP-MAP) to be possibly adopted and signed during the thirty-sixth session.
- *Information tools:* standard forms and methodologies were prepared, improved and posted on-line to facilitate the presentation of results of fishery stock assessments to specialized working groups, the preparation of reports by Members, including the Task 1 statistical matrix and table, the vessel records, and to reconcile the FAO STATLANT 37A catch

reporting scheme with geographical sub-areas. The SIPAM information system continued to be developed. In addition, the data collection for red coral is being put in place.

Issues related to the move and management of GFCM new HQ and its budgetary implications

22. The GFCM Secretariat settled down in its offices located in Palazzo Blumenstihl, at Via Vittoria Colonna 1, on 7th September 2011. The move to its new HQs required a considerable effort made mainly by FAO Corporate Services, Security and GFCM Secretariat to cover all logistical and technical arrangements. The management of the new premises has proved to be challenging due to the adjustments needed to the new environment along with various maintenance works and arrangements with the condominium.

Status of acceptance of the 1997 amendments to the GFCM Agreement

23. So far, 21 Members have deposited their instruments of acceptance (Appendix 3). 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

24. In May 2011, the Commission adopted a global budget for 2011 amounting to **US dollars 1,708,240.00** as autonomous budget. A “call for funds letter” was sent on 25 May 2011 through diplomatic channels and directly to GFCM Heads of Delegation.

25. The sum of contributions received in 2011 amounted to **US dollars 1,513,781.76** (88.61 % of the adopted budget), as shown in Appendix 4. The amount of **US dollars 163,537.49** was also received as partial outstanding contribution of Italy, Malta, Romania, Slovenia and Tunisia for the previous year (total received in 2011 amounted to **US dollars 1,677,319.25**). Thus, the status of the 2011 contributions can be summarized as follows:

- twenty Members have deposited their instruments of acceptance and remitted their contributions;
- one Member (the Syrian Arab Republic) has neither yet deposited the formal instruments of acceptance nor remitted its contribution;
- three Members (Greece, Libya and Monaco) have deposited their instruments of acceptance but have not paid their contribution;
- one Member (Israel) has neither deposited its instrument of acceptance (nor participated in the vote for the selection of Executive Secretary), nor paid its contribution.

26. Appendix 4 shows a negative balance for Greece (US dollars 93,047), , Libya (US dollars 43,555.84), Malta (US dollars 91), Monaco (US dollars 77,767), Montenegro (US dollars 2,865.82) and Syrian Arab Republic (US dollars 61,005) probably in some cases, for not having taken bank transfer charges into account. The contribution received from Italy exceeded the amount due by US dollars 1,672.20 while the contribution from Tunisia by US dollars 198.70.

Payment and use of arrears

27. 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 necessary²; vii) at its Thirty-second Session³, the Commission had asked the Secretariat to adjust the budget to include, among other matters, Arabic as a working language for the Session.

Arrears

28. As shown in Appendix 4, the balance of accumulated pending contributions⁴ for the 2005, 2006, 2007, 2008, 2009, 2010 and 2011 GFCM fiscal years amounted to **US dollars 276,460.76** as of 31 December 2011. The increase over the previous year is essentially due to the failure of Greece, Libya, Monaco and the Syrian Arab Republic to pay their contributions and/or arrears in full.

Working Capital Fund

29. In view of the above and based on data provided directly by the FAO central accounting system (under Oracle), the GFCM received -from 2005 and accountable for 31 December 2011- a total of **US dollars 8,279,019**⁵ in contributions, for a total of expenditures of **US dollars 8,120,652**⁶. The Working Capital Fund (i.e. the contingency fund of arrears remitted since 2005) accountable for 31 December 2011 amounted to **US dollars 291,700**. It is worth noting that such amount is very low to cover the expenses of the Secretariat until the new budget is approved. It is, therefore, 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 2011

30. The 2011 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.

31. Table 1 below provides an overview of the financial status of the autonomous budget, i.e. total expenditures as of 31 December 2011, and showing a negative balance between income vs. adopted budget (**US dollars 30,921**), but a positive balance in budget based on income vs. expenditures (amounting **US dollars 27,423**) as well as in adopted budget vs expenditures (totalling **US dollars 58,344**).

² Paragraph 93 of the Report of the 31st Session.

³ Paragraph 122 of the Report of the 32nd Session.

⁴ Excluding Israel

⁵ The amount of US\$ 133,333 paid by the government of Italy (to cover part of GFCM running costs) is not included in this total.

⁶ The amount of US\$ 80,250 spent on GFCM running costs (covered by the government of Italy) is not included in this total.

TABLE 1: Financial status in US dollars (as on 31 December 2011)

Income 2011 (contributions and arrears)	1,677,319
Adopted budget	1,708,240
Total expenditures 2011	1,649,896
Balance: income vs. adopted budget	-30,921
Balance: income vs. expenditures	27,423
Balance: adopted budget vs. expenditures	58,344

32. The financial status of the main budget chapters is given in Appendix 5 following standard FAO/Oracle trust fund budget line allocations. They can be divided into three broad categories: i) salaries of Secretariat staff (about 60% of total expenditures); ii) activities (about 34% of total expenditures); iii) miscellaneous expenses (1%) 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 6.

Status of GFCM extra-budgetary resources

33. 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

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

34. 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**).

35. 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. The GFCM received a first payment of €68,254.70 (**US dollars 91,372**).

Recently launched activities

36. An agreement between DG MARE and GFCM was signed on 26 October 2011 to launch a project on the “*Implementation of a Vessel Monitoring System (VMS) in the GFCM area*” with a contribution of €120,000 (approximately **US dollars 164,159**) representing about 90% of the project eligible costs. The GFCM received a first payment of €96,000 (**US dollars 131,327**), of which the amount of approximately **US dollars 45,937** was spent in 2011 for a workshop on the implementation of VMS in the Mediterranean and Black Sea, held in Zagreb, Croatia, from 28 to 30 November 2011. Both counterparts signed an Amendment to the Agreement on 8 March 2012 in order to further work on the project until 31 October 2012.

37. An agreement between DG MARE and GFCM was signed on 28 October 2011 to launch a project on “*Stock assessment of selected species of Elasmobranchs in the GFCM area*” with a contribution of € 70,000.37 (approximately **US dollars 95,760**) representing 90% of the project eligible costs. The GFCM received a first payment of €50,400.26 (**US dollars 68,947**), of which the amount of approximately **US dollars 51,197** was spent for a workshop on Stock Assessment of selected species of Elasmobranchs, held in Brussels, Belgium, from 12 to 16 December 2011. Both counterparts signed an Amendment to the Agreement on 13 March 2012 in order to further work on the project until 31 October 2012.

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), funded by the Italian Ministry of Agriculture, Food and Forestry Policies (MiPAAF) with a total contribution of €300,000, 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 Component 2 “*Mediterranean coastal lagoons management: interactions between aquaculture and capture fisheries (LaMed -2)*”. The amount of **US dollars 182,678** was spent in 2011 in various expert meetings convened during the year.

Italian Cooperative Project in support of GFCM activities: “Supporting Task Force activities for the improvement and modernization of the General Fisheries Commission for the Mediterranean”

39. The project on “*Supporting Task Force activities for the improvement and modernization of the General Fisheries Commission for the Mediterranean*” is aimed at assisting the Commission in the identification of the necessary improvements to be brought to the GFCM Agreement and associated procedural and financial Rules and was launched in December 2011 with a total contribution of € 135,000 (**US dollars 184,678**) from the Italian Ministry of Agriculture, Food and Forestry Policies (MiPAAF). The amount of **US dollars 39,286** was spent in 2011 for the organisation of a technical expert meeting to address relevant issues in the framework of the main Committees of the GFCM.

Italian Cooperative Project in support of GFCM activities: “Information System for the promotion of aquaculture in the Mediterranean” (SIPAM)

40. The project on “*Information System for the promotion of aquaculture in the Mediterranean*” funded by the Italian Ministry of Agriculture, Food and Forestry Policies (MiPAAF) with a total contribution of € 30,000 (**US dollars 41,039**) was launched on 12 October 2011. The organisation of the Thirteenth Session of SIPAM and related preparatory activities, initially scheduled for November 2011, were postponed due to technical reasons to February 2012.

Extra-budgetary contributions from FAO and Italy towards running expenses of GFCM HQ

41. It is recalled that FAO Director-General had approved that FAO contribute on a voluntary basis € 46,000 per annum (**US dollars 62,500**) 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. In this respect, GFCM received a contribution of **US dollars 115,920** (corresponding to 2010 and 2011) from FAO and a contribution from the Italian government for the amount of € 100,000 (about **US dollars 133,333**) for 2011, of which the amount of **US dollars 80,250** was spent. Such contributions served to complete the purchase of furniture and equipment for the new offices, to cover start-up and maintenance works as well as running costs for a total amount of **US dollars 196,170** (e.g. condominium, cleaning, maintenance and start up works, water and electricity supplies, wi-fi coverage, etc).

SUGGESTED ACTION FOR THE COMMISSION

42. The Commission is invited to review the administrative report and 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 2011.

APPENDIX 1

List of meetings

1. *GFCM intersessional meetings*

Scientific Advisory Committee (SAC)

- Scientific Advisory Committee (SAC) – Fourteenth Session. Sofia, Bulgaria, 20-24 February 2012
- Coordination Meeting of the SAC Sub-Committees (CMSC) GFCM HQ, Rome, Italy, 10-11 April 2012
- Transversal Workshop on Spatial Based Fishery Management. GFCM HQ, Rome, Italy 6-8 February 2012.
- Sub-Committee on Stock Assessment (SCSA) – Thirteenth Session. FAO HQ, Rome, Italy, 23-26 January 2012
- Sub-Committee on Statistics and Information (SCSI) – Twelfth Session. FAO HQ, Rome, Italy, 23-26 January 2012
- Sub-Committee on Economic and Social Sciences (SCESS) – Twelfth Session. FAO HQ, Rome, Italy, 23-26 January 2012
- Sub-Committee on Marine Environment and Ecosystems (SCMEE) – Twelfth Session FAO HQ, Rome, Italy, 23-26 January 2012
- SCMEE workshop on Artificial Reefs (back-to- back with the SCMEE meeting). Rome, Italy, 24 January 2012.
- First *ad hoc* Working Group on the Black Sea; Constanta, Romania, 16-18 January 2012
- Working Group on Stock Assessment of selected species of Elasmobranchs in the Mediterranean and Black Sea; Brussels, Belgium, 12-16 December 2011.
- Second meeting of the Working group on by-catch (In collaboration with ACCOBAMS); Antalya,Turkey, 7-9 December 2011.
- Workshop on the establishment of a Vessel Monitoring System (VMS) in the Mediterranean and the Black Sea; Zagreb, Croatia, 28-30 November 2011.
- SCSA Working Group on Stock Assessment of Small Pelagic Species , Greece, 24-29 October 2011.
- SCSA Working Group on stock assessment of Demersal species; Chania, Greece, 24-29 October 2011
- Expert Meeting on Fisheries legislation in the Mediterranean and Black Sea: Beirut, Lebanon, 26-28 October 2011.
- Second Transversal Workshop on Red Coral; Ajaccio, France, 5-7 October 2011

Committee on Aquaculture (CAQ)

- Coordination meeting of the CAQ Working Groups (CMWG) – Fifth Session. GFCM HQ, Rome, Italy, 7-9 March 2012
- Information System for the Promotion of Aquaculture in the Mediterranean (SIPAM) – Thirteenth Session. Salerno, Italy, 1-3 February 2012
- CAQ-WGSC-SHOCMED Workshop on the definition and environmental monitoring within Allowable zone of effect (AZE). Málaga, Spain, 16-18 November 2011
- CAQ-WGSA-InDAM Regional Workshop in the pilot case studies and guidelines and application of sustainable indicators in aquaculture. Málaga, Spain, 14-16 November 2011
- CAQ-WGSA-INRH-InDAM Turkish Pilot Study. Mugla, Turkey, 21-28 September 2011
- CAQ-LaMed2 Meeting on the Interaction between aquaculture and capture fisheries (IACF) in Mediterranean coastal lagoons. Cagliari, Italy, 28-30 June 2011
- CAQ-WGSA- FOESA-InDAM - Indicators for Sustainable Development of Aquaculture in the Mediterranean. Andalusia Pilot Study. Málaga, Spain, 23-25 May 2011
- Committee on Aquaculture (CAQ) – Seventh Session. Rome, Italy, 8-10 March 2011

2. Meetings in the framework of Task Force activities

- Final meeting of the Task Force for the validation of the outcomes emerged. Marrakech, Morocco, 10-11 May 2012
- Fourth sub-regional meeting of the Task Force for the Adriatic sub-region. Bar, Montenegro, 16-17 April 2012)
- Third sub-regional meeting of the Task Force for the Black Sea sub-region. Bucharest, Romania, 12-13 March 2012
- Second sub-regional meeting of the Task Force for the Eastern Mediterranean sub-region. Beirut, Lebanon, 6-8 March 2012
- First sub-regional meeting of the Task Force for the Western and Central Mediterranean sub-regions. Rabat, Morocco, 13-14 February 2012
- Expert Meeting on SAC and CAQ related issues, within the framework of the Task Force. GFCM HQ, Rome, Italy, 15-16 December 2011

3. Meetings in the framework of enhanced collaboration with Members and Institutions

- High level meeting with the Government of Italy to discuss strategic collaboration and the First GFCM Framework Programme. Ministry of Foreign Affairs, Rome, Italy, 27 March 2012
- Meeting with MedPAN to discuss the Memorandum of Understanding and collaboration between the two organisations. GFCM HQ, Rome, Italy, 23 March 2012
- High level meeting with European Commission – DG MARE. GFCM HQ, Rome, Italy, 20 March 2012
- High level meeting with the Government of Turkey to discuss strategic collaboration and the First GFCM Framework Programme. Ankara, Turkey, 15 March 2012
- Meeting with the Black Sea Commission to discuss drafting of a Memorandum of Understanding and collaboration between the two organisations. Istanbul, Turkey, 20 December 2011

- Transversal meeting with Japan and RAC-MED. GFCM HQ, Rome, Italy, 23 November 2011
- High level meeting with *National Agency for Fisheries and Aquaculture (NAFA)* - Romania. GFCM HQ, Rome, Italy, 17 November 2011
- High level meeting with Permanent Representation of the Russian Federation to FAO. GFCM HQ, Italy, 13 September 2011

In addition, the GFCM hosted several external meetings at its headquarters in Palazzo Blumenstihl, amongst which the FAO Workshop for the Development of a Global Database for Vulnerable Marine Ecosystems (VMEs) and the workshop of the CREAM Project of IAMZ-CIHEAM.

4. Meetings at which GFCM was represented in 2012

- EC/DG Research and Innovation – Euro-Mediterranean Conference on Research and Innovation. Barcelona, Spain, 2-3 April 2012
- 4th AQUAMED Project Meeting. Paris, France, 3-4 April 2012
- AdriaMed Project - Coordination Committee. Lezha Lagoon, Albania, 27-29 March 2012
- SIPAM/DELPHI meeting – ISPRA. Italian Fisheries Directorate, Rome, Italy, 23 March 2012
- UNEP-MAP - 17th Ordinary Meeting of the Contracting Parties to the Convention for the Protection of the Marine Environment and the Coastal Region of the Mediterranean and its Protocols. Paris, France, 8-10 February 2012
- RAC MED – General Assembly. Rome, Italy, 28-29 February 2012
- Euro-Mediterranean conference on research and innovation. Barcelona, Spain, 2-3 April 2012

5. Meetings at which GFCM was represented in 2011

- Scientific Technical and Economic Committee for Fisheries (STECF) Expert Working Group (EWG). Brussels, Belgium, 28 November - 1 December 2011
- Workshop on sustainable use of oceans in the context of the green economy and poverty eradication. Monaco, 28-30 November 2011
- Red Sea Commission:Regional Intergovernmental Meeting for Establishing an instrument for Regional Fishery Arrangement in the Red Sea and Gulf of Aden. PERSGA HQ, Jeddah, Kingdom of Saudi Arabia, 28-30 November 2011
- 4th Mediterranean Conference on Marine Turtles. Naples, Italy, 7-10 November 2011
- Fondation Albert Ier, Prince de Monaco en collaboration avec l'Ifremer, l'IUCN, la FRB et la Fondation prince Albert II – International Conference on large seabeds. Paris, France, 13 October 2011
- ACCOBAMS – Second biannual conference on the conservation of cetaceans in the countries of Southern Mediterranean Sea. El Jedida, Morocco, 12-14 October 2011
- ICCAT – SCRS. Madrid, Spain, 3-7 October 2011
- ICCAT – SCRS Bluefin Species Group. Madrid, Spain, 28-30 September 2011
- MedPAN - Steering committee meeting concerning the development of a database on Mediteranean MPAs. Marseille, France, 27 September 2011
- MedSudMed Coordination Committee – 9th session. Mazara del Vallo-Capo Granitola, Italy, 16-18 May 2011

6. Selected Meetings at which GFCM was not represented

- ESTAT - Fishery Statistics Working Group. Luxembourg, 22-23 March 2012
- MedSudMed - 10th meeting of the Coordination Committee. Djerba, Tunisia, 13-15 March 2012
- PECH - EP Committee on Fisheries. Brussels, Belgium, 27-29 February 2012
- Adriatic Ionian Workshop - Stakeholders' workshop on maritime affairs. Athens, Greece, 14 February 2012
- European Union - STECF Plenary Session Winter. Brussels, Belgium, 7-11 November 2011
- MedCoast - Tenth International Conference on the Mediterranean Coastal Environment. Rhodes, Greece, 25-29 October 2011
- EU – SGMED. Brussels, Belgium, 26-30 September 2011
- AdriaMed - Small Pelagic Working Group. Ancona, Italy, 26-30 September 2011
- UN Headquarters - Fisheries Workshop. New York City, USA, 15-16 September 2011
- MedSudMed-CopeMed - Demersal Working Group on Straits of Sicily. Tunis, Tunisia, 12-15 September 2011

APPENDIX 2

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 (7 reports)

2. Published documents:

- Report of the Thirty-fifth Session of the General Fisheries Commission for the Mediterranean (GFCM), FAO HQ, Rome, Italy, 9-14 May 2011. GFCM Report N° 35. FAO, Rome, 2012;
- Report of the Thirteenth Session of the Scientific Advisory Committee (SAC), Marseille, France, 7-11 February 2011. FAO, Fisheries Report N° 974 (Bi). FAO, Rome, 2011;
- Report of the Seventh Session of the Committee on Aquaculture (CAQ), Rome, Italy, 8-10 March 2011. FAO Fisheries Report N° 972 (Bi), Rome
- Indicators for the Sustainable Development of Finfish Mediterranean Aquaculture: Highlights from the InDAM Project. GFCM Studies and Reviews N° 90
- Task 1 Statistical Bulletin
- e-Glossary of scientific terms of interest for the SAC

3. Documents in the pipeline to be issued in 2012:

- Report of the Fourteenth Session of the Scientific Advisory Committee (SAC), Sofia, Bulgaria, 20-24 February 2012. FAO, Fisheries Report N° 1001 (Bi). FAO, Rome, 2012
- Site selection and carrying capacity in the Mediterranean marine aquaculture: key issues. GFCM Studies and Reviews N° 91
- Review of jellyfish blooms in the Mediterranean and Black Seas. GFCM Studies and Reviews N° 92
- Mediterranean coastal lagoons: sustainable management and interactions among aquaculture, capture fisheries and environment. GFCM Studies and Reviews N° 93 (by GFCM Secretariat 2012)
- Guidelines on the application of indicators for sustainable aquaculture in Mediterranean and Black Sea countries. GFCM Studies and Reviews N° 94 (Fezzardi et al. 2012)
- Guidelines for establishment of Allocated Zones for Aquaculture (AZA) in the Mediterranean countries. GFCM Studies and Reviews N° 95 (Jose Carlos Macias et al. 2012)
- Status of Elasmobranchs in the Mediterranean and the Black Sea (by Bradai and al)
- Fisheries legislation of GFCM Mediterranean and Black Sea Members (by T. Scovazzi, C. Samier)
- Review of the Black Sea Fisheries (by F. Colloca, R. Coppola)
- Draft Compendium of GFCM decisions (by GFCM Secretariat)
- GFCM aquaculture statistics bulletin (SIPAM national summaries)

APPENDIX 3

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
Libya	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 4

STATUS OF CONTRIBUTIONS AS AT 31 DECEMBER 2011⁷

GFCM Members	Outstanding until 2010	Contribution due for 2011	Received as 2011 contribution	Arrears received for 2011	Total income received for 2011	Outstanding until 2011
ALBANIA	0.00	14,596.00	14,596.00		14,596.00	0.00
ALGERIA	0.00	56,151.00	56,151.00		56,151.00	0.00
BULGARIA ⁸	6,055.00	10,944.00	10,944.00		10,944.00	0.00
CROATIA	0.00	63,784.00	63,784.00		63,784.00	0.00
CYPRUS	0.00	42,597.00	42,597.00		42,597.00	0.00
EGYPT	0.00	63,161.00	63,161.00		63,161.00	0.00
EUROPEAN COMMISSION	0.00	546,382.00	546,382.00		546,382.00	0.00
FRANCE	25.00 ⁹	77,766.00	77,766.00	25.00	77,791.00	0.00
GREECE	50,450.00	42,597.00				93,047.00
ISRAEL						
ITALY ¹⁰	109,206.34	77,766.00	77,766.00	110,878.54	188,644.54	-1,672.20
JAPAN	0.00	78,068.00	78,068.00		78,068.00	0.00
LEBANON	0.00	12,864.00	12,864.00		12,864.00 12,829.00	0.00
LIBYA	-14,943.16	58,499.00				43,555.84
MALTA	50,480.00	42,597.00	42,597.00	50,389.00	92,986.00	91.00
MONACO	0.00	77,767.00				77,767.00
MONTENEGRO ¹¹	2,865.82	8,569.00	8,569.00		8,569.00	2,865.82
MOROCCO	15.00	28,843.00	28,858.00		28,858.00	00.00
ROMANIA	17.57	10,944.00	10,944.00	17.57	10,961.57	00.00
SLOVENIA	29.00	42,597.00	42,597.00	29.00	42,626.00	00.00
SPAIN	-2,618.24	77,766.00	75,147.76		75,147.76	00.00
SYRIA	48,013.00	12,992.00				61,005.00
TUNISIA ¹²	1,999.68	64,915.00	64,915.00	2,198.38	67,113.38	-198.70
TURKEY	0,00	196,075.00	196,075.00		196,075.00	0.00
TOTAL	251,595.01	1,708,240.00	1,513,781.76	163,537.49	1,677,319.25	276,460.76

⁷Contributions received until March 2012, excluding Israel

⁸ The outstanding contribution refers to the period prior to the ratification of GFCM Agreement. Cancellation of outstanding amount to be approved by the Commission.

⁹ The outstanding amount of US\$ 25 (bank charges) has been written off and now appears as arrears received

¹⁰ The contribution received from Italy exceeded the amount due by US dollars 1,672.

¹¹ Arrears dating back 2008.

¹² The contribution received from Tunisia exceeded the amount due by US dollars 198.70.

APPENDIX 5

Status of income and expenditure as at 31 December 2011

Autonomous Budget	Budget adopted in 2011	Budget based on income (*)	Expenditures 2011	Balance (expenditures vs. adopted budget)	Balance (expenditures vs. budget based on income)
ADMINISTRATION					
Executive Secretary, D-1	142,917	148,735	148,735	5,818	0
Deputy Executive Secretary, P-5	95,833	96,463	96,463	630	0
Aquaculture Expert, P-4	229,000	231,144	231,144	2,144	0
Biostatistician, P-3	160,000	95,427	95,427	-64,573	0
Fishery Information Officer - P2 (4 months)	131,244	149,319	149,319	18,075	0
Data Compliance Officer	50,000	31,007	31,007	-18,993	0
Sub-total Professional salaries	808,994	752,095	752,095	-56,899	0
Programmer/Systems Analyst G-5	85,000	89,412	89,412	4,412	0
Bilingual Secretary, G-5	103,000	100,708	100,708	-2,292	0
Administrative Assistant G-3 (2 months in 2011)	34,500	12,080	12,080	-22,420	0
Security guard/receptionist (4 months in 2011)	20,000	9,034	9,034	-10,966	0
Security guard/receptionist (4 months in 2011)	-	9,034	9,034	9,034	0
Office helper G-2/3	20,000	-	-	-20,000	0
Temporary staff and overtime	35,000	40,699	40,063	5,063	0
Sub-total General Service salaries	297,500	260,967	260,331	-37,169	0
Total Administration	1,106,494	1,013,062	1,012,426	-94,068	0
ACTIVITIES					
Consultancies (including P.R.)	65,000	73,142	64,025	-975	-9,117
Travel	180,000	202,548	179,148	-852	-23,400
Chargeback (including interpretation)	160,000	180,043	223,875	63,875	43,832
Training	12,000	13,503	4,791	-7,209	-8,712
Equipment	20,000	22,505	15,931	-4,069	-6,574
Operating costs and overheads	30,000	33,758	31,639	1,639	-2,119
Contracts (including publications)	25,000	28,132	22,396	-2,604	-5,736
Office move	20,000	22,505	18,840	-1,160	-3,665
Total activities	512,000	576,136	560,644	-48,644	-15,492
AUTONOMOUS BUDGET	1,618,494	1,589,198	1,573,070	-45,424	38,480
Miscellaneous (1%)	16,185	15,892	5,778	-10,407	
FAO servicing costs (4.5%)	73,561	72,229	71,048	-2,513	
TOTAL AUTONOMOUS BUDGET	1,708,240	1,677,319	1,649,896**	-58,343	

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

(**)The total of expenditure of the Commission is given by expenditures borne by GFCM autonomous budget (US dollars 1,649,896) along with GFCM running costs covered by the government of Italy (US dollars 80,250), which amount to US dollars 1,730,146.

APPENDIX 6

Explanatory note on budget expenditures per chapter

Below are explanations on the payment of expenditures by chapter, based on incomes recorded for 2011, i.e. contributions paid by Members (income-based budget). This is the budget adopted at the Thirty-fifth Session, as adjusted to incorporate amendments decided by the Commission and application of the allocation factor for each budget line, as shown in Appendix 5. The financial operations and status by chapter are based on Appendix 5, which presents incomes and expenditures following the FAO/Oracle standard budget line allocation. Total expenditures comprise payments until 31 December 2011, including expenditures related to the organization of the Fourteenth Session of SAC, held in Marseille, Seventh Session of CAQ held at FAO HQ and Thirty-fifth Session of GFCM, also held at FAO HQ. Other expenditures (e.g. salaries and expenditures) committed from January 2012 are not accounted for, as they apply to the 2012 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, dependant's 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 five staff in the professional and higher categories (Executive Secretary, Aquaculture Officer, Biostatistician, Fishery Information Officer and Data Compliance Officer¹³). In relation to the adopted budget (see Appendix 5), the salary expenditures for the professional staff produced a positive balance, which was mainly imputable to the departure of the Biostatistician in July 2011 and the late appointment of the Data Compliance Officer.

Administrative staff. The sub-chapter covers expenditures for Secretariat staff in the General Service category (amount forecast for a programmer/systems analyst, administrative clerk and administrative/financial assistant). The budget line was not fully used given that the post of administrative assistant (G3) left vacant in December 2010, was filled in November 2011.

The allocations for temporary staff and overtime, which resulted in the negative balance, were mainly used on temporary 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, Thirteenth Session of SAC, the Seventh Session of CAQ and the Thirty-fifth Session of GFCM), as well as in administrative tasks.

¹³ 4 months

Chapter 2: Activities

Consultants: This sub-chapter, which resulted in a positive balance of **US dollars 975**, covers the fees of consultants, i.e. contracted specialists (project formulation, statistical data quality, GFCM database management and development, GFCM website maintenance, etc.), moderators and resource experts for meetings.

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 Thirteenth Session of SAC, the Seventh Session of CAQ and Thirty-fifth Session of GFCM. Total expenditures for this budget line were slightly positive (**US dollars 852**).

Chargeback: This budget line covers costs for interpreters (excluding travel and per diem) serving the Thirteenth Session of SAC, the Seventh Session of CAQ and the Thirty-fifth Session of GFCM, translation and internal printing of Session documents. It also covers 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 63,875**) is attributable to the revised (higher) rates of interpreters for the biennium 2010-2011 as well as to the fact that two statutory meetings were held at FAO HQ, where the honorarium of interpreters is higher.

Training: Language and IT training of Secretariat staff scheduled for 2011 started successfully in the course of the year with individual and class lessons. The balance for this budget line resulted in the positive amount of **US dollars 7,209**.

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. The balance of this sub-chapter results in a positive amount of **US dollars 4,069**.

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 until the Secretariat moved to its new HQ on 7 September 2011. 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 negative for the amount of **US dollars 1,639**.

Contracts (including scientific publications). All expenditures related to preparation of publications, printing of official reports, 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 illustration and layout of the publication on the 60th Anniversary of GFCM are also included. Reference is made to the list of publications in Appendix 2. This sub-chapter posted a positive balance of **US dollars 2,604**.

Office move: This budget line, which covers expenses related to relocation, purchase of selected security and miscellaneous appliances, contract with suppliers for works at Palazzo Blumenstihl, etc, presented a positive balance of **US dollars 1,160**.

As reflected in the Balance (expenditures vs adopted budget) of Appendix 5, it could be concluded that the over expenditure in **Activities** (for a total of **US dollars -48,644**) was compensated by savings in **Administration** for the amount of **US dollars 94,068**

Chapter 3: FAO support costs

Miscellaneous: This budget line (1% of total available budget), used for hospitality and miscellaneous expenses produced a positive balance of **US dollars 10,407**.

FAO Servicing Costs: FAO support costs were calculated before closure of the accounts at 4.5% of the original budget for 2011, in accordance with GFCM Financial Regulation III.5, and resulted in a positive balance of **US dollars 2,513**.

Finally, it should be noted that the “balance” column of Appendix 5 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 2012 (document CAF:III/2012/3).