



**GENERAL FISHERIES COMMISSION FOR
THE MEDITERRANEAN**

**COMMISSION GÉNÉRALE DES PÊCHES
POUR LA MÉDITERRANÉE**



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

FAO HQ, Rome, Italy, 19-24 May 2014

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

INTRODUCTION

1. This report is produced according to GFCM Rules of Procedure, in particular *Rule IV:Agenda*, paragraph 1 whereby ‘the agenda of each regular session shall include (c) a report by the Executive Secretary on the financial and administrative affairs of the Commission [...]’. Along with its appendices, this document reports the activities undertaken during the 2013-2014 intersessional period and outlines the work carried out under the GFCM Task Force and Framework Programme. It also reports issues related to the functioning of the Secretariat (such as staffing, GFCM headquarters, meetings, publications, etc.) as well as the status of the amendment process of the GFCM legal and institutional framework, the payment status of autonomous budget, Member contributions and the 2013 expenditure reviews (including extrabudgetary-funded programmes).

ADMINISTRATIVE ISSUES

Recommendations adopted under Article V of the GFCM Agreement

2. The recommendations and resolutions adopted at the thirty-seventh session of the Commission (Croatia, May 2013) were officially transmitted to Members and Observers. 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 4 October 2013. The Members were informed in due time.

GFCM intersessional activities

3. During the intersession, the Secretariat coordinated and actively contributed to the preparation and delivery of the activities and meetings agreed by the Commission, funded through the autonomous budget, namely i) the sixteenth session of the Scientific Advisory Committee (SAC) and 11 of its technical meetings, ii) the intersessional meeting of the Compliance Committee (CoC), iii) the third meeting of the Working Group on the Black Sea (WGBS), iv) the third extraordinary session of the Commission, v) the thirty-eighth session of the Commission and vi) the launch of the procedures for the ninth session of the Committee on Aquaculture (CAQ).

4. In addition, the GFCM held 16 meetings, workshops or working groups within its Framework Programme, based on extra-budgetary funds, (with additional workshops scheduled to be held between September and December 2014) to address specific issues – namely aquaculture

development, small-scale fisheries, fisheries management plans, stock assessment, IUU fishing and MCS issues – for each GFCM sub-region (Western, Central and Eastern Mediterranean; Adriatic; Black Sea). Detailed information is provided in the section in this report dedicated to FWP activities.

5. The Secretariat also participated in a number of external meetings of partner organizations or entities and selected meetings of the UN, the FAO and the FAO regional projects. At some of those meetings, the Commission was represented by its President or by the Chairpersons of its 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.

6. The list of above meetings is provided in Appendix 1 of this document.

7. The GFCM continued hosting in its premises at Palazzo Blumenstihl high-level and coordination meetings with Members (namely the EU, Malta and permanent representatives to the FAO of Black Sea Riparian States) and other organizations such as the Pew Conservation Trust, the RAC-MED and others.

8. Constant contacts and excellent collaboration have been ensured with the Ministry of Ecology, Sustainable Development and the Sea of France, the Ministry of Agriculture, Food and Forestry Policies (MiPAAF) of Italy, the Ministry for Agriculture, Food and Environment of Spain and the Ministry of Agriculture of Tunisia through bilateral communications and meetings which allowed to identify specific actions to be undertaken within some FWP work packages.

9. With the objective of enhancing areas and priorities for specific cooperation, bilateral meetings were also held with the Ministry of Fisheries and Marine Resources of Algeria, the Ministry of Agriculture of Tunisia and the Maltese Ministry for Sustainable Development, Environment and Climate Change of Malta. In addition, a high-level meeting was held with the competent authorities of Israel in relation to its position and role within the GFCM.

10. In addition, contacts with Members to determine the strengthening of GFCM's presence in some areas or the development of particular activities have continued during the intersession. In this regard, discussions with Monaco, Turkey and other Members for the agreement on specific actions to be addressed through the FWP are advanced.

11. In relation to the role of the GFCM in the Black Sea, the Secretariat maintained during the intersession a considerable cooperation with all Black Sea riparian States, both Members and non-Members. A brainstorming event was organised at GFCM Headquarters, during which the permanent representatives to FAO of the six Riparian States, including the ADG-FI and the European Commission, reviewed together with the Secretariat ongoing cooperation activities as well as the role played by the GFCM in the region. Participants addressed current challenges and opportunities, highlighting the need for enhanced institutional cooperation to draw positive benefits for the whole region.

12. Collaboration was further strengthened in particular with Georgia and Ukraine through correspondence and a coordination meeting with concerned authorities, who also took part in the third extraordinary session of the GFCM, demonstrating their interest and involvement in the amendment process of the GFCM legal and institutional framework. Georgia offered to host the fourth meeting of the WGBS, scheduled for early 2015.

13. Finally, liaison was maintained at an excellent level of coordination and consultation with the Bureau of GFCM, in particular its President, and the Bureau of its Committees. Coordination meetings to address salient issues and agree on the course of action for a smooth holding of the thirty-eighth session of the Commission were held with the presidents of the Compliance Committee and Committee on Administration and Finance.

Progress on the activities of the Task Force for modernizing the legal and institutional framework of the GFCM, including the first GFCM strategic Framework Programme (FWP) and the GFCM Clarification Process

14. Under the framework of the Task Force, established at the thirty-fifth session of the Commission (May 2011), the process of amendment of the GFCM legal and institutional framework continued in 2013 and 2014 its negotiations on a revised set of GFCM constitutive texts both in direct consultation with Members and during a working group held in February 2014. The third GFCM extraordinary session (April 2014) will review the work and decide on the related course of action.

15. The FWP activities carried out thanks to the voluntary financial support from some Members¹ during the 2013-2014 intersessional period i) consolidated the work started during the first phase of the FWP (following its launch in December 2012) and ii) addressed new matters of importance to the work of the Commission, as follows:

Improving data collection in the GFCM competence area

The final draft of the GFCM Data Collection Reference Framework (DCRF), conceived to achieve a more efficient data collection programme at subregional level was completed and reviewed by the sixteenth session of the SAC (March 2014).

Supporting the management of selected fisheries

The organization of two workshops on testing the feasibility of implementing management plans in the Mediterranean and Black Sea resulted in the elaboration of elements for the management of i) small pelagics fisheries in the Alborán Sea; ii) *Parapeneus longirostris* (deep-water rose shrimp) and associated species in the Strait of Sicily, iii) deep water red shrimps in central-eastern Mediterranean areas, iv) red coral in the Mediterranean and iv) turbot in the Black Sea.

Promoting the sustainable development of Small-Scale Fisheries

The First Regional Symposium on Sustainable Small-Scale Fisheries in the Mediterranean and the Black Sea (November 2013), organised in partnership with the FAO Fisheries Department, FAO regional projects, CIHEAM, MedPAN and WWF, was provided immediate follow-up to its recommendation of establishing a regional programme on small-scale fisheries. A concept note for the regional programme was prepared for consideration of the Commission.

Supporting the fight against IUU fishing

A roadmap to fight IUU fishing in the Mediterranean was elaborated during a workshop held in October 2013 and complement to the one held for the Black Sea in February 2013. The aspects outlined are expected to be thoroughly addressed during a follow-up workshop on the implementation of the roadmap foreseen for 2014/2015.

Advancing on a centralised Vessel Monitoring System (VMS)

The building blocks and relevant elements of the proposed GFCM centralized VMS were identified during a CoC working group in October 2013. A technical document on a feasibility study to establish such a system was prepared for consideration of the Commission. Additional case-studies (following those in Egypt and Lebanon) should be identified to bring about technical assistance for control purposes in selected GFCM Member countries during the next intersession.

Ensuring a good environmental status of Mediterranean and Black Sea living resources

A draft proposal for the definition of Good Environmental Status (GES) of marine populations and ecosystems and its associated indicators and targets, prepared within the frame of the Memorandum of Understanding with UNEP-MAP and the project MedSuit (*A Mediterranean Cooperation for the*

¹ The European Union, France, Italy, Spain, Turkey

Sustainable Use of Marine Biological Resources), was reviewed by the SAC and is submitted to the Commission for endorsement.

Enhancing sustainable aquaculture development: the Aquaculture Multi-Stakeholder Platform

The AMShP was established in December 2013 and tackles several strategic areas covering priorities for the sustainable development of aquaculture in the GFCM competence area. A concept note containing a project proposal to support the effective launching of the AMShP is presented to the attention of the Commission.

16. Following the decision of the Commission, the process of clarification on the implementation of GFCM decisions by Members, including the potential identification of non-Members operating in the GFCM competence area, was also launched. Following the dispatch of clarification letters in September 2013, a CoC working group on compliance was held in January 2014 and examined the answers received. On the basis of such analysis, further clarifications were requested to Members through a set of letters sent in March 2014, of which the replies would be brought to the attention of the eighth session of the CoC (May 2014) for decision on the necessary follow-up.

Cooperation with partner organizations

17. Close cooperation was constantly maintained – through joint workshops, coordination meetings and initiatives, among others – with those key partners with whom Memoranda of Understanding (MoU) had been signed at the thirty-sixth session of the Commission (May 2012), namely 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), including its Regional Activity Centre for Specially Protected Areas (RAC/SPA).

18. In addition, cooperation was fostered during the intersession with the International Centre for Advanced Mediterranean Agronomic Studies (CIHEAM) and in particular with the Centre for Marketing Information and Advisory Services for Fishery Products in the Arab Region (Infosamak), the International Union for Conservation of Nature (IUCN) and the World Wildlife Fund for Nature (WWF) with whom MoU are expected to be signed at the thirty-eighth session of the Commission.

Functioning of the Secretariat

Organization of the Secretariat and appointment of staff

19. The post of Fishery Officer (Legal and Institutional Matters, P-3) was filled by Mr Nicola Ferri (Italian national) in November 2013 and the post of Office Assistant (G-3) was filled by Ms Merieme Ihiri (Moroccan national) in August 2013.

20. Following the GFCM Secretariat's move to its new office premises in Palazzo Blumenstihl, security coverage from 7.00 am to 7.30 pm was provided on a rotational basis by a pool of former FAO guards. A cost-effectiveness survey of these security arrangements is underway. The recruitment of the Security Guard (G-3) has been put on hold until the outcome of this survey becomes available.

21. Selected tasks were carried out with the contribution of temporary human resources (e.g. consultants and one volunteer) collaborating on issues related to artificial reefs, red coral, small-scale fisheries, etc. In addition, an FAO retiree and a member of the Temporary Assistance Pool were hired to assist the Secretariat in dealing with administrative tasks arising from the implementation of the Organization's new Global Resource Management System (GRMS) and the extended absence of the Office Assistant (G-3) Ms Florence Dickens (due to Maternity/Sick Leave).

Issues related to the renewal of the Executive Secretary's mandate

22. At its second extraordinary session held in Malta in 2004, the GFCM agreed upon the procedure for the selection of the first Executive Secretary of the Commission. During its thirty-fourth regular session (Athens, 2010), the Commission revised this procedure and defined the overall process in terms of the vacancy announcement release, applications screening, candidate ranking, interview process, voting procedures and duration of mandate.

23. This procedure, which is laid down in Appendix H/Annex 1 to the report of the thirty-fourth session of the GFCM as well as in Appendix 1 of the GFCM Rules of Procedure, provides for the appointment of the Executive Secretary for a five-year period, with a possible renewal for a further term of the same duration in accordance with the procedures set forth in the Rules of Procedure. According to this procedure and in line with FAO rules, during the thirty-fifth session of the GFCM held in 2011, the Commission elected by a large majority Mr Abdellah Srour (Morocco). Subsequently, the Commission requested the GFCM Chairperson to propose to the FAO Director-General that Mr Abdellah Srour be appointed as Executive Secretary of the Commission as of 1 June 2011, for a mandate of five years, renewable once for the same period. This selection is reported in paragraphs 29-32 of the thirty-fifth session's report.

24. The selection and appointment procedure provides that the issue be placed on the GFCM agenda of the third regular session following the regular session at which the Executive Secretary was selected. Accordingly and in view of the fact that the current Executive Secretary was selected at the thirty-fifth session of the GFCM, in 2011, the CAF will be invited to review this matter at its forthcoming fifth session, which is scheduled for 19 May 2014 (item 3 of the CAF 5 agenda) and subsequently to submit its proposal regarding the arrangements for the renewal of the term of the Executive Secretary to the thirty-eighth session of the Commission for consideration and approval.

IT and Information Systems

25. The GFCM Extranet underwent a major service upgrade to increase its performance and usability features in order to support: a) meetings and intersessional activities of the SAC, its subsidiary bodies and Framework Programme through a completely redesigned interface; b) the management of documents, presentations and data among all relevant stakeholders thanks to a 200% increase in data storage capacity; c) the submission of data and information, successfully piloted by the SAC relating to stock assessment information; d) progressively broadened practices to establish a comprehensive GFCM knowledge management system.

26. The second phase of the joint SharePoint Online/Azure deployment has successfully been completed with: a) the migration of the Vessel records, Task 1 and Statlant37A databases onto Azure; b) the development of a prototype database on fisheries stocks synchronized with the Stock Assessment Forms gathered on the SharePoint platform; c) the integration of the above into an interconnected IT architecture allowing d) the development of a web-based system addressing the dissemination of selected, multi-source statistical information through graphical dashboards. A demo version of this system was presented at the last meeting of GFCM sub-committees, which recommended its further development; e) an assessment to incorporate GIS capabilities on SharePoint (a pilot implementation is planned for 2014).

27. The improvements above, as well as recent developments in IT practices, will facilitate the release of the new GFCM website later in 2014. A preview was presented during the meeting of GFCM sub-committees mentioned above, held last February.

28. Further improvements made in late 2013 included the pilot integration of an enterprise-class social networking system into the GFCM SharePoint Extranet. This aimed at facilitating cooperative activities, knowledge-sharing and discussion-forums for GFCM partners and stakeholders.

Collaboration with the FAO

29. The collaboration with FAO and its regional projects was particularly successful in 2013. Close consultation and coordination on a variety of technical issues was maintained with the FAO Fisheries and Aquaculture Department to ensure that FAO's Strategic Objectives were fully achieved. Furthermore, the Secretariat collaborated intensively with the Legal Office in connection with the formal amendment of the GFCM legal and institutional framework. The recently established synergy with the Trust-Fund Liaison Group and the Technical Cooperation Department in connection with ad-hoc activities, projects and contributions of GFCM Members is worth particular mention.

30. It should be pointed out that the roll-out of FAO's new Global Resource Management System (GRMS) in early 2013 resulted in an increased workload across the board and posed further administrative challenges for the Secretariat, especially when dealing with initial teething problems which required fine-tuning during several months. In order to handle the resulting additional work, the Secretariat had to modify its human resources arrangements (e.g. payment of staff overtime, recruitment of qualified part-time staff) for administrative tasks necessitating the use of GRMS.

31. Lastly, it should be underlined that the formal recognition of the Commission's differentiated nature, i.e. as one of FAO Article XIV Bodies playing a key role in the Organization, has positively affected the administrative work of the Secretariat. This acknowledgement confirms the operational autonomy of GFCM and ensures streamlined procedures resulting in improved efficiency. The GFCM Executive Secretary now reports directly to the FAO Assistant Director-General in charge of the Fisheries and Aquaculture Department and thus interacts with the upper levels of the administration hierarchy. The GFCM Secretariat staff has also been moved to the Departmental level. Actions are being undertaken accordingly in order to reflect the new workflow for GRMS approval requests as well as this change to the FAO organizational chart.

Issues related to management of GFCM HQ and its budgetary implications

32. A considerable number of ordinary maintenance works inside GFCM HQ – including the refurbishment and equipment of specific areas – as well as in the common spaces of Palazzo Blumenstihl were satisfactorily completed.

Publications

33. During the intersessional period, the Secretariat produced 37 technical and administrative documents: 26 "grey literature" documents available on the GFCM website, 5 reports or publications already published and 6 to be released in 2014-2015. The full list of publications is provided in Appendix 2.

34. A proposal for a new cover for the reports of the GFCM regular sessions is being submitted to the attention of the Commission for approval.

Other issues

35. Specific reference to other tasks coordinated by the Secretariat is not made in this report. These include liaison and communication with the Permanent Representations of GFCM Members and non-Members, Heads of Delegations and Focal Points, coordination of the translation/editing/distribution of documents and publications, as well as the organization of activities for the four GFCM subsidiary bodies including SAC and CAQ.

Status of acceptance of the 1997 amendments to the GFCM Agreement

36. To date, a total of 21 Members have deposited their instruments of acceptance. Members that have yet to do so include Egypt (remitting its contribution) and Israel. In the specific case of the Syrian Arab Republic, the Secretariat received a letter dated 17 September 2010 from the Syrian

Embassy in Rome notifying that Syria had ratified the Agreement on 12 July 2009. According to FAO Legal Office, this letter cannot be considered a formal ratification given that the specific standard model for the ratification process had not been used. The Syrian Embassy has been informed accordingly.

FINANCIAL MATTERS

37. In May 2013, the Commission adopted its annual budget for 2013 in a total amount of **US dollars 1,940,973**. A “call-for-funds-letter” was sent on 30 May 2013 to GFCM heads of delegations directly and again in August 2013 through diplomatic channels.

38. The total contributions received in 2013 amounted to **US dollars 1,726,356** (i.e. 89 percent of the adopted budget) as illustrated in Appendix 3. The amount of **US dollars 69,796.38** reflected as arrears was also received as outstanding contributions from the governments of Italy, Lebanon and Malta. The total contributions and arrears thus amounted to **US dollars 1,796,152.38**. It should be noted that the amount of **US dollars 7,691.01** -also received from Italy- resulted from exchange-rate differences (to be credited to the donor in 2014). The status of the 2013 contributions can therefore be summarized as follows:

- eighteen 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;
- four Members (Greece, Libya, Malta and Romania) have deposited their instruments of acceptance but have not remitted their contribution;
- one Member (Monaco) has deposited the formal instruments of acceptance, paid its contribution for 2013 but has an outstanding contribution relating to 2011;
- one Member (Egypt) has not yet deposited its instruments of acceptance but has remitted its contribution;
- Following its withdrawal from the Commission in 2007, Serbia has an outstanding amount of **US dollars 8,785.42²**;
- one Member (Israel) has neither deposited its instrument of acceptance (nor participated in the vote for the selection of Executive Secretary), nor remitted its contribution.

39. Appendix 3 highlights a negative balance for Greece (**US dollars 50,898**), Libya (**US dollars 202,464.84**), Malta (**US dollars 50,898**), Monaco (**US dollars 77,767**), Romania (**US dollars 12,685**), Serbia (**US dollars 8,785.42**) and the Syrian Arab Republic (**US dollars 90,205**).

Arrears

40. As outlined in Appendix 3, the balance of accumulated pending contributions³ for GFCM fiscal years 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012 and 2013 amounted to **US dollars 493,703.26** as of 31 December 2013. The increase over the previous year is essentially due to the failure of Greece, Libya, Malta, Monaco, Romania, Serbia and the Syrian Arab Republic to remit their contributions and/or arrears in full.

² The Commission is invited to consider the possibility of writing of this outstanding amount from its accounting books

³ Excluding Israel

Working capital fund

41. Based on data provided directly by the FAO central accounting system (Oracle), GFCM received -from 2005 and accountable for 31 December 2013- a total of **US dollars 11,988,365⁴** in contributions (including accrued interest), for a total expenditure amount of **US dollars 11,922,469⁵**. The working capital fund (i.e. the contingency fund of arrears remitted since 2005) accountable for 31 December 2013 amounted to a positive balance of **US dollars 65,896**. Given the circumstances, the working capital fund increase is crucial to cover the Secretariat expenses until the new budget is approved. Members are reminded of their obligation to submit contributions within 30 days of budget approval, and ensure payment of any arrears, if applicable, as a matter of priority.

Budgetary expenditures under the autonomous budget in 2013

42. The 2013 accounts were managed through FAO Integrated Management Information System/IMIS (central accounting system) run through the), in tandem with the Secretariat's own budget monitoring system, tracking allocations, forecasts, obligations and expenditures for each chapter.

43. Table 1 below provides an overview of the financial status of the autonomous budget, i.e. total expenditures as of 31 December 2013 and highlights a negative balance between the adopted budget and expenditures (totalling **US dollars 6,446**).

TABLE 1: Financial status in US dollars (as on 31 December 2013)

Autonomous budget adopted for 2013	1,940,973
Contributions to autonomous budget received for 2013	1,726,356
Total income of autonomous budget 2013 (contributions and arrears)⁶	1,796,152
Total expenditure in 2013 (autonomous budget)	1,947,419
Extra-budgetary resources for 2013⁷	1,278,576
Total expenditure (autonomous budget and ad-hoc activities)	3,225,995
Balance: adopted autonomous budget vs. expenditures	-6,446

44. The financial status of the main budget chapters is provided in Appendix 4 following standard FAO/Oracle Trust Fund Budget line allocations. These may be divided into three broad categories: i) actual salaries of Secretariat staff (about **74 percent** of approved autonomous budget/**45 percent** of total deliverables); ii) activities (about **20 percent** of approved autonomous budget/**12.5 percent** of

⁴ This amount includes the contributions totalling US dollars 11,956,309 along with accrued interests of US dollars 32,056, minus the transfer of funds for the amount of US dollars 18,245 to another project (TEMP/GLO/681/MUL) as agreed by the Commission at its thirty-fifth session.

⁵ The portion of GFCM running costs covered by the government of Italy and FAO Regular Programme Budget) is not included in this total

⁶ Contribution from Lebanon received in February 2014 is accounted for 2013

⁷ Total deliverables of ongoing ad-hoc activities/projects

total deliverables); iii) miscellaneous expenses (1 percent of autonomous budget) and FAO service costs (4.5 percent). Details on expenditures made under each budget chapter and corresponding budget-lines are provided thoroughly in the explanatory note on budget expenditures provided in Appendix 5.

Status of GFCM extra-budgetary resources within the FWP

45. 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 overall situation is as follows:

Recently closed activities

European Commission Cooperative Project in support of the Implementation of a Vessel Monitoring System (VMS) in the GFCM area

46. The agreement to launch the project on the “*Implementation of a Vessel Monitoring System (VMS) in the GFCM area*” was signed between DG MARE and GFCM in October 2011. The total donor contribution for this project amounted to **US dollars 143,436**, i.e. about 90% of the project budget. This activity was formally closed in July 2013. There were several tangible outcomes, as follows: in terms of policy-making, a set of guidelines were developed for a modular approach to VMS and control systems, devised to guide the GFCM in strengthening MCS. The work was carried out by selected GFCM Secretariat staff members along with consultants. A total amount of **US dollars 36,478** was spent in 2013 on duty travel by the staff involved as well as on experts for the completion of the guidelines developed and technical activities, as mentioned above.

Italian Cooperative Project in support of GFCM activities: “Strengthening Cooperation on Fisheries and Aquaculture Management in the Mediterranean and the Black Sea” (LaMed)

47. 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 an expected contribution of **Eur 300,000** -was fully operational between September 2010 and December 2013. The amount of **Euro 240,000** (equivalent to **US dollars 318,707**) has already been received for this project. It focused on “*Fisheries laws and regulations in the Mediterranean and the Black Sea (Component 1)*” and “*Mediterranean coastal lagoons management: interactions between aquaculture and capture fisheries (Component)*”. Component 1 looked into legislation issues in selected countries of the GFCM competency area as well as small-scale fisheries. The first Regional Symposium on Sustainable Small-Scale Fisheries, held in Malta in November 2013, successfully underpinned the knowledge-basis of GFCM, its conclusions are expected to lead to cooperation initiatives at regional and sub-regional levels. A total amount of **US dollars 96,535** was spent in 2013 in several expert meetings linked to both components and covered specific costs relating to the organization of the Symposium.

Ongoing activities

European Commission Cooperative Projects in support of CAQ Working Groups on Aquaculture Sustainability (InDAM Phase 3) and Siting and Carrying Capacity (SHoCMed Phase 3)

48. SHoCMed Year 3, which commenced in November 2012, was concluded on 23 January 2014. The narrative and financial reports are underway. Under this agreement, DG MARE is to provide a total contribution of **Euro 63,005.10**, i.e. 30 percent of the project budget. So far, the amount of **Euro 50,404.08** (equivalent to **US dollars 65,460**) have been received against this project. In 2013 a total of **US dollars 79,987** was spent on: (i) two training workshops on site selection, allocated zones for aquaculture (AZA) and site management for coastal marine aquaculture; (ii) a regional workshop on the environmental quality standards (EQS) and environmental indicators reference points; (iii)

dissemination of SHoCMed results and outcomes; (iv) a guide for the establishment of AZA; (v) the implementation of the IT forum platform on site selection and carrying capacity; (vi) development of an aquaculture glossary; (vii) preparation for an EQS calibration exercise; and (viii) preparation of a harmonised environmental monitoring scheme for marine aquaculture activities.

49. InDAM Year 3, which commenced in November 2012, similarly ended in January 2014. The narrative and financial reports are being finalized. The Commission will receive a total contribution of **Euro 100,842.50** from the donor, i.e. 50 percent of the project budget. A payment of **Euro 80,674** (equivalent to **US dollars 104,771**) was already received from the donor for this project. In 2013 an overall total of **US dollars 111,537** was spent on: (i) organizing new pilot studies; (ii) disseminating InDAM results and outcomes; (iii) strengthening cooperation with other regional projects and initiatives; (iv) production of a guide on the use of indicators; (v) a regional workshop on the identification of indicators' reference points; (vi) testing the indicator system at the local level and strengthening the indicator system up-take by the relevant authorities.

Improvement and modernization of the General Fisheries Commission for the Mediterranean

50. In 2013, the GFCM Framework Programme received a **Euro 30,000** (approximately **US dollars 38,722**) contribution from the French government. Additionally, the Italian government allocated **Euro 30,000** as “*Support to the start-up phase of the first GFCM Framework Programme (2013-2018)*” and a further amount of **Euro 40,000** was pledged to “*Support the work of the Task Force at sub-regional level (Vessel Monitoring System and Control Measures)*”. A total of **Euro 56,000** (equivalent to **US dollars 74,344.13**) was already received from Italy relating to above mentioned activities. These contributions funded not only the participation of national representatives and experts but also the consultancy work necessary in connection with the meeting of the Working Group of the Compliance Committee on VMS and control systems, the Regional Workshop on Multiannual Management Plans in the Mediterranean Sea (both held in Tunis, Tunisia, in October 2013) as well as the first Regional Symposium on Sustainable Small-Scale Fisheries.

European Commission Cooperative Project to provide further support to the work of the Task Force in view of strengthening data collection and submission frameworks for fisheries management in the GFCM area of competence and promoting the implementation of the GFCM Guidelines for multiannual management plans

51. The Project on “*Supporting the work of the Task Force in view of: A) strengthening data collection and submission frameworks for fisheries management purposes in the GFCM area of competence and B) promoting the implementation of the GFCM Guidelines for multiannual management plans*” signed in November 2012 between DG MARE and GFCM was extended until 21 March 2014. This project envisages a total donor contribution of **Euro 300,000**, i.e. 90 percent of the project budget. A payment of **Euro 240,000** (equivalent to **US dollars 311,688**) was already received for this project. In 2013, a total of **US dollars 329,446** was spent in 2013 on meetings and workshops as well as the setting-up of the new GFCM data collection reference framework, strengthening of GFCM IT services, technical assistance and capacity building.

52. The Project designed to provide “*Further support to the work of the Task Force in view of: A) strengthening data collection and submission frameworks for fisheries management purposes in the GFCM area of competence and B) promoting the implementation of the GFCM Guidelines for multiannual management plans*” commenced in December 2012 and was extended until April 2014. This project envisages a total donor contribution of **Euro 200,000**, i.e. 90 percent of the project budget. The amount of **Euro 160,000** (equivalent to **US dollars 212,202**) was already received from the donors for this initiative. In 2013, a total of **US dollars 247,486** was spent on meetings and workshops, technical assistance and capacity building, multiannual management plans and developing regional strategies to combat IUU fishing.

53. The Project aiming at “*Improving the status of Mediterranean and Black Sea fisheries through better data collection, management and enforcement*” –signed between DG MARE and GFCM– envisages a total contribution from the donor of **Euro 400,000**, i.e. 90 percent of the project budget, commenced in December 2013. The amount of **Euro 320,000** (equivalent to **US dollars 434,783**) was already received. In 2013 a total of **US dollars 2,540** was spent on administrative support at the initial phase of the activities.

Ministry of Environment/GFCM Mediterranean cooperation for the sustainable use of the marine biological resources

54. In December 2012 the Ministry of Environment and GFCM entered into a formal agreement concerning the “*Mediterranean cooperation for the sustainable use of the marine biological resources - A supportive tool for the synergic implementation of the MSFD and the ECAP Initiative*” under which the former pledged to contribute with **Euro 250,000** i.e. 76,92 percent of the project budget. This project –which put together good environmental statutes for exploited marine populations - became operational in October 2013. A total amount of **Euro 85,000** (equivalent to **US dollars 115,894**) was received and **US dollars 6,898** was spent in 2013 on duty travels concerning preparatory work and improved coordination with UNEP-MAP and other initiatives on the same matter.

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

55. It is recalled that FAO Director-General approved a voluntary contribution of **US dollars 62,500** to partially cover GFCM HQ running expenses (water, electricity, etc.) while the host country, Italy, pledged to contribute **Euro 100,000** per annum (equivalent to **US dollars 135,685** in 2013), corresponding to the remaining share of the estimated total of these costs. The contribution received from FAO partially covered the cost of computer servers, cleaning and portering services, land-line telephones, fax, ISP services, etc. An expenditure of **US dollars 153,937** was incurred to purchase office furniture and equipment, improve existing security systems, pay condominium expenses, interphone charges, electricity and insurance invoices, a portion of the security staff salaries, miscellaneous charges, as well as kitchen refurbishment and maintenance. Thus, in 2013, a total of **US dollars 216,437** was spent on running costs and maintenance expenses.

56. It is to be noted that the Commission used part of both contributions above to exceptionally **cover specific expenditures normally financed by the GFCM autonomous budget (e.g. computer servers, security guards and part of the general operating expenses)**.

SUGGESTED ACTION FOR THE COMMISSION

57. The Commission is invited to review the administrative report and provide guidance of a general nature, in particular concerning the strengthening of personnel in relation to the autonomous budget. In so doing, it will also assess the remittance of contributions by Members, with a special focus on the current situation and use of arrears, as well as on the financial statement of the autonomous budget in 2013.

APPENDIX 1

List of meetings

*1. GFCM intersessional activities for 2013-2014*⁸

- Thirty-eighth session of the Commission. FAO HQ, Italy, 19-24 May 2014
- Third GFCM Extraordinary Session (cont'd). FAO HQ, Italy, 17 May 2014
- Third GFCM extraordinary session. Greece, 7-9 April 2014
- Scientific Advisory Committee (SAC) – Sixteenth Session. Malta, 17-21 March 2014
- Third meeting of the ad hoc Working Group on the Black Sea (WGBS). Turkey, 26-28 February 2014
- Workshop to test the feasibility of implementing multiannual management plans in the Black Sea. Turkey, 24–25 February 2014 *
- Working Group on the amendment of the GFCM Agreement. Turkey 18-21 February 2014 *
- Sessions of the SAC subcommittees (SCSI, SCESS, SCMEE, SCSA), including the SCESS Working Group on a common methodology to carry out socio-economic analysis (WGSEM) . Montenegro, 3-5 February 2014
- SCMEE Working group on Marine Protected Areas (WGMPA). Montenegro, 3 February 2014
- Working Groups on Stock Assessment of Demersal (WGSAD) and Small Pelagic species (WGSASP), including a workshop on the definition and estimation of reference points for Mediterranean and Black Sea fisheries. Montenegro, 28 January - 1 February 2014
- CoC intersessional meeting on compliance. FAO HQ, Rome, Italy, 27-29 January 2014
- Workshop on a Regional Management Plan for red coral. Belgium, 21-22 January 2014 *
- Meeting on Indicators for sustainable aquaculture (InDAM) and their application in Morocco. Morocco, 20-21 January 2014
- Subregional group on stock assessment for the Black Sea (SGSABS). Romania, 14-16 January 2014 *
- Launch of the GFCM Aquaculture Multi-Stakeholder Platform. Turkey, 11-13 December 2013 *
- Regional workshop on the identification of reference points for economic, environmental, social and governance indicators on aquaculture. Turkey, 9-10 December 2013
- First Regional Symposium on Sustainable Small-Scale Fisheries in the Mediterranean and Black Sea. Malta, 27-30 November 2013 *
- Workshop ‘The future of Greek aquaculture: building a sustainable industry in the framework of integrated coastal zone management’ in cooperation with the PEGASO project. Greece, 19-21 November 2013 *
- Pilot study on the implementation of a system of indicators for sustainable aquaculture. Tunisia, 18-20 November 2013 *
- Joint training course on Improving the Analysis of Fisheries Data: An Introduction to R and the Fisheries Library based on R (FLR). Italy, 4-8 November 2013 *
- Subregional Workshop on Fisheries Management for Western, Central and Eastern Mediterranean. Tunisia, 7-10 October 2013 *
- Workshop on IUU Fishing and MCS in the Mediterranean Sea. Tunisia, 3-4 October 2013 *

⁸ The meetings marked with an asterisk (*) were carried out thanks to full or partial funding by Members through the FWP. The regular session of the SAC and the Extraordinary Session were organised thanks to the kind contribution of the hosting countries (Malta and Greece, respectively).

- CoC Working Group on VMS and related control systems in the GFCM Area. Tunisia, 1-2 October 2013 *
- SCMEE Workshop on Artificial Reefs in the Mediterranean and the Black Sea. Turkey, 27 September 2013
- Pilot study on the identification of indicators for sustainable aquaculture in Montenegro (Indicators and AZA). Montenegro, 9-12 July 2013 *
- Aquaculture Reflection Day. Tunisia, 19 June 2013 *

2. Meetings at which GFCM was represented during the 2013-2014 intersessional period⁹

- 5th meeting of the Coordination Committee of the FAO EastMed Project. FAO HQ, 6-7 May 2014
- 12th meeting of the Coordination Committee of the FAO MedSudMed Project. Tunisia, 14-16 April 2014
- 7th meeting of the Coordination Committee of the FAO CopeMed Project. Spain, 23-24 April 2014 •
- Global Oceans Action Summit for Food Security and Blue Growth. The Netherlands, 22-25 April 2014 •
- CREAM, 3rd Coordination Meeting, General Assembly and WP4 Workshop. Spain 8 April 2014
- MedSeA; Mediterranean Reference User Group on Ocean Acidification. Spain, 25 March 2014 •
- EC GES and Targets 11th Working Group Meeting. Belgium, 17-18 March 2014
- FAO-CIHEAM Training course on Ecosystem Approach to Fisheries. Spain, 9-15 March 2014
- 15th session of the Coordination Committee of the FAO AdriaMed Project. Italy, 10-14 March 2014
- UNEP-MAP Integrated CORGEST Meeting. Greece, 17-19 February 2014
- 10th Meeting of the Ministers of Agriculture of CIHEAM's Member Countries. Algeria, 6 February 2014
- ADRIPLAN kick-off meeting. Italy, 13-14 January 2014
- Black Sea Stakeholders Conference – Ministerial meeting. Romania, 30 January 2014
- FAO BlackSeaFish Project Validation Meeting. Ukraine, 21-22 January 2014 •
- DG-MARE Stakeholder Meeting on the revision of the Data Collection Regulation. Belgium, 16 January 2014 •
- INCDPM: Aqualires Conference 2014. Romania, 17-18 January 2014
- UNEP 18th 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 Protocol. Turkey, 3-6 December 2013 •
- ICCAT 23rd Regular Meeting of the Commission. South Africa, 18-25 November 2013 •
- MedPAN, Assemblée Générale. France, 15 November 2013 •
- Stakeholder seminar on Boosting Blue growth in the Adriatic and Ionian Region: towards an Action Plan for the EUSAIR (EU Strategy for the Adriatic and Ionian Region). Belgium, 13-14 November 2013
- 11th meeting of the Marine Strategy Coordination Group. Belgium, 12-13 November 2013

⁹ Attendance to the meetings marked with a circle sign (•) was ensured through the autonomous budget. GFCM attendance to the other meetings was either funded through FWP projects or by the external organisers.

- DG-MARE 6th Meeting of the Working Group on Integrated Maritime Policy (IMP-MED) in the Mediterranean. Belgium, 30-31 October 2013 •
- IO-BAS International Conference “Marine Research – Horizon 2020”. Bulgaria, 17-19 September 2013 •
- EC JRC Stakeholder seminar of the Assessment for All Initiative (a4a). Italy, 9-10 September 2013 •
- UNEP – MAP: 3rd Meeting of EcAp Coordination Group and MAP on focal points meeting. Greece, 10-12 September 2013 •
- 1st COFASP Workshop. The Netherlands, 3-5 September
- DCF - Regional Co-ordination Meeting for the Mediterranean and Black Sea. Romania, 2-6 September 2013
- MedPAN Ministerial conference of IMPAC3. France, 26 October 2013 •
- Apulia Region: Roundtable on Aquaculture. Italy, 8 July 2013
- RAC/SPA 4th Meeting of National Correspondents of the Strategic Action Programme for the Conservation of Biological Diversity in the Mediterranean region (SAP BIO). Morocco, 2-5 July 2013 •
- INFOSAMAK Regional seminar on financing and investing in the fisheries sector in the Arab region. Tunisia, 25-26 June 2013 •
- 4th Edition of the Monaco Blue Initiative. Monaco, 23-24 June 2013
- 2nd Open Multi-Stakeholder Meeting for Mediterranean Aquaculture. Turkey, 20-21 May 2013

3. *Selected meetings at which the GFCM was not represented*

- Ninth Meeting of the ACCOBAMS Scientific Committee. Monaco, 15-17 April 2014
- Regional consultative workshop on capacity assessments for the implementation of new CITES listings of sharks and manta rays. Morocco, 11-13 February 2014
- ICES – ICCAT: Management Strategy Evaluation – including Fishery Library in R (FLR). Denmark, December 2013
- CCR MED/ RAC MED: ExCom meeting (COMEX). Italy, 12 November 2013
- 5th Meeting of the Parties to ACCOBAMS. Morocco, 5-8 November 2013
- Eighth meeting of the Working Group on Data, Information and Knowledge Exchange (WG DIKE). Belgium, 7 October 2014
- DG MARE: IMP-Med Project Technical Workshop. Belgium, October 2013
- ICCAT Réunion de 2013 du comité permanent pour la recherche et les statistiques. Spain, 30 September - 4 October 2013
- INCDM & BSC: 4th Biannual Black Sea Conference (BS-GES); International Symposium “Protection and Sustainable Management of the Black Sea – 3rd Millennium Imperative”- 6th Edition. Romania, October 2013
- Black Sea STECF - EWG Meeting. Italy, October 2013
- ICES Science Committee Training Group Training Course on How to Lead and Effective Technical Meeting & Training Course on Communicating Science and Advice. Iceland, September 2013
- 11th Meeting of Focal Points for Specially Protected Areas (SPAs). Morocco, July 2013
- UNICPOLOS on ocean acidification. USA, June 2013
- UNEP - 1st meeting of Draft Regional Plan on Marine Litter Mgmt. Spain, May 2013
- European Maritime Day 2013. Malta, May 2013

APPENDIX 2

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

- Reports of intersessional meetings of the SAC subsidiary bodies (13 reports)
- Reports of intersessional meetings of the CAQ (7 reports)
- Reports of intersessional meetings of the CoC (2 reports)
- Reports of intersessional meetings of the WGBS (3 reports)
- Report of the Task Force Working Group on the amendment of the GFCM legal and institutional framework (1 report)

2. Published documents

- Report of the thirty-seventh session of the General Fisheries Commission for the Mediterranean (GFCM). Split, Croatia, 13–17 May 2013. GFCM Report N° 37. FAO, Rome, 2014 (available in Arabic, English, French)
- Report of the fifteenth session of the Scientific Advisory Committee (SAC), FAO Headquarters, Rome, Italy, 8–11 April 2013. FAO, Fisheries Report N° R1042 (Bi). FAO, Rome, 2014
- Report of the eighth session of the Committee on Aquaculture (CAQ), Paris, France, 8–10 March 2011. FAO Fisheries Report N° R1043 (Bi), Rome
- Age determination of elasmobranchs, with special reference to Mediterranean species: A technical manual. Studies and Reviews. General Fisheries Commission for the Mediterranean. No. 94. Rome, FAO. 2014. (by Campana S.).
- Mediterranean coastal lagoons: sustainable management and interactions among aquaculture, capture fisheries and environment. Studies and Reviews. General Fisheries Commission for the Mediterranean. No 95. Rome, FAO. 2014. (by Cataudella S., Crosetti D. and Massa F., eds.)

3. Documents in the pipeline to be issued in 2014-2015

- Report of the GFCM Extraordinary Session, Athens, Greece, 7-9 April 2014. GFCM Report
- Report of the sixteenth session of the Scientific Advisory Committee (SAC), St Julian's, Malta, 17-20 March 2014. FAO, Fisheries Report
- Proceedings of the First regional Symposium on Sustainable Small-scale Fisheries in the Mediterranean and the Black Sea. FAO FI Proceedings series
- Status of alien species in the Mediterranean and the Black Sea. Studies and Reviews. General Fisheries Commission for the Mediterranean. No. 87. Rome, FAO. 2014. (by Öztürk, B.)
- Site selection and carrying capacity in Mediterranean marine aquaculture: key issues. Studies and Reviews. General Fisheries Commission for the Mediterranean. (by Borg J.A., Crosetti D. and Massa F., eds).
- Guide for the establishment of allocated zones for aquaculture (AZA) in Mediterranean countries. Studies and Reviews. General Fisheries Commission for the Mediterranean. (by Macias J.C. et al.)

APPENDIX 3

STATUS OF CONTRIBUTIONS AS AT 31 DECEMBER 2013¹⁰

GFCM Members	Outstanding until 2012	Contribution due for 2013	Received as 2013 contribution	Arrears received for 2013	Total income received for 2013	Outstanding until 2013
ALBANIA	0.00	17,175.00	17,175.00		17,175.00	0.00
ALGERIA	0.00	66,182.00	66,182.00		66,182.00	0.00
BULGARIA	0.00	12,685.00	12,685.00		12,685.00	0.00
CROATIA	0.00	79,169.00	79,169.00		79,169.00	0.00
CYPRUS	0.00	93,357.00	93,357.00		93,357.00	0.00
EGYPT	0.00	78,552.00	78,552.00		78,552.00	0.00
EUROPEAN COMMISSION	0.00	602,973.00	602,973.00		602,973.00	0.00
FRANCE	0.00	93,357.00	93,357.00		93,357.00	0.00
GREECE	0.00	50,898.00				50,898.00
ISRAEL						
ITALY ¹¹	5,598.38	93,357.00	93,357.00	5,598.38	98,955.38	0.00
JAPAN	0.00	93,390.00	93,390.00		93,390.00	0.00
LEBANON	14,142.00	14,986.00	14,986.00	14,142.00	29,128.00	0.00
LIBYA	117,313.84	85,151.00				202,464.84
MALTA	50,056.00	50,898.00		50,056.00	50,056.00	50,898.00
MONACO	77,767.00	8,439.00	8,439.00		8,439.00	77,767.00
MONTENEGRO	0.00	9,446.00	9,446.00		9,446.00	0.00
MOROCCO	0.00	32,590.00	32,590.00		32,590.00	0.00
ROMANIA	0.00	12,685.00				12,685.00
SERBIA ¹²	8,785.42					8,785.42
SLOVENIA	0.00	50,898.00	50,898.00		50,898.00	0.00
SPAIN	0.00	93,357.00	93,357.00		93,357.00	0.00
SYRIA	75,218.00	14,987.00				90,205.00
TUNISIA	0.00	75,410.00	75,410.00		75,410.00	0.00
TURKEY	0.00	211,033.00	211,033.00		211,033.00	0.00
TOTAL	348,880.64	1,940,973.00	1,726,356.00	69,796.38	1,796,152.38	493,703.26

¹⁰ Contributions received until February 2014 and accounted for fiscal year 2013, excluding Israel

¹¹ The difference in the Euro/US dollar exchange rate applied resulted in an additional amount of US dollars 7,691.01

¹² Outstanding contribution from Serbia following its withdrawal in 2008

APPENDIX 4

Status of income and expenditure as at 31 December 2013

Autonomous Budget	Budget adopted in 2013	Budget based on income (*)	Expenditures 2013	Balance (expenditures vs. adopted budget)
ADMINISTRATION				
Executive Secretary, D-1	256,000		277,343	21,343
Deputy Executive Secretary, P-5	0		0	0
Senior Aquaculture Officer, P-5	237,000		258,416	21,416
Fishery Resources Officer, P-4	192,000		200,297	8,297
Fishery Officer (Legal and Institutional Matters), P-3 (2 months)	20,000		22,891	2,891
Fishery Information Officer , P-2	145,000		165,610	20,610
Data Compliance Officer , P-2	123,000		137,200	14,200
Scientific Editor/Translator , P-2	115,000		133,456	18,456
Sub-total Professional salaries	1,088,000		1,195,213	107,213
Programme Associate, G-6	105,000		110,789	5,789
Programmer/Systems Analyst, G-5	91,000		98,814	7,814
Administrative Assistant, G-3	70,000		61,846	-8,154
Office Assistant, G-3 (4 months)	10,000		27,954	17,954
Security Guard, G-2	9,000			-9,000
GS staff cost variance			-39,602	-39,602
Sub-total General Service salaries	285,000		259,801	-25,199
Total Administration	1,373,000		1,455,014	82,013.50
ACTIVITIES				
Temporary human resources (Security Guards, adm. support, overtime)	85,000	45,012	47,024	-37,976
Consultancies (WG moderators, Task Force/FWP)	35,000	18,534	10,305	-24,695
Travel (including interpreters and Task Force/FWP)	135,000	71,489	126,887	-8,113
Chargeback (including interpretation)	155,000	82,083	197,204	42,204
Training	10,000	5,296	1,727	-8,273
Equipment	4,000	2,118	1,218	-2,782
Operating costs and overheads	25,000	13,239	3,107	-21,893
Contracts (including publications)	17,000	9,002	14,645	-2,355
Total activities	466,000	246,773	402,116	-63,884
AUTONOMOUS BUDGET	1,839,000	1,701,788	1,857,130	18,130
Miscellaneous (1%)	18,390	17,018	6,428	-11,962
FAO servicing costs (4.5%)	83,583	77,346	83,861	278
TOTAL AUTONOMOUS BUDGET	1,940,973	1,796,152	1,947,419**	6,446

(*) Adjustment of the income-based budget was only applied to activities

(**) GFCM running costs covered by the government of Italy and FAO (US dollars 216,437) in 2013 are not included

APPENDIX 5

Explanatory note on budget expenditures per chapter

Below are explanations on expenditures recorded for the fiscal year 2013 relating to the budget adopted at the Thirty-seventh Session, as adjusted to incorporate amendments decided by the Commission and with the application of the allocation factor for each budget line, as shown in Appendix 4. The financial operations and status by chapter are based on Appendix 4, which presents income and expenditure following FAO/Oracle standard budget line allocation. Total expenditures comprise payments until 31 December 2013, including expenditures relating to the organization of the eighth session of CAQ held in Paris, the fifteenth session of SAC held in Rome and the thirty-seventh session of GFCM held in Croatia. Other expenditures (e.g. relating to salaries and activities) committed from January 2014 are not reported here, given that they apply to the fiscal year 2014.

Chapter 1: Administration

This chapter deals with the salaries and remuneration of the Secretariat staff, including specific overhead costs, entitlements and allowances (e.g. Basic Medical Plan, pension schemes, rental and dependants' allowance, home leave, etc.) and is subject to fluctuations (positive or negative) in post-adjustment (i.e. cost of living in Rome, **Eur-US dollars** exchange rate, inflation, etc.) and various uplifts, all of which cannot be fully anticipated in the budget forecast. Furthermore, 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 deals with expenditures for the seven staff in the Professional and higher categories (Executive Secretary, Senior Aquaculture Officer, Fishery Resource Officer, Fishery Officer on Legal and Institutional Matters¹³, Fishery Information Officer, Data Compliance Officer and Scientific Editor/Translator). In relation to the adopted budget (see Appendix 5), the salary expenditure for the Professional Staff gave a negative balance of **US dollars 107,213**, which was mainly the result of the above-mentioned fluctuations and amounted to an overall uplift for this category of **US dollars 28,065**.

Administrative staff. The sub-chapter –which results in a positive balance of **US dollars 25,199**– covers expenditures for Secretariat staff in the General Service category (amount forecast for the posts of Programme Associate, Programmer/Systems Analyst, Office Clerk and Office Assistant). This budget line allocation was not fully used, given that the post of Administrative/Financial Assistant (G-5) was promoted to Programme Associate in February 2013 rather than October 2012 as planned, and the Administrative Assistant (G-3) was on Leave-Without-Pay from 25 July to 30 September 2013. Furthermore, there was a credit from FAO for General Service staffing costs of **US dollars 39,602**. As a result, this budget chapter gave a positive balance of **US dollars 25,199**.

Chapter 2: Activities

Temporary human resources: The allocations for temporary staff costs and overtime, which resulted in the positive balance of **US dollars 37,976**, were mainly used to partially cover the cost of the pool of temporary Security Guards (cost-shared –on an exceptional basis– by the funding received for running expenses by the Italian government), administrative support and overtime costs. The above mentioned resources ensured security coverage on GFCM premises, supported the logistic activities relating to the preparation of statutory meetings (subcommittees and coordination meetings of SAC, the eighth session of CAQ, fifteenth session of SAC and thirty-seventh session of GFCM), as well as a range of administrative tasks.

¹³ 2 months

Consultancies: This sub-chapter, which gives a positive balance of **US dollars 24,695**, covers the fees of consultants, i.e. contracted specialists (project formulation and implementation, statistical data quality, etc.), moderators and resource experts for meetings, as well as technical backstopping provided in the context of the GFCM Task Force and Framework Programme.

Travel: This sub-chapter covers all Duty Travel expenditures (i.e. tickets and payment of Daily Subsistence Allowances) of the GFCM Bureau, Secretariat staff, Coordinators, interpreters, consultants, selected national experts and resource persons recruited for selected activities of GFCM Task Force and Framework Programme, technical meetings of the SAC and CAQ subsidiary bodies, the eighth session of CAQ, fifteenth session of SAC and thirty-seventh session of GFCM. The total expenditures for this budget line show a positive balance of **US dollars 8,113**.

Chargeback: This budget line covers the costs of interpreters (excluding travel and DSA) serving at the eighth session of CAQ, fifteenth session of SAC and thirty-seventh session of GFCM, as well as official translation and internal printing of session documents. It also covers the deployment and loan of equipment for technical meetings. This budget line presented a negative balance of **US dollars 42,204**, which may be attributable to the large number of meeting documents translated and the interpretation required during the three statutory meetings held last year.

Training: Language and IT training of Secretariat staff scheduled for 2013 was carried out through individual and class lessons as well as via Internet. The balance for this budget line resulted in the positive amount of **US dollars 8,273** due to the increased work commitments of the Secretariat and the difficulty of organizing ad-hoc training at Palazzo Blumenstihl.

Equipment: This sub-chapter comprises budget lines for the procurement of expendables and non-expendables. Expenditures included the purchase of miscellaneous items (e.g. flags and country name plates) for meetings, security equipment, special software packages and development libraries for data analysis and presentation purposes as well computers, laptop and printers. The balance of this sub-chapter results in a positive amount of **US dollars 2,782**.

General operating costs, overheads and miscellaneous expenses: The establishment of a backup line provided by a local supplier could not take place, resulting in the credit of the allocated amount of US\$ 10,600 in 2012. Consequently, this budget heading absorbed expenses incurred in 2013 relating to the dispatching of meeting documents by Diplomatic Pouch and DHL, as well as the mailing of official correspondence, the purchase of stationery through FAO, leasing photocopiers, transportation of goods to GFCM HQ, phone bills and fax, lease of audio equipment for meetings from external contractors as well as overheads and miscellaneous expenses. Additionally, given the limited financial resources deriving from contributions not received from some GFCM Members, a selection of General Operating Costs were paid -on an exceptional basis- through the contributions received from FAO and the government of Italy. The balance of this sub-chapter shows the positive amount of **US dollars 21,893**.

Contracts (including scientific publications). This sub-chapter includes costs incurred by the reprint of the leaflet dedicated to the 60th Anniversary of GFCM, the publications/leaflets produced for the Symposium, the printing of GFCM statutory meetings reports, as well as the graphic design of covers and professional translation/editing of selected documents in Arabic. The balance of this sub-chapter shows the positive amount of **US dollars 2,355**.

As reflected in the Balance (expenditures vs. adopted budget) of Appendix 5, it may be concluded that the overspending in **Administration** (in the amount of **US dollars 82,013**) was off-set by the savings in the **Activities** in the total amount of **US dollars 63,884**, as well as in the additional funding provided by both FAO and the government of Italy, which co-funded security costs and running expenses of the GFCM Secretariat.

Chapter 3: FAO support costs

Miscellaneous: This budget line (1 percent of the total available budget) used for hospitality and miscellaneous expenses gave a positive balance of **US dollars 11,962**.

FAO Servicing Costs: FAO support costs, calculated at 4.5% of the original 2013 budget, in accordance with GFCM Financial Regulation III.5, resulted in a negative balance of **US dollars 278** due to a minimal overspending.

Lastly, 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). The aim of this presentation is to highlight budget lines in which the initial allocation was insufficient and thus indicate where increases might be considered in the draft budget proposal for 2014 (document CAF:IV/2013/9).