



INTERNATIONAL TROPICAL TIMBER COUNCIL

COMMITTEE ON FINANCE AND ADMINISTRATION

Distr.
GENERAL

CFA(XXVI)/1
14 September 2011

Original: ENGLISH

TWENTY-SIXTH SESSION
14-19 November 2011
La Antigua Guatemala, Guatemala

PROVISIONAL AGENDA

1. Opening of the Session
2. Adoption of Agenda and Organization of Work
3. Admission of Observers
4. Reports of the Expert Panel for Technical Appraisal of Project Proposals
5. Draft Administrative Budget for the Year 2012
6. Review of Contributions to the Administrative Budgets
7. Current Status of the Administrative Account
8. Resources of the Special Account and the Bali Partnership Fund
 - (a) Special Account:
 - (i) Pre-Project Sub-Account
 - (ii) Project Sub-Account
 - (b) Bali Partnership Fund
9. Auditor's Report for the Financial Year 2010
10. Biennial Work Programme of the Committee for the Years 2012-2013
11. Election of Chairperson and Vice-Chairperson for 2012
12. Dates and Venues of the Twenty-seventh and Twenty-eighth Sessions
13. Other Business
14. Recommendations to the International Tropical Timber Council
15. Report of the Session

ANNOTATIONS TO THE PROVISIONAL AGENDA

Item 1 - Opening of the Session

The Session of the Committee on Finance and Administration will be opened by the Chairperson, Dr. Agus Sarsito (Indonesia), Chairperson and Dr. Atsushi Suginaka (Japan), Vice-Chairperson. The opening will be conducted in a joint session of the Committees.

Item 2 - Adoption of Agenda and Organization of Work

The Committee may consider the Provisional Agenda and adopt its Agenda for the Session. On the organization of its work, it is to be noted that the schedule of meeting for the work of the Committees will be determined after usual consultation. The Committees may also constitute the usual informal open-ended working group(s) to assist in the consideration of matters assigned to it. To expedite proceedings, the Committee may consider items 3 and 4 of the Agenda during a joint session of all Committees.

Item 3 - Admission of Observers

The Committee may decide to admit those States and Organizations which request to attend the Session as Observers. A list of such applications will be submitted at the Session for consideration and decision.

Item 4 - Reports of the Expert Panel for Technical Appraisal of Project Proposals [Documents ITTC/EP-41 and ITTC/EP-42]

Pursuant to Annex B of ITTC Decision 4(XXV), the general observations of the reports produced by the Expert Panel shall be considered under this item in a joint session of all Committees. The reports of the Forty-first and Forty-second Meetings of the Expert Panel, including the general observations, are contained in documents ITTC/EP-41 and ITTC/EP-42.

Item 5 - Draft Administrative Budget for the Year 2012 [Document CFA(XXVI)/2]

Consistent with the approach taken for 2011, the Secretariat has prepared this Administrative Budget for a single year, and on the basis of the ITTA, 1994. As of 29 July 2011, although there has been progress toward ratification of the ITTA, 2006, that may bring the Agreement into force in 2012, ratifications by countries accounting for an additional 53 votes (as in Annex A of the ITTA, 2006) are needed to reach the threshold required in Article 39, paragraph 1, of the ITTA, 2006. Although additional ratifications may be completed prior to 1 January 2012, at the time of preparation of this budget the organization continues to operate under the ITTA, 1994, and the attached budget has been prepared accordingly.

The Secretariat is aware of the efforts undertaken by a number of countries to complete the ratification process, and will continue to monitor the situation closely and take steps to ensure a smooth transition to operation under the ITTA, 2006. Members might recall that an illustrative budget on the basis of the ITTA, 2006, was discussed by the Committee on Finance and Administration at its meeting in December 2010. Subsequently, as requested by the Committee, the document was circulated for further review and comment by members earlier this year.

The Committee may examine document CFA(XXVI)/2, and accordingly, adopt the budget proposals for the consideration of the Council.

Item 6 - Review of Contributions to the Administrative Budgets [Document CFA(XXVI)/3]

The Committee may examine document CFA(XXVI)/3 which details Members' contributions to the Administrative Budgets 1986-2011, including assessments, receipts, interest, and arrears.

Item 7 - Current Status of the Administrative Account

[Document CFA(XXVI)/4]

The Committee may examine document CFA(XXVI)/4 giving the current financial situation of the Organization in respect of expenditures under the Administrative Budget for 2011 and resources available.

Item 8 - Resources of the Special Account and the Bali Partnership Fund

[Document CFA(XXVI)/5]

- (a) Special Account:
 - (i) Pre-Project Sub-Account,
 - (ii) Project Sub-Account.
- (b) Bali Partnership Fund.

The Committee may examine document CFA(XXVI)/5 which details the status and resources of these accounts. This document will also present the status of Projects, Pre-Projects and Activities that have been completed for information and review by the Committee and relevant donors.

Item 9 - Auditor's Report for the Financial Year 2010

[Document CFA(XXVI)/6]

The Committee may examine document CFA(XXVI)/6 and, if appropriate, recommend to the Council that it accepts the Auditor's Report on the Accounts of the Organization for the financial year 2010.

Item 10 - Biennial Work Programme of the Committee for the Years 2012-2013

[Document ITTC(XLVII)/8]

In accordance with the recommendation by the Council, the Committee may wish to discuss the draft ITTO Biennial Work Programme for 2012-2013, as contained in document ITTC(XLVII)/8, especially the section pertaining to the activities of the Committee on Finance and Administration.

Item 11 - Election of Chairperson and Vice-Chairperson for 2012

The election of the Chairperson and Vice-Chairperson of the Committee for 2012 will, following past practice, be the subject of the usual consultations within the Council and the Committees.

Item 12 - Dates and Venues of the Twenty-seventh and Twenty-eighth Sessions

The dates and venues of the Twenty-seventh and Twenty-eighth Sessions of the Committee are determined in relation to the dates and venues fixed by the Council for its Forty-eighth and Forty-ninth Sessions.

Item 13 - Other Business

The Committee may consider any other item of financial or administrative business.

Item 14 - Recommendations to the International Tropical Timber Council

The Committee may consider the set of recommendations that it decides to make to the Council.

Item 15 - Report of the Session

The Committee may consider and adopt a Report containing its recommendations to the Council. The Committee may request the Chairperson to present the Report during the Forty-seventh Session of the Council for consideration and adoption.