



INTERNATIONAL TROPICAL TIMBER COUNCIL

COMMITTEE ON FINANCE AND ADMINISTRATION

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27 November - 2 December 2017
Lima, Peru

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ANNOTATIONS TO THE PROVISIONAL AGENDA

Item 1 - Opening of the Session

The Thirty-second Session of the Committee on Finance and Administration will be opened by the Chairperson, Mr. Mad Zaidi Mohd Karli (Malaysia).

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 meetings 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.

Item 3 - Admission of Observers

The Committee may admit those observers as approved by the Council to attend the session as observers.

Item 4 - Reports of the Expert Panel for Technical Appraisal of Project Proposals

[Document ITTC/EP-52]

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 Fifty-second Meeting of the Expert Panel, including the general observations, is contained in document ITTC/EP-52. Further discussions under this item may be held if requested by the Joint Committees.

Item 5 - Draft Biennial Administrative Budget for the Years 2018 and 2019

[Document CFA(XXXII)/2]

As stipulated under Article 19 Paragraph 4 of the ITTA, 2006, the Committee may wish to review the draft Biennial Administrative Budget for the Years 2018 and 2019 as contained in document CFA(XXXII)/2.

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

Item 6 - Review of Contributions to the Administrative Budgets

[Document CFA(XXXII)/3]

The Committee may examine document CFA(XXXII)/3 which details Members' contributions to the Administrative Budgets 1986-2017, including assessments, receipts, interests, and arrears.

Item 7 - Current Status of the Administrative Account

[Document CFA(XXXII)/4]

The Committee may examine document CFA(XXXII)/4 giving the current financial situation of the Organization in respect of expenditures under the Administrative Budget for 2017 and resources available.

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

[Document CFA(XXXII)/5]

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

The Committee may examine document CFA(XXXII)/5 which summarizes the status and resources of these accounts.

Item 9 - Auditor's Reports for the Financial Year 2016

[Document CFA(XXXII)/6]

The Committee may examine document CFA(XXXII)/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 2016.

Item 10 - Appointment of Auditor

[Document CFA(XXXII)/7]

The Council at the Fifty-Second Session, in accordance with Decision 2(XLII), decided to appoint the firm BDO Toyo & Co. to audit the Accounts of the Organization for the financial year 2016, as an exceptional extension of appointment.

The Auditor completed the audit of the Accounts of the Organization for year 2016 and the Auditor's Report for the Financial Year 2016 is considered under Agenda Item 9.

The Committee may examine Document CFA(XXXII)/7 and recommend to Council the appointment of an auditor to audit the Accounts of the Organization for the financial years 2017 and beyond, in accordance with the provisions as contained in the ITTO Auditing Standard [Annex 4 to the ITTO Financial Rules].

Item 11 - Draft ITTO Biennial Work Programme 2018 -2019

[Document ITTC(LIII)/7]

In accordance with the recommendation by the Council, the Committee may wish to discuss the draft ITTO Biennial Work Programme for 2018-2019, as contained in document ITTC(LIII)/7, especially the section pertaining to the activities of the Committee on Finance and Administration.

Item 12 - Request by the Central African Republic for 'Relief from Obligations'

The Committee on Finance and Administration at its Thirtieth Session deliberated on the request made by the Central African Republic to consider write-off of its arrears in line with Article 30 of the ITTA, 2006, on "Relief from Obligations" and decided that the letter should be circulated to all Member countries. The Committee concluded to positively consider the request submitted by the Central African Republic to write off its arrears of Assessed Contribution to ITTO for the period of 2005 - 2011 and that the matter be listed as priority item in the agenda of the Committee at the Thirty-first Session. However, the Chairperson of the Fifty-second Session of the Council had determined that, given that there was no representative of the Central African Republic present, this item should not be considered at that session. The Committee may revisit this agenda item at its Thirty-Second Session.

Item 13 - Election of Chairperson and Vice-Chairperson for 2018

The election of the Chairperson and Vice-Chairperson of the Committee for 2018 will, following past practice, be the subject of the usual consultations within the Council and the Committees.

Item 14 - Dates and Venues of the Thirty-third and Thirty-fourth Sessions

The dates and venues of the Thirty-third and Thirty-fourth Sessions of the Committee will be determined in relation to the dates and venues fixed by the Council for its Fifty-fourth and Fifty-fifth Sessions.

Item 15 - Other Business

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

Item 16 - Recommendations to the International Tropical Timber Council

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

Item 17 - 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 to the Fifty-third Session of the Council for consideration and adoption.