



INTERNATIONAL TROPICAL TIMBER COUNCIL

COMMITTEE ON FINANCE AND ADMINISTRATION

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5 - 9 November 2018
Yokohama, Japan

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ANNOTATIONS TO THE PROVISIONAL AGENDA

Item 1 - Opening of the Session

The Thirty-third Session of the Committee on Finance and Administration will be opened by the Chairperson, Mr. Luke Thompson (USA).

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-53]

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-third Meeting of the Expert Panel, including the general observations, is contained in document ITTC/EP-53. Further discussions under this item may be held if requested by the Joint Committees.

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

[Document CFA(XXXII)/2 Rev.1]

At its Fifty-third Session in November 2017, the Council approved the Administrative Budget for the Biennium 2018 and 2019 in accordance with Article 19(4) of the ITTA, 2006 through Council Decision 3(LIII).

There are no revisions to the biennial budget being proposed at this time in accordance with the Financial Rules Rule 3(3).

Item 6 - Review of Contributions to the Administrative Budgets

[Document CFA(XXXIII)/3]

The Committee may examine document CFA(XXXIII)/3 which details Members' contributions to the Administrative Budgets 1986-2018, including assessments, receipts, interests, and arrears.

Item 7 - Current Status of the Administrative Account

[Document CFA(XXXIII)/4]

The Committee may examine document CFA(XXXIII)/4 giving the current financial situation of the Organization in respect of expenditures under the Administrative Budget for 2018 and resources available.

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

[Document CFA(XXXIII)/5]

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

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

Item 9 - Auditor's Reports for the Financial Year 2017
[Document CFA(XXXIII)/6, CFA(XXXIII)/CRP-1]

The Committee may examine document CFA(XXXIII)/6 and CFA(XXXIII)/CRP-1 and, if appropriate, recommend to the Council that it accepts the Auditor's Report on the Accounts of the Organization for the financial year 2017.

Item 10 - Amendment to the Provision on the Retirement Age in the ITTO Staff Regulations and Rules

The Secretariat will introduce the recent changes made to the United Nations Staff Regulations and Rules on 1 January 2018 which reflect the increase in the mandatory age of separation to 65 years for all staff members. The Committee may consider amending the current ITTO Staff Regulations and Rules to reflect this change.

Item 11 - Anti-money Laundering and Counter Terrorism Financing Policy (AML/CFT)
[Document CFA(XXX)/9]

The Anti-money Laundering and Counter Terrorism Financing Policy of ITTO was introduced at the Thirtieth Committee Session in November 2015 in order to support ITTO's application for accreditation to the Green Climate Fund. However, the decision to adopt the policy was deferred at the time due to the issue of the financial impairment becoming a priority during the session. As the Secretariat has restarted its application for accreditation to the Green Climate Fund, the Committee may consider recommending to Council the adoption of this policy.

Item 12 - Election of Chairperson and Vice-Chairperson for 2019

The election of the Chairperson and Vice-Chairperson of the Committee for 2019 will, following past practice, be the subject of the usual consultations within the Council and the Committees.

Item 13 - Dates and Venues of the Thirty-fourth and Thirty-fifth Sessions

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

Item 14 - Other Business

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

Item 15 - Recommendations to the International Tropical Timber Council

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

Item 16 - 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-fourth Session of the Council for consideration and adoption.