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**DRAFT: AGENDA FOR THE 12<sup>TH</sup> SESSION OF THE STANDING COMMITTEE  
ON ADMINISTRATION AND FINANCE**

**Last updated: 23 March 2015**

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**Date:** 23–24 April 2015

**Location:** Busan, Republic of Korea

**Venue:** Westin Chosun Hotel, Haeundae Beach, Busan

**Time:** 09:00 – 17:00 daily

**Chair:** Dr Benjamin Tabios (Philippines); **Vice-Chair:** Vacant

1. **OPENING OF THE SESSION** (Chair)
2. **ADOPTION OF THE AGENDA AND ARRANGEMENTS FOR THE SESSION** (Chair)
3. **ADMISSION OF OBSERVERS** (Chair)
4. **PROGRESS REPORT OF THE SECRETARIAT: 2014** (IOTC Secretariat)
5. **FINANCIAL STATEMENT** (IOTC Secretariat)
  - 5.1 Financial statement for 2014
  - 5.2 Contributions outstanding up to end 2014
  - 5.3 Capital Reserve Fund
  - 5.4 Membership of Sierra Leone and Guinea in the IOTC
6. **PROGRAMME OF WORK AND BUDGET ESTIMATES; PROPOSED FOR 2016 AND 2017** (IOTC Secretariat)
7. **PERFORMANCE REVIEW UPDATE (RESOLUTION 09/01 ON THE PERFORMANCE REVIEW FOLLOW-UP)** (Chair)
8. **OTHER BUSINESS** (Chair)
  - 8.1 Date and place of the 13<sup>th</sup> Session of the Standing Committee on Administration and Finance
9. **REVIEW OF THE DRAFT AND ADOPTION OF THE REPORT OF THE 12<sup>th</sup> SESSION OF THE STANDING COMMITTEE ON ADMINISTRATION AND FINANCE** (Chair)