
**PROVISIONAL PROGRAMME OF WORK AND BUDGET FOR 2017
(AND INDICATIVE BUDGET FOR 2018)**

PREPARED BY: IOTC SECRETARIAT, UPDATED 19 MARCH 2016

OVERVIEW

1. The information contained in this document sets out the Budget Estimates for the IOTC Secretariat’s Programme of Work for the financial period 01 January to 31 December 2017, together with indicative figures for the 2018 financial period.
2. The overall budget amount proposed for the Administrative Budget for **2017** is **US\$3,767,528** and is based on recommendations of the 2015 sessions of the Scientific Committee (SC18) and Compliance Committee (CoC12), as well as previous Commission decisions concerning the operations of the IOTC Secretariat. The 2017 budget proposed represents a nominal 2% gross increase over the corresponding 2016 budget (US\$3,677,436).
3. The Programme of Work for the IOTC Secretariat is based on the assumption that the nature and extent of the activities undertaken will remain within the scope outlined in this document. Any new activities agreed to during the 20th Session of the Commission (S20) which have a budgetary consequence, will require an amendment of the budget presented here.
4. As required by the Commission’s Financial Regulations, the following information is provided in support of the budget estimates:
 - **Administrative budget (Appendix I)** – for 2017 and indicative budget for 2018 (Gross salary costs, Operating expenditures, Contingencies, additional contribution by the Rep. of Seychelles and the FAO Project Servicing costs, deficit contingency and Meeting Participation Fund).
 - **Supplementary details (Appendix II)** – Details of the operating expenditures for 2017 which contains supplementary details for the Operating expenditures of the Administrative Budget (line items 2.1 to 2.12).
 - **Special budgets (Appendix III)** – Extra-budgetary funding for 2017 (**US\$1,528,600**) and indicative for 2018 (**US\$1,645,700**).
 - **Appropriations (Appendix IV)** – Schedule of contributions for 2017 based on the Commission’s contribution formula given in the Annex of the Financial Regulations. The formula is based on a scheme comprising an equal basic fee among all Members, a variable fee based, *inter alia*, on the catch and landings of species covered by the IOTC Agreement in the Area of Competence (held by the IOTC Secretariat), and the *per capita* income of each Contracting Party (statistics from the World Bank website - www.worldbank.org).
5. The proposed structure of the IOTC Secretariat is presented in [Fig. 1](#). Currently, the IOTC continues to be the smallest amongst the tuna RFMO Secretariat’s, with the exception of CCSBT that deals with a single stock.

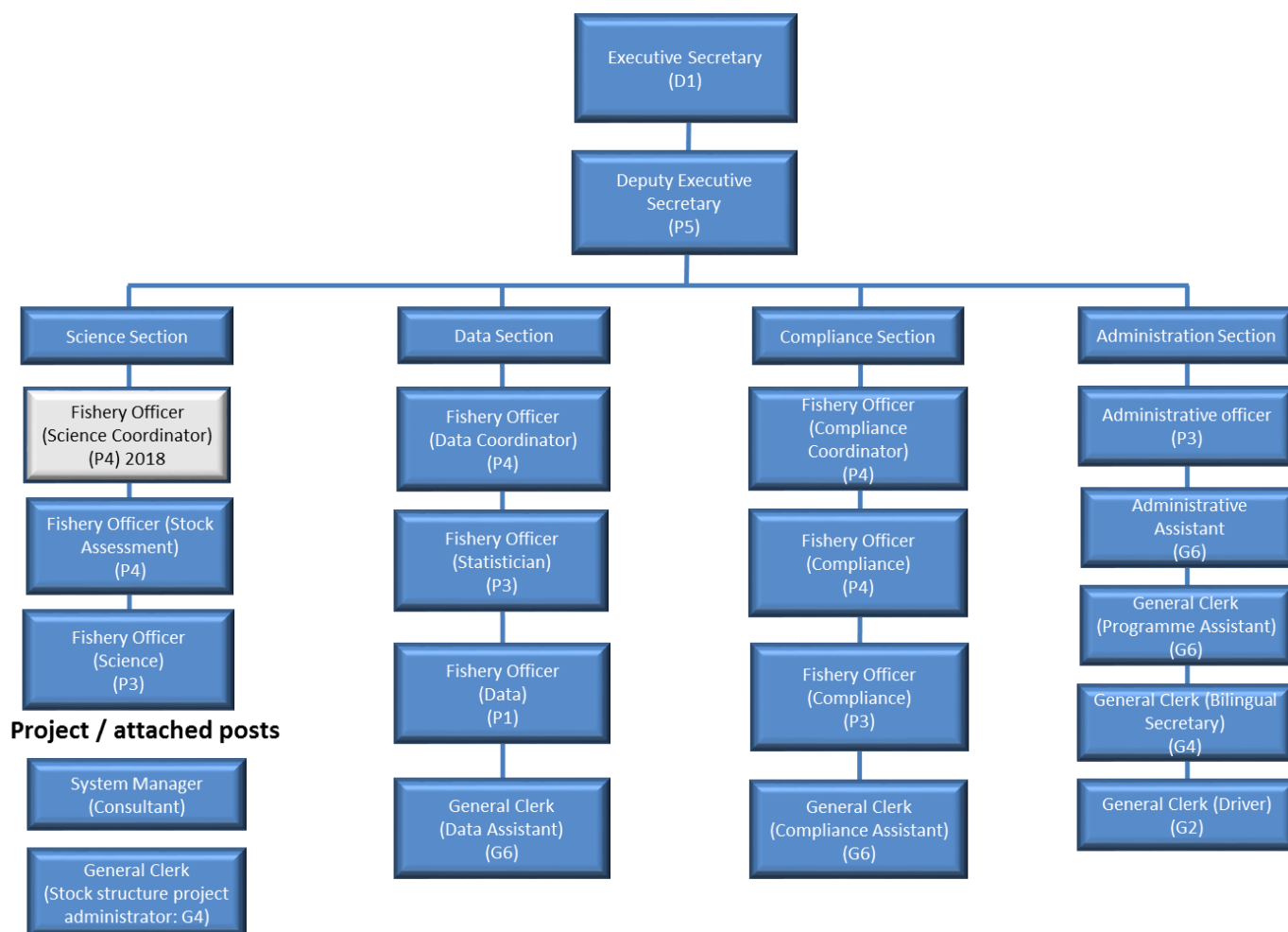


Fig. 1. Proposed structure of the IOTC Secretariat in 2017 and 2018 (grey addition)

PROGRAMME OF WORK FOR 2017 AND TENTATIVELY FOR 2018

6. A description of the activities and outputs to be expected in 2017 and 2018 under the functional areas of the IOTC Secretariat are described in detail below.

FUNCTIONAL AREA 1: SUPPORT TO SCIENTIFIC ACTIVITIES (SCIENCE & DATA)

Data support

7. A large proportion of the work under this functional area is dedicated to the acquisition and review of the data required for the scientific work of the Commission. The data are primarily collected and submitted by national fisheries agencies to the IOTC Secretariat in accordance with IOTC data collection and reporting requirements (i.e. Resolution 15/01 and Resolution 15/02). As the data is often submitted in various formats, before distribution they are converted into a common format, convenient for further analyses by the Scientific Committee's subsidiary bodies (Working Parties), or for dissemination to the general public, usually through the IOTC website.
8. The IOTC Secretariat will continue to assist developing coastal states in the Indian Ocean through the implementation of various capacity building activities, in particular support to data collection and data management, and organisation of training sessions and workshops.

Regional Observer Scheme (Resolution 11/04)

9. In 2017, the IOTC Secretariat plans to conduct two (2) additional workshops in support of the implementation of the IOTC's scientific Regional Observer Scheme in developing CPCs.

Consultants: Stock assessment

10. Stock assessment and other consultants will be hired for the activities detailed in [Appendix II](#), which have been recommended by the Scientific Committee as high priority activities, to meet the requests of the Commission.

Invited Experts (Scientific): Non-Staff travel

11. The Scientific Committee and its Working Parties have repeatedly recognised that the participation of external experts, with considerable expertise in stock assessment or other complementary skills, enhanced the quality of the work conducted in the past five years and therefore, recommended that the Commission continues to support the participation of such scientific ‘Invited Experts’. Four (4) invited experts will attend IOTC science meetings in 2017 (and 2018) as per [Table 1](#).

Table 1. Invited Expert attendance at the Commission’s scientific subsidiary bodies in 2017 and 2018.

Science subsidiary body of the Commission	2017	2018
Working Party on Data Collection and Statistics	0	0
Working Party on Neritic Tunas	1	1
Working Party on Temperate Tunas	0	0
Working Party on Billfish	1	1
Working Party on Ecosystems and Bycatch	1	1
Working Party on Methods	0	0
Working Party on Tropical Tunas	1	1
Scientific Committee	0	0

Funding of Functional Area 1 (Support to scientific activities)

12. These activities are funded with the assistance of several initiatives ([Appendix III](#)), as well as the IOTC regular budget. The IOTC Secretariat has received/earmarked financing from the following agencies/projects:

- Grant Agreement with the European Union to undertake key elements from the Scientific Committee’s program of work for 2017.
- FAO/GEF Project on Areas Beyond National Jurisdiction (Management Procedures Dialogue and Management Strategy Evaluation)

FUNCTIONAL AREA 2: SUPPORT TO COMPLIANCE ACTIVITIES

13. The IOTC Secretariat contributes by assisting the Compliance Committee and the Commission to better monitor levels of compliance, establish networks of compliance officers in the region, promote compliance activities and coordinate capacity building and training, as necessary.

14. In particular, and following the guidance from the Commission, the IOTC Secretariat has committed to a number of support activities that are expected to be undertaken over the next year, and these are described in the next paragraphs. These activities will largely be funded through extra budgetary resources in 2017 and 2018, though co-funding is expected by some donors ([Appendix III](#)).

Compliance Support Missions

15. The main concept in the capacity building efforts is that of Compliance Support Missions (CSM), that are intended to bring the work of the Commission closer to the CPCs. The CSM are a combination of capacity building and planning exercise to engage in activities that would help to address compliance issues of concerns that were identified during the review at the Compliance Committee.

16. The CSM and follow-up missions will be carried out by staff from the IOTC Secretariat, primarily its Compliance Section, over a period of approximately one week, to an audience composed of national officers in offices involved in the implementation of IOTC Resolutions. For CPCs that have already benefitted of CSM, follow-up missions are foreseen over the next year. These will take place at a minimum of twelve months following the CSM and the objective of the follow-up mission is for the Secretariat, together with the concerned CPC, to assess progress and/or difficulties being faced in the implementation of the Compliance Action Plan. A report on the outcome of these collaborative actions

may be presented by the CPC to the Compliance Committee, establishing a baseline from which to measure progress in the strengthening of compliance.

17. To support those activities, one training package relating to the implementation of the IOTC Conservation and Management Measures has been updated; comprising of two CMM Training Manuals and Implementation sheets.

Regional Workshop on Compliance Issues

18. The Compliance Support Missions to individual countries are intended to provide an in-depth analysis of the challenges specific to the CPC in question. However, there are a number of technical challenges that are common to all CPCs, and a forum to discuss the experiences of officers directly involved will be useful in identifying potential issues that could lead to recommendations or clarifications on the measures adopted by the Commission.

Port State Measures

19. This component is specific to the implementation of Resolution 10/11 *on Port State Measures to prevent, deter and eliminate illegal, unreported and unregulated (IUU) fishing*. This training is primarily intended for field personnel and their supervisors, as it focuses more in the operational aspects of the Resolution on Port State Measures.
- Implement at national level, a training course for government officials on IOTC Port State Measures for CPCs in the region
 - Progress with development and debugging of an information system on port States Measures to facilitate the sharing of information as required by the Resolution 10/11.
20. To support those activities, one training package has been developed relating to the implementation of Port State Measures to prevent, deter and eliminate illegal, unreported and unregulated (IUU) fishing activities.
21. Regional training on national interagency cooperation and regional cooperation with a view to foster the links between the national agencies involved in implementing PSM and to strengthen cooperation between port State CPCs.
22. Development of the E-PSM application to facilitate the implementation of Resolution 10/11 *on Port State Measures to prevent, deter and eliminate illegal, unreported and unregulated (IUU) fishing*.
- a) Conduct national training to assist port and flag State CPCs to utilise the application.

Legal Assistance

23. Transposition of relevant IOTC CMMs into national legislation in accordance to Article X of the IOTC Agreement.

Funding of Functional Area 2 (Support to the compliance activities)

24. These activities are funded with the assistance of several initiatives, following presentation of the capacity building initiatives to potential financing agencies. Co-funding is also required from the IOTC regular budget. The IOTC Secretariat has received/earmarked financing from the following agencies/projects:
- Grant Agreement with the European Union to undertake follow-up missions of CSM and PSM and legal assistance to CPCs to transpose IOTC CMMs into domestic legislation.
 - World Bank Project (under SWIOFISH 2) through the Commission de l'Océan Indien (financing to undertake follow-up Compliance Support Missions and PSM training and to the implementation of the PSM application and to provide further legal assistance to CPCs to transpose IOTC CMMs into domestic legislation and recruitment of MCS Expert).
 - FAO/GEF Project on Areas Beyond National Jurisdiction (regional workshops on compliance)
25. These capacity building activities, which started in February 2013, are expected to continue during 2017 (and 2018). The estimated cost of the extra-budgetary activities are highlighted in [Appendix III](#).

Regional Observer Programme: Transhipment

26. The implementation of the Regional Observer Programme to monitor transhipments is now in its 7th year and will continue through 2017 and into the future, as the consortium of MRAG Ltd/Capfish has been selected through FAO procurement tender for a new contract through 2017, with possibility of extension. As has been the case in the last six years, the Compliance Section will closely supervise and monitor the progress of its implementation by the consortium. As anticipated in Resolution 14/06, the cost of the implementation of this Programme falls on the vessels benefitting from the transhipment-at-sea activities, and therefore, the costs of this programme are not incorporated in the regular budget.

FUNCTIONAL AREA 3: COMMUNICATIONS

27. It has become evident that it is essential to maintain close contacts with the international community, including non-governmental organisations, representatives from different sectors of the industry, from the harvesting sector to retailers and buyers, and the general public. The objective is to provide all stakeholders with accurate information about the status of the stocks under the IOTC purview, as well as about the actions that the Commission is taking towards a better management of the resources and conservation of the environment.
28. Over the past four (4 years), there has been a marked increase in the number of requests for information from the public in general about the activities of the Commission. This has created a need for a more active role in this area by the IOTC Secretariat. These activities are expected to continue and result in a steadily increasing workload during 2017 and 2018.
29. The compilation and formatting of the documents presented at the scientific subsidiary bodies of the Commission are equally important activities under this area. The IOTC Secretariat will continue to maintain these entries, publishing all documents on the IOTC website (iotc.org) as it has been the policy since the first publication of data on the website.
30. The IOTC Web Site will be extended in the near future to incorporate tools to facilitate querying of the IOTC database, in particular catch and number of fishing craft tables. The website will remain the primary communication tool with the featured news feeds, providing the public with up-to-date information on the IOTC Secretariat's work and opportunities.

FUNCTIONAL AREA 4: SUPPORT TO MEETINGS

31. [Appendix V](#) lists the meetings scheduled for 2017 and 2018 that will require the support of the IOTC Secretariat. The schedule of meetings for the scientific subsidiary bodies are in accordance with the annual recommendation from the Scientific Committee.

Meeting participation fund (MPF)

32. The IOTC MPF has been budgeted at US\$200,000 per year and will be administered in accordance with the IOTC Rules of Procedure (2014):
- 75%: Shall be allocated to facilitating the attendance of developing Contracting Party scientists to the Scientific Committee and its Working Parties (US\$150,000);
 - 25%: No more than 25% of the expenditures of the Fund in one year is used to fund attendance to non-scientific meetings (Rule XVI, para. 5) (US\$50,000).
33. The MPF budget will not be charged a Project Servicing Cost (PSC) by FAO ([Appendix I](#) and [Appendix II](#)).

FUNCTIONAL AREA 5: INFORMATION TECHNOLOGY SUPPORT

34. In 2017 and 2018 there are no expected large purchases of computer equipment anticipated other than those required to replace equipment deemed obsolete or out of order ([Appendix II](#)).

FUNCTIONAL AREA 6: ADMINISTRATION SUPPORT

35. A number of administrative functions continue to be handled by FAO. All personnel, overall accounting including contributions and overall expenditures, are managed from FAO Rome. The IOTC Secretariat

has direct access to the budget status through the expenditure and revenue transactions summary reports. The IOTC Secretariat has a direct link to the FAO intranet, which is a source for training and reference material for all administrative procedures and this has improved the administrative processes.

36. As required by the Commission’s Financial Regulations, the budget is presented to conform to the presentation required by Regulation III and consists of two components, 1) Administrative Expenditures and 2) Expenditure for Activities ([Appendix I](#) and [Appendix II](#)).

THE BUDGET FOR THE COMMISSION’S 2017 PROGRAMME OF WORK (AND TENTATIVELY FOR 2018)

37. The Administrative Expenditures cover staff salaries and overtime payments for General Service staff, employer’s contributions to the pension fund and health insurance, the FAO entitlement fund as well as the FAO imposed Improved Cost Recovery Uplift (ICRU).
38. The Expenditure for Activities, or Operating Expenditures, covers consultants, duty travel, meetings, interpretation, translation, equipment purchases, office operating expenses, contingency funds and the Meeting Participation Fund.
39. As required under Regulation III.5 of the Financial Regulations, supplementary details for the General Operating Expenditures line item of [Appendix I](#) are provided in [Appendix II](#). The levels budgeted cover only the expenses envisioned to the Regular Budget of the Commission. The expenditures envisioned for Special Budgets or various extra-budgetary contributions are reflected in [Appendix III](#).

ADMINISTRATIVE EXPENDITURES (BUDGET LINE 1) ([Appendix I](#))

40. Staff costs are calculated based on costs incurred in December 2015. The positions planned in 2017 include a Fishery Officer (Compliance, P-4) (fully budgeted) and a Fishery Officer (Data, P-1) (budgeted for eight months).

PROFESSIONAL STAFF (BUDGET LINE 1.1)

41. All post costs for 2017 include basic gross salary and post-adjustment, as well other costs such as the contributions to the pension fund, medical insurance, and costs associated to entitlements of FAO staff such as travel of staff and their families on first appointment, education grant, home leave, establishment grant, rental assistance and repatriation upon termination of appointment.

GENERAL SERVICE STAFF (BUDGET LINE 1.2)

42. For 2017, total salary costs for the locally-hired General Service staff, are estimated to be slightly higher than 2016.

EMPLOYER CONTRIBUTIONS: PENSION FUND, HEALTH INSURANCE, ENTITLEMENTS AND ICRU (BUDGET LINES 1.3, 1.4 & 1.5)

43. Based on the latest information, estimates for the entitlements cost in 2017 remain stable and in line with the budgeted figures in 2016. This element of the remuneration cost is an amount retained by FAO to cover the costs of entitlements of the staff such as home leave, education grants, etc. The contribution from each post is calculated by FAO on the basis of prorating the actual costs of entitlements amongst all posts of the same grade throughout FAO. For example, the contribution from a P-4 post is proportional to the costs of all entitlements used by all P-4 posts in FAO divided by the number of P-4 posts in the organization. Therefore, there is substantial variability in this component from year-to-year depending on the actual expenses incurred at the FAO-wide level.
44. In contrast to this, employer contributions to the Pension Fund, being a fixed proportion of the base salary, is a very predictable component. Health Insurance employer contributions also exhibited some variability throughout the year.
45. The post adjustment for professional staff has varied significantly throughout the past year and may not remain stable in 2017 due to fluctuation of US\$ currency exchange and a United Nations-wide Comprehensive Review of the Compensation Package. This review will have an impact on the frequency of “place to place” surveys that the post adjustment calculation is based on. All elements of remuneration,

including monetary and non-monetary elements, are under review with the stated objective of achieving a pay system that is simple and easy to administer.

46. In February 2014, the Food and Agriculture Organization of the United Nations (FAO) informed the IOTC Secretariat on the implementation of Improved Cost Recovery Uplift (ICRU) towards field project personnel costs (staff and consultants). FAO states that these charges are to recover the costs of central services provided by CSDU (security) and **CIO (information technology)** relating to field personnel. In 2014, FAO has reduced IOTC's field security component from 4.8 percent of staff/consultant costs to 1.4 percent, while the information technology component of ICRU remains at 1.4 percent. The CIO (information technology) component appears to be being used for the IOTC website removal and migration to fao.org.

OPERATING EXPENDITURES (BUDGET LINE 2) ([Appendix I](#) and [Appendix II](#))

CAPACITY BUILDING (BUDGET LINE 2.1)

47. The IOTC Secretariat continues to promote capacity building activities in the region through the use of the IOTC Regular Budget. The work carried out includes training and fact-finding missions to coastal developing States in the Indian Ocean to promote an enriched comprehension of compliance-related issues, and assess the need for support in the implementation of the measures adopted by the Commission. This is despite the non-expenditure of the Capacity Building budget line in 2015 due to 'savings'. The IOTC Secretariat intends to develop and implement capacity building activities in the following core areas in 2017 and 2018:
- a) **Science & Data** (training workshops):
 - i) Regional Observer Scheme [Resolution 11/04]; plus other applicable Resolutions [i.e. 12/06; 05/05 etc.];
 - ii) Data collection and reporting (i.e. Logbook) requirements [Resolution 15/01]; Mandatory statistical reporting requirements [Resolution 15/02].
 - b) **Compliance** (support missions and training workshops):
 - i) Compliance Support Missions;
 - ii) Training on implementation of the Port State measures.
 - c) **Science-Management Dialogue:**
 - i) A Science and Management Dialogue [Resolution 14/03] process dedicated to enhance the decision making response of managers to existing CMMs and recommendations made by the Scientific Committee to the Commission will continue, with the objective of:
 - Enhancing communication and to foster mutual understanding among fisheries managers, stakeholders and scientists;
 - Promoting the efficient use of scientific resources and information.

CO-FUNDING OF SCIENCE AND DATA GRANTS (BUDGET LINE 2.2)

48. The IOTC Secretariat has secured two large multi-year Extra-budgetary grants totalling €1,900,000 (approximately US\$2,150,000) which require co-funding of 20% from the IOTC (US\$430,000). However, this 20% is largely to be provided by those organisations which we contract to carry out the required activities. A nominal amount has been incorporated into the IOTC Regular Budget under this line item. The 2017 component of the multi-year science grants is US\$1,430,400.
- Population Structure of IOTC Species in the Indian Ocean: Estimation with next generation sequencing technologies and Otolith micro-chemistry (2016-18): Three year grant from the European Union 1.3 m euro + 20% co-funding.
 - Support to the IOTC Scientific Committee Program of Work: One year grant from the European Union 600,000 euro + 20% co-funding.

CO-FUNDING OF COMPLIANCE GRANTS (BUDGET LINE 2.3)

49. The IOTC Secretariat has secured a grant for 2017, totalling €150,000 (approximately US\$169,868) which require co-funding of 20% from the IOTC. A nominal amount has been incorporated into the IOTC

Regular Budget under this line item. The grant will be utilised, where necessary, to support capacity building activities to be undertaken by the Compliance Section.

CONSULTANTS (BUDGET LINE 2.4)

50. The provision for consultancies covers the cost of independent experts hired to provide supplementary expertise in areas where national officers or the IOTC Secretariat cannot cover in a given year, or which need to be enhanced. It also includes experts recruited to provide specific skills required for the work of the Commission such as stock assessments. On occasions, it has covered occasional short-term attachments at the IOTC Secretariat of scientists from the region, with capacity building as one of the objectives. Estimated travel expenses of the consultancies are added to this budget and are only an approximation as they depend on the country of origin of the consultants recruited.
51. The position of the Information Technology Manager has been partially financed, since the beginning of the operations of the IOTC Secretariat, by the Government of Seychelles as a way to defray the costs of operating the IOTC Secretariat in the Seychelles. Since 2012, the IOTC Secretariat has reached an agreement with the Government of Seychelles by which, rather than hiring directly the IT Manager, Seychelles provides the funds to be utilised in hiring a consultant to become the IT Manager.
52. A Legal consultant has also been included in the budget, due largely to the slow responses received from FAO legal on matters important to the Commission. The Legal consultant will be contracted to provide ad-hoc legal advice on specific requests of the Commission.

DUTY TRAVEL (BUDGET LINE 2.5)

53. **Staff:** Travel is intended to cover field activities and attendance to meetings for staff as appropriate. UN rates are used for daily subsistence allowance and for ticketing. Also covers the participation of staff in IOTC meetings held outside of the Seychelles. Similar arrangements are foreseen in 2018.
54. **Non-Staff:** Four (4) invited experts will attend IOTC science meetings in 2017 (and 2018) as per [Table 1](#).

MEETING COSTS (BUDGET LINE 2.6)

55. Support for meetings of the Commission and its subsidiary bodies. Meeting costs include rental of room facilities, incidentals such as functions, breaks, and equipment such as interpretation equipment, photocopying facilities and purchasing of office supplies needed to run the meetings.

INTERPRETATION AND TRANSLATIONS COSTS (BUDGET LINES 2.7 & 2.8)

56. The costs of interpretation and translation are presented separately to provide a clearer picture of the structure of these costs. The FAO Interpretation Unit makes a concerted effort to secure interpreters in the same region as meetings are taking place to lower travel costs accordingly. Interpretation is provided at the Commission and all Committee meetings. No simultaneous interpretation is provided in other meetings unless externally requested and funded. In contrast, translation is required throughout the year and depends on the number of documents produced for official distribution to Members and, therefore, is more difficult to provide a precise estimate, although the number of documents required for translation continues to increase. The travel costs for translation corresponds to the costs (honorarium and travel) of participation of a translator at the meetings of the Commission, Compliance Committee, and the Session of the Standing Committee on Administration and Finance and the Scientific Committee.

EQUIPMENT (BUDGET LINE 2.9)

57. Equipment such as computer hardware and software will continue to be replaced as required.

GENERAL OPERATING EXPENSES (BUDGET LINE 2.10)

58. Operating expenditures include the costs associated with the office at the headquarters including communications costs (Internet, mail, telephone and fax services), as well as maintenance of the premises and vehicles available to the IOTC Secretariat. As part of the Headquarters Agreement, the government of Seychelles pays for the rental of the offices in Victoria, the electricity costs, and supplies one of the vehicles.

PRINTING (BUDGET LINE 2.11)

59. **Paperless work environment:** As the Commission has agreed to move to a paperless workplace environment, the printing line has been zeroed as of 1 January 2017 and shall no longer be utilised. The General Operating Expenses line (2.10) already has sufficient funds to cover the minimal printing requirements of the IOTC Secretariat office.

CONTINGENCIES (BUDGET LINE 2.12)

60. A contingency line has been incorporated to account for expenditures not anticipated at this time, as required by the IOTC Financial Regulations. The years 2017 and 2018 have been fixed at a nominal amount of US\$10,000.

ADDITIONAL CONTRIBUTION BY SEYCHELLES (BUDGET LINE 3)

61. The government of Seychelles provides an additional contribution every month. These funds are paid in Seychelles Rupees and are therefore converted at the UN operational rate of exchange, such that the dollar figure is variable. This additional contribution has been increased to include the funding of the IT Manager post, which was previously hired directly by the Government of Seychelles. The funds are incorporated in the revenue of the IOTC Secretariat.

FAO PROJECT SUPPORT COSTS (PSC) (BUDGET LINE 4)

62. Servicing costs of 4.5 % of the total budget of the Commission are charged by FAO as determined by the IOTC Agreement. Note, in the past, the FAO Finance Committee has rejected the requests of the Commission to waive these costs but the FAO Office of Strategy, Planning and Resource Management has granted IOTC the right to open a 0% PSC project for the Meeting Participation Fund.

DEFICIT CONTINGENCY (BUDGET LINE 5)

63. A temporary Deficit Contingency line was incorporated into the budget for 2016 (US\$375,051) to account for long-term, non-paying IOTC Contracting Parties (Members) who were expected to fail to meet their contracting financial obligations to the Commission. It was also agreed that the inclusion of a Deficit Contingency for 2017 would need to be debated at the SCAF13 and S20.

64. Noting the above, a reduced Deficit Contingency budget line has been proposed for 2017 of US\$150,000 (which approximately equals the contribution of Eritrea, Sudan and Yemen for 2017). It is proposed that this is the last year that a Deficient Contingency be incorporated into the IOTC Regular Budget. However, it is crucial to note that the Commission will need to take a decision on an appropriate course of action for non-paying Contracting Parties, as without payment, the annual Programme of Work and Budget cannot be met.

MEETING PARTICIPATION FUND (MPF) (BUDGET LINE 6)

65. The IOTC Meeting Participation Fund (MPF) has been set to US\$200,000 for the years 2017 and tentatively 2018, pending a review of the MPF requirements of the IOTC during the SCAF13 and S20 Sessions in 2016.

SPECIAL BUDGETS (EXTRA-BUDGETARY FUNDING)

66. In addition to the funds included in the IOTC Regular Budget for 2017 and tentatively for 2018, the Commission will benefit from substantial Extra-budgetary contributions to the Science, Data and Compliance areas of the IOTC Secretariat from partners such as those detailed in [Appendix III](#).

67. Extra-budgetary resources are used to fund additional technical cooperation and capacity building activities. These are NOT intended to offset the Regular Budget, but rather, serve as additional resources to expand the Commissions work. The IOTC receives funds either in grants, earmarked through projects, or voluntary contributions.

RECOMMENDATION/S

68. That the SCAF:

- a) **NOTE** the Budget Estimates and supporting documentation for the IOTC Secretariat’s programme of Work for the financial period 01 January to 31 December 2017, together with indicative figures for the 2018 financial period.
- b) **RECOMMEND** a budget and scheme of contributions for the 2017 financial period to the Commission for its consideration.
- c) **RECOMMEND** that the IOTC Secretariat publish a final version of the Programme of Work and Budget for 2017 and tentatively for 2018, based on the amendments made during the SCAF13, and as adopted by the Commission during its 20th Session. The final Program of Work and Budget shall be published on the IOTC website (iotc.org) for ease of reference and transparency.
- d) **RECOMMEND** that the Commission take a decision on long-term non-paying IOTC Contracting Parties, noting the Deficit Contingency budget line will not be applied from 2018.
- e) **RECOMMEND** that the IOTC Secretariat fully utilise the annual Capacity Building budget line in accordance with the Commission’s directives and reminding the IOTC Secretariat of the importance of raising the capacity of CPCs to be able to meet the binding requirements contained within IOTC Conservation and Management Measures.

APPENDIX I
Proposed budget for 2017 and indicative budget for 2018 (in US\$)

	Budget item description	2015 Actual Expenditures	2016	2017	2018
1	<u>Administrative Expenditures</u>				
	Gross salary costs (before deductions)				
1.1	Professional				
	Executive Secretary (D1)	134,872	173,907	161,303	163,907
	Deputy Executive Secretary (P5)	142,592	148,947	144,842	147,947
	Fishery Officer (Sci. Coord. P4)	0	0	0	57,654
	Fishery Officer (Data Coord. P4)	35,201	138,308	113,971	115,308
	Fishery Officer (Comp.Coord. P4)	110,444	118,114	112,417	114,114
	Fishery Officer (Stock Assess.P4)	97,558	131,308	113,971	116,308
	Fishery Officer (Compliance P4)	0	0	127,971	131,500
	Fishery Officer (Compliance P3)	122,876	130,685	81,917	95,779
	Fishery Officer (Statistics P3)	97,356	103,717	99,728	102,717
	Fishery Officer (Science P3)	88,456	101,258	98,363	102,258
	Administrative Officer (P3)	100,513	105,970	95,779	98,970
	Fishery Officer (Data P1)	0	0	60,000	91,000
1.2	General				
	Administrative Assistant	14,559	14,445	14,927	15,445
	Compliance Assistant	12,480	10,950	11,664	11,950
	Office Assistant	9,361	11,747	11,296	11,747
	Database Assistant	15,559	14,869	15,335	15,869
	Office Assistant	6,157	7,459	7,972	8,259
	Driver	7,941	8,165	7,274	7,465
	Overtime	1,971	6,000	5,000	5,000
	Total Salary costs	997,896	1,225,849	1,283,730	1,413,197
1.3	Employer Pension & Health	273,358	364,650	311,578	418,651
1.4	Employer FAO entitlement fund	544,433	531,582	535,118	607,582
1.5	Improved Cost Recovery Uplift	53,141	63,790	59,672	77,123
	Total staff costs	1,868,828	2,185,871	2,190,098	2,516,553
	Expenditure for Activities				
2	<u>Operating Expenditures</u>				
2.1	Capacity Building	13,614	115,000	125,000	125,000
2.2	Co-funding Science/Data grants	0	0	130,033	130,000
2.3	Co-funding Compliance grants	0	0	63,974	65,000
2.4	Consultants	156,945	110,000	174,900	155,000
2.5	Duty travel	146,414	190,000	134,105	135,000
2.6	Meetings	59,141	45,000	107,000	105,000
2.7	Interpretation	138,265	145,000	140,000	140,000
2.8	Translation	99,704	135,000	111,000	105,000
2.9	Equipment	16,098	29,000	30,459	30,000
2.10	General Operating Expenses	43,901	49,000	73,027	50,000
2.11	Printing	7,830	30,000	0	0
2.12	Contingencies	1,663	2,000	10,000	10,000
	Total Operating Expenditure	683,575	850,000	1,099,498	1,050,000
	SUB-TOTAL	2,552,403	3,035,871	3,289,596	3,566,553
3	Additional Contrib. Seychelles	-20,848	-20,100	-20,100	-20,100
4	FAO Servicing Costs	136,551	136,614	148,032	162,499
5	Deficit Contingency	0	375,051	150,000	0
6	Meeting Participation Fund	144,641	150,000	200,000	200,000
	GRAND TOTAL	2,812,747	3,677,436	3,767,528	3,908,952
	Total change in budget year to year			2%	4%

APPENDIX II
Operating expenditures for 2017

Item Description	2017 (US\$)
Capacity Building	
Regional Observer Scheme: training (2 regional workshops) and materials	\$50,000
Regional Observer Scheme: Species identification cards (printing of hard copies and/or development of e-cards)	\$15,000
Ad-Hoc Compliance Capacity Building activities	\$40,000
To be decided upon needs/requests from Contracting Parties	\$20,000
Sub-Total	\$125,000
Co-funding extra budgetary science and data grants	
EU Stock Structure GCP/INT/233/EC: €1,300,000 = US\$1,529,487. 3 year project. 2017 = US\$500,000 (20% = US\$248,000 split between contracted organisation and IOTC; Other \$100,000:\$33,333 IOTC)	\$33,333
EU Science GCP/INT/258/EC: €600,000 = US\$667,000 (20% = US\$133,400 split between contracted organisations and IOTC over two years; Other \$133,400:\$66,700 IOTC)	\$66,700
Co-funding contingency	\$30,000
Sub-Total	\$130,033
Co-funding extra budgetary compliance grants	
EU Capacity Building grant GCP/INT/XXX/EC = €150,000 = US\$169,868 (20% = US\$33,974 split between contracted organisations and IOTC over one year)	\$33,974
Co-funding contingency	\$30,000
Sub-Total	\$63,974
Consultants	
Information technology - \$2200 / month	\$26,400
Legal Assistance - \$500 per day x 40 days	\$20,000
Workshops on data poor techniques for stock assessment: Develop materials for training workshops and delivery (facilitated by the IOTC stock assessment scientist) (fees \$6,750 + travel \$5,000)	\$11,750
CPUE standardisations: Neritic tunas: CPUE standardisations for key neritic tuna fleets (Indonesia, I.R. Iran and India (3 total) (fees \$22,500 + travel \$15,000)	\$37,500
Neritic tuna stock assessments and capacity building (fees \$11,250 + travel \$5,000)	\$16,250
Billfish data poor stock assessment, including the development of CPUE series for coastal gillnet and fisheries other than industrial longline (fees \$11,250 + travel \$5,000)	\$16,250
Shark stock assessment (Blue shark) (fees \$11,250 + travel \$5,000)	\$16,250
Tropical tuna (Skipjack tuna) stock assessment (fees \$17,500 + travel \$5,000)	\$22,500
External peer review of the yellowfin tuna MSE	\$4,000

External peer review of the bigeye tuna MSE	\$4,000
Sub-Total	\$174,900
Duty Travel (Staff and Non-Staff)	
IOTC Staff Travel Plan 2017 (Meetings)	\$123,950
Invited Experts (Science) 2017	\$10,155
Sub-Total	\$134,105
Meetings	
S21 Incidentals	\$5,000
Working Party Seychelles	\$15,000
SC20 Seychelles	\$65,000
Working Party contingency planning: Seychelles	\$22,000
Sub-Total	\$107,000
Interpretation	
CoC14, SCAF14, MPD04, S21 (Denpasar, Indonesia)	\$70,000
TCAC04 (TBD)	\$30,000
SC20 (Seychelles)	\$40,000
Sub-Total	\$140,000
Translation	
Translation (General)	\$20,000
Translation (IOTC Consultant)	\$75,000
Travel for consultant	\$16,000
Sub-Total	\$111,000
Equipment	
Web Hosting, Email hosting	\$3,000
Toners, anti-virus software, MSDN	\$7,459
Other IT equipment (hardware as needed)	\$20,000
Sub-Total	\$30,459
General Operating Expenses	
Office Tel/Fax - \$772/mo; Mobile Phones - \$406/mo; Data Lines - \$1685.09 / mo; Orbitica satellite telephone - \$822 / yr	\$35,239
Postal & Pouch - \$100 / mo	\$1,200
Vehicle Insurance; Vehicle Maintenance - \$100 / mo; Vehicle Petrol - \$100 / mo; Vehicle Cleaning - \$20 / mo	\$3,760
O'Seychelles Water - \$212/mo	\$2,544
Cleaning of Premises - \$275/mo	\$3,300
Office Supplies (Stationery; Kitchen; Bathroom, Contingencies)	\$3,120

Maven website dev+/maintenance - \$322 / mo	\$3,864
EPSM-application support	\$20,000
Sub-Total	\$73,027
Contingencies	
As required by the Financial Regulations	\$10,000
Sub-Total	\$10,000
Operating Expenditures Total	\$1,099,498

APPENDIX III
Extra-budgetary resources secured (black) and proposed (red) for the years 2017 and 2018 (US\$)

Description	Institution	2017 (US\$)	2018 (US\$)
<i>Science:</i> Population Structure of IOTC Species in the Indian Ocean: Estimation with next generation sequencing technologies and Otolith micro-chemistry (2016-18).	European Union 80% (€1.3m over 3 yrs) Others 20% (US\$100,000 in 2017) Others 66:33 IOTC	\$500,000 \$67,000	\$330,000 \$42,000
<i>Science and data:</i> Support to the IOTC Scientific Committee Program of Work.	European Union 80% (€600K) Others + IOTC 20% (\$133,700, 50:50)	\$667,000 \$66,700	\$667,000 \$66,700
<i>Compliance:</i> Support to capacity building activities of the Compliance Section.	World Bank/SWIOFISH2	-	\$400,000
<i>Compliance:</i> Electronic Port State Measures Applications: technical support and national training.	World Bank/SWIOFISH2	\$42,500	
<i>Compliance:</i> Regional Workshop Supporting IOTC Resolutions.	ABNJ	-	\$80,000
<i>Compliance:</i> Compliance Support Missions; Follow-up Compliance Support Missions and Port State Measures.	EU World Bank/SWIOFISH2	\$30,000 \$39,700	\$30,000
<i>Compliance:</i> Administrative and operational support to the implementation of port State measures.	SWIOFISH2	\$35,500	-
<i>Compliance:</i> Legal assistance - Review fisheries law and regulations to ensure that the legal framework is adequate to allow the Members to implement the Resolutions adopted by the Indian Ocean Tuna Commission.	EU World Bank/SWIOFISH2	\$30,000 \$20,000	\$30,000
<i>Compliance:</i> Guide for IOTC data and information reporting (design and printing).	World Bank/SWIOFISH2	\$30,200	-
	TOTAL	\$1,528,600	\$1,645,700

APPENDIX IV
Indicative schedule of contributions for 2017 (in US\$)

Country	World Bank Classification in 2014	OECD Membership	Average catch for 2012- 2014 (in metric tons)	Base Contribution	Operations Contribution	GNP Contribution	Catch Contribution	Total Contribution (in USD)
Australia	High	Yes	4,798	\$12,991	\$15,070	\$128,256	\$14,239	\$170,557
China	Middle	No	74,143	\$12,991	\$15,070	\$32,064	\$44,004	\$104,129
Comoros	Low	No	5,263	\$12,991	\$15,070	\$0	\$3,124	\$31,185
Eritrea	Low	No	217	\$12,991	\$0	\$0	\$129	\$13,120
European Union	High	Yes	184,516	\$12,991	\$15,070	\$128,256	\$549,079	\$705,397
France(Terr)	High	Yes	19,236	\$12,991	\$15,070	\$128,256	\$56,020	\$212,338
India	Middle	No	173,501	\$12,991	\$15,070	\$32,064	\$102,973	\$163,098
Indonesia	Middle	No	380,472	\$12,991	\$15,070	\$32,064	\$225,809	\$285,935
Iran, Islamic Republic of	Middle	No	221,950	\$12,991	\$15,070	\$32,064	\$131,727	\$191,852
Japan	High	Yes	15,973	\$12,991	\$15,070	\$128,256	\$47,401	\$203,718
Kenya	Middle	No	742	\$12,991	\$15,070	\$32,064	\$440	\$60,566
Korea, Republic of	High	Yes	12,899	\$12,991	\$15,070	\$128,256	\$38,277	\$194,594
Madagascar	Low	No	8,653	\$12,991	\$15,070	\$0	\$5,135	\$33,197
Malaysia	Middle	No	25,529	\$12,991	\$15,070	\$32,064	\$15,151	\$75,277
Maldives	Middle	No	115,747	\$12,991	\$15,070	\$32,064	\$68,696	\$128,821
Mauritius	Middle	No	3,491	\$12,991	\$15,070	\$32,064	\$2,072	\$62,197
Mozambique	Low	No	3,569	\$12,991	\$15,070	\$0	\$2,118	\$30,180
Oman	High	No	32,199	\$12,991	\$15,070	\$128,256	\$19,110	\$175,428
Pakistan	Middle	No	58,406	\$12,991	\$15,070	\$32,064	\$34,664	\$94,790
Philippines	Middle	No	1,640	\$12,991	\$15,070	\$32,064	\$974	\$61,099
Seychelles	High	No	66,882	\$12,991	\$15,070	\$128,256	\$39,695	\$196,012
Somalia	Low	No	0	\$12,991	\$0	\$0	\$0	\$12,991
South Africa	Middle	No		\$12,991	\$15,070	\$32,064	\$370	\$60,496
Sri Lanka	Middle	No	102,426	\$12,991	\$15,070	\$32,064	\$60,790	\$120,915
Sudan	Middle	No	34	\$12,991	\$0	\$32,064	\$20	\$45,075
Tanzania	Low	No	7,320	\$12,991	\$15,070	\$0	\$4,345	\$32,406
Thailand	Middle	No	13,892	\$12,991	\$15,070	\$32,064	\$8,245	\$68,371
United Kingdom(Terr)	High	Yes	4	\$12,991	\$0	\$128,256	\$11	\$141,259
Yemen	Middle	No	54,583	\$12,991	\$15,070	\$32,064	\$32,395	\$92,521
			Total	376,753	376,753	1,507,011	1,507,011	3,767,528

*Total contributions may vary from the sum of the four components by up to one dollar due to rounding.

APPENDIX V

Schedule of meetings to be supported by the IOTC Secretariat in 2017 and 2018 (does not include workshops or other non-formal IOTC subsidiary bodies)

Meeting	2017			2018		
	No.	Date	Location	No.	Date	Location
Technical Committee on Allocation Criteria (TCAC)	4 th	TBD	TBD	5 th	TBD	TBD
Compliance Committee (CoC)	14 th	TBD	TBD	15 th	TBD	TBD
Standing Committee on Administration and Finance (SCAF)	14 th	TBD	TBD	15 th	TBD	TBD
Commission	21 st	TBD	TBD	22 st	TBD	TBD
Working Party on Neritic Tunas (WPNT)	7 th	3–6 March (4d)	TBD	8 th	TBD	TBD
Working Party on Temperate Tunas (WPTmT)	-	-	-	7 th	TBD	TBD
Working Party on Ecosystems and Bycatch (WPEB)	13 th	6-10 September (5d)	Kenya	14 th	TBD	TBD
Working Party on Billfish (WPB)	15 th	12–16 September (5d)	Kenya	16 th	TBD	TBD
Working Party on Tropical Tunas (WPTT)	19 th	30 October – 3 November (5d)	TBD	20 th	TBD	TBD
Working Party on Methods (WPM)	8 th	5–7 November (3d)	TBD	9 th	TBD	TBD
Working Party on Data Collection and Statistics (WPDCS)	12 th	28–30 November (3d)	Seychelles	13 th	TBD	Seychelles
Scientific Committee (SC)	20 th	1–5 December (5d)	Seychelles	21 th	TBD	Seychelles