



IHO Files No. S1/6000/2017
FO/598/01

FINANCE COMMITTEE
CIRCULAR LETTER 01/2017
23 February 2017

1st SESSION OF THE IHO ASSEMBLY

MEETING OF THE FINANCE COMMITTEE
Monaco, 23 April 2017

References:

- A. Rules of Procedure of the IHO Finance Committee
- B. FCCL No. 04/2016 dated 5 December - *1st Session of the IHO Assembly - Meeting of the Finance Committee - Monaco, 23 April 2017*
- C. Assembly Circular Letter No. 16 dated 3 February 2017 - *Distribution of Assembly documents*
- D. Assembly Circular Letter No. 17 dated 22 February 2017 - *Distribution of Assembly documents*

Dear Hydrographer,

1. In accordance with Reference A, the Finance Committee Circular Letter (FCCL) at Reference B announced the next regular meeting of the Finance Committee as part of the 1st Session of the IHO Assembly and proposed a provisional agenda. Member States were invited to provide any additional item or proposal and to consider nominating candidates for Chair or Vice-Chair of the Committee.
2. Only one Member State has responded. In the absence of any request for additional items or proposals, the provisional agenda is confirmed and provided in Annex A for ease of reference. The supporting documents are listed in the provisional agenda.
3. The documents labelled A.1/FC/xx are provided in Annex A (A.1/FC/02) and Annex B (A.1/FC/06). All other documents are available on the IHO web site (see www.iho.int > Home > Assembly documents) as announced at References C and D. The supporting document related to item 8 of the provisional agenda (Implementation of the budget for 2017) will be provided at the meeting.
4. In relation to item 3 of the provisional agenda (Election of the Chair and Vice-Chair), Member States are reminded that the current Chair of the Committee, Ms Muriel Natali-Laure (Monaco), has indicated her intention to stand for re-election. The Secretariat is not aware of any candidate for the position of Vice-Chair and reiterates its call for nominations.
5. Although the Regulations in force do not require a quorum, the Secretariat notes with concern that only very few Member States have registered delegates to participate in the meeting. Member States intending to be represented are invited to register their delegate(s) as soon as possible. The on-line registration system will remain open until the end of March.

Yours sincerely,

Robert WARD
Secretary-General

Annexes:

- Annex A: Provisional Agenda (A.1/FC/02)
- Annex B: Supporting document (A.1/FC/06)

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Sunday 23 April 2017
Monaco
IHO Secretariat
PROVISIONAL AGENDA

Item	Time	Description	Document
FC-1	14:00-14:15	<i>Opening of the meeting</i>	
FC-2		<i>Adoption of the Agenda</i>	A.1/FC/02
FC-3		<i>Election of the Chair and Vice-Chair</i>	
FC-4	14:15-14:45	<i>Revision of Article 13 (c) of the IHO Financial Regulations (PRO-10)</i>	A.1/G/02
FC-5	14:45-15:00	<i>Appointment of the external Auditor</i>	A.1/F/03
FC-6	15:00-15:15	<i>Amendment to the Rules of Procedure of the Finance Committee</i>	A.1/FC/06
FC-7	15:15-16:00	<i>Financial statements for 2012-2016</i>	A.1/F/01
FC-8	16:00-16:15	<i>Implementation of the budget for 2017</i>	
FC-9	16:15-17:00	<i>Proposed budget for 2018-2020 (including the proposed Table of Tonnages)</i>	A.1/F/02 A.1/G/03
FC-10	17:00-17:20	<i>Report to the Assembly</i>	
FC-11	17:20-17:30	<i>Any other business</i>	
FC-12		<i>Closure of the meeting</i>	

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Monaco

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SUPPORTING DOCUMENT

PRO FC-01 : PROPOSAL TO ADJUST RULE 9 OF THE RULES OF PROCEDURE OF THE IHO FINANCE COMMITTEE.

Submitted by: Secretary-General

PROPOSAL: To adjust Rule 9 of the Rules of Procedure of the IHO Finance Committee as follows:

The Chair and Vice-Chair shall be elected at regular meetings of the Finance Committee. Member States represented at such meetings may participate in such elections. The Chair and Vice-Chair shall be elected for a period of three years **and hold office until the end of the next ordinary session of the Assembly**".

EXPLANATORY NOTE:

According to its Rules of Procedure, the IHO Finance Committee shall hold regular meetings during ordinary sessions of the Assembly in order to consider the financial statements, budget estimates and reports on administrative matters and advise the Assembly accordingly.

Rule 9 of the Rules of Procedure of the Finance Committee states:

"The Chair and Vice-Chair shall be elected at regular meetings of the Finance Committee. Member States represented at such meetings may participate in such elections. The Chair and Vice-Chair shall be elected for a period of three years. The Secretary-General shall chair the opening of the regular meeting of the Finance Committee until the election of the Chair".

The Secretary-General considers that in the event that a new Chair was elected this arrangement may cause difficulties for the elected Chair to prepare for the meeting and report to the Assembly. The proposed adjustments would place the election of the Finance Committee Officers at the end of the meeting and provide for the term of their office to commence upon completion of the Assembly. This arrangement would then be very similar to the procedure that was in place prior to the introduction of the revised Convention and the new Rules of Procedure for the Finance Committee. It would also be consistent with the provision of Article 6 (g) (i) the revised Convention whereby the Chair and Vice-Chair of the Council "*hold office until the end of the next ordinary session of the Assembly*".