



**ELEVENTH REGULAR SESSION
FINANCE AND ADMINISTRATION COMMITTEE
Eighth Session
Faleata Sports Complex, Apia, Samoa
30 November - 6 December 2014**

HEADQUARTER MATTERS

**WCPFC11-2014-FAC8-08
18 November 2014**

Introduction

1. This paper discusses a number of issues related to Secretariat's operations in Pohnpei including headquarters' property, security, telecommunications, travel and utility services.

Current Issues

Telecommunications and Internet

2. Telecommunications and internet services on Pohnpei have been stable over the last year. The Secretariat maintains a satellite communications link as a redundancy measure.

Utility Services

3. Since the last Commission meeting (WCPFC10) in December 2013, the frequency and duration of blackouts have been problematic at the Headquarters' building and professional staff residences not connected to the main power line. The main power line, which supports the hospital, does not experience routine outages. Many areas of town not connected to the main power line now experience 4 to 5 hours a day without electricity 5 to 6 days a week. Currently, the Secretariat has small generators at the residences of Secretariat staff who have families at home and who are not on the main power line.

Replacement of Electric System in Headquarters building

4. At WCPFC10, USD80,000 was budgeted for work to replace the power distribution panels and electrical breakers at the Headquarters building. The project was successfully implemented with minimal downtime.

Solar Power

5. The addition of 40kVa to the existing 20kVa solar system was delayed due to availability and shipping constraints earlier this year and is currently being installed at the headquarters building.

Security

6. The headquarters' compound maintains 24 hour security through directly hiring guards. There has been one instance of minor theft and one attempted theft on the Commissions headquarters' compound since the last annual meeting. At professional staff housing, there has been one successful burglary in the last year.

Staff Travel

7. Travel to Pohnpei continues to be difficult. Many flights have been cancelled or delayed this year which has impacted staff preparation and attendance at meetings. In some cases, the Secretariat has had to send staff on earlier flights to ensure they are able to attend important meetings.

Meeting Travel

8. Under Financial Regulation 3.5, "[t]he draft budget shall include an item specifying the costs required to finance the travel and subsistence for one representative from each developing State Party to the Convention and, where appropriate, territories and possessions, to each meeting of the Commission and to meetings of relevant subsidiary bodies of the Commission." Continued delays in receiving timely nominations for meetings is problematic. In addition to the higher direct cost of late ticket purchases necessitated by delayed nominations and notification of attendance, additional per diem was required in some cases when participants had to arrive earlier or stay later as a result of limited flight availability.

Recommendation

9. The Committee is invited to note and discuss the report.