



**FOURTH REGULAR SESSION  
FINANCE AND ADMINISTRATION COMMITTEE  
Tumon, Guam, USA  
02-07 December 2007**

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**TERMS OF REFERENCE FOR THE WCPFC STANDING COMMITTEE OF  
FINANCE AND ADMINISTRATION**

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1. The Western and Central Pacific Fisheries Commission (WCPFC) established the standing Finance and Administration Committee (FAC) as a subsidiary body pursuant to Article 11 paragraph 6 of the Convention on the Conservation and management of highly Migratory Fish Stocks in the Western and Central Pacific Ocean at WCPFC3, Apia, Samoa. The purpose of the FAC is to provide advice and recommendations to the Commission on matters related to the budget, finance and administration of the Commission.
2. Membership of the FAC shall be open to each member of the Commission and Participating territories.
3. The FAC shall elect two co-Chairs who each shall serve for a term of two years and shall be eligible for re-election for one additional consecutive term.
4. The Commission requests the FAC to convene in the day or days prior to the commencement of the Annual Regular Session of the Commission. If necessary, sessions of the FAC may be continued or convened during a regular session of the Commission or inter-sessionally, subject to Rule 1 of the WCPFC Rules of Procedure. The meeting will be open to observers unless decided otherwise.
5. The FAC shall make every effort to adopt a summary report of each of its meetings by consensus for transmission to the Commission.
6. The FAC may consider developing its rules of procedure, which must be agreed by the Commission, taking into consideration the rules of procedure of other subsidiary bodies of the Commission. In the meantime a quorum for the FAC shall be 10 Committee members that shall include five members from the Pacific Islands Forum Fisheries Agency, and five non-members of the Pacific Islands Forum Fisheries Agency.