



**Finance Committee**

15<sup>th</sup> Meeting

2 March 2010 (09:30)

Guatemala City, Guatemala

**Draft Agenda**

<b>Item</b>	<b>Document</b>
<b>1. Draft Agenda – to adopt</b>	WP-Finance 75/09
<b>2. Chairman for 2009/10 – to elect</b>  The Finance Committee will appoint a Chairman for 2009/10.	verbal
<b>3. Report on the meeting of 21 September 2009 – to approve</b>	WP-Finance 74/09
<b>4. Financial situation – to note</b>  A report on the financial situation will be given.	to follow
<b>5. Administrative Accounts of the Organization for the financial year 2008/09 and Report of the Auditors – to recommend for approval</b>  Rule 62 of the Rules of the Organization provides that the Executive Director shall submit to the Council through the Executive Board the Accounts of the Organization and the Report of the Auditors thereon in accordance with the provisions of Article 27 of the Agreement.	to follow
<b>6. Draft Administrative Budget for the financial year 2010/11 – to consider and to submit a recommendation to the Board and Council</b>  The Committee will consider the draft Administrative Budget for the financial year 2010/11.	to follow

- 7. Salary scales, language allowance and the basis for contributions to the Provident Fund for staff in the General Service category – *to consider and to recommend for approval by the Executive Board*** to follow

A document containing proposals for revisions to salary scales, language allowance and the basis for contributions to the Provident Fund for staff in the General Service category will be circulated.

- 8. Outstanding contributions – *to consider*** verbal

The Executive Director will report on progress in recovering arrears.

- 9. Other business** verbal

- 10. Date of next meeting – *to consider*** verbal

The Committee will consider the date of its next meeting.