



Finance Committee

15th Meeting

2 March 2010 (09:30)

Guatemala City, Guatemala

Draft Agenda

Item

Document

1. **Draft Agenda – to adopt** WP-Finance 75/09 Rev. 1
2. **Chairman for 2009/10 – to elect** verbal

The Finance Committee will appoint a Chairman for 2009/10.
3. **Report on the meeting of 21 September 2009 – to approve** WP-Finance 74/09
4. **Financial situation – to note** WP-Finance 78/10

Document WP-Finance 78/10 contains a report on the financial situation.
5. **Administrative Accounts of the Organization for the financial year 2008/09 and Report of the Auditors – to recommend for approval** EB-3971/10

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.
6. **Draft Administrative Budget for the financial year 2010/11 – to consider and to submit a recommendation to the Board and Council** WP-Finance 77/10

The Committee will consider the draft Administrative Budget for the financial year 2010/11.

- 7. Salary scales, language allowance and the basis for contributions to the Provident Fund – *to consider and to recommend for approval*** WP-Finance 76/09
WP-Finance 79/10

Document WP-Finance 76/09 contains proposals for revisions to salary scales, language allowance and the basis for contributions to the Provident Fund for staff in the General Service category. Document WP-Finance 79/10 contains proposals for revisions to salary scales for staff in the Professional and higher categories.

- 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.