



**Finance Committee**

16<sup>th</sup> Meeting  
20 September 2010 (15:30)  
London, England

**Draft Agenda**

<b>Item</b>	<b>Document</b>
<b>1. Draft Agenda – to adopt</b>	WP-Finance 81/10 Rev. 2
<b>2. Report on the meeting of 2 and 3 March 2010 – to approve</b>	WP-Finance 80/10
<b>3. Financial situation – to note</b>	WP-Finance 84/10
Document WP-Finance 84/10 contains a report on the financial situation.	
<b>4. Draft Administrative Budget for the financial year 2010/11 – to consider and to submit a recommendation to the Board and Council</b>	WP-Finance 77/10 Rev. 1 WP-Finance 82/10 Rev. 1
The Committee will consider the draft Administrative Budget for the financial year 2010/11 and a cost analysis summary.	
<b>5. Guide to remuneration – to note</b>	WP-Finance 83/10
As requested at the last meeting, this document provides a summary of the main principles and their practical application to the remuneration of the Organization's staff.	
<b>6. Outstanding contributions – to consider</b>	verbal
The Executive Director will report on progress in recovering arrears. As discussed at the last meeting, the Committee will consider possible incentives for early payment of contributions and steps to encourage payments by countries which have been in arrears for over three years.	

**7. Appointment of registered auditors – *to consider*** verbal

Under the provisions of Rule 62 of the Rules of the Organization, the Executive Director is required to appoint registered auditors annually in consultation with the Executive Board. The Finance Committee will consider whether the current auditors, Smith Williamson, who were appointed in September 2009, should be re-appointed.

**8. Other business** verbal

**9. Date of next meeting – *to consider*** verbal

The Committee will consider the date of its next meeting.