



ADMINISTRATION AND FINANCE COMMITTEE

Seventeenth Meeting

Heden Golf Hotel, Abidjan, Côte d'Ivoire, 10-12 September 2019

DRAFT AGENDA

1. Opening of the meeting
2. Adoption of agenda
3. Report on the audit of ICCO accounts for the 2017/2018 financial year; launch of the audit for the 2018/2019 financial year; launch of a tender process for the selection of the Organization's auditors for a new period of three years (2019/2020-2021/2022)
4. Financial Overview of the Organization
5. Revised draft Administrative Budget for the 2019/2020 financial year
6. Report of the Chairman of the Working Group on the Revision of the ICA, 2010 and next steps
7. Adoption of New Staff Regulations and Staff Rules and Recognition of the Jurisdiction of the Administrative Tribunal of the International Labour Organization – state of play
8. Meeting of the Provident Fund Advisory Committee
9. Other business
10. Record of decisions

ANNOTATIONS TO THE DRAFT AGENDA

1. **OPENING OF THE MEETING**

The seventeenth meeting of the Administration and Finance Committee will be opened by its Chairperson, HE Mrs. Guisell Morales (Nicaragua).

2. **ADOPTION OF AGENDA**

The Committee will consider the draft agenda contained in this document as a basis for adopting its agenda.

3. **REPORT ON THE AUDIT OF ICCO ACCOUNTS FOR THE 2017/2018 FINANCIAL YEAR; LAUNCH OF THE AUDIT FOR THE 2018/2019 FINANCIAL YEAR; LAUNCH OF A TENDER PROCESS FOR THE SELECTION OF THE ORGANIZATION'S AUDITORS FOR A NEW PERIOD OF THREE YEARS (2019/2020-2021/2022)**

The Committee will receive an update on the audit report of all accounts held by the Organization, with reference to document AF/17/2 and will be informed of the launch of the audit for the 2018/2019 cocoa year. The launch of a tender for the selection of auditors for the Organization for a new period of three years will also be discussed, for recommendation to the Council.

4. **FINANCIAL OVERVIEW OF THE ORGANIZATION**

The Secretariat will submit document AF/17/3, containing a financial overview of the Organization.

This document will include the voting rights of Members; the situation related to the payment of contributions to the administrative budgets for the 2018/2019 and previous financial years; administrative expenditure and income for the first ten months of the 2018/2019 budget year ended 31 July 2019; Projects expenditure and income for the first ten months of the 2018/2019 budget year ended 31 July 2019; a Statement of Financial Viability and preliminary estimates of the situation regarding the Special Reserve Fund as at 30 September 2019.

5. **REVISED DRAFT ADMINISTRATIVE BUDGET FOR THE 2019/2020 FINANCIAL YEAR**

The Committee will review the revised draft Administrative Budget for the 2019/2020 financial year, with reference to document AF/17/4, for recommendation to the Council.

6. **REPORT OF THE CHAIRMAN OF THE WORKING GROUP ON THE REVIEW OF THE ICA, 2010 AND NEXT STEPS**

The Committee will receive an oral report from the Chairman of the Working Group on the Review of the ICA, 2010 (WGA) on the progress achieved and the next steps in the process.

7. ADOPTION OF NEW STAFF REGULATIONS AND STAFF RULES AND RECOGNITION OF THE JURISDICTION OF THE ADMINISTRATIVE TRIBUNAL OF THE INTERNATIONAL LABOUR ORGANIZATION – STATE OF PLAY

The Secretariat will submit document AF/17/5 related to the update on the process for the recognition of the jurisdiction of the Administrative Tribunal of the International Labour Organization, following the approval of new Staff Regulations and Staff Rules by the Council during its 99th session.

8. MEETING OF THE PROVIDENT FUND ADVISORY COMMITTEE

The Provident Fund Advisory Committee will meet during the cocoa break.

9. OTHER BUSINESS

Matters not on the agenda may be raised for consideration.

10. RECORD OF DECISIONS

The Committee will adopt its record of decisions for the meeting.