



Update on actions arising from the 101st Session of the IPHC Finance and Administration Committee (FAC101)

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PURPOSE

To provide the FAC with an opportunity to consider the progress made during the inter-sessional period in relation to the direct requests for action by the FAC during the 101st Session of the IPHC Finance and Administration Committee (FAC101, January 2025).

BACKGROUND

At the 101st Session of the IPHC Finance and Administration Committee (FAC101), Contracting Parties agreed on a series of actions to be taken as detailed in [Appendix A](#).

DISCUSSION

Noting that best practice governance requires the prompt delivery of core tasks assigned to the IPHC Secretariat by the Commission, at each session of the Commission and its subsidiary bodies, attempts will be made to ensure that any recommendations for action are carefully constructed so that each contains the following elements:

- 1) a specific action to be undertaken (deliverable);
- 2) clear responsibility for the action to be undertaken (i.e. a specific Contracting Party, the IPHC Secretariat staff, a subsidiary body of the Commission, or the Commission itself);
- 3) a desired time frame for delivery of the action (i.e. by the next session of a subsidiary body, or other date).

This involves numbering and tracking all action items (see [Appendix A](#)) from the FAC, as well as including clear progress updates and document reference numbers.

RECOMMENDATION/S

That the FAC:

- 1) **NOTE** paper IPHC-2026-FAC102-03, that provided the FAC with an opportunity to consider the progress made during the inter-sessional period, in relation to the direct requests for action by the FAC during the 101st Session of the IPHC Finance and Administration Committee (FAC101, January 2025).

APPENDICES

[Appendix A](#): Update on actions arising from the 101st Session of the IPHC Finance and Administration Committee (FAC101: January 2025).

APPENDIX A

Update on actions arising from the 101st Session of the IPHC Finance and Administration Committee (FAC101)

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Action No.	Description	Update
RECOMMENDATIONS		
FAC101-Rec.01 (para. 7)	Financial Statement for FY2024 The FAC RECOMMENDED that the Commission NOTE the Financial Statement for FY2024, as detailed in paper IPHC-2025-FAC101-04 .	Lead: Commission Status/Plan: Completed. IPHC-2025-AM101-R (para. 100) The Commission NOTED the Financial Statements for FY2024 (financial period: 1 October 2023 to 30 September 2024), as detailed in paper IPHC-2025-FAC101-04 . IPHC-2025-AM101-R (para. 101) The Commission NOTED that total FY2024 expenditures were US\$8,792,456.05 , against a total income of US\$9,319,335.19 , that provided for a surplus in revenue over expenditures totalling US\$526,879.14 . These saving were due to the ongoing efforts by the Secretariat to reduce costs. Surplus revenue is moved to the IPHC Reserve Fund (50) for use on other priorities such as the FISS (see para. 9).
FAC101-Rec.02 (para. 12)	Annual independent auditor's report (2024) The FAC RECOMMENDED that the IPHC Secretariat undertake regular assessments of the IPHC's vulnerability to key risks identified through the annual ' Protiviti Study ' and utilized by auditors.	Lead: Secretariat Status/Plan: Completed and Ongoing. According to the Executive Summary of the Protiviti Study the top five risks for non-profits are: 1) Cyber Threats 2) Ability to attract, develop and retain top talent, manage shifts in labor expectations, and address succession challenges 3) Emergence of new risks from implementing AI 4) Heightened regulatory change, uncertainty, and scrutiny 5) Economic conditions, including inflationary pressures

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		An annual assessment of these risks are undertaken by the Secretariat.
FAC101-Rec.03 (para. 13)	The FAC RECOMMENDED that the Commission accept the independent external auditor's report for FY2024 (IPHC-2025-FAC101-05), as per Regulation 14 of the IPHC Financial Regulations (2024), by consensus.	<p>Lead: Commission Status/Plan: Completed.</p> <p>IPHC-2025-AM101-R (para. 102) The Commission ACCEPTED the independent external auditors report for FY2024 (IPHC-2025-FAC101-05), as per Regulation 14 of the IPHC Financial Regulations (2024), by consensus [CAN/USA: <i>Unanimous</i>]</p>
FAC101-Rec.04 (para. 21)	<p>FY2025 budget – update The FAC RECOMMENDED that the Commission:</p> <p>a) ADOPT the amended FY2025 budget (1 October 2024 to 30 September 2025), as detailed in Appendix IV, noting that the amendments do not change the previously adopted Contracting Party contributions for FY2025:</p> <ul style="list-style-type: none"> i. Canada: Contribution to the General Fund: US\$970,606.61 ii. U.S.A.: Contribution to the General Fund: US\$4,421,652.32 (subject to appropriations) iii. U.S.A.: Contribution to the headquarters building lease and maintenance costs: US\$458,608.60 <p>b) NOTE the optional extra-budgetary (International Fisheries Commission Pension Fund (IFCPF) deficit) contributions from each Contracting Party for FY2024 as follows:</p> <ul style="list-style-type: none"> i. Canada: 50% Contribution to the IFCP Fund deficit (former staff pension plan): US\$150.573; and ii. U.S.A.: 50% Contribution to the IFCP Fund deficit (former staff pension plan): US\$150.573. <p>c) NOTE that Fund 35 – AK Cost-Recovery expenses are budgeted at US\$999,847 for FY2025, however, the amount that NOAA Fisheries has since indicated that they will provide for use in FY2025, and that which is to reimburse for IPHC's FY2023 expenses has been indicated at US\$792,523. The shortfall of US\$207,324 will be covered either by in-year cost savings, or from the IPHC Reserve Fund. The IPHC will need to continue to plan for such gaps between budgeted expenses and the amounts that are likely to be available via future cost recovery grants.</p>	<p>Lead: Commission Status/Plan: Completed.</p> <p>IPHC-2025-AM101-R (para. 106) The Commission ADOPTED the amended FY2025 budget (1 October 2024 to 30 September 2025), as detailed in Appendix VII, noting that the amendments do not change the previously adopted Contracting Party contributions for FY2025: [CAN/USA: <i>Unanimous</i>]</p> <ul style="list-style-type: none"> • Canada: Contribution to the General Fund: US\$970,606.61. • U.S.A.: Contribution to the General Fund: US\$4,421,652.32 (subject to appropriations); • U.S.A.: Contribution to the headquarters building lease and maintenance costs: US\$458,608.60. <p>IPHC-2025-AM101-R (para. 107) The Commission NOTED the extra-budgetary (IFCP Fund deficit) contributions from each Contracting Party for FY2025 as follows:</p> <ul style="list-style-type: none"> • Canada: 50% Contribution to the IFCP Fund deficit (former staff pension plan): US\$150.573; • U.S.A.: 50% Contribution to the IFCP Fund deficit (former staff pension plan): US\$150.573.

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		<p>IPHC-2025-AM101-R (para. 108)</p> <p>The Commission NOTED that Fund 35 – AK Cost-Recovery expenses are budgeted at US\$999,847 for FY2025, however, the amount that NOAA Fisheries has since indicated that they will provide for use in FY2025, and that which is to reimburse for IPHC's FY2023 expenses has been indicated at US\$792,523. The shortfall of US\$207,324 will be covered either by in-year cost savings, or from the IPHC Reserve Fund. The IPHC will need to continue to plan for such gaps between budgeted expenses and the amounts that are likely to be available via future cost recovery grants.</p>
FAC101-Rec.05 (para. 25)	<p>Budget estimates: FY2026 (for approval); FY2027 and FY2028 (for information)</p> <p>The FAC RECOMMENDED that the Commission NOTE the proposed FY2026 budget (1 October 2026 to 30 September 2026) as detailed in Appendix V, including the contributions from the Contracting Parties to the General Fund for FY2026 as follows:</p> <ul style="list-style-type: none"> a) Canada: Contribution to the General Fund: US\$1,019,136.94 (Canada). b) U.S.A.: Contribution to the General Fund: US\$4,642,734.94 (subject to appropriations). c) U.S.A.: Contribution to the headquarters building lease and maintenance costs: US\$364,162.98. 	<p>Lead: Commission</p> <p>Status/Plan: Completed.</p> <p>IPHC-2025-AM101-R (para. 111)</p> <p>The Commission NOTED the FY2026 budget (1 October 2026 to 30 September 2026) as detailed in Appendix VIII, including the contributions from the Contracting Parties to the General Fund for FY2026 as follows, and AGREED to adopt it through an intersessional process:</p> <ul style="list-style-type: none"> a) Canada: Contribution to the General Fund: US\$1,019,136.94. b) U.S.A.: Contribution to the General Fund: US\$4,642,734.94 (subject to appropriations). c) U.S.A.: Contribution to the headquarters building lease and maintenance costs: US\$364,162.98.
FAC101-Rec.06 (para. 26)	<p>The FAC RECOMMENDED that the Commission NOTE the proposed optional extra-budgetary (IFCP Fund deficit) contributions from each Contracting Party for FY2026 as follows:</p> <ul style="list-style-type: none"> a) Canada: 	<p>Lead: Commission</p> <p>Status/Plan: Completed.</p> <p>IPHC-2025-AM101-R (para. 112)</p> <p>The Commission NOTED the optional extra-budgetary (IFCPF Fund deficit)</p>

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	<ul style="list-style-type: none"> i. 50% Contribution to the IFCP Fund deficit (former staff pension plan): US\$150,573. b) U.S.A.: <ul style="list-style-type: none"> ii. 50% Contribution to the IFCP Fund deficit (former staff pension plan): US\$150,573. 	<p>contributions from each Contracting Party for FY2026 as follows:</p> <ul style="list-style-type: none"> a) Canada: <ul style="list-style-type: none"> i. 50% Contribution to the IFCP Fund deficit (former staff pension plan): US\$150,573. b) U.S.A.: <ul style="list-style-type: none"> i. 50% Contribution to the IFCP Fund deficit (former staff pension plan): US\$150,573.
FAC101-Rec.07 (para. 29)	<p>FY2027 and FY2028</p> <p>The FAC RECOMMENDED that the Commission NOTE the tentative budgets for FY2027 and FY2028 (1 October 2026 to 30 September 2027, and 1 October 2027 to 30 September 2028, as detailed in Appendix VI and Appendix VII, respectively, and that they are based on a nominal 5% increase in general contributions for Canada and U.S.A. to cover expected matching increases in operations expenses, cost in salaries and wages (based on cost of living and step increases) and health care costs.</p>	<p>Lead: Commission</p> <p>Status/Plan: Completed.</p> <p>IPHC-2025-AM101-R (para. 114)</p> <p>The Commission NOTED the IPHC Secretariat's indicative budgets for FY2027 and FY2028 (1 October 2026 to 30 September 2027, and 1 October 2027 to 30 September 2028, as provided in Appendix IX and Appendix X, respectively, and that they are based on a nominal 5% increase in general contributions for Canada and U.S.A. to cover expected matching increases in operations expenses, cost in salaries and wages (based on cost of living and step increases) and health care costs.</p>
REQUESTS		
FAC101-Req.01 (para. 28)	<p>The FAC REQUESTED that the Secretariat evaluate the following potential options for cost savings that could be considered for the FY2026 or FY2027 budgets, recognizing that the FISS funding shortfall and prudent fiscal management may warrant departures from past IPHC practices:</p> <ul style="list-style-type: none"> a) Options for restructuring future Annual Meetings to accomplish necessary business in three (3) or four (4) days rather than five (5) days; b) Options for restructuring the Conference Board and Processor Advisory Board into a single subsidiary body (that could reduce meeting space rental requirements and costs, including associated technology support/rental, secretariat staff support needed, minimum charges by hotels for food and beverage) and engaging a team of members of the CB and PAB to advise the Commission on a potential new structure that would ensure both processor and 	<p>Lead: Secretariat</p> <p>Status/Plan: Completed and ongoing.</p> <p>The Commission met on 4-5 September 2025 at the 2025 Work Meeting (WM2025) to discuss these requests. The following are the recommendations arising:</p> <ul style="list-style-type: none"> a) Contracting Party National Reports: Recommendation #1: The Commission RECOMMENDED that: <ol style="list-style-type: none"> 1) Contracting Party National Reports be submitted for pre-session review (30 days prior to each session in accordance with the IPHC Rules of Procedure), and

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	<p>harvester perspectives are fairly represented and conveyed to the Commission;</p> <p>c) Options for using more economical venues for future Annual Meetings;</p> <p>d) Any other potential cost savings the Secretariat may identify for future Annual Meetings.</p>	<p>2) that no presentation would be made at the Annual Meeting;</p> <p>3) authors would be available for a 15-30 minute Q&A session during Plenary (maximum 1-hour for the agenda item).</p> <p>Finance and Administration Committee (FAC):</p> <p>Recommendation #2: The Commission RECOMMENDED that the FAC meeting be moved to the week prior to the Annual Meeting each year, and for it to be held online/virtual only.</p> <p>Recommendation #3: The Commission RECOMMENDED that the upcoming FAC meeting in January 2026 (FAC102), be held for 2-3 hours in the afternoon of 14 January 2026.</p> <p>Reduction or Removal of the Wednesday delegation caucus day:</p> <p>Recommendation #4: The Commission RECOMMENDED that for AM102, Plenary would open at 09:00 hrs on Monday 19 January 2026, with the goal of presenting all key papers during the first day of the Annual Meeting.</p> <p>Recommendation #5: The Commission RECOMMENDED that the CB and PAB meetings should commence their work at 09:00 hrs on Tuesday 20 January 2026, with the goal of completing their discussions and developing their recommendations for presentation to the Commission, starting mid-afternoon (15:30-17:00 hrs) on Wednesday the 21 January 2026.</p> <p>Recommendation #6: The Commission RECOMMENDED pausing discussion on reducing the Annual Meeting to 3 or 3.5 days, until after the discussions on the CB/PAB operations are completed, and Recommendations 1-5 have been implemented and tested at AM102 (in January 2026).</p>

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		<p>b)</p> <p>Recommendation #7: The Commission RECOMMENDED that a separate working paper be developed and shared with the CB and PAB Co-Chairpersons, that incorporates the following elements:</p> <ol style="list-style-type: none"> 1) assigns the task of leading internal discussions on potential efficiency gains to be had with each body to the Co-Chairpersons; 2) includes a range of starting options, including 1) status quo, 2) status quo with efficiency gains; 3) a single Stakeholder Advisory Board with two (2) voting chambers, one for harvesters, and another for processors; and 4) A single Stakeholder Advisory Board with no voting chambers; 3) draft Terms of Reference and Voting Chamber description to aid in discussions; 4) request their consolidated feedback be provided to the Commission 30 days prior to AM102 for discussion in Plenary. <p>c)</p> <p>Recommendation #8: The Commission ACKNOWLEDGED that the process undertaken by the Secretariat each year to select annual meeting venues is robust and ensures that the most economical meeting venue is being selected, based on Commission space/operational needs, and city selected. Thus, the Commission RECOMMENDED that no further action was necessary at this time.</p> <p>d)</p> <p>The Commission AGREED that the Secretariat undertakes detailed consideration of the Annual Meeting series budgets and expenditures based on the operational needs of the Commission, as directed. While noting that the current operational</p>

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		needs may change based on other sections outlined and discussed, no further action was needed at this time.