



Report of the 98th Session of the IPHC Finance and Administration Committee (FAC098)

Meeting held electronically, 24 January 2022

Commissioners

Canada	United States of America
Paul Ryall	Glenn Merrill
Neil Davis	Robert Alverson
Peter DeGreef	Richard Yamada

Executive Director

David T. Wilson, Ph.D.

DISTRIBUTION:

Participants in the Session
Members of the Commission
IPHC Secretariat

BIBLIOGRAPHIC ENTRY

IPHC 2022. Report of the 98th Session of the IPHC
Finance and Administration Committee (FAC098).
24 January 2022.
IPHC-2022-FAC098-R, 18 pp.



INTERNATIONAL PACIFIC
HALIBUT COMMISSION

The designations employed and the presentation of material in this publication and its lists do not imply the expression of any opinion whatsoever on the part of the International Pacific Halibut Commission (IPHC) concerning the legal or development status of any country, territory, city or area or of its authorities, or concerning the delimitation of its frontiers or boundaries.

This work is protected by copyright. Fair use of this material for scholarship, research, news reporting, criticism or commentary is permitted. Selected passages, tables or diagrams may be reproduced for such purposes provided acknowledgment of the source is included. Major extracts or the entire document may not be reproduced by any process without the written permission of the Executive Director, IPHC.

The IPHC has exercised due care and skill in the preparation and compilation of the information and data set out in this publication. Notwithstanding, the IPHC, its employees and advisers, assert all rights and immunities, and disclaim all liability, including liability for negligence, for any loss, damage, injury, expense or cost incurred by any person as a result of accessing, using or relying upon any of the information or data set out in this publication, to the maximum extent permitted by law including the International Organizations Immunities Act.

Contact details:

International Pacific Halibut Commission
2320 W. Commodore Way, Suite 300
Seattle, WA, 98199-1287, U.S.A.
Phone: +1 206 634 1838
Fax: +1 206 632 2983
Email: secretariat@iphc.int
Website: <https://www.iphc.int/>

ACRONYMS

AM	Annual Meeting
FAC	Finance and Administration Committee
FISS	Fishery-Independent Setline Survey
FY	Financial Year
GAAP	Generally Accepted Accounting Principles
IM	Interim Meeting
IPHC	International Pacific Halibut Commission

DEFINITIONS

A set of working definitions are provided in the IPHC Glossary of Terms and abbreviations: <https://www.iphc.int/the-commission/glossary-of-terms-and-abbreviations>.

HOW TO INTERPRET TERMINOLOGY CONTAINED IN THIS REPORT

This report has been written using the following terms and associated definitions so as to remove ambiguity surrounding how particular paragraphs should be interpreted.

- Level 1: RECOMMENDED; RECOMMENDATION; ADOPTED** (formal); **REQUESTED; ENDORSED** (informal): A conclusion for an action to be undertaken, by a Contracting Party, a subsidiary (advisory) body of the Commission and/or the IPHC Secretariat.
- Level 2: AGREED:** Any point of discussion from a meeting which the Commission considers to be an agreed course of action covered by its mandate, which has not already been dealt with under Level 1 above; a general point of agreement among delegations/participants of a meeting which does not need to be elevated in the Commission's reporting structure.
- Level 3: NOTED/NOTING; CONSIDERED; URGED; ACKNOWLEDGED:** General terms to be used for consistency. Any point of discussion from a meeting which the Commission considers to be important enough to record in a meeting report for future reference. Any other term may be used to highlight to the reader of an IPHC report, the importance of the relevant paragraph. Other terms may be used but will be considered for explanatory/informational purposes only and shall have no higher rating within the reporting terminology hierarchy than Level 3.

TABLE OF CONTENTS

REPORT OF THE 98TH SESSION OF THE IPHC FINANCE AND ADMINISTRATION COMMITTEE (FAC098)	1
TABLE OF CONTENTS	4
EXECUTIVE SUMMARY	5
1. OPENING OF THE SESSION	6
2. ADOPTION OF THE AGENDA AND ARRANGEMENTS FOR THE SESSION	6
3. UPDATE ON ACTIONS ARISING FROM THE 97TH SESSION OF THE IPHC FINANCE AND ADMINISTRATION COMMITTEE (FAC097)	6
4. FINANCIAL STATEMENT FOR FY2021	6
5. ANNUAL INDEPENDENT AUDITOR’S REPORT (2021)	6
6. FY2022 BUDGET - UPDATE	7
7. BUDGET ESTIMATES: FY2023 (FOR APPROVAL); FY2024 AND FY2025 (FOR INFORMATION)	7
8. IPHC FINANCIAL REGULATIONS (2022) - REVISIONS	8
9. IPHC RULES OF PROCEDURE (2022) - REVISIONS	8
10. OTHER BUSINESS	8
11. REVIEW OF THE DRAFT AND ADOPTION OF THE REPORT OF THE 98TH SESSION OF THE IPHC FINANCE AND ADMINISTRATION COMMITTEE (FAC098)	9
APPENDIX I LIST OF PARTICIPANTS FOR THE 98TH SESSION OF THE IPHC FINANCE AND ADMINISTRATION COMMITTEE (FAC098)	10
APPENDIX II AGENDA FOR THE 98TH SESSION OF THE IPHC FINANCE AND ADMINISTRATION COMMITTEE (FAC098)	11
APPENDIX III LIST OF DOCUMENTS FOR THE 98TH SESSION OF THE IPHC FINANCE AND ADMINISTRATION COMMITTEE (FAC098)	12
APPENDIX IV FY2022 BUDGET: REVISED	13
APPENDIX V FY2023 TENTATIVE BUDGET	14
APPENDIX VI FY2024 INDICATIVE BUDGET	15
APPENDIX VII FY2025 INDICATIVE BUDGET	16
APPENDIX VIII CONSOLIDATED SET OF RECOMMENDATIONS AND REQUESTS OF THE 98TH SESSION OF THE IPHC FINANCE AND ADMINISTRATION COMMITTEE (FAC098) (24 JANUARY 2022)	17

EXECUTIVE SUMMARY

The 98th Session of the International Pacific Halibut Commission (IPHC) Finance and Administration Committee (FAC098) was held electronically on 24 January 2022. A total of 6 members (6 Commissioners) attended the session, as well as 6 advisors/experts from the two (2) Contracting Parties and 2 members of the public. The list of participants is provided at [Appendix I](#). The meeting was opened by the Chairperson, Mr Glenn Merrill (USA) who welcomed participants.

The following are a subset of the complete recommendations and requests for action from the FAC098, which are provided at [Appendix VIII](#).

RECOMMENDATIONS

Financial Statement for FY2021

FAC098-Rec.01 ([para. 8](#)) The FAC **RECOMMENDED** that the Commission **NOTE** the Financial Statements for FY2021, as detailed in paper [IPHC-2022-FAC098-04](#).

Annual independent auditor's report (2021)

FAC098-Rec.02 ([para. 11](#)) The FAC **RECOMMENDED** that the Commission accept the independent external auditors report for FY2021 ([IPHC-2022-FAC098-05](#)), as per Regulation 14 of the IPHC Financial Regulations (2021), by consensus.

FY2022 budget - update

FAC098-Rec.03 ([para. 14](#)) The FAC **RECOMMENDED** that the Commission **ADOPT** the revised FY2022 budget (1 October 2021 to 30 September 2022), as detailed in [Appendix IV](#), noting that the amendments do not change the previously adopted Contracting Party contributions for FY2022, nor the extra-budgetary contributions (Ref: [IPHC-2021-SS011-R](#), paras, 11 and 12). The amendments made were to accommodate the final 2022 FISS design and other amendments to continue the IPHC's move to Fund accounting, and to better align expected expenses with the new Chart of Accounts adopted in 2021.

Budget estimates: FY2023 (for approval)

FAC098-Rec.04 ([para. 21](#)) The FAC **RECOMMENDED** that the Commission **AGREE** for the two Contracting Parties to engage in inter-sessional discussions over the coming months to adopt a budget for FY2023 and the associated Contributions. In doing so, the Contracting Parties may consult with, and have requested assistance from the IPHC Secretariat who have been tasked with providing options, including likely impacts, of a frozen FY2023 budget:

- a) **Option 1:** Maintain and approve the nominal increase of 3% (US\$151,745) for the FY2023 budget;
- b) **Option 2:** Maintain and approve the nominal increase of 3% (US\$151,745) for the FY2023 budget, however, freeze the contributions to the general fund, while utilizing the current carryover which stands at US\$1,476,626 (for general fund use).
- c) **Option 3:** Freeze the FY2023 budget at FY2021/FY2022 levels, including Contracting Party contributions to the operation funds.

IPHC Rules of Procedure (2022) - Revisions

FAC098-Rec.05 ([para. 27](#)) The FAC **RECOMMENDED** that the Commission adopt the International Pacific Halibut Commission Rules of Procedure (2022), as provided in IPHC-2022-FAC098-09, while taking into consideration any additional advice received from the PAB027, as well as to amend para. 1.a of the RAB ToR's to read as follows:

“1.1.a Suggest research topics to be considered for incorporation in the IPHC integrated research and monitoring activities, as well as to comment upon operational and implementation considerations of those research and monitoring activities.”

1. OPENING OF THE SESSION

1. The 98th Session of the International Pacific Halibut Commission (IPHC) Finance and Administration Committee (FAC098) was held electronically on 24 January 2022. A total of 6 members (6 Commissioners) attended the Session, as well as 6 advisors/experts from the two (2) Contracting Parties and 2 members of the public. The list of participants is provided at [Appendix I](#). The meeting was opened by the Chairperson, Mr Paul Ryall (Canada) who welcomed participants.

2. ADOPTION OF THE AGENDA AND ARRANGEMENTS FOR THE SESSION

2. The FAC **ADOPTED** the Agenda as provided at [Appendix II](#). The documents provided to the FAC098 are listed in [Appendix III](#).

3. UPDATE ON ACTIONS ARISING FROM THE 97TH SESSION OF THE IPHC FINANCE AND ADMINISTRATION COMMITTEE (FAC097)

3. The FAC **NOTED** paper IPHC-2022-FAC098-03, which provided 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 97th Session of the IPHC Finance and Administration Committee (FAC097).
4. The FAC **AGREED** to consider and revise as necessary, the actions arising from FAC097, and for these to be combined with any new actions arising from the FAC098.

4. FINANCIAL STATEMENT FOR FY2021

5. The FAC **NOTED** paper [IPHC-2022-FAC098-04](#) which provided the end of year financial statement for FY2021 (financial period: 1 October 2020 to 30 September 2021).
6. The FAC **NOTED** the total Assets at year-end closing totalled **US\$4,799,210.69**. The total equity or combined fund balance at year-end closing totalled **US\$2,624,142.89**. Fund equity balances at year end:
 - General Fund (10): US\$161,560.31
 - Research Fund (20): US\$72,288.19
 - Statistics Fund (30): US\$108,439.49
 - FISS Fund (40): US\$1,147,516.99
 - Reserve Fund (50): US\$1,134,338.91 – The Reserve Fund carries the majority of the equity in the checking and saving cash accounts at Wells Fargo.
7. The FAC **NOTED** that should Contracting Party contributions to the general fund not be received early in the fiscal year, a larger balance in the 50 – Reserve Fund may be needed to ensure continuity of operations.
8. The FAC **RECOMMENDED** that the Commission **NOTE** the Financial Statement for FY2021, as detailed in paper [IPHC-2022-FAC098-04](#).

5. ANNUAL INDEPENDENT AUDITOR'S REPORT (2021)

9. The FAC **NOTED** paper [IPHC-2022-FAC098-05](#) which provided the Commission with the Independent External Auditors Report for FY2021, as per Regulation 14 of the IPHC Financial Regulations (2021).
10. The FAC **RECALLED** that the report of the Independent External Auditors for FY2021 (1 October 2020 – 30 September 2021), was presented directly by Moss Adams LLP to the Commission via video conference on 12 January 2022, who offered their 'unmodified opinion'. [Note: *An unmodified opinion implies that the auditor was satisfied with the financial statements audited. This means that the statements met the requirements demanded by the regulations and they were prepared in accordance with accounting principles, criteria and standards*]
11. The FAC **RECOMMENDED** that the Commission accept the independent external auditors report for FY2021 ([IPHC-2022-FAC098-05](#)), as per Regulation 14 of the IPHC Financial Regulations (2021), by consensus.
12. The FAC **ACKNOWLEDGED** the great strides that the IPHC Secretariat as continued to make over the past two years to improve the transparency, accountability, and accessibility of the IPHC accounting

systems and practices. The ‘unmodified opinion’ provided by the independent auditors for the past two years is testament to the work done.

6. FY2022 BUDGET - UPDATE

13. The FAC **NOTED** paper [IPHC-2022-FAC098-06 Rev_1](#) which provided an update on the approved FY2022 budget (financial period: 1 October 2021 to 30 September 2022), and that current expenditure for the first quarter of FY2022 is in-line with the approved budget.
14. The FAC **RECOMMENDED** that the Commission **ADOPT** the revised FY2022 budget (1 October 2021 to 30 September 2022), as detailed in [Appendix IV](#), noting that the amendments do not change the previously adopted Contracting Party contributions for FY2022, nor the extra-budgetary contributions (Ref: [IPHC-2021-SS011-R](#), paras, 11 and 12). The amendments made were to accommodate the final 2022 FISS design and other amendments to continue the IPHC’s move to Fund accounting, and to better align expected expenses with the new Chart of Accounts adopted in 2021.

7. BUDGET ESTIMATES: FY2023 (FOR APPROVAL); FY2024 AND FY2025 (FOR INFORMATION)

15. The FAC **NOTED** paper [IPHC-2022-FAC098-07 Rev_1](#) which provided budget estimates for FY2023 (1 October 2022 to 30 September 2023) for recommendation to the Commission (for approval), and for FY2024 and FY2025 (for information) (1 October 2023 to 30 September 2024, & 1 October 2024 to 30 September 2025, respectively).
16. The FAC **RECALLED** that subsequent to the Commission approving an annual budget, with associated Contracting Party contributions, the Contracting Parties go through an internal process of review and appropriation. Should an appropriation be lower than the Commission approved budget, an intersessional meeting would need to be held to agree on in-year budget reductions to match the contributions received.

FY2023

17. The FAC **NOTED** that:
- the IPHC Secretariat’s proposed budget includes a nominal 3% increase from FY2022 for both Contracting Parties to US\$**927,419.21** and US\$**4,282,492.80** for Canada and the USA, respectively;
 - the proposed income (and expenses) for the IPHC Fishery-Independent Setline Survey (FISS) are based on the design endorsed at the 97th Session of the IPHC Interim Meeting (IM097);
 - The proposed other general cost assumptions include increases in salaries (based on cost of living and step increases, ~2.5%) and health care costs ([Appendix V](#)).
18. The FAC **REQUESTED** that the Commission **NOTE** the proposed FY2023 budget (financial period: 1 October 2022 to 30 September 2023; Appendix V), presented by the IPHC Secretariat.
19. The FAC **REQUESTED** that the Commission **NOTE** the IPHC Secretariat proposed Contracting Party contributions for FY2023 as follows:
- Canada: Contribution to the General Fund: US\$**927,419.21**
 - U.S.A.: Contribution to the General Fund: US\$**4,282,492.80**
20. The Commission **NOTED** the required extra-budgetary (IFCP Fund deficit and Headquarters lease/maintenance) contributions from each Contracting Party for FY2022 as follows:
- Canada:
 - 50% Contribution to the IFCP Fund deficit (former staff pension plan): US\$**127,848**
 - U.S.A.:
 - 50% Contribution to the IFCP Fund deficit (former staff pension plan): US\$**127,848**
 - Contribution to the headquarters building lease and maintenance costs: US\$**489,250**

21. The FAC **RECOMMENDED** that the Commission **AGREE** for the two Contracting Parties to engage in inter-sessional discussions over the coming months to adopt a budget for FY2023 and the associated Contributions. In doing so, the Contracting Parties may consult with, and have requested assistance from the IPHC Secretariat who have been tasked with providing options, including likely impacts, of a frozen FY2023 budget:
- Option 1:** Maintain and approve the nominal increase of 3% (US\$151,745) for the FY2023 budget;
 - Option 2:** Maintain and approve the nominal increase of 3% (US\$151,745) for the FY2023 budget, however, freeze the contributions to the general fund, while utilizing the current carryover which stands at US\$1,476,626 (for general fund use).
 - Option 2:** Freeze the FY2023 budget at FY2021/FY2022 levels, including Contracting Party contributions to the operation funds.

FY2024 and FY2025

22. The FAC **NOTED** that the IPHC provisional budgets for FY2024 and FY2025 ([Appendix VI](#) and [Appendix VII](#), respectively) are based on a nominal 3% increase in general contributions for Canada and U.S.A. to cover expected matching increases in cost in salaries (based on cost of living and step increases, ~2.5%) and an increase in health care costs.

8. IPHC FINANCIAL REGULATIONS (2022) - REVISIONS

23. The FAC **NOTED** paper [IPHC-2022-FAC098-08](#), which was a place marker should the independent auditors recommend revisions to the IPHC Financial Regulations (2021), which they did not at this time.
24. The FAC **NOTED** that the IPHC Secretariat will continue to engage with our independent auditors (Moss Adams LLP) and Accounting Firm (Sommerville and Associates) to draft and propose amendments to the IPHC Financial Regulations (2021) throughout 2022 for consideration by the Commission in 2023. The intention is to further improve the basis of accounting to better align with GAAP standards while maintaining regulatory compliance.

9. IPHC RULES OF PROCEDURE (2022) - REVISIONS

25. The FAC **NOTED** paper [IPHC-2022-FAC098-09](#) which proposed amendments to the IPHC Rules of Procedure (2021) for endorsement and recommendation to the Commission.
26. The FAC **AGREED** that:
- the proposed amendments to the PAB terms of reference and rules of procedure seem sensible, and will align the PAB with the practices of the Commission and its other subsidiary bodies.
 - the IPHC Secretariat is the Commission's administrative body tasked with the organisational, administrative, communications, and recruitment facilitator roles for its subsidiary bodies, among other roles and responsibilities;
 - unless there is a compelling reason provided by the Co-Chairs of the PAB027, to retain the current approach whereby the Halibut Association of North America (HANA) is described in the PAB Terms of Reference as the administrative, communications, and recruitment facilitator for the PAB, that the Commission should move to approve the amendments as proposed.
27. The FAC **RECOMMENDED** that the Commission adopt the International Pacific Halibut Commission Rules of Procedure (2022), as provided in [IPHC-2022-FAC098-09](#), while taking into consideration any additional advice received from the PAB027, as well as to amend para. 1.a of the RAB ToR's to read as follows:
- “1.1.a Suggest research topics to be considered for incorporation in the IPHC integrated research and monitoring activities, as well as to comment upon operational and implementation considerations of those research and monitoring activities.”

10. OTHER BUSINESS

28. Nil

11. REVIEW OF THE DRAFT AND ADOPTION OF THE REPORT OF THE 98TH SESSION OF THE IPHC FINANCE AND ADMINISTRATION COMMITTEE (FAC098)

29. The Report of the 98th Session of the IPHC Finance and Administration Committee ([IPHC-2022-FAC098-R](#)) was **ADOPTED** via correspondence on 25 January 2022, including the consolidated set of recommendations and requests arising from FAC098, provided at [Appendix VIII](#).

APPENDIX I

LIST OF PARTICIPANTS FOR THE 98TH SESSION OF THE IPHC FINANCE AND
ADMINISTRATION COMMITTEE (FAC098)

Commission Officers

Chairperson	Vice-Chairperson
Mr Glenn Merrill (United States of America)	Mr Paul Ryall (Canada)

Commissioners

Canada	United States of America
Mr Paul Ryall	Mr Glenn Merrill
Mr Neil Davis	Mr Robert Alverson
Mr Peter DeGreef	Mr Richard Yamada

Advisors/experts

Canada	United States of America
Ms Felicia Cull - Policy/financial advisor	Mr David Moore – Financial advisor
Mr Justin Turple - Policy/financial advisor	Mr Doug Duncan - Technical advisor
Ms Averil Lamont - Technical advisor	
Ms Amber Lindstedt - Policy advisor	

Observers

Participant	Organisation	Email
Mr Steven Minor	Golden Harvest	steve@wafro.com
Ms Peggy Parker	Halibut Association of North America	peggyparker616@gmail.com

IPHC Secretariat

Participant	Title	Email
Dr David T. Wilson	Executive Director	david.wilson@iphc.int
Dr Josep Planas	Branch Manager	josep.planas@iphc.int
Dr Barbara Hutniczak	Branch Manager	barbara.hutniczak@iphc.int
Ms Kelly Chapman	Snr. Administrative Specialist	kelly.chapman@iphc.int
Ms Tara Coluccio	Administrative Specialist/Communications	tara.coluccio@iphc.int
Mr. Claude Dykstra	Research Biologist	clauded.dykstra@iphc.int
Ms Joan Forsberg	Age Lab Supervisor	joan.forsberg@iphc.int
Mr Edward Henry	Communications Specialist	edward.henry@iphc.int
Mr Tyler Jack	Setline Survey Specialist	tyler.jack@iphc.int
Mr Christopher Johnston	Age Lab Technician	christopher.johnston@iphc.int
Mr Colin Jones	Setline Survey Specialist	colin.jones@iphc.int
Mr Thomas Kong	Fisheries Data Specialist	tom.kong@iphc.int
Ms Rachel Rillera	Setline Survey Specialist	rachel.rillera@iphc.int
Ms Lauri Sadorus	Research Biologist	lauri.sadorus@iphc.int
Ms Kimberly Sawyer Van Vleck	Fisheries Data Specialist	kimberly.sawyer.vanvleck@iphc.int
Dr Ian Stewart	Quantitative Scientist	ian.stewart@iphc.int
Mr Afshin Taheri	Programmer	afshin.taheri@iphc.int
Mr Robert Tynes	Information Technology Specialist	robert.tynes@iphc.int
Ms Kayla Ualesi	Setline Survey Coordinator	kayla.ualesi@iphc.int
Ms Ola Wietecha	Administrative Specialist	ola.wietecha@iphc.int
Ms Tina Wisnowski	Staff Accountant	tina.wisnowski@iphc.int

APPENDIX II
AGENDA FOR THE 98TH SESSION OF THE IPHC FINANCE AND ADMINISTRATION COMMITTEE
(FAC098)

Date: 24 January 2022

Location: Bellevue, WA, USA & Electronic

Venue: Hyatt Regency Bellevue & Adobe Connect

Time: 09:00-12:00

Chairperson: Mr Glenn Merrill (USA)

Vice-Chairperson: Mr Paul Ryall (Canada)

1. **OPENING OF THE SESSION**
2. **ADOPTION OF THE AGENDA AND ARRANGEMENTS FOR THE SESSION**
3. **UPDATE ON ACTIONS ARISING FROM THE 97th SESSION OF THE IPHC FINANCE AND ADMINISTRATION COMMITTEE (FAC097)**
4. **FINANCIAL STATEMENT FOR FY2021**
5. **ANNUAL INDEPENDENT AUDITOR'S REPORT (2021)**
6. **FY2022 BUDGET – UPDATE**
7. **BUDGET ESTIMATES: FY2023 (for approval); FY2024 and FY2025 (for information)**
8. **IPHC FINANCIAL REGULATIONS (2022) - Revisions**
9. **IPHC RULES OF PROCEDURE (2022) - Revisions**
10. **OTHER BUSINESS**
11. **REVIEW OF THE DRAFT AND ADOPTION OF THE REPORT OF THE 98th SESSION OF THE IPHC FINANCE AND ADMINISTRATION COMMITTEE (FAC098)**

APPENDIX III**LIST OF DOCUMENTS FOR THE 98TH SESSION OF THE IPHC FINANCE AND ADMINISTRATION COMMITTEE (FAC098)**

Meeting documents	Title	Availability
IPHC-2022-FAC098-01	Agenda for the 98 th Session of the IPHC Finance and Administration Committee (FAC098)	✓ 15 Nov 2021
IPHC-2022-FAC098-02	List of Documents for the 98 th Session of the IPHC Finance and Administration Committee (FAC098)	✓ 15 Nov 2021 ✓ 17 Dec 2021 ✓ 22 Jan 2022
IPHC-2022-FAC098-03	Update on actions arising from the 97 th Session of the IPHC Finance and Administration Committee (FAC097) (D. Wilson)	✓ 13 Dec 2021
IPHC-2022-FAC098-04	Financial Statement for FY2021 (D. Wilson)	✓ 17 Dec 2021
IPHC-2022-FAC098-05	Report of the Independent auditors and Financial Statements (FY2021) (D. Wilson)	✓ 21 Dec 2021
IPHC-2022-FAC098-06 Rev_1	FY2022 Financial Budget – Update (D. Wilson)	✓ 17 Dec 2021 ✓ 22 Jan 2022
IPHC-2022-FAC098-07 Rev_1	Budget estimates: FY2023 (for approval), FY2024 and FY2025 (for information) (D. Wilson)	✓ 17 Dec 2021 ✓ 22 Jan 2022
IPHC-2022-FAC098-08	IPHC Financial Regulations (2022) - Draft (D. Wilson, D. Hayhurst)	✓ 15 Dec 2021
IPHC-2022-FAC098-09	IPHC Rules of Procedure (2022) – Draft (D. Wilson)	✓ 13 Dec 2021
<i>Information papers</i>		
Nil	Nil	Nil

APPENDIX IV FY2022 BUDGET: REVISED

(1 Oct. 2021 to 30 Sept. 2022)

Account Number	Account Name	10 - General FY2022	20 - Research FY2022	30 - Statistics FY2022	10,20,30 - TOTAL FY2022	40 - FISS FY2022	10,20,30, 40 - TOTAL FY2022
Income							
40000	Contracting Party Contributions						
40000.01	Canada	\$ -	\$ -	\$ -	\$ 900,407.00	\$ -	\$ 900,407.00
40000.02	United States of America	\$ -	\$ -	\$ -	\$ 4,157,760.00	\$ -	\$ 4,157,760.00
	Total 40000 - Contracting Party Contributions	\$ 3,297,992.02	\$ 641,979.15	\$ 1,118,195.83	\$ 5,058,167.00	\$ -	\$ 5,058,167.00
40055	Headquarters (Lease & Maintenance)	\$ 475,000.00	\$ -	\$ -	\$ 475,000.00	\$ -	\$ 475,000.00
40060	Other Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40100	Grants, Contracts & Agreements	\$ -	\$ 225,379.00	\$ 508,525.00	\$ 733,904.00	\$ 32,656.00	\$ 766,560.00
40200	Interest Income	\$ -	\$ -	\$ -	\$ -	\$ 11,550.00	\$ 11,550.00
40200.01	Bank Interest	\$ 750.00	\$ -	\$ -	\$ 750.00	\$ -	\$ 750.00
40200.02	CD Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total - Other Income	\$ 475,750.00	\$ 225,379.00	\$ 508,525.00	\$ 1,209,654.00	\$ 44,206.00	\$ 1,253,860.00
40350	Fish Sales						
40350.01	Fish Sales - Pacific Halibut	\$ -	\$ -	\$ -	\$ -	\$ 3,960,300.00	\$ 3,960,300.00
40350.02	Fish Sales - Byproduct	\$ -	\$ -	\$ -	\$ -	\$ 58,800.00	\$ 58,800.00
	Total 40350 - Fish Sales	\$ -	\$ -	\$ -	\$ -	\$ 4,019,100.00	\$ 4,019,100.00
	Total Income	\$ 3,773,742.02	\$ 867,358.15	\$ 1,626,720.83	\$ 6,267,821.00	\$ 4,063,306.00	\$ 10,331,127.00
Expense							
Personnel Expenses							
50000	Salaries & Wages	\$ 1,747,225.86	\$ 570,443.43	\$ 1,198,096.21	\$ 3,515,765.50	\$ 991,300.80	\$ 4,507,066.30
50100	Benefits	\$ 516,469.20	\$ 143,586.72	\$ 306,592.62	\$ 966,648.54	\$ 187,595.76	\$ 1,154,244.30
50100.09	Medical Reimbursement - Retiree	\$ 90,546.96	\$ -	\$ -	\$ 90,546.96	\$ -	\$ 90,546.96
50200	Training & Education	\$ 35,000.00	\$ -	\$ 21,000.00	\$ 56,000.00	\$ 54,600.00	\$ 110,600.00
50300	Personnel Related Expenses	\$ 5,500.00	\$ -	\$ 10,000.00	\$ 15,500.00	\$ 36,376.00	\$ 51,876.00
50300.01	Scholarship Awards	\$ 8,000.00	\$ -	\$ -	\$ 8,000.00	\$ -	\$ 8,000.00
	Total Personnel Expenses	\$ 2,402,742.02	\$ 714,030.15	\$ 1,535,688.83	\$ 4,652,461.00	\$ 1,269,872.56	\$ 5,922,333.56
Operational Expenses							
51000	Publications	\$ 5,000.00	\$ -	\$ 9,000.00	\$ 14,000.00	\$ -	\$ 14,000.00
51100	Mailing and Shipping	\$ 6,000.00	\$ 3,500.00	\$ 5,000.00	\$ 14,500.00	\$ 125,000.00	\$ 139,500.00
51200	Travel	\$ 90,000.00	\$ 10,450.00	\$ 20,000.00	\$ 120,450.00	\$ 117,516.00	\$ 237,966.00
51300	Meeting and Conference Expenses	\$ 170,000.00	\$ -	\$ -	\$ 170,000.00	\$ -	\$ 170,000.00
51400	Technology	\$ 135,000.00	\$ -	\$ 2,100.00	\$ 137,100.00	\$ -	\$ 137,100.00
	Total Operational Expenses	\$ 406,000.00	\$ 13,950.00	\$ 36,100.00	\$ 456,050.00	\$ 242,516.00	\$ 698,566.00
Fees and Contract Expenses							
52000	Professional Fees	\$ 220,000.00	\$ -	\$ 1,416.00	\$ 221,416.00	\$ -	\$ 221,416.00
52200	Other Fees and Charges	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	\$ 10,000.00	\$ 60,000.00
52300	Leases and Contracts	\$ 25,000.00	\$ 124,378.00	\$ 35,000.00	\$ 184,378.00	\$ 1,938,337.00	\$ 2,122,715.00
54000	Communications	\$ 30,000.00	\$ -	\$ 3,500.00	\$ 33,500.00	\$ 20,000.00	\$ 53,500.00
	Total Fees and Contract Expenses	\$ 325,000.00	\$ 124,378.00	\$ 39,916.00	\$ 489,294.00	\$ 1,968,337.00	\$ 2,457,631.00
Facilities and Equipment Expenses							
53000	Equipment Expense	\$ 20,000.00	\$ 15,000.00	\$ 4,000.00	\$ 39,000.00	\$ 15,000.00	\$ 54,000.00
53100	Supplies Expense	\$ 25,000.00	\$ -	\$ 2,600.00	\$ 27,600.00	\$ 750,000.00	\$ 777,600.00
53200	Maintenance and Utilities	\$ 110,000.00	\$ -	\$ 2,416.00	\$ 112,416.00	\$ 10,000.00	\$ 122,416.00
53300	Facility Rentals	\$ 450,000.00	\$ -	\$ 6,000.00	\$ 456,000.00	\$ 13,000.00	\$ 469,000.00
	Total Facilities and Equipment Expenses	\$ 605,000.00	\$ 15,000.00	\$ 15,016.00	\$ 635,016.00	\$ 788,000.00	\$ 1,423,016.00
Other Expenses							
55000	Budget Contingency	\$ 35,000.00	\$ -	\$ -	\$ 35,000.00	\$ -	\$ 35,000.00
	Total Other Expenses	\$ 35,000.00	\$ -	\$ -	\$ 35,000.00	\$ -	\$ 35,000.00
	Total Expense	\$ 3,773,742.02	\$ 867,358.15	\$ 1,626,720.83	\$ 6,267,821.00	\$ 4,268,725.56	\$ 10,536,546.56
	Net Income (Loss)	\$ -	\$ -	\$ -	\$ -	\$ (205,419.56)	\$ (205,419.56)

IFC Pension	
IFC Pension - Canada	\$ 127,848.00
IFC Pension - United States of America	\$ 127,848.00
Total - IFC Pension	\$ 255,696.00

**APPENDIX V
FY2023 TENTATIVE BUDGET**

(1 Oct. 2022 to 30 Sept. 2023)

Account Number	Account Name	10 - General	20 - Research	30 - Statistics	10,20,30 - TOTAL	40 - FISS	10,20,30, 40 - TOTAL
		FY2023	FY2023	FY2023	FY2023	FY2023	FY2023
Income							
40000	Contracting Party Contributions						
40000.01	Canada	\$ -	\$ -	\$ -	\$ 927,419.21	\$ -	\$ 927,419.21
40000.02	United States of America	\$ -	\$ -	\$ -	\$ 4,282,492.80	\$ -	\$ 4,282,492.80
	Total 40000 - Contracting Party Contributions	\$ 3,282,949.51	\$ 877,756.05	\$ 1,049,206.45	\$ 5,209,912.01	\$ -	\$ 5,209,912.01
40055	Headquarters (Lease & Maintenance)	\$ 489,250.00	\$ -	\$ -	\$ 489,250.00	\$ -	\$ 489,250.00
40060	Other Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40100	Grants, Contracts & Agreements	\$ -	\$ 89,323.00	\$ 626,316.00	\$ 715,639.00	\$ 34,289.00	\$ 749,928.00
40200	Interest Income	\$ -	\$ -	\$ -	\$ -	\$ 11,896.50	\$ 11,896.50
40200.01	Bank Interest	\$ 772.50	\$ -	\$ -	\$ 772.50	\$ -	\$ 772.50
40200.02	CD Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total - Other Income	\$ 490,022.50	\$ 89,323.00	\$ 626,316.00	\$ 1,205,661.50	\$ 46,185.50	\$ 1,251,847.00
40350	Fish Sales						
40350.01	Fish Sales - Pacific Halibut	\$ -	\$ -	\$ -	\$ -	\$ 4,079,109.00	\$ 4,079,109.00
40350.02	Fish Sales - Byproduct	\$ -	\$ -	\$ -	\$ -	\$ 60,564.00	\$ 60,564.00
	Total 40350 - Fish Sales	\$ -	\$ -	\$ -	\$ -	\$ 4,139,673.00	\$ 4,139,673.00
	Total Income	\$ 3,772,972.01	\$ 967,079.05	\$ 1,675,522.45	\$ 6,415,573.51	\$ 4,185,858.50	\$ 10,601,432.01
Expense							
Personnel Expenses							
50000	Salaries & Wages	\$ 1,727,050.37	\$ 587,556.73	\$ 1,234,039.10	\$ 3,548,646.19	\$ 1,021,039.82	\$ 4,569,686.01
50100	Benefits	\$ 531,963.28	\$ 147,894.32	\$ 315,790.40	\$ 995,648.00	\$ 193,223.63	\$ 1,188,871.63
50100.09	Medical Reimbursement - Retiree	\$ 93,263.37	\$ -	\$ -	\$ 93,263.37	\$ -	\$ 93,263.37
50200	Training & Education	\$ 36,050.00	\$ 18,477.00	\$ 21,630.00	\$ 76,157.00	\$ 56,238.00	\$ 132,395.00
50300	Personnel Related Expenses	\$ 5,665.00	\$ -	\$ 10,300.00	\$ 15,965.00	\$ 37,467.28	\$ 53,432.28
50300.01	Scholarship Awards	\$ 8,000.00	\$ -	\$ -	\$ 8,000.00	\$ -	\$ 8,000.00
	Total Personnel Expenses	\$ 2,401,992.01	\$ 753,928.05	\$ 1,581,759.49	\$ 4,737,679.55	\$ 1,307,968.74	\$ 6,045,648.29
Operational Expenses							
51000	Publications	\$ 5,150.00	\$ 7,500.00	\$ 9,270.00	\$ 21,920.00	\$ -	\$ 21,920.00
51100	Mailing and Shipping	\$ 6,180.00	\$ 7,000.00	\$ 5,150.00	\$ 18,330.00	\$ 128,750.00	\$ 147,080.00
51200	Travel	\$ 92,700.00	\$ 14,825.00	\$ 20,600.00	\$ 128,125.00	\$ 121,041.48	\$ 249,166.48
51300	Meeting and Conference Expenses	\$ 170,000.00	\$ -	\$ -	\$ 170,000.00	\$ -	\$ 170,000.00
51400	Technology	\$ 139,050.00	\$ -	\$ 2,163.00	\$ 141,213.00	\$ -	\$ 141,213.00
	Total Operational Expenses	\$ 413,080.00	\$ 29,325.00	\$ 37,183.00	\$ 479,588.00	\$ 249,791.48	\$ 729,379.48
Fees and Contract Expenses							
52000	Professional Fees	\$ 226,600.00	\$ -	\$ 1,458.48	\$ 228,058.48	\$ -	\$ 228,058.48
52200	Other Fees and Charges	\$ 51,500.00	\$ -	\$ -	\$ 51,500.00	\$ 10,300.00	\$ 61,800.00
52300	Leases and Contracts	\$ 25,750.00	\$ 39,019.00	\$ 36,050.00	\$ 100,819.00	\$ 1,996,487.11	\$ 2,097,306.11
54000	Communications	\$ 30,900.00	\$ -	\$ 3,605.00	\$ 34,505.00	\$ 20,600.00	\$ 55,105.00
	Total Fees and Contract Expenses	\$ 334,750.00	\$ 39,019.00	\$ 41,113.48	\$ 414,882.48	\$ 2,027,387.11	\$ 2,442,269.59
Facilities and Equipment Expenses							
53000	Equipment Expense	\$ 20,600.00	\$ -	\$ 4,120.00	\$ 24,720.00	\$ 15,450.00	\$ 40,170.00
53100	Supplies Expense	\$ 25,750.00	\$ 144,807.00	\$ 2,678.00	\$ 173,235.00	\$ 772,500.00	\$ 945,735.00
53200	Maintenance and Utilities	\$ 113,300.00	\$ -	\$ 2,488.48	\$ 115,788.48	\$ 10,300.00	\$ 126,088.48
53300	Facility Rentals	\$ 463,500.00	\$ -	\$ 6,180.00	\$ 469,680.00	\$ 13,390.00	\$ 483,070.00
	Total Facilities and Equipment Expenses	\$ 623,150.00	\$ 144,807.00	\$ 15,466.48	\$ 783,423.48	\$ 811,640.00	\$ 1,595,063.48
Other Expenses							
55000	Budget Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Other Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Expense	\$ 3,772,972.01	\$ 967,079.05	\$ 1,675,522.45	\$ 6,415,573.51	\$ 4,396,787.33	\$ 10,812,360.84
	Net Income (Loss)	\$ -	\$ -	\$ -	\$ -	\$ (210,928.83)	\$ (210,928.83)
IFC Pension							
	IFC Pension - Canada	\$ 127,848.00	\$ -	\$ -	\$ 127,848.00	\$ -	\$ 127,848.00
	IFC Pension - United States of America	\$ 127,848.00	\$ -	\$ -	\$ 127,848.00	\$ -	\$ 127,848.00
	Total - IFC Pension	\$ 255,696.00	\$ -	\$ -	\$ 255,696.00	\$ -	\$ 255,696.00

APPENDIX VI FY2024 INDICATIVE BUDGET

(1 Oct. 2023 to 30 Sept. 2024)

Account Number	Account Name	10 - General	20 - Research	30 - Statistics	10,20,30 - TOTAL	40 - FISS	10,20,30, 40 - TOTAL
		FY2024	FY2024	FY2024	FY2024	FY2024	FY2024
Income							
40000	Contracting Party Contributions						
40000.01	Canada	\$ -	\$ -	\$ -	\$ 955,241.79	\$ -	\$ 955,241.79
40000.02	United States of America	\$ -	\$ -	\$ -	\$ 4,410,967.58	\$ -	\$ 4,410,967.58
	Total 40000 - Contracting Party Contributions	\$ 3,381,438.00	\$904,088.73	\$ 1,080,682.65	\$ 5,366,209.37	\$ -	\$ 5,366,209.37
40055	Headquarters (Lease & Maintenance)	\$ 503,927.50	\$ -	\$ -	\$ 503,927.50	\$ -	\$ 503,927.50
40060	Other Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40100	Grants, Contracts & Agreements	\$ -	\$ 92,002.69	\$ 645,105.48	\$ 737,108.17	\$ 36,003.00	\$ 773,111.17
40200	Interest Income	\$ -	\$ -	\$ -	\$ -	\$ 12,253.40	\$ 12,253.40
40200.01	Bank Interest	\$ 795.68	\$ -	\$ -	\$ 795.68	\$ -	\$ 795.68
40200.02	CD Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total - Other Income	\$ 504,723.18	\$ 92,002.69	\$ 645,105.48	\$ 1,241,831.35	\$ 48,256.40	\$ 1,290,087.74
40350	Fish Sales						
40350.01	Fish Sales - Pacific Halibut	\$ -	\$ -	\$ -	\$ -	\$ 4,201,482.27	\$ 4,201,482.27
40350.02	Fish Sales - Byproduct	\$ -	\$ -	\$ -	\$ -	\$ 62,380.92	\$ 62,380.92
	Total 40350 - Fish Sales	\$ -	\$ -	\$ -	\$ -	\$ 4,263,863.19	\$ 4,263,863.19
	Total Income	\$ 3,886,161.17	\$996,091.42	\$ 1,725,788.13	\$ 6,608,040.72	\$ 4,312,119.59	\$ 10,920,160.31
Expense							
Personnel Expenses							
50000	Salaries & Wages	\$ 1,779,101.88	\$605,183.43	\$ 1,271,060.27	\$ 3,655,345.58	\$ 1,051,671.02	\$ 4,707,016.59
50100	Benefits	\$ 547,922.17	\$152,331.15	\$ 325,264.11	\$ 1,025,517.44	\$ 199,020.34	\$ 1,224,537.78
50100.09	Medical Reimbursement - Retiree	\$ 96,061.27	\$ -	\$ -	\$ 96,061.27	\$ -	\$ 96,061.27
50200	Training & Education	\$ 37,131.50	\$ 19,081.31	\$ 22,278.90	\$ 78,441.71	\$ 57,925.14	\$ 136,366.85
50300	Personnel Related Expenses	\$ 5,834.95	\$ -	\$ 10,609.00	\$ 16,443.95	\$ 38,591.30	\$ 55,035.25
50300.01	Scholarship Awards	\$ 8,000.00	\$ -	\$ -	\$ 8,000.00	\$ -	\$ 8,000.00
	Total Personnel Expenses	\$ 2,474,051.77	\$776,545.89	\$ 1,629,212.28	\$ 4,879,809.94	\$ 1,347,207.80	\$ 6,227,017.74
Operational Expenses							
51000	Publications	\$ 5,304.50	\$ 7,725.00	\$ 9,548.10	\$ 22,577.60	\$ -	\$ 22,577.60
51100	Mailing and Shipping	\$ 6,365.40	\$ 7,210.00	\$ 5,304.50	\$ 18,879.90	\$ 132,612.50	\$ 151,492.40
51200	Travel	\$ 95,481.00	\$ 15,269.75	\$ 21,218.00	\$ 131,968.75	\$ 124,672.72	\$ 256,641.47
51300	Meeting and Conference Expenses	\$ 175,100.00	\$ -	\$ -	\$ 175,100.00	\$ -	\$ 175,100.00
51400	Technology	\$ 143,221.50	\$ -	\$ 2,227.89	\$ 145,449.39	\$ -	\$ 145,449.39
	Total Operational Expenses	\$ 425,472.40	\$ 30,204.75	\$ 38,298.49	\$ 493,975.64	\$ 257,285.22	\$ 751,260.86
Fees and Contract Expenses							
52000	Professional Fees	\$ 233,398.00	\$ -	\$ 1,502.23	\$ 234,900.23	\$ -	\$ 234,900.23
52200	Other Fees and Charges	\$ 53,045.00	\$ -	\$ -	\$ 53,045.00	\$ 10,609.00	\$ 63,654.00
52300	Leases and Contracts	\$ 26,522.50	\$ 40,189.57	\$ 37,131.50	\$ 103,843.57	\$ 2,056,381.72	\$ 2,160,225.29
54000	Communications	\$ 31,827.00	\$ -	\$ 3,713.15	\$ 35,540.15	\$ 21,218.00	\$ 56,758.15
	Total Fees and Contract Expenses	\$ 344,792.50	\$ 40,189.57	\$ 42,346.88	\$ 427,328.95	\$ 2,088,208.72	\$ 2,515,537.68
Facilities and Equipment Expenses							
53000	Equipment Expense	\$ 21,218.00	\$ -	\$ 4,243.60	\$ 25,461.60	\$ 15,913.50	\$ 41,375.10
53100	Supplies Expense	\$ 26,522.50	\$149,151.21	\$ 2,758.34	\$ 178,432.05	\$ 795,675.00	\$ 974,107.05
53200	Maintenance and Utilities	\$ 116,699.00	\$ -	\$ 2,563.13	\$ 119,262.13	\$ 10,609.00	\$ 129,871.13
53300	Facility Rentals	\$ 477,405.00	\$ -	\$ 6,365.40	\$ 483,770.40	\$ 13,791.70	\$ 497,562.10
	Total Facilities and Equipment Expenses	\$ 641,844.50	\$149,151.21	\$ 15,930.47	\$ 806,926.18	\$ 835,989.20	\$ 1,642,915.38
Other Expenses							
55000	Budget Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Other Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Expense	\$ 3,886,161.17	\$996,091.42	\$ 1,725,788.13	\$ 6,608,040.72	\$ 4,528,690.95	\$ 11,136,731.67
	Net Income (Loss)	\$ -	\$ -	\$ -	\$ -	\$ (216,571.36)	\$ (216,571.36)
IFC Pension							
	IFC Pension - Canada	\$ 127,848.00	\$ -	\$ -	\$ 127,848.00	\$ -	\$ 127,848.00
	IFC Pension - United States of America	\$ 127,848.00	\$ -	\$ -	\$ 127,848.00	\$ -	\$ 127,848.00
	Total - IFC Pension	\$ 255,696.00	\$ -	\$ -	\$ 255,696.00	\$ -	\$ 255,696.00

APPENDIX VII FY2025 INDICATIVE BUDGET

(1 Oct. 2024 to 30 Sept. 2025)

Account Number	Account Name	10 - General	20 - Research	30 - Statistics	10,20,30 - TOTAL	40 - FISS	10,20,30, 40 - TOTAL
		FY2025	FY2025	FY2025	FY2025	FY2025	FY2025
Income							
40000	Contracting Party Contributions						
40000.01	Canada	\$ -	\$ -	\$ -	\$ 983,899.04	\$ -	\$ 983,899.04
40000.02	United States of America	\$ -	\$ -	\$ -	\$ 4,543,296.61	\$ -	\$ 4,543,296.61
	Total 40000 - Contracting Party Contributions	\$ 3,482,881.13	\$ 931,211.39	\$ 1,113,103.13	\$ 5,527,195.65	\$ -	\$ 5,527,195.65
40055	Headquarters (Lease & Maintenance)	\$ 519,045.33	\$ -	\$ -	\$ 519,045.33	\$ -	\$ 519,045.33
40060	Other Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40100	Grants, Contracts & Agreements	\$ -	\$ 94,762.77	\$ 664,458.64	\$ 759,221.42	\$ 37,808.00	\$ 797,024.42
40200	Interest Income	\$ -	\$ -	\$ -	\$ -	\$ 12,621.00	\$ 12,621.00
40200.01	Bank Interest	\$ 819.55	\$ -	\$ -	\$ 819.55	\$ -	\$ 819.55
40200.02	CD Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total - Other Income	\$ 519,864.87	\$ 94,762.77	\$ 664,458.64	\$ 1,279,086.29	\$ 50,424.00	\$ 1,329,510.28
40350	Fish Sales						
40350.01	Fish Sales - Pacific Halibut	\$ -	\$ -	\$ -	\$ -	\$ 4,327,526.74	\$ 4,327,526.74
40350.02	Fish Sales - Byproduct	\$ -	\$ -	\$ -	\$ -	\$ 64,252.35	\$ 64,252.35
	Total 40350 - Fish Sales	\$ -	\$ -	\$ -	\$ -	\$ 4,391,779.09	\$ 4,391,779.09
	Total Income	\$ 4,002,746.00	\$ 1,025,974.16	\$ 1,777,561.77	\$ 6,806,281.94	\$ 4,442,203.08	\$ 11,248,485.02
Expense							
Personnel Expenses							
50000	Salaries & Wages	\$ 1,832,713.92	\$ 623,338.93	\$ 1,309,192.08	\$ 3,765,244.93	\$ 1,083,221.15	\$ 4,848,466.08
50100	Benefits	\$ 564,359.84	\$ 156,901.09	\$ 335,022.03	\$ 1,056,282.96	\$ 204,990.95	\$ 1,261,273.91
50100.09	Medical Reimbursement - Retiree	\$ 98,943.11	\$ -	\$ -	\$ 98,943.11	\$ -	\$ 98,943.11
50200	Training & Education	\$ 38,245.45	\$ 19,602.25	\$ 22,947.27	\$ 80,794.96	\$ 59,662.89	\$ 140,457.86
50300	Personnel Related Expenses	\$ 6,010.00	\$ -	\$ 10,927.27	\$ 16,937.27	\$ 39,749.04	\$ 56,686.31
50300.01	Scholarship Awards	\$ 8,001.00	\$ -	\$ -	\$ 8,001.00	\$ -	\$ 8,001.00
	Total Personnel Expenses	\$ 2,548,273.31	\$ 799,842.27	\$ 1,678,088.65	\$ 5,026,204.23	\$ 1,387,624.03	\$ 6,413,828.26
Operational Expenses							
51000	Publications	\$ 5,463.64	\$ 7,956.75	\$ 9,834.54	\$ 23,254.93	\$ -	\$ 23,254.93
51100	Mailing and Shipping	\$ 6,556.36	\$ 7,426.30	\$ 5,463.64	\$ 19,446.30	\$ 136,590.88	\$ 156,037.17
51200	Travel	\$ 98,345.43	\$ 15,727.84	\$ 21,854.54	\$ 135,927.81	\$ 128,412.91	\$ 264,340.72
51300	Meeting and Conference Expenses	\$ 180,353.00	\$ -	\$ -	\$ 180,353.00	\$ -	\$ 180,353.00
51400	Technology	\$ 147,518.15	\$ -	\$ 2,294.73	\$ 149,812.87	\$ -	\$ 149,812.87
	Total Operational Expenses	\$ 438,236.57	\$ 31,110.89	\$ 39,447.44	\$ 508,794.91	\$ 265,003.78	\$ 773,798.69
Fees and Contract Expenses							
52000	Professional Fees	\$ 240,399.94	\$ -	\$ 1,547.30	\$ 241,947.24	\$ -	\$ 241,947.24
52200	Other Fees and Charges	\$ 54,636.35	\$ -	\$ -	\$ 54,636.35	\$ 10,927.27	\$ 65,563.62
52300	Leases and Contracts	\$ 27,318.18	\$ 41,395.26	\$ 38,245.45	\$ 106,958.88	\$ 2,118,073.17	\$ 2,225,032.05
54000	Communications	\$ 32,781.81	\$ -	\$ 3,824.54	\$ 36,606.35	\$ 21,854.54	\$ 58,460.89
	Total Fees and Contract Expenses	\$ 355,136.28	\$ 41,395.26	\$ 43,617.29	\$ 440,148.82	\$ 2,150,854.98	\$ 2,591,003.81
Facilities and Equipment Expenses							
53000	Equipment Expense	\$ 21,854.54	\$ -	\$ 4,370.91	\$ 26,225.45	\$ 16,390.91	\$ 42,616.35
53100	Supplies Expense	\$ 27,318.18	\$ 153,625.75	\$ 2,841.09	\$ 183,785.01	\$ 819,545.25	\$ 1,003,330.26
53200	Maintenance and Utilities	\$ 120,199.97	\$ -	\$ 2,640.03	\$ 122,840.00	\$ 10,927.27	\$ 133,767.27
53300	Facility Rentals	\$ 491,727.15	\$ -	\$ 6,556.36	\$ 498,283.51	\$ 14,205.45	\$ 512,488.96
	Total Facilities and Equipment Expenses	\$ 661,099.84	\$ 153,625.75	\$ 16,408.39	\$ 831,133.97	\$ 861,068.88	\$ 1,692,202.85
Other Expenses							
55000	Budget Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Other Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Expense	\$ 4,002,746.00	\$ 1,025,974.16	\$ 1,777,561.77	\$ 6,806,281.93	\$ 4,664,551.68	\$ 11,470,833.61
	Net Income (Loss)	\$ -	\$ -	\$ -	\$ -	\$ (222,348.59)	\$ (222,348.59)
IFC Pension							
	IFC Pension - Canada	\$ 127,848.00	\$ -	\$ -	\$ 127,848.00	\$ -	\$ 127,848.00
	IFC Pension - United States of America	\$ 127,848.00	\$ -	\$ -	\$ 127,848.00	\$ -	\$ 127,848.00
	Total - IFC Pension	\$ 255,696.00	\$ -	\$ -	\$ 255,696.00	\$ -	\$ 255,696.00

APPENDIX VIII

CONSOLIDATED SET OF RECOMMENDATIONS AND REQUESTS OF THE 98TH SESSION OF THE IPHC FINANCE AND ADMINISTRATION COMMITTEE (FAC098) (24 JANUARY 2022)

RECOMMENDATIONS

Financial Statement for FY2021

FAC098-Rec.01 (para. 8) The FAC **RECOMMENDED** that the Commission **NOTE** the Financial Statement for FY2021, as detailed in paper [IPHC-2022-FAC098-04](#).

Annual independent auditor's report (2021)

FAC098-Rec.02 (para. 11) The FAC **RECOMMENDED** that the Commission accept the independent external auditors report for FY2021 ([IPHC-2022-FAC098-05](#)), as per Regulation 14 of the IPHC Financial Regulations (2021), by consensus.

FY2022 budget - update

FAC098-Rec.03 (para. 14) The FAC **RECOMMENDED** that the Commission **ADOPT** the revised FY2022 budget (1 October 2021 to 30 September 2022), as detailed in [Appendix IV](#), noting that the amendments do not change the previously adopted Contracting Party contributions for FY2022, nor the extra-budgetary contributions (Ref: [IPHC-2021-SS011-R](#), paras, 11 and 12). The amendments made were to accommodate the final 2022 FISS design and other amendments to continue the IPHC's move to Fund accounting, and to better align expected expenses with the new Chart of Accounts adopted in 2021.

Budget estimates: FY2023 (for approval)

FAC098-Rec.04 (para. 21) The FAC **RECOMMENDED** that the Commission **AGREE** for the two Contracting Parties to engage in inter-sessional discussions over the coming months to adopt a budget for FY2023 and the associated Contributions. In doing so, the Contracting Parties may consult with, and have requested assistance from the IPHC Secretariat who have been tasked with providing options, including likely impacts, of a frozen FY2023 budget:

- a) **Option 1:** Maintain and approve the nominal increase of 3% (US\$151,745) for the FY2023 budget;
- b) **Option 2:** Maintain and approve the nominal increase of 3% (US\$151,745) for the FY2023 budget, however, freeze the contributions to the general fund, while utilizing the current carryover which stands at US\$1,476,626 (for general fund use).
- c) **Option 3:** Freeze the FY2023 budget at FY2021/FY2022 levels, including Contracting Party contributions to the operation funds.

IPHC Rules of Procedure (2022) - Revisions

FAC098-Rec.05 (para. 27) The FAC **RECOMMENDED** that the Commission adopt the International Pacific Halibut Commission Rules of Procedure (2022), as provided in IPHC-2022-FAC098-09, while taking into consideration any additional advice received from the PAB027, as well as to amend para. 1.a of the RAB ToR's to read as follows:

“I.1.a Suggest research topics to be considered for incorporation in the IPHC integrated research and monitoring activities, as well as to comment upon operational and implementation considerations of those research and monitoring activities.”

REQUESTS***Budget estimates: FY2023 (for approval)***

- FAC098-Req.01 ([para. 18](#)) The FAC **REQUESTED** that the Commission **NOTE** the proposed FY2023 budget (financial period: 1 October 2022 to 30 September 2023; Appendix V), presented by the IPHC Secretariat.
- FAC098-Req.02 ([para. 19](#)) The FAC **REQUESTED** that the Commission **NOTE** the IPHC Secretariat proposed Contracting Party contributions for FY2023 as follows:
- Canada: Contribution to the General Fund: US\$**927,419.21**
 - U.S.A.: Contribution to the General Fund: US\$**4,282,492.80**