



# INTERNATIONAL COTTON ADVISORY COMMITTEE

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## Aide Memoire

**To:** Delegates to the Standing Committee, Coordinating Agencies, and Members of the Private Sector Advisory Panel

**From:** Executive Director

**Subject:** Meeting of the Subcommittee on Budget

**Date:** December 9, 2003

Representatives of Australia, Belgium, Germany, Spain, Turkey, USA and Uzbekistan and the executive director and the administrative officer met today in the office of the Secretariat as the Subcommittee on Budget. Ms. Andrea Nicandri of Australia was elected Chair of the Subcommittee, and Mr. James Johnson of the USA was elected Vice Chair to provide continuity. Mr. Johnson served as Chair last year.

The Subcommittee reviewed the audit report for 2002-03. The auditors reported that the financial statements provided by the Secretariat presented accurately the accounts of the Committee, and there were no recommendations for changes in financial procedures.

The executive director reported that during 2002-03, Secretariat expenditures totaled \$1.51 million, which was equal to the amount budgeted for the fiscal year. However, revenue received from assessments paid by governments was \$119,000 less than had been anticipated, and as a result, the balance in the Working Fund of the Secretariat fell during 2002-03.

The Subcommittee discussed efforts to encourage all countries to remain current in the payment of assessments to the Secretariat. During the 62<sup>nd</sup> Plenary Meeting in Gdansk, the Advisory Committee did not endorse the proposal to discontinue providing publications to governments that were 12 months in arrears.

However, it was noted that some delegates in Gdansk had suggested that delegates of countries in arrears should not be eligible to serve as officers of the Standing Committee. After discussion of the need to balance the interests of members who have paid assessments with the concerns of countries who sometimes fall into arrears, the Subcommittee on Budget agreed that the Standing Committee should adopt this suggestion. This suggestion will be forwarded to the Standing Committee at the 471<sup>st</sup> meeting scheduled at the end of January 2004.

The Subcommittee also agreed that the Standing Committee should take into account whether a country is current in the payment of assessments when deciding whether to accept an invitation to host a plenary meeting of the ICAC. This suggestion will also be considered at the Standing Committee meeting in January 2004.