



The Secretariat

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South East Atlantic Fisheries Organisation (SEAFO)

PROVISIONAL AGENDA FOR THE 15TH ANNUAL MEETING OF THE STANDING COMMITTEE ON ADMINISTRATION & FINANCE (SCAF) - 2023

CHAIRPERSON: Mr. Wickness ROOIFONTEIN (SOUTH AFRICA 2023-2024)

VICE-CHAIR: xx (ANGOLA 2023-2024)

VENUE: Virtual & Physical Swakopmund (Secretariat Office)

DATE: 28 November 2023

Item	Agenda Item	Working Document
1	Opening of meeting by Chairperson	
2	Appointment of rapporteur	
3	Adoption of Agenda and meeting arrangements	DOC/SCAF/00/2023/Rev1 (15 Nov 2023) DOC/SCAF/01/2023/Rev1 (15 Nov 2023) DOC/SCAF/02/2023/Rev1 (15 Nov 2023)
4	Introduction of Delegations	
5	Presentation of the 2022 Audit Report	DOC/SCAF/03/2023 DOC/SCAF/04/2023
6	Presentation of the Executive Secretary's Report on Administration & Finance	DOC/SCAF/05/2023
7	Approval of 2024 Provisional & 2025 forecast Budget	DOC/SCAF/06/2023/Rev2 (10 Nov 2023) DOC/SCAF/07/2023/Rev1 (10 Nov 2023)
8	Contribution by Contracting Parties	DOC/SCAF/08/2023/Rev1 (10 Nov 2023)
9	Any other matters 9.1 Draft process of recruitment of a new ES 9.2 Review of the 2016 Performance Review report relevant to SCAF	DOC/SCAF/09/2023 DOC/SCAF/10/2023
10	Venue & date of next meeting	
11	Adoption of the 2023 Standing Committee on Admin & Finance Report	
12	Closure of meeting	