



The Secretariat

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South East Atlantic Fisheries Organisation (SEAFO)

## PROVISIONAL AGENDA FOR THE 16<sup>TH</sup> ANNUAL MEETING OF THE STANDING COMMITTEE ON ADMINISTRATION & FINANCE (SCAF) – 2024

**CHAIRPERSON:** Mr. W ROOIFONTEIN (Rep. SA 2023 - 2024)

**VENUE:** Alte Brücke  
Conference Centre,  
Swakopmund, NAMIBIA

**VICE-CHAIR:** (ANGOLA 2023 – 2024)

**DATE:** 26 Nov 2024

Item	Agenda Item	Working Document
1	Opening of meeting by Chairperson	
2	Appointment of rapporteur	
3	Adoption of Agenda and meeting arrangements	DOC/SCAF/00/2024 DOC/SCAF/01/2024 DOC/SCAF/02/2024
4	Introduction of Delegations	
5	Presentation of the 2023 Audit Report	DOC/SCAF/03/2024 DOC/SCAF/04/2024
6	Presentation of the Executive Secretary's Report on Administration & Finance	DOC/SCAF/05/2024
7	Any other matters 7.1 Review of the 2016 Performance Review report relevant to SCAF 7.2 Review of Executive Secretary Contract 7.3 Appointment of new Auditors	DOC/SCAF/09/2024 DOC/SCAF/10/2024 DOC/SCAF/11/2024
8	Approval of 2025 Provisional & 2026 forecast Budget	DOC/SCAF/06/2024 DOC/SCAF/07/2024
9	Contribution by Contracting Parties	DOC/SCAF/08/2024
10	Election of Chair and Vice-chair	
11	Venue & Date of next meeting	
12	Adoption of the 2024 Standing Committee on Admin & Finance Report	
13	Closure of meeting	