



SOUTH EAST ATLANTIC FISHERIES ORGANISATION

REPORT OF THE 11TH ANNUAL MEETING OF THE STANDING COMMITTEE
ON ADMINISTRATION AND FINANCE (SCAF) - 2019

26/27 November 2019
Swakopmund
NAMIBIA

The Secretariat

NatMIRC Bldg, Strand Street No. 1

Swakopmund, Namibia

Phone: + 264 (64) 406-885

Email: info@seafo.org

Mr. Hideki MORONUKI (Japan)

Chairperson of SEAFO Standing Committee on
Administration and Finance

Email: hideki_moronuki600@maff.go.jp

**REPORT OF THE 11TH ANNUAL MEETING OF THE STANDING COMMITTEE ON
ADMINISTRATION AND FINANCE (SCAF)
Swakopmund, Namibia 26 & 27 November 2019**

1. Opening of the meeting

The Chair, Mr. Hideki Moronuki, from Japan, opened the meeting and welcomed all delegates and expressed his wishes for a productive and efficient meeting with the support of the delegations.

2. Appointment of Rapporteur

The Secretariat was the rapporteur for the meeting.

3. Adoption of agenda and meeting arrangements

The agenda ([Appendix I](#)) was adopted by the SCAF with the following items added under additional matters (Agenda Item 11):

- 11.1 Renewal of the three-year agreement of the current auditors (Secretariat).
- 11.2 The current status of the Data Manager position and the requirement for this position (Japan).

4. Introduction of Parties' Delegations

The Chair noted that no new delegates have joined, and introduction of existing delegations was not necessary. The list of attendance can be seen in ([Appendix II](#)).

5. Presentation of the 2018 Audit Report

The Executive Secretary (ES) presented the 2018 audit report ([DOC/SCAF/03/2019](#)) and the Report to Management from the Auditors.

SCAF noted the auditor's opinion that the financial statements present fairly, in all material respects, the financial position of SEAFO as at 31 December 2018, and its financial performance and cash flows for the year then ended in accordance with the basis of accounting. The auditors further reported that the audit evidence they have obtained is enough and appropriate to provide a basis for their opinion.

It was further noted from the Annual Financial Statements that:

- There was an increase in Nett worth of N\$ 1 075 625 from 2017 to 2018.
- The operating expense decreased by N\$ 1 124 669 during 2018.
- The Nett surplus for 2018 is N\$ 1 138 180.

The auditor's Report for Management recommended improvements in some matters and do not attempt to indicate all possible improvements. The correct calculation of PAYE in the

Payroll system has been addressed by the Secretariate. The omitting of filing the three quotations for the purchase of a laptop was noted and will be done correctly in future. SCAF emphasised the importance of sound management of the SEAFO funds.

ACTION: The Audited Financial Statements for the 2018 financial year was endorsed by the SCAF and recommends to the Commission to approve it.

6. Presentation of the Executive Secretary's Report on Administration and Finance

The Executive Secretary presented the report on Administration and Finance ([DOC/SCAF/05/2019](#)) covering the period from January 2019 to September 2019.

The ES presented the tasks completed by the Secretariate which originated from the 2018 SCAF meetings.

The Executive Secretary reported that not all Contracting Parties had made their contributions at the time of the compilation of the 2019 report and that some Contracting Parties made overpayments, whilst others have underpaid due to exchange rate fluctuations. The ES informed the meeting that the contribution of Angola was received after the compilation of the report.

Projected cashflow statement shows that with cash equivalents and outstanding members' contribution expected, SEAFO will be able to cover all its financial commitments for 2019 with a remaining surplus of N\$ 3 679 306.

The SCAF agreed that the old laptops that need to be disposed of can be done so after making sure all data is removed from the hard disks. The two PC's can be donated to for example, a school or other institution where it can be used. The ES need to report back on the disposal and donation of the computers at the next meeting.

SCAF expressed satisfaction with the report presented by the Secretariat

ACTION:

- The Secretariat was requested to add an additional note to the over and underpaying of parties to specify what exactly it is that the countries under- or over paid.
- The Secretariat was requested to dispose of old laptops and donate the PC's and to report back to the next meeting.

7. Staff Regulations changes to comply with the Namibian Labour Law

The Executive Secretary presented the SEAFO Staff Regulations proposed alignments to the Namibian labour law ([DOC/SCAF/06/2019](#)) as suggested by the labour consultant.

SCAF adopted the following changes:

- Article 19 should be amended as provided in italics.
- Removal of Article 20 due to redundancy.
- Article 21 to be amended for improved clarity.

- Article 22 to be amended.
- Article 30 to be maintained as is, as the benefit is a good incentive to attract the best capable employees.
- Compassionate leave to be added as Article 39 to the Staff Regulations at 5 days per year of work.
- Article 41 to be maintained as is.
- Article 42 to be maintained as is.
- Article 43 to be amended to align to Namibian labour law.
- Article 44 to be amended to align to Namibian labour law.
- Article 45 to be added: “The Commission will pay ... to any remaining dependants of the deceased if any”.
- Article 56 to be maintained as is.
- Article 57 to be maintained as is.
- Article 58 to be amended to align to Namibian labour law.
- Article 59 to be maintained as is.

ACTION: The SCAF adopted the above changes to the Staff Regulations and will recommend it to the Commission for approval.

8. Approval of the 2020 Provisional Budget and 2021 forecast Budget

The Executive Secretary presented an overview of the 2020 provisional and the 2020 forecast budget for 2021 and the explanatory notes ([DOC/SCAF/07/2019](#)) & ([DOC/SCAF/08/2019](#)). Legal fees requested for 2020 has been removed from the proposed budget, since it will not be needed.

The overall proposed budget for 2020 ([Appendix III](#)) is N\$ 4,159,831.23, which is a 0.48 % decrease from the allocated budget for 2019 of N\$ 4 180 051.

ACTION: The SCAF agreed to propose the budget to the Commission for approval.

9. Contributions by Parties

Contributions by parties were calculated based on the formula adopted in 2009 ([Appendix V](#)).

ACTION: The SCAF agreed to propose the Contributions to the Commission for approval.

10. Election of Chair and Vice-Chair

The SCAF appointed the Chair and Vice-Chair for the next two-year period (2020-2021) from Namibia and Norway respectively. Norway noted that for the following two-year period (2022-2023) Norway should not necessarily be appointed as Chair again (cf. the Rules of Procedure of SCAF).

11. Any other matters

11.1 Renewal of the three-year agreement with the current auditors.

Ernest & Young was appointed as auditor for the three-year period from January 2018 to 2020. The SCAF agreed to appoint the current auditors for another three-year period from January 2021 to 2023.

ACTION: The SCAF agreed to the reappointment of the auditors for another three-year period (2021-2023) and recommend it to the Commission for approval.

11.2 The current status of the Data Manager position and the requirement for this position.

The Executive Secretary informed the meeting that the current Secretariate is still able to handle the Compliance and Data Management duties of the previous employed Compliance and Data manager.

ACTION: The SCAF agreed to continue with the current situation of the Secretariat fulfilling the Compliance and Data Manager functions and will review the situation at the SCAF meeting in 2020.

11.3 Review of the position of the Executive Secretary

The four-year contract of the current ES will come to an end at 31 January 2021. The SCAF noted the good performance of the current ES and agreed to recommend to the Commission to extend the contract for a four-year term.

ACTION: The SCAF agreed to recommend to the Commission to approve the extension of the current contract with a four-year period.

12. Venue and date of next meeting

The SCAF noted that the date and venue of the next meeting will be decided by the Commission.

13. Adoption of the SCAF Report

SCAF reviewed and adopted the report to be presented by the Chair to the Commission.

14. Closure of meetings

The Chairperson closed the meeting at 12:28 on 27th Nov 2019. He thanked the delegates for their support and cooperation.

APPENDIX I: List of Documents and Agenda of the 11th Standing Committee on Administration and Finance

DOC/SCAF/00/2019

	The Secretariat Physical Address: 1 Strand Street, NatMirc, Swakopmund, Namibia Phone: + 264 (64) 406-885 • Fax: + 264 (64) 406-884 • Email: info@seafo.org • Website: www.seafo.org
	South East Atlantic Fisheries Organisation (SEAFO)

LIST OF DOCUMENTS FOR 11th MEETING OF THE STANDING COMMITTEE on ADMINISTRATION & FINANCE (SCAF) - 2019

CHAIRPERSON: Mr. Hideki Moronuki (Japan 2018-2019) **VENUE:** Strand Hotel, Swakopmund
VICE-CHAIR: To be confirmed (Korea 2018-2019) **DATE:** 27 November 2019

Document Ref. Number	Agenda Item	Document Title	Provider	Availability of Document
DOC/SCAF/00/2019	All	List of Documents	Secretariat	Available before meeting
DOC/SCAF/01/2019	All	Provisional Agenda of the 11 th Meeting of SCAF	Secretariat	Available before meeting
DOC/SCAF/02/2019	All	Provisional Annotated Agenda of the 11 th Meeting of SCAF	Secretariat	Available before meeting
DOC/SCAF/03/2019	5	Annual Financial Statements 2018	Auditors/Secretariat	Available before meeting
DOC/SCAF/04/2019	5	Auditors' Management Letter 2018	Auditors/Secretariat	Available before meeting
DOC/SCAF/05/2019	6	Executive Secretary's Report on Administration & Finance	Secretariat	Available before meeting
DOC/SCAF/06/2019	6	Staff Regulations to comply with Namibian Labour Law	Secretariat	Available before meeting
DOC/SCAF/07/2019	7	Provisional 2020 & 2021 forecast budget	Secretariat	Available before meeting
DOC/SCAF/08/2019	7	Provisional 2020 & 2021 forecast budget explanatory notes	Secretariat	Available before meeting
DOC/SCAF/09/2019	8	Contribution of Contacting Parties	Secretariat	Available before meeting

Circulation Date: 27 October 2019

DOC/SCAF/01/2019



The Secretariat

Physical Address: 1 Strand Street, NatMirc, Swakopmund, Namibia

Phone: + 264 (64) 406-885 · Fax: + 264 (64) 406-884 · Email: info@seafo.org · Website: www.seafo.org

South East Atlantic Fisheries Organisation (SEAFO)

**PROVISIONAL AGENDA FOR THE 11TH MEETING OF THE STANDING COMMITTEE
ON ADMINISTRATION & FINANCE (SCAF) - 2019**

CHAIRPERSON: Mr. Hideki Moronuki (Japan 2018-2019)**VENUE:** Strand Hotel, Swakopmund**VICE-CHAIR:** To be confirmed (Korea 2018-2019)**DATE:** 27 November 2019

Item	Agenda Item	Working Document
1	Opening of meeting by Chairperson	
2	Appointment of rapporteur	
3	Adoption of Agenda and meeting arrangements	DOC/SCAF/00/2019 DOC/SCAF/01/2019 DOC/SCAF/02/2019
4	Introduction of Delegations	
5	Presentation of the 2018 Audit Report	DOC/SCAF/03/2019 DOC/SCAF/04/2019
6	Presentation of the Executive Secretary's Report on Administration & Finance	DOC/SCAF/05/2019
7	Staff Regulations changes to comply with Namibian Labour Law	DOC/SCAF/06/2019
8	Approval of 2020 Provisional & 2021 forecast Budget	DOC/SCAF/07/2019 DOC/SCAF/08/2019
9	Contribution by Contracting Parties	DOC/SCAF/09/2019
10	Election of Chair & Vice-chair	
11	Any other matters	
12	Venue & date of next meeting	
13	Adoption of the 2019 Standing Committee on Admin & Finance Report	
14	Closure of meeting	

Circulation Date: 27 October 2019

DOC/SCAF/02/2019



The Secretariat

Physical Address: 1 Strand Street, NatMirc, Swakopmund, Namibia

Phone: + 264 (64) 406-885 • Fax: + 264 (64) 406-884 • Email: info@seafo.org • Website: www.seafo.org

South East Atlantic Fisheries Organisation (SEAFO)

**PROVISIONAL ANNOTATED AGENDA FOR THE 11TH MEETING OF THE STANDING
COMMITTEE ON ADMINISTRATION & FINANCE (SCAF) – 2019**

CHAIRPERSON: Mr. Hideki Moronuki (Japan 2018-2019)	VENUE: Strand Hotel, Swakopmund
VICE-CHAIR: To be confirmed (Korea 2018-2019)	DATE: 27 November 2019

- 1. Opening of the meeting**
The Chair will open the meeting and welcome all present.
- 2. Appointment of Rapporteur**
The Chair will ensure the appointment of a rapporteur who will take the minutes during the SCAF meeting.
- 3. Adoption of Agenda and meeting arrangements**
The Chair may permit any discussion and consideration of proposals concerning the Provisional Agenda. Delegations will review and adopt the Agenda ([DOC/SCAF/00/2019](#); [DOC/SCAF/01/2019](#) & [DOC/SCAF/02/2019](#)).
- 4. Introduction of Parties' Delegations**
The Heads of Delegations will introduce their members to the committee.
- 5. Presentation of the 2018 Audit Report**
The Executive Secretary will present the 2018 audit report ([DOC/SCAF/03/2019](#)) and the Report to the Management ([DOC/SCAF/04/2019](#)). The Committee will take note of the report and make recommendations where required on matters emanating from the Reports.
- 6. Presentation of the Executive Secretary's Report on Administration and Finance**
The Executive Secretary will present the report on Administration and Finance ([DOC/SCAF/05/2019](#)) covering the period from January 2019 to September 2019. The Committee will discuss and make decisions as required on matters emanating from the Executive Secretary's Report.
- 7. Staff Regulations alignments to the Namibian labour law** will be discussed ([DOC/SCAF/06/2019](#))
- 8. Approval of the Provisional 2020 Budget and 2021 Forecast Budget**
The executive Secretary will present the Provisional 2020 and 2021 Forecast Budget ([DOC/SCAF/07/2019](#)) as well as the explanatory notes ([DOC/SCAF/08/2019](#)) prepared for the meeting. The Committee will discuss/amend and approve the 2020 budget.
- 9. Contribution by Parties**
The Committee shall take note of the contribution allocation of the various Contracting Parties on the approved 2020 budget ([DOC/SCAF/09/2019](#))

DOC/SCAF/02/2019

10. Election of Chair and Vice-Chair

The Committee will elect a new Chair and Vice-Chair to serve for a 2-year term.

11. Any other matters

Any other matters will be discussed.

12. Venue and date of next meeting

The Committee will agree on the date and place of the next meeting.

13. Adoption of the SCAF Report

The Committee will review and adopt the report which will be presented by the SCAF Chair to the Commission.

14. Closure of meeting

The Chair will declare the closure of the meeting after all items have been concluded.

Circulation date: 27 October 2019

APPENDIX II: List of Participants**CHAIRPERSON****Hideki MORONUKI**

Director for International Negotiations (Counsellor)
 Fisheries Agency of Japan
 1-2-1, Kasumigaseki
 Chiyoda-ku
 Tokyo, 100-8950
 Japan
 Tel: +81 3 3502 1086
 Email: hideki_moronuki600@maff.go.jp

ANGOLA

Domingos AZEVEDO (Head of Delegation)
 Servico Nacional De Fiscalizacao Pesqueira e da
 Aquacultura
 Ministerio das Pescas e do Mar
 P.O.Box 83
 Avenida 4 Feveireira N:30, Edificio Atlantico
 Luanda
 Angola
 Tel: +24 49 23 340 100
 Fax: +24 42 22 309 731
 Email: domingosazevedo2001@yahoo.com.br

Paulo CUSSO

Ministerio das Pescas e do Mar
 P.O.Box 83
 Avenida 4 Feveireira N:30, Edificio Atlantico
 Luanda
 Angola
 Tel: +24 49 23 340 100
 Fax: +24 42 22 309 731
 Email: nkuso2015@gmail.com

JAPAN

Mr. Kenro IINO (Head of Delegation)
 Special advisor to the Minister of Agriculture
 Forestry and Fisheries
 1-2-1 Kasumigaseki
 Chiyoda-ku
 Tokyo, 100-8950
 Japan
 100-8907
 Tel: +81 3 3502 8459
 Fax: +81 3 3504 2649
 Email: keniino@hotmail.com

YUKI MORITA

The Fisheries Agency
 1-2-1 Kasumigaseki
 Chiyoda-ku
 Tokyo, 100-8907
 Japan
 Tel: +81 3 3591 1086
 Email: yuki_morita470@maff.go.jp

Tsutomu NISHIDA

Associate Scientist National Research Institute of
 Far Seas Fisheries
 5-7-1, Orido, Shimizu-Ward
 Shizuoka-City
 Shizuoka, 424-8633
 Japan
 Tel/Fax: +81 54 336 5834
 Email: aco20320@par.odn.ne.jp

Junichiro OKAMOTO

Japan Overseas Fishing Association
 Touei Ogawa-machi Bldg
 5F, 2-6-3 Kanda Ogawa-Machi
 Chiyoda-ku
 Tokyo 101-0052
 Japan
 Tel: +81 3 3291 8508
 Email: jokamoto@jdsta.or.jp

Yuki KINOSHITA

The Fisheries Agency
 1-2-1 Kasumigaseki
 Chiyoda-ku
 Tokyo, 100-8907
 Japan
 Tel: +81 3 3591 1086
 Email: yuki_kinoshita590@maff.go.jp

Atsuko NEGAMI

Manager (Deputy Representative)
 Taiyo A&F Co. Ltd., Cape Town Office
 19 Foregate Square,
 Heerengracht Street,
 Foreshore
 Cape Town 8000
 South Africa
 Tel: +27 21 417 3440
 Fax: +27 21 417 3450
 E-mail: taiyoct@mweb.co.za

Shogo UEKI

Taiyo A & F Co., Ltd
4-5 Toyomi-cho,
Chuo-ku,
Tokyo 104-0055
Japan
Tel: +81 3 6220 1260
Email: s-ueki@maruha-nichiro.co.jp

Shogo SHINOHARA

The Ministry of Foreign Affairs
2-2-1 Kasumigaseki
Chiyoda-ku
Tokyo, 100-8919
Japan
Tel: +81 3-5501 8000
Email: shogo.shinohara@mofa.go.jp

NAMIBIA**Graca B. D'ALMEIDA** (Head of Delegation)

Director-Resource Management
Ministry of Fisheries and Marine Resources
Private Bag 13355
Windhoek
Namibia
Tel: +264 61 205 3015
Fax: +264 61 205 558
Email: Graca.D'Almeida@mfmr.gov.na

Malcolm BLOCK

Control Fisheries Inspector
Ministry of Fisheries and Marine Resources
P.O. Box 1594
Walvis Bay
Namibia
Tel: +264 64 201 6250
Fax: +264 64 2016 228
Email: Malcolm.Block@mfmr.gov.na

Rosalia MUPETAMI

Control Fisheries Inspector
Ministry of Fisheries and Marine Resources
Private Bag 912
Swakopmund
Namibia
Tel: +264 64 201 6250
Fax: +264 64 404 385
Email: rosalia.mupetami@mfmr.gov.na

Titus IILENDE

Deputy Director: Resource Management Ministry of
Fisheries and Marine Resources
Private Bag 13355
Windhoek
Namibia
Tel: +264 61 205 3071
Fax: +264 61 220 558
Email: Titus.Iilende@mfmr.gov.na

Paul KAINGE

Chief Fisheries Biologist: Resource Management
Ministry of Fisheries and Marine Resources
Private Bag 912
Swakopmund
Namibia
Tel: +264 64 4101127
Fax: +264-64 404385
Email: Paulus.Kainge@mfmr.gov.na

NORWAY**Kristoffer BJØRKLUND** (Head of Delegation)

Ministry of Foreign Affairs
P.O. Box 8090
DEP NO – 0032 Oslo
Tel: +47 22 24 6323
Email: Kristoffer-Krohq.Bjorklund@nfd.dep.no

SOUTH AFRICA**Nkosinathi DANA** (Head of Delegation)

Agriculture, Forestry & Fisheries
Private Bag X2
Roggebaai
Cape Town
8012
Tel: +27 21 402 3504
Email: NkosinathiD@daff.gov

SECRETARIAT**Elizabeth VOGES**

Executive Secretary
NATMIRC Strand Street No. 1
P.O. Box 4862
Vineta
Swakopmund
Tel: +264 64 406885
Email: lvoges@seafo.org

Delita KRAUZE

Admin & Finance Officer
NATMIRC Strand Street No. 1
P.O. Box 4862
Vineta
Swakopmund
Tel: +264 64 406885
Email: dkrauze@seafo.org

Appendix III: Provisional 2020 and 2021 Forecasted Budget

PROVISIONAL 2020 BUDGET and 2021 FORECAST BUDGET							
DOC/SCAF/07/2019							
Vote	Description	Approved Budget 2019	Estimated Expenditures 2019	Provisional Budget 2020	Change %	Forecast Budget 2021	Change %
Communication							
4310/000	Switchboard Rental & Maint.	12,500.00	11,829.16	13,012.08	4%	14,313.28	10%
4315/000	Copier/Fax Rental & Maint.	36,600.00	14,932.19	16,425.40	-55%	18,067.94	10%
4600/000	Telephone and Fax	12,000.00	6,069.84	7,000.00	-42%	7,700.00	10%
		61,100.00	32,831.19	36,437.48	-40%	40,081.23	10%
Computer Services							
3300/005	Computer Expenses	10,000.00	999.00	10,000.00	0%	10,700.00	7%
3300/010	Maintenance and Support	10,000.00	459.00	10,000.00	0%	10,700.00	7%
3301/000	Software Upgrades	7,000.00	7,704.84	8,500.00	21%	9,095.00	7%
3302/000	Internet lease Line	25,000.00	28,791.60	30,807.01	23%	32,963.50	7%
3303/000	Website Hosting & Support	107,000.00	104,421.54	170,000.00	59%	181,900.00	7%
3305/000	Cloud services	10,000.00	7,301.27	10,000.00	0%	10,700.00	7%
6250/010	Hardware	28,622.50	45,000.00	76,000.00	166%	40,000.00	-47%
		197,622.50	194,677.25	315,307.01	60%	296,058.50	-6%
Meetings & Conferences							
4070/000	Meetings Venue	464,701.68	360,531.20	396,584.32	-15%	424,345.22	7%
4070/001	Meetings Flights	-	-	-	0%	-	0%
4070/002	Meetings Accommodation	-	-	-	0%	-	0%
4070/003	Meetings Road	-	-	-	0%	-	0%
4070/004	Meeting Assistance	34,240.00	-	95,000.00	177%	101,650.00	7%
		498,941.68	360,531.20	491,584.32	-1%	525,995.22	7%
Operational Expenses							
3000/000	Accounting Fees	168,000.00	159,574.00	175,531.40	4%	187,818.60	7%
3050/000	Advertising & Promotions	18,394.02	-	10,000.00	-46%	10,700.00	7%
3200/000	Bank Charges	28,612.82	21,409.32	23,550.25	-18%	25,198.77	7%
3355/000	Contingency	12,592.83	-	10,000.00	-21%	10,700.00	7%
3400/000	Courier & Postage	7,789.20	2,047.49	7,789.20	0%	8,334.44	7%
3700/000	Entertainment	8,033.03	6,105.00	8,033.03	0%	8,595.34	7%
3850/000	Insurance	24,207.48	25,589.82	27,381.11	13%	29,297.78	7%
4000/000	Legal Fees	70,000.00	4,233.33	0.00	-100%	0.00	0%
4200/000	Stationary	7,500.00	847.77	7,500.00	0%	8,025.00	7%
4500/000	Office expenses	6,000.00	5,015.94	6,420.00	7%	6,869.40	7%
6300/010	Office Equipment	35,000.00	-	0.00	-100%	12,000.00	100%
		386,129.38	224,822.67	276,204.99	-28%	307,539.34	11%
Other Travel							
4650/000	Travel Flights	133,750.00	40,951.88	133,750.00	0%	143,112.50	7%
4651/000	Travel Accommodation	205,000.00	145,793.88	219,350.00	7%	234,704.50	7%
4652/000	Travel Road	32,100.00	6,190.30	15,000.00	-53%	16,050.00	7%
		370,850.00	192,936.06	368,100.00	-1%	393,867.00	7%

Vote	Description	Approved Budget 2019	Estimated Expenditures 2019	Provisional Budget 2020	Increase %	Forecast Budget 2021	Increase %
Performance Review							
3150/000	Performance Review	-	-	-	0%	-	0%
		-	-	-	0%	-	0%
Printing & Translations							
4051/000	Report & Translations	80,250.00	55,455.00	80,250.00	0%	85,867.50	7%
4050/000	Printing	2,000.00	-	2,000.00	0%	2,140.00	7%
		82,250.00	55,455.00	82,250.00	0%	88,007.50	7%
Provisions for future expenses							
9400/000	Employee Benefit Reserve	323,131.95	-	420,012.97	30%	275,203.30	-34%
	Scientific Committee	170,000.00	-	-	-100%	-	0%
		493,131.95	-	420,012.97	-15%	275,203.30	-34%
Secretariat Training							
3320/000	Training	31,862.57	-	-	-100%	-	0%
		31,862.57	-	-	-100%	-	0%
Staff Remuneration							
4400/001	Salaries Paid Cash	1,454,168.09	1,454,168.18	1,524,672.81	5%	1,598,635.04	5%
4400/002	P.A.Y.E.	554,208.81	546,307.07	592,343.28	7%	632,348.08	7%
4400/003	Social Security Contribution	1,944.00	3,888.00	1,944.00	0%	1,944.00	0%
4400/003	Workmen's Compensation	60.00	1,724.83	600.00	900%	600.00	0%
4410/001	Car Allowance	34,212.69	34,212.69	35,854.90	5%	37,575.94	5%
		2,044,593.60	2,040,300.76	2,155,414.99	5%	2,271,103.06	5%
Temporary Staffing							
4700/000	Wages - Casual	13,353.60	9,600.24	14,288.35	7%	15,288.54	7%
	Social Security Contribution	216.00	178.08	231.12	7%	247.30	7%
		13,569.60	9,778.32	14,519.47	7%	15,535.84	7%
Total Budget		4,180,051.28	3,111,332.45	4,159,831.23	0%	4,213,390.99	1%

Appendix IV: Contribution Calculations 2020

CONTRIBUTION CALCULATION ON PROVISIONAL BUDGET OF 2020								
Provisional Budget 2020	4,159,831.23	Angola	EU	Japan	Korea	Namibia	Norway	South Africa
Contribution for 2020								
					7000			
30% Countries sharing equal	1,247,949.37	178,278.48	178,278.48	178,278.48	178,278.48	178,278.48	178,278.48	178,278.48
60% shared on GDP	2,495,898.74							
75% Developed Countries (EU, Japan, Korea & Norway)			467,981.01	467,981.01	467,981.01		467,981.01	
25% Developing Countries (Angola, Namibia & South Africa)		207,991.56				207,991.56		207,991.56
10% Active Fishing Countries (Japan & Namibia)	415,983.12			207,991.56		207,991.56		
	4,159,831.23	386,270.04	646,259.49	854,251.06	646,259.49	594,261.60	646,259.49	386,270.04
Balance on 2019 Contribution								
(Over) / Under Payments for 2018	441,315.20	-34,539.49	0.00	9,259.33	7,964.44	453,994.64	4,636.28	0.00
2019 Contributions	4,180,051.27	388,147.62	649,400.82	858,403.39	649,400.82	597,150.18	649,400.82	388,147.62
2019 Payment received	-4,067,209.48	-372,398.31	-649,400.82	-891,238.07	-668,315.11	-453,994.64	-643,714.91	-388,147.62
	554,156.99	-18,790.18	0.00	-23,575.35	-10,949.85	597,150.18	10,322.19	0.00
Final Contribution	4,713,988.22	367,479.86	646,259.49	830,675.71	635,309.64	1,191,411.78	656,581.68	386,270.04