

GATT/AIR/1121

19 SEPTEMBER 1974

SUBJECT: COMMITTEE ON BUDGET, FINANCE AND ADMINISTRATION

THE COMMITTEE ON BUDGET, FINANCE AND ADMINISTRATION WILL MEET AT THE VILLA LE BOGAGE FROM 7 TO 11 OCTOBER 1974. THE MEETING WILL BEGIN AT 10 A.M. ON 7 OCTOBER 1974.

THE TERMS OF REFERENCE AND MEMBERSHIP OF THE COMMITTEE ARE SET OUT IN DOCUMENT L/4051.

THE FOLLOWING ITEMS ARE PROPOSED FOR THE AGENDA:

1. AUDITED ACCOUNTS FOR 1973 OF THE GATT AND THE ITC:
 - THE DIRECTOR-GENERAL'S FINANCIAL REPORT ON THE 1973 ACCOUNTS OF THE GATT AND REPORT OF THE EXTERNAL AUDITOR THEREON (L/4066)
 - ACCOUNTS OF THE ITC UNCTAD/GATT FOR THE YEAR ENDED 31 DECEMBER 1973 AND REPORT OF THE BOARD OF AUDITORS TO THE GENERAL ASSEMBLY (SPEC(74)40).
2. FINANCING OF THE 1974 BUDGETS OF THE GATT AND THE ITC:
 - EXPENDITURE AND COMMITMENTS STATEMENT AS AT 31 AUGUST 1974 (INT(74)34)
 - EXPENDITURE AND COMMITMENTS STATEMENT AS AT 30 SEPTEMBER 1974
 - OUTSTANDING CONTRIBUTIONS AS AT 30 SEPTEMBER 1974
 - REVISED BUDGET ESTIMATES FOR THE ITC UNCTAD/GATT FOR THE FINANCIAL YEAR 1974 (SPEC(74)41)
3. 1975 BUDGET ESTIMATES OF THE GATT:
 - BUDGET ESTIMATES FOR THE FINANCIAL YEAR 1975 (L/4040 AND SPEC(74)41)
4. 1975 BUDGET ESTIMATES OF THE ITC:
 - BUDGET ESTIMATES FOR THE FINANCIAL YEAR 1975 (L/3881 AND SPEC(74)41)
5. OTHER BUSINESS
 - EROSION OF SALARIES AND ALLOWANCES (SPEC(74)42)
 - PERSONNEL PROMOTION POLICY AND PRACTICE OF GATT (SPEC(74)22)
 - STAFF ASSISTANCE FUND (SPEC(74)43)
 - GATT ACCOMMODATION (SPEC(74)44)
 - PROPOSED ADMINISTRATIVE ARRANGEMENTS FOR ITC UNCTAD/GATT (SPEC(74)45)

MEMBERS OF THE COMMITTEE ARE REQUESTED TO INFORM ME BY 1 OCTOBER 1974 OF THE NAMES OF THEIR REPRESENTATIVES.

O. LONG