

GATT/AIR/1205

5 SEPTEMBER 1975

SUBJECT:      COMMITTEE ON BUDGET, FINANCE AND ADMINISTRATION

THE COMMITTEE ON BUDGET, FINANCE AND ADMINISTRATION WILL MEET AT THE VILLA LE BOGAGE FROM 29 SEPTEMBER TO 3 OCTOBER 1975. THE MEETING WILL BEGIN AT 10 A.M. ON 29 SEPTEMBER 1975.

THE TERMS OF REFERENCE AND MEMBERSHIP OF THE COMMITTEE ARE SET OUT IN DOCUMENT L/4202.

THE FOLLOWING ITEMS ARE PROPOSED FOR THE AGENDA:

1. AUDITED ACCOUNTS FOR 1974 OF THE GATT AND THE ITC:
  - DIRECTOR-GENERAL'S FINANCIAL REPORT ON THE 1974 ACCOUNTS OF THE GATT AND REPORT OF THE EXTERNAL AUDITOR THEREON (L/4220)
  - FINAL POSITION OF THE 1974 BUDGET OF THE GATT (L/4212)
  - FINANCIAL REPORT AND THE INTERIM ACCOUNTS FOR THE FIRST YEAR OF THE 1974-1975 BIENNIUM ENDED 31 DECEMBER 1974 OF THE INTERNATIONAL TRADE CENTRE (SPEC(75)22)
2. FINANCING OF THE 1975 BUDGETS OF THE GATT AND THE ITC:
  - EXPENDITURE AND COMMITMENTS STATEMENT INCLUDING BUILDING FUND AS AT 31 AUGUST 1975 (INT(75)43)
  - OUTSTANDING CONTRIBUTIONS AS AT 31 AUGUST 1975 (SPEC(75)23)
3. 1976 BUDGET ESTIMATES OF THE GATT:
  - BUDGET ESTIMATES FOR THE FINANCIAL YEAR 1976 (L/4190)
4. 1976/1977 BUDGET ESTIMATES OF THE ITC:
  - PROPOSED PROGRAMME BUDGET FOR THE BIENNIUM 1976/1977 (ITC/OD/BUD/1)
  - ACABQ REPORT (SPEC(75)20)

## 5. OTHER MATTERS:

- STAFF ASSISTANCE FUND (SPEC(75)18)
- GATT ACCOMMODATION (SPEC(75)21)
- TRAVEL ALLOWANCE DURING HOME LEAVE TRAVEL (SPEC(75)17)
- INTERNATIONAL CIVIL SERVICE COMMISSION (SPEC(75)19)

MEMBERS OF THE COMMITTEE ARE REQUESTED TO INFORM ME BY 24 SEPTEMBER 1975 OF THE NAMES OF THEIR REPRESENTATIVES.

O. LONG