

GATT/AIR/1582

24 SEPTEMBER 1979

SUBJECT: COMMITTEE ON BUDGET, FINANCE AND ADMINISTRATION

THE COMMITTEE ON BUDGET, FINANCE AND ADMINISTRATION WILL MEET AT THE CENTRE WILLIAM RAPPARD FROM 9 TO 12 OCTOBER 1979. THE MEETING WILL COMMENCE AT 10 A.M. ON 9 OCTOBER 1979.

THE TERMS OF REFERENCE AND MEMBERSHIP OF THE COMMITTEE ARE SET OUT IN DOCUMENT L/4479.

THE FOLLOWING ITEMS ARE PROPOSED FOR THE AGENDA:

GATT SECRETARIAT

1. AUDITED ACCOUNTS FOR 1978:
 - DIRECTOR-GENERAL'S FINANCIAL REPORT ON THE 1978 ACCOUNTS AND REPORT OF THE EXTERNAL AUDITOR THEREON (L/4788).
2. FINANCING OF THE 1979 BUDGET:
 - EXPENDITURE AND COMMITMENTS STATEMENTS AS AT 31 JULY AND 30 SEPTEMBER 1979.
 - OUTSTANDING CONTRIBUTIONS AS AT 30 SEPTEMBER 1979.
3. 1980 BUDGET ESTIMATES:
 - BUDGET ESTIMATES FOR THE FINANCIAL YEAR 1980 (L/4820).
 - FUTURE STRUCTURE OF THE GATT SECRETARIAT.
4. OTHER MATTERS:
 - GATT ACCOMMODATION: FINAL REPORT ON THE RENOVATION OF THE CENTRE WILLIAM RAPPARD.

INTERNATIONAL TRADE CENTRE UNCTAD/GATT

1. AUDITED ACCOUNTS FOR 1976-1977:

- FINANCIAL REPORT AND ACCOUNTS FOR THE BIENNIUM 1976-1977 ENDED 31 DECEMBER 1977 AND REPORT OF THE BOARD OF AUDITORS (A/33/5).

2. 1980-1981 BUDGET ESTIMATES OF THE ITC:

- PROPOSED PROGRAMME BUDGET OF THE ITC FOR THE BIENNIUM 1980-1981 (ITC/OD/BUD/7 & CORR. 1 AND 2).
- ACABQ: REPORT ON THE PROPOSED PROGRAMME BUDGET OF THE INTERNATIONAL TRADE CENTRE FOR THE BIENNIUM 1980-1981.

MEMBERS OF THE COMMITTEE ARE REQUESTED TO INFORM ME BY 4 OCTOBER OF THE NAMES OF THEIR REPRESENTATIVES.

O. LONG