

INTER-AMERICAN TROPICAL TUNA COMMISSION
COMMITTEE ON ADMINISTRATION AND FINANCE

8TH MEETING
(by videoconference)
20 August 2021

DOCUMENT CAF-08-02

**FISCAL YEAR 2020 RESULTS AND BUDGETS FOR FISCAL
YEARS 2022 AND 2023**

Requested budget, FY 2022	US\$	8,309,063
Projected budget, FY 2023	US\$	8,512,865

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This document presents the Commission’s financial activity for fiscal year¹ (FY) 2020, an update on the status of the contributions to the operating budget for FY 2021, the requested budget for FY 2022, and a budget projection for FY 2023.

1. INTRODUCTION

The IATTC’s annual budget is funded by contributions from the [21 Members](#) of the Commission. The budget is agreed by consensus of all Members, in accordance with Article IX.3 of the [Antigua Convention](#). The amount of each Member’s contribution to an agreed annual budget is derived from the formula established in Resolution [C-15-05](#).

The Committee on Administration and Finance (CAF), established by Resolution [C-12-02](#) in 2012, is responsible for providing advice and recommendations on matters related to the budget, financing, and administration of the Commission.

2. BACKGROUND

The [Antigua Convention](#) provides the Commission with a modern framework for achieving its objective of ensuring the long-term conservation and sustainable use of the fish stocks of the eastern Pacific Ocean (EPO) covered by the Convention, as well as the conservation of associated species and their ecosystems. The Convention mandates an important number of activities that must be carried out by the Commission and its staff. These include the collection and analysis of a wide range of data, as well as research undertaken by IATTC scientific staff, which in turn forms the basis for advice to the Commission regarding conservation and management. This necessarily requires a budget adequate to support all of this work.

¹ The IATTC’s fiscal year coincides with the calendar year, 1 January to 31 December.

The resolutions adopted by the Commission can also add to the duties and responsibilities of the staff. For example, the implementation of a management measure limiting capacity (Resolution [C-02-03](#)) is tracked by means of the IATTC [Regional Vessel Register](#) (Resolution [C-18-06](#)). Thus, close coordination with the fisheries authorities and tuna industries of each Member is necessary to monitor the movement of vessels within and among fleets, which is in turn reflected in the Regional Vessel Register. The IATTC also manages the observer program to monitor transshipments at sea by carrier vessels in the EPO, which is regulated by Resolution [C-12-07](#). Programs implementing mandates such as these have budgetary implications because they require both human and technological resources. The Convention requires that the Commission have a staff qualified in administrative, scientific and technical areas, and sufficient for the “efficient and effective application” of the Convention. To meet this requirement, the Commission maintains an [internationally-recruited staff](#), most of whom work at the Commission’s headquarters in La Jolla, California (USA). Other IATTC staff work at field offices in Manta and Playas (Ecuador), Manzanillo and Mazatlán (Mexico), Panama City (Republic of Panama), and Cumana (Venezuela), and at the [Ashotines Laboratory](#) (Republic of Panama). The scientific staff’s activities are divided among four programs (Data collection and database, Biology, Stock assessment, and Ecosystem and bycatch), each of which is in turn divided into a number of specific projects.

Fundamental to the Commission’s work is the compilation of basic data on the fisheries (*e.g.* activities of fishing vessels, distribution of the fishing effort, and the amount and composition of the catches), which are obtained from onboard observer reports, vessel logbooks, cannery receipts, and information submitted by Members. Equally critical are the numerous research activities funded by the Commission’s budget and carried out by IATTC scientific staff in fields such as biology, behavioral studies, stock assessment, and ecology, that monitor not only the target stocks and bycatch species, but the health and function of the EPO ecosystem. The [research](#) undertaken at the Ashotines Laboratory contributes to the understanding of the early life history, growth, and mortality of tropical tunas and the environmental dynamics that play an important role in the recruitment of fish to the fisheries.

Since 1976, the IATTC staff has conducted research on EPO dolphins associated with the tuna fishery, and since 1999 has provided the Secretariat for the [Agreement on the International Dolphin Conservation Program \(AIDCP\)](#) and administered the AIDCP’s On-Board Observer Program. The AIDCP mandates 100% observer coverage of fishing trips by large purse-seine vessels² in the EPO. The Commission’s budget covers 30% of the observer program costs; the remaining 70%, along with certain other costs associated with the IDCP, is covered by the budget of the AIDCP, which is funded primarily by contributions from the Parties to the AIDCP through assessments paid by parties of the AIDCP through fees of the participating vessels (see Document AIDCP-42-02). The funding level of 30%, established by the Commission at the inception of the Tuna-Dolphin Program in 1977, reflects the level of observer coverage of large purse-seine vessels required for the data collected to be statistically reliable, and these costs are also accounted for in the annual IATTC operational budget.

More detailed information on the staff’s [research activities](#) can be found on the IATTC [website](#).

3. THE IATTC BUDGET

For budgetary purposes, the activities of the Commission are divided into six categories adjusted according to the organigram presented at the 94th Annual meeting of the IATTC in 2019:

A	Administration, finance, policy and compliance	D	Stock assessment program
B	Data collection and database program	E	Ecosystem and bycatch Program
C	Biology program	F	30% of the AIDCP observer budget

² Carrying capacity greater than 363 t (IATTC Class 6).

A. ADMINISTRATION, FINANCE, POLICY AND COMPLIANCE

Category A includes those costs not readily allocable to any specific program and which benefit the Commission in its entirety and are elemental to the support provided as Secretariat to the AIDCP. In addition to general secretarial and clerical support (correspondence, filing, document management, meeting organization, etc.), these are broadly divided into **Administration and Finance** on the one hand, and **Policy and Compliance** on the other. This category includes activities such as financial planning, budgeting, accounting, management of human resources in the main office and in the field offices and the Achotines Laboratory (payroll, benefits, recruiting, policies, procedures), and administrative coordination of scientific research, as well as translation services, communication and relations, including cooperation and coordination with Members and Cooperating Non-Members, relevant international organizations, both governmental and non-governmental, and other stakeholders, assistance and capacity-building activities, meeting and document preparation, participation in meetings related to the Commission's mandate and legal, institutional and procedural matters related to the operation of the Commission, including guidance on the correct implementation of policies, procedures, measures and rules adopted by the Commission and the AIDCP Parties. All other costs are allocated to the program(s) to which they pertain or which they benefit directly.

B. DATA COLLECTION AND DATABASE PROGRAM

Category B includes salaries and benefits for staff assigned to the **Data Collection and Database Program**, and field office staff whose duties include obtaining statistical records of the tuna fishery directly from the fishing fleet and processing plants, providing the data necessary for assessing the effects of fishing on the abundance of the stocks, coordination of the Observer program under the AIDCP and processing information collected by the observers. This category includes the processing of this data and the preparation of the corresponding reports as well as the provision of data in response to requests from CPCs. It also includes all activities related to the IATTC Regional Register of Vessels and its maintenance, including the lists and categories established in different resolutions.

C. BIOLOGY PROGRAM

Category C includes salaries and benefits for field office and scientific staff assigned to projects of the **Biology Program**, designed to increase the available knowledge of the life history and behavior of tunas, tuna like-species, and other associated species in the EPO. Data for these types of research are obtained from sampling catches at ports of landing, analyses of information collected from vessel logbooks and by on-board observers, studies conducted at sea on commercial fishing vessels, and laboratory experiments.

The Program encompasses two Groups which conduct several important research activities: **Life History and Behavior Group** and **Early Life History Group**.

The **Life History and Behavior Group** is responsible for the following major areas of activity:

1. Investigations of the biology and behavior of tunas, including deriving population parameter estimates.
2. Tuna tagging experiments to obtain vital information on movements and population structure, along with growth, mortality, and exploitation rates.

The research of the **Early Life-History Group** is mainly conducted at the Achotines Laboratory and includes the following activities (described in detail in Document [SAC-12-15](#)):

1. Field and laboratory experiments to investigate the key environmental and biological factors of the early life history of the tuna that affect the recruitment of young fish to the exploitable population.
2. Develop tools to forecast recruitment of young tuna to the exploitable population.

The scientific knowledge produced by the Biology Program—along with fishery-dependent data sources (e.g. catch, effort and composition data)—is incorporated into population dynamics models for assessing the effects of fishing and natural factors on the abundance and sustainability of stocks (see activities of

Stock Assessment Program, Category D). It is also used to parameterize the ecosystem models conducted under the research activities of the **Ecosystem and Bycatch Program** (see **Category E**).

D. STOCK ASSESSMENT PROGRAM

Category D includes salaries and benefits for scientific staff assigned to projects of the **Stock Assessment Program** related to the Commission's responsibilities regarding conservation and fisheries management. This program is divided into the following major areas of activity:

1. Based on the best available science, implement stock assessments of tunas, billfishes, dolphins, and stocks of other species (e.g. sharks and dorado) as deemed necessary by the Members, and conduct risk analysis for management of the tropical tuna fishery in the EPO.
2. Maintain active participation and/or collaboration in assessments conducted by other entities (e.g. International Scientific Committee for Tuna and Tuna-Like Species in the North Pacific Ocean, Secretariat of the Pacific Community) of stocks whose range includes the EPO (e.g. bluefin, albacore, billfishes, sharks) or for which hypotheses of stock geographic boundaries are being explored (e.g. Pacific-wide assessment of bigeye, billfishes, sharks).
3. Evaluation of the effect on the status of the stocks from current or any other types of proposed management measures (e.g. using risk analysis to evaluate the impact of management measures with respect to the reference points specified in the IATTC's harvest control rule).
4. Conduct a comprehensive Management Strategy Evaluation (MSE) for the tropical tuna in the EPO and collaborate with other organizations in Pacific-wide MSEs (e.g. with ISC for albacore and Pacific bluefin tuna).
5. Design and evaluation of sampling programs for fishery data collection and scientific experiments in the EPO.
6. Analyze biological and fisheries data for input into the stock assessments.
7. Conduct research on stock assessment, stock assessment methodology, and related topics.
8. Provide analytical support for the other IATTC research programs.
9. Through collaborations with external studies, improve our understanding of the socio-economic aspects of sustainable fisheries for tropical tunas (e.g. POSEIDON with Ocean Conservancy).
10. Participation in scientific meetings, scientific bodies, and peer reviews of stock assessments and research.
11. Organize workshops on stock assessment methodology (e.g. the fall workshop series, in collaboration with CAPAM (the Center for the Advancement of Population Assessment Methodology)) and reviews of IATTC stock assessments.

E. ECOSYSTEM AND BYCATCH PROGRAM

Category E includes salaries and benefits of field office staff and of scientific staff assigned to the **Ecosystem and Bycatch Program**. The duties of the program consist of assessing and mitigating the multidimensional impacts of the tuna fisheries as well as investigating their interactions with the environment and the ecosystem. These activities are conducted by two groups within the Program: the **Ecosystem** and the **Bycatch Mitigation and Gear Technology** Groups.

The **Ecosystem Group** is responsible for the following research activities:

1. Develop analytical tools to identify and prioritize species at risk for data collection, research and management.
2. Conduct Ecological Risk Assessments (ERAs) of EPO fisheries to identify and prioritize species at risk.
3. Conduct trophodynamic studies for defining key assumptions in EPO ecosystem models. This includes sampling and analysis of diets and tissues required to understand food-web dynamics, and

analysis of biological, ecological and fisheries data to facilitate ecological risk assessment and ecosystem modeling.

4. Ecosystem modeling studies. This includes improving analytical tools to evaluate anthropogenic and climate impacts of the EPO ecosystem.
5. In coordination with the **Ecosystem Group** and **Stock Assessment Program**, conduct spatiotemporal analyses to better understand the effect of key environmental drivers on the short-term as well as long-term (regime shift) fluctuations of abundance of tunas and prioritized bycatch species.

The **Bycatch Mitigation and Gear Technology Group** is in charge of the following research activities:

1. In collaboration with the fishing industry, conduct scientific experiments to: a) identify gear technology that will reduce bycatches and mortality of prioritized species; b) develop best practices for the release of prioritized bycatch species; c) develop best practices for mitigating the impacts of fishing on habitats in the EPO.
2. Conduct spatiotemporal analyses to identify areas of high bycatch/catch ratios for potential use in spatial management, and to assist in the development of tools for bycatch mitigation.
3. In coordination with the **Stock Assessment Program**, improve our understanding of the effects of the operational characteristics of the fishery on fishing mortality, stock assessment, and management advice. This goal includes identifying and monitoring changes in technology and fishing strategies, investigate the relationship between the operational characteristics of the purse-seine fishery and fishing mortality, and study the impact of FAD operations on socio-economic aspects of sustainable fisheries for tropical tunas.

Category F includes a portion of salaries and benefits of staff performing various tasks in support of the AIDCP that are not included in other programs, as well as costs directly related to the observer program (*i.e.* salaries, benefits, travel costs, training, *etc.*) and those associated with maintaining field offices.

The observer program is divided into the following major areas of activity:

1. Collection of fishery and biological data on catches and discards of tunas and associated species by the purse-seine fishery. The AIDCP budget covers 70% of the cost of these observers; the IATTC budget covers the remaining 30%.
2. Training of the observers who collect data for this program.
3. Organize and perform seminars for vessel operators, that include information on the international agreements and regulations currently in force, as well as other pertinent information, as required by the AIDCP.
4. Editing of the data collected by observers, in support of the **Data collection and database program**.

The information collected and processed through the observer program is also used to support monitoring of compliance with measures established by the IATTC and AIDCP.

In addition to the research activities specified above, the staff working under all programs also participates in scientific meetings, meetings of other scientific bodies, and peer reviews of research as deemed necessary.

4. FISCAL YEAR 2020 OPERATIONAL EXPENDITURES

Table 1, Column 1 shows the original approved budget for 2020; Column 2 shows the actual expenditures in FY 2020, and Columns 3a and 3b the variances between the budgeted and actual costs.

TABLE 1. 2020 budget	1	2	3a	3b
	Approved	Actual	US\$	%
HEADQUARTERS SALARIES AND BENEFITS:				
Salaries	3,865,024	3,794,392	(70,632)	(1.8)
Employee benefits:				
Group insurance:				
Medical insurance	347,000	335,226	(11,774)	(3.4)
Life, disability and personal accident insurance	30,000	27,203	(2,797)	(9.3)
International workmen's compensation insurance	14,000	8,061	(5,939)	(42.4)
Social security	263,581	262,900	(681)	(0.3)
Pension fund (IFCPF)	515,000	515,000	-	-
403(b) retirement plan	305,001	326,384	21,383	7.0
Subtotal, Headquarters salaries and benefits	5,339,606	5,269,167	(70,439)	
ANNUAL MEETING COSTS	120,000	19,300	(100,700)	(83.9)
OPERATING COSTS:				
Field office facilities and related supplies	100,000	94,406	(5,594)	(5.6)
Field office staff salaries	530,000	548,239	18,239	3.4
Headquarters office expenses	165,910	141,029	(24,881)	(15.0)
Research materials and supplies	75,000	38,435	(36,565)	(48.8)
Purchase and maintenance of computer equipment	100,000	58,653	(41,347)	(41.3)
Vehicles:				
Operation (fuel, maintenance, etc.)	29,305	17,206	(12,099)	(41.3)
Parking	14,000	-	(14,000)	(100.0)
Insurance, licenses and permits	6,000	11,999	5,999	100.0
Printing, postage and publication	20,000	9,132	(10,868)	(54.3)
Staff travel	120,000	48,796	(71,204)	(59.3)
IATTC meetings (excluding annual meetings)	80,000	10,896	(69,104)	(86.4)
Contracts:				
Annual audit and tax reporting	45,000	45,000	-	-
Payroll services	15,000	27,000	12,000	80.0
Other professional services	35,000	2,344	(32,656)	(93.3)
Bank and other fees	10,000	2,336	(7,664)	(76.6)
Subtotal, Operating costs	1,345,215	1,055,472	(289,743)	
Subtotal, Headquarters salaries and benefits + Operating costs + Annual meeting costs	6,804,821	6,343,939	(460,882)	
Observer program **	1,008,029	740,079	(267,950)	
TOTAL Operating budget	7,812,850	7,084,018	(728,832)	

** Further explanation of budget variance may be found in Document AIDCP-42-02

Table 2 summarizes the financial results, by budget category and line item, as of 31 December 2020.

TABLE 2. Operational expenses, in US\$, by budget category and line item, 2020 ³	A	B	C	D	E	Subtotal IATTC	F	TOTAL
HEADQUARTERS SALARIES AND BENEFITS:								
Salaries	966,478	517,870	798,022	698,822	813,200	3,794,392	194,604	3,988,997
Employee benefits:								
Group insurance:								
Medical insurance	85,937	64,662	98,968	48,450	37,210	335,226	14,755	349,982
Life, disability and personal accident insurance	10,005	3,545	6,832	3,588	3,233	27,203	1,195	28,399
International workmen's compensation insurance	2,273	1,188	2,210	1,110	1,279	8,061	355	8,415
Social security	64,812	37,269	54,684	46,970	59,165	262,900	772	263,672
Pension fund (IFCPF)	-	225,000	-	100,000	190,000	515,000	9,216	524,216
403(b) Retirement plan	70,491	11,967	22,102	57,574	164,250	326,384	14,605	340,989
Subtotal, headquarters salaries and benefits	1,199,996	861,501	982,819	956,514	1,268,337	5,269,167	235,502	5,504,669
ANNUAL MEETING COSTS	19,300	-	-	-	-	19,300	-	19,300
OPERATING COSTS:								
Field office facilities and related supplies	-	52,823	20,187	-	21,396	94,406	20,482	114,888
Field office staff salaries	-	238,691	208,158	-	101,390	548,239	71,962	620,201
Headquarters office expenses	23,401	426	112,405	-	4,796	141,029	-	141,029
Research materials and supplies	-	-	38,054	-	381	38,435	-	38,435
Observer costs	-	-	-	-	-	-	399,445	399,445
Purchase and maintenance of computer equipment	57,925	-	-	728	-	58,653	-	58,653
Vehicles:								
Operation (fuel, maintenance, etc.)	4,221	-	12,985	-	-	17,206	-	17,206
Parking	-	-	-	-	-	-	-	-
Insurance, licenses and permits	11,999	-	-	-	-	11,999	-	11,999
Printing, postage and publication	6,406	-	2,476	250	-	9,132	-	9,132
Staff travel	36,382	1,765	4,174	2,131	4,344	48,796	-	48,796
IATTC meetings (excluding annual meetings)	4,072	-	-	6,824	-	10,896	-	10,896
Contracts:								
Annual audit and tax reporting	45,000	-	-	-	-	45,000	-	45,000
Payroll services	27,000	-	-	-	-	27,000	-	27,000
Other professional services	2,000	-	-	-	344	2,344	-	2,344
Bank and other fees	1,030	-	1,306	-	-	2,336	-	2,336
Subtotal, operating costs	219,437	293,705	399,746	9,933	132,651	1,055,472	491,889	1,547,361
TOTAL operational expenses	1,438,733	1,155,206	1,382,565	966,447	1,400,988	6,343,939	740,079	7,084,018

³ A (Administration, finance, policy and compliance); B (Data collection and database program); C (Biology program); D (Stock assessment program); E (Ecosystem and bycatch program); F (30% of the AIDCP observer program)

The following provides additional detail about the individual line items presented in **Table 2**.

HEADQUARTERS SALARIES AND BENEFITS

Salaries: The permanent scientific, administrative, clerical, and technical personnel required to carry out the tasks assigned by the Commission. Headquarters staff salaries are based on US government salary scales.

Group insurance: Includes life, disability, medical, dental and accident insurance. To counteract the growing costs of health insurance in the United States, the IATTC now offers employees a cross-border medical plan which allows the option of using health care providers in Mexico.

Social security: Includes contributions to US social security paid by the Commission.

Pension fund (IFCPF): Includes the IATTC's original pension plan, administered by the International Fisheries Commissions Pension Society (IFCPS), which provides level funding over periods of three years based upon actuarial evaluations. As discussed in prior budget documents and documented in the footnotes to the Commission's Annual Financial Statement audit, the IFCPF has experienced large deficits in prior years. The triennial actuarial evaluation in January 2020 has shown improvement.

403 (b) Retirement plan: Since 2002, the Commission has operated a defined contribution (403(b)) retirement plan, to which both employees and the Commission contribute.

BUDGETED OPERATIONAL COSTS

Field office facilities and related supplies: includes rent, utilities, insurance, telephone and office supplies for the Commission's field offices.

Field office staff salaries: includes costs related to permanent field office staff, as well as related taxes and benefits.

Headquarters office expenses: includes utilities, insurance, telephone, and office supplies for both the La Jolla office and the Ashotines Laboratory.

Research materials and supplies: includes sundries and research supplies supporting the Ashotines Laboratory.

Observer costs: includes the required IATTC funding of the IDCP, which covers 30% of all direct observer costs such as wages, taxes, insurance, travel, equipment, and training. The amount is based upon the requested AIDCP budget in document AIDCP-42-02, and is subject to change once the Parties to the AIDCP approve the budget for 2021.

Purchase and maintenance of computer equipment: Includes major equipment purchases such as computers, software, licensing agreements, and office machines.

Purchase, parking and operating costs of vehicles: includes purchase of vehicles, and related maintenance and fuel costs as well as staff parking.

Insurance, licenses and permits: includes all vehicle and property insurance, vehicle registrations and regulatory agency fees.

Printing, postage and publication: includes all costs related to postage and printing needs.

Staff travel: includes travel and subsistence costs incurred by IATTC staff members to attend meetings or workshops sponsored by third parties. Does not include IATTC meetings.

IATTC meetings (excluding annual meetings): includes cost of venue and incidental costs incurred by IATTC staff members to attend IATTC meetings as well as costs for simultaneous interpretation services.

Contracts: includes legal and professional fees, auditing and payroll services, short-term contracts with

specialists, and casual labor.

Bank and other fees: include bank fees and other similar costs.

BUDGET VARIANCE

The IATTC strives to maintain costs within budget, however, the following line items had a significant variance (> US\$ 20,000 and 20%) between the budgeted and actual costs (**Table 1**):

Annual meetings ((US\$ 100,700); (83.9%)): Due to COVID-19 pandemic all meetings were held via videoconference; however, the expense incurred reflects a deposit toward the 2020 annual meeting and will be applied toward a future meeting.

Research materials and supplies ((US\$ 36,595); (48.8%)): The level of experimental activity at the Achotines Laboratory experienced a considerable drop due to the COVID-19 pandemic and other research activities with third parties supported by the Lab were put on hold; therefore, reducing related costs.

Purchase and maintenance of computer Equipment ((US\$ 41,347); (41.3%)): As a result of COVID-19 all equipment replacement purchases were put on hold except for those requiring immediate replacement due to failure.

Staff travel ((US\$ 81,280); (67.7%)): Due to COVID-19 pandemic all meetings were held via videoconference; therefore, reducing costs dramatically.

IATTC meetings ((US\$ 60,011); (75.0%)): Due to COVID-19 pandemic all meetings were held via videoconference; therefore, reducing costs dramatically.

Other professional services ((US\$ 32,656); (93.3%)): Translation outsourcing was discontinued.

5. 2020 SPECIAL PROJECTS

Table 3 summarizes the special project activity during 2020.

The IATTC staff routinely seeks and receives funding from outside sources to support its activities (**External**). Consequently, several projects in which the staff is involved are funded separately by the Members or other interested parties. The information on these projects is included for illustrative purposes only, as their budgets are determined, approved, and accounted for separately, and are not part of the IATTC's regular budget. For instance, since 2007 the IATTC staff has raised an annual average of approximately US\$ 94,000 in supplementary funding for research at the Achotines Laboratory, in addition to the US\$ 324,000 from the IATTC regular budget for utilities, fish food, and other supplies, and salaries for 16 locally-contracted staff, included in the Biology Program.

Some programs were derived from resolutions (**Resolution**), such as the program for monitoring transshipments at sea established by resolution [C-12-07](#) on establishing a program for transshipment by large-scale fishing vessels (Document CAF-08-04) and the Capacity Building Fund (CBF), established by Resolution [C-14-03](#) for strengthening the institutional capacity of developing countries (Document CAF-08-03).

The CBF is essential to ensure the substantial and effective participation of those countries in the activities of the Commission, including its meetings. The fund is financed by a 2% levy added to the operating budget, and thus proportionately to each Member's contribution. In 2020 this amounted to US\$ 159,487, based on the approved operating budget of US\$ 7,974,350 for that year.

Not included in this document are research activities and projects recommended by the meeting of the Scientific Advisory Committee ([IATTC-97-01](#)), which would require additional funding, nor proposals by the staff for specific projects that are not currently funded ([IATTC-97-02](#)).

TABLE 3. Special projects, 2020, in US\$			
Project (funding source)	Income	Expenses	+ /(-)
External			
A.4.a Regional tuna tagging program, Phase I (EU)	101,181	101,181	-
Regional tuna tagging program, Phase II (EU)	541,261	541,261	-
M.2.a Estimation of post-release shark survival rate (EU/ISSF)	8,570	1,003	7,567
D.2.a Electronic monitoring of purse-seine vessels (EU)	15,027	15,027	-
M.5.a Testing of non-entangling and biodegradable FADs (EU/ISSF)	41,562	41,562	-
Long-term sampling program for sharks (EU)	227,568	227,568	-
H.8.a Design survey for EPO dolphin stocks (MEX)	24,039	24,039	-
Q.1.a Environmental Leadership & Training Initiative Phase 3 (Yale University)	183,832	153,194	30,638
Acoustic studies of Yellowfin Tuna (ISSF)	39,567	12,220	27,347
	Subtotal	1,182,607	1,117,055
			65,552
IATTC			
Western Pacific out of area	50,456	50,456	-
Other projects ⁴	17,215	28,364	(11,149)
	Subtotal	67,671	78,820
			(11,149)
Resolution			
Transshipment program (C-12-07)	1,421,486	1,421,486	-
Capacity-building fund (CBF) (C-14-03)	84,693	62,499	22,194
	Subtotal	1,506,179	1,483,985
			22,194
Total	2,756,457	2,679,860	76,597

An administrative fee is charged on all contracts for services provided by the IATTC staff to third parties that are covered neither in the IATTC nor AIDCP budgets. This includes research contracts and grants, as well as the placement of observers on vessels operating outside the IATTC Convention Area and is included under other contract revenue in the audited financial statements. This income is in addition to the regular budget and is used to cover unexpected costs not included in the approved budget.

6. STATUS OF MEMBER CONTRIBUTIONS, AS OF 31 DECEMBER 2020

As noted in the introduction, the Commission's primary source of income is the contributions of its Members. **Table 4** summarizes the status of the contributions specified in Resolution [C-19-03](#) received during 2020.

⁴ Includes expenditures related to spatio-temporal research funded from various sources in current year as well as revenue recognized in previous years.

TABLE 4. Member contributions received during 2020, in US\$				
	Contributions towards payments of arrears	Budget contributions		Total
		2020	Voluntary	
Belize	-	44,994	-	44,994
Canada	-	136,554	-	136,554
China	-	241,241	18,000	259,241
Colombia	-	271,117	-	271,118
Costa Rica	-	131,736	-	131,736
Ecuador	58,318	-	-	58,318
El Salvador	-	91,926	-	91,926
European Union	-	462,701	-	462,701
Guatemala	41,864	38,202	-	80,066
Japan	-	360,248	-	360,248
Korea	-	21,500	-	21,500
Nicaragua	-	83,060	-	83,060
Panama	393,198	-	-	393,198
Peru	39,014	123,482	-	162,496
Chinese Taipei	-	245,563	-	245,563
United States of America	-	1,746,553	-	1,746,553
Vanuatu	-	54,250	-	54,250
Total contributions	532,394	4,053,127	18,000	4,603,522
Unpaid 2020 contributions at year end		4,080,709		
2020 approved budget		8,133,836		

7. STATUS OF MEMBER CONTRIBUTIONS FOR 2021

The approved operating budget for FY 2021 is US\$ 7,014,830, plus US\$ 959,520 in funding for the AIDCP Observer Program, and US\$ 159,487 for the capacity building fund, for a total agreed budget of US\$ 8,133,837, as reflected in Resolution [C-20-03](#).

Table 5 shows the status of unpaid contributions, totaling US\$ 7,151,936 as of 30 June 2021:

TABLE 5. Contributions outstanding, in US\$, as of 30 June 2021⁵				
	Previous years	FY 2020	FY 2021	Total
Panama	2,242,674	742,352	725,673	3,710,699
Ecuador	-	104,123	1,617,314	1,721,434
Venezuela	966,098	188,838	181,797	1,336,733
Colombia	-	-	385,948	385,948
Kiribati	86,574	44,611	43,849	175,034
Peru	-	-	135,499	135,499
Vanuatu	-	-	49,931	49,931
Guatemala	-	-	22,603	22,603
Total	3,295,346	1,079,924	3,162,614	7,537,884

⁵ Payments made subsequent to 1 July will be presented at the meeting of Committee on Administration and Finance.

Despite the requirement that all contributions be paid by 1 March of the corresponding year, as of 30 June 2021, 39% (US\$ 3.2 million) of the 2021 budget contributions established in Resolution [C-20-03](#) are unpaid and in arrears (**Table 5**). These unpaid amounts affect all of the aforementioned functions of the AIDCP Observer Program, the IATTC capacity building fund, and the research projects approved by the Members. Given that most of the contributions due in any given year are not paid before the established deadline, the Commission may wish to consider whether additional penalties for timely payment are warranted.

8. RATIONALE FOR RE-ALLOCATIONS FROM THE APPROVED BUDGET FOR 2021 TO THE REQUESTED BUDGET FOR 2022

Table 6 shows the budget change requests, by line item.

Reallocation of line items from the approved 2021 to requested 2022 operational budgets:

- 1. Salaries and benefits (US\$ 284,670):**
 - a. COLA (cost-of-living adjustment) increase in salaries (US\$ 226,651).
 - b. Increased Social security contributions to correlate with increase in staff salaries (US\$ 3,019).
 - c. Increase in 403(b) retirement contributions reflect increased staff participation (US\$ 55,000).
- 2. Field office facilities and related supplies (US\$ 20,000):**

Adjustment due to general increase in costs.
- 3. Field office staff salaries (US\$ 10,000):**

COLA increase in salaries and benefits.
- 4. General upgrades at Achotines Laboratory (US\$ 25,000):**

The Achotines Laboratory has a need to replace most of its research equipment due to age and wear. Not only are maintenance costs growing, in some cases replacement parts are not readily found to perform the repairs. The staff is requesting continued funding for the next few years to ensure that costly repairs or needed replacements may be made. In particular, the access road from the Achotines Laboratory area to the boat ramp is a steep unpaved hill and the boat ramp itself is quite steep. To safely control the large boat/trailer combination when descending the hill and boat ramp during launch, as well as retrieval, a powerful and heavy tractor is required. The current tractor is 7 years old and has required multiple motor and clutch repairs, and replacement parts are difficult to source in the U.S. and not available in Panama requiring a full replacement.
- 5. Insurance, licenses and permits (US\$ 9,000):**

Increase due to higher rates to insure the vehicles.
- 6. AIDCP program (US\$ (176,880)):**

See AIDCP-42-02 for explanation of this decrease.

TABLE 6. Comparative figures, in US\$, by budget line item, FYs 2021 - 2023				
	2021	2022		2023
	(approved)	+/-)	(requested)	(projected)
HEADQUARTERS SALARIES AND BENEFITS:				
Salaries	4,098,349	226,651	4,325,000	4,460,000
Group insurance:				
Medical insurance	347,000	-	347,000	347,000
Life, disability and personal accident insurance	30,000	-	30,000	30,000
Workmen's compensation insurance	10,000	-	10,000	10,000
Social security	286,981	3,019	290,000	310,000
Pension fund (IFCPS)	401,285	-	401,285	402,000
403 (b) Retirement plan	360,000	55,000	415,000	430,000
Subtotal, Headquarters salaries and benefits	5,533,615	284,670	5,818,285	5,989,000
OPERATING COSTS:				
Field office facilities and related supplies	100,000	20,000	120,000	120,000
Field office staff salaries	560,000	10,000	570,000	580,000
Headquarters office expenses	165,910	-	165,910	170,000
Research materials and supplies	75,000	-	75,000	75,000
Purchase and maintenance of computer equipment	100,000	-	100,000	100,000
Vehicles:				
General upgrades at Achotines Laboratory	-	25,000	25,000	20,000
Operational (fuel, maintenance, etc.)	24,305	-	24,305	24,305
Parking	10,000	-	10,000	10,000
Insurance, licenses and permits	6,000	9,000	15,000	15,000
Printing and postage	10,000	-	10,000	10,000
Staff travel	120,000	-	120,000	120,000
IATTC meetings (excluding annual meetings)	100,000	-	100,000	120,000
Contracts:				
Annual audit and tax reporting	45,000	-	45,000	45,000
Payroll services	20,000	-	20,000	20,000
Other professional services	15,000	-	15,000	15,000
Bank and other fees	10,000	-	10,000	10,000
Subtotal, Operating costs	1,361,215	64,000	1,425,215	1,454,305
ANNUAL MEETINGS:				
Meeting venue	120,000	-	120,000	120,000
Subtotal, Salaries and benefits, Annual meetings, and Operating costs	7,014,830	348,670	7,363,500	7,563,305
AIDCP program ⁶	959,520	(176,880)	782,640	782,640
Total, Operating costs	7,974,350	-	8,146,140	8,345,946
Capacity Building Fund ⁷	159,487	3,230	162,923	166,125
TOTAL BUDGET	8,133,837	164,735	8,309,063	8,512,865

⁶ Amount is based upon the AIDCP budget request and is subject to change (See current AIDCP finance document (AIDCP-42-02)).

⁷ Actual amount is dependent upon the approved operational budget.

9. SUMMARY

The Director and the staff of the Commission recognize the need to minimize costs while ensuring that they fulfill their functions under the Antigua Convention and carry out the tasks assigned by the Members. However, the budget needs to at least keep pace with inflation, which affects all expenditures related to the activities of the Commission, both at headquarters and abroad, in view of the continuously rising costs of the supplies and goods that must be purchased as a normal part of the function of the Commission, as well as for all activities associated with meetings and the implementation of projects and programs.

It is important to recall that the scope of the activities of the Commission and its staff continues to expand, not only because of the broader mandate derived from the Antigua Convention, but also in response to the wishes and demands of its Members. This means hiring more personnel as well as compensating current staff for additional assigned tasks, and it is therefore essential that the Commission give due consideration to the levels of funding requested in this document and adopt the requested budget for 2022 in the amount of US\$ 8,309,063.

For the Commission and its staff to fulfill their functions in compliance with the Antigua Convention fully and efficiently, it is also essential that all Member contributions to the budget be paid in a timely manner, and that the situation related to the pending arrears of some Members be promptly resolved. The Commission could consider creating additional incentives or penalties to improve compliance.