

THIS CIRCULAR LETTER REQUIRES YOU TO VOTE

IHB File N° FO/598/01

**FINANCE COMMITTEE CIRCULAR
LETTER 7/2003
18 December 2003**

NEW WORDING TO ARTICLE 21 OF THE FINANCIAL REGULATIONS

Dear Hydrographer,

Article 21 of the Financial Regulations states that the External Auditor shall be appointed by the Finance Committee at the International Hydrographic Conference. It also states that his/her term of appointment shall be for a period of 5 years, subject to annual confirmation by the Finance Committee.

It should be noted that the Directing Committee monitors the work of the Auditor during the year and discusses this item with the Chairman and Vice Chairman of the Finance Committee during their Meetings.

The Directing Committee believes that it will be more efficient and less bureaucratic for the Organization, if the annual confirmation is decided by the Directing Committee and the Chairman and Vice Chairman of the Finance Committee during their second Meeting held towards the end of the year, in accordance with Article 14 of the General Regulations.

The Directing Committee proposes that the annual confirmation of the Auditor be considered by the Directing Committee, Chairman and Vice Chairman of the Finance Committee and they will refer to the Finance Committee only if there is a need to replace him.

Member States are requested to consider the new wording of Article 21 of the Financial Regulations as indicated in Annex A and provide their vote to the Bureau by 31st of March 2004.

Two thirds majority of the Member States is needed for the approval of the amendment.

On behalf of the Directing Committee
Yours sincerely,
(original signed)

Vice Admiral Alexandros MARATOS
President

Annex : Voting Form

NEW WORDING TO ARTICLE 21 OF THE FINANCIAL REGULATIONS

VOTING FORM

(to be returned to the IHB by 31st MARCH 2004)

E-Mail: info@ihb.mc - Fax: +377 93 10 81 40

MEMBER STATE:

Do you agree with the new wording of Article 21 of the Financial Regulations:

An External Auditor shall be appointed by the Finance Committee at the International Hydrographic Conference; his term of appointment shall be for a period of 5 years, ***subject to annual confirmation decided by the Directing Committee, the Chairman and Vice Chairman of the Finance Committee. The need to change the external auditor will be referred to Member States for decision.*** The external auditor shall check the cash in banks or on hand and the available or negotiable assets. He shall ensure that the accounts are drawn up according to the accounting rules observed by the profession, that they are in accordance with the directives given by the Conference and that they reflect in a true manner the results of the Organization's activity at the end of the year.

He shall report annually on the accounts submitted by the Finance Committee. A copy of the External Auditor's Annual Report shall be attached to the draft Annual Report by the Directing Committee to the Members of the Finance Committee.

Such auditing may be carried out at any time.

YES NO

Comment:.....
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Date: Signature: