



IHO Files No° S1/6000/2023 & FO/599/01

**FINANCE COMMITTEE  
CIRCULAR LETTER 03/2022  
13 December 2022**

**3<sup>rd</sup> SESSION OF THE IHO ASSEMBLY**

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**MEETING OF THE FINANCE COMMITTEE**

**Monaco, 1 May 2023**

References:

- A. Assembly Circular Letter No. 1/Rev 1 dated 28 April 2022 - *Announcement and General Arrangements*
- B. Rules of Procedure of the IHO Finance Committee

Dear Hydrographer,

1. In accordance with the arrangements announced in Reference A, the Finance Committee will hold its next regular meeting on Monday 1 May 2023 from 14:00 to 15:30 at the Grimaldi Forum, in conjunction with the 3<sup>rd</sup> session of the Assembly. In accordance with Rule 1 of Reference B, any Member State not denied voting rights and benefits may participate in the work of the Finance Committee.
2. In accordance with Rules 3 and 6 of Reference B, the provisional agenda of the meeting is provided at Annex A. The Members of the Finance Committee are invited to consider any additional item or proposal they would wish to be considered at the meeting.
3. In accordance with Rule 7, the Committee will be invited to elect its Chair and Vice-Chair at the beginning of the meeting, as indicated in the provisional agenda. The current Chair of the Committee, Ms Isabelle Rosabrunetto (Monaco) and the current Vice-Chair Mr Andrew Millard (United Kingdom) have indicated their intention to stand for re-election. Member States are kindly requested to consider if they wish to propose another candidate for Chair or a candidate for Vice-Chair. Member States should note that the Chair and the Vice-Chair are expected to attend a hybrid meeting at the Secretariat once a year to review the financial situation of the Organization and address any relevant matters, notably in relation to the preparation of the annual meeting of the Council.
4. In order for the Secretary-General to prepare and issue the revised provisional agenda and supporting documents in accordance with Rule 6 of Reference B, Member States are invited to respond as requested in paragraphs 2 and 3 above, to the Secretariat ([cl-lc@iho.int](mailto:cl-lc@iho.int)) **at their earliest convenience and not later than 1 February 2023.**

5. Member States wishing to attend the Finance Committee meeting are requested to register their delegates through the IHO registration system **not later than 1 March 2023**. A direct link is available <https://iho.int/en/online-registration>.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Mathias Jonas", with a stylized flourish at the end.

Dr Mathias JONAS  
Secretary-General

Annex A: Provisional Agenda

**MEETING OF THE FINANCE COMMITTEE**

**Monaco, 1<sup>st</sup> May 2023**

**Provisional Agenda**

1. Opening of the meeting
2. Adoption of the agenda
3. Finance report 2020 – 2022
4. Audit results for the Annual Finance Report 2022
5. Recommendations of the Secretary-General for the 2022 surplus
6. Implementation of the Budget for 2023
7. The 3 years' budget 2024 – 2026
8. Revision of IHO Publication M7 – Staff regulations
9. *(any item the inclusion of which has been requested by the Finance Committee)*
10. Election of the Chair and the Vice-Chair for the term 2023 - 2026
11. Report to the Assembly
12. Any other business
13. Closure of the meeting