

International Commission for



the Northwest Atlantic Fisheries

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ANNUAL MEETING - JUNE 1974

Administrative report for the year ending 30 June 1974
(to 21 May 1974)

by

Executive Secretary, ICNAF

1. GDR Becomes Commission's 17th Member

The Government of the German Democratic Republic notified the Department of State of the United States of America, as Depositary Government for the Commission, on 21 May 1974 of her adherence to the International Convention for the Northwest Atlantic Fisheries, thereby becoming the 17th member of the International Commission for the Northwest Atlantic Fisheries. Vessels of the German Democratic Republic have fished substantially throughout the Convention Area since 1958 and have recently provided data on catch and effort for most of those years fished. These data have been published in the Commission's *Statistical Bulletin* series. Representatives of the Government of the German Democratic Republic have been attending the Commission's meetings as guests since June 1972 and in an observer capacity since June 1973.

An application made by the GDR for membership in Panels 2, 3 and 5 to be effective from the date of adherence to the Convention was approved on 21 May 1974 by a telegraphic vote of the Commissioners of the Governments which participate in the Panels in accordance with Panel Rules of Procedure 2.3. Thus, the GDR may vote on questions before Panels 2, 3 and 5 at the Annual Meeting of the Commission in June 1974.

The Chairman of the Commission will welcome the delegation of the GDR to the Twenty-Fourth Annual Meeting of the Commission on 4 June 1974 in Halifax, Nova Scotia.

2. The Commission's Officers

Chairman of the Commission	- Mr M. Fila (Poland) to 22 January 1974
	- Mr E. Gillett (UK) from 22 January 1974
Vice-Chairman of the Commission	- Mr E. Gillett (UK) to 22 January 1974
	- (Vacant) from 22 January 1974
Chairman, Panel 1	- Mr K. Raasok (Norway)
Chairman, Panel 2	- Mr K. Henriksen (Canada)
Chairman, Panel 3	- Mr V. Bermejo (Spain)
Chairman, Panel 4	- Dr D. Booss (Fed.Rep. Germany)
Chairman, Panel 5	- Mr D.H. Wallace (USA)
Chairman, Panel A (Seals)	- Dr A.W.H. Needler (Canada)

With the resignation of Mr M. Fila (Poland) as Chairman of the Commission effective 22 January 1974, Mr E. Gillett (UK), the Vice-Chairman, was elected Chairman for the remainder of Mr Fila's 1973/74 and 1974/75 term of office and began service as Chairman at the Commission's Fourth Special Meeting held 22-30 January 1974 at FAO, Rome. The office of Vice-Chairman will be filled at the Annual Meeting, June 1974. The Chairmen of the Panels, with two exceptions, were elected at the 1973 Annual Meeting to serve for a period of two years. Mr D.H. Wallace (USA) was elected Chairman of Panel 5 at the Third Special Commission Meeting, October 1973, to serve for the 1973/74 and 1974/75 period. Dr A.W.H. Needler (Canada) was elected Chairman of Panel A at the 1972 Annual Meeting to serve for the 1972/73 and 1973/74 period.

Chairman of Standing Committee on Research and Statistics (STACRES)	- Dr A.W. May (Canada)
Chairman of Standing Committee on Finance and Administration (STACFAD)	- Mr E.B. Young (Canada)
Chairman of Standing Committee on Regulatory Measures (STACREM)	- Mr J. Graham (UK)
Chairman of Standing Committee on International Control (STACTIC)	- Capt J.C.E. Cardoso (Portugal)

The Chairman of STACRES and STACFAD were elected at the 1973 Annual Meeting. The Chairman of STACREM has served since 1968. The Chairman of STACTIC has been re-elected annually since 1972.

3. Panel Memberships for 1973/74

Country	Panel						Total
	1	2	3	4	5	A (Seal)	
Bulgaria					1973		1
Canada		1952	1951	1951	1951	1966	5
Denmark	1951		1969			1966	3
France	1953	1953	1953	1953			4
Federal Republic of Germany	1957	1960		1970	1971		4
German Democratic Republic		1974 ¹	1974 ¹		1974 ¹		3
Iceland	1956						1
Italy			1960	1960			2
Japan			1971	1971	1971		3
Norway	1952	1970	1968			1966	4
Poland	1962	1962	1962	1968	1968		5
Portugal	1953	1953	1953	1953			4
Romania		1970	1970		1967		3
Spain	1952	1954	1952	1952	1972		5
USSR	1958	1958	1958	1962	1962		5
United Kingdom	1951	1960	1951				3
United States			1952	1951	1951		3
Total	10	11	14	10	10	3	58

¹ Effective 21 May 1974 (date of GDR adherence to the Convention)

4. The Commission's Office Accommodation

The major basic need of the Secretariat, to allow it to fulfill its role in the Commission's rapidly expanding conservation program, is office accommodation (Comm.Doc. 74/11). Present accommodation (1,700 sq.ft. of heated and lighted office space and about 220 sq.ft. of dry storage space) in the Bedford Institute of Oceanography which is having difficulty accommodating its own staff is totally inadequate for even current operations and staff. Space requirements for the Secretariat under the Commission's program are estimated at a minimum of 5,000 sq.ft. of heated and lighted space. The Canadian Government has been alerted to this need and has taken steps (25 April 1974) to locate suitable space for occupancy in the autumn of 1974.

5. The Commission's Secretariat

Present staff of the Secretariat includes:

Executive Secretary	- L.R. Day
Assistant Executive Secretary	- V.M. Hodder
Administrative Assistant	- W.H. Champion
Senior Secretary	- Mrs Vivian C. Kerr
Clerk-Stenographer	- Mrs Elizabeth R. Cornford
Clerk-Statistician	- G.M. Moulton
Clerk-Machine Operator	- R.A. Myers

Additional clerical help was provided by:

Miss Berdina Toope (indexing of ICNAF documents and clerical work on catch statistics)
Mr Barry T. Crawford (documentation)

A proposal to add six (6) members to the staff of the Secretariat has been presented to the 1974 Annual Meeting of the Commission in fiscal year 1974/75 (Comm.Doc. 74/11). The additional staff is urgently needed to meet the requirements of the Commission's rapidly expanding conservation program.

The Executive Secretary discussed the proposals from the 1973 Annual Meeting with Depositary Government (Washington, D.C., 29 June 1973); attended with Mr Hodder, Mr Champion and Mrs Cornford the Third Special Commission Meeting (Ottawa, 11-20 October 1973); attended with Mr Hodder, Mr Champion and Mrs Cornford the Fourth Special Commission Meeting (FAO, Rome, 14-30 January 1974); met with Mr E.B. Young of International Fisheries Branch to discuss office accommodation for the Secretariat (Ottawa, 15-19 March 1974).

The Assistant Executive Secretary attended meetings of international agency secretariats and national fishery statistical offices (Paris, 26-27 September 1973; Madrid, 28 September 1973; and Lisbon, 2 October 1973); attended the 61st ICES Meeting (Lisbon, 1-10 October 1973).

6. The Commission's Publications

The 1973 Proceedings of the Second Special Commission Meeting, January 1973 and the 23rd Annual Meeting, June 1973 (214 p.) was distributed in December 1973. Part I contains the reports of meetings of the Plenary, Panels 4 and 5, the Standing Committee on Regulatory Measures and an *ad hoc* Committee on Herring Quotas and their Allocation held from 16 to 26 January 1973. Part II contains reports of Plenary, Panels, STACTIC, STACREM and STACFAD held during the 23rd Annual Meeting of the Commission from 5 to 16 June 1973.

The Annual Report (formerly Annual Proceedings) Vol. 23 for 1972/73 (108 p.) containing the Administrative Report and Financial Statements for the fiscal year ending 30 June 1973, the Report of the Second Special Commission Meeting, January 1973, the Report of the 23rd Annual Meeting, June 1973, Summaries of Research and Status of Fisheries for Subareas and Seals, 1972, was distributed in April 1974.

The Redbook 1973 was issued in three parts. Part I (133 p.) containing the proceedings of the January 1973 and May 1973 meetings of the STACRES and its Subcommittees and Working Groups, was distributed in August 1973. Part II (109 p.) containing the reports of research in 1972 by Member Countries was distributed in October 1973. Part III (252 p.) containing selected scientific papers from the January and June meetings was distributed in January 1974.

The Statistical Bulletin Vol. 22 for the year 1972 (239 p.) containing statistics on catch and effort of the finfish and harp and hood seal fisheries in the Convention and Statistical Areas of the Commission in 1972 was distributed in February 1974.

The Research Bulletin of ICNAF No. 10 (168 p.) containing 16 scientific contributions, four of which dealt with special studies on Georges Bank herring in 1970, was distributed in January 1974.

The Sampling Yearbook Vol. 17 for 1972 (260 p.) containing length and age data for the major commercial species sampled by the research agencies of the Member Countries in 1972, was distributed in April 1974.

The Proceedings of the Third Special Commission Meeting, October 1973 (30 p.) and the Report of the STACRES, October 1973 (4 p.) containing the reports of meetings regarding overall TAC and national allocation for finfish and squid and TACs and national allocations for individual species and species groups for 1974 in Subarea 5 and Statistical Area 6, were distributed in November 1973.

The Proceedings of the Fourth Special Commission Meeting, January 1974 (71 p.) and the Report of the STACRES, January 1974 (53 p.) containing reports of meetings of Working Groups, Subcommittees and Panels, were distributed in March 1974.

The ICES Cooperative Research Report No. 35 (Fourth Report of the ICES/ICNAF Joint Working Party on North Atlantic Salmon) (37 p.) was distributed in November 1973. ICNAF and ICES contributed equally to the cost of printing.

The ICES Rapports et Procès-Verbaux des Réunions Vol. 164 containing a Symposium on Fish Stocks and Recruitment, July 1970 (jointly convened by ICES, ICNAF and FAO) (372 p.) was distributed in July 1973. ICNAF contributed directly to the cost of printing.

The ICNAF International Inspection Scheme - Translations of Questionnaire (Revised 1974) (58 p.) containing translations in 12 languages of the Inspection Questionnaire, was distributed in May 1974.

The ICNAF Handbook - Revised 1974 (78 p.) containing up-to-date Articles of the Convention, Protocols, Commission Panel Rules of Procedure and Financial Regulations will be distributed in June 1974.

7. Research and Statistics

At the 1973 Annual Meeting, the Standing Committee on Research and Statistics (STACRES) approved a number of significant changes in the format of presentation of Statistical Bulletin and every effort was made to incorporate the changes in the current issue. The rearrangement of the tabular material and the inclusion of additional tables in Vol. 22 for 1972 necessitated the complete reorganization of the data-processing procedures used previously to compile the tables for Vol. 20 and 21. The new programs utilize magnetic tape and disc storage facilities and all of the basic tables may now be produced from a common data source through the use of computer sorting routines. Despite the considerable amount of time required to reorganize the data-processing system in the latter months of 1973, data for two Member Countries were still outstanding in early December when the programs were ready to compile the tables. Consequently, Vol. 22 was not issued until February 1974. In addition to 1972 statistical data, this issue contains detailed catch and effort data for German Democratic Republic in 1969-71, which data were not available when Vol. 19-21 were published. It must again be noted that, if all Member Countries adhered to the established deadline of 30 June in submitting their STATLANT 21B returns, Statistical Bulletin could be made available as early as September or October.

Sampling Yearbook Vol. 17 for 1972 also underwent some considerable revision in accordance with recommendations of the 1973 Annual Meeting. Much of the reorganization involved the standardization of the format

used to present length and age frequencies and the accumulation of all age-length keys in an appendix. As for Statistical Bulletin, the compilation of tables for Sampling Yearbook was hampered by the late receipt of national submissions, the use of forms other than those specified, the improper application of age-length keys to length frequencies, and in general, the apparent inattention to instructions for completing the forms. It is planned that future issues will be compiled by automatic data-processing methods after a number of further problems have been resolved.

Early in 1973 the statistical and sampling submissions of Member Countries were reviewed in some detail, and reports outlining the major deficiencies in reporting were prepared and countries were individually informed. Subsequently, some improvement was noted in the submission and quality of national reports from some countries. However, an attempt by the Assessments Subcommittee to initiate the provision of preliminary monthly nominal catch data in time for consideration at the January 1974 Mid-Term Meeting was not very successful, as only a few countries reported in advance of the meeting, some provided data during the meeting, and about one-third of those fishing in the Northwest Atlantic provided no data at all. A further request that the 1973 provisional monthly catch data for selected species be sent to the Secretariat by 31 March 1974 to enable assessment scientists to update stock assessments prior to the 1974 Annual Meeting was equally lacking, in that only one-half of the Member Countries had provided the required data by 30 April 1974, one month after the deadline. The response to a similar request for sampling data was much more encouraging, in that most of the countries which normally report sampling data for inclusion in Sampling Yearbook had submitted a considerable quantity of data well in advance of the Annual Meeting. A major drawback to assessment scientists, however, was the absence of monthly catch data from several of those countries.

Other statistical activities during the year involved:

- a) advance release of Tables 1, 2 and 3 of Statistical Bulletin Vol. 22 (1972 provisional nominal catch statistics derived from STATLANT 21A);
- b) preparation of a report on discards and industrial fish for inclusion in Redbook 1973, Part III;
- c) documentation of nominal catches in Statistical Area 6 for the years 1963-65, which were not previously published in Statistical Bulletin;
- d) documentation of amended catch and effort data for Japan in 1967-69, Bulgaria in 1969-70, and German Democratic Republic in 1969-71;
- e) the tabular presentation of finfish and squid catches in Subarea 5 and Statistical Area 6 for 1963-72;
- f) attending meetings of CWP ad hoc Working Group at Paris, Madrid and Lisbon with French, Spanish and Portuguese statistical officers concerning the collection of national statistics and reporting to international agencies;
- g) documentation of historical catches (1963-72) by country for 60 stocks proposed for regulation at the 1974 Annual Meeting;
- h) documentation of flounder catches by species and division for the years 1963-69 following receipt from Canadian, Polish and USSR scientists of species breakdowns of the large quantities of flounders previously reported as "Flounders (NS)";
- i) dissemination to assessment scientists of copies of a considerable quantity of available statistical and sampling data prior to their distribution in published form;
- j) preparation of several documents for the 1974 Annual Meeting, viz. preliminary compilation of available data on nominal catches in 1973 by division, country and species from STATLANT 21A returns; compilation of seal catches by species, country and area for 1973; summary of information on discards and industrial fish for 1972 from ICAAF Statistical Form 4; summary of information on trawl materials and mesh size sampling in 1973; compilation of 1973 nominal catches by country and stock for regulated species; preparation of detailed catch/effort data for Div. 5Z Pilot Study.

In view of the rapidly increasing demands for biostatistical data by scientists for assessment purposes and by the Commission for stock management, the Secretariat has been severely hampered by lack of adequate support staff to inventorize and copy the large quantities of data being sent to the Secretariat for dissemination to scientists and to prepare the data for publication in the ICAAF publications. Also, an effort to prepare statistical data of earlier years for computer-processing has virtually been abandoned due to manpower shortage.

8. Mid-Term Meetings

The Third Special Commission Meeting (Summ.Doc. 74/2) was convened in Ottawa from 15-19 October 1973 to further consider some of the problems not resolved at the Annual Meeting held at Copenhagen in June 1973. These problems related to the over-exploitation of the fishery resources in Subarea 5 and Statistical Area 6

in recent years and the conservation measures necessary to restore the biomass to a level consistent with the maximum sustainable yield. The Commission imposed an overall allowable catch of finfish (except menhaden, tunas, billfishes and sharks other than dogfish) and squids, in addition to imposing total allowable catches for the species and species groups making up the finfish and squid resources. In this so-called two-tier catch quota scheme, both the overall allowable catch and the total allowable catches for species and species groups were allocated nationally. Gear restrictions were recommended in the area off Cape Cod in Subarea 5 in order to protect the yellowtail stocks.

The Fourth Special Commission Meeting (Summ.Doc. 74/9) was convened at FAO, Rome from 22-30 January 1974. Meetings of the Standing Committee on Research and Statistics and its Subcommittees and Working Groups were held in Hamburg from 7-12 January and in FAO, Rome from 14-18 January 1974 (Summ.Doc. 74/8). The Special Meeting considered mainly catch limitation measures in 1974 for various finfish species and squids in Subareas 2, 3, 4 and 5 and Statistical Area 6 which were not dealt with at the 1973 Annual Meeting and the October 1973 Special Meeting. Total allowable catches and their national allocation were agreed such that, with one or two exceptions, all major fish stocks in the Convention Area and Statistical Area 6 would be under catch quota regulation in 1974. Member Countries not able to maintain inspection vessels within the Convention Area were invited to participate with inspectors of Member Countries that operate inspection vessels under the Commission's Joint Enforcement Scheme in the Northwest Atlantic.

The ICES/ICNAF Joint Working Party on North Atlantic Salmon met at Charlottenlund, Denmark, from 11-15 March 1974 under the chairmanship of Mr B.B. Parrish (UK) (Summ.Doc. 74/17). The Working Party reviewed the latest information on the West Greenland and Norwegian Sea fisheries and examined the preliminary analysis of data from the International Salmon Tagging Experiment at West Greenland in 1972. Home-water catches and future research requirements were considered.

9. Status of Commission Proposals

a) For changes in the Convention

The 1970 Protocol Relating to Amendments to the Convention still requires ratification, approval or adherence by Romania before it can enter into force.

The 1973 Protocol Relating to Basic Payment by Contracting Governments was adopted by the Commission on 16 June 1973. However, it was only forwarded to Depository Government for circulation on 11 December 1973 when it became obvious that the 1970 Protocol which establishes new procedures for amending the Convention would not enter into force shortly after the 1973 Annual Meeting as was expected.

b) For international regulation of the fisheries

June 1972 proposals (21) and (22) for 130-mm mesh size in the codend only in Subareas 4 and 5, respectively, became operative 1 January 1974.

January 1973 proposals (1) to (7) for 1973 catch quotas on herring, other flounders, mackerel, pollock and redfish came into effect for all Contracting Governments on 15 August 1973 under the normal 6-month waiting procedure.

June 1973 proposal (1) for 1974 catch quota for cod in Subarea 1 came into effect for all Contracting Governments except Iceland on 19 March 1974. Proposals (2) to (30) for 1974 conservation measures on stocks of major finfish species in Subareas 2, 3, 4, 5 and Statistical Area 6 and for harp and hood seals came into effect for all Contracting Governments on 17 January 1974. Proposal (31) amending the Joint Enforcement Scheme for application in the Convention Area and Statistical Area 6 came into effect for all Contracting Governments on 17 January 1974.

October 1973 proposals (1) for a 1974 two-tier catch quota on finfish and squid in Subarea 5 and Statistical Area 6, and (2) for a fishing gear, area and season restriction in part of Subarea 5 came into effect for all Contracting Governments on 7 May 1974.

January 1974 proposals (1) for herring size limit exemption in Subareas 4 and 5, (2) for 1974 catch quotas on additional Subarea 5 and Statistical Area finfish stocks, and (3) for 1974 catch quotas on 12 finfish stocks in Subareas 2, 3 and 4 were transmitted to Depository Government on 19 February 1974 and circulated to Contracting Governments on 4 March 1974 for acceptance at an earlier date than 4 September 1974 as provided under the 6-month waiting procedure. In accordance with June 1973 proposals (20), (26), (27), and (28) for commitments for herring in Div. 4XW(b), Div. 5Z and Statistical Area 6, Div. 5Y, and mackerel in Subarea 5 and Statistical Area 6, respectively, TACs and national allocations were adopted at the Fourth Special Commission Meeting, January 1974, by resolution to be effective 4 March 1974.

10. Catch Quota Reports

a) Total allowable catch for salmon in 1973

Proposal (1) from the 1972 Annual Meeting, effective 23 December 1972, set the 1973 catch limit for

Atlantic salmon from the West Greenland fishery at 1,935 tons. Provisional catch statistics show a total of 2,335 tons, the excess being due to larger catches by the native Greenlanders.

b) Total allowable catch for haddock in 1973

In Div. 4W, bi-weekly reports of haddock catches totalled 3,027 tons for 1973 against a TAC of 4,000 tons as permitted by the June 1972 proposal effective 1 January 1973. In Div. 4X, the reports totalled 12,785 tons for 1973 against a TAC of 9,000 tons in spite of having closed the fishery on 26 April 1973. In Subarea 5, reports totalled 5,265 tons for 1973 against a TAC of 6,000 tons.

c) Total allowable catch and national allocation for other finfish species in 1973

National catches in 1973 from six stocks of cod, three stocks of yellowtail, three stocks of silver hake and single stocks of American plaice and red hake for which 1973 catch quotas were set at the June 1972 Annual Meeting and from three herring stocks, and single stocks of other flounders, mackerel, pollock and redfish for which 1973 catch quotas were set at the January 1973 Annual Meeting, were made available to the 1974 Annual Meeting from submissions of national catch statistics for 1973 in ICNAF Summary Document 74/7 (Revised).

In accordance with requirements, the Executive Secretary cabled all Contracting Governments (1) that USA had reached its catch quota and had ceased its specialized fishery for yellowtail flounder in Subarea 5 east of 69°W on 31 October 1973, (2) that Canada ceased fishing against its catch quota for herring in Div. 5Y on 1 May 1973 and on 15 October 1973 USA re-allocated 3,000 tons of its catch quota to Canada, (3) that Canada and Japan ceased fishing against their catch quota for herring in Div. 4X and part of Div. 4W on 17 August 1973 and 12 October 1973, respectively, (4) that Canada ceased fishing against its catch quota for pollock in Subarea 5 and Div. 4X on 29 November 1973.

11. Implementation of Scheme of Joint Enforcement

Under the Scheme of Joint Enforcement in the Convention Area adopted at the 1970 Annual Meeting and operative from 1 July 1971, all Contracting Governments, except Bulgaria, Iceland, Italy and Norway, are ready to inspect and all, except Bulgaria and Iceland, were ready to be inspected. Circular Letters were distributed regularly from the Secretariat updating the status of implementation and reporting changes in inspection officers and vessels.

At the 1973 Annual Meeting, a proposal (31) amending the Scheme of Joint Enforcement to apply in Statistical Area 6 as well as in the Convention Area was adopted. This proposal came into effect on 17 January 1974 under the Convention's 6-month waiting procedure. On 3 January 1974 the Executive Secretary was informed by the USA that domestic legislation would be necessary before the Scheme could be applied by the USA on a mandatory basis in Statistical Area 6. Meantime, the Scheme would be applied on a voluntary basis. By cable of 7 January 1974, the Executive Secretary informed all Member Countries of the US position and requested information regarding their position. Based on cabled responses and statements to the Fourth Special Commission, FAO, Rome, January 1974, as at 30 April 1974, Bulgaria, Italy, Japan, Norway, Poland, Romania, Spain and USSR reported participating on a mandatory basis, while Canada, Denmark, France, Fed. Rep. Germany, Portugal, UK and USA reported participating on a voluntary basis pending amendment of domestic legislation. These reports were circulated to all Member Countries by ICNAF Circular Letter 74/14 dated 25 February 1974. Member Countries will be reporting any change in the status of their participation to the 24th Annual Meeting.

Forms were designed by the Secretariat for Member Countries to report national inspections, infringements and the disposition of infringements (STACTIC Form 1); to report international inspections and apparent infringements of other countries' fishing vessels (STACTIC Form 2A); and to report on the disposition of infringements observed as a result of inspections carried out by inspectors of other countries (STACTIC Form 2B) on a calendar year basis. The forms completed by the Member Countries will be summarized and submitted to the Commission for consideration at its 1974 Annual Meeting.

12. Cooperation with Other International Organizations and with Non-Member Countries

In accordance with Convention Article X, the Secretariat has continued to maintain close working arrangements with other public international organizations which have related objectives. Effective collaboration and coordination has been ensured with the Department of Fisheries of the Food and Agriculture Organization of the United Nations (FAO). Cooperation with the International Council for the Exploration of the Sea (ICES) has avoided duplication of scientific investigations. Through joint working parties, ICNAF and ICES have provided advice to ICNAF and NEAFC on the management of North Atlantic salmon.

Invitations have been extended, as in the past, to non-member Countries, other fishery commissions and international organizations concerned with fisheries and their management, to send observers to mid-term and Annual Meetings of ICNAF.

Cooperation with the German Democratic Republic (GDR) has increased. GDR has provided detailed statistics on their substantial fisheries in the Northwest Atlantic. In return, the Secretariat has made

certain that all Commission publications are sent to GDR regularly.

13. Financial Matters

Considerable time and effort has been spent in considering the accommodation, staffing and financial requirements of the Secretariat to meet the Commission's rapidly expanding conservation program. Proposed estimates for 1974/75 include \$44,000 for six proposed new incumbents (Appendix 1 to Agenda for STACFAD) who will have responsibility for the organization, processing, analysis, and publication of statistical, sampling and survey data (Comm.Doc. 74/11).

As a means of further improving the revenue to the Commission from deposits (Working Capital Fund) in the Bank of Nova Scotia, Certificates of Deposit in the amount of \$20,000 which were subscribed to in 1972 to yield 7% interest were redeemed and two certificates in the amount of \$10,000 each and yielding 9-1/4% interest were purchased on 10 May 1974.

14. Financial Statements

The financial administration of the Commission from 1 July 1973 to 30 April 1974, with estimates to the end of the fiscal year, 30 June 1974, is presented in the following statements with appendix.

Statement 1 shows that the estimated total obligations for the fiscal year (169,785) were \$1,215 less than the total appropriated (\$171,000) by the Commission at its 1973 Annual Meeting.

A Cash Flow Statement of the General Fund is also presented.

I certify that, in my opinion, these financial statements are prepared in accordance with the Commission's Financial Regulations as amended to 1 July 1969 and with the books and records of the Commission.

Office of the Secretariat
21 May 1974

L.R. Day
Executive Secretary

STATEMENT 1

Budget Appropriations. Obligations Incurred and Unobligated Balances of Appropriations
For the Year Ending 30 June 1974
(Estimated from 30 April 1974)

	Appropriated by Commission at Annual Meeting 1973	Obligations Incurred and Liquidated to 30 April 1974	Expenses Estimated for Remainder of Fiscal Year	Total Obligations for Fiscal Year	Unobligated Balance of Appropriations (Estimated)
Personal Services:					
a. Salaries	\$92,500	\$76,931	\$15,386	\$92,317	\$183
b. Superannuation and Canada Pension Plan	2,200	1,907	294	2,201	< 1 >
c. Additional Help	1,300	1,800	-	1,800	< 500 >
d. Group Medical and Insurance Plans	1,000	738	172	910	90
e. Contingencies	4,500	814	3,179	3,993	507
f. Forecast Increase	2,500	2,047	-	2,047	453
Travel	7,000	1,228	462	1,690	5,310
Transportation of things	1,000	207	93	300	700
Communication services	7,500	5,708	1,915	7,623	< 123 >
Publications	13,000	16,527	825	17,352	< 4,352 >
Other contractual services	15,000	12,722	2,278	15,000	-
Supplies and materials	6,000	5,192	1,208	6,400	< 400 >
Equipment	1,000	443	157	600	400
Annual and Mid-term Meetings	12,500	8,452	5,100	13,552	< 1,052 >
Contingencies	4,000	-	4,000	4,000	-
Total ordinary budget	\$171,000	\$134,716	\$35,069	\$169,785	\$1,215

STATEMENT 2

Statement of Income and Expenditure
For the Year Ended 30 June 1974
(Estimated from 30 April 1974)

Income:

Members' contributions assessed:

Bulgaria	\$ 2,986	
Canada	12,936	
Denmark	7,961	
France	10,449	
Germany, Federal Republic	10,449	
Iceland	2,986	
Italy	5,473	
Japan	7,961	
Norway	10,449	
Poland	12,936	
Portugal	10,449	
Romania	7,961	
Spain	12,936	
Union of Soviet Socialist Republics	12,936	
United Kingdom	7,961	
United States of America	<u>7,961</u>	\$144,790
Add: Transfer from Miscellaneous Fund		<u>26,210</u>
Total ordinary budget		171,000
Obligations incurred - Statement 1		<u>169,785</u>
Balance of Appropriations transferred to Working Capital Fund		<u>\$ 1,215</u>

APPENDIX I

(Estimated from 30 April 1974)

Working Capital Fund

Balance 30 June 1973		\$23,118
Add: Balances 1973-74 appropriations (Statement 2)		
Sales of publications	\$1,215	
Bank interest	4,801	
Interest on Certificates of Deposit	3,362	
	<u>1,166</u>	<u>10,544</u>
		<u>33,662</u>
Deduct: Appropriation to Acoustic Symposium	\$5,000	
Appropriation to Pilot Study (4th Spec. Comm. Meet. Proc. No. 7, para 5, p. 54)	<u>6,000</u>	<u>11,000</u>
Balance 30 June 1974		<u>\$22,662</u>

Miscellaneous Fund

Balance 30 June 1973		\$26,210
Deduct: Applied to 1973-74 appropriations		<u>26,210</u>
		Nil
Add: 1973-74 Staff Assessment	\$15,509	
Provincial <u>Ex gratia</u> grant - 1972	5,793	
Refund overpayment federal income tax	<u>1,929</u>	<u>23,231</u>
Balance 30 June 1974		<u>\$23,231</u>

GENERAL FUND - CASH FLOW
Year ended 30 June 1974
(Estimated from 30 April 1974)

Cash on hand and in bank, 30 June 1973		\$ 7,110
Add: Member Governments:		
Assessments 1973-74	\$144,790	
Advance payments 1974-75	<u>6,533</u>	
	<u>151,323</u>	
Less: Advance payments 1973-74	<u>6,410</u>	
	<u>144,913</u>	
Decrease in accounts receivable	<u>285</u>	145,198
Funds from Miscellaneous Fund for 1973-74 appropriations		<u>26,210</u>
		178,518
Deduct:		
Obligations incurred 1973-74	169,785	
Less: Unliquidated 30 June 1974	<u>35,666</u>	
	<u>134,119</u>	
Add: Unliquidated 30 June 1973	<u>1,255</u>	
	<u>135,374</u>	
Balances 1973-74 appropriations to Working Capital Fund	<u>1,215</u>	<u>136,589</u>
Cash on hand and in bank, 30 June 1974		<u>\$ 41,929</u>

