

IAI FAWG Agenda

Sunday, November 25, 2001

Havana, Cuba

1. External Audit for FY 2000-2001
2. Financial Status Report for the First Quarter of FY 2001-2002
3. Approval of Proposed Travel Policy for IAI Staff
4. Support for Participants to EC and CoP Meetings
5. Update on Staff Contracts –
 - Ohira-Schwarz, Breulmann, Achite
 - Life Insurance
 - Pension Plans
6. Revision of IAI Manuals
7. IAI Structure/Internal Controls
8. Mechanism for Supporting the IAI NewsLetter
9. Clarification from the Brazilian Ministry of Foreign Affairs
10. Planning for FY 2002-2003 Budget for Approval in Rio de Janeiro in February
 - Possibility of new Core Budget Contribution amounts
11. IAI Staff Performance Plans and Appraisals
 - Schedule for Plans and Appraisals
 - Procedures for Employee Rebuttal
12. Other Issues (??)

9 November 2001