

Agenda Item 13.3

Report of the Secretariat on Finance and
Administrative Issues
Outline of Budget for 2010

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(restricted)**

Outline of Budget for 2010

Action Requested

- Take note of the report
- Comment
- Decide whether budget outlines of the running year are still desired for future AC Meetings

Submitted by

Secretariat



**NOTE:
IN THE INTERESTS OF ECONOMY, DELEGATES ARE KINDLY REMINDED TO BRING THEIR
OWN COPIES OF DOCUMENTS TO THE MEETING**

Outline of Budget for 2010

The Acting Executive Secretary and the UNEP/CMS Administration and Financial Management Unit (AFMU) are monitoring the ASCOBANS Budget, under the arrangements for a joint Secretariat agreed at MOP5 and continued until 2012. Income and expenditure to date and projections for 2010 are given below.

Table 1: Income to the General Trust Fund

Contributions to the General Trust Fund for the Agreement on the Conservation of Small Cetaceans of the Baltic and North Seas (ASCOBANS) (BA) as at 30 June 2010.

COUNTRIES	MOP6 approved contribution for 2010	Contributions received for 2010 (by 30 June)	Outstanding Amount (as at 30 June)
	EUR	EUR	EUR
Belgium	13,498		13,498
Denmark	9,052	9,052	0
Finland	6,908	6,908	0
France	36,017	36,017	0
Germany	36,017		36,017
Lithuania	380	380	0
Netherlands	22,941	22,941	0
Poland	6,136		6,136
Sweden	13,118	13,118	0
United Kingdom	36,017		36,017
Total	180,084	88,416	91,668

Table 2: The MOP6 approved budget for 2010, the status of expenditures, as recorded in our internal bookkeeping system at 30 June 2010, and the projected expenditures and balance as at 31 December 2010 on the General Trust Fund for the Agreement on the Conservation of Small Cetaceans of the Baltic and North Seas (ASCOBANS) (BA)

BL	Budget Item	MOP6 approved budget for 2010 in EURO*	Status of expenditure as at 30/06/2010 in EURO**	Available balance as at 30/06/2010 in EURO	Estimated expenditure through 31/12/2010 in EURO	Estimated Saving/Deficit as at 31/12/2010 in EURO	Description of the expenditure
1101	Executive Secretary (D1), 3%	5,263	0	5,263	5,263	0	Cost sharing: 3% to be reimbursed to CMS; Adjustments will be made later in the year
1102	CMS Professional Staff (P4), 15% (ASCOBANS Senior Advisor)	19,584	0	19,584	19,584	0	Cost sharing: 15% to be reimbursed to CMS; Adjustments will be made later in the year
1103	Associate Coordination Officer (P2), 75%	61,200	30,686	30,514	44,343	16,857	Cost sharing: 25% will be reimbursed from the CMS budget; Adjustments will be made later in the year
1220	Professional Consultancies and fractional CMS Staff time	8,000	4,435	3,565	8,000	0	Cost sharing with CMS and Consultancies (partial reimbursements received after 30 June)
1301	General Services: Administrative Assistant (GS-5), 50%	36,750	11,671	25,079	36,750	0	
1601	Travel Secretariat Staff	4,370	2,973	1,397	4,370	0	Travel costs dependent on AC recommendations for attendance at meetings

BL	Budget Item	MOP6 approved budget for 2010 in EURO*	Status of expenditure as at 30/06/2010 in EURO**	Available balance as at 30/06/2010 in EURO	Estimated expenditure through 31/12/2010 in EURO	Estimated Saving/Deficit as at 31/12/2010 in EURO	Description of the expenditure
1602	Experts on Mission	1,500	2,406	-906	1,500	0	Some payments made from this budget line will be reimbursed from the Finnish and German Voluntary Contributions
1999	Personnel Subtotal	136,667	52,170	84,497	119,810	16,857	
2201	Conservation Projects	1,590	-126	1,716	1,590	0	Further expenditure dependent on AC recommendations for support of projects; allotment will be increased from balance on 2009 budget
2999	Subprojects Subtotal	1,590	-126	1,716	1,590	0	
3302	Meeting of the Advisory Committee	3,000	2,742	258	3,500	-500	Budget line to be replenished from Belgium's reimbursement of 2009 over-expenditure
3999	Meetings Subtotal	3,000	2,742	258	3,000	-500	
4101	Miscellaneous Office Supplies	753	0	753	753	0	
4201	Office Equipment	905	0	905	650	255	
4999	Equipment and Premises Subtotal	1,658	0	1,658	1,403	255	

BL	Budget Item	MOP6 approved budget for 2010 in EURO*	Status of expenditure as at 30/06/2010 in EURO**	Available balance as at 30/06/2010 in EURO	Estimated expenditure through 31/12/2010 in EURO	Estimated Saving/Deficit as at 31/12/2010 in EURO	Description of the expenditure
5101	Operation/Maintenance computers	538	0	538	380	158	
5102	IT Services	10,000	0	10,000	10,000	0	No invoice was received in the reporting period
5103	Operation/Maintenance of printers	215	0	215	215	0	
5201	Information Material/Outreach and Education Work	1,500	-187	1,687	1,687	0	VAT reimbursement and payment of co-sponsored "Toothed Whale Poster" production
5202	Reference Material	107	0	107	107	0	
5203	Website Maintenance and Development	2,000	0	2,000	2,000	0	No invoice was received in the reporting period
5301	Telephone and Fax	591	98	493	300	291	
5302	Postage and Miscellaneous	1,500	593	907	1,500	0	
5999	Miscellaneous Costs Subtotal	16,451	504	15,947	15,952	499	
	SUBTOTAL	159,366	55,290	104,076	141,755	17,111	
6000	Programme Support Cost (PSC), 13%	20,718	7,188	13,530	18,428	2,224	
	GRAND TOTAL	180,084	62,477	117,606	160,183	19,335	

* MOP6 approved budget for 2010 in Euro

** Estimated expenditure amount in Euro