

Agenda Item 18.2

Financial and Administrative Issues

End of Term Report on Budgetary Issues  
2021

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Action Requested

- Take note
- Comment

Submitted by

Secretariat



## END OF TERM REPORT ON BUDGETARY ISSUES 2021

1. This report has been prepared using information provided by CMS Administrative and Finance Management Unit (AFMU). It is an update to the mid-term report 2021 published for the 26<sup>th</sup> Meeting of the Advisory Committee (November 2021) as [ASCOBANS/AC26/Doc.16.3](#).
2. The report contains figures as recorded in the enterprise resource planning system 'Umoja' from 1 January to 31 December 2021. The report is presented in euro, which has been converted from the US dollar figure reports generated from Umoja and cleared by AFMU. All euro figures are approximations due to variations in the exchange rate between euro and US dollar. All figures are rounded to the next full euro.
3. Voluntary contributions were received in the reporting period as follows:

Donor	Amount	Purpose
Germany	EUR 25,600	Supporting the long-term coordination of the harbour porpoise action plans; Project <i>Using fishers' knowledge to understand the use of alternative gears to static gillnets in the ASCOBANS region</i>
United Kingdom	GBP 10,000	Project <i>Prediction of the cochlear frequency maps of harbour porpoise</i>
Netherlands	EUR 10,000	Project <i>Using fishers' knowledge to understand the use of alternative gears to static gillnets in the ASCOBANS region</i>

### Income to the General Trust Fund

4. Assessed contributions for 2021 were all paid to the ASCOBANS General Trust Fund. Table 1 below shows contributions as of 31 December 2021. Pledges are based on Annex 2 of [Resolution 9.6](#).

**Table 1. Income to the General Trust Fund (in euro)**

Country	Pledges for 2021	Contributions received for 2021
Belgium	14,620	14,620
Denmark	9,865	9,865
Finland	7,497	7,497
France	43,903	43,903
Germany	43,903	43,903
Lithuania	1,264	1,264
Netherlands	24,146	24,146
Poland	14,281	14,281
Sweden	16,133	16,133
United Kingdom	43,903	43,903
<b>Total</b>	<b>219,515</b>	<b>219,515</b>

## Expenditure of the General Trust Fund

5. The below table shows the approved budget for 2021 (as per [Resolution 9.6](#)) and the expenditures as recorded in Umoja as of 31 December 2021. The table also factors in the carry-over from the approved budget for the years 2017-2020 of EUR 100,857.
6. A total expenditure of EUR 205,031 has been reported for the period January to December 2021. Factoring in the carry-over from 2017-2020 of EUR 100,857, a total amount of EUR 115,341 was subsequently available at the end of 2021 and was rephased into the year 2022.

**Table 2. Expenditure and balance (in euro)**

Budget Item	MOP-approved budget for 2021	Carry-over from 2017-2020	Expenditure as at 31 Dec 2021 <sup>1</sup>	Balance as at 31 Dec 2021
<b>Staff personnel</b>				
Executive Secretary, 3%	6,476	-	7,018	(542)
Senior Advisor, 15%	23,918	-	23,679	239
Associate Coordination Officer, 75%	99,873	-	94,628	5,245
Administrative Assistant, 50%	35,534	12,738	45,100	3,172
Consultants	2,040	4,233	4,163 <sup>2</sup>	2,110
<b>Total</b>	<b>167,841</b>	<b>16,971</b>	<b>174,588</b>	<b>10,224</b>
<b>Travel</b>				
Staff Travel	5,412	4,607	1,131 <sup>3</sup>	8,888
Experts Travel	1,948	1,923	-	3,871
<b>Total</b>	<b>7,360</b>	<b>6,530</b>	<b>1,131</b>	<b>12,759</b>
<b>Grants out</b>				
Conservation Projects	-	65,753 <sup>4</sup>	-	65,753
<b>Total</b>	<b>-</b>	<b>65,753</b>	<b>-</b>	<b>65,753</b>
<b>Meetings</b>				
Meeting of the Parties	-	-	-	-
Meeting of the Advisory Committee	-	-	-	-
Meetings of Working Groups	1,020	-	-	1,020
<b>Total</b>	<b>1,020</b>	<b>-</b>	<b>-</b>	<b>1,020</b>
<b>Expendable &amp; non-expendable equipment</b>				
Office Supplies	542	-	-	542
Office Equipment	918	-	-	918
<b>Total</b>	<b>1,460</b>	<b>-</b>	<b>-</b>	<b>1,460</b>
<b>Operating costs</b>				
Operation/Maintenance Computers	216	-	-	216
IT Services	11,040	-	4,126	6,914
Operation/Maintenance of Printers	324	-	-	324
Information Material/Outreach and Education Work	1,624	-	-	1,624
Reference Material	130	-	66 <sup>5</sup>	64
Website Maintenance & Developm.	2,164	-	788 <sup>6</sup>	1,376
Tel and Fax, Postage & Misc.	1,082	-	744 <sup>7</sup>	338
<b>Total</b>	<b>16,580</b>	<b>-</b>	<b>5,724</b>	<b>10,856</b>
<b>Sub-total</b>	<b>194,261</b>	<b>89,254</b>	<b>181,443</b>	<b>102,072</b>
<b>UN PSC, 13%</b>	<b>25,254</b>	<b>11,603</b>	<b>23,588</b>	<b>13,269</b>
<b>Grand Total</b>	<b>219,515</b>	<b>100,857</b>	<b>205,031</b>	<b>115,341</b>

<sup>1</sup> Estimated expenditure in euro. Conversion rate used was USD 1 = EUR 0.842, the average UN exchange rate for the period from January to December 2021. Totals may be affected by rounding.

<sup>2</sup> Report writer services.

<sup>3</sup> Coordinator travel to ACCOBAMS SC14 (Monaco), cost-shared with CMS.

<sup>4</sup> Comprises of the carry-over from 2017-2020 from specified budget lines as agreed by MOP9.

<sup>5</sup> Cost-sharing of the UN Bonn Public Information Clerk position.

<sup>6</sup> ASCOBANS website hosting.

<sup>7</sup> Includes courier service allocation of EUR 600 for 2021-2022 (unused amount will be credited in the end of 2022); and an expenditure reversal of USD 200 to cover currency exchange fluctuation of a consultancy contract.