

Agenda Item 4.2

Budgetary Issues

Outline of Budget for 2008

Document 09

**Outline of Budget for 2008**

**Action Requested**

- take note of the information submitted
- comment
- decide on the allocation of savings from 2007

Submitted by

Secretariat



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

### **Secretariat's Note**

Certified figures for the status of the accounts as at 29 February 2008 are not available. Therefore, all information contained in this document must be understood as tentative and reflects the status of accounts as recorded in our internal bookkeeping system. Minor changes, *inter alia* due to exchange rate fluctuations, must be expected.

## Outline of Budget for 2008

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. Income and expenditure to date and projections for 2008 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 29 February 2008.

COUNTRIES	MOP 5 approved contribution for 2008	Contributions received in 2007 for 2008	Contributions received in 2008 (by 29 February)	Outstanding Amount (as at 29 February)
	EUR	EUR	EUR	EUR
Belgium	11,714	0	0	11,714
Denmark	7,868	0	0	7,868
Finland	5,840	0	0	5,840
France	30,095	0	30,095	0
Germany	30,095	0	30,095	0
Lithuania	263	263	0	0
Netherlands	18,518	0	0	18,518
Poland	5,051	5,051	0	0
Sweden	10,936	10,936	0	0
United Kingdom	30,095	0	0	30,095
<b>Total</b>	<b>150,475</b>	<b>16,250</b>	<b>60,190</b>	<b>74,035</b>

**Table 2:** The MOP5 approved budget for 2008, the status of expenditures, as recorded in our internal bookkeeping system at 29 February 2008, and the projected expenditures and balance as at 31 December 2008 on the General Trust Fund for the Agreement on the Conservation of Small Cetaceans of the Baltic and North Seas (ASCOBANS) (BA)

		MOP5 approved budget for 2008*	Status of expenditure as at 29 February 2008 in EURO**	Available balance as at 29 February 2008 in EURO	Estimated expenditure through 31 December 2008 in EURO	Estimated Saving/Deficit as at 31 December 2008 in EURO	Description of the expenditure
1101	Executive Secretary (D1), 3%	5,676	0	5,676	5,676	0	Cost sharing: 3% of the CMS/ASCOBANS Executive Secretary time.
1102	CMS Professional Staff (P4), 15% (CMS Senior Advisor)	18,552	0	18,552	18,552	0	Cost sharing: 15% of the CMS/ASCOBANS Senior Advisor time.
1104	Consultant: ASCOBANS Co-ordinating Officer 75%	52,800	21,600	31,200	32,400	20,400	The amount of 21,600 Euro represents the total obligated amount to cover the fees until 30 June 2008. It is not fully disbursed as at 29 February 2008.
1121	ASCOBANS one time payment to former Staff	3,966	0	3,966	0	3,966	The total sum due to the former Executive Secretary was paid in 2007. The over-expenditure on this budget line was covered from savings on another in 2007. This amount is therefore available for other purposes.

		<b>MOP5 approved budget for 2008*</b>	<b>Status of expenditure as at 29 February 2008 in EURO**</b>	<b>Available balance as at 29 February 2008 in EURO</b>	<b>Estimated expenditure through 31 December 2008 in EURO</b>	<b>Estimated Saving/Deficit as at 31 December 2008 in EURO</b>	<b>Description of the expenditure</b>
1220	Professional consultancies & fractional CMS GS staff time	6,279	1,624	4,655	6,279	0	Cost sharing: Professional Consultancies and fractional CMS GS staff time
1302	Consultant: ASCOBANS Administrative Support, 50%	28,000	10,200	17,800	20,400	7,600	The amount of 10,200 Euro represents the total obligated amount to cover the fees until 30 June 2008. It is not fully disbursed as at 29 February 2008.
1601	Travel - Secretariat Staff	4,120	3,179	941	5,000	-880	Travel costs dependent on AC recommendations for attendance at meetings.
1602	Experts on Mission	831	961	-130	1,920	-1,089	Valdis Pilats and Signe Sveegaard at JG4, Richard Caddell at AC15
<b>1999</b>	<b>Subtotal</b>	<b>120,224</b>	<b>37,564</b>	<b>82,660</b>	<b>90,227</b>	<b>29,997</b>	
3302	Meeting of the Advisory Committee	2,460	706	1,754	3,506	-1,046	Report Writing fee of € 706 is already reserved in the system; estimated further expenditure for Catering, Dinner, Excursion
<b>3999</b>	<b>Subtotal</b>	<b>2,460</b>	<b>706</b>	<b>1,754</b>	<b>3,506</b>	<b>-1,046</b>	

		MOP5 approved budget for 2008*	Status of expenditure as at 29 February 2008 in EURO**	Available balance as at 29 February 2008 in EURO	Estimated expenditure through 31 December 2008 in EURO	Estimated Saving/Deficit as at 31 December 2008 in EURO	Description of the expenditure
4101	Miscellaneous office supplies	709	0	709	709	0	
<b>4999</b>	<b>Subtotal</b>	<b>709</b>	<b>0</b>	<b>709</b>	<b>709</b>	<b>0</b>	
5101	Maintenance of Equipment	507	0	507	507	0	
5102	Operation/maintenance of photocopier/fax	203	0	203	203	0	
5202	Reference material	101	0	101	101	0	
5301	Telephone and Fax	557	200	357	557	0	
5302	Postage and miscellaneous	456	126	330	456	0	
<b>5999</b>	<b>Subtotal</b>	<b>1,824</b>	<b>326</b>	<b>1,498</b>	<b>1,824</b>	<b>0</b>	
	<b>Total</b>	<b>125,217</b>	<b>38,596</b>	<b>86,621</b>	<b>96,266</b>	<b>28,951</b>	
6000	UNEP 13% PSC	16,278	5,017	11,261	12,515	3,764	
	<b>Grand Total</b>	<b>141,495</b>	<b>43,613</b>	<b>97,882</b>	<b>108,781</b>	<b>32,715</b>	
6001	Operating Reserve	8,979	0	8,979	0	8,979	
	<b>Grand Grand Total*</b>	<b>150,474</b>	<b>43,613</b>	<b>106,861</b>	<b>108,781</b>	<b>41,694</b>	

\* MOP5 approved budget for 2008 in Euro

\*\* Estimated expenditure amount in Euro