

Agenda Item 6.1.1: Report on Budget for 2004

**Budget 2004 – Summary of Income and Expenditures
and Provisional Trust Fund Balance**

Submitted by: Secretariat



NOTE:

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

Secretariat's Note

This document contains a summary of approved and actual expenditure from the ASCOBANS Trust Fund for 2004 and a provisional trust fund balance as at 31 December 2004. The UNEP final audited statement of income and expenditure and changes in reserve and fund balances as at 31 December 2004 will be circulated to the ASCOBANS Coordinating Authorities as soon as it is made available to the Secretariat.

Please note that the overspending shown in budget lines 1101 and 1301 is due to the unfavourable development of the exchange rate between USD and the Euro. As a result, the operational reserve has dropped below the threshold of 100,000 USD and is likely to be diminished further in 2005.

ASCOBANS			
Approved and actual expenditure from Trust Fund for 2004 in US Dollars			
Budget line	MOP-appr. budget 2004	Actual expenditures 2004	Balance
10 Personnel			
1100 Professional Staff			
1101 Executive Secretary (P3)	82.752,00	94.059,02	-11.307,02
1102 Administrative & Fund Management Officer (UNEP)	-	-	-
1220 Consultancies	4.000,00	3.479,77	520,23
1300 Administrative Support			
1301 Secretary (G4)	52.462,00	58.370,53	-5.908,53
1600 Travel on official business			
1601 Secretariat staff	8.000,00	8.164,22	-164,22
1999 Personnel Subtotal	147.214,00	164.073,54	-16.859,54
30 Meetings			
3301 Meeting of Parties	-	-	-
3302 Meeting of the Advisory Committee	3.700,00	3.490,50	209,50
3999 Meetings Subtotal	3.700,00	3.490,50	209,50
40 Equipment and Premises			
4100 Expendable equipment			
4101 Miscellaneous office supplies	2.100,00	1.612,04	487,96
4200 Non-expendable equipment			
4201 Office equipment	1.800,00	1.314,79	485,21
4300 Premises			
4301 Rent and maintenance costs	-	-	-
4999 Equipment and Premises Subtotal	3.900,00	2.926,83	973,17

50 Miscellaneous Costs			
5100 Operation and Maintenance			
5101 Operation/maintenance computers	1.000,00	741,47	258,53
5102 Operation/maintenance of photocopier/fax	1.000,00	319,17	680,83
5200 Reporting Costs			
5201 Information material	2.500,00	2.676,30	-176,30
5300 Sundry			
5301 Telephone and Fax	1.500,00	-307,74	1.807,74
5302 Postage and miscellaneous	1.800,00	2.037,63	-237,63
5401 Hospitality	600	187,46	412,54
5999 Miscellaneous Costs Subtotal	8.400,00	5.654,29	2.745,71
SUBTOTAL	163.214,00	176.145,16	-12.931,16
6000 UNEP programme support costs (13%)	21.217,82	22.898,87	-1.681,05
GRAND TOTAL	184.431,82	199.044,03	-14.612,21

Trust Fund Balance (provisional)*	
Beginning balance of trust fund on 1 January 2004	126.043,00
Contribution income 2004	180.214,00
Interest income 2004	3.000,00
Expenditure 2004	-199.044,03
Prior period adjustments	-14000
Closing balance of trust fund on 31 December 2004	96.212,97