



Convention on the Conservation of Migratory Species of Wild Animals



RESOLUTION 4.6

FINANCIAL AND BUDGETARY MATTERS

Adopted by the Conference of the Parties at its Fourth Meeting (Nairobi, 7-11 June 1994)

The Conference of the Parties to the Convention on the Conservation of Migratory Species of Wild Animals,

Recalling Article VII, paragraph 4, of the Convention which states:

"The Conference of the Parties shall establish and keep under review the financial regulations of this Convention. The Conference of the Parties shall, at each of its ordinary meetings, adopt the budget for the next financial period. Each Party shall contribute to this budget according to a scale to be agreed upon by the Conference",

Acknowledging with appreciation the financial and other support provided by the United Nations Environment Programme, the depositary Government, and the Parties to the Convention,

Recognizing the need to strengthen the capacity of the Secretariat of the Convention to enable it to better serve the Parties in all regions,

Appreciating the importance of all Parties being able to participate in the implementation of the Convention and related activities,

Noting the considerable number of Parties as well as organizations attending the meeting of the Conference of the Parties as observers, and the resulting additional expenditure to Parties so incurred,

1. *Confirms* that all Parties shall contribute to the budget adopted at the scale agreed upon by the Conference of the Parties in accordance with Article VII, paragraph 4, of the Convention;
2. *Adopts* the budget for 1995-1997 attached as annex 1 to this resolution;
3. *Agrees* to the scale of contributions of Parties to the Convention as listed in annex 2 to this resolution and to the application of that scale *pro rata* to new Parties;
4. *Requests* all Parties to pay their contributions promptly as far as possible but in any case not later than the end of the year to which they relate;
5. *Takes note* of the medium-term plan for 1995-2000 attached as annex 3 to this resolution and of the priorities agreed in Resolution 4.4;
6. *Determines* that the Standing Committee may allocate resources from budget line 1200 "Consultants" to assist developing country Parties in accordance with priority 10 of the

Convention, as set out in the annex to Resolution 4.4;

7. *Urges* all Parties to make voluntary contributions to the Trust Fund to support requests from developing countries to participate in and implement the Convention throughout the triennium;

8. *Invites* States not parties to the Convention, governmental, intergovernmental and non-governmental organizations and other sources to consider contributing to the Trust Fund referred to below or to special activities;

9. *Decides* that the standard participation fee for all non-governmental organizations shall be fixed at 200 United States dollars (except as otherwise reduced by the Standing Committee in particular cases) and urges such organizations to make a greater contribution if possible;

10. *Requests* the Executive Director of UNEP to extend the duration of the Trust Fund to 31 December 1997;

11. *Approves* the terms of reference for the administration of the Trust Fund as set out in annex 4 to the present resolution, for the period 1995-1997.

Annex 1

BUDGET ESTIMATES FOR 1995-1997

(Budget lines correspond to standard UNEP budget codes)

<u>dollars</u>	<u>Estimated cost in United States</u>			
	w/m	1995 w/m	1996 w/m	1997 w/m
10 PERSONNEL COMPONENT				
1100				
<u>Professional Staff</u>				
1101 Co-ordinator (P-5)	12	112000	12	115000
12 118000				
1102 Deputy Co-ordinator (P-4)	12	85000	12	87000
12 89000				
1103 Programme Officer (P-3)	12	100000	12	80000
12 82000				
1104 Programme Officer (P-3)	6	60000	12	80000
12 82000				
1105 Administrative Officer (P-2/3)	12	90000	12	75000
12 77000				
1199 Total		447000		437000
448000				
1200				
<u>Consultants</u>				
1201 Translators (external)		12000		14000
18000				
1220 Other consultants a/		70000		78000
85000				
1299 Total		82000		92000
103000				
1300				
<u>Administrative support</u>				
1301 Senior Administrative Assistant (G-4/5)	12	47000	12	48000
12 49000				
1302 Finance Assistant/Secretary (G-3/4)	12	35000	12	36000
12 37000				
1303 Secretary (G-3)	12	28000	12	29000
12 30000				
1304 Secretary (G-3)	6	14000	12	29000
12 30000				
1305 Clerk: half-time (G-2)	12	10000	12	10500
12 11000				
1321 Temporary assistance		2000		3000
5000				
1322 Temporary assistance/Conference				250000
1399 Total		136000		155500
412000				
1600				
<u>Travel on official business</u>				
1601 General		55000		60000
50000				
1602 Conference				20000
1699 Total		55000		60000
70000				
1999 COMPONENT TOTAL		720000		744500
1033000				
30 MEETINGS COMPONENT				
3300				
<u>Meetings</u>				
3301 Scientific Council		35000		3000
39000				
3302 Working groups		18000		20000
22000				
3303 Standing Committee		15000		16000
17000				
3404 Developing country participants (at meetings)			15000	15000
25000				
3199 Total		83000		54000
103000				
3999 COMPONENT TOTAL		83000		54000
103000				
40 EQUIPMENT COMPONENT AND PREMISES COMPONENT				
4100				
<u>Expendable equipment</u>				



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4101	Miscellaneous office supplies	5000	6000
	7000		
4199	Total	5000	6000
	7000		
4200	<u>Non-expendable equipment</u>		
4201	Office equipment	15000	6000
	7000		
4299	Total	15000	6000
	7000		
4300	<u>Premises (rent)</u>		
4301	Rental of offices b/	0	0
	0		
4399	Total	0	0
	0		
4999	COMPONENT TOTAL	20000	12000
	14000		

50 MISCELLANEOUS COMPONENT

5100	<u>Operation and Maintenance</u>		
5101	Computers	2000	2000
	2000		
5102	Photocopier	6000	7000
	8000		
5103	Other equipment	500	500
	500		
5104	Premises b/	0	0
	0		
5199	Total	8500	9500
	10500		
5200	<u>Reporting costs</u>		
5201	Document production	8000	9000
	10000		
5202	Information materials	8000	9000
	10000		
5203	Acquisition of reference material	500	500
	500		
5299	Total	16500	18500
	20500		
5300	<u>Sundry</u>		
5301	Communications (telephone, fax, postage)	40000	43000
	48000		
5303	Other/Contingency	5000	5000
	5000		
5399	Total	45000	48000
	53000		
5400	<u>Hospitality</u>		
5401	Hospitality	3000	3000
	3000		
5499	Total	3000	3000
	3000		
5999	COMPONENT TOTAL	73000	79000
	87000		
TOTAL ALLOCATIONS FOR SECRETARIAT USE		896000	889500
	1237000		
SOURCE OF FUNDING:			
TRUST FUND		806000	814500
	1123000		
SOURCE OF FUNDING TO BE DETERMINED		100000	85000
	125000		
6000	UNEP costs (applied to Trust Fund only)	104780	105885
	145990		
TOTAL TO BE FUNDED BY THE PARTIES		910780	920385
	1268990		
LESS USD 400 000 TO BE WITHDRAWN FROM TRUST FUND		100000	100000
	200000		
IN ORDER TO REDUCE OVERALL CONTRIBUTIONS			
ACTUAL COST TO PARTIES		810780	820385
	1068990		
GRAND TOTAL FOR TRIENNIUM 1995-1997:		2700155	
ADDITIONAL AMOUNT TO BE WITHDRAWN FROM TRUST FUND TO FINANCE CONSULTANCIES a/		500000	

a/ Approval of conservation projects in developing countries to be determined by the Standing Committee

b/ Paid by the German Government only if the Secretariat remains in Germany

* Note by the Secretariat: the line "SOURCE OF FUNDING TO BE DETERMINED" provides for a contingency, related to the recruitment of new administrative staff, of US\$ 10 000 in the years 1995 and 1996, and US\$ 11 000 in 1997.

Annex 2 / Annexe 2 / Anexo 2

SCALE OF CONTRIBUTIONS TO THE TRUST FUND BAREME DES CONTRIBUTIONS POUR LE FONDS D'AFFECTATION SPECIALE ESCALA DE CONTRIBUCIONES PARA EL FONDO FIDUCIARIO

PARTY/ PARTIE/ PARTE TOTAL	UN SCALE (%) BAREME N.U. ESCALA ONU		ANNUAL CONTRIBUTION (USD)/ CONTRIBUTION ANNUELLE/ CONTRIBUCION ANUAL		
			1995	1996	1997
ARGENTINA/ ARGENTINE	0.57	11957	12103	15886	39945
AUSTRALIA/ AUSTRALIE	1.51	31675	32062	42083	105819
BELGIUM/ BELGIQUE/ BELGICA	1.06	22235	22507	29542	74284
BENIN	0.01	210	212	279	701
BURKINA FASO	0.01	210	212	279	701
CAMEROON/ CAMEROUN/ CAMERUN	0.01	210	212	279	701
CHILE/ CHILI	0.08	1678	1699	2230	5606
CZECH REPUBLIC/ REP. TCHEQUE/ REP. CHECA 29433	0.42	8810	8810	8918	11705
DENMARK/ DENEMARK/ DINAMARCA	0.65	13635	13801	18115	45551
EGYPT/ EGYPTO/ EGIPTO	0.07	1468	1486	1951	4906
FINLAND/ FINLANDE/ FINLANDIA	0.57	11957	12103	15886	39945
FRANCE/ FRANCIA	6.00	125859	127397	167217	420473
GERMANY/ ALLEMAGNE/ ALEMANIA	8.93	187320	189610	248874	625804
GHANA	0.01	210	212	279	701
GUINEA/ GUINEE	0.01	210	212	279	701
HUNGARY/ HONGRIE/ HUNGRIA	0.18	3776	3822	5017	12614
INDIA/ INDE	0.36	7552	7644	10033	25228
IRELAND/ IRLANDE/ IRLANDA	0.18	3776	3822	5017	12614
ISRAEL	0.23	4825	4884	6410	16118
ITALY/ ITALIE/ ITALIA	4.29	89989	91089	119560	300638
LUXEMBOURG/ LUXEMBURGO	0.06	1259	1274	1672	4205
MALI	0.01	210	212	279	701
MONACO	0.01	210	212	279	701
MOROCCO/ MAROC/ MARRUECOS	0.03	629	637	836	2102
NETHERLANDS/ PAYS-BAS/ PAISES BAJOS	1.50	31465	31849	41804	105118
NIGER	0.01	210	212	279	701
NIGERIA	0.20	4195	4247	5574	14016
NORWAY/ NORVEGE/ NORUEGA	0.55	11537	11678	15328	38543
PAKISTAN	0.06	1259	1274	1672	4205
PANAMA	0.02	420	425	557	1402
PHILIPPINES/ PHILIPINAS	0.07	1468	1486	1951	4906
PORTUGAL	0.20	4195	4247	5574	14016
SAUDI ARABIA/ ARABIE SAOUDITE/ ARABIA SAUDITA 26755	0.96	67276	67276	20137	20384
SENEGAL	0.01	210	212	279	701
SOMALIA/ SOMALIE	0.01	210	212	279	701
SOUTH AFRICA/ AFRIQUE DU SUD/ SUD AFRICA 28732	0.41	8600	8600	8705	11426
SPAIN/ ESPAGNE/ ESPANA	1.98	41533	42041	55182	138756
SRI LANKA	0.01	210	212	279	701
SWEDEN/ SUEDE/ SUECIA	1.11	23284	23569	30935	77788
TUNISIA/ TUNISIE/ TUNEZ	0.03	629	637	836	2102
UNITED KINGDOM/ ROYAUME-UNI/ REINO UNIDO 351796	5.02	105302	105302	106589	139905
URUGUAY	0.04	839	849	1115	2803
ZAIRE	0.01	210	212	279	701
EC/ CE 1/	---	25000	25000	25000	75000
TOTAL TO BE FUNDED BY THE PARTIES (AFTER DEDUCTION OF AMOUNT WITHDRAWN FROM TRUST FUND) 2/	37.46	810780	820385	1068990	
ACTUAL BUDGET/ BUDGET ACTUEL/ PRESUPUESTO ACTUAL		910780	920385	1268990	

1/ Contribution fixed by the European Community
1/ Contribution fixée par la Communauté Européenne
1/ Contribución fijada por la Comunidad Europea

2/ Total contributions in 1995, 1996 and 1997 are reduced by USD 100 000, 100 000 and 200 000 respectively, by drawing instead on the funds accumulated in the CMS Trust Fund.

2/ Les contribution totales en 1995, 1996 et 1997 sont reduites par 100.000, 100.000 et 200.000 dollars des Etats-Unis respectivement, en puisant dans les réserves accumulées dans le Fonds d'affectation spéciale de la CMS.

2/ En 1995, 1996 y 1997 el total de las contribuciones se disminuirá en 100.000, 100.000 y 200.000 dólares de E.E.U.U., respectivamente; para ello se recurrirá a las reservas acumuladas en el Fondo Fiduciario de la CMS.

Annex 3

MEDIUM-TERM PLAN 1995-2000

United States dollars

<u>Budget line</u> <u>2000</u>	<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	
1100 Professional Staff 495000	447000	437000	448000	485000	480000	
1200 Consultants 130000	82000	92000	103000	110000	120000	
1300 Administrative support 400000	136000	155500	412000	170000	180000	
1600 Travel on official business 90000	55000	60000	70000	75000	80000	
3200 Meetings 110000	83000	54000	103000	90000	65000	
4000 Equipment (stationary, 22000 machines, premises)	20000	12000	14000	18000	20000	
5100 Operation and maintenance 14000 (premises, machines)	8500	9500	10500	12000	13000	
5200 Reporting costs 22000	16500	18500	20500	18000	19000	
5300 Sundry (communications) 70000	45000	48000	53000	55000	60000	
5400 Hospitality 4000	3000	3000	3000	4000	4000	
6000 UNEP administration costs 176410	104780	105885	145990	134810	135330	
<u>TOTAL</u> <u>533410</u>		<u>1000780</u>	<u>995385</u>	<u>1382990</u>	<u>1171810</u>	<u>1176330</u>

N.B. Amounts include some budget lines for which funding source has not been determined and do not take into account USD 400 000 withdrawn from Trust Fund in order to reduce contributions.

Annex 4

TERMS OF REFERENCE FOR THE ADMINISTRATION OF THE TRUST FUND FOR THE CONVENTION ON THE CONSERVATION OF MIGRATORY SPECIES OF WILD ANIMALS

1. The Trust Fund for the Convention on the Conservation of Migratory Species of Wild Animals (hereinafter referred to as the Trust Fund) shall be continued for a period of three years to provide financial support for the aims of the Convention.
2. The financial period shall be for three calendar years beginning 1 January 1995, and ending 31 December 1997.
3. The Trust Fund shall continue to be administered by the Executive Director of the United Nations Environment Programme (UNEP), subject to the approval of the Governing Council of UNEP and the consent of the Secretary-General of the United Nations.
4. The administration of the Trust Fund shall be governed by the Financial Regulations and Rules of the United Nations, the Staff Regulations and Rules of the United Nations, and other administrative policies or procedures, promulgated by the Secretary-General of the United Nations.
5. In accordance with United Nations rules, UNEP shall deduct from the income of the Trust Fund an administrative charge equal to 13 per cent of the expenditure charged to the Trust Fund in respect of activities financed under the Trust Fund.
6. In the event that the Parties wish the Trust Fund to be extended beyond 31 December 1997, the Executive Director of UNEP shall be so advised in writing immediately after the fifth meeting of the Conference of the Parties. It is understood that such extension of the Trust Fund shall be decided at the discretion of the Secretary-General of the United Nations.
7. The financial resources of the Trust Fund for 1995-1997 shall be derived from :
 - (a) The contributions made by the Parties by reference to annex 2, including contributions from any new Parties;
 - (b) Further contributions from Parties and contributions from States not parties to the Convention, other governmental, intergovernmental and non-governmental organizations and other sources.
8. All contributions to the Trust Fund shall be paid in fully convertible United States dollars. For contributions from States that become Parties after the beginning of the financial period, the initial contribution (from the first day of the third month after deposit of the instrument of ratification, acceptance or accession till the end of the financial period) shall be determined *pro rata* based on the contribution of other States Parties on the same level on the United Nations scale of assessment, as it applies from time to time. However, if the contribution of a new Party determined on this basis would be more than 25 per cent of the budget, the contribution of that Party shall be 25 per cent of the budget for the financial year of joining (or *pro rata* for a part-year). The scale of contributions for all Parties shall then be revised by the Secretariat on 1 January of the next year. Contributions shall be paid in annual instalments. The contributions shall be due on 1 January 1995, 1996 and 1997. Contributions shall be paid into the following account:

Account No. 015-002756
UNEP Trust Funds Account
Chemical Bank, United Nations Branch
New York, N.Y. 10017, USA

9. For the convenience of the Parties, for each of the years of the financial period the Executive Director of UNEP shall as soon as possible notify the Parties to the Convention of their assessed contributions.

10. Contributions received into the Trust Fund that are not immediately required to finance activities shall be invested at the discretion of the United Nations, and any income shall be credited to the Trust Fund.

11. The Trust Fund shall be subject to audit by the United Nations Board of Auditors.

12. The budget estimates covering the income and expenditure for each of the three calendar years constituting the financial period to which they relate, prepared in US dollars, shall be submitted to the ordinary meeting of the Conference of the Parties to the Convention.

13. The estimates of each of the calendar years covered by the financial period shall be divided into sections and objects of expenditures, shall be specified according to budget lines, shall include references to the programmes of work to which they relate, and shall be accompanied by such information as may be required by or on behalf of the contributors, and such further information as the Executive Director of UNEP may deem useful and advisable. In particular estimates shall also be prepared for each programme of work for each of the calendar years, with expenditure itemized for each programme so as to correspond to the sections, objects of expenditure, and budget lines described in the first sentence of this paragraph.

14. In addition to the budget estimates for the financial period described in the preceding paragraphs, the Secretariat of the Convention, in consultation with the Standing Committee and the Executive Director of UNEP, shall prepare a medium-term plan as envisaged in Chapter III of the Legislative and Financial Texts Regarding the United Nations Environment Programme and the Environment Fund. The medium-term plan will cover the years 1998-2003, inclusive, and shall incorporate the budget for the financial period 1998-2000.

15. The proposed budget and medium-term plan, including all the necessary information, shall be dispatched by the Secretariat to all Parties at least ninety days before the date fixed for the opening of the ordinary meeting of the Conference of the Parties.

16. The budget and medium-term plan shall be adopted by unanimous vote of the Parties present and voting at the ordinary meeting.

17. In the event that the Executive Director of UNEP anticipates that there might be a shortfall in resources over the financial period as a whole, the Executive Director shall consult with the Secretariat, who shall seek the advice of the Standing Committee as to its priorities for expenditure.

18. Commitments against the resources of the Trust Fund may be made only if they are covered by the necessary income of the Convention. No commitments shall be made in advance of the receipt of contributions.

19. Upon the request of the Secretariat of the Convention, after seeking the advice of the Standing Committee, the Executive Director of UNEP should, to the extent consistent with the Financial Regulations and Rules of the United Nations, make transfers from one budget line to

another. At the end of the first or second calendar year of the financial period, the Executive Director of UNEP may proceed to transfer any uncommitted balance of appropriations to the second or third calendar year respectively, provided that the total budget approved by the Parties shall not be exceeded, unless this is specifically sanctioned in writing by the Standing Committee.

20. At the end of each calendar year of the financial period, the Executive Director of UNEP shall submit to the Parties the accounts for the year. The Executive Director shall also submit, as soon as practicable, the audited accounts for the financial period. These shall include full details of actual expenditure compared to the original provisions for each budget line.

21. Those financial reports required to be submitted to the Executive Director of UNEP shall be transmitted simultaneously by the Secretariat of the Convention to the members of the Standing Committee.

22. The Secretariat of the Convention shall provide the Standing Committee with an estimate of proposed expenditures over the coming year simultaneously with, or as soon as possible after, distribution of the accounts and reports referred to in the preceding paragraphs.

23. The present terms of reference shall be effective from 1 January 1995 to 31 December 1997.