



Memorandum of Understanding on the
Conservation and Management of Marine Turtles and
their Habitats of the Indian Ocean and South-East Asia

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SIXTH MEETING OF THE SIGNATORY STATES
Bangkok, Thailand, 23-27 January 2012

FINANCIAL AND ADMINISTRATIVE MATTERS

Status of voluntary contributions

1. Since the Fifth Meeting of the Signatory States (Bali, 2008), IOSEA operational costs have been sustained mainly by the voluntary contributions of five countries: United States, Australia, United Kingdom, France and South Africa. Additionally, the appeal made in Bali to widen the base of support from countries that had never contributed to the Trust Fund succeeded in attracting new voluntary contributions from India, Oman, Thailand, Myanmar, and Mauritius, which were recorded in both 2009 and 2010. The fact that the generous support of all these governments has been offered during a challenging economic environment is indicative of their fundamental commitment to the conservation of marine biodiversity in the wider IOSEA region.

2. The UNEP Regional Office for Asia and the Pacific (UNEP/ROAP) has provided office space and administrative support to the Secretariat, and is absorbing some of its basic operating costs. The Regional Resource Centre for Asia and the Pacific (RRCAP) hosted the main IOSEA website (www.ioseaturtles.org) until it was impacted by severe flooding in October 2011. IOSEA's parent organisation, the Convention on Migratory Species (CMS) provided financial support for a strategy planning session organised in 2009.

3. The services of a Team Assistant continue to be paid partly (i.e. about 60%) from programme support costs. This post has served to enhance the IOSEA Secretariat's productivity and provides essential back-stopping during missions and leave. The Secretariat has also benefitted from short-term internships and volunteer placements during the past three years. Members of the IOSEA Advisory Committee offer their services without remuneration and, in some cases, their host organisations or Governments have covered their expenses to attend meetings. All of these contributions of financial and in-kind support are gratefully acknowledged.

4. The table at Annex 1 summarises the status of contributions that have been received over the years towards the operation of the IOSEA MoU Secretariat and related activities. The most recent statement from the United Nations Office at Nairobi (UNON) of the IOSEA (MR) Trust Fund status will be attached at Annex 2, once it has been made available. Based on current projections, the IOSEA Trust Fund will begin 2012 with a balance in the order of USD 100,000*, after accounting for existing obligations (including the present meeting), which should be enough to sustain basic IOSEA operations for the first trimester of 2012. * This figure will be adjusted as necessary, in consultation with the UNEP administrative officers, in order to reflect the actual situation at the time of the meeting.

5. While the level of voluntary contributions received over the past three years has kept pace with expenditures, and the widening of support has contributed to an improved balance going into 2012, on closer examination IOSEA's financial situation remains insecure. Dependence on a relatively small number of donors carries the risk of shortfall if any major contributor were unable to maintain its historic contribution. For this reason, the UNEP administrator of the IOSEA Trust Fund strongly recommends that the Signatory States establish a modest reserve to ensure programme continuity for a certain number of months. Effectively, this would mean that the Trust Fund balance should not be allowed to fall below a certain level, at which point any non-essential expenditure would be curtailed.

6. Since the Secretariat was established in 2003, the purchasing power of the US dollar against the local currency (Thai Baht) has eroded by about 28% – meaning that present-day contributions denominated in USD are relatively less valuable. One way of addressing the latter challenge, discussed in more detail below, is to widen the base of voluntary support and to assure continuity of contributions denominated in other relatively strong currencies (such as the Euro, Pound and Australian dollar). As long as these currencies continue to remain strong against the dollar, the favourable conversion works to IOSEA's advantage.

Statement of expenditure for 2008-2011

7. Annex 3 is an unofficial statement of expenditure for 2008-2011, based on information provided by the local administration in Bangkok (UNESCAP) and UNON, set against the budget estimates for the years 2008-2010 which were presented to the Fifth Meeting of the Signatory States in August 2008. (Some adjustments may be necessary to the figures after reviewing all of the data from these two sources.) The accompanying notes for certain budget lines are meant to be self-explanatory; however a few specific comments may be helpful.

8. The Meeting of the Signatory States, originally envisaged for 2010, was initially deferred to December 2011 on account of long-lasting discussions to identify a host Government, and then to early 2012 on account of the flood disaster in Thailand. As noted above, the depreciation of the United States dollar against the Thai Baht (approximately 13% over the past three years alone) has impacted operational costs, including salaries and travel. Travel costs were kept to a minimum, partly by combining missions with work undertaken on behalf of CMS, and by purchasing tickets below standard United Nations entitlements. Nevertheless, increased ticket costs because of fuel surcharges inevitably impacted expenditure against this budget line.

Budget estimates for 2012-2014

9. Annex 4 contains an indicative budget that provides for basic Secretariat operating costs and consultancies that may arise from discussions at the present meeting. The organisation of the seventh meeting of the Signatory States and Advisory Committee are tentatively proposed for the first half of 2014 (i.e. within two and a half years of the present meeting). At the request of UNEP the budget proposal includes, for the first time, a charge of USD 11,065 for operational costs, including office space. This amount is to be recovered by UNEP as of 2012, and represents a standard calculation in line with all units occupying the UNEP Regional Office in Bangkok. The budget line for Team Assistant assumes that the present arrangement, whereby about 60% of programme support costs levied on Signatory State contributions revert to IOSEA to cover a portion of the Team Assistant's salary, with the balance paid from the IOSEA Trust Fund.

10. Continuation of the IOSEA MoU programme as it currently exists through 2012 and beyond is contingent on existing donors continuing to provide voluntary contributions at least at historic levels; and securing funding from Signatory States that have yet to make a voluntary contribution, as well as new Signatories. Other new sources of funding might include the private sector, foundations, and funds earmarked through special legislation; however it should be recognized that additional fund-raising is a time-consuming activity that has the potential to detract from substantive work, especially for a secretariat with limited capacity.

11. There has never been any discussion within the IOSEA MoU of assessing obligatory contributions as long as it remains a non-binding instrument, but it must be recognised that the Memorandum of Understanding requires a more stable source of funding and that all Signatory States have a responsibility to assure its long-term viability. The Fifth Meeting of the Signatory States acknowledged that while the IOSEA MoU is likely to be funded through voluntary contributions for the foreseeable future, some guidance would be helpful as to the level of funding needed from member States to cover operational costs. A formula was agreed making reference to the official United Nations Scale of Assessments¹, adapted to fit the circumstances of historical contributions to IOSEA.

¹ This scale is agreed by the United Nations General Assembly and is periodically updated to reflect, as far as possible, the actual ability of countries to contribute to UN programmes. The current scale applies to the period 2010-2012.

12. The table in Annex 5 calculates an indicative level of voluntary contribution for each IOSEA Signatory State, according to a modified UN Scale of Assessment, based on an annual budget averaging USD 330,000 for the years 2012, 2013, and 2014. The modified scale takes into account historic levels of voluntary contributions and recognises the fact that more than 50% of IOSEA's membership comprises developing and least developed countries. The latter are unlikely to be in a position to offer substantial support for MoU activities in the near future – meaning that it falls to other more affluent countries to fill the gap. It is hoped that, increasingly, this shortfall will be filled by Signatory States that have never contributed to the IOSEA Trust Fund, but are considered to have the means to do so.

13. In agreeing to consider an alternative indicative scale of voluntary contributions, as guidance for Signatory States to refer to when determining an appropriate level of contribution, the Fifth Meeting of the Signatory States adopted a pragmatic approach that is continued in the following calculations. The indicative voluntary contributions of ten past donors – Australia, France, India, Mauritius, Myanmar, Oman, South Africa, Thailand, United Kingdom and United States – have been artificially fixed close to their historic levels; and the contributions of an additional 15 developing/least developed Signatory States have been set at a minimum of USD 500, as agreed by the Bali meeting. The suggested voluntary contributions of the remaining eight Signatory States that have yet to contribute to the Trust Fund have been computed proportionately to reach the total average budget of USD 330,000. The countries concerned are: Bahrain, Indonesia, Islamic Republic of Iran, Malaysia, Pakistan, Philippines, Saudi Arabia, and United Arab Emirates. Virtually all of the countries listed have a long-standing interest in conserving marine turtles, and many have increasing levels of revenue to allocate at the discretion of their Governments.

14. It is hoped that this presentation will encourage many of these countries to re-examine their ability to contribute financially to the work of the IOSEA Marine Turtle MoU, and thereby assume a more equitable share of responsibility for assuring the long-term viability of this cooperative programme. As in the case of the indicative scale agreed in Bali, the hypothetical income scenario outlined above would really only serve to stabilise the present financial situation. It does not provide for substantial funding of collective, cooperative actions that might be identified by the Signatory States as priorities to take forward over the next two to three years, such as the further development of the network of sites of importance for marine turtles. And even this budget proposal will not put IOSEA on a sound financial footing unless a significant number of the “Group of Eight” actually come forward and contribute according to their means.

Action requested / Expected outcome:

Ahead of the meeting, each Signatory State is requested to discuss and agree internally the level of funding which their Government is likely to make available for IOSEA over the coming year (at least), taking account of the suggested guidance in this document. Signatory States are further invited to consider additional means of providing financial or in-kind support for the implementation of the Memorandum of Understanding and the operation of the Secretariat, with a view to assuring continuity throughout 2012 and beyond; to note the report on financial and administrative matters; and to seek clarification of any points requiring further explanation.

**Status of Voluntary Contributions / Interest and other Income / Grants
as at 28 November 2011 (in United States dollars)**

Annex 1

Technical Cooperation Trust Fund on the Conservation and Management of
Marine Turtles and their Habitats of the Indian Ocean and South East Asia

Countries/Organisations	Year in which contribution was received (or due)*										
	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	Total
Australia	32,394	18,519	23,529	65,161	22,206	65,784	66,000	23,979	25,671	31,554	374,797
France	-	37,240	-	-	-	-	-	28,860	42,433	81,053	189,586
United Kingdom	20,000	39,850	37,900	94,782	68,709	39,334	21,405	24,477	16,171	32,600	395,228
United States of America	89,800	49,998	-	132,000	35,000	43,545	58,866	60,000	120,000	145,000	734,209
USA - Marine Turtle Conservation Fund					25,000		40,000	40,000	53,500		158,500
South Africa					25,000	25,000	25,000	25,000		25,000	125,000
India								8,901	14,000		22,901
Myanmar								500	500		1,000
Oman								5,000	5,000		10,000
Thailand								3,687	3,687		7,374
Mauritius									500		500
Western Pacific Fishery Council (USA)			15,000	10,000	10,000						35,000
Subtotal	142,194	145,607	76,429	301,943	185,915	173,663	211,271	220,404	281,462	315,207	2,054,095
Cumulative Subtotal	142,194	287,801	364,230	666,173	852,088	1,025,751	1,237,022	1,457,426	1,738,888	2,054,095	
Interest Income	2,237	5,978	5,497	8,547	7,489	15,197	4,140	3,433	2,185		54,703
NGO: te mana o te moana (French Polynesia)							3,904				3,904
BOBLME									6,000	10,000	16,000
Subtotal							3,904		6,000	10,000	19,904
Cumulative Subtotal							3,904		9,904	19,904	
CMS - IOSEA Meeting support		22,500	45,027	32,114	5,744						105,385
CMS support for special IOSEA initiatives		50,000			7,886		11,310	12,867			82,063
UNEP/DEC		25,000									25,000
Sub Total		97,500	45,027	32,114	13,630		11,310	12,867			212,448
Cumulative Subtotal		97,500	142,527	174,641	188,271	188,271	199,581	212,448	212,448	212,448	
CMS Payment for CMS Advisory Services		0			26,400	26,339	31,273	24,870	28,402	28,402	165,686
Cumulative Subtotal		0	0	0	26,400	52,739	84,012	108,882	137,284	165,686	
Grand Total	144,431	249,085	126,953	342,604	233,434	215,199	261,898	261,574	318,049	353,609	2,506,836
Cumulative Total	144,431	393,516	520,469	863,073	1,096,507	1,311,706	1,573,604	1,835,178	2,153,227	2,506,836	

Notes for 2010/2011

CMS: The Conference of the Parties (COP10) approved the allocation of € 19,200 (approx. USD 26,000) p.a. for the 2012-2014 period, as payment for services of the CMS Senior Advisor
France: 2010: Represents voluntary contribution for 2010 (€ 30,000 = USD 42,433) + special contribution towards SS6 (€ 60,000 = USD 81,053), both received in Nov. 2011

Not reflected: Australia: in-kind contribution of staff in 2004, 2005, 2006; Support for Advisory Committee participation of Dr Limpus through SS5
UNEP/ROAP provision of office space through 2011, miscellaneous office expenses, administrative support

Status of the IOSEA (MR) Trust Fund

TECHNICAL COOPERATION TRUST FUND ON THE CONSERVATION AND MANAGEMENT OF MARINE TURTLES AND THEIR HABITATS OF THE INDIAN OCEAN AND SOUTH EAST ASIA		
Status as at 31/10/2011		
COMMITTABLE RESOURCES:		
	Balance Available as at 01 January 2010	169,290
	Contributions Received in 2010-11	493,835
	Interest Accrued in 2010-11	4,142
A.	Committable Resources	667,267
APPROVED COMMITMENTS:		
	Approved Commitments for 2010-11	465,619
	Approved Provisions for Programme Support Costs (PSC) for 2010-11	60,530
B.	Total Approved 2010-11 Commitments & PSC Provisions	526,149
C.	Balance Available after Commitments (A - B)	141,118
PROPOSED COMMITMENTS:		
	Proposed Commitments for 2010-11	0
	Proposed Provisions for Programme Support Costs (PSC) for 2010-11	0
D.	Total Proposed Commitments & PSC Provisions	0
E.	Total Approved & Proposed Commitments & PSC Provisions (B + D)	526,149
F.	Balance Available after Commitments and Proposals (A - E)	141,118

B. APPROVED COMMITMENTS:

	Project Number and Title	2010	2011	Total 2010-11
2431	MR60200201-Secretariat to Service the CMS Memorandum of Understanding on the Conservation and Management of Marine Turtles and their Habitats of the Indian Ocean and South East Asia	196,320	269,299	465,619
	Total Approved Commitments	196,320	269,299	465,619

D. PROPOSED COMMITMENTS:

	Project Number and Title	2010	2011	Total 2010-11
2431	MR60200201-Secretariat to Service the CMS Memorandum of Understanding on the Conservation and Management of Marine Turtles and their Habitats of the Indian Ocean and South East Asia			0
				0
	Total Proposed Commitments	0	0	0

Copies to:-

- Mr. D. Hykle
- Mr. S. Kurdjukov
- Mr. C. Marx
- Mr. K. Ben Salah

Budget line	2008		2009		2010		2011	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Projected
10 Personnel								
1100 Professional Staff								
1101 Co-ordinator / Senior CMS Advisor (1)	165,000	130,891	170,000	145,252	175,000	141,650	175,000	148,598
1220 Consultancies	5,000	2,500	25,000	0	25,000	16,500	10,000	
1300 Administrative Support								
1301 Secretarial/administrative support								
1321 Team Assistant (=balance of salary covered by IOSEA)	8,000		9,000	13,849	10,000	13,209	20,000	18,700
1600 Travel on official business								
1601 Secretariat staff	15,000	14,927	20,000	23,695	20,000	17,418	20,000	19,176
1999 Personnel Subtotal	193,000	148,318	224,000	182,796	230,000	188,777	225,000	186,474
20 Sub-contracts								
2201 SSFA - JCU			6,600	6,600				
2999 Sub-contracts Subtotal	0	0	6,600	6,600	0	0	0	0
30 Meetings								
3301 Meetings of Signatory States + Advisory Committee (2)	60,000	35,000	0		110,000	0	110,000	0
3302 Strategic planning session (3)			25,000	12,867				
3302 Technical support programme (Mozambique etc)					8,936	8,936		
3302 Technical support programme (Madagascar etc)							15,000	12,662
3999 Meetings Subtotal	60,000	35,000	25,000	12,867	118,936	8,936	125,000	12,662
40 Equipment and Premises								
4100 Expendable equipment								
4101 Miscellaneous supplies (if not from UNEP/ROAP)	500	0	500	0	0	0	500	
4200 Non-expendable equipment								
4201 Office equipment (computers, peripherals)	500	0	3,000	0	3,000	0	2,000	
4300 Premises								
4301 Rent, maintenance costs (covered by UNEP/ROAP)								
4999 Equipment and Premises Subtotal	1,000	0	3,500	0	3,000	0	2,500	0
50 Miscellaneous Costs								
5100 Operation and Maintenance								
5101 Operation/maintenance computers (c/o UNEP/ROAP)								
5102 Operation/maintenance of copier/fax (c/o UNEP/ROAP)								
5200 Reporting Costs								
5201 External production of info material (if not from UNEP/ROAP)	5,000	6,198	5,000	208	7,500	0	7,500	
5300 Sundry								
5301 Telephone and Fax (c/o UNEP/ROAP)								
5302 Postage and miscellaneous (c/o UNEP/ROAP)								
5303 Contingency	2,000	0	2,000		2,000	0	2,000	
5999 Miscellaneous Costs Subtotal	7,000	6,198	7,000	208	9,500	0	9,500	0
SUBTOTAL	261,000	189,516	266,100	202,471	361,436	197,713	362,000	199,136
6000 UNEP programme support costs (13%)	33,930	24,637	34,593	26,321	46,987	25,703	47,060	25,888
GRAND TOTAL	294,930	214,153	300,693	228,792	408,423	223,416	409,060	225,024

**IOSEA Marine Turtle Memorandum of Understanding
Budget Estimates for 2012 - 2014 (in US Dollars)**

Budget line	2012	2013	2014	Total
10 Personnel				
1100 Professional Staff				
1101 Co-ordinator / Senior CMS Advisor (1)	*175,000	*179,000	*176,000	
Salary covered by IOSEA Trust Fund	149,000	153,000	151,000	453,000
1201 Project activities arising from Leatherback Assessment	10,000	5,000	0	15,000
1202 Project activities arising from Loggerhead Assessment	0	10,000	5,000	15,000
1203 Site Network Development activities	20,000	10,000	10,000	40,000
1220 Unspecified consultancies	10,000	7,500	10,000	27,500
1300 Administrative Support				
1321 Team Assistant - balance paid from IOSEA Trust Fund (2)	19,500	21,500	23,000	64,000
1600 Travel on official business				
1601 Secretariat travel	25,000	26,500	28,000	79,500
1999 Personnel Subtotal	233,500	233,500	227,000	694,000
30 Meetings				
3301 Meeting of Signatory States + Advisory Committee (3)	0	0	125,000	125,000
3302 Strategic planning session (4)	0	0	0	0
3999 Meetings Subtotal	0	0	125,000	125,000
40 Equipment and Premises				
4100 Expendable equipment				
4101 Miscellaneous supplies (if not from UNEP/ROAP)	500	500	500	1,500
4200 Non-expendable equipment				
4201 Office equipment (computers, peripherals)	2500	0	2,500	5,000
4300 Premises				
4301 Rent, maintenance costs	11,065	11,065	11,065	33,195
4999 Equipment and Premises Subtotal	14,065	11,565	14,065	39,695
50 Miscellaneous Costs				
5100 Operation and Maintenance				
5101 Operation/maintenance computers (c/o UNEP/ROAP)	0	0	0	0
5102 Operation/maintenance of copier/fax (c/o UNEP/ROAP)	0	0	0	0
5200 Reporting Costs				
5201 External production of info material (if not from UNEP/ROAP)	0	5,000	7,500	12500
5300 Sundry				
5301 Routine Telephone, Fax, Postage (c/o UNEP/ROAP)	0	0	0	0
5303 Contingency	1,500	1,500	2,000	5000
5999 Miscellaneous Costs Subtotal	1,500	6,500	9,500	17,500
SUBTOTAL	249,065	251,565	375,565	876,195
6000 UNEP programme support costs (13%)	32,378	32,703	48,823	113,905
GRAND TOTAL	281,443	284,268	424,388	990,100

(1) CMS will contribute € 19,200 (approx. USD 26,000) per annum towards salary cost in exchange for CMS advisory services, through 2014.

(2) Funded from UNEP programme support costs, up to USD 24,500 p.a.; amounts reflect balance to be paid from IOSEA Trust Fund

(3) Total meeting cost may be reduced by earmarked contributions/grants

(4) Estimated at USD 15,000; to be fund entirely through extra-ordinary contributions

Suggested indicative scale of contributions, based USD 330,000 average annual budget

Based on standard UN scale modified to approximate historical contributions of past donors, minimum contribution of USD 500, and enhanced contributions from "Group of Eight" *

No.	Signatory State	Current UN scale %	Scale adjusted to 100 %	Amended scale adjusted to 100 %	Indicative Voluntary Contribution
1	Australia	1.933	4.81217	12.12121	40,000
2	Bahrain	0.039	0.09709	0.34260	1,131
3	Bangladesh	0.010	0.02489	0.15152	500
4	Cambodia	0.003	0.00747	0.15152	500
5	Comoros	0.001	0.00249	0.15152	500
6	Eritrea	0.001	0.00249	0.15152	500
7	France	6.123	15.24310	15.15152	50,000
8	India	0.534	1.32938	4.54545	15,000
9	Indonesia	0.238	0.59250	2.09071	6,899
10	Iran (Islamic Republic of)	0.233	0.58005	2.04679	6,754
11	Jordan	0.014	0.03485	0.15152	500
12	Kenya	0.012	0.02987	0.15152	500
13	Madagascar	0.003	0.00747	0.15152	500
14	Maldives	0.001	0.00249	0.15152	500
15	Malaysia	0.253	0.62984	2.22248	7,334
16	Mauritius	0.011	0.02738	0.15152	500
17	Mozambique	0.003	0.00747	0.15152	500
18	Myanmar	0.006	0.01494	0.15152	500
19	Oman	0.086	0.21410	1.51515	5,000
20	Pakistan	0.082	0.20414	0.72033	2,377
21	Papua New Guinea	0.002	0.00498	0.15152	500
22	Philippines	0.090	0.22405	0.79061	2,609
23	Saudi Arabia	0.830	2.06627	7.29114	24,061
24	Seychelles	0.002	0.00498	0.15152	500
25	South Africa	0.385	0.95845	7.57576	25,000
26	Sri Lanka	0.019	0.04730	0.15152	500
27	Thailand	0.209	0.52030	1.21212	4,000
28	United Arab Emirates	0.391	0.97339	3.43474	11,335
29	United Kingdom	6.604	16.44054	12.12121	40,000
30	United Republic of Tanzania	0.008	0.01992	0.15152	500
31	United States of America (1)	22.000	54.76860	24.24242	80,000
32	Viet Nam	0.033	0.08215	0.15152	500
33	Yemen	0.010	0.02489	0.15152	500
	Total	40.169	100.00000	100.00000	330,000

* Historical donors > USD 500 shown in green; minimum contribution of USD 500 applied to developing/least developed countries; all other countries shown in gray

(1) United States: reflects only indicative contribution from State Dept; excludes potential contributions from NOAA and USFWS (Marine Turtle Conservation Act)