

49th Meeting of the Standing Committee

Bonn, Germany, 19 November 2019

UNEP/CMS/StC49/Doc.3.1/Rev.1

IMPLEMENTATION OF THE CMS BUDGET

(as at 31 August 2019 / Prepared by the Secretariat)

Summary:

This document provides the status of contributions to the Trust Fund as of 31 August 2019. Additionally, it provides an overview of the implementation of the CMS budget for 2018 and for the period January to August 2019 with projected expenditure until the end of December 2019, as requested by Resolution 12.2 *Financial and Administrative Matters*.

Background

1. At its twelfth meeting (COP12, Manila, 2017), the Conference of the Parties adopted the budget for the Convention for the triennium 2018-2020 through Resolution 12.2 *Financial and Administrative Matters*. The present report provides the Standing Committee with details of the status of contributions to the Trust Fund as of 31 August 2019. It also provides an overview of the implementation of the budget for the year 2018 and the period January to August 2019 with projected expenditure until the end of December 2019.
2. The overview shows that overall expenditure is on track. However, there are significant outstanding assessed contributions. The implications of these arrears on the budget are discussed in UNEP/CMS/StC49/Doc.3.2.
3. The Secretariat is closely monitoring expenditure to ensure that it is within available resources and has taken steps, including with respect to filling vacancies, consistent with a more conservative approach to expenditure.
4. The terms of reference adopted in Resolution 9.15 *Composition and Organisation of the Standing Committee* state that the Standing Committee is to oversee, on behalf of the Parties, the development and execution of the budget (paragraph 1 e)). Accordingly, the Standing Committee is invited to review the information provided in this document and to give guidance to the Secretariat.

Status of the Trust Fund for Assessed Contributions

5. Article VII, paragraph 4 of the Convention requires each Party to contribute to the budget adopted by the COP for a given financial period according to the United Nations scale of assessment. As per Resolution 12.2, assessed contributions approved by COP12 for 2018 and 2019 stand at €2,559,888 and €2,611,087, respectively.
6. As at 31 August 2019, 66.7 per cent of assessed contributions for 2019, which amounts to €1,741,699 paid by 56 of the 126 Parties. The total unpaid pledges as at 31 August 2019 amount to €1,806,970 (€869,390 for 2019, €396,245 for 2018, €458,122 for the previous triennium 2015-2017 and €83,213 for prior years). As shown in the table in Annex 1, of a total of 126 Parties, 31 Parties have not fully paid their assessed contributions to the Trust Fund for the previous triennium 2015-2017 and 14 Parties still have outstanding dues related to the period before 2015.
7. Three new Parties (Trinidad and Tobago in December 2018, Lebanon in June 2019 and Malawi in September 2019) acceded to the Convention during the period 2018-2019. Total new assessed contributions attributable to the three new Parties amount to €3,538 for the period 2018-2019.
8. In order to address arrears, the Secretariat sent personalized letters in September 2019 to the Parties that had contributions outstanding at that time. The Secretariat sent separate reminders to 24 Parties that had arrears of more than three years, drawing their attention to paragraph 9 of Resolution 12.2, by which they would not be able to vote at the Thirteenth Meeting of the Conference of the Parties (COP13) and they would not be able to hold office in any of the Convention bodies, if payments were not received. In line with the guidance of the 48th meeting of the Standing Committee, the Secretariat advised these 24 Parties that a payment plan could be developed, if the Party was not in a position to pay its total outstanding contributions in one settlement.

Budget Implementation for the period 2018-2019

9. COP12 adopted the budget amounting to €2,559,888 for 2018, including Programme Support Costs (PSC) of 13 per cent. The Chair of the Standing Committee authorized the Secretariat in April 2018 to increase the 2018 budget for staff development by €14,085 from 2019-2020, without exceeding its overall budget for the triennium. This brings the total budget for 2018 to €2,573,973, including PSC.
10. For 2019, COP12 adopted a budget amounting to €2,611,087, including PSC. After the above-mentioned redeployment of the funds of €11,758 from 2019 to 2018 for staff development, the 2019 budget was reduced to €2,599,329, including PSC. Due to the decision to hold COP13 in February 2020, the Chair of the Standing Committee authorized the Secretariat in September 2019 to increase the 2019 budget for the financial commitment related to servicing COP13 by €113,000 from the 2020 budget. This brings the total budget for 2019 to €2,712,329, including PSC.
11. Details of expenditure incurred in 2018 and during the period January to August 2019 with projected expenditure from September to December 2019 are provided in the table in Annex 2.
12. In 2018, the Secretariat incurred total expenditure amounting to €2,067,590 (an implementation rate of 80 per cent), which represents estimated savings of €506,383, including PSC, compared with the total budget approved by the COP12 with redeployment of the funds for staff development. This was mainly achieved through savings in staff costs of €417,216 due to vacant positions in the Secretariat and to a lesser extent through savings regarding the operating cost of the Secretariat and servicing of governing bodies, including Secretariat travel, of €43,430 and €22,042, respectively. However, expenditure on contractual services exceeded the allocated budget by €34,560 to provide support for the activities of the Scientific Advisor, which was covered by the above-mentioned savings under staff costs of 2018.
13. During the first eight months of 2019, there was an overall expenditure of 54 per cent of the total budget, corresponding to €1,479,986. The breakdown is as follows:
 - Expenditure on staff (professional and general support staff) amounted to €1,066,935 against a budget of €1,923,096 having an implementation rate of 55 per cent;
 - Expenditure on contractual services amounted to €75,102, covering all contractual commitments related to the translation and report writing of meeting documents as well as official correspondences of the Secretariat, having an implementation rate of 37 per cent;
 - Expenditure for operating costs was €91,142 from January to August 2019. This mainly covered the 2019 annual cost of Information Technology Services provided by United Nations Volunteers as well as leasing contracts for four multifunctional printers. In addition, it includes the cost of communication of the Secretariat and maintenance of the CMS website. Additionally, the Secretariat procured office stationery amounting to €1,268 over this period.
 - From January to August 2019, expenditure on travel amounted to €75,275 against a budget of €143,170. It largely covers Secretariat staff travel in addition to the cost of travel undertaken by the Chair of Scientific Council and the COP-appointed Councillor for Bycatch to represent the Secretariat.

14. For the period from September to December 2019, it is projected that expenditure on staff amounting €536,879 will be incurred. There are expected to be estimated savings of €319,281 at the end of December 2019 due to the vacant positions of the Secretariat as well as reduced post occupancy of staff members of the Secretariat. Funds of non-staff budget items will be fully expended when the planned activities are undertaken, including those related to the Standing Committee and Scientific Council meetings because both meetings will take place in November 2019. This brings the total estimated savings by end of December 2019 to €361,321, including PSC.
15. Given the current situation regarding arrears, the Secretariat has not moved forward with initiating recruitment for a number of key vacant posts, including the P-4 officer for avian species. The Secretariat will continue to cautiously monitor expenditures and to follow-up with the Parties that are in arrears.

Requested action

16. The Standing Committee is invited to take note of this document and to provide the Secretariat with comments and guidance as necessary.

ANNEX 1

Trust Fund for the Convention on Migratory Species of Wild Animals
Status of Contributions as at 31 August 2019 (in Euros)

No	Party	Unpaid pledges for 2018 & prior years	Advanced payments for future years	Pledges for 2019	Collections in 2019 for 2018 & Prior Years	Collections in 2019 for 2019	Collections in 2019 for Future Years	Unpaid pledges for 2018 & prior years	Unpaid pledges for 2019	Advanced payments for future years
		EUR	EUR	EUR	EUR	EUR	EUR	EUR	EUR	EUR
1	Afghanistan	-	-	330	-	-	-	-	330	-
2	Albania	432	-	440	-	440	-	432	-	-
3	Algeria	8,687	-	8,861	-	-	-	8,687	8,861	-
4	Angola	-	28	550	-	-	-	-	522	-
5	Antigua & Barbuda	265	-	110	-	-	-	265	110	-
6	Argentina	48,130	-	49,092	-	-	-	48,130	49,092	-
7	Armenia	-	-	330	-	330	-	-	-	-
8	Australia	-	128,620	128,620	-	-	147,049	-	-	147,049
9	Austria	-	-	39,626	-	39,626	-	-	-	-
10	Bangladesh	-	-	550	-	550	-	-	-	-
11	Belarus	-	-	3,082	-	3,082	-	-	-	-
12	Belgium	12,007	-	48,707	-	48,707	-	12,007	-	-
13	Benin	197	-	165	197	165	-	-	-	-
14	Bolivia (Plurinational State of)	647	-	661	647	-	-	-	661	-
15	Bosnia and Herzegovina	785	-	715	-	-	-	785	715	-
16	Brazil	531,517	-	210,404	-	-	-	531,517	210,404	-
17	Bulgaria	-	-	2,477	-	2,477	-	-	-	-
18	Burkina Faso	610	-	220	-	-	-	610	220	-
19	Burundi	-	257	55	-	-	-	-	-	202
20	Cabo Verde	-	137	55	-	-	-	-	-	82
21	Cameroon	2,498	-	550	-	-	-	2,498	550	-
22	Chad	1,708	-	275	-	-	-	1,708	275	-
23	Chile	3,276	-	21,959	3,275	-	-	1	21,959	-
24	Congo (Brazzaville)	324	-	330	-	-	-	324	330	-

No	Party	Unpaid pledges for 2018 & prior years	Advanced payments for future years	Pledges for 2019	Collections in 2019 for 2018 & Prior Years	Collections in 2019 for 2019	Collections in 2019 for Future Years	Unpaid pledges for 2018 & prior years	Unpaid pledges for 2019	Advanced payments for future years
		EUR	EUR	EUR	EUR	EUR	EUR	EUR	EUR	EUR
25	Cook Islands	-	20	55	-	37	-	-	-	-
26	Costa Rica	2,454	-	2,587	1,818	-	-	636	2,587	-
27	Côte d'Ivoire	-	21,652	495	-	-	-	-	-	21,157
28	Croatia	-	-	5,449	-	5,449	-	-	-	-
29	Cuba	20,177	-	3,577	-	-	-	20,177	3,577	-
30	Cyprus	-	-	2,367	-	2,367	-	-	-	-
31	Czech Republic	-	18,932	18,932	-	-	-	-	-	-
32	Democratic Republic of the Congo (Kinshasa)	4,057	-	440	-	-	-	4,057	440	-
33	Denmark	-	3,569	32,141	-	28,572	-	-	-	-
34	Djibouti	671	-	55	-	-	-	671	55	-
35	Dominican Republic	2,927	-	2,532	-	-	-	2,927	2,532	-
36	Ecuador	8,406	-	3,687	-	-	-	8,406	3,687	-
37	Egypt	23,058	-	8,366	-	-	-	23,058	8,366	-
38	Equatorial Guinea	3,446	-	550	-	-	-	3,446	550	-
39	Eritrea	-	110	55	-	-	-	-	-	55
40	Estonia	-	-	2,091	-	2,091	-	-	-	-
41	Eswatini	599	-	110	-	-	-	599	110	-
42	Ethiopia	-	-	550	-	-	-	-	550	-
43	European Union	-	-	65,277	-	65,277	-	-	-	-
44	Fiji	162	-	165	162	165	-	-	-	-
45	Finland	-	-	25,097	-	25,097	-	-	-	-
46	France	-	-	267,421	-	267,421	-	-	-	-
47	Gabon	7,462	-	936	-	-	-	7,462	936	-
48	Gambia	69	-	55	-	-	-	69	55	-
49	Georgia	-	-	440	-	440	-	-	-	-
50	Germany	-	-	351,626	-	351,626	-	-	-	-
51	Ghana	-	-	881	-	-	-	-	881	-
52	Greece	25,414	-	25,922	-	-	-	25,414	25,922	-
53	Guinea	108	-	110	-	-	-	108	110	-

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		EUR	EUR	EUR	EUR	EUR	EUR	EUR	EUR	EUR
54	Guinea-Bissau	1,953	-	55	-	-	-	1,953	55	-
55	Honduras	20	-	440	-	-	-	20	440	-
56	Hungary	-	-	8,861	-	8,861	-	-	-	-
57	India	39,766	-	40,562	39,766	40,562	-	-	-	-
58	Iran (Islamic Republic of)	46,418	-	25,922	26,067	-	-	20,351	25,922	-
59	Iraq	12,457	-	7,100	-	-	-	12,457	7,100	-
60	Ireland	-	-	18,437	-	18,437	-	-	-	-
61	Israel	23,202	-	23,666	23,201	23,666	-	1	-	-
62	Italy	1	-	206,276	-	-	-	1	206,276	-
63	Jordan	1,951	-	1,101	-	-	-	1,951	1,101	-
64	Kazakhstan	-	-	10,512	-	10,512	-	-	-	-
65	Kenya	971	-	991	971	-	-	-	991	-
66	Kyrgyzstan	-	11	110	-	99	-	-	-	-
67	Latvia	-	-	2,752	-	2,752	-	-	-	-
68	Liberia	22	-	55	-	-	-	22	55	-
69	Libya	81,211	-	6,880	-	-	-	81,211	6,880	-
70	Liechtenstein	-	-	385	-	385	-	-	-	-
71	Lithuania	-	-	3,963	-	3,963	-	-	-	-
72	Luxembourg	-	-	3,522	-	3,522	-	-	-	-
73	Madagascar	142	-	165	-	-	-	142	165	-
74	Mali	162	-	165	-	-	-	162	165	-
75	Malta	-	-	881	-	881	-	-	-	-
76	Mauritania	130	-	110	-	-	-	130	110	-
77	Mauritius	-	-	661	-	661	-	-	-	-
78	Monaco	-	-	550	-	550	-	-	-	-
79	Mongolia	-	-	275	-	265	-	-	10	-
80	Montenegro	-	-	220	-	-	-	-	220	-
81	Morocco	-	-	2,972	-	-	-	-	2,972	-
82	Mozambique	-	-	220	-	-	-	-	220	-

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		EUR	EUR	EUR	EUR	EUR	EUR	EUR	EUR	EUR
83	Netherlands	-	-	81,564	-	81,564	-	-	-	-
84	New Zealand	-	-	14,750	-	14,750	-	-	-	-
85	Niger	2,332	-	110	-	-	-	2,332	110	-
86	Nigeria	25,931	-	11,503	-	-	-	25,931	11,503	-
87	North Macedonia	378	-	385	-	-	-	378	385	-
88	Norway	-	-	46,726	-	46,726	-	-	-	-
89	Pakistan	5,018	-	5,118	-	-	-	5,018	5,118	-
90	Palau	-	4,266	55	-	-	-	-	-	4,211
91	Panama	-	-	1,871	-	1,837	-	-	34	-
92	Paraguay	-	-	771	-	-	-	-	771	-
93	Peru	1	-	7,485	-	4,242	-	1	3,243	-
94	Philippines	6,182	-	9,081	-	-	-	6,182	9,081	-
95	Poland	-	-	46,285	-	46,285	-	-	-	-
96	Portugal	47,714	-	21,574	-	-	-	47,714	21,574	-
97	Republic of Moldova	-	-	220	-	-	-	-	220	-
98	Romania	1	-	10,127	-	-	-	1	10,127	-
99	Rwanda	108	-	110	-	-	-	108	110	-
100	Samoa	72	-	55	72	30	-	-	25	-
101	Sao Tome & Principe	764	-	55	-	-	-	764	55	-
102	Saudi Arabia	-	-	63,072	-	-	-	-	63,072	-
103	Senegal	537	-	275	-	-	-	537	275	-
104	Serbia	1,727	-	1,761	1,727	1,761	-	-	-	-
105	Seychelles	-	-	55	-	55	-	-	-	-
106	Slovakia	-	-	8,806	-	8,806	-	-	-	-
107	Slovenia	-	-	4,623	-	4,623	-	-	-	-
108	Somalia	1,953	-	55	-	-	-	1,953	55	-
109	South Africa	-	-	20,033	-	20,033	-	-	-	-
110	Spain	-	-	134,454	-	-	-	-	134,454	-
111	Sri Lanka	-	-	1,706	-	-	-	-	1,706	-

No	Party	Unpaid pledges for 2018 & prior years	Advanced payments for future years	Pledges for 2019	Collections in 2019 for 2018 & Prior Years	Collections in 2019 for 2019	Collections in 2019 for Future Years	Unpaid pledges for 2018 & prior years	Unpaid pledges for 2019	Advanced payments for future years
		EUR	EUR	EUR	EUR	EUR	EUR	EUR	EUR	EUR
112	Sweden	-	-	52,615	-	52,615	-	-	-	-
113	Switzerland	-	-	62,741	-	62,741	-	-	-	-
114	Syrian Arab Republic	11,443	-	1,321	-	-	-	11,443	1,321	-
115	Tajikistan	-	535	220	-	-	-	-	-	315
116	Togo	218	-	55	-	-	-	218	55	-
117	Tunisia	7,775	-	1,541	-	-	-	7,775	1,541	-
118	Uganda	486	-	495	-	-	-	486	495	-
119	Ukraine	-	-	5,669	-	-	-	-	5,669	-
120	United Arab Emirates	-	-	33,242	-	33,240	-	-	2	-
121	United Kingdom	-	-	245,627	-	245,627	-	-	-	-
122	United Republic of Tanzania	-	-	550	-	-	-	-	550	-
123	Uruguay	-	-	4,348	-	4,348	-	-	-	-
124	Uzbekistan	1,241	-	1,266	-	1,266	-	1,241	-	-
125	Yemen	2,887	-	550	-	-	-	2,887	550	-
126	Zimbabwe	216	-	220	-	-	-	216	220	-
	Total	1,035,483	178,137	2,611,087	97,903	1,589,584	147,049	937,580	869,390	173,071

**Implementation of the 2018-2019 budget
as at 31 August 2019 (in Euros)**

Object of expenditure	2018			2019				
	Budget		Expenditure ⁱ	Budget		Expenditure ⁱⁱ		
	Approved by COP12	Redeployed from 2019/20		Approved by COP12	Redeployed from 2020	Jan - Aug Actual	Sep - Dec Projected	Total
Staff Costs								
Professional Staff	1,412,657	-	1,003,774	1,440,910	-	746,612	370,558	1,117,170
General Support Staff	472,731	-	464,398	482,186	-	320,323	166,321	486,644
Sub-total	1,885,388	-	1,468,172	1,923,096	-	1,066,935	536,879	1,603,815
Contractual Services								
Contractual services (general translations and document editing)	90,168	-	124,728	91,971	-	74,934	-	74,934
Servicing of COP13 (interpretation, report writing)	-	-	-	-	100,000	-	100,000	100,000
Information Material Production	12,750	-	2,904	13,005	-	168	22,683	22,851
Sub-total	102,918	-	127,632	104,976	100,000	75,102	122,683	197,785
Operating Costs								
ICT Tools, Website Development and Maintenance	6,630	-	5,845	6,763	-	7,474	-	7,474
Staff Development (training, retreats etc.)	10,200	12,465	20,827	-	-	439	1,309	1,748
Information Technology Services (UNV)	71,400	-	69,086	72,828	-	66,066	9,076	75,142
Office Automation Services (printer leases, hosting etc.)	10,200	-	3,267	10,404	-	8,935	1,469	10,404
Communication and Courier Services	17,850	-	3,221	18,207	-	7,902	10,000	17,902
Miscellaneous	3,813	-	4,155	3,889	-	325	3,222	3,547
Sub-total	120,093	12,465	106,400	112,091	-	91,142	25,076	116,217

Object of expenditure	2018			2019				
	Budget		Expenditure ⁱ	Budget		Expenditure ⁱⁱ		
	Approved by COP12	Redeployed from 2019/20		Approved by COP12	Redeployed from 2020	Jan - Aug Actual	Sep - Dec Projected	Total
Supplies								
Office Supplies	5,916	-	5,620	6,034	-	1,268	5,062	6,330
Sub-total	5,916	-	5,620	6,034	-	1,268	5,062	6,330
Equipment								
Non-expendable Equipment	10,710	-	3,580	10,924	-	-	10,924	10,924
Sub-total	10,710	-	3,580	10,924	-	-	10,924	10,924
Travel								
Staff travel	64,974	-	55,192	66,274	-	68,571	-	68,571
Standing Committee meetings	22,965	-	18,291	23,424	-	(0)	23,424	23,424
Scientific Council meetings	52,424	-	44,837	53,472	-	6,704	46,768	53,472
Sub-total	140,363	-	118,321	143,170	-	75,275	70,192	145,467
Total	2,265,388	12,465	1,829,726	2,300,291	100,000	1,309,722	770,816	2,080,538
Programme Support Costs	294,500	1,620	237,864	299,038	13,000	170,264	100,206	270,470
Grand total	2,559,888	14,085	2,067,590	2,599,329	113,000	1,479,986	871,022	2,351,008

ⁱ UNEP's official accounts are maintained in US dollars, however, for the purpose of this report, expenditure in Euros have been estimated by using an average of the monthly UN official exchange rates during the expenditure period – Jan-Dec 2018 (1 USD = 0.846 EUR).

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