



## CONVENTION ON MIGRATORY SPECIES

UNEP/CMS/Resolution EX.1.1  
Original: English

### FINANCIAL AND ADMINISTRATIVE MATTERS

Adopted by the First Extraordinary Meeting of the Conference of the Parties  
(electronically and through a silence procedure, 28 – 30 November 2023)

*Recalling* Resolution 13.2 through which the Conference of the Parties adopted the budget of the Convention for the triennium 2021-2023,

*Recognizing* that pursuant to Article VII paragraph 4 of the Convention, the Conference of the Parties is mandated to adopt the budget for the next financial period at each of its ordinary meetings,

*Noting* that the dates of 14<sup>th</sup> Meeting of the Conference of Parties have been rescheduled to 12 to 17 February 2024 and that the current CMS budget expires at the end of 2023,

*Further noting* the agreement provided by the Standing Committee and its Finance and Budget Subcommittee to submit a one-year interim budget for 2024 to the Parties for adoption, based on the 2023 budget, excluding the budget for COP14 Servicing and staff travel to COP14, in order to ensure the continuity of operations of CMS,

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

1. *Adopts* the interim budget for 2024 attached as Annex 1 to the present Resolution;
2. *Adopts* the scale of contributions of Parties to the Convention as set forth in Annex 2 to the present Resolution and decides to apply that scale pro rata to new Parties;
3. *Confirms* that all Parties should 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;
4. *Agrees* to carry-over the remaining balance of the 2023 budget approved for COP14 Servicing and staff travel for COP14 to 2024 for the same purposes;
5. *Decides* to set the threshold of eligibility for funding delegates to attend the Convention's meetings at 0.200 per cent on the United Nations scale of assessment and as a general rule furthermore to exclude from such eligibility countries from the European Union, other European countries with strong economies and/or countries that have payments in arrears of three years or more;
6. *Decides* that representatives from countries with contributions in arrears of three years or more should be excluded from holding office in Convention bodies and be denied the right to vote;

7. *Confirms* the staffing table of the Secretariat as adopted by COP13, as set forth in Annex 3 used for costing purposes to set the interim budget for 2024;
8. *Decides* that the Executive Secretary, subject to the approval of the Standing Committee and in urgent cases with the approval of the Chair of the Standing Committee alone, shall have the authority to spend or apply funds saved from the implementation of the core budget and funds from new Parties joining the Convention to activities in the approved costed Programme of Work not covered by the core budget;
9. *Confirms* that the CMS Secretariat will continue to provide Secretariat services to Agreement on the Conservation of Small Cetaceans of the Baltic, North East Atlantic, Irish and North Seas (ASCOBANS), Memorandum of Understanding on the Conservation and Management of Marine Turtles and their Habitats of the Indian Ocean and South-East Asia (IOSEA MOU), Memorandum of Understanding on the Conservation of Migratory Sharks (Sharks MOU) and to the Agreement on the Conservation of Gorillas and Their Habitats;
10. *Requests* the Executive Director of United Nations Environment Programme to extend the duration of the Convention Trust Fund - MSL to 31 December 2024;
11. *Decides* that there should be maintained an operating reserve at a constant level of at least 15 per cent of estimated annual expenditure or US\$500,000, whichever is higher;
12. *Approves* the terms of reference for the administration of the Trust Fund as set forth in Annex 4 to the present Resolution for the period 2024;
13. *Agrees* that the triennium budget for 2024 - 2026 and scale of contributions to be adopted by the 14<sup>th</sup> Meeting of the Conference of the Parties in 2024 shall supersede the interim budget for 2024 and the scale of contributions of the present Resolution;
14. *Confirms* that the present Resolution supplements Resolution 13.2, which remains in effect until the 14<sup>th</sup> Meeting of the Conference of the Parties and whose provisions will apply also to the year 2024, unless otherwise provided for in the present Resolution.

## ANNEX 1

## INTERIM BUDGET FOR 2024

(all figures in Euros)

| <i>Object of expenditure</i>                                       | <i>2024</i>      |
|--|------------------|
| <b>Staff Costs</b>   |                  |
| Professional Staff   | 1,591,998        |
| General Support Staff  | 517,500          |
| <b>Subtotal</b>  | <b>2,109,498</b> |
| <b>Contractual Services</b>  |                  |
| Contractual services (translations and report writing)             | 99,553           |
| Servicing of Governing Bodies (translations, interpretation, etc.) |                  |
| Information Material and Document Production                       | 14,077           |
| <b>Subtotal</b>  | <b>113,630</b>   |
| <b>Operating Costs</b>   |                  |
| ICT Tools, Website Development and Maintenance                     | 7,320            |
| Staff Development (training, retreats etc.)                        | 21,666           |
| Information Technology Services (including UNV)                    | 78,831           |
| Office Automation Services (printer leases, hosting etc.)          | 11,262           |
| Communication and Courier Services                                 | 10,404           |
| Miscellaneous  | 4,210            |
| <b>Subtotal</b>  | <b>133,693</b>   |
| <b>Supplies</b>  |                  |
| Office Supplies  | 6,532            |
| <b>Subtotal</b>  | <b>6,532</b>     |
| <b>Equipment</b>   |                  |
| Non-expendable Equipment   | 11,825           |
| <b>Subtotal</b>  | <b>11,825</b>    |
| <b>Travel</b>  |                  |
| Staff travel   | 71,737           |
| Staff travel – COP14   |                  |
| Standing Committee meetings  |                  |
| Scientific Council meetings  |                  |
| <b>Subtotal</b>  | <b>71,737</b>    |
| <b>Total</b>   | <b>2,446,915</b> |
| Programme Support Costs  | 318,099          |
| <b>Grand total</b>   | <b>2,765,014</b> |

## SCALE OF CONTRIBUTIONS TO INTERIM BUDGET 2024

(all figures in Euros)

| N° | Party                            | UN Scale  | Adjusted Scale | Assessed contribution for 2024 |
|----|----------------------------------|-----------|----------------|--------------------------------|
|    |                                  | 2022-2024 | %              |                                |
| 1  | Afghanistan                      | 0.006     | 0.014          | 382                            |
| 2  | Albania                          | 0.008     | 0.018          | 509                            |
| 3  | Algeria                          | 0.109     | 0.251          | 6,936                          |
| 4  | Angola                           | 0.01      | 0.023          | 636                            |
| 5  | Antigua and Barbuda              | 0.002     | 0.005          | 127                            |
| 6  | Argentina                        | 0.719     | 1.655          | 45,750                         |
| 7  | Armenia                          | 0.007     | 0.016          | 445                            |
| 8  | Australia                        | 2.111     | 4.858          | 134,324                        |
| 9  | Austria                          | 0.679     | 1.563          | 43,205                         |
| 10 | Bangladesh                       | 0.01      | 0.023          | 636                            |
| 11 | Bahrain                          | 0.054     | 0.124          | 3,436                          |
| 12 | Belarus                          | 0.041     | 0.094          | 2,609                          |
| 13 | Belgium                          | 0.828     | 1.905          | 52,686                         |
| 14 | Benin                            | 0.005     | 0.012          | 318                            |
| 15 | Bolivia (Plurinational State of) | 0.019     | 0.044          | 1,209                          |
| 16 | Bosnia and Herzegovina           | 0.012     | 0.028          | 764                            |
| 17 | Brazil                           | 2.013     | 4.632          | 128,088                        |
| 18 | Bulgaria                         | 0.056     | 0.129          | 3,563                          |
| 19 | Burkina Faso                     | 0.004     | 0.009          | 255                            |
| 20 | Burundi                          | 0.001     | 0.002          | 64                             |
| 21 | Cabo Verde                       | 0.001     | 0.002          | 64                             |
| 22 | Cameroon                         | 0.013     | 0.030          | 827                            |
| 23 | Central African Republic         | 0.001     | 0.002          | 64                             |
| 24 | Chad                             | 0.003     | 0.007          | 191                            |
| 25 | Chile                            | 0.42      | 0.967          | 26,725                         |
| 26 | Congo                            | 0.005     | 0.012          | 318                            |
| 27 | Cook Islands                     | 0.001     | 0.002          | 64                             |
| 28 | Costa Rica                       | 0.069     | 0.159          | 4,390                          |
| 29 | Côte d'Ivoire                    | 0.022     | 0.051          | 1,400                          |
| 30 | Croatia                          | 0.091     | 0.209          | 5,790                          |
| 31 | Cuba                             | 0.095     | 0.219          | 6,045                          |
| 32 | Cyprus                           | 0.036     | 0.083          | 2,291                          |
| 33 | Czechia                          | 0.34      | 0.782          | 21,634                         |
| 34 | Democratic Republic of the Congo | 0.01      | 0.023          | 636                            |
| 35 | Denmark                          | 0.553     | 1.273          | 35,188                         |
| 36 | Djibouti                         | 0.001     | 0.002          | 64                             |
| 37 | Dominican Republic               | 0.067     | 0.154          | 4,263                          |
| 38 | Ecuador                          | 0.077     | 0.177          | 4,900                          |
| 39 | Egypt                            | 0.139     | 0.320          | 8,845                          |
| 40 | Equatorial Guinea                | 0.012     | 0.028          | 764                            |
| 41 | Eritrea                          | 0.001     | 0.002          | 64                             |
| 42 | Estonia                          | 0.044     | 0.101          | 2,800                          |
| 43 | Eswatini                         | 0.002     | 0.005          | 127                            |
| 44 | Ethiopia                         | 0.01      | 0.023          | 636                            |
| 45 | European Union                   |           | 2.500          | 69,125                         |
| 46 | Fiji                             | 0.004     | 0.009          | 255                            |
| 47 | Finland                          | 0.417     | 0.960          | 26,534                         |
| 48 | France                           | 4.318     | 9.937          | 274,756                        |
| 49 | Gabon                            | 0.013     | 0.030          | 827                            |
| 50 | Gambia                           | 0.001     | 0.002          | 64                             |

| N°  | Party                      | UN Scale  | Adjusted Scale | Assessed contributions for 2024 |
|-----|----------------------------|-----------|----------------|---------------------------------|
|     |                            | 2022-2024 | %              |                                 |
| 51  | Georgia                    | 0.008     | 0.018          | 509                             |
| 52  | Germany                    | 6.111     | 14.063         | 388,845                         |
| 53  | Ghana                      | 0.024     | 0.055          | 1,527                           |
| 54  | Greece                     | 0.325     | 0.748          | 20,680                          |
| 55  | Guinea                     | 0.003     | 0.007          | 191                             |
| 56  | Guinea-Bissau              | 0.001     | 0.002          | 64                              |
| 57  | Honduras                   | 0.009     | 0.021          | 573                             |
| 58  | Hungary                    | 0.228     | 0.525          | 14,508                          |
| 59  | India                      | 1.044     | 2.403          | 66,430                          |
| 60  | Iran (Islamic Republic of) | 0.371     | 0.854          | 23,607                          |
| 61  | Iraq                       | 0.128     | 0.295          | 8,145                           |
| 62  | Ireland                    | 0.439     | 1.010          | 27,934                          |
| 63  | Israel                     | 0.561     | 1.291          | 35,697                          |
| 64  | Italy                      | 3.189     | 7.339          | 202,917                         |
| 65  | Jordan                     | 0.022     | 0.051          | 1,400                           |
| 66  | Kazakhstan                 | 0.133     | 0.306          | 8,463                           |
| 67  | Kenya                      | 0.03      | 0.069          | 1,909                           |
| 68  | Kyrgyzstan                 | 0.002     | 0.005          | 127                             |
| 69  | Latvia                     | 0.05      | 0.115          | 3,182                           |
| 70  | Lebanon                    | 0.036     | 0.083          | 2,291                           |
| 71  | Liberia                    | 0.001     | 0.002          | 64                              |
| 72  | Libya                      | 0.018     | 0.041          | 1,145                           |
| 73  | Liechtenstein              | 0.01      | 0.023          | 636                             |
| 74  | Lithuania                  | 0.077     | 0.177          | 4,900                           |
| 75  | Luxembourg                 | 0.068     | 0.156          | 4,327                           |
| 76  | Madagascar                 | 0.004     | 0.009          | 255                             |
| 77  | Malawi                     | 0.002     | 0.005          | 127                             |
| 78  | Maldives                   | 0.004     | 0.009          | 255                             |
| 79  | Mali                       | 0.005     | 0.012          | 318                             |
| 80  | Malta                      | 0.019     | 0.044          | 1,209                           |
| 81  | Mauritania                 | 0.002     | 0.005          | 127                             |
| 82  | Mauritius                  | 0.019     | 0.044          | 1,209                           |
| 83  | Monaco                     | 0.011     | 0.025          | 700                             |
| 84  | Mongolia                   | 0.004     | 0.009          | 255                             |
| 85  | Montenegro                 | 0.004     | 0.009          | 255                             |
| 86  | Morocco                    | 0.055     | 0.127          | 3,500                           |
| 87  | Mozambique                 | 0.004     | 0.009          | 255                             |
| 88  | Netherlands                | 1.377     | 3.169          | 87,619                          |
| 89  | New Zealand                | 0.309     | 0.711          | 19,662                          |
| 90  | Niger                      | 0.003     | 0.007          | 191                             |
| 91  | Nigeria                    | 0.182     | 0.419          | 11,581                          |
| 92  | North Macedonia            | 0.007     | 0.016          | 445                             |
| 93  | Norway                     | 0.679     | 1.563          | 43,205                          |
| 94  | Pakistan                   | 0.114     | 0.262          | 7,254                           |
| 95  | Palau                      | 0.001     | 0.002          | 64                              |
| 96  | Panama                     | 0.09      | 0.207          | 5,727                           |
| 97  | Paraguay                   | 0.026     | 0.060          | 1,654                           |
| 98  | Peru                       | 0.163     | 0.375          | 10,372                          |
| 99  | Philippines                | 0.212     | 0.488          | 13,490                          |
| 100 | Poland                     | 0.837     | 1.926          | 53,259                          |
| 101 | Portugal                   | 0.353     | 0.812          | 22,461                          |
| 102 | Republic of Moldova        | 0.005     | 0.012          | 318                             |
| 103 | Romania                    | 0.312     | 0.718          | 19,853                          |
| 104 | Rwanda                     | 0.003     | 0.007          | 191                             |
| 105 | Samoa                      | 0.001     | 0.002          | 64                              |

| N°           | Party   | UN Scale<br>2022-2024 | Adjusted Scale<br>% | Assessed<br>contributions for<br>2024 |
|--------------|---|-----------------------|---------------------|---------------------------------------|
| 106          | Sao Tome and Principe                                   | 0.001                 | 0.002               | 64                                    |
| 107          | Saudi Arabia  | 1.184                 | 2.725               | 75,338                                |
| 108          | Senegal   | 0.007                 | 0.016               | 445                                   |
| 109          | Serbia  | 0.032                 | 0.074               | 2,036                                 |
| 110          | Seychelles  | 0.002                 | 0.005               | 127                                   |
| 111          | Slovakia  | 0.155                 | 0.357               | 9,863                                 |
| 112          | Slovenia  | 0.079                 | 0.182               | 5,027                                 |
| 113          | Somalia   | 0.001                 | 0.002               | 64                                    |
| 114          | South Africa  | 0.244                 | 0.562               | 15,526                                |
| 115          | Spain   | 2.134                 | 4.911               | 135,787                               |
| 116          | Sri Lanka   | 0.045                 | 0.104               | 2,863                                 |
| 117          | Sweden  | 0.871                 | 2.004               | 55,422                                |
| 118          | Switzerland   | 1.134                 | 2.610               | 72,157                                |
| 119          | Syrian Arab Republic                                    | 0.009                 | 0.021               | 573                                   |
| 120          | Tajikistan  | 0.003                 | 0.007               | 191                                   |
| 121          | Togo  | 0.002                 | 0.005               | 127                                   |
| 122          | Trinidad and Tobago                                     | 0.037                 | 0.085               | 2,354                                 |
| 123          | Tunisia   | 0.019                 | 0.044               | 1,209                                 |
| 124          | Turkmenistan  | 0.034                 | 0.078               | 2,163                                 |
| 125          | Uganda  | 0.01                  | 0.023               | 636                                   |
| 126          | Ukraine   | 0.056                 | 0.129               | 3,563                                 |
| 127          | United Arab Emirates                                    | 0.635                 | 1.461               | 40,405                                |
| 128          | United Kingdom of Great Britain and Northern<br>Ireland | 4.375                 | 10.068              | 278,383                               |
| 129          | United Republic of Tanzania                             | 0.01                  | 0.023               | 636                                   |
| 130          | Uruguay   | 0.092                 | 0.212               | 5,854                                 |
| 131          | Uzbekistan  | 0.027                 | 0.062               | 1,718                                 |
| 132          | Yemen   | 0.008                 | 0.018               | 509                                   |
| 133          | Zimbabwe  | 0.007                 | 0.016               | 445                                   |
| <b>Total</b> |   | <b>42.368</b>         | <b>100.00</b>       | <b>2,765,014</b>                      |

## ANNEX 3

**STAFFING TABLE**

(used for costing purposes only)

| <b>Professional positions and higher</b> | <b>Total</b> |
|--|--------------|
| D-1                                      | 0.97         |
| P-5                                      | 0.85         |
| P-4                                      | 3.85         |
| P-3                                      | 1.20         |
| P-2                                      | 3.75         |
| <b>Sub Total</b>                         | <b>10.62</b> |
| <b>General Service positions</b>         |              |
| G-7                                      | 1.00         |
| G-6                                      | 1.00         |
| G-5                                      | 1.50         |
| G-4                                      | 3.50         |
| <b>Sub Total</b>                         | <b>7.00</b>  |
| <b>Grand Total</b>                       | <b>17.62</b> |

## 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 one year to provide financial support for the aims of the Convention.
2. The financial period shall be one calendar year beginning 1 January 2024 and ending 31 December 2024, subject to the approval of the United Nations Environment Assembly.
3. The Trust Fund shall continue to be administered by the Executive Director of the United Nations Environment Programme.
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, the United Nations Environment Programme shall deduct from the expenditure 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. The financial resources of the Trust Fund for 2024 shall be derived from:
  - (a) The contributions made by the Parties by reference to Annex 2, including contributions from any new Parties; and
  - (b) Further contributions from Parties and contributions from States, not Parties to the Convention, other governmental, intergovernmental and non-governmental organizations and other sources.
7. All contributions to the Trust Fund shall be paid in Euros. 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 contributions of other Parties on the same level as 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 were to be more than 22 per cent of the budget, the contribution of that Party shall be 22 per cent of the budget for the financial year of joining (or pro rata for a partial 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 instalment. Contributions shall be due on 1 January 2024.
8. Contributions shall be paid to the bank account of the United Nations based on the invoice provided by United Nations Environment Programme.
9. For the convenience of the Parties, for each of the years of the financial period, the Executive Director of United Nations Environment Programme 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. Budget estimates covering the income and expenditure for each of the three calendar years constituting the financial period prepared in Euros shall be submitted to the meeting of the Conference of the Parties to the Convention.
13. The estimates for each of the calendar years covered by the financial period shall be divided into sections and objects of expenditure 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 the United Nations Environment Programme may deem useful and advisable. In particular, estimates shall also be prepared for each programme of work for each of the calendar years with expenditures itemized for each programme so as to correspond to the sections and objects of expenditure described in the first sentence of the present paragraph.
14. The proposed budget, including all necessary information inclusive of a staffing table of the Secretariat for costing purposes to set the overall budget, shall be dispatched by the Secretariat to all Parties at least 90 days before the date fixed for the opening of the ordinary meeting of the Conference of the Parties at which they are to be considered.
15. The budget shall be adopted by unanimous vote of the Parties present and voting at that Conference of the Parties.
16. In the event that the Executive Director of the United Nations Environment Programme anticipates that there might be a shortfall in resources over the financial period as a whole, the Executive Director shall consult with the Secretariat, which shall seek the advice of the Standing Committee as to its priorities for expenditure.
17. Commitments against the resources of the Trust Fund may be made only if they are covered by the necessary income of the Convention.
18. Upon the request of the Secretariat of the Convention after seeking the advice of the Standing Committee, the Executive Director of the United Nations Environment Programme should to the extent consistent with the Financial Regulations and Rules of the United Nations make transfers from one object of expenditure to another. At the end of the first calendar year of the financial period, the Executive Director of the United Nations Environment Programme may proceed to transfer any unspent balance of appropriations to the second calendar year, provided that the total budget approved by the Parties shall not be exceeded unless specifically sanctioned in writing by the Standing Committee.
19. At the end of each calendar year of the financial period<sup>1</sup> the Executive Director of the United Nations Environment Programme shall submit to the Parties through the CMS Secretariat the year-end accounts. The Executive Director shall also submit, as soon as practicable, the audited accounts for the financial period. Those accounts shall include full details of actual expenditure compared to the original provisions for each object of expenditure.

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<sup>1</sup> The calendar year 1 January to 31 December is the accounting and financial year, but the accounts official closure date is 31 March of the following year. Thus, on 31 March the accounts of the previous year must be closed, and, it is only then that the Executive Director may submit the accounts of the previous calendar year.

20. Those financial reports required to be submitted by the Executive Director of the United Nations Environment Programme shall be transmitted simultaneously by the Secretariat of the Convention to the members of the Standing Committee.
21. 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.
22. The present terms of reference shall be effective from 1 January 2024 to 31 December 2024.