



Convention on the Conservation of Migratory Species of Wild Animals

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REPORT ON THE IMPLEMENTATION OF THE CMS BUDGET DURING THE TRIENNIUM 2012 – 2014

(as at 30 September 2013)

(prepared by the Secretariat)

Summary

The present report provides the Committee with the status of contributions to the CMS Trust fund for assessed contributions and the status of implementation of the approved budget for the 2012-2014 triennium as at 30 September 2013.

The report also responds to Resolution 9.14 which requested the Secretariat to issue Members of the Subcommittee on Finance and Budget with quarterly financial reports.

REPORT ON THE IMPLEMENTATION OF THE CMS BUDGET DURING THE TRIENNIUM 2012 – 2014

(as at 30 September 2013)

1. The present report provides the Committee with an overview of the performance of the CMS budget for the 2012-2014 triennium as at 30 September 2013. The report responds to UNEP/CMS/Resolution 9.14, Annex IV, paragraph 4 (e), which requested the Secretariat to issue Members of the Subcommittee on Finance and Budget with quarterly reports which identify and explain any projected expenditure that differs from the approved budget by more than 20 per cent for staff costs and non-staff costs relating to each activity, together with a proposed approach for managing any such projected over-expenditure. In the interest of completeness, this report also includes information on the status of contributions to the CMS Trust Fund for assessed contributions.

Status of the Trust Fund for Assessed Contributions at 31 December 2012

2. At the closure on the UNEP accounts on 31 December 2012, the Fund Balance for the CMS Trust Fund for assessed contributions stood at €963,034¹ (excluding an Operating Reserve of €377,000), of which, contributions receivable stood at €245,442.

Status of Contributions

3. In Resolution 10.1, Parties approved a budget of €2,386,250 for 2013 of which, €2,256,250 was to be funded from Parties' assessed contributions and €130,000 from the Trust Fund balance.

4. As shown in Annex I, actual pledges for 2013 amount to €2,256,664. The increase in assessed contributions of €414 is due to the accession of Zimbabwe in June 2012, Swaziland in January 2013 and Fiji in April 2013, each having an assessed contribution of €138 in 2013.

5. As of 30 September 2013, €568,572 or 25 per cent of the 2013 contributions remained outstanding and unpaid pledges for 2012 and prior years stood at €210,367.

Budget Implementation

6. Expenditures for 2012 and the period January to September 2013 are provided in Annex II. According to Resolution 10.1, the budget for 2012 was €1,993,787 (exclusive of Programme Support Costs) of which 2012 expenditure amounted to €1,647,709² and the unspent balance of €346,079 was carried forward into 2013. Combining the 2012 unspent balance (€346,079) with the 2013 approved budget (€2,111,725 exclusive of Programme Support Costs), the budget available to the Secretariat in 2013 is €2,457,805. Of the €346,079 unspent in 2012, €227,640 was attributable to savings on budget lines relating to staff and operations and €118,439 on budget lines relating to activities. The 2012 savings relating to staff and operations were reallocated to three staff positions

¹ Based on the United Nations' operational rate of exchange on 31 December 2012 of 1US\$ = 0.754 Euro

² UNEP's official accounts are maintained in US dollars, however, for the purpose of this report, expenditures in Euros have been estimated by using an average of the monthly UN official exchange rates during the expenditure period. For 2012, the rate used was 1US\$ = 0.77 Euro and for 2013, the rate used was 1 US\$ = 0.757 Euro.

as described below whereas 2012 savings relating to activities were carried forward into 2013 in their respective activity budget lines.

Staff

7. In November 2012, the Secretariat informed the 40th meeting of the Standing Committee (StC 40) that savings on staff lines in 2012 were projected to be €230,000 and requested that these projected savings along with an additional saving of €21,000, which were to be realized from savings on staff positions in 2013, be used to extend the contract of two Junior Professional Officers responsible for the development of the CMS family website and CMS instruments in Central Asia until the end of the 2013 and 2014 calendar years respectively. While StC 40 endorsed the Secretariat's proposal, when effecting that decision, it emerged that the terms of agreement for Junior Professional Officers (JPOs) do not provide for extensions of such contracts beyond the 4th anniversary of the JPO's entry on duty.

8. Upon closure of the 2012 accounts, actual savings from staff and operations were higher than had been projected (€227,640), mainly due to the Executive Secretary position remaining vacant longer than anticipated. In addition, the aforementioned contractual constraint vis-à-vis JPO contract extensions effectively released approximately €60,000 that StC 40 had approved for the 4th year JPO contracts to temporarily strengthen the Secretariat's capacity for the website and Central Asian instruments. Considering the critical need for continued in-house expertise to ensure the continuation of the new website project, the Secretariat, in consultation with the Chair of the Standing Committee, decided to use the savings to temporarily fund the position of Associate Information Officer³ (line 1114) for a one year period. As such, the savings from staff and operations in 2012 (€227,640) were reallocated in 2013/2014 as follows: 4th year contract for JPO responsible for website development (line 1112: €54,240); 4th year contract for JPO responsible for Central Asian Instruments (line 1113: €86,700) and Associate Information Officer (line 1114: €86,700).

9. As indicated in Annex II, expenditures on staff lines are projected to amount to €1,596,320 by 31 December 2013 against a budget of €1,797,900, resulting in a projected savings of €201,580. However, as two of the aforementioned newly created positions (lines 1113 and 1114) run from October 2013 to October 2014, three-quarters (i.e. €130,050) of the budgetary provisions for those positions actually relate to 2014. As such, it is anticipated that the effective unspent balance on staff lines will amount to €71,530.

10. While overall staff costs are expected to remain within budgetary provisions, it is projected that there will be a significant over-expenditure against the Associate Scientific Support Officer (P2) position (line 1107). This arose because in October 2012, the incumbent of the position took special leave without pay with a right to return to the position after one year. A replacement for the position was recruited in January 2013 for a one-year period which, in accordance with entitlements accorded to United Nations staff, resulted in a one-off cost of approximately €36,000 relating to the relocation of the selected candidate (and dependents) to the Bonn duty station. As the incumbent decided to return to the Secretariat in October 2013, the projected costs have taken into account the need to fund both the incumbent and the replacement up to the expiry of the replacement's contract in early January 2014.

11. The significant under-expenditure in the Clerk (G4) position (line 1305) arose because the Secretariat decided to suspend recruitment against the position on a trial basis and to use the savings

³ The position of Associate Information Officer was approved by COP-10 (Resolution 10.1 Annex II) for extra-budgetary funding

to increase the working hours (from 50 per cent to 80 per cent) of the assistants servicing the Executive Office (line 1302) and the Science, Data and Marine Unit (line 1308). As there has been a growing need for administrative and secretarial support within the Secretariat, the Clerk position is being split into two, with 50 per cent allocated towards a Secretary position and the remaining 50 per cent maintained within the Clerk position. While this budget reallocation is cost neutral, the new Secretary position will enhance the Secretariat's capacity to service meetings and conferences while the increased support to the Executive Office and the Science, Data and Marine Unit will be maintained until the end of 2014 using the savings generated so far and continuing the suspension of recruitment against the reduced (50 per cent) Clerk position.

12. As of 30 September 2013, no expenditure has been incurred against lines 1111, 1113 and 1114. With respect to Line 1111, €19,200 has been provided for the CMS Senior Advisor and Head of IOSEA. The incumbent of that position is currently fully charged against the IOSEA budget, however, the €19,200 allocation is expected to be fully utilized during the last quarter of 2013 when expenditure relating to that position will be reflected in the CMS budget. With respect to lines 1113 and 1114, as mentioned previously, these positions run from October 2013 to October 2014 and as such, expenditure will only be incurred on these lines from October 2013 onwards.

13. The low expenditure against line 1103, Inter-Agency Liaison Officer, arose as a result of internal arrangements within CMS to accommodate the Secretariat's support to the AEWA Executive Secretary position. The arrangement will conclude in October 2013 at which point the Inter-Agency Liaison Officer position will once again be fully incumbered.

14. During the preceding two to three years, the Secretariat has benefited from an increase to its junior professional staff capacity through bilateral support from Parties; however, many of these arrangements have come to an end in 2012/2013. In this regard, the term of the Junior Professional Officer funded by the Government of Finland for capacity building and support to MOUs in the Africa region came to an end in July 2013. Furthermore, the terms of the German-funded Junior Professional Officers dealing with the CMS Family Website and with emerging instruments in the Central Asian Region concluded in September 2012 and September 2013 respectively. While budgetary savings in 2012 were used to extend the last two Junior Professional Positions for an additional year each (i.e. until September 2013 and September 2014 respectively) and to secure the temporary funding of the Associate Information Officer position (line 1114) until October 2014, the Secretariat's professional staff capacity will be further diminished towards the end of 2014 when these temporarily funded staffing arrangements come to an end.

15. As mentioned in paragraph 9 above, savings available from staff lines are projected to amount to €71,530 by the end of 2013. While the resources requirements for the 2015/17 triennium will be the subject of the budget discussions at COP11, the Secretariat proposes that upon closure of the 2013 accounts, actual savings realized in 2013 (if any) be used, to the extent permissible by the UN regulations and rules, to extend the Associate Information Officer position from October to December 2014 and to create a temporary P-2 position for the period October to December 2014 to continue the support for instruments in the Central Asian Region during the last quarter of 2014. The costs of this proposal are estimated to amount to 5½ months at the P-2 level or €40,532.

Operations

16. As of 30 September 2013, budget lines relating to operations were within budgetary provisions with the exception of lines (5311 – Communication Costs) which exceeded budget provisions by €2,973 and line (5401 – Hospitality) which exceeded budgetary provisions by €17. By and large, communication costs comprise of two aspects: (i) telephone charges relating to fixed-

line telephones in staff offices and (ii) telephone and data charges relating to mobile communication devices. With respect to the former, CMS pays UNV (the manager of telecommunication services for the UN compound) an advance payment based on actual expenditures incurred in the preceding year - actual payments are reconciled at the end of the year and any surplus / deficit reflected in the subsequent year. In order to reduce communication costs, the Secretariat has purchased a “Skype”-based teleconferencing phone which is used for staff meetings with a view to reducing costs, however, any savings will not be apparent until 2014. With respect to mobile communication devices, the Secretariat has recently negotiated data plans with a broader geographical coverage which should help to bring down data roaming charges in the future. The December 2013 projections are based on 2012 expenditures as the effect of these new initiatives will only become apparent in 2014.

17. With respect to line 5102 (IT Services), following the over-expenditures that occurred in 2012, the Secretariat has made efforts to reduce its use of IT services, particularly network file storage in an effort to reduce costs. Expenditures reported thus far (€38,619) cover costs for the period January to June 2013 (as this is the period for which bills have been received so far) and costs of IT Services for the second half of 2013 are expected to be roughly equivalent to the costs incurred so far. While the overall costs for this line item are projected to be 8 per cent over budget, they are projected to be significantly lower than those incurred in 2012.

Servicing Meetings of Subsidiary Bodies

18. Under this component, expenditures as of 30 September 2013 have been negligible mainly because the costs associated with organizing StC 41 will only be realized in the last quarter of 2013 and the meeting of the Scientific Council is scheduled to take place during the second quarter of 2014. With respect to line 1201 (consultancies and translation), many of the translation costs incurred during the first half of 2013 have been charged to contracts obligated in 2012 and with the bulk of the translation work being done in the run-up to StC 41, invoices for translation services rendered are expected during the last quarter of 2013. As the nature of work is similar to that undertaken in 2012, projected costs for this line are expected to be comparable.

Activities

19. For the current triennium, COP10 approved core funding for a selection of activities largely emanating from the future shape process and largely based on the cost options provided in the report by the future shape process’ consultants – Environmental Regulation and Information Centre (ERIC). While the report provided cost estimates per activity, annual budgets were allocated, by dividing the total activity budgets into three (i.e. costs were equally distributed across the current triennium) and hence do not necessarily reflect the actual requirements for activities in any particular year.

20. While the 2012 unspent balances have been carried forward into respective activity lines in 2013, in the case of line 2202 (Web-based training site) and 2203 (Development of a new CMS website) expenditures exceed the 2012 / 2013 budgetary provisions. With respect to line 2202, the expenditure as at 30 September 2013 was €25,165, slightly under the triennial budget of €25,362. In the case of line 2013, expenditure was €30,879, 6 per cent over the triennial budget allocation of €30,000; however, the Secretariat does not expect that any additional resources will be required to complete the development of the new website.

21. The following table provides the status of implementation of budgeted activities:

| Line ⁴ | Description ⁵ | Status |
|-------------------|---|--|
| 3303 | Future Shape Activities 6.1 and 6.2: Coordinated Strategic Plans for the CMS Family | In 2012, the Strategic Plan Working Group was established to draft a new Strategic Plan for Migratory Species by COP11. The new Plan will provide the overarching framework for the entire CMS Family, which is engaged in its preparation. The allocated core funds in 2012 were spent on consultant support for the Group and its first meeting. The 2013 allocation is committed for spending on consultant support, which has resulted in the first Draft Plan which is currently being consulted on, and will result in the incorporation of comments and preparation of a 2 nd Draft Plan by the end of 2013. Voluntary contributions from the governments of Germany and South Africa will be used to fund (respectively) the 2nd SPWG meeting in November 2013, and other aspects of the strategic plan development process. |
| 2201 | Future Shape Activity 7.1: Restructuring of the Scientific Council to maximize expertise and knowledge capacity. | The available funds will be used for the organization of the Strategic Planning meeting of the Scientific Council that will take place in Formia (Italy) in October 2013. The restructuring and new shape of the Scientific Council will be one of the main topics on the agenda and it is foreseen that the Council will review and analyze the information available; on that basis it will be decided if a consultant is needed to undertake further work on an assessment and/or gap analysis. |
| 5202 | Future Shape Activity 14.1: CMS coordination of fundraising activities work with Parties, Partners and Stakeholders to expand fundraising activities. | The CMS Secretariat has developed a concept for a programme that intends to ensure sustainable and long-term voluntary funding income for a number of activities that fall under the responsibility of the Secretariats and Coordinating Units of the CMS Family. As announced, the concept paper has been circulated to the Standing Committee or equivalent body of each CMS instrument for comments to be received by 19 August. A revised and final version of the document was then submitted to the Standing Committee or equivalent body of the CMS Family for endorsement to be received by the end of 2013. The ASCOBANS Advisory Committee and the AEWA Standing Committee have approved the proposal. If and once approved, the programme will be implemented through a number of activities including the development of appropriate communication tools such as a website and promotional materials. Funds will be spent in 2014 subject to approval of the Champions Programme by the Standing Committee.. |
| 1204 | Future Shape Activity 8.1: Regionalize conservation efforts by having local coordinators with assistance from UNEP, NGOs and MEAs. | There was an underspend in 2012 as voluntary contributions were already available for the coordination of some MOUs. €35,000 is currently earmarked for NGOs assisting with the coordination of the Aquatic Warbler, Saiga, Siberian Crane and Pacific Islands Cetaceans MOUs. The remainder is earmarked to continue the arrangement with SPREP to provide services to CMS in the region, particularly to promote Party accession to CMS and its MOUs, as well as implementation of Sharks, Pacific Cetaceans and Dugongs MOUs. The renewed arrangement is planned to be concluded during the last quarter of 2013. |
| 1206 | Future Shape Activity 10.1: Extend staffing levels of the CMS Policy and Agreements Unit to service MoUs. | The annual € 20,000 budget is significantly lower than is necessary for hiring staff. As such, the Secretariat has been accumulating the funds and considering how the limited resources can be used to yield the greatest value for the Secretariat. The contract of the Finnish JPO (40 per cent Agreements Unit), ends 31 July 2013 reducing the Unit's capacity. Meanwhile the German JPO (100 per cent Agreements Unit) will be on maternity leave from 1 September - end December 2013, further reducing capacity. Therefore, funds will be utilized to extend the contract of a temporary P2 who had been filling in for the Associate Science Officer. This extension will provide approximately eight months of assistance to the Agreements Unit and |

⁴ The sequence of activities has been re-ordered from the sequence presented in the approved budget table with a view to enhancing readability by clustering related activities.

⁵ In the interest of clarity, activity descriptions have been expounded from corresponding descriptions in future shape documents rather than the abbreviated descriptions presented in the approved budget table.

| Line ⁴ | Description ⁵ | Status |
|-------------------|---|---|
| | | will help to replace the capacity lost for the reasons above. |
| 2202 | Future Shape Activity 13.1: Work with local and regional partners to develop capacity building and Future Shape Activity 13.2: Provision of centralized services relating to building capacity with the CMS family including training and educational activities. | The CMS Secretariat, together with the AEWA Secretariat received in early 2012 financial support (€500K in total) from the EC (ENRTP) to implement a joint project, for the next three years, the main objective of which is developing learning tools and delivering supplementary training is to strengthen the capacity of NFPs for CMS Family instruments. Core funds (together with a contribution from the Finnish Government) have been used in 2013 to match this grant to support the the implementation of the developed concept on the NFP e-community (e-learning) platform. |
| 1205 | Future Shape Activity 9.1: Utilization of existing data collection and management systems external to CMS (e.g. by UNEP-WCMC). | Allocated core funds have been partially spent for a training session by UNEP-WCMC on the use of the ORS and to make the necessary arrangements for the new reporting cycle to be completed in time for COP11. Activities underway include updating data sources, data transfer and development of a new questionnaire in the CMS Family Online Reporting System (ORS). Remaining funds are planned to be spent on the analysis of National Reports. At the same time, a high level dialogue with other biodiversity-related MEAs has been initiated to explore their interest in adopting the ORS with a view to have a common platform and share costs of its maintenance and further development including the creation of an analytical tool. |
| 3304 | Saker Falcon Taskforce | The first meeting of the Task Force took place in Abu Dhabi (UAE) on the 29 March 2012. In 2012, the budget allocation was used to support the participation of the Scientific Council and one representative of the CMS Secretariat. In the meantime, significant funding was raised to support the development of a Global Saker Falcon Action Plan including €78,000 from the EC, c.a. €45,000 from Saudi Arabia and c.a. €15,000 from the CITES Secretariat. The remaining core funds are being used to support the participation of the Scientific Council at a Task Force Workshop in September 2013. |
| 2203 | Development of a new CMS Website | The first stage of the development of the CMS Family website i.e. creation of a database structure, has been completed mainly thanks to a voluntary contribution (from Germany). Remaining core budget funds have been matched with further voluntary contributions (c.a. €45,000) from EUROBATS, AEWA, the CMS Sharks MOU (ENRTP), the Abu Dhabi project office, and the Finnish Government to complete the development of the website i.e. layout, programming and population. Funds have been obligated and are being spent. |
| 1203 | Future Shape Activity 4.1: Produce the CMS website in three languages | The translation of the CMS Family website will follow the revision of existing web texts which will be transferred from the current website to the new one as soon as it is completed (its completion is planned to take place at the end of 2013). Funds will be spent starting from the end of 2013. |

Action requested:

The Standing Committee is invited to take note of the report and to provide the Secretariat with comments and guidance as necessary. In addition, the Committee is requested to approve the creation of a temporary P-2 position and the use of 2013 savings as mentioned in paragraph 15 above.

Annex I - Trust Fund for the Convention on Migratory Species of Wild Animals
Status of Contributions as at 30 September 2013 (*in Euros*)

| Country | as at 1 Jan 2013 | | as at 30 September 2013 | | | | | | |
|-----------------------|---------------------------------------|------------------------------------|-------------------------|---|------------------------------|---|---------------------------------------|-------------------------|------------------------------------|
| | Unpaid Pledges for 2012 & Prior Years | Advanced Payments for Future Years | Pledges for 2013 | Collection s in 2013 for 2012 & Prior Years | Collections in 2013 for 2013 | Collection s During 2013 for Future Years | Unpaid Pledges for 2012 & Prior Years | Unpaid Pledges for 2013 | Advanced Payments for Future Years |
| Albania | 0 | 981 | 461 | | | | 0 | 0 | 520 |
| Algeria | 5,553 | 0 | 5,901 | | | | 5,553 | 5,901 | 0 |
| Angola | 0 | 1,084 | 461 | | | | 0 | 0 | 623 |
| Antigua & Barbuda | 80 | 0 | 92 | | | | 80 | 92 | 0 |
| Argentina | 12,450 | 0 | 13,232 | 12,450 | | | 0 | 13,232 | 0 |
| Armenia | 0 | 0 | 231 | | 231 | | 0 | 0 | 0 |
| Australia | 0 | 189,600 | 89,117 | | | | 0 | 0 | 100,483 |
| Austria | 0 | 0 | 39,234 | | 39,234 | | 0 | 0 | 0 |
| Bangladesh | 0 | 0 | 461 | | 461 | 457 | 0 | 0 | 457 |
| Belarus | 0 | 0 | 1,936 | | 1,936 | | 0 | 0 | 0 |
| Belgium | 26,657 | 0 | 49,561 | | 49,561 | | 26,657 | 0 | 0 |
| Benin | 250 | 0 | 138 | | | | 250 | 138 | 0 |
| Bolivia | 0 | 0 | 323 | | | | 0 | 323 | 0 |
| Bulgaria | 0 | 0 | 1,752 | | 1,752 | | 0 | 0 | 0 |
| Burkina Faso | 29 | 0 | 138 | 29 | 138 | 130 | 0 | 0 | 130 |
| Burundi | 70 | 0 | 46 | | | | 70 | 46 | 0 |
| Cameroon | 0 | 1,079 | 507 | | | | 0 | 0 | 572 |
| Cape Verde | 306 | 0 | 46 | 306 | 46 | 52 | 0 | 0 | 52 |
| Chad | 915 | 0 | 92 | | | | 915 | 92 | 0 |
| Chile | 0 | 4,838 | 10,880 | | 6,042 | 4,544 | 0 | 0 | 4,544 |
| Congo, Republic of | 0 | 272 | 138 | | | | 0 | 0 | 134 |
| Cook Islands | 296 | 0 | 46 | | | | 296 | 46 | 0 |
| Costa Rica | 0 | 10 | 1,567 | | 1,557 | 1,249 | 0 | 0 | 1,249 |
| Cote d'Ivoire | 3,771 | 0 | 461 | 3,771 | 461 | 24,452 | 0 | 0 | 24,452 |
| Croatia | 0 | 0 | 4,472 | | 4,472 | | 0 | 0 | 0 |
| Cuba | 12,679 | 0 | 3,273 | | | | 12,679 | 3,273 | 0 |
| Cyprus | 0 | 0 | 2,121 | | 2,121 | | 0 | 0 | 0 |
| Czech Republic | 0 | 16,090 | 16,090 | | | | 0 | 0 | 0 |
| Democratic Rep. Congo | 2,840 | 0 | 138 | | | | 2,840 | 138 | 0 |
| Denmark | 0 | 0 | 33,932 | | 33,932 | | 0 | 0 | 0 |
| Djibouti | 355 | 0 | 46 | | | | 355 | 46 | 0 |
| Ecuador | 0 | 60 | 1,844 | | 1,784 | 24 | 0 | 0 | 24 |
| Egypt | 0 | 0 | 4,334 | | | | 0 | 4,334 | 0 |
| Equatorial Guinea | 491 | 0 | 369 | | | | 491 | 369 | 0 |
| Eritrea | 0 | 98 | 46 | | | | 0 | 0 | 52 |
| Estonia | 0 | 0 | 1,844 | | 1,844 | | 0 | 0 | 0 |
| Ethiopia | 0 | 53 | 369 | | 316 | 1,674 | 0 | 0 | 1,674 |
| European Union | 0 | 0 | 56,406 | | 56,406 | | 0 | 0 | 0 |
| Fiji | 0 | 0 | 138 | | 138 | 208 | 0 | 0 | 208 |
| Finland | 0 | 26,094 | 26,094 | | | | 0 | 0 | 0 |
| France | 0 | 0 | 282,288 | | 282,288 | | 0 | 0 | 0 |
| Gabon | 1,913 | 0 | 645 | | | | 1,913 | 645 | 0 |
| Gambia | 43 | 0 | 46 | | | | 43 | 46 | 0 |
| Georgia | 0 | 0 | 277 | | 277 | | 0 | 0 | 0 |
| Germany | 0 | 0 | 369,653 | | 369,653 | | 0 | 0 | 0 |
| Ghana | 0 | 590 | 277 | | | | 0 | 0 | 313 |
| Greece | 29,975 | 0 | 31,857 | | | | 29,975 | 31,857 | 0 |
| Guinea | 919 | 0 | 92 | | | | 919 | 92 | 0 |
| Guinea Bissau | 1,638 | 0 | 46 | | | | 1,638 | 46 | 0 |
| Honduras | 445 | 0 | 369 | | | | 445 | 369 | 0 |
| Hungary | 12,623 | 0 | 13,416 | 12,623 | 13,416 | | 0 | 0 | 0 |
| India | 47,264 | 0 | 24,619 | | | | 47,264 | 24,619 | 0 |
| Iran | 20,035 | 0 | 10,742 | | | | 20,035 | 10,742 | 0 |
| Ireland | 0 | 22,959 | 22,959 | | | 25,887 | 0 | 0 | 25,887 |
| Israel | 0 | 0 | 17,703 | | | | 0 | 17,703 | 0 |
| Italy | 0 | 0 | 230,468 | | | | 0 | 230,468 | 0 |
| Jordan | 0 | 0 | 645 | | | | 0 | 645 | 0 |
| Kazakhstan | 0 | 0 | 3,504 | | 3,277 | | 0 | 227 | 0 |

| Country | as at 1 Jan 2013 | | as at 30 September 2013 | | | | | | |
|-------------------------|---------------------------------------|------------------------------------|-------------------------|---|------------------------------|---|---------------------------------------|-------------------------|------------------------------------|
| | Unpaid Pledges for 2012 & Prior Years | Advanced Payments for Future Years | Pledges for 2013 | Collection s in 2013 for 2012 & Prior Years | Collections in 2013 for 2013 | Collection s During 2013 for Future Years | Unpaid Pledges for 2012 & Prior Years | Unpaid Pledges for 2013 | Advanced Payments for Future Years |
| Kenya | 521 | 0 | 553 | | | | 521 | 553 | 0 |
| Latvia | 0 | 0 | 1,752 | | 1,752 | 1,975 | 0 | 0 | 1,975 |
| Liberia | 127 | 0 | 46 | | | | 127 | 46 | 0 |
| Libya | 38,689 | 0 | 5,947 | | | | 38,689 | 5,947 | 0 |
| Liechtenstein | 95 | 0 | 415 | 95 | 415 | | 0 | 0 | 0 |
| Lithuania | 0 | 0 | 2,997 | | 2,997 | | 0 | 0 | 0 |
| Luxembourg | 0 | 0 | 4,149 | | 4,149 | 4,149 | 0 | 0 | 4,149 |
| Madagascar | 0 | 267 | 138 | | | | 0 | 0 | 129 |
| Mali | 130 | 0 | 138 | | | | 130 | 138 | 0 |
| Malta | 737 | 0 | 784 | | | | 737 | 784 | 0 |
| Mauritania | 331 | 0 | 46 | | | | 331 | 46 | 0 |
| Mauritius | 0 | 0 | 507 | | 507 | | 0 | 0 | 0 |
| Moldova | 0 | 196 | 92 | | | | 0 | 0 | 104 |
| Monaco | 0 | 0 | 138 | | 138 | | 0 | 0 | 0 |
| Mongolia | 0 | 0 | 92 | | | | 0 | 92 | 0 |
| Montenegro | 0 | 0 | 184 | | 184 | 208 | 0 | 0 | 208 |
| Morocco | 0 | 5,689 | 2,674 | | | | 0 | 0 | 3,015 |
| Mozambique | 0 | 294 | 138 | | | | 0 | 0 | 156 |
| Netherlands | 0 | 0 | 85,521 | | | | 0 | 85,521 | 0 |
| New Zealand | 0 | 12,586 | 12,586 | | | 14,191 | 0 | 0 | 14,191 |
| Niger | 1,701 | 0 | 92 | | | | 1,701 | 92 | 0 |
| Nigeria | 1,786 | 0 | 3,596 | 1,786 | 3,596 | 4,055 | 0 | 0 | 4,055 |
| Norway | 0 | 0 | 40,156 | | 40,156 | | 0 | 0 | 0 |
| Pakistan | 6,760 | 0 | 3,780 | 3,166 | | | 3,594 | 3,780 | 0 |
| Palau | 231 | 0 | 46 | | | | 231 | 46 | 0 |
| Panama | 0 | 2,325 | 1,014 | | | | 0 | 0 | 1,311 |
| Paraguay | 1,983 | 0 | 323 | 908 | | | 1,075 | 323 | 0 |
| Peru | 0 | 36 | 4,149 | | 4,113 | 3,452 | 0 | 0 | 3,452 |
| Philippines | 0 | 218 | 4,149 | | 3,915 | | 0 | 16 | 0 |
| Poland | 0 | 0 | 38,173 | | 38,173 | | 0 | 0 | 0 |
| Portugal | 0 | 0 | 23,559 | | | | 0 | 23,559 | 0 |
| Romania | 0 | 0 | 8,160 | | | | 0 | 8,160 | 0 |
| Rwanda | 0 | 98 | 46 | | | | 0 | 0 | 52 |
| Samoa | 0 | 98 | 46 | | | | 0 | 0 | 52 |
| Sao Tome & Principe | 448 | 0 | 46 | | | | 448 | 46 | 0 |
| Saudi Arabia | 0 | 0 | 38,265 | | | | 0 | 38,265 | 0 |
| Senegal | 474 | 0 | 277 | | | | 474 | 277 | 0 |
| Serbia | 0 | 0 | 1,706 | | 1,706 | | 0 | 0 | 0 |
| Seychelles | 0 | 283 | 92 | | | | 0 | 0 | 191 |
| Slovakia | 0 | 6,547 | 6,547 | | | 7,382 | 0 | 0 | 7,382 |
| Slovenia | 0 | 10,103 | 4,749 | | | | 0 | 0 | 5,354 |
| Somalia | 1,638 | 0 | 46 | | | | 1,638 | 46 | 0 |
| South Africa | 0 | 17,750 | 17,750 | | | 20,013 | 0 | 0 | 20,013 |
| Spain | 0 | 0 | 146,469 | | 100,175 | | 0 | 46,294 | 0 |
| Sri Lanka | 0 | 1,864 | 876 | | | | 0 | 0 | 988 |
| Swaziland | 0 | 0 | 138 | | 138 | 156 | 0 | 0 | 156 |
| Sweden | 0 | 49,053 | 49,053 | | | | 0 | 0 | 0 |
| Switzerland | 0 | 0 | 52,096 | | 52,096 | | 0 | 0 | 0 |
| Syrian Arab Republic | 1,830 | 0 | 1,153 | | | | 1,830 | 1,153 | 0 |
| Tajikistan | 73 | 0 | 92 | | | | 73 | 92 | 0 |
| The FYR of Macedonia | 794 | 0 | 323 | | | | 794 | 323 | 0 |
| Togo | 204 | 0 | 46 | | | | 204 | 46 | 0 |
| Tunisia | 4,706 | 0 | 1,383 | 1,383 | | | 3,323 | 1,383 | 0 |
| Uganda | 0 | 540 | 277 | | | 425 | 0 | 0 | 688 |
| Ukraine | 0 | 0 | 4,011 | | | | 0 | 4,011 | 0 |
| United Kingdom | 0 | 0 | 304,463 | | 304,463 | | 0 | 0 | 0 |
| United Rep. of Tanzania | 372 | 0 | 369 | 372 | 369 | 416 | 0 | 0 | 416 |
| Uruguay | 1,171 | 0 | 1,245 | 1,171 | | | 0 | 1,245 | 0 |
| Uzbekistan | 3,314 | 0 | 461 | 1,361 | | | 1,953 | 461 | 0 |
| Yemen | 0 | 264 | 461 | | | | 0 | 197 | 0 |
| Zimbabwe | 76 | 0 | 138 | | | | 76 | 138 | 0 |
| Total | 249,789 | 372,020 | 2,256,664 | 39,421 | 1,430,385 | 115,099 | 210,367 | 568,572 | 229,411 |

Annex II – CMS 2012-14 Budget Implementation as of 30 September 2013 (*in Euros*)

| Staff and Operating Costs | | | | | | | | |
|---------------------------|--|------------------|------------------|-----------------|------------------|------------------------|----------------------|-------------|
| Line | Budget Item | 2012 | | | 2013 | | | |
| | | Budget | Expenditure | Unspent | Budget | Expenditure Jan to Sep | Projection Jan - Dec | |
| | | | | | | | Euro | % |
| | Executive Office (Headquarters) | | | | | | | |
| 1101 | Executive Secretary (D1); 97% (3% ASCOBANS) | 160,000 | 21,278 | 138,722 | 163,200 | 114,791 | 148,774 | 91% |
| 1102 | Deputy Executive Secretary (P5) | 148,000 | 144,399 | 3,601 | 150,960 | 108,139 | 143,040 | 95% |
| 1110 | Associate Programme Officer, Washington (P-2), 50% | 42,500 | 47,987 | (5,487) | 43,500 | 31,444 | 41,987 | 97% |
| 1301 | Personal Assistant to the Executive Secretary (GS-6) | 78,000 | 67,700 | 10,300 | 79,560 | 58,074 | 75,031 | 94% |
| 1302 | Secretary to Deputy Executive Secretary (GS-4), 50% | 30,300 | 43,152 | (12,852) | 30,906 | 32,604 | 43,720 | 141% |
| | Subtotal | 458,800 | 324,515 | 134,285 | 468,126 | 345,053 | 452,552 | 97% |
| | Partnerships and Fundraising Unit | | | | | | | |
| 1103 | Inter-Agency Liaison Officer (P4) | 135,000 | 81,656 | 53,344 | 137,700 | 71,920 | 100,085 | 73% |
| 1104 | Associate Partnerships and Fundraising Officer (P2) | 85,000 | 76,152 | 8,848 | 86,700 | 64,486 | 84,141 | 97% |
| 1306 | Administrative Assistant (GS-4) | 60,600 | 52,923 | 7,677 | 61,812 | 39,443 | 52,726 | 85% |
| | Subtotal | 280,600 | 210,731 | 69,869 | 286,212 | 175,849 | 236,952 | 83% |
| | Information and Capacity Building Unit | | | | | | | |
| 1105 | Head of Unit (P4) | 135,000 | 131,488 | 3,512 | 137,700 | 130,191 | 163,712 | 119% |
| 1112 | Junior Professional Officer, CMS family website (4th year, Sep 2012 to Sep 2013) | | 25,768 | (25,768) | 54,240 | 48,566 | 48,566 | 90% |
| 1114 | Associate Information Officer (temporary position, created for 1 year, Oct 2013 to Oct 2014) | | | | 86,700 | 0 | 18,390 | 21% |
| 1303 | Senior Information Assistant (GS-7) | 78,000 | 65,964 | 12,036 | 79,560 | 50,386 | 67,286 | 85% |
| 1304 | Secretary (GS-4), 50% | 30,300 | 26,088 | 4,212 | 30,906 | 19,711 | 26,352 | 85% |
| 1305 | Clerk (GS-4) | 60,600 | 20,464 | 40,136 | 61,812 | 205 | 4,632 | 7% |
| | Subtotal | 303,900 | 269,772 | 34,128 | 450,918 | 249,058 | 328,939 | 73% |
| | Science, Data and Marine Unit | | | | | | | |
| 1106 | Head of Unit (P4); 85% (15% ASCOBANS) | 114,750 | 130,746 | (15,996) | 117,045 | 101,964 | 128,634 | 110% |
| 1107 | Associate Scientific Support Officer (P2) | 85,000 | 60,648 | 24,352 | 86,700 | 105,781 | 149,675 | 173% |
| 1108 | Ass. Marine Mammals Officer (P2), 25% (75% ASCOBANS) | 21,250 | 18,401 | 2,849 | 21,675 | 14,005 | 18,790 | 87% |
| 1308 | Secretary (GS-4), 50% | 30,300 | 31,096 | (796) | 30,906 | 27,319 | 36,234 | 117% |
| | Subtotal | 251,300 | 240,890 | 10,410 | 256,326 | 249,070 | 333,333 | 130% |
| | Policy and Agreements Unit | | | | | | | |
| 1109 | Head of Unit (P4) | 135,000 | 118,925 | 16,075 | 137,700 | 94,532 | 124,562 | 90% |
| 1113 | Junior Professional Officer, Supporting CMS Instruments in Central Asia (4th year, Oct 2013 to Sep 2014) | | | | 86,700 | 0 | 17,852 | 21% |
| 1307 | Programme Assistant (GS-5) | 60,600 | 64,553 | (3,953) | 61,812 | 48,302 | 64,579 | 104% |
| 1309 | Secretary (GS-4), 50% | 30,300 | 21,273 | 9,027 | 30,906 | 13,562 | 18,351 | 59% |
| | Subtotal | 225,900 | 204,750 | 21,150 | 317,118 | 156,396 | 225,343 | 71% |
| | Regional Office in Asia | | | | | | | |
| 1111 | CMS Senior Advisor and Head of IOSEA (P5), 20% | 19,200 | 19,901 | (701) | 19,200 | 0 | 19,200 | 100% |
| | Subtotal | 19,200 | 19,901 | (701) | 19,200 | 0 | 19,200 | 100% |
| | Total Staff Costs | 1,539,700 | 1,270,560 | 269,140 | 1,797,900 | 1,175,426 | 1,596,320 | 89% |
| | Secretariat Operating Costs | | | | | | | |
| 1611 | Travel: Staff on mission | 62,500 | 65,692 | (3,192) | 62,500 | 54,697 | 62,500 | 100% |
| 4110 | Office supplies | 5,400 | 5,503 | (103) | 5,508 | 4,039 | 5,508 | 100% |
| 4210 | Non-expendable equipment | 10,000 | 9,166 | 834 | 10,200 | 845 | 10,200 | 100% |
| 5102 | IT Services | 70,000 | 106,946 | (36,946) | 71,400 | 38,619 | 77,238 | 108% |
| 5104 | Maintenance of printers | 10,000 | 10,894 | (894) | 10,200 | 8,699 | 10,200 | 100% |
| 5201 | Information material and document production | 12,500 | 13,908 | (1,408) | 12,500 | 9,985 | 12,500 | 100% |
| 5311 | Communication costs (telephone, fax) | 9,000 | 14,841 | (5,841) | 9,000 | 11,973 | 14,841 | 165% |
| 5312 | Postage and courier | 7,900 | 1,678 | 6,222 | 7,900 | 4,934 | 6,222 | 79% |
| 5313 | Miscellaneous | 3,100 | 3,277 | (177) | 3,162 | 2,868 | 3,000 | 95% |
| 5401 | Hospitality | 500 | 496 | 4 | 500 | 517 | 517 | 103% |
| | Total Secretariat Operating Costs | 190,900 | 232,400 | (41,500) | 192,870 | 137,176 | 202,725 | 105% |
| | Total Savings realized in 2012 from Staff and Operating Costs | | | 227,640 | | | | |
| | Total budget for Staff and Operations in 2013 | | | | 1,990,770 | | | |

| Activity Costs | | | | | | | | |
|----------------|--|------------------|------------------|----------------|------------------|---------------------------|------------------|-------------|
| Line | Budget Item | 2012 | | | 2013 | | 2013 | |
| | | Budget | Expenditure | Unspent | Budget | Expenditure Jan to Sep | Projection | |
| | | | | | | | Euro | % |
| | Projects / Programmes | | | | | | | |
| 3304 | Saker Falcon Taskforce | 10,000 | 5,524 | 4,476 | 4,476 | 0 | 4,476 | 100% |
| | Total Projects / Programmes | 10,000 | 5,524 | 4,476 | 4,476 | 0 | 4,476 | 100% |
| | Meetings of Subsidiary Bodies | | | | | | | |
| 1201 | Consultancies - Translation | 70,000 | 67,749 | 2,251 | 72,251 | 0 | 67,749 | 94% |
| 3301 | Standing Committee Meetings - Support to delegates | 20,400 | 13,331 | 7,069 | 27,877 | 729 | 13,331 | 48% |
| 3302 | Scientific council meetings - support to delegates | | | | 95,000 | 0 | 0 | 0% |
| | Total Meetings of Subsidiary Bodies | 90,400 | 81,080 | 9,320 | 195,128 | 729 | 81,080 | 42% |
| | Future Shape | | | | | | | |
| 1203 | Website translation - Activity 4.1 | 8,000 | 0 | 8,000 | 16,000 | 0 | 0 | 0% |
| 1204 | Regional coordinator- Activity 8.1 | 45,000 | 15,694 | 29,306 | 74,306 | 8,930 | 50,000 | 67% |
| 1205 | Assessment & Monitoring Consultant - Activity 9.1 | 24,000 | 0 | 24,000 | 48,000 | 5,339 | 14,213 | 30% |
| 1206 | MOU Coordination- Activity 10.1 | 20,000 | 0 | 20,000 | 40,000 | 0 | 0 | 0% |
| 2201 | Subcontract with NGO - Activity 7.1 | 16,667 | 0 | 16,667 | 33,334 | 18,532 | 25,000 | 75% |
| 2202 | Web-based CMS training site | 8,454 | 0 | 8,454 | 16,908 | 25,165 | 25,165 | 149% |
| 2203 | Development of a new CMS Website | 10,000 | 14,936 | (4,936) | 5,064 | 15,943 | 15,943 | 315% |
| 3303 | Working group meetings (Strategic planning) | 25,000 | 27,514 | (2,514) | 22,486 | 19,664 | 22,486 | 100% |
| 5202 | Guidance documents & online tool - Activity 14.1 | 5,667 | 0 | 5,667 | 11,334 | 0 | 0 | 0% |
| | Total Future Shape Costs | 162,787 | 58,145 | 104,643 | 267,431 | 93,573 | 152,807 | 57% |
| | Total Staff, Operating and Activity Costs | 1,993,787 | 1,647,709 | 346,079 | 2,457,805 | 1,406,903 | 2,037,407 | 83% |
| | 13% Programme Support Costs (PSC) | 259,192 | 214,202 | 44,990 | 319,515 | 182,897 | 264,863 | 83% |
| | Grand Total | 2,252,980 | 1,861,911 | 391,070 | 2,777,320 | 1,589,801 | 2,302,270 | 83% |

Notes:

Actual savings in 2012 from Staff and Operations amounted to €227,640. The savings were carried forward into 2013. Therefore the original 2013 budget for Staff (€1,570,260) and Operations (€192,870) has been increased by €227,640 bringing the new 2013 budget for Staff and Operations to €1,990,770.

In 2013, lines 1112, 1113 and 1114 are funded from the savings of €227,640 realized during 2012 (In line with the decision of StC 40 and subsequent consultations with the Chair of the StC). Further details are provided in the present report.

With respect to activities, the 2012 unspent balances have been carried forward into 2013. In this regard, the 2013 budgets for the Saker Falcon Taskforce, Meetings of Subsidiary Bodies and the Future Shape have increased from €0, €185,808 and €162,788 to €4,467, €195,128 and €267,431 respectively.