



**Agreement on the Conservation of Albatrosses and Petrels**

## **Fifth Meeting of Advisory Committee**

*Mar del Plata, Argentina, 13 – 17 April 2010*

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### **Agreement Budget 2010-2012**

Author: **Secretariat**



## Agreement Budget 2010-2012

The Third Session of the Meeting of the Parties adopted Resolution 3.6 that established a budget for the Agreement for the 2010-2012 financial years. The preambular text and budget from Resolution 3.6 are attached (refer Annex A) for the information of the Advisory Committee.

The Advisory Committee may wish to note:

- Item 10 of Resolution 3.6, which requires the Advisory Committee to keep the status of the General and Specials Funds under regular review. AC5 Doc 9 has been provided to assist the Advisory Committee with this task.
- Item 14 of Resolution 3.6, which states that if additional funds become available as a result of other States acceding to the Agreement during the 2010-2012 triennium, that these funds will be allocated toward Appropriation No 4 to support implementation of the Agreement. In this regard, the Advisory Committee may wish to consider what process will be followed for the allocation of these funds, particularly if it is decided to allocate them during the intersessional period (refer AC5 Doc 30).
- Paragraph 7.10.6 of the MoP3 Report, in which MoP agreed that options for simplifying the scale of contributions will be developed intersessionally for consideration at MoP4 by an ad hoc, open-ended contact group and that this group may wish to conduct its business electronically, or in the margins of Advisory Committee meetings.

## AGREEMENT ON THE CONSERVATION OF ALBATROSSES AND PETRELS

### Resolution 3.6

#### Agreement Budget 2010-2012

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*Recalling* that Article VIII(8) of the Agreement requires the Meeting of the Parties, at each of its ordinary Sessions, to adopt a budget for the next financial period;

*Recalling* also that Article VII(2)(a) of the Agreement requires decisions relating to the budget and any scale of contributions to be adopted by the Meeting of the Parties by consensus, having regard to the differing resources of the Parties; and

*Noting* that Resolution 1.1 adopted at the first Session of the Meeting of the Parties agreed to give consideration to amending the Scale of Contributions;

*Noting* that Resolution 2.3 adopted at the second Session of the Meeting of the Parties amended the Scale of Contributions to ensure that no party paid more than 20% of the total ACAP Budget;

#### **The Meeting of the Parties to the Agreement on the Conservation of Albatrosses and Petrels**

##### **Agrees:**

1. to adopt the 2010-2012 Budget in Appendix A;
2. to adopt the scale of contributions formula in Appendix B to calculate a 2010 'base rate' upon which the method used to calculate the fixed contributions for existing Parties, and shown in Appendix C, can then be applied
3. that in the financial years 2010, 2011 and 2012, the core budget shall be based on fixed annual payments from the Parties as set out in Appendix C;
4. to apply the formula in Appendix B to calculate annual contributions for Range States that accede to the agreement in 2010, 2011 or 2012, using the total annual payments shown in Appendix C as the input amount when performing the calculation, and basing the calculation on there being a total of 14 Parties — the 13 existing Parties at the time of MoP3, plus the new Party that is the subject of the calculation;

5. that the accession of any Party to the Agreement during an intersessional period will not result in the recalculation of the fixed annual payments for any other Party prior to the next MoP;
6. that the budget is to be allocated on a functional basis into four appropriations as follows:  
  
Appropriation 1 – Operation of the Secretariat  
Appropriation 2 – Meetings of the Parties  
Appropriation 3 – Meetings of the Advisory Committee  
Appropriation 4 – Advisory Committee Work Programme.
7. that Parties should pay any outstanding contributions as soon as possible;
8. that all contributions shall be paid in Australian dollars;
9. that a working capital shall be maintained at a constant level of AUD\$100,000;
10. that the Advisory Committee shall keep the status of the General Fund and other funds drawn up in accordance with the Agreement under regular review;
11. that Parties and Range States should consider the feasibility of providing secondees to the Secretariat;
12. that all Parties should consider making voluntary contributions to the Special Fund to support the activities of the Agreement;
13. that States not party to the Agreement, governmental, inter-governmental and non-governmental organisations and other agencies should consider contributing to the Special Fund or to specific activities; and
14. that additional funds which become available should other States accede to the Agreement during the 2010-2012 triennium will be allocated toward Appropriation No 4 to support the implementation of the Agreement.

Appendix A

Agreement Budget 2010-2012

Ref. No	Description	2010	2011	2012
<b>INCOME</b>				
	Contributions from Parties	619,431	638,014	657,154
	Interest on funds	20,000	21,000	22,000
	<b>Total Income</b>	<b>639,431</b>	<b>659,014</b>	<b>679,154</b>
<b>APPROPRIATION 1 - SECRETARIAT</b>				
<b>Employee salaries</b>				
1.1.1	Salaries – Permanent	130,654	137,531	141,656
1.1.2	RBF Superannuation	11,759	12,378	12,749
1.1.3	Payroll tax			
1.1.4	Salaries-Fixed term	69,098	72,946	75,863
1.1.5	RBF Superannuation	6,219	6,565	6,828
	<b>Salaries</b>	<b>217,730</b>	<b>229,420</b>	<b>237,096</b>
<b>Employee expenses</b>				
1.2.1	Accommodation	8,000	8,320	8,653
1.2.2	Airfares	20,000	20,800	21,632
1.2.3	Travel Allowances	2,000	2,080	2,163
1.2.4	Travel Insurance	1,500	1,560	1,622
1.2.5	Consultants	25,000	26,000	27,040
1.2.6	Relocation expense (staff)			
1.2.7	Legal expenses	831	1,000	1,000
1.2.8	General insurance	2,000	2,080	2,163
1.2.9	Representation expenses	5,000	5,200	5,408
	<b>Employee expenses</b>	<b>64,331</b>	<b>67,040</b>	<b>69,681</b>
<b>Operational costs</b>				
1.3.1	Office equipment /furniture	5,000	5,200	5,408
1.3.2	Office equipment maintenance	2,000	2,080	2,163
1.3.3	Office requisites - stationery	2,000	2,080	2,163
1.3.4	Publications /books	1,000	1,040	1,082
1.3.5	Corporate memberships	500	520	541
1.3.6	Printing and copying (PR material)	5,000	5,200	5,408
1.3.7	Telephones -	4,500	4,700	4,900

Ref. No	Description	2010	2011	2012
	telecommunications			
1.3.8	Translations - website, correspondence	5,000	5,200	5,408
1.3.9	Postage	1,000	1,040	1,100
1.3.10	Freight/couriers	500	520	540
1.3.11	Light and power	600	625	650
1.3.12	Insurance property	1,000	1,050	1,100
1.3.13	Rent (flat for secondments)	10,000	10,400	10,800
1.3.14	Car Hire - long term	14,800	15,400	16,000
1.3.15	Cab charge - taxis	400	416	433
1.3.16	Parking	1,900	1,976	2,055
1.3.17	Support for secondments – relocation expense	8,320	8,652	8,998
1.3.18	Staff training	6,000	6,240	6,490
1.3.19	Staff conferences / seminars	1,000	1,040	1,082
1.3.20	Bank charges	100	104	108
1.3.21	Bad and doubtful debts	500	520	541
1.3.22	Software purchase	2,000	2,080	2,163
1.3.23	Server lease	5,000	5,200	5,408
1.3.24	Outsourced IT services	14,900	15,500	16,100
1.3.25	Modifications to database	8,000	10,400	10,816
1.3.26	WAN Wireless network	2,350	2,450	2,550
	<b>Office operational costs</b>	<b>103,370</b>	<b>109,633</b>	<b>114,007</b>
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	<b>Total Secretariat</b>	<b>385,431</b>	<b>406,093</b>	<b>420,784</b>

**APPROPRIATION 2 - MEETINGS OF  
THE PARTIES**

	<b>Interpretation / Translation Costs</b>			
2.1.1	Simultaneous interpretation			33,000
2.1.2	Hire of interpretation equipment			11,000
2.1.3	Translation of documents			43,500
		<b>0</b>	<b>0</b>	<b>87,500</b>
	<b>Meeting support costs</b>			
2.2.1	Hire of venue (including catering)			12,000
2.2.2	Hire of equipment (photocopiers)			8,000
2.2.3	Support staff			16,500
2.2.4	Printing of meeting documents/report			5,500

Ref. No	Description	2010	2011	2012
		0	0	42,000
	<b>Sponsorship</b>			
2.3.1	Accommodation-overseas			
2.3.2	Airfares-overseas			
2.3.3	Allowances-overseas			
2.3.4	Sponsorship - experts <sup>1</sup>			27,500
	<b>Sponsorship costs</b>	<b>0</b>	<b>0</b>	<b>27,500</b>
<b>TOTAL MEETING OF PARTIES</b>		<b>0</b>	<b>0</b>	<b>157,000</b>
<b>APPROPRIATION 3 - ADVISORY COMMITTEE</b>				
	<b>Interpretation</b>			
3.1.1	Simultaneous interpretation	40,000	41,600	
3.1.2	Hire of interpretation equipment	10,000	10,800	
3.1.3	Translation of meeting documents	40,000	42,000	
		<b>90,000</b>	<b>94,400</b>	
	<b>Venue and meeting support costs</b>			-
3.2.1	Hire of venue (including catering)	6,000	8,000	
3.2.2	Hire of meeting equipment (photocopiers, etc)	0	0	
3.2.3	Printing of meeting documents/report	1,000	2,000	
3.2.4	Support staff	16,000	16,500	
		<b>23,000</b>	<b>26,500</b>	
	<b>Sponsorship</b>			
3.3.1	Accommodation-overseas	-	-	-
3.3.2	Airfares-overseas	-	-	-
3.3.3	Allowances-overseas	-	-	-
3.3.4	Sponsorship - Experts <sup>1</sup>	15,000	15,600	-
		<b>15,000</b>	<b>15,600</b>	-
	<b>Support for Advisory Committee Officials</b>			
3.4.1	Accommodation-overseas	5,000	5,200	5,500
3.4.2	Airfares-overseas	13,000	13,520	14,000

<sup>1</sup> Funds under these two budget lines may be allocated to support the participation of suitably qualified experts in sessions of the MoP and meetings of the AC and its WGs where such participation would help to achieve the objectives of the Agreement. Sponsored participants could be either delegates or observers. Any such experts must either be nominated by a Party, the MoP, or the AC and invited by the Secretariat. Priority should be given to experts from developing countries.



<b>Ref. No</b>	<b>Description</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
3.4.3	Allowances-overseas	2,000	2,080	2,200
		<b>20,000</b>	<b>20,800</b>	<b>21,700</b>
	<b>Total Advisory Committee</b>	<b>148,000</b>	<b>157,300</b>	<b>21,700</b>

**APPROPRIATION 4 - AGREEMENT  
CONSERVATION PROGRAMME**

	Translation of species assessments	6,000	2,500	3,000
2010-01				
2010-02	Review of RFMO maps	5,000		10,000
2010-03	Attendance at RFMO meetings	30,000	30,000	30,000
2010-04	Review of tracking distribution data	10,000		
2010-05	Analyse overlap of RFMO with trawl fisheries	5,000		10,000
2010-06	Estimate WAL mortality in unobserved fisheries	10,000	10,000	
2010-07	Develop observer program in Peru	10,000		
2010-08	Improve data collection from observer programs in Sth. America	15,000	15,000	15,000
	Unallocated	-	23,121	11,670
	<b>Total Appropriation No. 4</b>	<b>91,000</b>	<b>80,621</b>	<b>79,670</b>

<b>TOTAL AGREEMENT BUDGET</b>	<b>639,431</b>	<b>659,014</b>	<b>679,154</b>
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