



Agreement on the Conservation of Albatrosses and Petrels

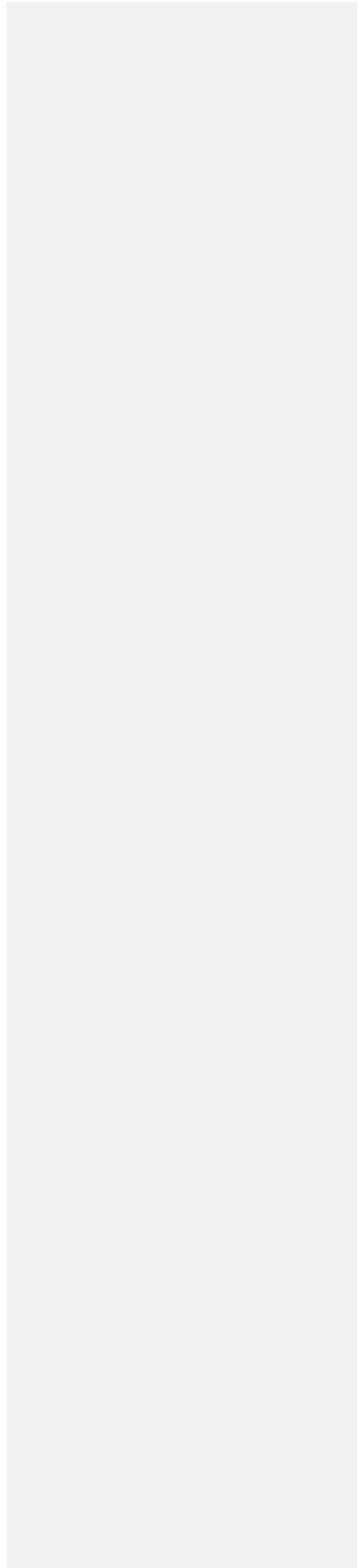
Third Meeting of the Parties

Bergen, Norway, 27 April – 1 May 2009

Draft Agreement Budget 2010 - 2012

Author: Secretariat

MoP3 Doc 24
Agenda Item No. 7.9



Draft Agreement Budget 2010 - 2012

Author: Secretariat

A draft budget to assist the Meeting of the Parties in its formulation of a budget for the 2010 - 2012 triennium has been prepared by the Secretariat (in accordance with Regulation 3.1 of the Agreement's Financial Regulations). The draft budget comprises estimates of receipts and expenditures for the 2010 – 2012 financial period together with a statement identifying significant financial implications. The paper should be read in conjunction with MoP3 Doc 10, '2008 Financial Report', MoP3 Doc 23, 'Advisory Committee Work Programme' and MoP3 Doc 25, 'Scale of Contributions'.

Party representatives at AC4 indicated that there should be no overall budget increase with the exception of a small amount to allow for inflation. The budget has been prepared on this basis, with an inflator of 4% per annum applied to both income and expenditure, except where exact cost increases are known. Due to recent changes in economic conditions and a consequent uncertainty concerning future levels of inflation, the Secretariat will review the figure for the inflator prior to MoP3, at the conclusion of the financial first quarter of 2009.

The draft budget presented below is balanced, with proposed expenditure matching projected income. A number of new expenditure items that could not be accommodated within the available budget were not included. These are listed in Table 3 for consideration by the Meeting of the Parties.

An underlying assumption in the preparation of the budget was that only one meeting of either the Advisory Committee or the Meeting of the Parties would be held in any one year. As the cost of operating and supporting meetings varies significantly depending on the meeting location their allocations have been averaged over the three years of the budget cycle.

Three tables have been prepared to assist the Meeting of the Parties in its consideration of the proposed budget.

Table 1 – Provides details of actual and projected income and expenditure for the 2007 – 2012 period at the item level, prepared in accordance with the template prescribed in the Agreement's Financial Regulations.

Table 2 – Provides information on proposed expenditure for the 2010 – 2012 period at the sub-item level. Expenditure sub-items reflect the chart of accounts used by the Tasmanian Government. Use of this account structure provides greater detail on expenditure items and will simplify the preparation of quarterly and annual financial reports. Footnotes provide explanations for significant variations from existing budget allocations.

Table 3 – Lists proposed new work programmes not included in the draft budget.

Table 4 – Sets out the AUS\$620,000 budget in an alternative manner, listing the scientific officer post fully under Appropriation 1, and sets out the balance under Appropriation 4 as “Unallocated”. The unallocated amount does not fully meet the monies needed to deliver all of the Advisory Committee work programme and a prioritisation exercise would be needed if this approach is taken.

Statement of Significant Financial Implications

There are no changes proposed to existing work programme allocations in Appropriations 1, 2 and 3. Cost increases for these appropriations have been contained at, or below, the 4% inflator. The one significant exception is the cost for interpretation and translation services for Advisory Committee and Working Group meetings in Appropriation 3. Four international meetings were effectively supported in 2008 and the budget for interpretation and translation services has been increased to reflect the actual cost in supporting these meetings.

Significant new work programme items that have financial implications in terms of administrative, recurrent or capital expenditure are detailed below. These primarily relate to Appropriation 4, which funds the conservation activities required for implementation of the Agreement’s Action Plan. As this work programme is not fully developed for all three years of the next budget some allowance will be required for new programme items that may require funding, particularly in the second and third years of the budget cycle.

Appropriation No. 4 – Agreement’s Conservation Programme

Item 2010-01

A new budget item has been introduced for the recruitment of a Science Officer to provide support for implementation of the Advisory Committee’s Work Programme. This would have recurrent expenditure implications of \$69,098 (2010); \$72,946 (2011) and \$75,863 (estimated for 2012) respectively, plus salary on-costs of 9%. Details of this award can be found at URL: It is proposed that this person be employed on a fixed, four year contract, with MoP 4 determining whether the contract should extended beyond this period.

Items 2010-03 to 2010-10

These projects have been identified as a high priority by the Advisory Committee and address specific work items within its Work Programme (refer MoP3 Doc 23). The proposed expenditure is of an administrative, non-recurrent nature and is not expected to consist of any capital expenditure.

New Programme Items Not Included in the Budget

A number of new programme items were not included in the budget. Details of these programme items are provided in Table 3. They include:

- Item 3.3.5 Funds for sponsorship of delegates have been provided in the past through voluntary contributions and from the reallocation of surpluses. It is proposed to provide a recurrent allocation of \$40,000 for this purpose.
- Items 3.4.1 The administrative costs for Advisory Committee Officials have to date been met from the Secretariat's budget. Increases in the number of Working Group Officials and the increased scope of work undertaken by them warrant the allocation of a specific allocation to meet these expenses, primarily for travel costs to attend meetings. Recurrent funding of \$20,000 (2010); \$20,800 (2011) and \$21,600 (2012) is proposed for this purpose.

Table 1

Estimates of Income and Expenditure at Item Level

Income

	2007	2008	2009	2010	2011	2012
	Income	Income	Income	Estimated Income	Estimated Income	Estimated Income
Contributions from Parties	488	531	596	619	644	670
Interest on funds	18	36	36	20	21	22
Voluntary contributions	265	16	-	-	-	-
Total Income	771	583	632	639	665	692

Expenditure

	2007	2008	2009	2010	2011	2012
	Expenditure	Expenditure	Estimated Expenditure	Draft Budget	Draft Budget	Draft Budget
Appropriation 1 – Secretariat						
Staff Salaries	113	145	157	142	157	156
Staff Support	114	130	91	65	67	70
Operation Costs	52	62	75	105	110	114
Total Approp'n 1	279	337	323	312	334	340
Appropriation 2 – Meeting of Parties						
Meeting Support	-	-	52	-	-	55
Interpretation	21	-	84	-	-	87
Sponsorship	-	-	26	-	-	28
Total Approp'n 2	21	0	162	0	0	170
Appropriation 3 – Advisory Committee						
Meeting Support	29	37	-	46	48	-
Interpretation	35	159	-	96	125	-
Sponsorship	39	59	-	15	16	-
Total Approp'n 3	103	255	0	157	189	-
Appropriation 4 – Conservation Programme						
AC Work Programme	47	131	284	170	142	182
Total Approp'n 4	47	131	284	170	142	182
Total Expenditure	450	723	769	639	665	692

Table 2

Proposed Budget Expenditure at Sub-Item Level

Ref. No	Description	Allocation 2008/09	Actual 2008/09	2010	2011	2012
APPROPRIATION 1 - SECRETARIAT						
Employee Expenditure						
1.1.1	Salaries – Permanent ¹	115,763	115,763	130,654	144,408	143,015
1.1.4						
1.1.5	RBF Superannuation	10,418	10,418	11,759	12,997	12,871
	Payroll tax ²	7,664	7,664			
	Total Employee Expenditure	133,845	133,845	142,413	157,405	155,886
Tactical Expenditure						
1.2.3	Accommodation	8,400	10,000	8,000	8,320	8,653
1.2.4						
	Airfares ³	15,750	36,254	20,000	20,800	21,632
1.2.5	Travel Allowances		4,523	2,000	2,080	2,163
1.2.6	Travel Insurance		1,500	1,500	1,560	1,622
1.2.7						
	Consultants ⁴	42,000	39,565	25,000	26,000	27,040
1.2.8	Relocation expense (staff)	10,000 ⁵				

¹ The salary for the Executive Secretary has increased in line with wage movements within the Senior Executive Service 2 (SES 2) of the Tasmanian State Government. The amounts shown are at the base level of the SES 2 range.

² Payment of payroll tax on permanent salaries will no longer be required once the Headquarters Agreement has been implemented.

³ Costs for airfares and travel allowances for Advisory Committee Officials were previously met from the Secretariat's budget, but are now budgeted for under Appropriation No. 3 – Item 3.4.1 – 3.4.3. This has reduced recurrent expenditure in Appropriation No. 1 by approximately \$20,000 p.a.

⁴ The allocation for consultants was previously included under 'Support Staff' and provided part-time funding for a Technical Officer (B. Baker) and Science Officer (W. Misiak). The proposed allocation is for a Technical Officer position only, as the Science Officer would be employed as a 'fixed term' employee, funded from Appropriation No. 4.

⁵ No allocation has been provided for relocation expenses, however in the event of an overseas appointment being made to the Secretariat's staff it is estimated that an allowance of \$30,000-\$40,000 would be required, depending on the number of dependents in the employee's family.

Ref. No	Description	Allocation 2008/09	Actual 2008/09	2010	2011	2012
1.2.9	Legal expenses ⁶			1,000	1,000	1,000
1.2.10	General insurance	5,250	431	2,000	2,080	2,163
1.2.11	Representation expenses	5,250	1,314	5,000	5,200	5,408
	Total tactical expenditure	86,650	93,587	64,500	67,040	69,681
	Operational costs					
1.3.1	Office equipment /furniture	5,250	4,113	5,000	5,200	5,408
1.3.2	Office equipment maintenance	2,100	2,113	2,000	2,080	2,163
1.3.3	Office requisites - stationery	2,100	2,032	2,000	2,080	2,163
1.3.4	Publications /books ⁷		1,050	1,000	1,040	1,082
1.3.5	Corporate memberships		349	500	520	541
1.3.6	Printing and copying (PR material)	10,500	5,429	5,000	5,200	5,408
1.3.7	Telephones - telecommunications ⁸	2,100	4,306	4,500	4,700	4,900
1.3.8	Translations - website, correspondence	15,750	3,915	5,000	5,200	5,408
1.3.9	Postage		232	1,000	1,040	1,100
1.3.10	Freight/couriers	1,000	500	500	520	540
1.3.11	Light and power		423	600	625	650
1.3.12	Insurance property ⁹	5,250	-	1,000	1,050	1,100
1.3.13	Rent (flat for secondments) ¹⁰	12,000	9,571	10,000	10,400	10,800
1.3.14	Car Hire - long term ¹¹	15,800	14,231	14,800	15,400	16,000
1.3.15	Cab charge - taxis		400	400	416	433
1.3.16	Parking	2,000	1,877	1,900	1,976	2,055
1.3.18	Support for secondments – relocation expense ¹²	8,000	8,062	8,320	8,652	8,998

⁶ A nominal allocation has been included for legal advice of a more complex nature, such as on the provisions of international law.

⁷ The cost for reference books and journals and other smaller items of expenditure was previously met from the allocation for miscellaneous expenditure.

⁸ These allocations reflect the actual cost for expenditure on three fixed land-lines within the Secretariat's office and mobile phone expenses.

⁹ This is an estimate as the actual cost of insurance is not yet known because the Secretariat could not take out insurance until it gained a legal personality with the implementation of the Headquarters Agreement.

¹⁰ A flat is normally rented for a period of six months for staff on secondment to the Secretariat.

¹¹ Car hire costs were previously accounted for under staff on-costs.

¹² Provides for the cost of airfares for staff seconded to the Secretariat.

Ref. No	Description	Allocation 2008/09	Actual 2008/09	2010	2011	2012
1.3.19	Staff training ¹³		3,347	6,000	6,240	6,490
1.3.20	Staff conferences / seminars		1,000	1,000	1,040	1,082
1.3.21	Bank charges		20	100	104	108
1.3.22	Bad and doubtful debts		992	500	520	541
1.3.23	Software purchase ¹⁴		3,106	2,000	2,080	2,163
1.3.24	Server lease ¹⁵		3,292	5,000	5,200	5,408
1.3.25	Outsourced IT services ¹⁶	20,000	14,292	14,900	15,500	16,100
1.3.26	Modifications to database ¹⁷		19,528	10,000	10,400	10,816
1.3.27	WAN Wireless network	1,000	2,261	2,350	2,450	2,550
	Office operational costs	102,850	106,441	105,370	109,633	114,007
	Total Secretariat	323,345	333,873	312,283	334,078	339,574

APPROPRIATION 2 - MEETINGS OF THE PARTIES

Ref. No	Description	Allocation 2008/09	Actual 2008/09	2010	2011	2012
	Interpretation / Translation Costs					
2.1.1	Simultaneous interpretation	31,500				33,000
2.1.2	Hire of interpretation equipment	10,500				11,000
2.1.3	Translation of documents	42,000				43,500
		84,000	0	0	0	87,500
	Meeting support costs					
2.2.1	Hire of venue (including catering)	21,000				22,000
2.2.2	Hire of equipment (photocopiers)	10,500				11,000
2.2.3	Support staff	15,750				16,500

¹³ The allocation reflects anticipated training costs.

¹⁴ Provides for upgrades to existing software

¹⁵ Covers server lease costs for the ACAP website and database servers

¹⁶ Provides for the engagement of a consultant to maintain the ACAP website and to enter new documents.

¹⁷ A nominal amount of \$10,000 p.a. has been budgeted for future modification and maintenance of the ACAP database.

Ref. No	Description	Allocation 2008/09	Actual 2008/09	2010	2011	2012
2.2.4	Printing of meeting documents/report	5,250				5,500
	Meeting Support	52,500	0	0	0	55,000
	Sponsorship					
2.3.1	Sponsorship - delegates	26,250				27,500
	Sponsorship costs	26,250	0	0	0	27,500
TOTAL MEETING OF PARTIES		162,750	0	0	0	170,000

APPROPRIATION 3 - ADVISORY COMMITTEE

Ref. No	Description	Allocation 2008/09	Actual 2008/09	2010	2011	2012
	Interpretation/translation					
3.1.1	Simultaneous interpretation ¹⁸	20,000	36,751	40,000	41,600	
3.1.2 (6)	Hire of interpretation equipment	10,000	13,376	10,400	10,800	
3.1.3	Translation of meeting documents ¹⁹	40,000	109,004	45,000	72,800	
	Interpretation/translation	70,000	159,131	95,400	125,200	
	Venue and meeting support costs					-
3.2.1	Hire of venue (including catering)	20,000	20,964	20,000	20,800	
3.2.2	Hire of meeting equipment (photocopiers, etc)	10,000	0	5,000	5,200	
3.2.3	Printing of meeting documents/report	5,000	239	5,200	5,400	
3.2.4	Support staff	15,000	15,666	16,000	16,500	
	Meeting Support	50,000	36,869	46,200	47,900	
	Sponsorship					-

¹⁸ The budget for interpretation services has been increased by \$20,000 to reflect increased costs and to provide interpretation services at Working Groups meetings. Previously interpretation was only provided at Advisory Committee meetings.

¹⁹ The cost for translation of meeting documents has increased due to the increased number of papers being submitted to Advisory Committee meetings. Papers for Working Group meetings are not currently translated due to budget limitations. If Parties require these to be translated then this allocation should be increased by approx. \$20,000. For meetings that require translation of Parties' reports on implementation of the Agreement an additional \$30,000 has been allocated.

Ref. No	Description	Allocation 2008/09	Actual 2008/09	2010	2011	2012
3.3.1	Sponsorship - Experts	15,000	15,000	15,000	15,600	
3.3.2 (9)	Sponsorship - delegates ²⁰	41,000	44,316	0	0	
	Sponsorship costs	56,000	59,316	15,000	15,600	
Total Advisory Committee		176,000	255,316	156,600	188,700	0
APPROPRIATION 4 - AGREEMENT CONSERVATION PROGRAMME						
Ref. No	Description	Allocation 2008/09	Actual 2008/09	2010	2011	2012
2008-1	Science Officer	46,000	46,000			
2008-2	Bait pod development - BirdLife	20,000	20,000			
2008-3	House mice eradication - Tristan Albatross	4,750	4,750			
2008-4	Implementation Waved Albatross Action Plan - APECO	20,000	20,000			
2008-5	Impl'n Waved Albatross Action Plan - Pro Delphinus	23,000	23,000			
2008-6	Update of BLI tracking database	10,000	10,000			
2008-7	Capacity building Ecuador-Argentina-BLI	5,000	5,000			
2009-1	Translation of species assessments	8,000				
2009-2	Maps for species assessments	5,000				
2009-3	Attendance at RFMO meetings	30,000				
2009-4	Development of materials for RFMO/fisheries managers	40,000				
2009-5	Estimate mortality in range of waved albatross	20,000				
2009-5	Observer program - Peru	10,000				
2010-1	Salaries-Fixed term ²¹		0	69,098	72,946	75,863
2010-2	Superannuation – Science Officer ²²			6,219	6,565	6,828

²⁰ Funds for sponsorship for delegates have been provided in the past through voluntary contributions and from the reallocation of surpluses (\$41,000 was reallocated by MoP2 and AC3 for this purpose).

²¹ A new budget item has been introduced for the recruitment of a Science Officer to provide support for the Advisory Committee's Work Programme. This would have recurrent expenditure implications of \$69,098 (2010); \$72,946 (2011) and \$75,863 (estimated for 2012) respectively, plus salary on-costs of 9%. It is proposed that this person be employed on a fixed, four year contract, with MoP 4 determining whether the contract should be extended beyond this period.

²² Superannuation is calculated at 9% of salary costs.

Ref. No	Description	Allocation 2008/09	Actual 2008/09	2010	2011	2012
2010-3	Translation of species assessments			6,000	2,500	3,000
2010-4	Review of RFMO maps			5,000		10,000
2010-5	Attendance at RFMO meetings			30,000	30,000	30,000
2010-6	Review of tracking distribution data			10,000		
2010-7	Analyse overlap of RFMO with trawl fisheries			5,000		10,000
2010-8	Estimate WAL mortality in unobserved fisheries			10,000	10,000	10,000
2010-9	Develop observer program in Peru			10,000		
2010-10	Improve data collection from observer programs in South. America			19,000	20,000	15,000
	Unallocated					22,000
	Total Conservation Programme	428,750241,750	128,750	170,317	142,011	182,691
	TOTAL AGREEMENT BUDGET	628,095741,095	717,939	639,200	664,789	692,265

Table 3

New Programme Items Not Included in Draft Budget

The following new programme items could not be accommodated in the draft budget. Consideration is required on whether the amount of the budget should be increased to allow their inclusion. Alternatively, some budget items currently included in the draft budget could be removed to accommodate some, or all, of the following items.

Ref. No	Description	Allocation 2008/09	Actual 2008/09	2010	2011	2012
3.3.5	Sponsorship – AC delegates ²³	41,000	44,316	40,000	42,000	
	Support for Advisory Committee Officials					
3.4.1	Accommodation-overseas	-		5,000	5,200	5,500
3.4.2	Airfares-overseas ²⁴	-		13,000	13,520	14,000
3.4.3	Allowances-overseas	-		2,000	2,080	2,200
	AC Officials Support	0	0	20000	20800	21700
	Total New Programme Items			60,000	62,800	21,700

²³ Funds for sponsorship for delegates has been provided in the past through voluntary contributions and from the reallocation of surpluses (\$41,000 was reallocated by MoP2 and AC3 for this purpose). It is proposed to provide an allocation of \$40,000 p.a. for sponsorship of delegates to Advisory Committee and Working Group meetings.

²⁴ As noted above administrative costs for Advisory Committee Officials have to date been met from the Secretariat's budget. Increases in the number of Working Group Officials and the increased scope of work undertaken by them warrant the allocation of a specific allocation to meet these expenses, primarily for travel costs to attend meetings. Recurrent funding of \$20,000 (2010); \$20,800 (2011) and \$21,600 (2012) is sought in the budget for this purpose.

Table 4

ALTERNATIVE BUDGET LINE LAYOUTS

Estimates of Income and Expenditure at item level

Income

	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
	<u>Income</u>	<u>Income</u>	<u>Income</u>	<u>Estimated income</u>	<u>Estimated income</u>	<u>Estimated income</u>
<u>Contributions from Parties</u>	<u>488</u>	<u>531</u>	<u>596</u>	<u>619</u>	<u>644</u>	<u>670</u>
<u>Interest on funds</u>	<u>18</u>	<u>36</u>	<u>36</u>	<u>20</u>	<u>21</u>	<u>22</u>
<u>Voluntary contributions</u>	<u>265</u>	<u>16</u>				
<u>Total income</u>	<u>771</u>	<u>583</u>	<u>632</u>	<u>639</u>	<u>665</u>	<u>692</u>

Expenditure

	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
	<u>Expenditure</u>	<u>Expenditure</u>	<u>Estimated Expenditure</u>	<u>Draft Budget</u>	<u>Draft Budget</u>	<u>Draft Budget</u>
Appropriation 1 Secretariat						
Staff Salaries	113	145	157	217	237	239
Staff Support	114	99	91	65	67	70
Operation Costs	52	62	75	105	110	114
Total	279	306	323	387	414	423

Formatted Table

Appropriation 2 Meeting of Parties

	2007	2008	2009	2010	2011	2012
Meeting support			52			55
Interpretation	21		84			87
Sponsorship			26			28
Total	21	0	162	0	0	170

**Appropriation 3
Advisory Committee**

Meeting Support	29	49		46	48	
Interpretation	35	132		96	125	
Sponsorship	39	56		15	16	
Total	103	237	0	157	189	0

**Appropriation 4
Conservation
Programme**

AC work programme	47	131	284	95	62	98
Total	47	131	284	95	62	98

Total Expenditure	450	674	769	639	665	691
--------------------------	------------	------------	------------	------------	------------	------------

Ref. No	Description	Allocation 2008/09	Actual 2008/09	2010	2011	2012	Budget Allocations Adopted at MoP2	Allocation 2009
APPROPRIATION 1 - SECRETARIAT								
Employee salaries								
1.1.1	Salaries – Permanent [1]	115,763	115,763	130,654	144,408	143,015	Executive Secretary	115,763
1.1.4							Support staff (Technical/scientific officer, 0.5 FTE)	
	RBF Superannuation[3]	10,418	10,418	11,759	12,997	12,871		42,000
1.1.5	Payroll tax[4]	7,664	7,664				Sub-total 1.1	157,763
2010-01	Salaries-Fixed term [2]	40000	42000	69,098	72,946	75,863		
2010-02	RBF Superannuation[3]			6,219	6,565	6,828		0
	Salaries	173,845	175,845	217,730	236,916	238,577	Staff support	0
							Travel - fares	15,750
							Travel allowance	8,400
							Subsistence for secondments	26,250
1.2.3	Employee expenses Accommodation	8,400	10,000	8,000	8,320	8,653	Staff oncosts	37,800
1.2.4	Airtfares [5]	15,750	36,254	20,000	20,800	21,632	Staff training	3,150

Ref. No	Description	Allocation	Actual	2010	2011	2012		
1.2.5							Recruitment for Executive Secretary	0
	Travel Allowances		4,523	2,000	2,080	2,163		
1.2.6	Travel Insurance		1,500	1,500	1,560	1,622	Sub-total 1.2	91,350
1.2.7	Consultants[6]	42,000	39,565	25,000	26,000	27,040		0
1.2.8	Relocation expense (staff)	10,000					Operational costs	0
1.2.9							Lease of office accommodation	0
	Legal expenses[7]			1,000	1,000	1,000	Auditor and accountant	0
1.2.10	General insurance	5,250	431	2,000	2,080	2,163	Insurance	5,250
1.2.11	Representation expenses	5,250	1,314	5,000	5,200	5,408	Office equipment	5,250
	Employee expenses	86,650	93,587	64,500	67,040	69,681	Maintenance of equipment	2,100
	Operational costs						Light and power	0
1.3.1	Office equipment /furniture	5,250	4,113	5,000	5,200	5,408	Printing and copying	10,500
1.3.2	Office equipment maintenance	2,100	2,113	2,000	2,080	2,163	Stationery	2,100
1.3.3	Office requisites - stationery	2,100	2,032	2,000	2,080	2,163	Telecommunications	2,100
1.3.4	Publications /books		1,050	1,000	1,040	1,082	Miscellaneous	5,250
1.3.5							IT support and web development/maintenance	21,000
	Corporate memberships		349	500	520	541	Translations - website, correspondence	15,750
1.3.6	Printing and copying (PR material)	10,500	5,429	5,000	5,200	5,408	Representation expenses	5,250
1.3.7	Telephones - telecommunications	2,100	4,306	4,500	4,700	4,900		

Formatted Table

Formatted Table

Ref. No	Description	Allocation	Actual	2010	2011	2012	
1.3.8	Translations - website, correspondence	15,750	3,915	5,000	5,200	5,408	Sub-total 1.3
1.3.9	Postage		232	1,000	1,040	1,100	74,550
1.3.10	Freight/couriers	1,000	500	500	520	540	0
1.3.11	Light and power		423	600	625	650	Total Appropriation 1 - Secretariat
1.3.12	Insurance property	5,250	-	1,000	1,050	1,100	323,663
1.3.13	Rent (flat for secondments)[8]	12,000	9,571	10,000	10,400	10,800	
1.3.14	Car Hire - long term[9]	15,800	14,231	14,800	15,400	16,000	
1.3.15	Cab charge - taxis		400	400	416	433	
1.3.16	Parking	2,000	1,877	1,900	1,976	2,055	
1.3.18	Support for secondments – relocation expense[10]	8,000	8,062	8,320	8,652	8,998	
1.3.19	Staff training[11]		3,347	6,000	6,240	6,490	
1.3.20	Staff conferences / seminars		1,000	1,000	1,040	1,082	
1.3.21	Bank charges		20	100	104	108	
1.3.22	Bad and doubtful debts		992	500	520	541	
1.3.23	Software purchase		3,106	2,000	2,080	2,163	
1.3.24	Server lease		3,292	5,000	5,200	5,408	
1.3.25	Outsourced IT services[12]	20,000	14,292	14,900	15,500	16,100	
1.3.26	Modifications to database[13]		19,528	10,000	10,400	10,816	
(4) 1.3.27	WAN Wireless network	1,000	2,261	2,350	2,450	2,550	
	Office operational costs	102,850	106,441	105,370	109,633	114,007	
	Total Secretariat	363,345	375,873	387,600	413,589	422,265	

Ref. No	Description	Allocation	Actual	2010	2011	2012
APPROPRIATION 2 - MEETINGS OF THE PARTIES						
Interpretation / Translation Costs						
2.1.1	Simultaneous interpretation	31,500				33,000
2.1.2	Hire of interpretation equipment	10,500				11,000
2.1.3	Translation of documents	42,000				43,500
		84,000	0	0	0	87,500
Meeting support costs						
2.2.1	Hire of venue (including catering)	21,000				22,000
2.2.2	Hire of equipment (photocopiers)	10,500				11,000
2.2.3	Support staff	15,750				16,500
2.2.4	Printing of meeting documents/report	5,250				5,500
		52,500	0	0	0	55,000
Sponsorship						
2.3.1	Accommodation-overseas					
2.3.2	Airfares-overseas					
2.3.3	Allowances-overseas					
2.3.4	Sponsorship - delegates	26,250				27,500
	Sponsorship costs	26,250	0	0	0	27,500
TOTAL MEETING OF PARTIES		162,750	0	0	0	170,000

Ref. No	Description	Allocation	Actual	2010	2011	2012
APPROPRIATION 3 - ADVISORY COMMITTEE						
Interpretation						
3.1.1	Simultaneous interpretation [14]	20,000	36,751	40,000	41,600	
3.1.2 ⁽⁶⁾	Hire of interpretation equipment	10,000	13,376	10,400	10,800	
3.1.3	Translation of meeting documents[15]	40,000	82,004	45,000	72,800	
		70,000	132,131	95,400	125,200	
Venue and meeting support costs						
3.2.1	Hire of venue (including catering)	20,000	20,964	20,000	20,800	
3.2.2	Hire of meeting equipment (photocopiers, etc)	10,000	0	5,000	5,200	
3.2.3	Printing of meeting documents/report	5,000	239	5,200	5,400	
3.2.4	Support staff	15,000	15,666	16,000	16,500	
		50,000	36,869	46,200	47,900	
Sponsorship						
3.3.1	Accommodation-overseas					-
3.3.2	Airfares-overseas					-
3.3.3	Allowances-overseas					-

Ref. No	Description	Allocation	Actual	2010	2011	2012
3.3.4	Sponsorship - Experts	15,000	15,000	15,000	15,600	
3.3.5 ⁽⁹⁾	Sponsorship - delegates[16]	41,000	44,316	0	0	
	Sponsorship costs	56,000	59,316	15,000	15,600	
	Total Advisory Committee	176,000	228,316	156,600	188,700	0
APPROPRIATION 4 - AGREEMENT CONSERVATION PROGRAMME						
	Advisory Committee Work Programme[18]					
2008-1	Secretariat capacity - Science Officer	46,000	46,000			
2008-2	Bait pod development - BirdLife	20,000	20,000			
2008-3	House mice eradication - Tristan Albatross	4,750	4,750			
2008-4	Implementation Waved Albatross Action Plan - APECO	20,000	20,000			
2008-5	Impl'n Waved Albatross Action Plan - Pro Delphinus	23,000	23,000			
2008-6	Update of BLI tracking database	10,000	10,000			
2008-7	Capacity building Ecuador-Argentina-BLI	5,000	5,000			
	Unallocated			95000	62500	98000
	Total AC Work Programme	128,750	128,750	95,000	62,500	98,000
	TOTAL AGREEMENT BUDGET	628,095	690,939	639,200	664,789	690,265

Formatted Table

