

CONVENTION ON INTERNATIONAL TRADE IN ENDANGERED SPECIES
OF WILD FAUNA AND FLORA

Fifty-third meeting of the Standing Committee
Geneva (Switzerland), 27 June-1 July 2005

Strategic and administrative matters

Financial matters

REPORT FOR 2004

1. This document has been prepared by the Secretariat.
2. It provides information on the actual expenditures of the Secretariat in 2004 (Annex 1), and paid and unpaid contributions (Annexes 2, 3 and 4). It also provides an overview of the availability of the CITES Trust Fund resources and their use in the biennium 2003-2004 (Annex 5).

Actual expenditures in 2004

3. Annex 1 to this document indicates the expenditures in 2004, which amounted to USD 5.55 million. This is 99.7 per cent of the budget of USD 5.57 million approved by the Conference of the Parties.
4. The expenditures under some budget lines exceeded the amounts approved for 2004 as detailed in Annex 1. The higher-than-projected expenditures on the staff costs in the professional and general service categories are attributable to the continuing depreciation of the US dollar. The increased cost was offset to a certain extent by savings made under other budget lines, and by savings resulting from the cancellation of certain obligations from prior years.

Paid and unpaid contributions to the CITES Trust Fund

5. The status of contributions to the CITES Trust Fund is reported in Annex 2. By 31 December 2004, 59 Parties, i.e. 36 per cent, had fallen into arrears with their contributions for the years 1992-2004.
6. The actual contributions received in 2004 are shown in Annex 3. The figures show the cumulative total received by the end of each month. The contributions received for the current year and prior and future years are indicated separately.
7. Annex 4 provides information on the outstanding contributions to the CITES Trust Fund. The total unpaid contributions for 2004 and prior years as of 31 December 2004 stood at USD 907,045, of which USD 298,479 was due for the year 2004.

Availability and use of resources of the CITES Trust Fund

8. Annex 5 presents an overview of the flow and use of the CITES Trust Fund for the years 2003-2004. The balance of the CITES Trust Fund as of 31 December 2004 stood at USD 1,089,000 of which USD 700,000 represents the operating cash reserve to guarantee the liquidity of the CITES Trust Fund. This balance excludes unpaid contributions for 2004 and prior years referred to in paragraph 7 above.

CITES TRUST FUND
EXPENDITURES FOR 2004
(in US dollars)

Description	Approved budget*	Expenditures	Balance
Personnel costs			
Professional staff - 16 posts	2,261,000	2,405,054	-144,054
Support staff - 9 posts	729,000	836,164	-107,164
Temporary assistance	16,000	21,694	-5,694
Staff travel	142,000	140,836	1,164
Total	3,148,000	3,403,748	-255,748
Office maintenance costs			
Office supplies	31,000	20,817	10,183
Non-expendable equipment	21,000	21,610	-610
Maintenance of the office	51,000	51,321	-321
Maintenance of office equipment	41,000	44,220	-3,220
Communications (telephone, fax, mail)	85,000	81,924	3,076
Bank charges	7,000	10,154	-3,154
Hospitality	5,000	4,585	415
Total	241,000	234,631	6,369
CoP meeting			
External translation of CoP documents	77,000	80,488	-3,488
Salary/travel of Conference staff	286,000	374,156	-88,156
Travel of Secretariat staff	204,000	180,581	23,419
CoP-related documents	90,000	74,861	15,139
Logistics for CoP	102,000	21,938	80,062
African Elephant Panel of Experts	0	0	0
Total	759,000	732,024	26,976
SC meeting			
External translation of documents	1,600	1,594	6
Salary/travel of Conference staff to SC mtg	32,000	32,132	-132
Travel of SC members	31,200	37,364	-6,164
Logistics including refreshments	8,000	9,467	-1,467
Total	72,800	80,557	-7,757
AC meeting			
External translation of documents	350	345	5
Salary/travel of Conference staff to AC mtg	22,500	19,978	2,522
Travel of AC members	23,500	19,894	3,606
Logistics for AC mtg	13,660	15,049	-1,389
Travel of Secretariat staff	18,500	18,497	3
Total	78,510	73,763	4,747

Description	Approved budget*	Expenditures	Balance
PC meeting			
External translation of documents	2,850	2,843	7
Salary/travel of Conference staff to PC mtg	26,000	21,976	4,024
Travel of PC members	27,000	24,379	2,621
Logistics for PC mtg	9,900	10,857	-957
Travel of Secretariat staff	21,300	21,310	-10
Total	87,050	81,365	5,685
Publications			
Identification Manual	31,000	25,190	5,810
CITES, Checklist w/annot. Append. and reserv.	0	0	0
Newsletter	15,000	13,096	1,904
In-house printing	20,000	15,493	4,507
Other publications/documents	31,000	15,533	15,467
Total	97,000	69,312	27,688
Other activities			
Significant trade	73,000	78,275	-5,275
Assistance to Scientific Authorities	145,000	143,879	1,121
CITES website	0	0	0
Training courses/seminars	59,000	39,308	19,692
Trade monitoring and support	133,000	134,140	-1,140
Legislation, compliance and enforcement	10,000	14,500	-4,500
Consultants	28,640	24,147	4,493
Total	448,640	434,249	14,391
Prior years' adjustments	0	-193,593	193,593
TOTAL DIRECT COSTS	4,932,000	4,916,056	15,944
Programme support costs (13%)	641,160	639,087	2,073
GRAND TOTAL	5,573,160	5,555,143	18,017

* Incorporates modifications approved by the Conference of the Parties at its 13th meeting (Bangkok, October 2004)

CITES TRUST FUND
STATUS OF CONTRIBUTIONS AS OF 31 DECEMBER 2004
(in US dollars)

Country	Unpaid for 1992-2003	Contributions due for 2004	Received in 2004		Unpaid for 2004 & prior years
			For 1992-2003	For 2004 & future years	
Afghanistan	0.00	422.00			422.00
Albania	35.00	141.00	35.00	141.00	0.00
Algeria	(3,281.00)	3,281.00			0.00
Antigua and Barbuda	1,674.00	94.00			1,768.00
Argentina	100,615.00	53,853.00	17,302.00		137,166.00
Australia	(76,257.00)	76,257.00			0.00
Austria	0.00	44,386.00		44,386.00	0.00
Azerbaijan	0.00	187.00		187.00	0.00
Bahamas	(1,356.00)	562.00			(794.00)
Bangladesh	499.00	469.00			968.00
Barbados	0.00	422.00		819.00	(397.00)
Belarus	15,722.00	891.00	891.00		15,722.00
Belgium	0.00	52,916.00		52,916.00	0.00
Belize	92.00	47.00			139.00
Benin	103.00	94.00	103.00	223.00	(129.00)
Bhutan	47.00	47.00	47.00	47.00	0.00
Bolivia	925.00	375.00			1,300.00
Botswana	(469.00)	469.00		938.00	(938.00)
Brazil	236,174.00	112,019.00	54,797.00		293,396.00
Brunei Darussalam	0.00	1,547.00		3,094.00	(1,547.00)
Bulgaria	984.00	609.00	984.00	609.00	0.00
Burkina Faso	(1,148.00)	94.00		3,692.00	(4,746.00)
Burundi	3,990.00	47.00			4,037.00
Cambodia	0.00	94.00			94.00
Cameroon	5,676.00	422.00	5,676.00	706.00	(284.00)
Canada	0.00	119,893.00		119,893.00	0.00
Central African Republic	1,645.00	47.00	1,645.00	47.00	0.00
Chad	4,229.00	47.00			4,276.00
Chile	4,515.00	9,936.00	4,515.00	9,936.00	0.00
China	0.00	71,804.00		71,804.00	0.00
Colombia	7,093.00	9,421.00	7,093.00	9,722.00	(301.00)
Comoros	2,595.00	47.00			2,642.00
Congo	(40.00)	47.00			7.00
Costa Rica	(58,953.00)	937.00		2,870.00	(60,886.00)
Côte d'Ivoire	1,256.00	422.00			1,678.00
Croatia	0.00	1,828.00		1,828.00	0.00
Cuba	1,406.00	1,406.00	1,406.00		1,406.00
Cyprus	0.00	1,781.00		1,781.00	0.00
Czech Republic	0.00	9,515.00		9,515.00	0.00
Democratic Republic of the Congo	(358.00)	187.00			(171.00)
Denmark	0.00	35,105.00		35,105.00	0.00
Djibouti	3,579.00	47.00			3,626.00
Dominica	(385.00)	47.00			(338.00)
Dominican Republic	6,966.00	1,078.00	6,966.00	1,078.00	0.00
Ecuador	2,066.00	1,172.00	2,066.00	1,172.00	0.00
Egypt	3,796.00	3,796.00			7,592.00
El Salvador	6,008.00	844.00			6,852.00
Equatorial Guinea	3,556.00	47.00	3,556.00	1,241.00	(1,194.00)
Eritrea	0.00	47.00		94.00	(47.00)
Estonia	0.00	469.00		938.00	(469.00)
Ethiopia	0.00	187.00		187.00	0.00
Fiji	0.00	187.00		187.00	0.00
Finland	0.00	24,466.00		24,466.00	0.00
France	0.00	303,060.00		303,060.00	0.00
Gabon	7,909.00	656.00			8,565.00

Country	Unpaid for 1992-2003	Contributions due for 2004	Received in 2004		Unpaid for 2004 & prior years
			For 1992-2003	For 2004 & future years	
Gambia	(1,492.00)	47.00			(1,445.00)
Georgia	19,818.00	234.00			20,052.00
Germany	0.00	457,870.00		457,870.00	0.00
Ghana	0.00	234.00		234.00	0.00
Greece	0.00	25,263.00		25,263.00	0.00
Grenada	137.00	47.00			184.00
Guatemala	3,168.00	1,265.00	3,168.00	1,265.00	0.00
Guinea	3,944.00	141.00			4,085.00
Guinea-Bissau	2,057.00	47.00			2,104.00
Guyana	0.00	47.00		47.00	0.00
Honduras	27.00	234.00			261.00
Hungary	0.00	5,624.00		5,624.00	0.00
Iceland	0.00	1,547.00		1,547.00	0.00
India	15,983.00	15,983.00			31,966.00
Indonesia	0.00	9,374.00		9,374.00	0.00
Iran (Islamic Republic of)	135,951.00	12,749.00	19,531.00		129,169.00
Ireland	0.00	13,780.00		27,560.00	(13,780.00)
Israel	0.00	19,451.00			19,451.00
Italy	0.00	237,383.00		237,383.00	0.00
Jamaica	0.00	187.00		187.00	0.00
Japan	0.00	914,698.00		914,698.00	0.00
Jordan	0.00	375.00		375.00	0.00
Kazakhstan	842.00	1,312.00	842.00	470.00	842.00
Kenya	0.00	375.00		375.00	0.00
Kuwait	0.00	6,890.00		6,890.00	0.00
Latvia	(2,225.00)	469.00			(1,756.00)
Lesotho	0.00	47.00		47.00	0.00
Liberia	1,538.00	47.00			1,585.00
Libyan Arab Jamahiriya	2,111.00	7,055.00			9,166.00
Liechtenstein	0.00	281.00		281.00	0.00
Lithuania	0.00	797.00		797.00	0.00
Luxembourg	0.00	3,750.00		3,750.00	0.00
Madagascar	(2,331.00)	141.00			(2,190.00)
Malawi	1,995.00	94.00	1,995.00	94.00	0.00
Malaysia	0.00	11,014.00		10,999.00	15.00
Mali	2,854.00	94.00			2,948.00
Malta	0.00	703.00		703.00	0.00
Mauritania	1,252.00	47.00			1,299.00
Mauritius	0.00	516.00		516.00	0.00
Mexico	10,198.00	50,901.00	10,198.00	67,049.00	(16,148.00)
Monaco	0.00	187.00		187.00	0.00
Mongolia	(206.00)	47.00			(159.00)
Morocco	7,777.00	2,062.00			9,839.00
Mozambique	0.00	47.00		94.00	(47.00)
Myanmar	518.00	469.00	518.00	434.00	35.00
Namibia	0.00	328.00			328.00
Nepal	366.00	187.00			553.00
Netherlands	0.00	81,460.00		81,460.00	0.00
New Zealand	0.00	11,296.00		11,296.00	0.00
Nicaragua	(44.00)	47.00			3.00
Niger	4,317.00	47.00			4,364.00
Nigeria	168.00	3,187.00			3,355.00
Norway	0.00	30,278.00		30,278.00	0.00
Pakistan	480.00	2,859.00	480.00	2,859.00	0.00
Panama	(1,272.00)	844.00			(428.00)
Papua New Guinea	1,994.00	281.00			2,275.00
Paraguay	2,593.00	750.00			3,343.00
Peru	10,312.00	5,531.00	10,312.00	5,980.00	(449.00)
Philippines	(6,291.00)	4,687.00		1,256.00	(2,860.00)
Poland	0.00	17,717.00		21,107.00	(3,390.00)
Portugal	0.00	21,654.00		21,654.00	0.00
Qatar	0.00	1,594.00		1,594.00	0.00
Republic of Korea	41,756.00	86,756.00	41,756.00	86,756.00	0.00
Republic of Moldova	31.00	94.00	31.00	94.00	0.00

Country	Unpaid for 1992-2003	Contributions due for 2004	Received in 2004		Unpaid for 2004 & prior years
			For 1992-2003	For 2004 & future years	
Romania	0.00	2,718.00		2,718.00	0.00
Russian Federation	0.00	56,244.00		23,075.00	33,169.00
Rwanda	92.00	47.00	92.00	47.00	0.00
Saint Kitts and Nevis	47.00	47.00	47.00	47.00	0.00
Saint Lucia	139.00	94.00	139.00	74.00	20.00
Saint Vincent and the Grenadines	137.00	47.00			184.00
Sao Tome and Principe	92.00	47.00			139.00
Saudi Arabia	25,966.00	25,966.00	25,966.00	25,966.00	0.00
Senegal	(1,791.00)	234.00			(1,557.00)
Serbia and Montenegro	0.00	937.00			937.00
Seychelles	0.00	94.00			94.00
Sierra Leone	51.00	47.00			98.00
Singapore	0.00	18,420.00		18,420.00	0.00
Slovakia	0.00	2,015.00		2,015.00	0.00
Slovenia	0.00	3,796.00		3,796.00	0.00
Somalia	4,229.00	47.00			4,276.00
South Africa	(19,123.00)	19,123.00		19,123.00	(19,123.00)
Spain	0.00	118,053.00		118,053.00	0.00
Sri Lanka	0.00	750.00		750.00	0.00
Sudan	4,998.00	281.00			5,279.00
Suriname	3,118.00	94.00			3,212.00
Swaziland	1,817.00	94.00	1,230.00		681.00
Sweden	0.00	48,123.00		48,123.00	0.00
Switzerland	0.00	59,712.00		59,712.00	0.00
Syrian Arab Republic	1,576.00	5,908.00			7,484.00
Thailand	22.00	13,780.00	22.00	13,780.00	0.00
The former Yugoslav Republic of Macedonia	0.00	281.00			281.00
Togo	3,666.00	47.00			3,713.00
Trinidad and Tobago	0.00	750.00		750.00	0.00
Tunisia	1,119.00	1,406.00	1,119.00	292.00	1,114.00
Turkey	3.00	20,623.00	3.00	20,620.00	3.00
Uganda	(1,609.00)	234.00			(1,375.00)
Ukraine	25,620.00	2,484.00			28,104.00
United Arab Emirates	9,468.00	9,468.00	9,468.00	9,448.00	20.00
United Kingdom	0.00	259,471.00		259,471.00	0.00
United Republic of Tanzania	0.00	187.00		187.00	0.00
United States of America	(68,866.00)	1,031,134.00		1,000,000.00	(37,732.00)
Uruguay	8,060.00	3,750.00	3,750.00		8,060.00
Uzbekistan	12,158.00	516.00	516.00		12,158.00
Vanuatu	13.00	47.00	13.00	47.00	0.00
Venezuela	46,640.00	9,749.00			56,389.00
Viet Nam	0.00	750.00		750.00	0.00
Yemen	2,470.00	281.00			2,751.00
Zambia	0.00	94.00		94.00	0.00
Zimbabwe	375.00	375.00	375.00	375.00	0.00
TOTAL	599,721.00	4,740,158.00	238,653.00	4,368,862.00	732,364.00

CONTRIBUTIONS RECEIVED IN 2004 FOR EACH MONTH (CUMULATIVE)
(in US dollars)

Month	2004				Percentage of 2004 contributions
	For prior years	For the current year	For future years	Total	
January	15,947	326,384	553	342,884	6.89%
February	17,487	671,814	1,893	1,034,078	21.06%
March	39,247	425,080	19,170	1,517,575	30.03%
April	20,373	28,732	1,547	1,568,227	30.63%
May	44,752	72,911	469	1,686,359	32.17%
June	3,917	1,158,533	128	2,848,937	56.61%
July	33,605	154,306	450	3,037,298	59.87%
August	4,062	1,200,776	37,732	4,279,868	85.20%
September	33,942	74,843	2,099	4,390,752	86.78%
October	10,685	69,742	1,731	4,472,910	88.25%
November	4,361	21,263	16,148	4,514,682	88.70%
December	10,275	61,156	21,402	4,607,515	89.99%
Total	238,653	4,265,540	103,322		

CITES TRUST FUND
ANNUAL DISTRIBUTION OF THE UNPAID CONTRIBUTIONS AS OF 31 DECEMBER 2004
(in US dollars)

Country	2004	2003	2002	2001	2000	1999	1998	1997	1996	1995	1994	1993	1992	TOTAL
Afghanistan	422													422
Albania														0
Algeria														0
Antigua and Barbuda	94	94	89	89	432	432	432	107						1,768
Argentina	53,853	53,853	29,460											137,166
Australia														0
Austria														0
Azerbaijan														0
Bahamas														0
Bangladesh	469	469	30											968
Barbados														0
Belarus	891	891	2,548	2,548	8,845									15,722
Belgium														0
Belize	47	47	45											139
Benin														0
Bhutan														0
Bolivia	375	375	313	237										1,300
Botswana														0
Brazil	112,019	112,019	65,743	3,615										293,396
Brunei Darussalam														0
Bulgaria														0
Burkina Faso														0
Burundi	47	47	45	45	432	432	432	428	428	368	1,334			4,037
Cambodia	94													94
Cameroon														0
Canada														0
Central African Republic														0
Chad	47	47	45	45	432	432	432	428	428	368	368	836		4,276
Chile														0
China														0
Colombia														0
Comoros	47	47	45	45	432	432	432	428	428	307				2,642
Congo	7													7
Costa Rica														0
Côte d'Ivoire	422	422	402	402	30									1,678
Croatia														0
Cuba	1,406													1,406
Cyprus														0
Czech Republic														0

Country	2004	2003	2002	2001	2000	1999	1998	1997	1996	1995	1994	1993	1992	TOTAL
Democratic Republic of the Congo														0
Denmark														0
Djibouti	47	47	45	45	432	432	432	428	428	368	368	368	186	3,626
Dominica														0
Dominican Republic														0
Ecuador														0
Egypt	3,796	3,796												7,592
El Salvador	844	844	536	536	432	432	432	428	428	368	368	368	836	6,852
Equatorial Guinea														0
Eritrea														0
Estonia														0
Ethiopia														0
Fiji														0
Finland														0
France														0
Gabon	656	656	670	670	432	432	432	856	856	738	738	738	692	8,565
Gambia														0
Georgia	234	234	313	313	4,749	4,749	4,749	4,711						20,052
Germany														0
Ghana														0
Greece														0
Grenada	47	47	45	45										184
Guatemala														0
Guinea	141	141	134	134	432	432	432	856	856	528				4,085
Guinea-Bissau	47	47	45	45	432	432	432	428	197					2,104
Guyana														0
Honduras	234	27												261
Hungary														0
Iceland														0
India	15,983	15,983												31,966
Indonesia														0
Iran (Islamic Republic of)	12,749	12,749	7,195	7,195	19,428	19,428	19,428	30,998						129,169
Ireland														0
Israel	19,451													19,451
Italy														0
Jamaica														0
Japan														0
Jordan														0
Kazakhstan	842													842
Kenya														0
Kuwait														0
Latvia														0
Lesotho														0
Liberia	47	47	89	89	432	432	432	18						1,585

Country	2004	2003	2002	2001	2000	1999	1998	1997	1996	1995	1994	1993	1992	TOTAL
Libyan Arab Jamahiriya	7,055	2,111												9,166
Liechtenstein														0
Lithuania														0
Luxembourg														0
Madagascar														0
Malawi														0
Malaysia	15													15
Mali	94	94	89	89	432	432	432	428	428	368	62			2,948
Malta														0
Mauritania	47	47	45	45	432	432	252							1,299
Mauritius														0
Mexico														0
Monaco														0
Mongolia														0
Morocco	2,062	2,062	1,832	1,832	1,295	756								9,839
Mozambique														0
Myanmar	35													35
Namibia	328													328
Nepal	187	187	179											553
Netherlands														0
New Zealand														0
Nicaragua	3													3
Niger	47	47	89	89	432	432	432	428	428	368	368	368	836	4,364
Nigeria	3,187	168												3,355
Norway														0
Pakistan														0
Panama														0
Papua New Guinea	281	281	313	313	432	432	224							2,275
Paraguay	750	750	626	626	432	161								3,343
Peru														0
Philippines														0
Poland														0
Portugal														0
Qatar														0
Republic of Korea														0
Republic of Moldova														0
Romania														0
Russian Federation	33,169													33,169
Rwanda														0
Saint Kitts and Nevis														0
Saint Lucia	20													20
Saint Vincent and the Grenadines	47	47	45	45										184
Sao Tome and Principe	47	47	45											139
Saudi Arabia														0

Country	2004	2003	2002	2001	2000	1999	1998	1997	1996	1995	1994	1993	1992	TOTAL
Senegal														0
Serbia and Montenegro	937													937
Seychelles	94													94
Sierra Leone	47	47	4											98
Singapore														0
Slovakia														0
Slovenia														0
Somalia	47	47	45	45	432	432	432	428	428	368	368	368	836	4,276
South Africa														0
Spain														0
Sri Lanka														0
Sudan	281	281	313	313	432	432	432	428	428	368	368	368	836	5,279
Suriname	94	94	179	179	432	432	432	428	428	368	148			3,212
Swaziland	94	94	89	89	314									681
Sweden														0
Switzerland														0
Syrian Arab Republic	5,908	1,576												7,484
Thailand														0
The former Yugoslav Republic of Macedonia	281													281
Togo	47	47	45	45	432	432	432	428	428	368	368	368	272	3,713
Trinidad and Tobago														0
Tunisia	1,114													1,114
Turkey	3													3
Uganda														0
Ukraine	2,484	2,484	8,492	8,492	6,152									28,104
United Arab Emirates	20													20
United Kingdom														0
United Republic of Tanzania														0
United States of America														0
Uruguay	3,750	3,750	560											8,060
Uzbekistan	516	516	1,117	1,117	5,612	3,279								12,158
Vanuatu														0
Venezuela	9,749	9,749	7,151	7,151	14,247	8,342								56,389
Viet Nam														0
Yemen	281	281	447	447	432	432	432							2,751
Zambia														0
Zimbabwe														0
TOTAL	298,479	227,736	129,541	37,016	69,303	44,914	31,989	42,685	6,620	5,257	4,860	3,317	5,328	907,045
Percentage	32.91%	25.11%	14.28%	4.08%	7.64%	4.95%	3.53%	4.71%	0.73%	0.58%	0.54%	0.37%	0.59%	100.00%

FLOW AND USE OF RESOURCES OF THE CITES TRUST FUND
FOR THE PERIOD 2003-2004
(in US dollars)

	2003	2004
INCOME		
Beginning balance on 1 January	997,811	1,667,192
Paid contributions for the year in question	4,205,770	4,265,540
Paid contributions for prior years	195,927	238,653
Paid contributions for future years	205,255	103,322
Interest income	67,557	62,000
Miscellaneous income*	14,823	313,000
Gain in exchange rates	105,410	134,000
Total resources available	5,792,553	6,783,707
EXPENDITURES		
Direct expenditures**	3,804,987	5,009,913
Programme support cost	494,648	639,087
Total expenditures	4,299,635	5,649,000
Net of income over expenditure	1,492,918	1,134,707
Adjustments	174,274	(45,707)
Balance of fund on 31 December	1,667,192	1,089,000
RESERVE AND FUND BALANCE		
Fund operational reserve	700,000	700,000
Fund balance	967,192	389,000
Total fund reserve and fund balance	1,667,192	1,089,000

* Including special contributions of USD 100,000 allocated by the Executive Director of UNEP in 2004 for the MIKE programme in line with the agreed procedure on the utilization of the 13 per cent programme support costs accrued from voluntary contributions

** Including the expenditures of USD 93,857 incurred for the MIKE programme in 2004