

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

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Eleventh meeting of the Conference of the Parties  
Gigiri (Kenya), 10-20 April 2000

Strategic and administrative matters

Financing and budgeting of the Secretariat and of meetings of the Conference of the Parties

FINANCIAL REPORT FOR 1997, 1998 AND 1999

1. This document has been prepared by the Secretariat.
2. The Standing Committee noted the expenditures for 1997 and 1998 and the anticipated expenditures for 1999 at its 41st and 42nd meetings. This budget document includes the following annexes:  
  
Annex 1a: Actual expenditures in 1997  
Annex 1b: Actual expenditures in 1998  
Annex 2: Actual expenditures in 1999  
Annex 3: Contributions received in 1997, 1998 and 1999 as at the end of each month (cumulative)  
Annex 4: Income, Expenditures and Accumulated Fund Balances as at 31 December 1999  
Annex 5: Status of the CITES Trust Fund as at 31 December 1999
3. Annexes 1a and 1b of this document reflect the actual expenditures incurred in 1997 and 1998. All the figures shown are in Swiss francs. In case a US dollar equivalent is required, the average exchange rate of CHF 1.44 to USD 1.00 in 1997, and CHF 1.45 to USD 1.00 in 1998, could be applied as a guide. Two columns are shown under each year. The first column shows the amounts originally approved by the Conference of the Parties and the second one shows the actual expenditures.
4. In 1997 the expenditures were CHF 5.76 million whereas CHF 6.53 million was approved by the Conference of the Parties. When reading the report of expenditures for 1997, it should be noted that a substantial amount of the budget was directly related to the servicing of the 10th meeting of the Conference of the Parties.
5. The actual expenditures in 1998 amounted to CHF 6.09 million, which is 79.8 per cent of the CHF 7.63 million approved by the Conference of the Parties. Some savings are shown under the budget lines for staff salaries, sub-contracts and communications.
6. Annex 2 provides a final report of expenditures for 1999. The average exchange rate of CHF 1.50 to USD 1.00 in 1999 was applied
7. The total expenditures for 1999 amounted to CHF 6.91 million resulting in savings of CHF 1.93 million out of the approved budget of CHF 8.84 million. The main savings are shown under budget lines for staff salaries caused by the delayed recruitment of new personnel against the vacant posts. There are also some savings under budget lines for subcontracts and training seminars.
8. The expenditures significantly exceeded the approved 1999 budget under budget lines: translation of documents (line 1201), temporary assistance (line 1320), Standing Committee (line 3301) and Communications (line 5301). Translation costs had increased significantly owing to the number and length of documents required for two meetings of the Standing Committee held in 1999. The delayed recruitment of new personnel has created tremendous pressure on the support staff creating the need for temporary assistance. The communications costs were higher than expected due to the increased volume of mail to the Parties.
9. The actual contributions received in 1997, 1998 and 1999 are indicated in Annex 3. The figures reflect the cumulative total amounts received by the end of each month. The money received to cover the current

year's contributions as opposed to those of prior years have also been indicated separately. By 31 December 1997, 61.0 per cent of the contributions due for that year had been received. In 1998 the equivalent figure was 62.5 per cent.

10. In 1999 CHF 7.79 million in contributions had been received by the end of December 1999, out of which CHF 2.28 million was due for the years 1992-98. The total unpaid contributions for 1999 stood at CHF 0.79 million, which is 12.5 per cent of the contributions due for that year.
11. Annex 4 provides the accumulated fund balances as at 31 December 1999. The 1993-98 figures are consistent with the audited and certified accounts of UNEP. The figures for 1999 are provisional and contain some estimates.
12. Annex 5 shows the status of the Trust Fund as at 31 December 1999. Although sufficient cash was available at the beginning of the year to start the 1999 activities, and the financial situation has improved in comparison with the previous years, the Secretariat would like to remind Parties of the need to pay their contributions fully and on time, i.e. at the beginning of the year for which the contribution is due.

































