

Projections for the full year 2020 - Core Trust Fund (CTL) as at 30 September 2020

Budget line	Description	Budget 2020	Expenditure up to 30 Sep 20	Projections up to 31 Dec 20	Projected savings
		USD	USD	USD	USD
10	Personnel component				
1101	Secretary General - D2	291,720	178,541	268,054	
1103	Chief, SSU - P5	242,352	199,316	265,755	
1104	Chief, LCU - P5	242,352	181,114	241,485	
1105	Legal Officer - P4	208,080	148,564	203,085	
1106	Chief, CSU - P5	242,352	195,329	260,439	
1107	Environ'l Affairs Officer, Plants - P4	208,080	146,431	195,241	
1108	Chief, KMOS - P5	242,352	168,353	224,471	
1109	Environ'l Affairs Officer, Fauna - P4	208,080	151,068	204,424	
1112	Documentation Officer - P3	171,768	135,670	180,893	
1116	Programme Officer (Communication) - P4	208,080	164,480	219,306	
1117	Senior Enforcement Officer - P5	242,352	184,755	246,340	
1118	Enforcement Support Officer - P3	171,768	136,778	182,370	
OTA	Administrative Officer - P4 (PSC funded)	-	-	-	
1121	Information Network Officer - P3	171,768	171,680	171,680	
1122	Programme Officer - P2	141,372	141,384	141,384	
New	Programme Officer (SST) - P2 (only for 2020-2022)	141,372	49,348	59,124	
1100	Total Professional staff	3,133,848	2,352,811	3,064,053	
1200	Consultants				
1201	Translation of CoP documents	-	-	-	
1202	Translation of SC documents	140,000	67,936	97,936	
1203	Translation of AC documents	60,000	62,156	62,156	
1204	Translation of PC documents	50,000	38,095	38,095	
1205	General translation of documents	115,000	-	57,500	
1299	Total, Consultants	365,000	168,187	255,687	
1300	Administrative support				
1301	Conference Services Assistant - GS	138,210	48,034	85,407	
1302	Documents Assistant - GS	138,210	123,729	164,972	
1303	Secretary to S.G. - GS	138,210	119,206	158,942	
1306	Research Assistant - GS	138,210	119,987	159,983	
1307	Research Assistant - GS	138,210	102,875	137,166	
1309	Documents Clerk - GS	138,210	92,256	143,008	
OTA	Finance Assistant - GS (PSC funded)	-	-	-	
OTA	Administrative Assistant - GS (PSC funded)	-	-	-	
1310	Programme Assistant - GS	138,210	120,622	160,829	
New	Research/Programme Assistant - GS (only for 2020-2022)	69,105	42,647	74,632	
1320	Total, General support staff	1,036,575	769,356	1,084,938	
1321	Conference staff to CoP	-	-	-	
1322	Conference staff to SC mtg	40,500	10,851	28,909	
1323	Conference staff to AC mtg	35,000	-	10,000	
1324	Conference staff to PC mtg	35,000	-	10,000	
1399	Total, Administrative support	1,147,075	780,206	1,133,847	
		110,500		48,909	
1600	Travel on official business				
1601	General travel	75,000	24,108	45,108	
1699	Total, Travel on official business	75,000	24,108	45,108	
10	Total, Personnel component	4,720,923	3,325,312	4,498,695	222,228

Budget line	Description	Budget 2020	Expenditure up to 30 Sep 20	Projections up to 31 Dec 20	Projected savings
		USD	USD	USD	USD
20	Sub-contract component				
2101	Scientific support	125,000	84,221	125,000	
2102	Enforcement	4,000	-	4,000	
2103	CITES website including helpdesk	20,000	17,107	20,000	
2104	Legal affairs and trade policy	4,000	-	4,000	
2105	Trade monitoring and support	146,749	146,749	146,749	
2106	Resource mobilization	4,000	1,304	4,000	
20	Total, Sub-contract component	303,749	249,380	303,749	-
30	Meetings and training component				
3200	Group Training				
3201	Training courses/seminars	30,000	-	30,000	
3299	Total, Group Training	30,000	-	30,000	-
3300	Meetings				
3301	Standing Committee (members' travel)	44,000	-	-	
3302	Animals Committee (members' travel)	26,400	-	-	
3303	Plants Committee (members' travel)	26,400	-	-	
3304	CoP; SC, Committee I, II and Credentials chairs	-	-	-	
3305 (New)	Nomenclature experts to AC or PC meetings	8,800	-	-	
3399	Total, Meetings	105,600	0	0	105,600
30	Total, Meetings and training component	135,600	-	30,000	
40	Equipment and premises component				
4100	Expendable equipment				
4101	Office supplies	15,000	302	15,000	
4199	Total, Expendable equipment	15,000	302	15,000	
4200	Non-expendable equipment				
4201	Non-expendable equipment	20,000	6,967	20,000	
4299	Total, Non-expendable equipment	20,000	6,967	20,000	
4300	Premises				
4301	Maintenance of the office	140,000	-	139,749	
4399	Total, Premises	140,000	-	139,749	
40	Total, Equipment and premises component	175,000	7,269	174,749	251
50	Miscellaneous component				
5100	Operation and maintenance of equipment				
5101	Maintenance of office equipment	35,000	10,530	25,688	
5199	Total, Operation and maintenance of equipment	35,000	10,530	25,688	
5200	Reporting costs				
5201	CoP-related documents	-	-	-	
5205	Publications CITES reference documents	10,000	-	10,000	
5299	Total, Reporting costs	10,000	0	10,000	
5300	Sundry				
5301	Communications (telephone, fax, mail, Internet)	50,000	22,598	35,000	
5302	Logistics for CoP	-	-	-	
5303	Logistics for SC meeting	23,900	-	-	
5304	Logistics for AC meeting	18,900	-	-	
5305	Logistics for PC meeting	18,900	-	-	
5306	Bank charges	500	20	250	
5308	Meeting registration system	7,500	152	7,500	

Budget line	Description	Budget 2020	Expenditure up to 30 Sep 20	Projections up to 31 Dec 20	Projected savings
		USD	USD	USD	USD
5399	Total, Sundry	119,700	22,770	42,750	
5400	Hospitality				
5401	Hospitality	2,500	-	1,000	
5499	Total, Hospitality	2,500	-	1,000	
50	Total, Miscellaneous component	167,200	33,299	79,438	87,762
	Sub-total direct costs	5,502,472	3,615,261	5,086,631	415,841
	Drawdown/ loan from Trust Fund fund balance (accumulated surplus)	- 175,000	- 175,000	- 175,000	
	Registration fee from 2017-2019	- 100,000	- 100,000	- 100,000	
	Total direct costs	5,227,472	3,340,261	4,811,631	
	Programme Support Costs (13 %)	679,571	434,234	625,512	54,059
	TOTAL COSTS	5,907,043	3,774,495	5,437,143	469,900

Utilization rate in 2020:

64%

92%