

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



Sixty-sixth meeting of the Standing Committee
Geneva (Switzerland), 11-15 January 2016

Administrative and financial matters

Administration and finance

Financial matters

REPORT ON PROPOSED BUDGET SCENARIOS FOR 2017-2019

1. This document has been prepared by the Secretariat.

Overview

2. The proposed programme of work and budget will be shown in a similar format to the ones submitted for the 16th meeting of the Conference of the Parties in 2013 (CoP16) and will again be tailored to the structure and activities of the Secretariat.
3. The functional budget headings and most activities will be maintained with some adjustments to specific activities as necessary. The proposed activities will constitute a continuation of the activities implemented in the current period 2014-2016, taking into account lessons learned and outcomes achieved during this period.

Budgetary proposals

4. The Secretariat proposes to present three alternative budget scenarios at the 17th meeting of the Conference of the Parties (CoP17). These will include the following key elements:
 - a) Zero nominal growth: This scenario will show the operational budget maintained at the current 2014-2016 level in nominal terms, including the current level of staff and operating costs. The estimation of salary costs will be based on the UN standard salary costs for 2016, version 2 dated 3 March 2015, and adjusted upward by 4 per cent per annum of the 2016 standard salary cost. The standard salary costs applied are subject to revision by United Nations headquarters in early 2016.
 - b) Zero real growth: This scenario will keep the current number of staff but will entail an increase in the operating costs based on an analysis of actual expenditure during the period 2014-2015, especially to reflect the actual translation costs of documents presented to the meetings of the governing bodies and scientific committees. It will also use the UN standard salary costs for 2016, version 2 dated 3 March 2015, and adjusted at an increment of 4 per cent per annum.
 - c) Incremental growth: This scenario builds on the zero real growth scenario and will contain a modest incremental growth in posts (to be determined) mainly for programmatic personnel at the P-2/P-3 levels to assist with the implementation of the programme of work. The modest increase in the number of posts for the Secretariat will be based on the fact that staffing resources have been decreasing while there has been, and continues to be, an expansion in number of tasks related to fulfilment of the programme work, i.e. increased number of Parties, larger meetings of the governing bodies and scientific committees and the associated organizational and preparation work, including the number of documents to be translated; increased number of Decisions and Resolutions adopted at each meeting

of the Conference of the Parties to be implemented in the coming period, and the increased level of interest in the Convention across multiple sectors and at all levels.

5. For the second and third alternative scenarios, statistics showing increases in number of delegates participating at the respective meetings (Annex 1), increases of number of Parties from 2000 to 2015 (Annex 2) and number of established and encumbered posts for the Secretariat (Annex 3) will be the basis when preparing the cost estimates for 2017-2019.
6. All proposed scenarios will include staff and non-staff costs proposed to be funded from the respective Trust Fund (CTL) or External Trust Fund (QTL) of the Convention.
7. In developing the staffing proposal for the period 2017-2019, the following assumptions will be included:
 - a) New retirement age to be set at 65 years for all new staff members recruited from 1 January 2014 (based on General Assembly resolution 67/257, on human resources);
 - b) For existing staff members, the current rules on retirement at either 60 or 62 years will continue to apply. It should be noted that a proposal to extend the retirement age until 65 years will be discussed at the 70th session of the General Assembly and a decision is expected by the end of 2015; and
 - c) Mobility framework for all internationally recruited staff members, starting from 1 January 2016, to be cost-neutral and to require geographical moves every four to seven years, depending on the duty station, in line with the Secretary-General's refined managed mobility framework, approved by the General Assembly in resolution 68/265. No costing for the additional resources required to enact the mobility framework has been included in the current scenarios. Such additional resources would be needed to cover travel and installation costs of staff members.
8. The assessed contributions for Parties will be based on the United Nations scale of assessment for 2016-2018, which is expected to be adopted by the General Assembly in late December 2015.
9. With the introduction of the new administrative and financial system, Umoja, UNEP headquarters has advised that future operational costs for the system, i.e. licence for user and connectivity costs, will have to be absorbed by individual offices. To date, no details on cost estimates has been given and the Secretariat will continue to seek clarification on this matter for possible inclusion in the proposed budget scenarios.
10. In accordance with paragraph 23 of the Memorandum of Understanding between the Standing Committee of the Conference of the Parties to CITES and the UNEP Executive Director, the Secretariat will share the draft budget scenarios with the Executive Director "for review and comments in respect of any matters of direct relevance to the role and functions of the Executive Director before the final proposed budget is submitted by the Secretary-General for consideration by the Conference of the Parties".
11. The three alternative scenarios for the proposed programme of work and budget for the period 2017-2019 will be posted in the three official languages of the Convention 150 days prior to the 2016 meeting of the Conference of the Parties.

Recommendation

12. The Secretariat requests the Standing Committee to:
 - a) consider this report; and
 - b) provide feedback on the proposed budget scenarios and the preparation for the budgetary discussions during the 17th meeting of the Conference of the Parties.

Annex 1: Participants at the Governing Bodies and Scientific Committees meetings

Annex 2: Number of Parties to CITES

Annex 3: Number of posts within the CITES Secretariat