

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

Seventh Meeting of the Conference of the Parties

Lausanne (Switzerland), 9 to 20 October 1989

Financing and Budgeting of the Secretariat
and of Meetings of the Conference of the Parties

BUDGET FOR 1990-1992 AND MEDIUM TERM PLAN FOR 1990-1995

This document has been prepared and is submitted by the Secretariat.

1. This document includes the following Annexes:

- Annex 1: Budget Estimates for Both the Trust Fund and External Funding Expressed in US Dollars for 1990-1991-1992.
- Annex 2: Specific Explanations of Certain Budget Lines of the Secretariat Budget Proposal for the Triennium 1990-1992.
- Annex 3: Manning Table (Professional Staff).
- Annex 4: Manning Table (Support Staff).
- Annex 5: Secretariat Organization Chart.
- Annex 6: Specific Explanations of the Budget for the Eighth Meeting of the COP (1991).
- Annex 7: Medium-Term Plan for 1990-1995 for Both the Trust Fund and External Funding.
- Annex 8: Trust Fund Budget for 1990-1991-1992 Expressed in Both US Dollars and Swiss Francs.
- Annex 9: Medium Term Plan for 1990-1995 for the Trust Fund Expressed in both US Dollars and Swiss Francs.
- Annex 10: Scale of Contributions for the Trust Fund Expressed in Both US Dollars and Swiss Francs.
- INFO 1: 1988-1989 Approved Budget from the sixth meeting of the Conference of the Parties (Doc. Conf. 6.2).
- INFO 2: Letter from the Vice-Chairman of the Animals Committee.

2. In the presentation of the budget, the Secretariat has followed the general pattern agreed to by the Parties at the sixth meeting of the Conference of the Parties, Ottawa (Canada). However, several additions and changes have been made as result of requests by the Standing Committee and other Committees or Parties. Those main modifications are as follows:
 - a) As suggested by the Secretariat and at the request of the Standing Committee, the budget has been prepared in Swiss francs in order to offset the fluctuation in the rate of exchange of the US dollar. For easier reference, both currencies (US dollars and Swiss francs) have been used for the Trust Fund. As far as external funding is concerned, the US dollar has been used as the only currency since most contributions are made in US dollars and the majority of the expenditures take place in the same currency.
 - b) To allow for a possible decision by the present meeting to extend the period between meetings to three years (instead of two) the budget covers the three-year period 1990-1991-1992, and the Medium Term Plan a period of six years, 1990-1995. Approval of a budget for three years will also be necessary if the eighth meeting of the COP is held in early 1992, only slightly more than two years after the seventh meeting of the COP.
 - c) At the request of several components of CITES including the Standing Committee, the Ivory Unit staff and basic expenditures have been included in the core budget. [Basic costs including Salaries (US\$ 100,000), Travel (US\$ 15,000), WTMU Contract (US\$ 20,000) and Communications (US\$ 15,000) amount to US\$ 150,000].
 - d) At the request of the Standing Committee, provisions for the hiring of two translators have been included in the core budget (US\$ 100,000 a year).
 - e) The vacant position for the Enforcement and Information Officer filled by secondment from France in 1988-1989 has been included in the core budget in 1990.
 - f) The increase of two support staff members is necessary as a result of secondments of professional staff (total added costs US\$ 80,000).
 - g) As of 1992, the position of Management Co-ordinator, now covered by a secondment from Northwest Territories (Canada), will be included in the core budget (increasing it by US\$ 87,000).
 - h) At the suggestion of the Animals Committee, provisions have been made for meeting expenditures for both the Plants and Animals Committees (total new charge to Trust Fund US\$ 40,000).
3. Two Parties have made commitments for secondments of one professional staff member each. One Plants Officer and one Investigations Officer have been offered for a three-year period starting at the beginning of 1990.
4. The term "External Funding" shall be interpreted as including counterpart contributions in kind, special contributions above the core budget by Parties, special contributions by other governments, NGO's or inter-governmental bodies for specific projects, UNEP provisions of staff and other contributions, secondments, etc.

5. The total amount of External Funding shown represents not only what has already been committed by various donors but as well an estimate of what is needed to cope with all activities requested by the Parties.
6. The Medium Term Plan assumes that at least one professional post (the Plants Officer) will have to be included in the core budget as of 1993.

BUDGET ESTIMATES FOR BOTH THE TRUST FUND AND EXTERNAL FUNDING
EXPRESSED IN US DOLLARS FOR 1990-1991-1992

LINE	DESCRIPTION	1990		1991		1992		TOTAL	
		TRUST FUND	EXTERNAL FUNDING	TRUST FUND	EXTERNAL FUNDING	TRUST FUND	EXTERNAL FUNDING	TRUST FUND	EXTERNAL FUNDING
<u>COMPONENT 10</u>									
1100	8 prof. staff (1D-1, 1P-5, 1P-4, 2P-3, 3P-2)	539,000		560,700		671,000		1,770,700	
1100	8 prof. staff (2P-4, 1P-3, 5P-2)		414,000		428,700		356,500		1,199,200
490	SUB-TOTAL	<u>539,000</u>	<u>414,000</u>	<u>560,700</u>	<u>428,700</u>	<u>671,000</u>	<u>356,500</u>	<u>1,770,700</u>	<u>1,199,200</u>
1201	Consultants for COP			15,000				15,000	
1202	Consultants (general)	22,000	800,000	24,000	800,000	26,000	1,000,000	72,000	2,600,000
1203	Research assistance	10,000		11,000		12,000		33,000	
	SUB-TOTAL	<u>32,000</u>	<u>800,000</u>	<u>50,000</u>	<u>800,000</u>	<u>38,000</u>	<u>1,000,000</u>	<u>120,000</u>	<u>2,600,000</u>
1300	10 support staff (1G-6, 4G-5, 3G-3, 2G-2)	420,000		438,000		456,000		1,314,000	
1300	2 support staff (1G-5, 1G-3)		80,000		83,500		87,000		250,500
1313	Rapporteurs			15,000				15,000	
1314	Conference translators			15,000				15,000	

LINE	DESCRIPTION	1990		1991		1992		TOTAL	
		TRUST FUND	EXTERNAL FUNDING	TRUST FUND	EXTERNAL FUNDING	TRUST FUND	EXTERNAL FUNDING	TRUST FUND	EXTERNAL FUNDING
1315	Conference interpreters			85,000				85,000	
1316	Temporary assistance COP			50,000				50,000	
	SUB-TOTAL	<u>420,000</u>	<u>80,000</u>	<u>603,000</u>	<u>83,500</u>	<u>456,000</u>	<u>87,000</u>	<u>1,479,000</u>	<u>250,500</u>
	TOTAL COMPONENT 10	991,000	1,294,000	1,213,700	1,312,200	1,165,000	1,443,500	3,369,700	4,049,700
	<u>COMPONENT 16</u>								
	1601 Regular travel	85,000		55,000		95,000		235,000	
	1602 Regional travel		30,000		32,000		33,000		95,000
	1603 Travel COP	15,000		50,000		12,000		77,000	
	1604 Travel special projects		150,000		162,500		170,000		482,500
	1605 Travel delegates				350,000				350,000
	SUB-TOTAL	<u>100,000</u>	<u>180,000</u>	<u>105,000</u>	<u>544,500</u>	<u>107,000</u>	<u>203,000</u>	<u>312,000</u>	<u>927,500</u>
	TOTAL COMPONENT 16	100,000	180,000	105,000	544,500	107,000	203,000	312,000	927,500
	<u>COMPONENT 20</u>								
	2101 Nomenclature	35,000	10,000	38,500	12,000	42,000	13,000	115,500	35,000
	2102 WTMU-WCMC	90,000	30,000	105,000	33,000	100,000	34,000	295,000	97,000
	2103 Species in legislation	70,000	40,000	72,500	40,000	75,000	40,000	217,500	120,000
	2104 Identification Manual	60,000	100,000	62,500	100,000	65,000	100,000	187,500	300,000
	2105 Newsletter		50,000		50,000		50,000		150,000
	SUB-TOTAL	<u>255,000</u>	<u>230,000</u>	<u>278,500</u>	<u>235,000</u>	<u>282,000</u>	<u>237,000</u>	<u>815,500</u>	<u>702,000</u>
	TOTAL COMPONENT 20	255,000	230,000	278,500	235,000	282,000	237,000	815,500	702,000

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LINE	DESCRIPTION	1990		1991		1992		TOTAL	
		TRUST FUND	EXTERNAL FUNDING	TRUST FUND	EXTERNAL FUNDING	TRUST FUND	EXTERNAL FUNDING	TRUST FUND	EXTERNAL FUNDING
<u>COMPONENT 30</u>									
3201	Meeting of Standing Comm.	30,000		33,000		36,000		99,000	
3202	Meeting of the Animals Comm.	20,000	15,000	22,000	15,000	24,000	15,000	66,000	45,000
3203	Meeting of the Plants Comm.	20,000	15,000	22,000	15,000	24,000	15,000	66,000	45,000
3204	Meeting of Afr. Elephant W.G.		50,000		50,000		50,000		150,000
	SUB-TOTAL	<u>70,000</u>	<u>80,000</u>	<u>77,000</u>	<u>80,000</u>	<u>84,000</u>	<u>80,000</u>	<u>231,000</u>	<u>240,000</u>
	TOTAL COMPONENT 30	70,000	80,000	77,000	80,000	84,000	80,000	231,000	240,000
<u>COMPONENT 40</u>									
4200	Non-expendable equipment	20,000	250,000	22,000		24,000		66,000	250,000
4201	Expendable equipment	14,000		20,000		15,000		49,000	
	SUB-TOTAL	<u>34,000</u>	<u>250,000</u>	<u>42,000</u>		<u>39,000</u>		<u>115,000</u>	<u>250,000</u>
4300	Premises	100,000		100,000		100,000		300,000	
	SUB-TOTAL	<u>100,000</u>		<u>100,000</u>		<u>100,000</u>		<u>300,000</u>	
	TOTAL COMPONENT 40	134,000	250,000	142,000		139,000		415,000	250,000
<u>COMPONENT 50</u>									
5101	Rental of computer	10,000		11,000		12,000		33,000	
5102	Rental of photocopier	30,000		50,000		33,000		113,000	
5103	Insurance	2,000		2,000		2,000		6,000	
5104	Office install. and improv.	15,000		5,000		5,000		25,000	

LINE	DESCRIPTION	1990		1991		1992		TOTAL	
		TRUST FUND	EXTERNAL FUNDING	TRUST FUND	EXTERNAL FUNDING	TRUST FUND	EXTERNAL FUNDING	TRUST FUND	EXTERNAL FUNDING
5105	Others	8,000		8,500		9,000		25,500	
	SUB-TOTAL	<u>65,000</u>		<u>76,500</u>		<u>61,000</u>		<u>202,500</u>	
5201	Reporting Costs COP	15,000		5,000		17,500		37,500	
5202	Other publications	10,000	10,000	10,000	10,000	10,000	10,000	30,000	30,000
5203	Security Stamps	15,000		15,000		15,000		45,000	
	SUB-TOTAL	<u>40,000</u>	<u>10,000</u>	<u>30,000</u>	<u>10,000</u>	<u>42,500</u>	<u>10,000</u>	<u>112,500</u>	<u>30,000</u>
5301	Communications (telex tel., postage	75,000	45,000	77,500	47,500	80,000	50,000	232,500	142,500
5302	Communications			15,000				15,000	
	SUB-TOTAL	<u>75,000</u>	<u>45,000</u>	<u>92,500</u>	<u>47,500</u>	<u>80,000</u>	<u>50,000</u>	<u>247,500</u>	<u>142,500</u>
5303	Contingency	50,000		50,000		50,000		150,000	
	SUB-TOTAL	<u>50,000</u>		<u>50,000</u>		<u>50,000</u>		<u>150,000</u>	
	TOTAL COMPONENT 50	=====	=====	=====	=====	=====	=====	=====	=====
	TOTAL COMPONENTS 10 - 50	<u>230,000</u>	<u>55,000</u>	<u>249,000</u>	<u>57,500</u>	<u>233,500</u>	<u>60,000</u>	<u>712,500</u>	<u>172,500</u>
<u>COMPONENT 60</u>									
6000	UNEP overhead (13%)	231,400		268,476		261,365		761,241	
	TOTAL COMPONENT 60	<u>231,400</u>		<u>268,476</u>		<u>261,365</u>		<u>761,241</u>	
	GRAND TOTAL	<u>2,011,400</u>	<u>2,089,000</u>	<u>2,333,676</u>	<u>2,229,200</u>	<u>2,271,865</u>	<u>2,023,500</u>	<u>6,616,941</u>	<u>6,341,700</u>
	YEARLY TOTAL	4,100,400		4,562,876		4,295,365		12,958,641	

NOTE: Parties should realize that the Trust Fund levels of expenditures will be possible only if all Parties pay the assessed contributions. Any failure to do so will result in cuts in activities forecast in the Budget.

SPECIFIC EXPLANATIONS OF CERTAIN BUDGET LINES OF THE
SECRETARIAT BUDGET PROPOSAL FOR THE TRIENNIUM 1990-1992

(T.F. = Trust Fund; E.F. = External Funding)

<u>Budget Line</u>		<u>Amount in US\$ (1990)</u>	<u>Explanations</u>																					
1100	T.F.	539,000	Under the core budget, professional staff will be increased by 3 in 1990 for a total of eight. One additional post, the Management Co-ordinator, will be also included as of 1992 for a total of nine. (See covering note as well as Annex 3 for further details).																					
1100	E.F.	414,000	Eight professional staff members covered from external funding for 1990 and 1991 and seven for 1992. (See covering note and Annex 3 for further details).																					
1202	E.F.	800,000	Provides for a total amount that should be spent for consultancy on special projects. This amount will be increased to US\$ 1,000,000 in 1992 and is, of course, subject to appropriate funding (see document Doc. 7.13 for further details).																					
1203	T.F.	10,000	New budget line created to take advantage of several internship programmes, mainly put forward by universities which provide highly skilled manpower at low cost.																					
1300	T.F.	420,000	(See Annex 4 and covering note for further details).																					
1300	E.F.	80,000	Idem.																					
1601	T.F.	85,000	Covers regular travel for all professionals including Ivory Control, Plants and Investigations Officers. This amount is lower in 1991 as result of the COP meeting. The breakdown for 1990 is as follows: <table border="0" style="margin-left: 40px;"> <tr> <td>Asia-Oceania</td> <td>(5 trips x \$6,200)</td> <td>US\$ 31,000</td> </tr> <tr> <td>Africa</td> <td>(4 trips x \$4,000)</td> <td>16,000</td> </tr> <tr> <td>Central/South America</td> <td>(4 trips x \$5,000)</td> <td>20,000</td> </tr> <tr> <td>Europe</td> <td>(7 trips x \$1,000)</td> <td>7,000</td> </tr> <tr> <td>N. America</td> <td>(2 trips x \$3,500)</td> <td>7,000</td> </tr> <tr> <td>Unexpected</td> <td></td> <td><u>4,000</u></td> </tr> <tr> <td colspan="2" style="text-align: right;">Total</td> <td>US\$ 85,000</td> </tr> </table>	Asia-Oceania	(5 trips x \$6,200)	US\$ 31,000	Africa	(4 trips x \$4,000)	16,000	Central/South America	(4 trips x \$5,000)	20,000	Europe	(7 trips x \$1,000)	7,000	N. America	(2 trips x \$3,500)	7,000	Unexpected		<u>4,000</u>	Total		US\$ 85,000
Asia-Oceania	(5 trips x \$6,200)	US\$ 31,000																						
Africa	(4 trips x \$4,000)	16,000																						
Central/South America	(4 trips x \$5,000)	20,000																						
Europe	(7 trips x \$1,000)	7,000																						
N. America	(2 trips x \$3,500)	7,000																						
Unexpected		<u>4,000</u>																						
Total		US\$ 85,000																						
1602	E.F.	30,000	Represents US\$ 10,000 for each one of the three regional desk officers.																					

1604	E.F.	150,000	To cover for consultants and secretariat staff members travelling on special projects (see also 1202).
1605	E.F.	350,000	Funding for participation of delegates from less developed countries at the eighth meeting of the COP.
2102	T.F.	90,000	Represents total costs of WTMU-WCMC regular contract with the addition of ivory trade analysis. Additional US\$ 10,000 has been allocated in 1991 to cover costs of document production for the eighth meeting of the Conference of the Parties.
2101- 2105	E.F.	230,000	Represents possible counterpart contributions to regular contractual activities as adopted by the sixth meeting of the COP.
3202- 3203	T.F.	40,000	Suggested by the Animals Committee
4200	E.F.	250,000	Represents the maximum amount for automation of the Secretariat's activities with the hope that some major computer corporation could donate the equipment.
4300	T.F.	100,000	The Secretariat's lease in its present premises expires at the end of 1989. There has been no increase in rent since 1984. In addition to a rather important expected increase, the Secretariat needs larger premises early in 1990. This leads to the substantial increase in this budget line, i.e. almost double the actual cost for 1988.
5104	T.F.	15,000	See explanation on line 4300. Covers mainly any move (total or partial) including possible transformation of facilities.
5203	T.F.	15,000	The payments received from the Parties for Security Stamps do not cover the total cost of production. Thus, there is a requirement to cover this shortfall out of the Trust Fund.

SPECIAL NOTES

- 1) Compared to the 1988-1989 budget, the Parties will note an increase in both travel (line 1601) and communications (5301). These increases are necessary as a result of the addition to the Trust Fund of one professional staff member (the Ivory Control Officer) and the secondment of two professional staff members (Plants Officer and Investigations Officer) to the Secretariat.
- 2) Four secondments to the Secretariat for the period between 1988-1992 represent an investment into the Convention of more than US\$ 1,200,000 by four governments (almost US\$ 1,000,000 for the triennium 1990-1992 by three governments).

- 3) Parties will note that the Secretariat has used several adjustment factors between years for different budget lines. For most expenditures which are made in Switzerland an increase of approximately 4% (figure rounded) has been used. In other cases, a 10% increase between years has been used.
- 4) For the Medium Term Plan an adjustment factor of 10% was applied between years 1991 to 1993, 1992 to 1994, and 1993 to 1995. This was done to account for the discrepancies in spending caused by the occurrence of a meeting of the COP in some years and not others.

MANNING TABLE (PROFESSIONAL STAFF)

Doc. 7. 11
Annex 3

	Present				Proposed			
	Trust Fund	Vacant	External Funding	TOTAL	Trust Fund	External Funding	TOTAL	
D.1	1	-	-	1	1	-	1	
P.5	1	-	-	1	1	-	1	
P.4	1	-	1	2	1	2	3	
P.3	1	1	1	3	2	1	3	
P.2	<u>1</u>	-	<u>2</u>	<u>3</u>	<u>3</u>	<u>5</u>	<u>8</u>	
TOTAL	5	1	4	10	8	8	16	

PROPOSED MANNING TABLE (PROFESSIONAL STAFF)

CLASSIFICATION

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<u>Post</u>	<u>D.1</u>	<u>P.5</u>	<u>P.4</u>	<u>P.3</u>	<u>P.2</u>	<u>TOTAL</u>	<u>Sources of Funding</u>	<u>Expiration of Contract</u>
Secretary-General	X	-	-	-	-		Trust Fund	
Deputy Secretary-General	-	X	-	-	-		" "	
Scientific Co-ordinator	-	-	X	-	-		" "	
Management Co-ordinator	-	-	X	-	-		Secondment NWT Canada	31.12.91
Plants Officer <u>1/</u>	-	-	X	-	-		Secondment (XYZ)	31.12.92
Special Project Officer	-	-	-	X	-		Trust Fund	
Enforcement and Info. Officer	-	-	-	X	-		" "	
Investigations Officer <u>1/</u>	-	-	-	X	-		Secondment (ABC)	31.12.92
Ivory Control Officer <u>2/</u>	-	-	-	-	X		Trust Fund	
Administration Officer	-	-	-	-	X		UNEP	
Translator I <u>3/</u>	-	-	-	-	X		Trust Fund	
Translator II <u>3/</u>	-	-	-	-	X		" "	
Africa Regional Officer <u>4/</u>	-	-	-	-	X		External funding	
Asia Regional Officer <u>4/</u>	-	-	-	-	X		" "	
Latin America Regional Officer <u>4/</u>	-	-	-	-	X		" "	
Public Relations Officer <u>5/</u>	-	-	-	-	X		" "	
<u>TOTAL</u>	<u>1</u>	<u>1</u>	<u>3</u>	<u>3</u>	<u>8</u>	<u>16</u>		

Notes:

- 1/ Secondment proposed by ABC and XYZ
2/ Post moving from external funding to Trust Fund

- 3/ Two new posts added to Trust Fund
4/ Three new posts added to external funding
5/ Request to be made to Parties for secondment

MANNING TABLE (SUPPORT STAFF)

	P r e s e n t			P r o p o s e d		
	Trust Fund	External Funding	TOTAL	Trust Fund	External Funding	TOTAL
G.6	1	-	1	1	-	1
G.5	3	-	3	4	1	5
G.4	-	1	1	-	-	-
G.3	1.5	1.5	3	3	1	4
G.2	<u>1</u>	<u>1</u>	<u>2</u>	<u>2</u>	-	<u>2</u>
TOTAL	6.5	3.5	10	10	2	12

PROPOSED MANNING TABLE (SUPPORT STAFF)

CLASSIFICATION

<u>P o s t</u>	<u>G.6</u>	<u>G.5</u>	<u>G.4</u>	<u>G.3</u>	<u>G.2.</u>	<u>Sources of Funding</u>
Senior Secretary to Secretary-General	X	-	-	-	-	Trust Fund
Special Administrative Assistant	-	X	-	-	-	" "
Senior Secretary	-	X	-	-	-	" "
Senior Secretary	-	X	-	-	-	" "
Senior Secretary	-	X	-	-	-	External funding
Conference Service Clerk <u>1/</u>	-	X	-	-	-	Trust Fund
Administration Clerk	-	-	-	X	-	UNEP
Secretary	-	-	-	X	-	Trust Fund
Secretary	-	-	-	X	-	" "
Secretary <u>1/</u>	-	-	-	X	-	" "
Junior Secretary <u>2/</u>	-	-	-	-	X	" "
Office Clerk	-	-	-	-	X	" "

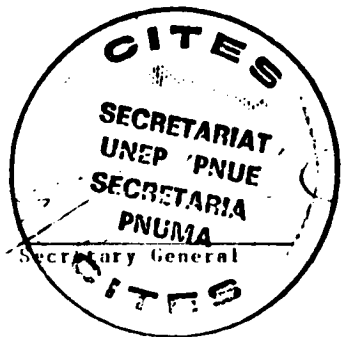
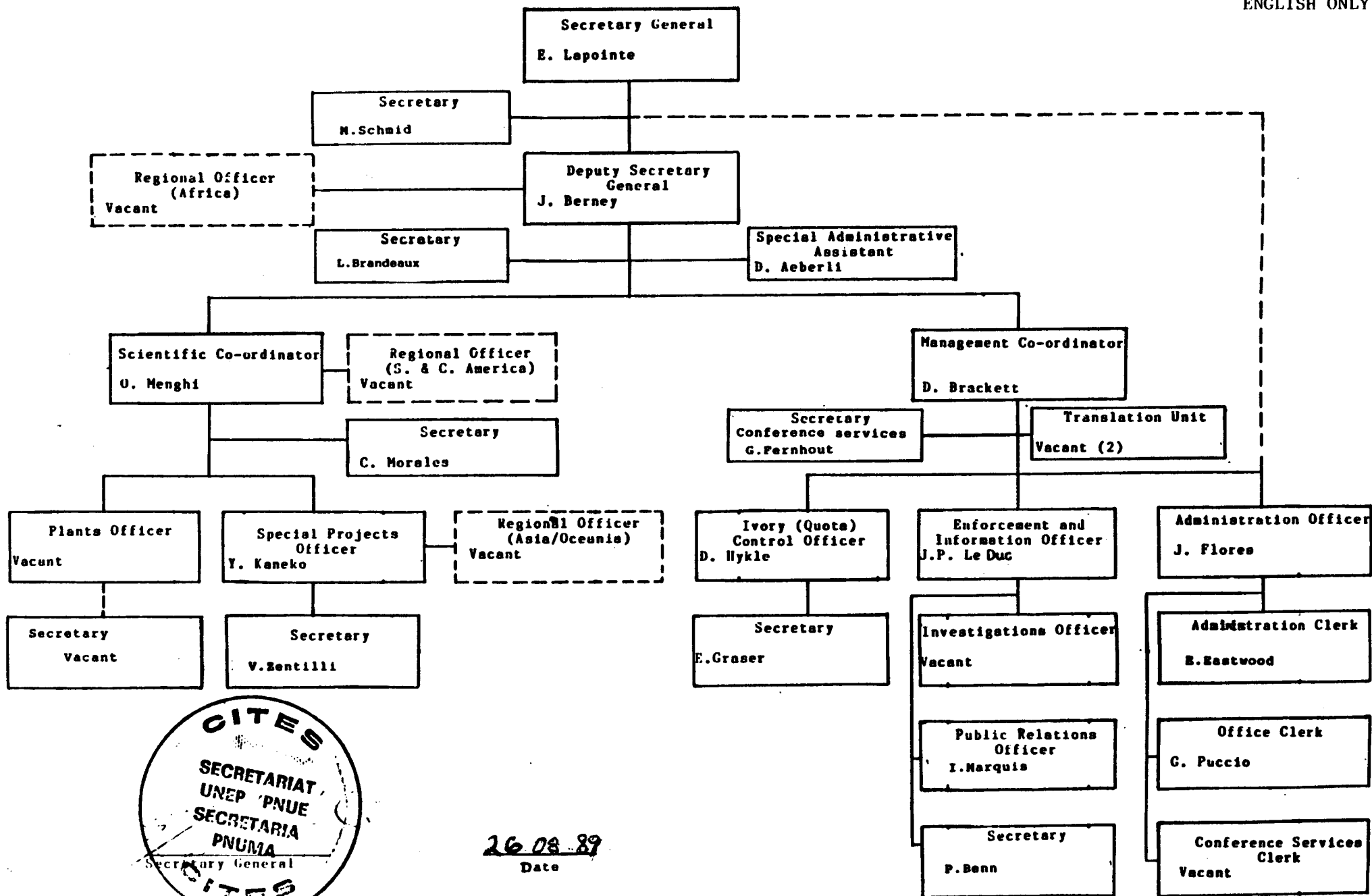
Notes:

1/ Two new posts added to Trust Fund

2/ Post moving from external funding to Trust Fund

SECRETARIAT ORGANIZATION CHART

Doc. 7.11
Annex 5
ENGLISH ONLY



26 08 89
Date

SPECIFIC EXPLANATIONS OF THE BUDGET FOR THE
EIGHTH MEETING OF THE COP (1991)

1. In order to cover all possibilities and to provide the Parties with specific details on the actual costs of the eighth meeting (1991), the following items have been inserted in the core budget for 1991:

<u>Budget line</u>	<u>Amount in US\$</u>	<u>E x p l a n a t i o n s</u>
1201	15,000	To cover for extra translation work prior to meeting (assuming two permanent translators in office).
1313	15,000	To cover for transportation costs and per diem of rapporteurs.
1314	15,000	To cover for extra translators during the meeting itself (assuming two permanent translators in office).
1315	85,000	To cover for salary, transportation costs and per diem of interpreter team (12 in total).
1316	50,000	To cover for additional staff to be hired locally for the meeting itself.
1603	50,000	To cover for Secretariat staff's travel to site of meeting (13 in total).
4201	5,000	To cover for increase in office supplies required for the preparation of the meeting.
5102	20,000	To cover for photocopies of documents prior to the meeting.
5302	15,000	To cover for communication costs (phone, telexes, fax, postage) related to the preparation of the meeting.
Total	<u>270,000</u> =====	

2. Total funding requested from the Parties for the eighth meeting of COP (1991) amounts to US\$ 270,000.
3. If the eighth meeting of the COP is not held in 1991 the costs noted above will be transferred from the 1991 budget year to year of the meeting.
4. Host country expenditures should be expected to at least match this level of expenditure.

MEDIUM TERM PLAN 1990-1995
FOR BOTH TRUST FUND AND EXTERNAL FUNDING
(in US\$)

Doc. 7.11
Annex 7

TRIENNIUM		1990		1991		1992	
LINE	DESCRIPTION	TRUST FUND	EXTERNAL FUNDING	TRUST FUND	EXTERNAL FUNDING	TRUST FUND	EXTERNAL FUNDING
1100	PROFESSIONAL STAFF	539,000	414,000	560,700	428,700	671,000	356,500
1200	CONSULTANTS	32,000	800,000	50,000	800,000	38,000	1,000,000
1300	SUPPORT STAFF SERVICES	420,000	80,000	603,000	83,500	456,000	87,000
1600	TRAVEL	100,000	180,000	105,000	544,500	107,000	203,000
2100	SUB-CONTRACTS	255,000	230,000	278,500	235,000	282,000	237,000
3200	MEETINGS	70,000	80,000	77,000	80,000	84,000	80,000
4000	PREMISES & EQUIPMENT	134,000	250,000	142,000		139,000	
5100	COMPUTER, PHOTOCOP. MAINTEN	65,000		76,500		61,000	
5200	REPORTING COSTS	40,000	10,000	30,000	10,000	42,500	10,000
5300	COMMUNICATIONS	75,000	45,000	92,500	47,500	80,000	50,000
5303	CONTINGENCY	50'000		50'000		50'000	
	TOTAL ALLOCATIONS	1,780,000	2,089,000	2,065,200	2,229,200	2,010,500	2,023,500
	UNEP OVERHEAD 13%	231,400		268,476		261,365	
		=====	=====	=====	=====	=====	=====
	GRAND TOTAL	2,011,400	2,089,000	2,333,676	2,229,200	2,271,865	2,023,500

TRIENNIUM		1993		1994		1995	
LINE	DESCRIPTION	TRUST FUND	EXTERNAL FUNDING	TRUST FUND	EXTERNAL FUNDING	TRUST FUND	EXTERNAL FUNDING
1100	PROFESSIONAL STAFF	792,000	295,000	831,000	304,000	873,000	325,000
1200	CONSULTANTS	55,000	1,050,000	42,000	1,100,000	61,000	1,150,000
1300	SUPPORT STAFF SERVICES	663,000	92,000	502,000	96,000	730,000	101,000
1600	TRAVEL	116,000	599,000	118,000	223,000	127,000	659,000
2100	SUB-CONTRACTS	306,000	259,000	310,000	261,000	337,000	284,000
3200	MEETINGS	85,000	88,000	93,000	88,000	93,000	97,000
4000	PREMISES & EQUIPMENT	156,000	1,000,000	153,000	1,000,000	172,000	1,000,000
5100	COMPUTER, PHOTOCOP. MAINTEN.	84,000		67,000		93,000	
5200	REPORTING COSTS	33,000	11,000	47,000	11,000	36,000	12,000
5300	COMMUNICATIONS	102,000	52,000	88,000	55,000	112,000	57,000
5303	CONTINGENCY	55'000		55'000		55'000	
	TOTAL ALLOCATIONS	2,447,000	3,446,000	2,306,000	3,138,000	2,689,000	3,685,000
	UNEP OVERHEAD 13%	318,110		299,780		349,570	
		=====	=====	=====	=====	=====	=====
	GRAND TOTAL	2,765,110	3,446,000	2,605,780	3,138,000	3,038,570	3,685,000

TRUST FUND BUDGET FOR 1990/1991/1992
 EXPRESSED IN BOTH US DOLLARS AND SWISS FRANCS
 (1 US\$ = 1,65 SFR)

Doc 7.11
Annex 8

LINE	DESCRIPTION	1990		1991		1992		TOTAL	
		US\$	SFR	US\$	SFR	US\$	SFR	US\$	SFR
<u>COMPONENT 10</u>									
1100	8 Prof. staff (1D-1, 1P-5, 1P-4, 2P-3, 3P-2)	539,000	889,350	560,700	925,155	671,000	1,107,150	1,770,700	2,921,655
1100	8 Prof. staff (2P-4, 1P-3, 5P-2)								
	SUB-TOTAL	<u>539,000</u>	<u>889,350</u>	<u>560,700</u>	<u>925,155</u>	<u>671,000</u>	<u>1,107,150</u>	<u>1,770,700</u>	<u>2,921,655</u>
1201	Consultants for COP			15,000	24,750			15,000	24,750
1202	Consultants (general)	22,000	36,300	24,000	39,600	26,000	42,900	72,000	118,800
1203	Research assistance	10,000	16,500	11,000	18,150	12,000	19,800	33,000	54,450
	SUB-TOTAL	<u>32,000</u>	<u>52,800</u>	<u>50,000</u>	<u>82,500</u>	<u>38,000</u>	<u>62,700</u>	<u>120,000</u>	<u>198,000</u>
1300	10 support staff (1G-6, 4G-5, 3G-3, 2G-2)	420,000	693,000	438,000	722,700	456,000	752,400	1,314,000	2,168,100
1300	2 support staff (1G-5, 1G-3)								
1313	Rapporteurs			15,000	24,750			15,000	24,750
1314	Conference translators			15,000	24,750			15,000	24,750
1315	Conference interpreters			85,000	140,250			85,000	140,250
1316	Temporary assist. COP			50,000	82,500			50,000	82,500
	SUB-TOTAL	<u>420,000</u>	<u>693,000</u>	<u>603,000</u>	<u>994,950</u>	<u>456,000</u>	<u>752,400</u>	<u>1,479,000</u>	<u>2,440,350</u>
	TOTAL COMPONENT 10	<u>991,000</u>	<u>1,635,150</u>	<u>1,213,700</u>	<u>2,002,605</u>	<u>1,165,000</u>	<u>1,922,250</u>	<u>3,369,700</u>	<u>5,560,005</u>

502

LINE	DESCRIPTION	1990		1991		1992		TOTAL	
		US\$	SFR	US\$	SFR	US\$	SFR	US\$	SFR
<u>COMPONENT 16</u>									
1601	Regular travel	85,000	140,250	55,000	90,750	95,000	156,750	235,000	387,750
1602	Regional travel								
1603	Travel COP	15,000	24,750	50,000	82,500	12,000	19,800	77,000	127,050
1604	Travel special projects								
1605	Travel for delegates								
	SUB-TOTAL	100,000	165,000	105,000	173,250	107,000	176,550	312,000	514,800
	TOTAL COMPONENT 16	100,000	165,000	105,000	173,250	107,000	176,550	312,000	514,800
<u>COMPONENT 20</u>									
2101	Nomenclature	35,000	57,750	38,500	63,525	42,000	69,300	115,500	190,575
2102	WTMU-WCMC	90,000	148,500	105,000	173,250	100,000	165,000	295,000	486,750
2103	Species in legislation	60,000	99,000	62,500	103,125	65,000	107,250	187,500	309,375
2104	Identification Manual	70,000	115,500	72,500	119,625	75,000	123,750	217,500	358,875
2105	Newsletters								
	SUB-TOTAL	255,000	420,750	278,500	459,525	282,000	465,300	815,500	1,345,575
	TOTAL COMPONENT 20	255,000	420,750	278,500	459,525	282,000	465,300	815,500	1,345,575
<u>COMPONENT 30</u>									
3201	Meeting of Standing Committee	30,000	49,500	33,000	54,450	36,000	59,400	99,000	163,350
3202	Meeting of the Animal Committee	20,000	33,000	22,000	36,300	24,000	39,600	66,000	108,900
3203	Meeting of the Plants Committee	20,000	33,000	22,000	36,300	24,000	39,600	66,000	108,900
3204	Meeting of the African Elephant W.G.								
	SUB-TOTAL	70,000	115,500	77,000	127,050	84,000	138,600	231,000	381,150
	TOTAL COMPONENT 30	70,000	115,500	77,000	127,050	84,000	138,600	231,000	381,150

509

LINE	DESCRIPTION	1990		1991		1992		TOTAL	
		US\$	SFR	US\$	SFR	US\$	SFR	US\$	SFR
<u>COMPONENT 40</u>									
4200	Non-expendable equipment	20,000	33,000	22,000	36,300	24,000	39,600	66,000	108,900
4201	Expendable equipment	14,000	23,100	20,000	33,000	15,000	24,750	49,000	80,850
	SUB-TOTAL	<u>34,000</u>	<u>56,100</u>	<u>42,000</u>	<u>69,300</u>	<u>39,000</u>	<u>64,350</u>	<u>115,000</u>	<u>189,750</u>
4300	Premises	100,000	165,000	100,000	165,000	100,000	165,000	300,000	495,000
	SUB-TOTAL	<u>100,000</u>	<u>165,000</u>	<u>100,000</u>	<u>165,000</u>	<u>100,000</u>	<u>165,000</u>	<u>300,000</u>	<u>495,000</u>
	TOTAL COMPONENT 40	<u>134,000</u>	<u>221,100</u>	<u>142,000</u>	<u>234,300</u>	<u>139,000</u>	<u>229,350</u>	<u>415,000</u>	<u>684,750</u>
<u>COMPONENT 50</u>									
5101	Rental of computer	10,000	16,500	11,000	18,150	12,000	19,800	33,000	54,450
5102	Rental of photocopier	30,000	49,500	50,000	82,500	33,000	54,450	113,000	186,450
5103	Insurance	2,000	3,300	2,000	3,300	2,000	3,300	6,000	9,900
5104	Office installation and improvements	15,000	24,750	5,000	8,250	5,000	8,250	25,000	41,250
5105	Others	8,000	13,200	8,500	14,025	9,000	14,850	25,500	42,075
	SUB-TOTAL	<u>65,000</u>	<u>107,250</u>	<u>76,500</u>	<u>126,225</u>	<u>61,000</u>	<u>100,650</u>	<u>202,500</u>	<u>344,125</u>
5201	Reporting costs COP	15,000	24,750	5,000	8,250	17,500	28,875	37,500	61,875
5202	Other publications	10,000	16,500	10,000	16,500	10,000	16,500	30,000	49,500
5203	Security stamps	15,000	24,750	15,000	24,750	15,000	24,750	45,000	74,250
	SUB-TOTAL	<u>40,000</u>	<u>66,000</u>	<u>30,000</u>	<u>49,500</u>	<u>42,500</u>	<u>70,125</u>	<u>112,500</u>	<u>185,625</u>
5301	Communications (tlx., tel., postage)	75,000	123,750	77,500	127,875	80,000	132,000	232,500	383,625
5302	Communications COP			15,000	24,750			15,000	24,750
	SUB-TOTAL	<u>75,000</u>	<u>123,750</u>	<u>92,500</u>	<u>152,625</u>	<u>80,000</u>	<u>132,000</u>	<u>247,500</u>	<u>408,375</u>

504

LINE	DESCRIPTION	1990		1991		1992		TOTAL	
		US\$	SFR	US\$	SFR	US\$	SFR	US\$	SFR
5303	Contingency	50,000	82,500	50,000	82,500	50,000	82,500	150,000	247,500
	SUB-TOTAL	<u>50,000</u>	<u>82,500</u>	<u>50,000</u>	<u>82,500</u>	<u>50,000</u>	<u>82,500</u>	<u>150,000</u>	<u>247,500</u>
	TOTAL COMPONENT 50	=====	=====	=====	=====	=====	=====	=====	=====
		230,000	379,500	249,000	410,850	233,500	385,275	712,500	1,175,625
	GRAND TOTAL ALLOCATIONS
		1,780,000	2,937,000	2,065,200	3,407,580	2,010,500	3,317,325	5,855,700	9,661,905
	UNEP OVERHEAD (13%)	231,400	381,814	268,476	442,991	261,365	431,257	761,241	1,256,056
	GRAND TOTAL	=====	=====	=====	=====	=====	=====	=====	=====
		<u>2,011,400</u>	<u>3,318,814</u>	<u>2,333,676</u>	<u>3,850,571</u>	<u>2,271,865</u>	<u>3,748,582</u>	<u>6,616,941</u>	<u>10,917,961</u>

MEDIUM TERM PLAN 1990-1995 FOR THE TRUST FUND
 EXPRESSED IN BOTH US DOLLARS AND SWISS FRANCS
 (US\$ 1 = SFR 1.65)

Doc. 7.11
 Annex 9

LINE	DESCRIPTION	1990		1991		1992	
		US\$	SFR	US\$	SFR	US\$	SFR
1100	PROFESSIONAL STAFF	539,000	889,350	560,700	925,155	671,000	1,107,150
1200	CONSULTANTS	32,000	52,800	50,000	82,500	38,000	62,700
1300	SUPPORT STAFF SERVICES	420,000	693,000	603,000	994,950	456,000	752,400
1600	TRAVEL	100,000	165,000	105,000	173,250	107,000	176,550
2100	SUB-CONTRACTS	255,000	420,750	278,500	459,525	282,000	465,300
3200	MEETINGS	70,000	115,500	77,000	127,050	84,000	138,600
4000	PREMISES & EQUIPMENT	134,000	221,100	142,000	234,300	139,000	229,350
5100	COMPUTER, PHOTOCOP., MAINTEN.	65,000	107,250	76,500	126,225	61,000	100,650
5200	REPORTING COSTS	40,000	66,000	30,000	49,500	42,500	70,125
5300	COMMUNICATIONS	75,000	123,750	92,500	152,625	80,000	132,000
5303	CONTINGENCY	50,000	82,500	50,000	82,500	50,000	82,500
	TOTAL ALLOCATIONS	1,780,000	2,937,000	2,065,200	3,407,580	2,010,500	3,317,325
	UNEP OVERHEAD 13%	231,400	381,810	268,476	442,985	261,365	431,252
	GRAND TOTAL	2,011,400	3,318,810	2,333,676	3,850,565	2,271,865	3,748,577

LINE	DESCRIPTION	1993		1994		1995	
		US\$	SFR	US\$	SFR	US\$	SFR
1100	PROFESSIONAL STAFF	792,000	1,306,800	831,000	1,371,150	873,000	1,440,450
1200	CONSULTANTS	55,000	90,750	42,000	69,300	61,000	100,650
1300	SUPPORT STAFF SERVICES	663,000	1,093,950	502,000	828,300	730,000	1,204,500
1600	TRAVEL	116,000	191,400	118,000	194,700	127,000	209,550
2100	SUB-CONTRACTS	306,000	504,900	310,000	511,500	337,000	556,050
3200	MEETINGS	85,000	140,250	93,000	153,450	93,000	153,450
4000	PREMISES & EQUIPMENT	156,000	257,400	153,000	252,450	172,000	283,800
5100	COMPUTER, PHOTOCOP., MAINTEN.	84,000	138,600	67,000	110,550	93,000	153,450
5200	REPORTING COSTS	33,000	54,450	47,000	77,550	36,000	59,400
5300	COMMUNICATIONS	102,000	168,300	88,000	145,200	112,000	184,800
5303	CONTINGENCY	55,000	90,750	55,000	90,750	55,000	90,750
	TOTAL ALLOCATIONS	2,447,000	4,037,550	2,306,000	3,804,900	2,689,000	4,436,850
	UNEP OVERHEAD 13%	318,110	524,882	299,780	494,637	349,570	576,791
	GRAND TOTAL	2,765,110	4,562,432	2,605,780	4,299,537	3,038,570	5,013,641

SCALE OF CONTRIBUTIONS FOR THE TRUST FUND
US\$ 1 = SFR 1.65

Party	UN Scale (%)	Total 1990-1992		Annual Contributions	
		US\$	SFR	US\$	SFR
Afghanistan	0.01	711	1,173	237	391
Algeria	0.15	10,662	17,593	3,554	5,864
Argentina	0.66	46,914	77,408	15,638	25,803
Australia	1.57	111,597	184,136	37,199	61,379
Austria	0.74	52,600	86,790	17,533	28,930
Bahamas	0.02	1,422	2,346	474	782
Bangladesh	0.01	711	1,173	237	391
Belgium	1.17	83,165	137,223	27,722	45,741
Belize	0.01	711	1,173	237	391
Benin	0.01	711	1,173	237	391
Bolivia	0.01	711	1,173	237	391
Botswana	0.01	711	1,173	237	391
Brazil	1.45	103,068	170,062	34,356	56,687
Burundi	0.01	711	1,173	237	391
Cameroon	0.01	711	1,173	237	391
Canada	3.09	219,641	362,408	73,214	120,803
Central African Republic	0.01	711	1,173	237	391
Chad	0.01	711	1,173	237	391
Chile	0.08	5,686	9,382	1,895	3,127
China	0.79	56,154	92,655	18,718	30,885
Colombia	0.14	9,951	16,419	3,317	5,473
Congo	0.01	711	1,173	237	391
Costa Rica	0.02	1,422	2,346	474	782
Cyprus	0.02	1,422	2,346	474	782
Denmark	0.69	49,046	80,926	16,349	26,975
Dominican Republic	0.03	2,132	3,518	711	1,173
Ecuador	0.03	2,132	3,518	711	1,173
Egypt	0.07	4,976	8,210	1,659	2,737
El Salvador	0.01	711	1,173	237	391
Ethiopia	0.01	711	1,173	237	391
Finland	0.51	36,251	59,814	12,084	19,938
France	6.25	444,257	733,026	148,086	244,342
Gabon	0.03	2,132	3,518	711	1,173
Gambia	0.01	711	1,173	237	391
German Democratic Republic	1.28	90,983	150,122	30,328	50,041
Germany, Federal Republic of	8.08	574,335	947,653	191,445	315,884
Ghana	0.01	711	1,173	237	391
Guatemala	0.02	1,422	2,346	474	782
Guinea	0.01	711	1,173	237	391
Guyana	0.01	711	1,173	237	391
Honduras	0.01	711	1,173	237	391
Hungary	0.21	14,927	24,630	4,976	8,210
India	0.37	26,300	43,394	8,767	14,465
Indonesia	0.15	10,662	17,593	3,554	5,864
Iran, Islamic Republic of	0.69	49,046	80,926	16,349	26,975

Party	UN Scale (%)	Total 1990-1992		Annual Contributions	
		US\$	SFR	US\$	SFR
Israel	0.21	14,927	24,630	4,976	8,210
Italy	3.99	283,614	467,963	94,538	155,988
Japan	11.38	808,903	1,334,691	269,634	444,897
Jordan	0.01	711	1,173	237	391
Kenya	0.01	711	1,173	237	391
Liberia	0.01	711	1,173	237	391
Liechtenstein	0.01	711	1,173	237	391
Luxembourg	0.06	4,265	7,037	1,422	2,346
Madagascar	0.01	711	1,173	237	391
Malawi	0.01	711	1,173	237	391
Malaysia	0.11	7,819	12,901	2,606	4,300
Malta	0.01	711	1,173	237	391
Mauritius	0.01	711	1,173	237	391
Monaco	0.01	711	1,173	237	391
Morocco	0.04	2,843	4,691	948	1,564
Mozambique	0.01	711	1,173	237	391
Nepal	0.01	711	1,173	237	391
Netherlands	1.65	117,284	193,519	39,095	64,506
New Zealand	0.24	17,059	28,149	5,686	9,383
Nicaragua	0.01	711	1,173	237	391
Niger	0.01	711	1,173	237	391
Nigeria	0.20	14,215	23,455	4,738	7,818
Norway	0.55	39,095	64,507	13,032	21,502
Pakistan	0.06	4,265	7,037	1,422	2,346
Panama	0.02	1,422	2,346	474	782
Papua New Guinea	0.01	711	1,173	237	391
Paraguay	0.03	2,132	3,518	711	1,173
Peru	0.06	4,265	7,037	1,422	2,346
Philippines	0.09	6,397	10,555	2,132	3,518
Portugal	0.18	12,795	21,112	4,265	7,037
Rwanda	0.01	711	1,173	237	391
Saint Lucia	0.01	711	1,173	237	391
Saint Vincent and the Grenadines	0.01	711	1,173	237	391
Senegal	0.01	711	1,173	237	391
Seychelles	0.01	711	1,173	237	391
Singapore	0.11	7,819	12,901	2,606	4,300
Somalia	0.01	711	1,173	237	391
South Africa	0.45	31,986	52,778	10,662	17,593
Spain	1.95	138,608	228,703	46,203	76,234
Sri Lanka	0.01	711	1,173	237	391
Sudan	0.01	711	1,173	237	391
Suriname	0.01	711	1,173	237	391
Sweden	1.21	86,007	141,912	28,669	47,304
Switzerland	1.08	76,767	126,666	25,589	42,222
Tanzania, United Republic of	0.01	711	1,173	237	391
Thailand	0.10	1,108	11,728	2,369	3,909
Togo	0.01	711	1,173	237	391
Trinidad and Tobago	0.05	3,554	5,864	1,185	1,955
Tunisia	0.03	2,132	3,518	711	1,173
Union of Soviet Socialist Republics	9.99	710,100	1,171,667	236,700	390,556

<u>Party</u>	<u>UN</u> <u>Scale</u> <u>(%)</u>	<u>Total</u> <u>1990-1992</u>		<u>Annual</u> <u>Contributions</u>	
		<u>US\$</u>	<u>SFR</u>	<u>US\$</u>	<u>SFR</u>
United Kingdom of Great Britain and Northern Ireland	4.86	345,453	569,999	115,151	190,000
United States of America	25.00	1,777,026	2,932,094	592,342	977,365
Uruguay	0.04	2,843	4,691	948	1,564
Venezuela	0.57	40,516	66,853	13,505	22,284
Zaire	0.01	711	1,173	237	391
Zambia	0.01	711	1,173	237	391
Zimbabwe	0.02	1,422	2,346	474	782
<hr/>					
TOTAL	93.09	6,616,941	10,917,961	2,205,652	3,639,322

NOTE: 93.09 = 100% (total of scale of contributions)

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

Sixth Meeting of the Conference of the Parties

Ottawa (Canada), 12 to 24 July 1987

BUDGET ESTIMATE FOR 1988-1989

<u>Description</u>	<u>Basic Budget</u>	
	<u>Estimated Cost in US\$</u>	
	<u>1988</u>	<u>1989</u>
<u>10 PERSONNEL COMPONENT</u>		
11 <u>Experts: - 4 x 12 w/m</u>	312,000	322,000
Enforcement - 12 w/m	68,000	60,000
Plant Off. - 12 w/m	68,000	60,000
Special Proj. Officer - 12 w/m	<u>10,000</u>	<u>60,000</u>
11.99. Total	458,000	502,000
12 <u>Consultants:</u>		
01. General - 1 w/m	<u>5,000</u>	<u>5,000</u>
12.99. Total	<u>5,000</u>	<u>5,000</u>
13 <u>Admin. Support Services:</u>		
01. Support staff: - 6 x 12 w/m	274,000	285,000
02. Translators - 6 w/m	13,000	24,000
03. Conf. servicing staff (7th meeting)	<u>-</u>	<u>90,000</u>
13.99. Total	287,000	399,000
16 <u>Travel on Mission:</u>		
01. Regional & general	58,000	35,000
02. Conf. of the Parties	<u>12,000</u>	<u>36,000</u>
16.99. Total	<u>70,000</u>	<u>71,000</u>
19.99. COMPONENT TOTAL	820,000	977,000

* This budget was approved at the sixth meeting of the COP (Resolution Conf. 6.2).

<u>Description (Cont.)</u>	<u>Basic Budget</u>	
	<u>Estimated Cost in US\$</u>	
	<u>1988</u>	<u>1989</u>
<u>20 CONTRACTUAL COMPONENT</u>		
21 Sub-contracts:		
01. Checklist (nomenclature)	30,000	30,000
02. Trade monitoring	75,000	75,000
03. Species (in legislation)	60,000	60,000
04. Identification Manual	<u>50,000</u>	<u>50,000</u>
29.99. COMPONENT TOTAL	<u>215,000</u>	<u>215,000</u>
<u>30 MEETINGS COMPONENT</u>		
32 Meetings		
01. Standing Committee	<u>25,000</u>	<u>25,000</u>
39.99. COMPONENT TOTAL	<u>25,000</u>	<u>25,000</u>
<u>40 EQUIPMENT COMPONENT</u>		
41 Stationery, etc.	7,000	7,000
42 Furniture, equip., etc.	5,000	10,000
43 Premises	<u>40,000</u>	<u>40,000</u>
49.99. COMPONENT TOTAL	<u>52,000</u>	<u>57,000</u>
<u>50 MISCELLANEOUS COMPONENT</u>		
51 01. Computers	7,000	7,000
51 02. Photocopy	25,000	27,000
52 01.		
52 02. Documents	20,000	20,000
53 01. Communications	45,000	45,000
53 02. Freight, etc.	10,000	10,000
53 03.		
53 04. 7th mtg., freight	-	30,000
53 05. Contingency	10,000	13,000
54 UNEP Prog. Costs	<u>160,000</u>	<u>185,000</u>
59 99. COMPONENT TOTAL	<u>277,000</u>	<u>337,000</u>
<hr/>		
99. GRAND TOTAL	<u>1,389,000</u>	<u>1,611,000</u>

Grand total for the biennium 1988-1989 3,000,000
=====

NOTES:

- 1) Assumed exchange rate of SFr to US dollar: 1.50.
- 2) Budget lines correspond with standard UNEP project positions.
- 3) Out of the Programme Support Costs, UNEP is providing for the services of an Administrative Assistant for the Secretariat.



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CITES Secretariat
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Vostro segno

1000 Lausanne 9

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Votre communication du
Vostra comunicazione del

Unser Zeichen
Notre signe
Nostro segno

Do/le-821.7

Betrifft
Concerne

**Seventh Meeting of the Conference of the Parties /
Working Paper**

Dear Sirs

Please find enclosed a working document for consideration by the Parties at the next meeting of the COP. The document is submitted on behalf of the Animals Committee, as decided by the Committee at its second meeting at Montevideo, Uruguay, and it has also been discussed with the Chairman of the Nomenclature Committee.

I would suggest that you insert on page 3, letter c) the amount you intend to include in the budget proposal for the continuation of the trade monitoring project and that you convert the Swiss francs amounts into US Dollars, in case you will not submit the budget proposal in Swiss francs.

CITES Animals Committee
The Vice-Chairman

Dr. P. Dollinger

Enclosure mentioned

Copy for information to:

- Fish and Wildlife Service,
Washington DC, to the attention
of Chairman of the Standing Committee
- Merlin Shoemith, Canada

FUNDING OF PERMANENT COMMITTEES

A working document submitted by the Animals Committee.

1. At the sixth meeting of the Conference of the Parties, the following permanent Committees were established or re-established by Resolution Conf. 6.1:
 - Standing Committee
 - Animals Committee
 - Plants Committee
 - Identification Manual Committee
 - Nomenclature Committee
2. Whereas Resolution Conf. 6.1 resolves that, to the extent possible, the Secretariat shall make provision for the payment, if requested, of reasonable and justifiable travel expenses for members of the Standing Committee, no corresponding provision exists for the other permanent Committees. The only financial provisions contained in Annexes 2 to 5 of Conf. 6.1 relate to the output of the Committee work (publications) e.g.: "... directs the Secretariat, to the extent possible, to provide funding from outside sources to cover the production costs of publications prepared by the Committee."
3. Essential committee work involves the following costs:
 - a. meeting costs (rent of meeting rooms, photocopying, administrative support etc.)
 - b. communications costs (phone, fax, postage etc.)
 - c. travel costs and possibly remunerations for invited experts
 - e. consultancies
 - f. publication costs

While there have been no problems with regard to meeting and communications costs which were, so far, fully borne by the Governments of Switzerland, Uruguay and Canada, the Animals Committee which has held two meetings since it was established, finds it rather difficult to work under the current circumstances for the following reasons:

- a. Since no travel expenses could be reimbursed, one regional member could not attend the meetings, the expenses of a second had to be borne fully by a NGO, in a third case a NGO paid part of the travel expenses while the rest had to be taken care of by the member himself, and in a fourth case the member had to pay his travel expenses from his own pocket and was later only partially reimbursed by his Government.

The reason for this situation seems to be that the Animals Committee (and Plants Committee as well) does not consist of Parties but of individuals, and that these individuals are not designated by a given Party but by a Region which as such does not form a political entity and, consequently, has no common budget allowing the representative to travel to international meetings on behalf of the region.

- b. Resolution Conf. 6.1 determines that the Chairperson may invite any person or representative of any other country or organization to participate in meetings of the Committee as an observer. In the case of the Animals Committee, the Chairman extended a standing invitation to the Chairman of the Nomenclature Committee to attend the Committee meetings, and he has invited a representative from WTMU also. Neither could attend the second meeting for financial reasons, although their expertise was desperately needed to promote the Committee work.
4. The Plants Committee has the same structure and similar obligations as the Animals Committee which means that sooner or later they will face similar problems as the Animals Committee did already.
5. One of the representatives on the Animals Committee used to serve as Chairman of the Identification Manual Committee (1979 to 1987). The Secretariats budget provides only for (part of the) publications costs, i.e. type-setting, printing, purchase of binders. Therefore, all editorial work was done gratuitously by the Chairman, and, except for two years all secretarial work was paid for by his office (about sfr. 10'000 p.a.). When he resigned as Chairman at the Ottawa meeting, nobody volunteered to succeed him, and chairmanship of the ID-Manual Committee remained vacant for the last two years. The result of this situation was that the Parties submitted only manuscripts on three species (out of more than fourhundred) listed by the Conference at the Ottawa meeting.

While the ex-Chairman has completed outstanding editorial responsibilities for the Identification Manual still in 1988/89, this activity will be concluded after the Lausanne meeting.
6. The Nomenclature Committee has not received its approved annual budget since 1986. Activities undertaken in the past twelve months have been possible because of dedicated funding from the United States. During the interim, contracted services and preparation of reference checklists were suspended. Enquiries have been handled by the Chairman on an ad hoc basis, as time permits. Without adequate support to carry out the requested work, the Chairman will not be able to continue to serve after the seventh meeting of the Conference of the Parties.
7. When the Committee situation was discussed by the Animals Committee at its second meeting, there was general consensus that an international organization consisting of more than 100 Governments could not possibly expect that its structures would be funded from NGO's or somewhere out of the blue sky, and that, if the Conference of the Parties expects that the Permanent Committees are to meet the demands fo the Parties between meetings of the Conference, adequate funding to cover basic operating costs should be provided through the regular budget.
8. The Animals Committee therefore recommends that
 - a. Resolution 6.1 be amended in order to broaden the financial provisions under letter g);

b. the following lines be added to the budget:

... PERMANENT COMMITTEES

... STANDING COMMITTEE

.. Travel expenses (members and invited experts)
.. Consultancies

... ANIMALS COMMITTEE

.. Travel expenses (members and invited experts)
.. Consultancies
.. Publications

... PLANTS COMMITTEE

.. Travel expenses (members and invited experts)
.. Consultancies
.. Publications

... IDENTIFICATION MANUAL COMMITTEE

.. Travel expenses (Chairman only)
.. Consultancies (editing, translations)
.. Publications

... NOMENCLATURE COMMITTEE

.. Travel expenses (Chairman only)
.. Consultancies
.. Publications

c. the budget line "Trade monitoring" be placed under the Animals Committee;

d. the Conference allocates the following amounts per year to the Animals Committee:

Travel expenses	sfr.	20'000	
Consultancies	sfr.	80'000	
Publications	sfr.	(to be defined at the time of the Lausanne meeting)

e. the Finance Committee consults with the chairs of the other Permanent Committees in order to define their financial needs before submitting a budget proposal to the Conference of the Parties.