



13th MEETING OF THE STANDING COMMITTEE
03 - 05 July 2018, The Hague, the Netherlands

**REPORT OF THE SECRETARIAT ON FINANCE AND
ADMINISTRATIVE ISSUES IN 2013 – 2015 AND 2016 - 2018**

Prepared by the UNEP/AEWA Secretariat

Introduction

Budget period 2013 – 2015

The Secretariat reported on financial and administrative matters at the 12th Meeting of the Standing Committee (January 2017, Paris, France). The Standing Committee Document 12.17 reported on staffing issues and income and expenditures for the period 01 January 2016 – 31 December 2016, as well as the expenditures for the 2013-2015 triennium.

Due to pending reversals, the two attached expenditure reports (2013-2015 and 2016) were only interim versions. The Meeting took note of the report and expected to receive the final expenditure reports once all the necessary reversals would have been carried out.

The final report for the triennium 2013-2015 has been annexed to this document (see Annex 1). The final report for 2016 is part of the report for the budget period 2016-2018 (see below).

Budget period 2016 – 2018

At the 6th Session of the Meeting of the Parties to AEWA, the core budget for 2016-2018 was adopted through Resolution 6.18. The present document aims at reporting on staffing issues and on income and expenditure for the period 1 January 2016 – 31 May 2018.

Action Requested from the Standing Committee

The Standing Committee is requested to review and approve the information provided in the report.

A. Budget period 2013 – 2015

1. Expenditures 1 January 2013 – 31 December 2015

Annex 1 shows the budget implementation of the 2013-2015 triennium as at 31 December 2017. The triennial budget shows a positive ending balance of EUR 226,066 before Programme Support Costs, corresponding to an implementation rate of 91.70 %.

The reversals that have been carried out retrospectively in the course of 2017 have especially reduced the balance in the budget line 1106 for the African Initiative Coordinator and the over-expenditure on the MOP organization, compared to the report presented at StC12. However, the positive ending balance does not fully compensate the withdrawal from the trust fund decided by MOP6 (370 000 EUR) despite the effort of the Secretariat to reduce as much as possible the operational costs.

2. Trust Fund balance

The Trust Fund balance for assessed contributions as at 31 December 2015 amounted to USD 687,372 (which is inclusive of the Operating Reserve of a constant level of at least 15 % of the estimated annual expenditure or EUR 150,000, whichever is higher).

B. Budget period 2016 – 2018

1. Staffing (1 January 2016 – 31 May 2018)

Staff funded by the core budget

There have been no major changes to the team during the period covered by the report.

African Initiative Unit

The positions of the African Initiative Coordinator (P-2) and the Programme Management Assistant (G-5) were partly funded (50 %) through the AEWA core budget 2016-2018 since 01 January 2016. The Secretariat was able to maintain the P-2 position at 100 % and the G-5 position at 80 % in 2016, 2017 and first half of 2018, and expects to be able to do so until the end of 2018, thanks to contributions from the Federal Office for the Environment in Switzerland and the European Commission.

For a full report on the Implementation of the African Initiative and the Plan of Action for Africa, please see document StC13.8.

Staff fully dependent on voluntary contributions

Associate Programme Officer (P-2) for Single Species Action Plan Support and the coordination of implementation of the Lesser White-fronted Goose International Single Species Action Plan

The position of the Associate Programme Officer for Single Species Action Plan Support and the coordination of implementation of the Lesser White-fronted Goose International Single Species Action Plan has been secured until February 2020. The Secretariat is grateful to the Norwegian Environment Agency for its continuing support of this important position.

Associate Programme Officer (P-2) and Programme Management Assistant (G-5) for the AEWA European Goose Management Platform

Thanks to funding received from the Governments of Norway, Finland, Denmark and France towards the implementation of the AEWA European Goose Management Platform (EGMP), the Secretariat has been able to recruit staff on two project posts: one full-time P-2 Associate Programme Officer in July 2017 and one full-time G-5 Programme Management Assistant in November 2017. The possibility to maintain these posts is dependent on the annual voluntary contributions by the range states to the EGMP.

Interns

The UNEP/AEWA Secretariat participates in the CMS Family Internship Programme. In the framework of this programme, 14 interns supported the work of the Secretariat in the period under consideration (March 2016 – June 2018), which is an average of six interns per year. With one exception all of them have been supporting the work of the IMCA team.

Staff reclassification

All the three AEWA G-4 posts were reclassified in 2016, in accordance with AEWA Resolution 6.18 and the three staff members were successfully upgraded to G5 level in 2017.

At the CMS COP11 (Quito, November 2014), CMS Parties requested UNEP and the UNEP/CMS Secretariat through Resolution 11.1 “*to undertake a review of the grading of the Secretariat’s posts, in line with the functions of the Secretariat, [...] to enable decisions on the grading of the posts to be taken by Parties at COP12*”. In response to this mandate, the UNEP/CMS Secretariat contracted a Consultant to assess the need for reclassification for all CMS posts.

By correspondence of 29 September 2016, the AEWA Standing Committee provided the Secretariat with the mandate to commission a similar reclassification assessment alongside the one undertaken by the CMS Secretariat. The report delivered by the independent Consultant will be used, as requested by the 12th Meeting of the Standing Committee, to provide the 7th Session of the Meeting of the Parties (MOP7) to AEWA with a valid independent assessment of all Secretariat posts. The Consultant reviewed all positions except the three AEWA G-4 posts, which had already been reclassified (*cf. supra*), as well as the post of the Executive Secretary, which had already been classified by UNON at P-5 level in 2012, but maintained at P-4 level by MOP5 due to financial constraints.

The 12th Meeting of the Standing Committee requested the Secretariat to initiate the adjustment of those job titles and job descriptions of the P-staff positions with the Human Resources Unit at the United Nations Office at Nairobi (UNON), that had been assessed at being at a lower level than the ones they are performing on. This is not an upgrade and those positions will retain their current grading, but their titles and job descriptions will, at least, correctly reflect the actual duties and responsibilities undertaken.

Organisation of the Secretariat

The individual staff members and units work closely as a team, interacting with each other on cross-cutting issues on a daily basis; they are divided into four major areas of work (as described in Annex 7 – Organisational Structure and Annex 8 - Staff Composition of the UNEP/AEWA Secretariat).

Each staff member has an annual work plan, which is approved and/or revised annually as well as on a mid-term basis by his/her direct supervisor. All the work plans are examined by the Executive Secretary, in order to ensure synergies between the units and to avoid a duplication of efforts. The Secretariat nonetheless faces a number of challenges in the delivery of its mandate and is rather stretched. This is due to the ever-increasing range of services to be delivered: without the extension of the part-time positions through

voluntary contributions, the availability of staff funded through voluntary contributions and the support of interns, the Secretariat would not have been in a position to deliver all services requested during the course of the period covered by the report.

As at 01 June 2018, the core budget covers 7.25 full-time equivalent positions (FTEs), while voluntary contributions have allowed the addition of 4.15 full-time equivalent positions. The Secretariat currently comprises twelve staff members (see Annex II): seven Professional Staff members (P staff) and five General Staff members (G staff).

2. Core Budget (AWL) – Overview of income and expenditure

Income

Annex 2 summarizes the status of collection of annual assessed contributions from Parties as at 31 May 2018. The assessed contributions 2016-2018 approved by MOP6 amount to EUR 2,768,778. The overview shows a generally healthy income situation. Unpaid pledges amount to a total of EUR 519,360, split up as follows: EUR 312,547 for 2017 and previous years, and EUR 206,813 for 2018. It should be noted that the deadline for the annual contribution is 30 June and has not been reached at the time of writing. Advanced payments for future years amount to EUR 138,179. The UNEP/AEWA Secretariat regularly reminds Parties of outstanding contributions for the current and previous years.

Expenditures (2016 - 2018)

Annex 3 provides an interim report of 2016 - 2018 budget implementation as at 31 May 2018. The budget for 2016 includes an authorised withdrawal from the trust fund of EUR 71,564 for the small grant fund projects in African countries as well as the classification exercise for the AEWA positions.

The staff salaries under General Management showing overspendings on certain lines, partly due to a change in percentages of staff working hours, are compensated by other staff lines. Overexpenditures in the operative costs in 2016, e.g. for telephone and fax and office operations are due to the high work peak caused by MOP6 in November 2015.

It should be noted that the AEWA budget has benefited from a favourable EUR/ USD exchange rate in the years of 2016 and 2017. Overall, the budget shows a positive end-year balance, before Programme Support Costs, of EUR 104,175 in 2016 and EUR 9,036 in 2017, and a healthy balance of EUR 621,552 for the running year 2018 after five months of implementation.

Trust Fund balance

According to the currently available preliminary statement of financial performance, the Trust Fund balance for assessed contributions as at 31 December 2017 is expected to amount to USD 677,006 (which is inclusive of the Operating Reserve of a constant level of at least 15 % of the estimated annual expenditure or EUR 150,000, whichever is higher). The Secretariat, however, wishes to point out that due to ongoing reversals and corrective actions, the final figure might still slightly differ.

3. Voluntary Contributions (AVL) - Overview of collections 2016-2018

In addition to the annual contributions paid by Parties towards the AEWA core budget (AWL), the Secretariat also received voluntary contributions from different governments and organisations that were earmarked for certain activities. These voluntary contributions are managed in the separate Trust Fund

(AVL). Annexes 4, 5 and 6 summarize the voluntary contributions to the AVL Trust fund in 2016, 2017 and 2018 respectively.

The pledged voluntary contributions received amounted to **EUR 595,072** (EUR 205,555 + USD 431,359 equivalent to EUR 389,517¹) in 2016 (Annex 4), **EUR 556,697** in 2016 (EUR 313,250 + USD 260,435, equivalent to EUR 232,047² + GBP 10,000 equivalent to EUR 11,400) in 2017 and **EUR 161,998** in 2018 (EUR 145,000 + GBP 6,700 equivalent to EUR 7,645 + Skr 100,000 equivalent to EUR 9,353).

The voluntary contributions received in 2016-2018 were earmarked for the coordination and implementation of the Lesser White-fronted Goose ISSAP, the European Goose Management Platform, the African Initiative, the Strategic Plan 2019-2027 process, the production of the 7th edition of the Conservation Status report and other MOP7 documents, funded delegates attending MOP7, the organisation of MOP7, the planning workshop for the Velvet Scoter ISSAP and the 1st Meeting of the Eurasian Curlew International Working Group. The Secretariat would like to thank all governments and organisations that have provided contributions to AEWA.

¹ Exchange rate 0,903.

² Exchange rate 0,891.

ANNEX 1: IMPLEMENTATION OF THE APPROVED AEWA BUDGET 2013 - 2015

Final Report as at 31 December 2017 (in EUR)

	GENERAL TRUST FUND FOR ASSESSED CONTRIBUTIONS IN RESPECT OF THE AGREEMENT ON THE CONSERVATION OF AFRICAN - EURASIAN MIGRATORY WATERBIRDS (AWL)	2013		2014		2015			TOTAL 2013-2015	
		Budget	Expenditure	Budget	Expenditure	Budget	Expenditure	Prior-Period Adjustments in 2016	Budget	Expenditure
BL	Budget Item	EUR	EUR	EUR						
	GENERAL MANAGEMENT									
1101	Executive Secretary (P4)	155,256	151,907	158,361	113,309	161,528	121,110	0	475,145	386,326
1102	Associate Technical Officer (P3)	126,086	134,017	128,608	137,403	131,180	144,679	0	385,874	416,098
1103	Associate Information Officer (P2)	83,693	86,024	85,367	88,915	87,074	98,690	385	256,134	274,014
1104	Associate Programme Officer (P2)	77,101	32,227	78,643	53,007	80,216	67,860	0	235,960	153,094
1105	Associate Programme Officer (LWfG Coordination) P2*	0	0	0	0	0	0	0	0	0
1301	Administrative Assistant (G5)	62,516	62,759	63,766	66,106	65,041	76,511	0	191,323	205,376
1302	Team Assistant (G4) 75%	50,630	59,016	51,643	58,211	52,676	65,926	0	154,949	183,153
1303	Information Assistant (G4) 50%	31,509	38,921	32,139	41,607	32,782	47,454	0	96,430	127,983
1305	Administrative Assistant (GS4) - 50%				10,894			0	0	10,894
1201	Translators	6,500	4,082	6,500	6,811	9,000	11,370	0	22,000	22,263
1601	Official Travel AEWA Staff	31,500	37,454	31,500	26,498	31,500	18,968	1,799	94,500	84,719
3201	Training of Staff	2,500	639	2,500	624	2,500	4,559	0	7,500	5,823
4101	Miscellaneous office supplies	3,000	4,755	3,000	1,842	3,000	4,086	(531)	9,000	10,152
4201	Office equipment	7,000	4,233	7,000	4,152	7,000	4,019	(349)	21,000	12,054
4301	Rent and maintenance costs **	0	0	0	0	0	0	0	0	0
4302	IT service provider	40,000	34,913	40,000	28,885	40,000	28,847	(3,749)	120,000	88,895
5101	Operation/maintenance of computers	1,500	0	1,500	2,835	1,500	0	0	4,500	2,835
5102	Operation/maintenance of photocopiers	2,500	4,776	2,500	1,785	2,500	8,715	(2,040)	7,500	13,236
5103	Operation/ maintenance -others	1,000	0	1,000	0	1,000	170	(315)	3,000	(145)
5201	Document production (external)	1,000	227	1,000	0	1,000	2,141	(501)	3,000	1,867
5203	Reference material	300	41	300	0	300	0	0	900	41
5301	Telephone, Fax	4,000	3,747	4,000	4,038	4,000	7,925	0	12,000	15,710
5302	Postage and miscellaneous	6,000	1,513	6,000	5,861	7,500	7,138	(977)	19,500	13,536
5303	Bank charges	100	0	100	0	100	0	0	300	0
5401	Hospitality	500	131	500	126	500	0	0	1,500	257
	Sub-total	694,191	661,381	705,927	652,910	721,897	720,168	(6,279)	2,122,015	2,028,181

IMPLEMENTATION OF THE AFRICAN INITIATIVE										
1106	Associate Programme Officer/African Coordinator (P2) 50%	42,500	0	43,350	0	44,217	13,147	57,379	130,067	70,526
1304	Programme Assistant G4) 50%	0	0	0	0	0	0	0	0	0
2203	Small Grant Fund Projects in African Countries	30,000	22,065	30,000	27,778	30,000	(145)	(439)	90,000	49,259
2204	Implementation of the African action plan	15,000	20,594	15,000	0	15,000	35,521	0	45,000	56,115
	Sub-total	87,500	42,659	88,350	27,778	89,217	48,523	56,940	265,067	175900.0674
SERVICING THE MEETING OF THE PARTIES										
1221	English Translators - MOP	0	0	0	0	0	0	0	0	0
1222	French Translators - MOP	0	0	0	0	30,000	77,436	(43,609)	30,000	33,827
1224	Report Writers - MOP	0	0	0	0	7,500	392	7,167	7,500	7,558
1225	Interpreters -MOP	0	0	0	0	50,000	12,219	17,278	50,000	29,497
1220	Consultancies for MOP (1 review)	50,000	33,499	0	(10,831)	0	459	20,616	50,000	43,743
1622	Travel of Staff to the MOP	0	0	0	0	0	0	0	0	0
2221	Organization of MOP	0	0	0	0	80,000	301,183	(186,148)	80,000	115,035
5221	Document production (external) - MOP	0	0	0	0	7,500	10,353	367	7,500	10,719
	Sub-total	50,000	33,499	0	(10,831)	175,000	402,042	(184,330)	225,000	240,380
SERVICING THE TECHNICAL COMMITTEE										
1231	English Translators - TC	0	0	0	0	0	0	0	0	0
1232	French Translators - TC	0	0	5,000	0	0	5,912	0	5,000	5,912
1234	Report Writers - TC	0	0	0	0	0	0	0	0	0
1235	Interpreters - TC	0	0	10,000	0	0	0	0	10,000	0
3343	Meeting of the StC (travel/dsa/ organisational costs)	0	6,178	17,500	(2,746)	17,500	1,724	0	35,000	5,155
	Sub-total	0	6,178	32,500	(2,746)	17,500	7,636	0	50,000	11,068
SERVICING THE STANDING COMMITTEE										
1241	English Translators - StC	0	0	0	0	0	0	0	0	0
1242	French Translators - StC	0	7,280	5,000	0	20,000	25,846	0	25,000	33,126
1244	Report Writers - StC	0	0	0	0	0	0	0	0	0
1245	Interpreters - StC	0	0	10,000	0	10,000	0	0	20,000	0
3332	Meetings of the TC (travel/dsa/ organisational costs)	0	0	17,500	2,500	0	7,360	0	17,500	9,860
	Sub-total	0	7,280	32,500	2,500	30,000	33,206	0	62,500	42,987
	TOTAL	831,691	750,998	859,277	669,612	1,033,614	1,211,575	(133,669)	2,724,582	2,498,516
	13% PSC ***	108,120	97,630	111,706	87,050	134,370	157,505	(17,377)	354,196	324,807
	GRAND TOTAL	939,811	848,627	970,983	756,662	1,167,984	1,369,080	(151,046)	3,078,778	2,823,323

*Covered by a pledge from the Government of Norway **Covered by the Government of Germany ***From the 13% overhead, UNEP is covering the costs of one professional and four general service staff members of the CMS Administrative and Fund Management Unit, which supports the UNEP/AEWA Secretariat

ANNEX 2: GENERAL TRUST FUND FOR ANNUAL CONTRIBUTION TO THE AGREEMENT ON THE CONSERVATION OF AFRICAN - EURASIAN MIGRATORY WATERBIRDS (AWL)

Status of Contributions as at 31 May 2018 (in EUR)

COUNTRIES	Unpaid Pledges for 2017 & Prior Years	Advanced Payments for Future Years	Pledges for 2018	Collections in 2018 for 2017 & Prior Years	Collections in 2018 for 2018	Collections During 2018 for Future Years	Unpaid Pledges for 2017 & Prior Years	Unpaid Pledges for 2018	Advanced Payments for 2019 (Future Years)	Total Outstanding as of 2018
	EUR	EUR	EUR	EUR	EUR	EUR	EUR	EUR	EUR	EUR
Albania	0	0	2,000		2,000		0	0	0	0
Algeria	2,000	0	2,000				2,000	2,000	0	4,000
Belarus	0	0	2,000				0	2,000	0	2,000
Belgium	0	0	23,494				0	23,494	0	23,494
Benin	9,991	0	2,000				9,991	2,000	0	11,991
Botswana	333	0	2,000				333	2,000	0	2,333
Bulgaria	0	0	2,000		2,000		0	0	0	0
Burkina Faso	5,870	0	2,000				5,870	2,000	0	7,870
Burundi	6,500	0	2,000				6,500	2,000	0	8,500
Chad	12,333	0	2,000				12,333	2,000	0	14,333
Congo	18,362	0	2,000				18,362	2,000	0	20,362
Cote d'Ivoire	0	5,394	2,000				0	0	3,394	0
Croatia	0	0	2,000		2,000		0	0	0	0
Cyprus	0	2,000	2,000				0	0	0	0
Czech Republic	0	2,784	2,784				0	0	0	0
Denmark	0	0	22,932				0	22,932	0	22,932
Djibouti	18,470	0	2,000				18,470	2,000	0	20,470

COUNTRIES	Unpaid Pledges for 2017 & Prior Years	Advanced Payments for Future Years	Pledges for 2018	Collections in 2018 for 2017 & Prior Years	Collections in 2018 for 2018	Collections During 2018 for Future Years	Unpaid Pledges for 2017 & Prior Years	Unpaid Pledges for 2018	Advanced Payments for 2019 (Future Years)	Total Outstanding as of 2018
Egypt	0	3,833	3,833				0	0	0	0
Equatorial Guinea	4,000	0	2,000				4,000	2,000	0	6,000
Estonia	0	0	2,000		2,000		0	0	0	0
Ethiopia	6,000	0	2,000				6,000	2,000	0	8,000
European Commission	0	0	16,593				0	16,593	0	16,593
Finland	0	0	17,195		17,195		0	0	0	0
France	0	132,745	132,745			132,745	0	0	132,745	0
Gabon	10,167	0	2,000				10,167	2,000	0	12,167
Gambia	4,000	0	2,000				4,000	2,000	0	6,000
Georgia	0	0	2,000		2,000		0	0	0	0
Germany, F.R.	0	0	132,745		132,745		0	0	0	0
Ghana	0	2,000	2,000				0	0	0	0
Guinea	4,000	0	2,000				4,000	2,000	0	6,000
Guinea - Bissau	18,300	0	2,000				18,300	2,000	0	20,300
Hungary	0	0	3,302		3,302		0	0	0	0
Iceland	0	0	2,000				0	2,000	0	2,000
Ireland	0	0	9,174				0	9,174	0	9,174
Israel	0	0	14,915				0	14,915	0	14,915
Italy	0	0	75,007		75,007		0	0	0	0
Jordan	4,000	0	2,000				4,000	2,000	0	6,000
Kenya	4,000	0	2,000				4,000	2,000	0	6,000
Latvia	0	0	2,000		2,000		0	0	0	0
Lebanon	3,052	0	2,000	2,000			1,052	2,000	0	3,052

COUNTRIES	Unpaid Pledges for 2017 & Prior Years	Advanced Payments for Future Years	Pledges for 2018	Collections in 2018 for 2017 & Prior Years	Collections in 2018 for 2018	Collections During 2018 for Future Years	Unpaid Pledges for 2017 & Prior Years	Unpaid Pledges for 2018	Advanced Payments for 2019 (Future Years)	Total Outstanding as of 2018
Libya	39,025	0	3,203				39,025	3,203	0	42,228
Lithuania	0	2,000	2,000				0	0	0	0
Luxembourg	0	2,000	2,000				0	0	0	0
Macedonia	16,000	0	2,000				16,000	2,000	0	18,000
Madagascar	0	1,210	2,000				0	790	0	790
Mali	9,999	0	2,000				9,999	2,000	0	11,999
Mauritania	5,333	0	2,000				5,333	2,000	0	7,333
Mauritius	0	0	2,000		2,000		0	0	0	0
Moldova	0	0	2,000				0	2,000	0	2,000
Monaco	0	0	2,000		2,000		0	0	0	0
Montenegro	0	0	2,000		2,000		0	0	0	0
Morocco	0	0	2,000				0	2,000	0	2,000
Netherlands	0	0	53,977		53,977		0	0	0	0
Niger	18,704	0	2,000				18,704	2,000	0	20,704
Nigeria	4,000	0	2,000				4,000	2,000	0	6,000
Norway	0	0	16,288		16,288		0	0	0	0
Portugal	11,838	0	11,838				11,838	11,838	0	23,676
Romania	0	0	2,000		2,000		0	0	0	0
Rwanda	0.00	2,000	2,000				0.00	0	0	0
Senegal	14,000	0	2,000				14,000	2,000	0	16,000
Slovakia	0	2,000	2,000				0	0	0	0
Slovenia	0	4,149	2,149				0	0	2,000	0
South Africa	0	9,326	9,326				0	0	0	0

COUNTRIES	Unpaid Pledges for 2017 & Prior Years	Advanced Payments for Future Years	Pledges for 2018	Collections in 2018 for 2017 & Prior Years	Collections in 2018 for 2018	Collections During 2018 for Future Years	Unpaid Pledges for 2017 & Prior Years	Unpaid Pledges for 2018	Advanced Payments for 2019 (Future Years)	Total Outstanding as of 2018
Spain	0	100	62,576		62,476		0	0	0	0
Sudan	15,174	0	2,000				15,174	2,000	0	17,174
Swaziland	4,000	0	2,000				4,000	2,000	0	6,000
Sweden	0	0	31,874				0	31,874	0	31,874
Switzerland	0	0	38,230		38,230		0	0	0	0
Syria	13,885	0	2,000				13,885	2,000	0	15,885
Togo	2,000	0	2,000				2,000	2,000	0	4,000
Tunisia	15,600	0	2,000				15,600	2,000	0	17,600
U.K.	0	0	132,745		132,745		0	0	0	0
Uganda	0	2,040	2,000				0	0	40	0
Ukraine	0	0	2,000				0	2,000	0	2,000
United Rep. of Tanzania	8,000	0	2,000				8,000	2,000	0	10,000
Uzbekistan	3,610	0	2,000				3,610	2,000	0	5,610
Zimbabwe	2,000	0	2,000				2,000	2,000	0	4,000
Total	314,547	173,581	926,925	2,000	551,965	132,745	312,547	206,813	138,179	519,360

ANNEX 3: IMPLEMENTATION OF THE APPROVED AEWA BUDGET 2016-2018

Report as at 31 May 2018 (in EUR)

BL	Budget Item	2016				2017				2018		
		BUDGET	TF Withdrawal	EXPENDITURE	VARIANCE	BUDGET	TF Withdrawal	EXPENDITURE	VARIANCE	BUDGET	EXPENDITURE	VARIANCE
	GENERAL MANAGEMENT											
1101	Executive Secretary (P4)	152.054		127.060	24.994	155.095		133.379	21.716	158.197	54.375	103.822
1102	Technical Officer (P3)	127.449		149.812	-22.364	129.997		160.783	-30.786	132.597	52.330	80.268
1103	Associate Information Officer (P2)	103.994		101.321	2.673	106.073		104.640	1.433	108.195	42.855	65.340
1104	Associate Programme Officer (P2)	103.994		75.370	28.624	106.073		83.615	22.458	108.195	33.548	74.646
1105	Associate Programme Officer (LWfG Coordination) (P2)*	0		0	0			0	0	0	0	0
1301	Administrative Assistant (GS)	68.106		66.629	1.477	69.468		67.242	2.226	70.858	27.782	43.076
1302	Team Assistant (GS) 75%	45.161		60.581	-15.420	46.064		63.196	-17.132	46.986	26.628	20.358
1303	Information Assistant (GS) 50%	30.107		45.122	-15.015	30.710		17.991	12.719	31.324	20.763	10.561
1201	Translators	6.500		6.193	307	6.500		2.110	4.390	6.500	5.000	1.500
1601	Official Travel AEWA Staff	31.500		29.949	1.551	31.500		29.756	1.744	31.514	15.711	15.803
3201	Training of Staff	2.000		2.085	-85	2.000		0	2.000	2.000	1.211	789
4101	Miscellaneous office supplies	3.000		3.198	-198	3.000		3.841	-841	3.000	390	2.610
4201	Office equipment	6.000		4.007	1.993	6.000		556	5.444	6.000	2.416	3.584
4301	Rent and maintenance costs **	0		0	0			0	0	0	0	0
4302	IT service provider	35.000		2.694	32.306	35.000		4.877	30.123	35.000	23.822	11.178
5101	Operation/maintenance of computers	1.500		261	1.239	1.500		1.461	39	1.500	1.332	168
5102	Operation/maintenance of photocopiers	2.500		4.881	-2.381	2.500		1.418	1.082	2.500	2.344	156
5103	Operation/ maintenance -others	1.000		0	1.000	1.000		0	1.000	1.000	0	1.000
5201	Document production (external)	0		0	0			0	0	0	0	0
5203	Reference material	0		0	0			0	0	0	0	0
5301	Telephone, Fax	4.000		7.531	-3.531	4.000		1.137	2.863	4.000	1.085	2.915
5302	Postage and miscellaneous	5.000		1.961	3.039	5.000		591	4.409	5.000	1.902	3.098
5303	Bank charges	100		0	100	100		0	100	100	0	100
5401	Hospitality	400		0	400	400		0	400	400	0	400
	Sub-total	729.364		688.653	40.711	741.980	0	676.591	65.389	754.865	313.495	441.370
	IMPLEMENTATION OF THE AFRICAN INITIATIVE											
1106	Associate Programme Officer/African Coordinator (P2) 50%	55.246		65.510	-10.264	56.286		66.243	-9.957	57.347	24.254	33.092
1304	Programme Assistant (GS) 50%	34.053		18.786	15.267	34.734		49.161	-14.427	35.429	12.469	22.960
2203	Small Grant Fund Projects in African Countries	0	69.167	38.738	30.429		28.693	35.120	-6.426	0	0	0
2204	Implementation of the African action plan	20.000		0	20.000	20.000		37.893	-17.893	20.000	0	20.000
	Sub-total	109.299	69.167	123.033	55.433	111.020	28.693	188.416	-48.703	112.776	36.723	76.052

BL	Budget Item	2016				2017				2018		
		BUDGET	TF Withdrawal	EXPENDITURE	VARIANCE	BUDGET	TF Withdrawal	EXPENDITURE	VARIANCE	BUDGET	EXPENDITURE	VARIANCE
	SERVICING THE MEETING OF THE PARTIES											
	Classification of AEWA posts	0	2.397	2.371	26				0			0
1201	English Translators				0				0	31.740	0	31.740
1202	French Translators				0				0			0
1204	Report Writers				0				0			0
1205	Interpreters				0				0			0
1220	Consultancies for MOP (1 review)				0				0			0
1602	Travel of Staff to the MOP				0				0			0
2201	Organization of MOP	0	0	215	-215				0	58.537	0	58.537
5201	Document production (external)				0				0			0
	Sub-total	0	2.397	2.586	-189	0	0	0	0	90.277	0	90.277
	SERVICING THE TECHNICAL COMMITTEE											
1201	English Translators				0				0			0
1202	French Translators				0				0			0
1204	Report Writers				0				0			0
1205	Interpreters				0				0			0
3302	Meetings of the TC (travel/dsa/ organisational costs)	17.500	0	15.599	1.901			-2.276	2.276	17.500	13.503	3.997
	Sub-total	17.500		15.599	1.901	0	0	-2.276	2.276	17.500	13.503	3.997
	SERVICING THE STANDING COMMITTEE											
1201	English Translators				0				0	20.000	16.171	3.829
1202	French Translators				0				0		0	0
1204	Report Writers				0				0		0	0
1205	Interpreters				0				0			0
3303	Meeting of the StC (travel/dsa/ organisational costs)	10.000	0	3.680	6.320			10.965	-10.965	10.000	3.974	6.026
	Sub-total	10.000		3.680	6.320	0	0	10.965	-10.965	30.000	20.145	9.855
	TOTAL	866.163		833.552	104.175	853.000	28.693	873.696	7.997	1.005.418	383.866	621.552
	13 % PSC ***	112.601		108.362	13.543	110.890	3.730	113.581	1.040	130.704	49.903	80.802
	GRAND TOTAL	978.764		941.914	117.718	963.890	32.423	987.277	9.036	1.136.122	433.768	702.353

ANNEX 4: GENERAL TRUST FUND FOR VOLUNTARY CONTRIBUTIONS TO THE AGREEMENT ON THE CONSERVATION OF AFRICAN - EURASIAN MIGRATORY WATERBIRDS (AVL)

Status of contributions as at 31 December 2016

Notes	COUNTRIES	Unpaid Pledges as at 31.12.15		Pledges for 2016 and 2017		Collections in 2016 for prior years		Collections in 2016 for 2016 and 2017		Unpaid pledges for 2016 & Prior Years	
		USD	EUR	USD	EUR	USD	EUR	USD	EUR	USD	EUR
1	Norway		88,430.00								88,430.00
2	Nature Reserves Authority, Israel			16,504.00				16,504.00			
3	Switzerland				78,000.00				78,000.00		
4	Germany				25,600.00				25,600.00		
5	Finland				10,000.00				10,000.00		
6	Czech Rep.				5,000.00				5,000.00		
7	Norway			138,300.00		135,600.00		138,300.00		(135,600.00)	
8	Netherlands		16,952.00				16,952.00				
9	Netherlands				10,000.00		10,000.00				
10	Finland		10,000.00				10,000.00				
11	Italy				50,003.00				50,003.00		
12	Norway			141,000.00				140,955.00		45.00	0.00
	Total		115,382.00	295,804.00	178,603.00	135,600.00	36,952.00	295,759.00	168,603.00	(135,555.00)	88,430.00
	1 Lesser White-fronted Goose (LwfG) coordination 2014										
	2 12th Meeting of the Technical Committee										
	3 African Initiative										
	4 Velvet Scoter workshop; LwfG implementation										
	5 LwfG implementation 2016										
	6 Strategic Plan 2019-27 process										
	7 LwfG coordination 2016										
	8 MOP6 funded delegates and 20th Anniversary coffee table book										
	9 Strategic Plan 2019-27 process										
	10 LwfG implementation										
	11 Species action planning for the White-headed Duck										
	12 LwfG coordination 2017										

ANNEX 5: GENERAL TRUST FUND FOR VOLUNTARY CONTRIBUTIONS TO THE AGREEMENT ON THE CONSERVATION OF AFRICAN - EURASIAN MIGRATORY WATERBIRDS (AVL)

Status of contributions as at 31 December 2017

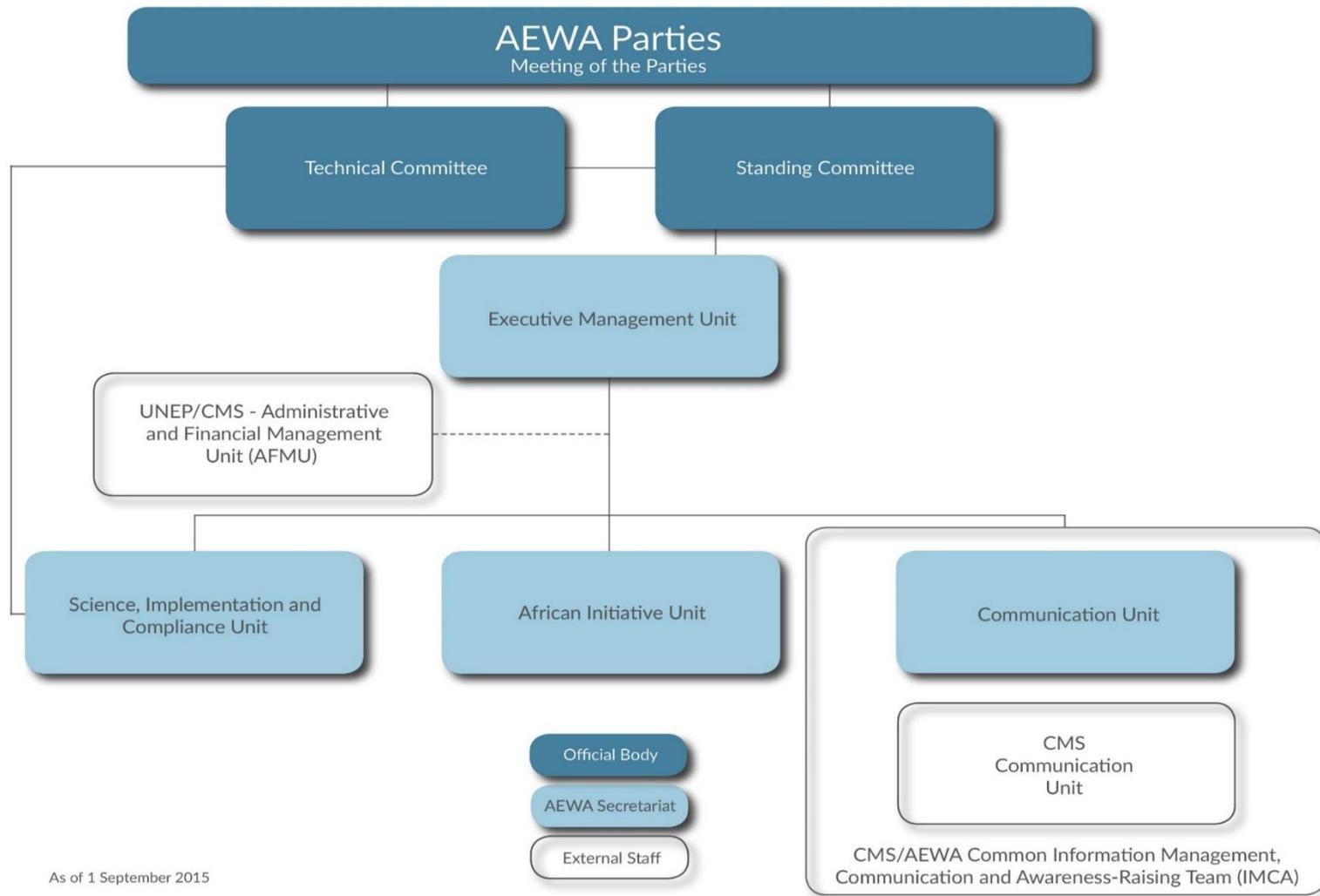
Notes	COUNTRIES	Unpaid Pledges as at 31.12.16		Pledges for 2017 and 2018			Collections in 2017 for prior years		Collections in 2017 for 2017 and 2018			Unpaid pledges for 2016 & Prior Years	
		USD	EUR	Other Currency	USD	EUR	USD	EUR	Other Currency	USD	EUR	USD	EUR
1	Norway		88,430.00										88,430.00
2	Norway				141,000.00					141,000.00			0.00
3	France					5,000.00					5,000.00		0.00
4	Germany					25,600.00					25,600.00		0.00
5	Czech Republic					5,000.00					5,000.00		0.00
6	Norway					60,000.00					60,000.00		0.00
7	France					30,000.00					30,000.00		0.00
8	Finland					10,000.00					10,000.00		0.00
9	Norway				119,435.00					119,435.00			0.00
10	Switzerland					73,000.00					73,000.00		0.00
11	Germany					3,300.00					3,300.00		0.00
12	UK			GBP 10,000					GBP 10,000				0.00
13	Luxembourg					55,000.00					55,000.00		0.00
14	Netherlands					10,000.00					10,000.00		0.00
15	Germany					3,300.00					3,300.00		0.00
16	Netherlands					28,250.00					28,250.00		0.00
17	Norway					4,800.00					4,800.00		0.00
	Total		88,430.00		260,435.00	313,250.00				260,435.00	313,250.00		88,430.00
1	Lesser White-fronted Goose (LwfG) coordination 2014			11	Office equipment								
2	LwfG coordination 2017			12	7th edition of the Conservation Status Report								
3	7th edition of the Conservation Status Report			13	Project on climate resilient site network								
4	7th edition of the Conservation Status Report			14	European Goose Management Platform								
5	7th edition of the Conservation Status Report			15	Office equipment								
6	European Goose Management Platform			16	MOP7 documents on seabirds and monitoring								
7	European Goose Management Platform			17	European Goose Management Platform								
8	LwfG implementation												
9	LwfG implementation												
10	African Initiative												

ANNEX 6: GENERAL TRUST FUND FOR VOLUNTARY CONTRIBUTIONS TO THE AGREEMENT ON THE CONSERVATION OF AFRICAN - EURASIAN MIGRATORY WATERBIRDS (AVL)

Status of contributions as at 31 May 2018

Notes	COUNTRIES	Unpaid Pledges as at 31.12.16			Pledges for 2018			Collections in 2018 for prior years			Collections in 2018 for 2018			Unpaid pledges for 2017 & Prior Years		
		Other Currency	USD	EUR	Other Currency	USD	EUR	Other Currency	USD	EUR	Other Currency	USD	EUR	Other Currency	USD	EUR
1	Denmark						40,000.00						40,000.00			
2	Finland						10,000.00						10,000.00			
3	Finland						15,000.00						15,000.00			
4	South Africa						50,000.00						50,000.00			
5	UK				GBP 6,700						GBP 6,700					
6	Germany						30,000.00						30,000.00			
7	Norway				NOK 600,000											
8	Sweden				Skr 100,000						Skr 100,000					
9	Czech Republic						5,000.00									
	Total						150,000.00						145,000.00			
1	European Goose Management Platform															
2	Lesser White-fronted Goose (LwfG) implementation															
3	European Goose Management Platform															
4	MOP7															
5	Eurasian curlew meeting															
6	MOP7 funded delegates															
7	European Goose Management Platform															
8	MOP7 funded delegates															
9	MOP7 report															

ANNEX 7 – UNEP/AEWA Secretariat Organisational structure



ANNEX 8 – UNEP/AEWA Secretariat Staff Composition

