



**7<sup>th</sup> SESSION OF THE MEETING OF THE PARTIES**

*04-08 December 2018, Durban, South Africa*

*“Beyond 2020: Shaping flyway conservation for the future”*

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

*Prepared by the UNEP/AEWA Secretariat*

**Introduction**

At the 6<sup>th</sup> Session of the Meeting of the Parties to AEWA, the core budget for 2016-2018 was adopted through Resolution 6.18. The Secretariat reported to the Standing Committee at its 12<sup>th</sup> Meeting (31 January – 01 February 2017, Paris, France) and its 13<sup>th</sup> Meeting (03–05 July 2018, The Hague, the Netherlands). The present document aims at reporting on staffing issues and on income and expenditure for the period 01 January 2016 –30 September 2018.

**Action Requested from the Meeting of the Parties**

The Meeting of the Parties is requested to review and approve the information provided in the report.

## 1. Staffing (1 January 2016 – 30 September 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 - 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 AEWA/MOP 7.11.

### 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, the Netherlands 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, 15 interns supported the work of the Secretariat in the period under consideration (January 2016 – September 2018), which is an average of six interns per year. All of them have been supporting the work of the IMCA team except one intern working on the analysis of national reports.

### 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 UNEP/CMS Secretariat, which would serve as 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 12<sup>th</sup> Meeting of the Standing Committee requested the Secretariat to initiate the adjustment of those job titles and job descriptions of the P-staff positions. 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 6 – Organisational Structure and Annex 7 - 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 and the availability of additional 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 30 September 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: seven Professional Staff members (P staff) and five General Staff members (G staff).

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

### Income

**Annex 1** summarizes the status of collection of annual assessed contributions from Parties as at 30 September 2018. The assessed contributions 2016-2018 approved by MOP6 amount to EUR 2,768,778. Unpaid pledges amount to a total of EUR 411,310, split up as follows: EUR 306,547 for 2017 and previous years, and EUR 104,763 for 2018. Advanced payments for future years amount to EUR 140,179. The UNEP/AEWA Secretariat regularly reminds Parties of outstanding contributions for the current and previous years and offers assistance to National Focal Points when requested. Some Parties have made progress to set up any arrears or to reduce the arrears in the course of the last two years. The status of collection of contributions is updated on a weekly basis through a [webpage](#) accessible to everyone.

### Expenditures (2016 - 2018)

**Annex 2** provides an interim report of 2016-2018 budget implementation as at 30 September 2018. The Annex also shows the authorised withdrawals from the trust fund amounting to EUR 124,518 in total for the small grant fund projects in African countries, the implementation of the Plan of Action for Africa, as well as the classification exercise for the AEWA positions.

The staff salaries under General Management showing overspendings on certain budget lines, partly due to a change in percentages of staff working hours, are compensated by other staff budget lines. Over-expenditures 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. In 2018, the Secretariat was able to acquire more reasonably priced cell phone contracts.

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-of-year balance, after Programme Support Costs, of EUR 73,720 in 2016 and EUR 14,423 in 2017, and a balance of EUR 306,919 for the running year 2018 after nine months of implementation, however some expenditures are expected to occur during the last quarter leading to an expected consumption rate of 98% for the triennium.

#### Trust Fund balance

According to the statement of financial performance, the Trust Fund balance for assessed contributions as at 31 December 2017 amounts to USD 522,472 (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). This amount could be seen as being high, however it should be kept in mind that it includes advance contributions for future years.

### **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 3, 4 and 5 summarize the voluntary contributions to the AVL Trust fund in 2016, 2017 and 2018 respectively.

The pledged voluntary contributions received amounted to **EUR 562,915** in 2016 (Annex 3)<sup>1</sup>, **EUR 714,138** in 2017 (Annex 4)<sup>2</sup> and **EUR 698,405** in 2018 (Annex 5)<sup>3</sup>.

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 development of ISSMP for the Barnacle Goose; the development of the ISSMP for the Greylag Goose; the African Initiative; climate change adaption measures for waterbirds; the Strategic Plan 2019-2027 process, the production of the 7<sup>th</sup> edition of the Conservation Status report, the national report analysis and other MOP7 documents; funded delegates attending MOP7; the organisation of MOP7; the planning workshop for the Velvet Scoter ISSAP; and the 1<sup>st</sup> Meeting of the Eurasian Curlew International Working Group. The Secretariat would like to thank all governments and organisations that have provided contributions to AEWA.

In addition to the financial contributions, the Secretariat also regularly receives in-kind support mostly from Contracting Parties providing support to a meeting or workshop or projects organized by the Secretariat. The Secretariat would like to point out that it was not possible to reconstitute all support (and equivalent value expressed in EUR) retrospectively for the whole budgetary period 2016-18, as requested by the Standing Committee at its 13<sup>th</sup> Meeting in The Hague in July 2018. However, the Secretariat is trying to estimate the in-kind contributions with the help of the Parties and will present them at MOP7.

It is suggested that the Secretariat will endeavor to compile a complete list of in-kind support as of 01 January 2019 for the period 2019-2021 to be presented at MOP8..

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<sup>1</sup> **EUR 206,640** + USD 295,804 equivalent to **EUR 267,111** (exchange rate 0,903).

<sup>2</sup> **EUR 470,731** + USD 260,435, equivalent to **EUR 232,047** (exchange rate 0,891) + GBP 10,000, amount received USD13,210 equivalent to **EUR 11,360** (exchange rate 0,860).

<sup>3</sup> **EUR 471,946** + USD 137,840 equivalent to **EUR 120,610** (exchange rate 0,875) + GBP 6,700 equivalent to **EUR 7,645** + NOK 600,000, amount received USD 73,185, equivalent to **EUR 64,037** (exchange rate 0,875) + Skr 100,000, amount received USD 11,421.41 equivalent to **EUR 9,456** (exchange rate 0,828) + Skr 200,000, amount received USD 28,601.17, equivalent to **EUR 24,711** (exchange rate 0,864).

**ANNEX 1: GENERAL TRUST FUND FOR ANNUAL CONTRIBUTION TO THE AGREEMENT ON THE CONSERVATION OF AFRICAN - EURASIAN MIGRATORY WATERBIRDS (AWL)**

**Status of Contributions as at 30 September 2018 (in EUR)**

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

COUNTRIES	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	3,833	3,833				0	0	0	0
Equatorial Guinea	0	2,000				4,000	2,000	0	6,000
Estonia	0	2,000		2,000		0	0	0	0
Eswatini	0	2,000				4,000	2,000	0	6,000
Ethiopia	0	2,000	4,000			2,000	2,000	0	4,000
European Commission	0	16,593		16,593		0	0	0	0
Finland	0	17,195		17,195		0	0	0	0
France	132,745	132,745			132,745	0	0	132,745	0
Gabon *	0	2,000				10,167	2,000	0	12,167
Gambia	0	2,000				4,000	2,000	0	6,000
Georgia	0	2,000		2,000		0	0	0	0
Germany	0	132,745		132,745		0	0	0	0
Ghana	2,000	2,000				0	0	0	0
Guinea	0	2,000				4,000	2,000	0	6,000
Guinea - Bissau *	0	2,000				18,300	2,000	0	20,300
Hungary	0	3,302		3,302		0	0	0	0
Iceland	0	2,000		2,000		0	0	0	0
Ireland	0	9,174		9,174		0	0	0	0
Israel	0	14,915		14,915		0	0	0	0
Italy	0	75,007		75,007		0	0	0	0
Jordan	0	2,000	2,000			2,000	2,000	0	4,000
Kenya	0	2,000				4,000	2,000	0	6,000
Latvia	0	2,000		2,000		0	0	0	0
Lebanon	0	2,000	2,000			1,052	2,000	0	3,052

COUNTRIES	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 *	0	3,203				39,025	3,203	0	42,228
Lithuania	2,000	2,000				0	0	0	0
Luxembourg	2,000	2,000			2,000	0	0	2,000	0
Macedonia	0	2,000				16,000	2,000	0	18,000
Madagascar	1,210	2,000				0	790	0	790
Mali	0	2,000				9,999	2,000	0	11,999
Mauritania *	0	2,000				5,333	2,000	0	7,333
Mauritius	0	2,000		2,000		0	0	0	0
Moldova	0	2,000		2,000		0	0	0	0
Monaco	0	2,000		2,000		0	0	0	0
Montenegro	0	2,000		2,000		0	0	0	0
Morocco	0	2,000				0	2,000	0	2,000
Netherlands	0	53,977		53,977		0	0	0	0
Niger *	0	2,000				18,704	2,000	0	20,704
Nigeria	0	2,000				4,000	2,000	0	6,000
Norway	0	16,288		16,288		0	0	0	0
Portugal	0	11,838				11,838	11,838	0	23,676
Romania	0	2,000		2,000		0	0	0	0
Rwanda	2,000	2,000				0.00	0	0	0
Senegal	0	2,000				14,000	2,000	0	16,000
Slovakia	2,000	2,000				0	0	0	0
Slovenia	4,149	2,149				0	0	2,000	0
South Africa	9,326	9,326				0	0	0	0

COUNTRIES	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	100	62,576		62,476		0	0	0	0
Sudan	0	2,000				15,174	2,000	0	17,174
Sweden	0	31,874		31,874		0	0	0	0
Switzerland	0	38,230		38,230		0	0	0	0
Syria	0	2,000				13,885	2,000	0	15,885
Togo	0	2,000				2,000	2,000	0	4,000
Tunisia	0	2,000				15,600	2,000	0	17,600
U.K.	0	132,745		132,745		0	0	0	0
Uganda	2,040	2,000				0	0	40	0
Ukraine	0	2,000				0	2,000	0	2,000
United Rep. of Tanzania	0	2,000				8,000	2,000	0	10,000
Uzbekistan	0	2,000				3,610	2,000	0	5,610
Zimbabwe	0	2,000				2,000	2,000	0	4,000
<b>Total</b>	<b>173,581</b>	<b>926,925</b>	<b>8,000</b>	<b>654,015</b>	<b>134,745</b>	<b>306,547</b>	<b>104,763</b>	<b>140,179</b>	<b>411,310</b>
* No payment since the accession to the Agreement									



## ANNEX 2: IMPLEMENTATION OF THE APPROVED AEW BUDGET 2016-2018

Report as at 30 September 2018 (in EUR)

BL	Budget Item	2016			2017			2018				TOTAL		
		BUDGET	EXPENDITURE	VARIANCE	BUDGET	EXPENDITURE	VARIANCE	BUDGET	EXPENDITURE (JAN - SEP)	PROJECTED EXPENDITURE (OCT - DEC)	VARIANCE	BUDGET	EXPENDITURE	VARIANCE
	<b>GENERAL MANAGEMENT</b>													
1101	Executive Secretary (P4)	152,054	127,060	24,994	155,095	133,379	21,716	158,197	98,296	35,728	24,173	465,345	394,462	70,883
1102	Technical Officer (P3)	127,449	149,812	(22,364)	129,997	160,783	(30,786)	132,597	117,953	34,558	(19,914)	390,043	463,106	(73,063)
1103	Associate Information Officer (P2)	103,994	101,321	2,673	106,073	104,640	1,433	108,195	77,716	28,695	1,784	318,262	312,372	5,890
1104	Associate Programme Officer (P2)	103,994	75,370	28,624	106,073	83,615	22,458	108,195	60,745	22,896	24,554	318,262	242,625	75,636
1105	Associate Programme Officer (LWfG Coordination) (P2)*	0	0	0	0	0	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	49,905	18,336	2,617	208,432	202,111	6,320
1302	Team Assistant (GS) 75%	45,161	60,581	(15,420)	46,064	63,196	(17,132)	46,986	48,281	20,531	(21,826)	138,211	192,589	(54,378)
1303	Information Assistant (GS) 50%	30,107	45,122	(15,015)	30,710	17,991	12,719	31,324	37,373	12,771	(18,820)	92,141	113,257	(21,115)
1201	Translators	6,500	6,193	307	6,500	2,110	4,390	6,500	6,422	4,800	(4,722)	19,500	19,524	(24)
1601	Official Travel AEW Staff	31,500	29,949	1,551	31,500	29,756	1,744	31,514	26,441	8,500	(3,427)	94,514	94,646	(132)
3201	Training of Staff	2,000	2,085	(85)	2,000	0	2,000	2,000	1,234	0	766	6,000	3,320	2,680
4101	Miscellaneous office supplies	3,000	3,198	(198)	3,000	3,841	(841)	3,000	2,970	0	30	9,000	10,008	(1,008)
4201	Office equipment	6,000	4,007	1,993	6,000	556	5,444	6,000	2,448	8,953	(5,401)	18,000	15,964	2,036
4301	Rent and maintenance costs **	0	0	0	0	0	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	24,261	22,000	(11,261)	105,000	53,831	51,169
5101	Operation/maintenance of computers	1,500	261	1,239	1,500	1,461	39	1,500	1,365	0	135	4,500	3,086	1,414
5102	Operation/maintenance of photocopiers	2,500	4,881	(2,381)	2,500	1,418	1,082	2,500	2,384	0	116	7,500	8,683	(1,183)
5103	Operation/ maintenance -others	1,000	0	1,000	1,000	0	1,000	1,000	0	1,000	0	3,000	1,000	2,000
5201	Document production (external)	0	0	0	0	0	0	0	0	0	0	0	0	0
5203	Reference material	0	0	0	0	0	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	3,828	900	(728)	12,000	13,395	(1,395)
5302	Postage and miscellaneous	5,000	1,961	3,039	5,000	591	4,409	5,000	1,951	3,000	49	15,000	7,503	7,497
5303	Bank charges	100	0	100	100	0	100	100	0	0	100	300	0	300
5401	Hospitality	400	0	400	400	0	400	400	0	0	400	1,200	0	1,200
	<b>Sub-total</b>	<b>729,364</b>	<b>688,653</b>	<b>40,711</b>	<b>741,980</b>	<b>676,591</b>	<b>65,389</b>	<b>754,865</b>	<b>563,570</b>	<b>222,668</b>	<b>(31,373)</b>	<b>2,226,209</b>	<b>2,151,482</b>	<b>74,727</b>
	<b>IMPLEMENTATION OF THE AFRICAN INITIATIVE</b>													
1106	Associate Programme Officer/African Coordinator (P2) 50%	55,246	65,510	(10,264)	56,286	66,243	(9,957)	57,347	49,916	14,696	(7,265)	168,879	196,364	(27,486)
1304	Programme Assistant (GS) 50%	34,053	18,786	15,267	34,734	49,161	(14,427)	35,429	25,015	10,414	0	104,216	103,375	841
2203	Small Grant Fund Projects in African Countries	0	0	0	0	0	0	0	0	0	0	0	0	0
2204	Implementation of the African action plan	20,000	0	20,000	20,000	37,893	(17,893)	20,000	19,210	790	790	60,000	57,103	2,897
	<b>Sub-total</b>	<b>109,299</b>	<b>84,295</b>	<b>25,004</b>	<b>111,020</b>	<b>153,297</b>	<b>(42,277)</b>	<b>112,776</b>	<b>94,141</b>	<b>25,110</b>	<b>(6,475)</b>	<b>333,095</b>	<b>356,843</b>	<b>(23,748)</b>

BL	Budget Item	2016			2017			2018				TOTAL		
		BUDGET	EXPENDITURE	VARIANCE	BUDGET	EXPENDITURE	VARIANCE	BUDGET	EXPENDITURE (JAN - SEP)	PROJECTED EXPENDITURE (OCT - DEC)	VARIANCE	BUDGET	EXPENDITURE	VARIANCE
	<b>SERVICING THE MEETING OF THE PARTIES</b>													
1201	English Translators			0		0	31,740	0	31,740	0	31,740	31,740	0	
1202	French Translators			0		0				0	0	0	0	
1204	Report Writers			0		0				0	0	0	0	
1205	Interpreters			0		0				0	0	0	0	
1220	Consultancies for MOP (1 review)			0		0				0	0	0	0	
1602	Travel of Staff to the MOP			0		0				0	0	0	0	
2201	Organization of MOP	0	215	(215)		0	58,537	2,247	56,290	0	58,537	58,751	(214)	
5201	Document production (external)			0		0				0	0	0	0	
	<b>Sub-total</b>	<b>0</b>	<b>215</b>	<b>(215)</b>	<b>0</b>	<b>0</b>	<b>90,277</b>	<b>2,247</b>	<b>88,030</b>	<b>0</b>	<b>90,277</b>	<b>90,491</b>	<b>(214)</b>	
	<b>SERVICING THE TECHNICAL COMMITTEE</b>													
1201	English Translators			0		0				0	0	0	0	
1202	French Translators			0		0				0	0	0	0	
1204	Report Writers			0		0				0	0	0	0	
1205	Interpreters			0		0				0	0	0	0	
3302	Meetings of the TC (travel/dsa/ organisational costs)	17,500	15,599	1,901		(2,276)	17,500	13,000	0	4,500	35,000	26,323	8,677	
	<b>Sub-total</b>	<b>17,500</b>	<b>15,599</b>	<b>1,901</b>	<b>0</b>	<b>(2,276)</b>	<b>17,500</b>	<b>13,000</b>	<b>0</b>	<b>4,500</b>	<b>35,000</b>	<b>26,323</b>	<b>8,677</b>	
	<b>SERVICING THE STANDING COMMITTEE</b>													
1201	English Translators			0		0				0	0	0	0	
1202	French Translators			0		0	20,000	16,439	3,408	153	20,000	19,847	153	
1204	Report Writers			0		0		0		0	0	0	0	
1205	Interpreters			0		0				0	0	0	0	
3303	Meeting of the StC (travel/dsa/ organisational costs)	10,000	3,680	6,320		10,965	10,000	9,103	0	897	20,000	23,748	(3,748)	
	<b>Sub-total</b>	<b>10,000</b>	<b>3,680</b>	<b>6,320</b>	<b>0</b>	<b>10,965</b>	<b>30,000</b>	<b>25,542</b>	<b>3,408</b>	<b>1,050</b>	<b>40,000</b>	<b>43,595</b>	<b>(3,595)</b>	
	<b>TOTAL</b>	<b>866,163</b>	<b>792,443</b>	<b>73,720</b>	<b>853,000</b>	<b>838,577</b>	<b>1,005,418</b>	<b>698,499</b>	<b>339,216</b>	<b>(32,297)</b>	<b>2,724,581</b>	<b>2,668,735</b>	<b>55,846</b>	
	13 % PSC ***	112,601	103,018	9,584	110,890	109,015	1,875	130,704	90,805	44,098	354,196	346,936	7,260	
	<b>GRAND TOTAL</b>	<b>978,764</b>	<b>895,460</b>	<b>83,304</b>	<b>963,890</b>	<b>947,592</b>	<b>1,136,122</b>	<b>789,304</b>	<b>383,314</b>	<b>(36,496)</b>	<b>3,078,776</b>	<b>3,015,670</b>	<b>63,106</b>	

### Withdrawals from the Trust Fund reserve in 2016-2018 authorized by the Standing Committee

BL	Budget Item	2016			2017			2018				TOTAL		
		TF Withdrawal	EXPENDITURE	VARIANCE	TF Withdrawal	EXPENDITURE	VARIANCE	TF Withdrawal	EXPENDITURE (JAN - SEP)	PROJECTED EXPENDITURE (OCT - DEC)	VARIANCE	BUDGET	EXPENDITURE	VARIANCE
	Classification of AEWA posts	2,397	2,371	26	0	0	0	0	0	0	0	2,397	2,371	26
2203	Small Grants Fund Projects in African Countries	69,167	38,738	30,429	28,693	35,120	(6,427)	0	0	0	0	97,860	73,858	24,002
2204	Implementation of the African action plan	0	0	0	0	0	0	24,261	0	24,261	0	24,261	24,261	0

**ANNEX 3: GENERAL TRUST FUND FOR VOLUNTARY CONTRIBUTIONS TO THE AGREEMENT ON THE CONSERVATION OF AFRICAN - EURASIAN MIGRATORY WATERBIRDS (AVL)**

	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			
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			
13	EC*				28.037,00				28.037,00		
	<b>Total</b>		<b>115.382,00</b>	<b>295.804,00</b>	<b>206.640,00</b>	<b>135.600,00</b>	<b>36.952,00</b>	<b>295.759,00</b>	<b>196.640,00</b>		<b>88.430,00</b>

\* received and administered by the UNEP/CMS Secretariat

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										
13	Plan of Action for Africa process										

**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 2017**

	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			
3	France					5,000.00					5,000.00		
4	Germany					25,600.00					25,600.00		
5	Czech Republic					5,000.00					5,000.00		
6	Norway					60,000.00					60,000.00		
7	France					30,000.00					30,000.00		
8	Finland					10,000.00					10,000.00		
9	Norway				119,435.00					119,435.00			
10	Switzerland					73,000.00					73,000.00		
11	Germany					3,300.00					3,300.00		
12	UK			GBP 10.000					GBP 10.000	13,210.00			
13	Luxembourg					55,000.00					55,000.00		
14	Netherlands					10,000.00					10,000.00		
15	Germany					3,300.00					3,300.00		
16	Netherlands					28,250.00					28,250.00		
17	Norway					4,800.00					4,800.00		
18	European Commission*					157,481.00					157,481.00		
	<b>Total</b>		<b>88,430.00</b>		<b>260,435.00</b>	<b>470,731.00</b>				<b>273,645.00</b>	<b>470,731.00</b>		<b>88,430.00</b>

\* received and administered by the UNEP/CMS Secretariat

1	Lesser White-fronted Goose (LwfG) coordination 2014												
2	LwfG coordination 2017												
3	7th edition of the Conservation Status Report												
4	7th edition of the Conservation Status Report												
5	7th edition of the Conservation Status Report												
6	European Goose Management Platform; SSAP for the Greylag Goose												
7	European Goose Management Platform												
8	LwfG implementation												
9	LwfG implementation												
10	African Initiative												
11	Office equipment												
12	7th edition of the Conservation Status Report												
13	Project on climate resilient site network												
14	SSAP for the Barnacle Goose												
15	Office equipment												
16	MOP7 documents on seabirds and monitoring												
17	European Goose Management Platform												
18	Training of trainers for Africa; implementation of the SSAPs for the Grey-crowned crane and the White-winged Flufftail												

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

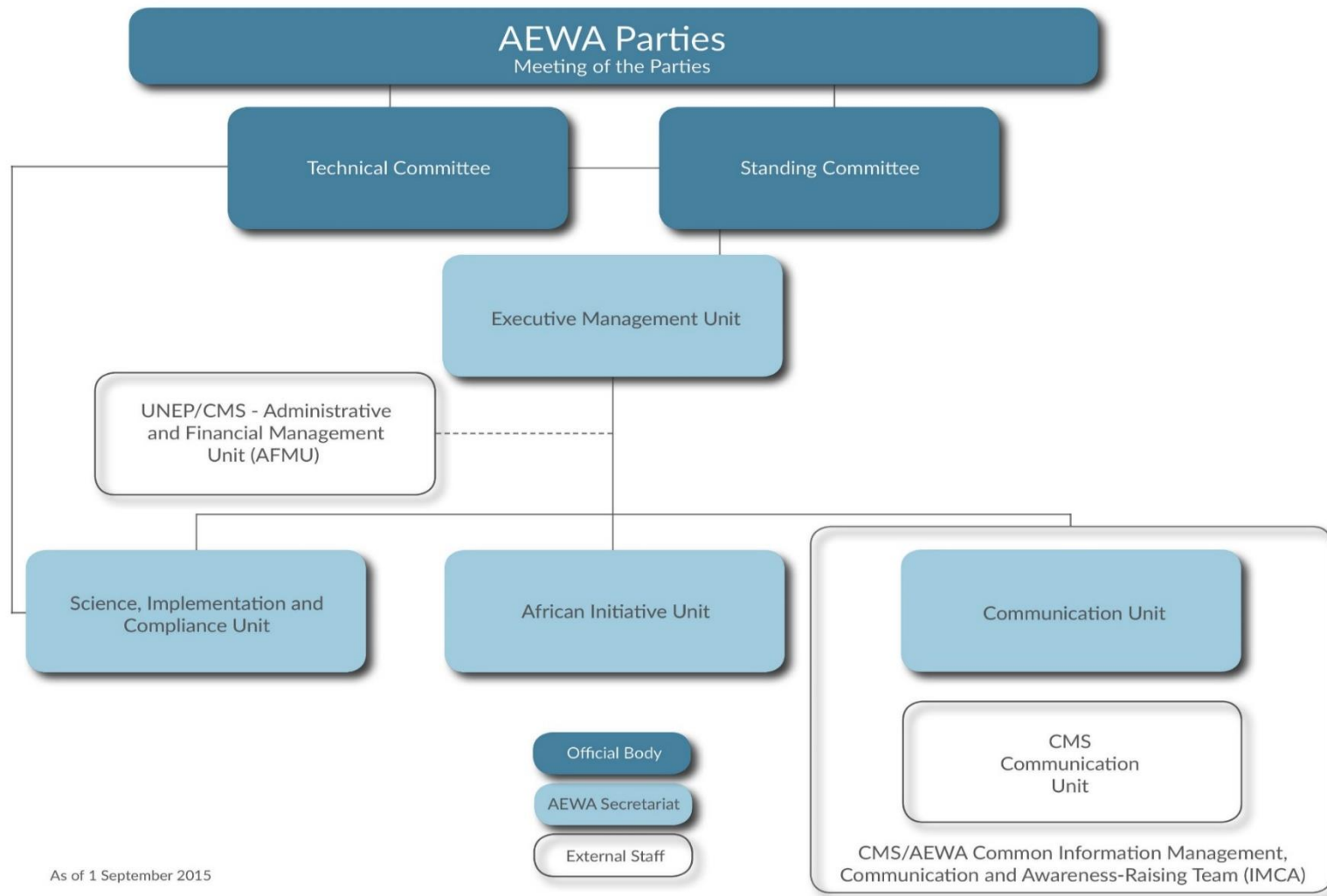
Status of contributions as at 30 September 2018

	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	Norway					137.840,00						103.380				
2	Denmark													40.000,00		
3	Finland													10.000,00		
4	Finland													15.000,00		
5	South Africa													50.000,00		
6	UK				GBP 6.700						GBP 6.700	9.394,07				
7	Germany													30.000,00		
8	Norway				NOK 600.000						NOK 600.000	73.185,00				
9	Sweden				Skr 100.000						Skr 100.000	11.421,41				
10	Czech Republic													5.000,00		
11	Sweden				Skr 200.000						Skr 200.000	28.601,17				
12	Switzerland													90.000,00		
13	Luxembourg													34.465,00		
14	Finland													10.000,00		
15	European Commission*													157.481,00		
16	France													30.000,00		
	<b>Total</b>					<b>137.840,00</b>	<b>471.946,00</b>					<b>225.981,65</b>	<b>422.481,00</b>			

\* received and administered by the UNEP/CMS Secretariat

1	Lesser White-fronted Goose (LwFG) coordination																
2	European Goose Management Platform																
3	Lesser White-fronted Goose (LwFG) implementation																
4	European Goose Management Platform																
5	MOP7																
6	Eurasian curlew meeting																
7	MOP7 funded delegates																
8	European Goose Management Platform																
9	MOP7 funded delegates																
10	MOP7 report																
11	Climate change adaptation																
12	African pre-MOP, MOP7 funded delegates, national report analysis																

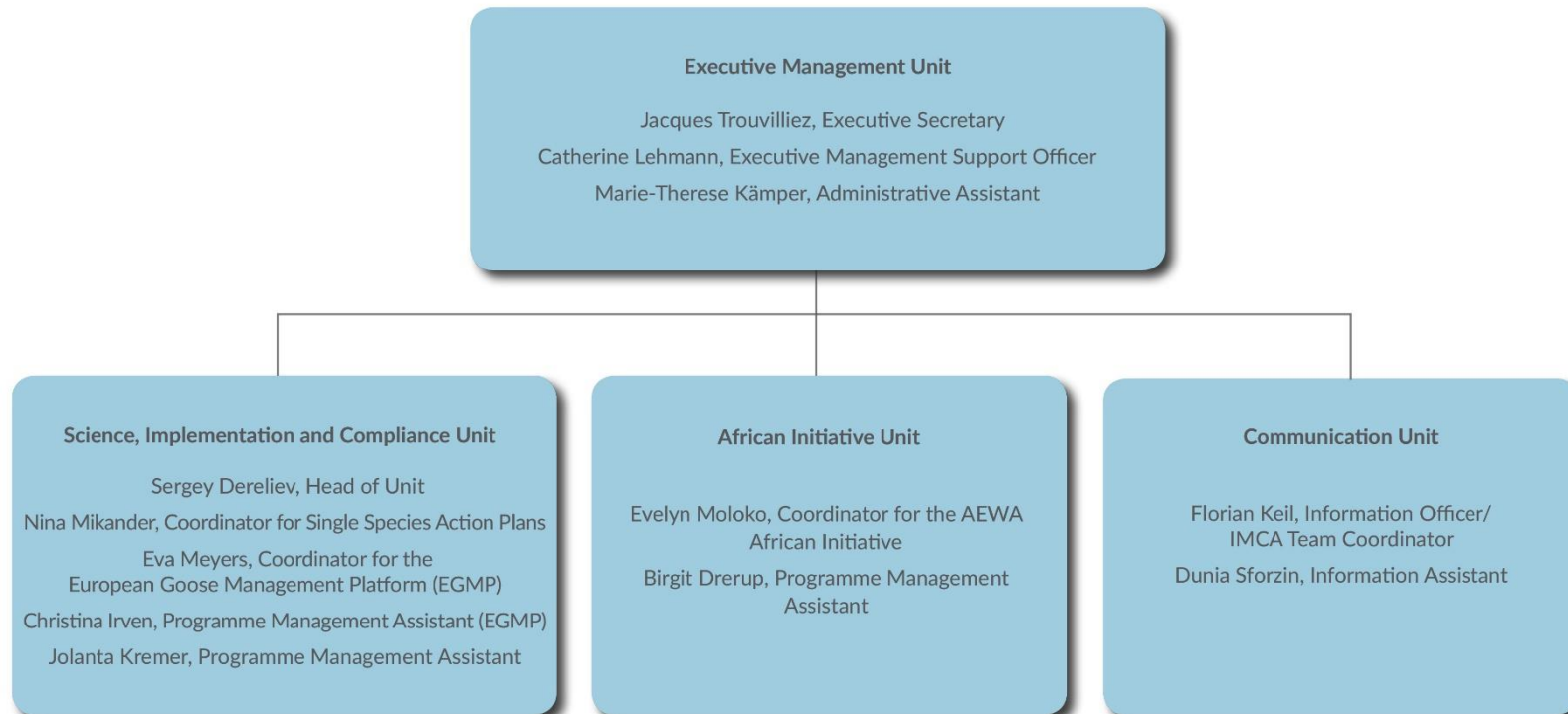
## ANNEX 6 – UNEP/AEWA Secretariat Organisational structure



## ANNEX 7 – UNEP/AEWA Secretariat Staff Composition



### UNEP/AEWA Secretariat: Staff Composition



As of 8 March 2018