



24th MEETING OF THE STANDING COMMITTEE
4 July 2024, Virtual Meeting Format

**REPORT OF THE SECRETARIAT ON FINANCE AND
ADMINISTRATIVE ISSUES**

Prepared by the UNEP/AEWA Secretariat

Introduction

At the 8th Session of the Meeting of the Parties (MOP8) in September 2022, the core budget for 2023-2025 was adopted through Resolution 8.12.

The Secretariat reported on financial and administrative matters at the 23rd Standing Committee Meeting (26/ 27 June 2024) for the period 1 January 2023 – 12 June 2023. To complement the report delivered at MOP8 the Secretariat also presented the final expenditure situation for 2022 after closure of 2022 accounts and reported on all voluntary contributions received in 2022.

The present document focuses on the income and expenditures for the period 1 January 2024 – 31 May 2024 (-25 June with respect to the status of collected contributions). Moreover, it contains the final expenditure situation for 2023 after closure of 2023 accounts and reports on all voluntary contributions received in 2023.

Action Requested from the Standing Committee:

The Standing Committee is requested to take note of the information provided in the report.

1. Staffing (January – May 2024)

For details on the staffing situation and organisation of the Secretariat please see the Report of the Secretariat (UNEP/AEWA/StC/24.6).

The current Executive Secretary will leave in 2025 due to mandatory retirement, and the grade for this position will need to be reconsidered when recruiting the new staff member. At MOP5, in 2012, it was proposed to upgrade the position of the Executive Secretary from P-4 to P-5 to comply with the UN classification, but Parties at that time did not approve the proposal due to budget constraints. It is difficult to assess the cost of such an upgrade in the situation of new recruitment. The current Executive Secretary has reached the last salary step (13) of his P-4 grade. This would be comparable to a P-5 step 4 position. Recruitment at P-5 step 6 level would cause an annual increase of approximately 5,000 EUR.

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

Income

The assessed contributions 2023-2025 approved by MOP8 amount to 3,523,917 EUR. Since the adoption of the budget the Governments of Cameroon, Greece and Saudi Arabia joined the Agreement, which adds to the assessed contributions approved by MOP8. In accordance with Resolution 8.12 the contributions of the new Contracting Parties will be directed to the AEWA trust fund reserve. The Secretariat suggests using the new contributions against over-expenditures within the core budget, which are caused by higher salary scales introduced between 2022 and 2023 (shortly after MOP8), which were not anticipated at the time of budgeting as no information had been received by the Secretariat before MOP8 (see below – *Expenditures (year 2023)*).

Annex 1 summarizes the status of collection of annual assessed contributions from Parties as at 25 June 2024. Still, unpaid pledges amount to a total of 982,383 EUR, split up as follows: 560,068 EUR for 2023 and previous years, and 422,315 EUR for 2024. It should be noted that two major contributions for 2024 are expected in the next months, representing 256,380 EUR of the unpaid amount. Advanced payments for 2025 amount to 59,689 EUR¹. The Secretariat regularly reminds Parties with arrears to pay their dues and has been successful in individual cases; eight² countries from the currently 85 Parties have not yet made any payment since their accession.

Expenditures (year 2023)

Annex 2 shows the final expenditure situation for 2023 after closure of 2023 accounts. The available budget for 2023 reflects the budget adopted by the Contracting Parties through Resolution 8.12 on financial and administrative matters. The average exchange rate used from January to December 2023 was 0.925. Unfortunately, the total expenditures exceeded the approved budget by 94,309 EUR before programme support costs because of increased salary scales implemented by UNEP between 2022 and 2023 in response to the higher average living costs, especially in case of G-staff. Most over-expenditures caused by personnel costs during the budget period 2022/2023 are being compensated through savings from previous periods (which still reflect positively in Umoja), and part is being covered by the trust fund reserve, as approved by the Standing Committee Chair via correspondence of 28 June 2024 (USD 3,002.14 for the bi-annual period 2022/2023).

¹ Advanced contributions for 2025 have been received from Algeria, Denmark, Ethiopia, Kenya, Lithuania, Portugal and Slovenia.

² Including the latest accession of Saudi Arabia. Mauritania, which used to be one of these countries, paid for 2015 - 2022 in 2023.

Expenditures (year 2024)

Annex 3 provides an interim report of 2024 budget implementation as at 31 May 2024. The expenses made for staff over the past five months show again that the actual personnel costs are higher than foreseen at the time of budgeting. However, it should be noted that voluntary contributions for the African unit staff and the Species Officer have been pledged and are still to be used in 2024. A total amount of USD 127,446 is available for the African unit staff under the EC-funded GPGC and NDICI projects, which can be used in 2024 and beyond, as well as an amount of 45,000 GBP received from UK and earmarked for 2024. For the Species Officer, an amount of 79,224 EUR has been pledged by UK and the Netherlands to cover 50 % of the cost of the Species Officer post in 2024/25, in addition to a similar amount for 2023/2024 which is currently in use. With these voluntary contributions it should be feasible to fully cover the costs of the three posts which are partly depending on additional funding and to close the 2024 accounts with a fairly healthy balance.

Trust Fund operating reserve

In accordance with Resolution 8.12 the operating reserve is the working capital that must be maintained at a level of at least 15 per cent of the estimated annual expenditure or 150,000 EUR, whichever is higher. The Trust Fund operating reserve as at 31 May 2024 amounts to USD 823,795.31. The Secretariat wishes to point out that the figure regularly undergoes corrective actions for which reason it can only represent a snapshot of the reporting date.

3. Voluntary Contributions (AVL) - Overview of collections 1 January 2023 – 31 May 2024

In addition to the annual contributions paid by Parties towards the AEWA core budget (AWL), the Secretariat also received voluntary contributions from different Governments that were earmarked for certain activities. These voluntary contributions are managed in the separate Trust Fund (AVL). Annexes 4 and 5 summarize the voluntary contributions to the AVL Trust fund in 2023 and 2024 respectively. The pledged voluntary contributions amounted to **139,526 EUR** in 2023 (Annex 4) and **88,385 EUR** in 2024 (Annex 5). Those voluntary contribution have made possible the in-person TC18 and have contributed to the implementation of the Plan of Action for Africa, 50 % the post of Species Officer and other AEWA activities.

In addition, the UNEP/AEWA benefits from the EC-funded projects on (1) Global Public Goods and Challenges (GPGC) and (2) on Neighbourhood, Development and International Cooperation Instrument (NDICI) which are both managed under the CMS budget. The amount used for AEWA staff from the GPGC in 2023 is USD 85,145 and for 2024 from the GPGC and NDICI USD 127,446 in total.

The Secretariat would like to sincerely thank all Governments and organisations that have provided contributions to AEWA.

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

Status of Contributions from Contracting Parties as at 25 June 2024 (Euros)

COUNTRIES	Unpaid pledges for 2023 and prior	Unpaid pledges for 2024	Unpaid pledges for 2025
	EUR	EUR	EUR
Albania	0	0	2.000
Algeria	0	0	0
Armenia	0	0	2.000
Belarus	0	2.000	2.000
Belgium	0	0	32.470
Benin	0	2.000	2.000
Botswana	0	2.000	2.000
Bulgaria	0	0	2.000
Burkina Faso	11.658	2.000	2.000
Burundi	18.500	2.000	2.000
Cameroon*	2.500	2.000	2.000
Central African Republic	8.002	2.000	2.000
Chad *	24.333	2.000	2.000
Congo	30.362	2.000	2.000
Cote d'Ivoire	6.606	2.000	2.000
Croatia	0	0	3.569
Cyprus	8.000	2.000	2.000
Czech Republic	0	0	13.333
Denmark	0	0	0
Djibouti *	30.470	2.000	2.000
Egypt	4.420	4.862	5.451
Equatorial Guinea	16.000	2.000	2.000
Estonia	0	0	2.000
Eswatini	0	2.000	2.000
Ethiopia	0	0	0
Finland	0	0	19.086
France	0	147.410	165.278
Gabon *	22.167	2.000	2.000
Gambia	16.000	2.000	2.000
Georgia	0	2.000	2.000
Germany	0	0	230.087
Ghana	10.000	2.000	2.000
Greece	0	0	12.745
Guinea	16.000	2.000	2.000
Guinea - Bissau	17.800	2.000	2.000
Hungary	0	0	8.941
Iceland	0	2.000	2.000

COUNTRIES	Unpaid pledges for 2023 and prior	Unpaid pledges for 2024	Unpaid pledges for 2025
Ireland	0	0	17.216
Israel	0	7.630	22.000
Italy	0	108.970	121.920
Jordan	12.000	2.000	2.000
Kenya	0	0	0
Latvia	0	0	2.000
Lebanon	9.052	2.000	2.000
Libya *	60.752	3.730	4.182
Lithuania	0	0	0
Luxembourg	0	0	2.667
Madagascar	3.967	2.000	2.000
Malawi	4.000	2.000	2.000
Mali	22.000	2.000	2.000
Mauritania	2.170	2.000	2.000
Mauritius	0	2.000	2.000
Monaco	0	0	2.000
Montenegro	4.000	2.000	2.000
Morocco	4.000	2.000	2.000
Netherlands	0	0	53.977
Niger *	30.704	2.000	2.000
Nigeria	24.117	6.366	7.137
North Macedonia	10.000	2.000	2.000
Norway	0	0	27.592
Portugal	0	0	0
Republic of Moldova	4.000	2.000	2.000
Romania	5.920	10.913	12.235
Rwanda	2.000	2.000	2.000
Saudi Arabia*	18.823	41.412	46.431
Senegal	26.000	2.000	2.000
Serbia	0	0	2.000
Slovakia	0	0	6.078
Slovenia	0	0	0
South Africa	0	0	12.179
Spain	0	0	74.961
Sudan	2.000	2.000	2.000
Sweden	0	0	35.380
Switzerland	0	0	44.470
Syrian Arab Republic	25.885	2.000	2.000
Togo	8.000	2.000	2.000
Tunisia	27.694	2.000	2.000
Turkmenistan*	6.000	2.000	2.000

COUNTRIES	Unpaid pledges for 2023 and prior	Unpaid pledges for 2024	Unpaid pledges for 2025
Uganda	0	1.965	2.000
Ukraine	166	3.074	3.446
UK	0	0	159.629
United Rep. of Tanzania	4.000	2.000	2.000
Uzbekistan	0	2.000	2.000
Zimbabwe	0	1.983	2.000
European Union	0	0	32.596
Total	560.068	422.315	1.277.056
* No payment since the accession to the Agreement			

ANNEX 2

IMPLEMENTATION OF THE APPROVED AEWA BUDGET 2023

Report as at 31 December 2023

2023 AEWA CORE BUDGET IMPLEMENTATION REPORT IN EUR as of 31 December 2023				
BL	Budget Item	Approved Budget	Expenses	Balances
	GENERAL MANAGEMENT			
1107	Professional Staff	610.805	686.630	(75.825)
1305	General Service Staff	210.546	267.767	(57.222)
1201	Translators	6.532	6.244	289
1601	Official Travel AEWA Staff	22.197	13.071	9.126
3201	Training of Staff	2.124	99	2.025
4101	Miscellaneous office supplies	4.248	4.103	145
4201	Office equipment	6.372	4.641	1.732
4301	Rent and maintenance costs	-	-	-
4302	IT service provider	31.252	28.129	3.123
4303	Umoja costs	17.658	-	17.658
5101	Operation/maintenance of computers, photocopiers & others	5.313	5.246	67
5201	Document production (external)	-	-	-
5203	Reference material	-	-	-
5301	Telephone, Fax	5.414	2.813	2.601
5302	Postage and miscellaneous	2.655	788	1.867
5303	Bank charges	106	-	106
	IMPLEMENTATION OF THE AFRICAN INITIATIVE			-
2203	Small Grant Fund Projects in African Countries	-	-	-
2204	Implementation of the African action plan	-	-	-
	SERVICING THE MEETING OF THE PARTIES			-
1204	Report Writers	-	-	-
1205	Interpreters	-	-	-
1220	Consultancies for MOP (1 review)	-	-	-
1602	Travel of Staff to the MOP	-	-	-
2201	Organization of MOP	-	-	-
5201	Document production (external)	-	-	-
	SERVICING THE TECHNICAL COMMITTEE			-
1204	Report Writers	-	-	-
1205	Interpreters	-	-	-
3302	Meetings of the TC (travel/dsa/ organisational costs)	-	-	-
	SERVICING THE STANDING COMMITTEE			-
1204	Report Writers	-	-	-
1205	Interpreters	-	-	-
3303	Meeting of the StC (travel/dsa/ organisational costs)	-	-	-
	TOTAL	925.223	1.019.532	(94.309)
	13 % PSC	120.279	132.539	(12.260)
	GRAND TOTAL	1.045.502	1.152.071	(106.569)

ANNEX 3

IMPLEMENTATION OF THE APPROVED AEWA BUDGET 2024

Interim Report as at 31 May 2024

2024 AEWA CORE BUDGET IMPLEMENTATION REPORT IN EUR as of 31 May 2024				
BL	Budget Item	Approved Budget	Expenses	Balances
	GENERAL MANAGEMENT			
1107	Professional Staff	719.098	307.442	411.656
1305	General Service Staff	214.757	118.976	95.781
1201	Translators	6.532	-	6.532
1601	Official Travel AEWA Staff	22.697	6.140	16.557
3201	Training of Staff	2.165	160	2.005
4101	Miscellaneous office supplies	4.330	991	3.339
4201	Office equipment	6.495	323	6.172
4301	Rent and maintenance costs	-	-	-
4302	IT service provider	32.252	539	31.713
4303	Umoja costs	17.658	-	17.658
5101	Operation/maintenance of computers, photocopiers & others	5.513	-	5.513
5201	Document production (external)	-	-	-
5203	Reference material	-	-	-
5301	Telephone, Fax	5.516	3.055	2.461
5302	Postage and miscellaneous	2.706	498	2.208
5303	Bank charges	108	-	108
	IMPLEMENTATION OF THE AFRICAN INITIATIVE			-
2203	Small Grant Fund Projects in African Countries	-	-	-
2204	Implementation of the African action plan	-	-	-
	SERVICING THE MEETING OF THE PARTIES			-
1204	Report Writers	-	-	-
1205	Interpreters	-	-	-
1220	Consultancies for MOP (1 review)	-	-	-
1602	Travel of Staff to the MOP	-	-	-
2201	Organization of MOP	-	-	-
5201	Document production (external)	-	-	-
	SERVICING THE TECHNICAL COMMITTEE			-
1204	Report Writers	-	-	-
1205	Interpreters	-	-	-
3302	Meetings of the TC (travel/dsa/ organisational costs)	-	-	-
	SERVICING THE STANDING COMMITTEE			-
1204	Report Writers	-	-	-
1205	Interpreters	-	-	-
3303	Meeting of the StC (travel/dsa/ organisational costs)	-	-	-
	TOTAL	1.039.827	438.124	601.704
	13 % PSC	135.178	56.956	78.221
	GRAND TOTAL	1.175.005	495.080	679.925

ANNEX 4: GENERAL TRUST FUND FOR VOLUNTARY CONTRIBUTIONS IN RESPECT OF THE AGREEMENT ON THE CONSERVATION OF AFRICAN-EURASIAN MIGRATORY WATERBIRDS (AVL) AS AT 31 DECEMBER 2023

	COUNTRIES	Pledges for 2023		Collection in 2023 for 2023		Total collections in 2023
		Other Currency	EUR	USD	EUR	EUR
1	Netherlands		10.000		10.000	10.000
2	UK	9.000 GBP		10.847		9.719
3	Germany		10.000		10.000	10.000
4	Norway		9.027		9.027	9.027
5	UK	25.000 GBP		31.012		28.190
6	Netherlands		50.000		50.000	50.000
7	Germany		15.600		15.600	15.600
8	Croatia		2.000		2.000	2.000
9	Finland		5.000		5.000	5.000
	Total		101.627	41.859	101.627	139.536

- 1 TC18 organisation
- 2 TC18 organisation
- 3 TC18 organisation
- 4 AEWA participation in SPEAR project (invoiced to MVL)
- 5 Species Officer
- 6 Species Officer
- 7 Black-tailed Godwit meeting and 3 videos for AEWA website
- 8 AEWA activities
- 9 Lesser White-fronted Goose activities

ANNEX 5: GENERAL TRUST FUND FOR VOLUNTARY CONTRIBUTIONS IN RESPECT OF THE AGREEMENT ON THE CONSERVATION OF AFRICAN-EURASIAN MIGRATORY WATERBIRDS (AVL) AS AT 31 May 2024

	COUNTRIES	Pledges for 2024		Collection in 2024 for 2024	
		Other Currency	EUR	USD	EUR
1	UK	45.000 GBP		56.946	52.561
2	Germany		6.600		6.600
3	Germany		25.600		
4	UK	25.000 GBP		31.663	29.224
5	Netherlands		50.000		
	Total	70.000 GBP	82.200	88.609	88.385

- 1 PoAA activities
- 2 New staff members equipment
- 3 Proposal pending: AEWA videos & CSR9
- 4 Species Officer
- 5 Species Officer