## CONVENTION ON WETLANDS (Ramsar, Iran, 1971) 40th Meeting of the Standing Committee Gland, Switzerland, 11-15 May, 2009

**DOC. SC40-2** 

## Agenda item 8.3

## Ramsar Secretariat budget 2009

**Action requested:** The Standing Committee is requested to note this report on the budget for the current year and advise the Secretary General as appropriate.

- 1. Attached to this note is the Core Budget for 2009 to 2012 as approved by COP 10.
- 2. The Secretary General is not at this stage seeking any changes to the budget for 2009, but he notes the following:
  - Cost of living increases for 2009 of 2.6% have been given to all staff entitled to receive them. A few staff members have also been given performance-related increases. The total cost of salary increases has been limited to the 4% budget increase available.
  - The new budget line for the Partnership Coordinator allocates CHF 88,000 for expenditure in 2009.
  - The 2009 budget of CHF 279,190 is to be allocated to Regional Initiatives see document SC40-10.
  - 2009 travel budgets may not support the currently anticipated travel plans of the Secretariat.
  - IUCN charges to Ramsar for 2009 are currently being finalised but are expected to be in line with the 2009 budget. The final charges agreed for 2009 will be communicated to the Standing Committee at its May meeting.
- 3. The Subgroup on Finance is requested to recommend this 2009 budget for the Standing Committee approval.
- 4. No budget has traditionally been proposed for non-Core activities. Points to note include:
  - There have been no 2008 or 2009 contributions from the Swedish International Development Cooperation Agency (SIDA).
  - Danone 2009 income Danone General Communications Funding (Eur 250,000 expected) and Evian Ecole de l'Eau (Eur 131,000 and Eur 150,000 expected).
  - Additional voluntary funding is anticipated for the Scientific and Technical Review Panel (STRP), the Wetlands for the Future Fund (WFF), the Small Grants Fund (SGF), and Swiss Grant for Africa (SGA), and a summary of this will be presented to the Ramsar Finance SubGroup meeting in May.
  - For all non-Core activities, expenditure commitments are only made following cash receipt.

- 2009 Voluntary additional contributions from African nations (Resolution X.2, para 15) have to date amounted to CHF 2000 and are being accumulated in a non-core budget line for expenditure on African Regional Initiatives as stipulated in the Resolution.
- 5. For 2010 contributions we would like to suggest that the Secretariat does not raise provisional invoices in mid-2009, which would then be superseded by final invoices in December 2009 when UN contribution scales are revised, but instead just issue final invoices in December 2009. Contracting Parties can be reminded in writing before the end of the year that the principal of a 4% overall increase applies and that they should budget for a 4% increase for 2010. There is a risk to this approach that cash flow in early 2010 may be detrimentally affected. However, larger Contracting Parties will not pay until final invoices are issued anyway, and the benefit of less administrative work at the Secretariat and less scope for error and confusion for Contracting Parties in considered to be greater.

## Core Budget 2009-2012 as approved by COP 10

RAMSAR FOUR % GROWTH BUDGET 2009 to 2012										
2007 to 2012	COP9 a	oproved								
EXPENDITURES	2008	2008	2009	2009	2010	2010	2011	2011	2012	2012
	CHF	CHF								
A. SECRETARIAT SENIOR		476,466		494,365		512,979		532,338		552,47
MANAGEMENT i. Salary & social costs (SG)(Ass't) (20%DSG) ii. Travel on Official	447,466		465,365		483,979 		503,338		523,472	
Business (International) (2K for NCD)	29,000		29,000		29,000		29,000		29,000	
M. PARTNERSHIP Co- ordinator				87,278		141,696		198,290		257,14
i. Partnership Account			87,278		141,69 6		198,290		257,149	
B. REGIONAL ADVICE & SUPPORT		1,128,931		1,170,903		1,214,554		1,259,951		1,307,16
i. Salaries & social costs (SRAs, Assistants, Oceania officer)	1,049,30 4		1,091,276		1,134,9 27		1,180,324		1,227,537	
ii. Travel on Official Business (International)	79,627		79,627		79,627		79,627		79,627	
C. SUPPORT TO REGIONAL INITIATIVES		279,190		279,190		279,190		279,190		279,19
i. Regional networks (cooperation)	179,190		179,190		179,19 0		179,190		179,190	
ii. Regional centers (training & capacity-building)	100,000		100,000		100,00 0		100,000		100,000	

D. SCIENTIFIC AND TECHNICAL SERVICES		567,360		574,415		581,752		589,383		597,319
i. STRP (implementation/meeting & staff costs)	205,985		205,985		205,98 5		205,985		205,985	
ii. Ramsar Sites Information Service	170,000		170,000		170,00 0		170,000		170,000	
iii. DSG (60%)	176,375		183,430		190,767		198,398		206,334	
iv. Travel on Official Business (International) (NCD)	15,000		15,000		15,000		15,000		15,000	
E. CEPA - COMMUNICATION, EDUCATION & PUBLIC AWARENESS		590,738		607,131		624,181		641,912		660,352
i. Salaries & social costs (DSG 20%)(SrAdminAss't - 34%)	409,835		426,228		443,278		461,009		479,449	
ii. CEPA Programme	30,000		30,000		30,000		30,000		30,000	
iii. Communications & Reporting implementation	150,903		150,903		150,90 3		150,903		150,903	
F. ADMINISTRATION & PERSONNEL MANAGEMENT		360,244		371,224		382,642		394,518		406,868
i. Administration (salaries & social costs)	237,512		247,012		256,893		267,169		277,855	
ii. Human Resources (salaries & social costs) (SrAdminAss't - 33%)	36,976		38,455		39,993		41,593		43,257	
iii. Other employment benefits	50,000		50,000		50,000		50,000		50,000	
iv. Staff hiring and departure costs	35,756		35,756		35,756		35,756		35,756	
G. FINANCE MANAGEMENT		197,321		205,214		213,422		221,959		230,838
i. Salaries & social costs (SrAdminAss't-33%)	197,321		205,214		213,422		221,959		230,838	
H. OPERATING COSTS		88,529		88,529		88,529		88,529		88,529
i. Operating Costs (photocopying, printing, courier)	76,529		76,529		76,529		76,529		76,529	
ii. Purchase & Maintenance of Equipment/Office Supplies	12,000		12,000		12,000		12,000		12,000	
(including depreciation)										
I. STANDING COMMITTEE SERVICES		72,812		72,812		72,812		72,812		72,812
i. Standing Committee delegates' support	47,056		47,056		47,056		47,056		47,056	
ii. Simultaneous interpretation at SC meetings	25,756		25,756		25,756		25,756		25,756	

L. COP related costs incurred by the Secretariat		34,952		0		0		0		-
SubTotal		3,796,543		3,951,061		4,111,758		4,278,882	4,452,693	4,452,693
K. IUCN SERVICE CHARGES (13% of expenditures) (Administration, Human Resources, Finance & IT services)		493,551		513,638		534,529		556,255		578,850
J. MISCELLANEOUS		75,000		75,000		75,000		75,000		75,000
i. Bad debt provision	15,000		15,000		15,000		15,000		15,000	
ii. Exchange loss	35,000		35,000		35,000		35,000		35,000	
iii.Staff termination & repatriation provisions*	25,000		25,000		25,000		25,000		25,000	
		4,365,094								
TOTAL FORECAST EXPENDITURE				4,539,698		4,721,286		4,910,137		5,106,543
				4,539,698		4,721,286		4,910,137		5,106,543

<sup>\*</sup> Accounting requirement, can be treated as a reserve amount.