

RAMSAR CONVENTION ON WETLANDS
54th Meeting of the Standing Committee
Gland, Switzerland, 23 – 27 April 2018

**SC54-Com.7 Addendum
(7.3)**

**Financial and budgetary matters
Budget scenarios for 2019-2021 and
draft resolution on financial and budgetary matters**

(version with annexed tables)

|

Draft Resolution 13.xx

Financial and budgetary matters

1. RECALLING the budgetary provisions established by paragraphs 5 and 6 of Article 6 of the Convention on Wetlands;
2. ACKNOWLEDGING WITH APPRECIATION the prompt payment by the majority of Contracting Parties of their contributions to the core budget of the Convention, but NOTING WITH CONCERN that a number of Parties still have ~~are~~ significant ~~by~~ outstanding contributions in arrears (COP13 DOC.xx);
3. NOTING WITH GRATITUDE the additional voluntary financial contributions made by many Contracting Parties including those from Africa through their Ramsar Administrative Authorities and other agencies, including some development assistance agencies, and also the contributions made by non-governmental organizations and private companies for activities undertaken by the Secretariat, but NOTING WITH CONCERN the continuing decline in such voluntary contributions;
4. RECALLING the Delegation of Authority to the Secretary General of the Convention on Wetlands signed by the Director General of IUCN and the Chairman of the Standing Committee on 29 January 1993 and the Supplementary Note to Delegation of Authority signed on 29 January 1993;
5. ACKNOWLEDGING WITH APPRECIATION the financial and administrative services provided to the Secretariat by IUCN, underpinned by the Services Agreement between Ramsar and IUCN, revised in 2009;
5. ~~RECALLING the Delegation of Authority to the Secretary General of the Convention on Wetlands signed by the Director General of IUCN and the Chairman of the Standing Committee on 29 January 1993 and the Supplementary Note to Delegation of Authority signed on 29 January 1993~~;
6. NOTING that Contracting Parties have been kept informed of the financial situation of the Secretariat through the audited annual financial statements for the years from 2015 to 2017 and the reports of the Standing Committee meetings from 2016 to 2018; and
7. RECOGNIZING the need to continue to strengthen financial partnerships with relevant international organizations and other entities and to explore additional funding opportunities through their existing financial mechanisms;

THE CONFERENCE OF THE CONTRACTING PARTIES

8. APPRECIATES/KNOWLEDGES that, since the 12th meeting of the Conference of the Contracting Parties, in 2015, the Secretariat has managed the Convention's funds prudently, efficiently and openly;
9. EXPRESSES ITS GRATITUDE to the Contracting Parties that have served in the Subgroup on Finance of the Standing Committee during the triennium 2016-2018, and in particular to Senegal, which has acted as Chair of the Subgroup;

10. DECIDES that the Terms of Reference for the Financial Administration of the Convention contained in Annex 3 to Resolution 5.2 (Kushiro, 1993) shall be applied *in toto* to the 2019-2021 cycle;

11. ~~FURTHER DECIDES that the Subgroup on Finance, as established by Resolution VI.17 (Brisbane, 1996), shall continue to operate under the aegis of the Standing Committee and with the roles and responsibilities specified in that Resolution;~~
FURTHER DECIDES that the Subgroup on Finance will continue to operate under the aegis of the Standing Committee and with the roles and responsibilities specified in Resolution VI.17 (Brisbane, 1996), and will include one Standing Committee representative from each Ramsar region plus the immediate prior Finance Subgroup Chair, as well as any other interested Contracting Parties, bearing in mind the desirability of equitable regional participation and the need to keep the group to a manageable size, and will designate one of its members as its Chair; and NOTES that travel support for eligible Contracting Parties to attend Finance Subgroup meetings would be limited to the regional representatives of the Standing Committee;

12. NOTES that the 2019-2021 budget includes a core element funded by ~~assessed~~ contributions from Contracting Parties, and that the Secretariat will seek additional non-core resources in line with the priorities identified by the Conference of the Parties in Annex 3;

13. APPROVES the core budget for the triennium 2019-2021 as attached in Annex 1, to enable the implementation of the Strategic Plan of the Convention;

14. ~~INSTRUCTS the Secretariat to seek non-core resources in line with the priorities identified by the Conference of the Parties, which include unfunded core areas of the Secretariat's work and priorities identified in the Resolutions adopted by the Conference of the Parties;~~ REQUESTS that the Secretariat continue to develop new approaches and tools to secure voluntary financial support for currently unfunded priority projects as listed in Annex 3.

Formatted: Highlight

15. NOTES with appreciation the alignment of the Secretariat with IUCN policies and procedures for managing non-core funding;

15bis. REQUESTS the Secretariat to provide to the Ramsar regional initiatives in Africa on an annual basis the available balance of the African voluntary contribution fund and INVITES those regional initiatives to submit requests to the Secretariat to access available funds using the rules of regional initiatives found in Resolution RRI;

15ter [In exceptional circumstances, AUTHORIZES the Secretariat, upon request, to manage non-core funds generated by regional initiatives.]

16. AUTHORIZES the Standing Committee, with the advice of its Subgroup on Finance, to revise core budgetary allocations between budget lines as may be required in the light of significant positive or negative changes during the cycle to costs, rates of inflation, interest and tax income projected in the budget, without increasing the assessed contributions of Parties or increasing the charges paid to IUCN above a maximum of 13% of the budget;

16bis. RECOGNIZING benefits of flexibility in travel budget lines to deliver on the Secretariat Work Plan for the triennium and AUTHORIZES the Secretary General to transfer resources between travel budget lines. When any such transfers are made, the Subgroup on Finance will be informed and these transfers will be reported to the Standing Committee at its next meeting.

17. DECIDES that the contribution of each Contracting Party to the core budget should be in accordance with the most recent scale of assessments for the contribution of Member States to the United Nations budget as approved by the UN General Assembly, except in the case of Contracting Parties which, in applying the UN scale of assessments, would make annual contributions to the Ramsar Convention core budget of less than CHF 1,000, in which case the annual contribution ~~is to shall~~ be that amount;
18. URGES all Contracting Parties to pay their ~~assessed~~ contributions promptly by 1 January of each year, or as soon thereafter as that country's budget cycle will permit;
19. URGES Contracting Parties ~~with outstanding contributions in arrears in their payments of assessed contributions~~ to make a renewed effort to settle them as expeditiously as possible to enhance the financial sustainability of the Convention through contributions by all Contracting Parties; REQUESTS the Secretariat to contact Contracting Parties that ~~have outstanding contributions are in arrears~~ in excess of three years and assist them to identify appropriate options to rectify the situation and to request a plan for making payment of contributions, and to report back at each meeting of the Standing Committee and the Conference of the Parties on activities taken in this regard and results achieved; and AGREES that the Standing Committee should continue to consider appropriate action concerning Parties that have neither paid their ~~outstanding contributions arrears~~ nor submitted a payment plan for this purpose;
- 19bis. REQUESTS regional representatives of the Standing Committee to engage Parties from their respective regions with outstanding contributions to urge them to identify appropriate options to rectify the situation.
20. NOTES with concern the ~~situation with continued fall in~~ voluntary contributions from Contracting Parties and ~~ENCOURAGES~~ URGES Contracting Parties and others to ~~increase such contributions reverse this trend in order to fund important non-core priorities for 2019-2021 to support the unfunded core areas of the Secretariat's work and priorities arising from Resolutions;~~
21. ~~REQUESTS the Secretariat to undertake approaches to secure voluntary financial support for activities to implement the Convention in line with the Secretariat's resource mobilization action plan (see document Doc. SC54-17);~~
22. ~~NOTES WITH GRATITUDE that, at the 10th meeting of the Conference of the Parties, the Contracting Parties of Africa assessed at less than CHF 2,000 agreed to increase their payments to that level, and that the difference between CHF 2,000 and their assessment will form a voluntary contribution specifically earmarked for African Regional Initiatives;~~
23. AGREES to ~~phase out cease~~ the Small Grants Fund Programme ~~upon exhaustion of its currently available resources~~ and EXPRESSES gratitude to the governments of Switzerland, the United States of America and to Danone, the MAVA Foundation and the Nagao Natural Environment Foundation for their voluntary contributions to non-core activities of the Convention namely, the Swiss Grant for Africa, Wetlands for the Future Fund, World Wetlands Day, Conservation of the natural and cultural heritage in wetlands and Nagao Wetland Fund, respectively;
24. REAFFIRMS the decision taken at COP11 (Resolution XI.2) ~~DECIDES~~ that the Reserve Fund:
- a. provides for unforeseen and unavoidable expenditures;

- b. receives realized triennial core budget surpluses (or deficits);
- c. should not be lower than 6% of the annual core budget of the Convention and not greater than 15%;
- d. should be administered by the Secretary General with the approval of the Subgroup on Finance established by the Standing Committee;

25. REQUESTS the Secretariat to endeavour to maintain the Reserve Fund over the 2019-2021 triennium and to report annually to the Standing Committee on its status and to seek the concurrence of the Subgroup on Finance prior to any use of the Fund;

25bis. Also AUTHORIZES the Secretary General, within the rules of IUCN, to adjust the staffing levels and numbers and structure of the Secretariat found in Annex 4, provided they are within the costs indicated and taken in accordance with the 1993 delegation of authority and its supplementary note;

25ter. NOTES with appreciation the transparency and accountability regarding Secretariat operations that the Secretary General has fostered during the current triennium and REQUESTS as a means to further enhance these efforts that the Secretary General designate a specific portion of the Convention website where information to ensure transparency and accountability is contained including inter alia completed and accepted audit reports, financial rules and regulations, Secretary General annual reports, engagement procedures with the private sector and materials related to employee codes of conduct and professional ethics, the 1993 delegation of authority and its supplementary note, anti-fraud policies, anti-harassment policies, whistle-blower rules and protections, conflict of interest policies, gender equity and equality policies as well as any other relevant information;

26. REQUESTS the Secretariat to utilize the UN Conference on Trade and Development's list of Small Island Developing States (SIDS) when determining eligibility for sponsorship for delegate travel and to consider SIDS as eligible for support whether or not they are formally classified as such on economic grounds in the OECD Development Assistance Committee (DAC) list; and

27. CONFIRMS that this Resolution and its annexes supersede and replace Resolution XII.1 (Punta del Este, 2015) and Resolution VI.17 paragraph 11a.-

Annex 1

Proposed budget scenarios for 2019-2021

Scenario A, 0% increase compared to 2016-2018 triennium

Ramsar Proposed Budget 2019-2021	Budget 2019	Budget 2020	Budget 2021	Total Budget 2019-2021
CHF 000'S				
INCOME				
Parties' Contributions	3,779	3,779	3,779	11,337
Voluntary contributions	1,065	1,065	1,065	3,195
Income Tax	225	225	225	675
Income Interest	12	12	12	36
TOTAL INCOME	5,081	5,081	5,081	15,243
EXPENDITURES				
A. Secretariat Senior Management	1,009	1,027	1,033	3,070
Salaries and social costs	918	930	942	2,791
Other employment benefits	51	57	51	159
Travel	40	40	40	120
B. Resource Mobilization and Outreach	638	615	603	1,856
Salaries and social costs	450	456	462	1,368
Other employment benefits	5	1	5	10
CEPA Program	30	30	30	90
Comms, Translations, Publications and Reporting Implementation	60	60	60	180
Web/IT support and Development	84	59	36	179
Travel	10	10	10	30
C. Regional Advice and Support	1,325	1,347	1,361	4,033
Salaries and social costs	1,178	1,196	1,214	3,588
Other employment benefits	72	76	72	220
Travel	75	75	75	225
D. Support to Regional Initiatives	100	100	100	300
Regional networks and centers	100	100	100	300
E. Science and Policy	754	733	722	2,209
Salaries and social costs	559	567	575	1,700
Other employment benefits	4	1	4	9
STRP implementation	35	35	35	105
Travel STRP Chair	5	5	5	15
STRP meetings	50	50	50	150
Ramsar Sites Information Service (maintenance and development)	91	66	43	200
Travel	10	10	10	30
G. Administration	436	440	444	1,320
Salaries and social costs	315	319	323	958
Other employment benefits	1	0	1	2
Staff hiring and departure costs	25	25	25	75
Secretariat Staff Travel	0	0	0	0

Operating Costs including equipment	95	95	95	285
Planning and Capacity building	0	0	0	0
H. Standing Committee Services	150	150	150	450
Standing Committee delegates' support	45	45	45	135
Standing Committee meetings	10	10	10	30
SC translation	60	60	60	180
Simultaneous interpretation at SC meetings	35	35	35	105
I. IUCN Administrative Service Charges (maximum)	560	560	560	1,680
Administration, Human Resources, Finance & IT services	560	560	560	1,680
J. Miscellaneous - Reserve Fund	109	108	109	326
Provisions	50	50	50	150
Legal Services	59	58	59	176
TOTAL EXPENDITURES	5,081	5,081	5,081	15,243

Scenario B, 1.5% increase

1.5% increase, Proposed Budget 2019-2021	Budget 2019	Budget 2020	Budget 2021	Total Budget 2019-2021
CHF 000'S				
INCOME				
Parties' Contributions	3,838	3,838	3,838	11,514
Voluntary contributions	1,065	1,065	1,065	3,195
Income Tax	243	243	243	729
Income Interest	11	11	11	33
TOTAL INCOME	5,157	5,157	5,157	15,471
EXPENDITURES				
A. Secretariat Senior Management	1,014	1,032	1,038	3,085
Salaries and social costs	918	930	942	2,791
Other employment benefits	51	57	51	159
Travel	45	45	45	135
B. Resource Mobilization and Outreach	683	660	648	1,991
Salaries and social costs	450	456	462	1,368
Other employment benefits	5	1	5	10
CEPA Program	30	30	30	90
Comms, Translations, Publications and Reporting Implementation	100	100	100	300
Web/IT support and Development	84	59	36	179
Travel	15	15	15	45
C. Regional Advice and Support	1,335	1,357	1,371	4,063
Salaries and social costs	1,178	1,196	1,214	3,588
Other employment benefits	72	76	72	220
Travel	85	85	85	255
D. Support to Regional Initiatives	100	100	100	300
Regional networks and centers	100	100	100	300

E. Science and Policy	759	738	727	2,209
Salaries and social costs	559	567	575	1,700
Other employment benefits	4	1	4	9
STRP implementation	40	40	40	120
Travel STRP Chair	5	5	5	
STRP meetings	50	50	50	150
Ramsar Sites Information Service (maintenance and development)	91	66	43	200
Travel	10	10	10	30
G. Administration	447	451	455	1,353
Salaries and social costs	315	319	323	958
Other employment benefits	1	0	1	2
Staff hiring and departure costs	25	25	25	75
Secretariat Staff Travel	0	0	0	0
Operating Costs including equipment	95	95	95	285
Planning and Capacity building	11	11	11	33
H. Standing Committee Services	150	150	150	450
Standing Committee delegates' support	45	45	45	135
Standing Committee meetings	10	10	10	30
SC translation	60	60	60	180
Simultaneous interpretation at SC meetings	35	35	35	105
I. IUCN Administrative Service Charges (maximum)	560	560	560	1,680
Administration, Human Resources, Finance & IT services	560	560	560	1,680
J. Miscellaneous - Reserve Fund	109	108	109	326
Provisions	50	50	50	150
Legal Services	59	58	59	176
TOTAL EXPENDITURES	5,157	5,157	5,157	15,471

Highlighted in red: Increases compared to budget scenario A

Annex 2

Illustrative core budget contributions by Contracting Parties for 2019-2021

Annex 3

Analysis of 2019-2021 budgeted non-core items, in order of priority

No.	NON-CORE FUNDS 2019 - 2021	3 Year Funding Requirement (' 000 CHF)
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
	TOTAL	

Annex 4

Approved Secretariat staff (core) for 2016-2018

Team	2018	2019	2020	2021
Secretariat Senior Management	1 S, 1 M2, 1 P2, 2 A3	1 S, 1 M2, 1 P2, 2 A3	1 S, 1 M2, 1 P2, 2 A3	1 S, 1 M2, 1 P2, 2 A3
Resource Mobilization and Outreach	1 M1, 1 P1, 1 A3	1 M1, 1 P1, 1 A3	1 M1, 1 P1, 1 A3	1 M1, 1 P1, 1 A3
Regional Advice and Support	4 M1, 2 P1, 4 interns	4 M1, 2 P1, 4 interns	4 M1, 2 P1, 4 interns	4 M1, 2 P1, 4 interns
Science and Policy	1 M1, 2 P1, 1 A3	1 M1, 2 P1, 1 A3	1 M1, 2 P1, 1 A3	1 M1, 2 P1, 1 A3
Administration	1 P2, 1 P1 (50%)	1 P2, 1 P1 (50%), 1 A2	1 P2, 1 P1 (50%), 1 A2	1 P2, 1 P1 (50%), 1 A2
Total	23.5 staff	24.5 staff	24.5 staff	24.5 staff

Note: 2018 staff numbers and positions shown for reference. Levels as per IUCN HR policy and guidelines on position classification.

S = Secretary General; M1-M2 = management positions; P1-P2 = professional positions; A1-A3 = support positions