



**CONVENTION ON  
MIGRATORY  
SPECIES**

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Agenda Item 13

**BUDGET FOR 2024–2026 AND PROGRAMME OF WORK FOR  
THE INTERSESSIONAL PERIOD BETWEEN COP14 AND COP15**

*(Prepared by the Secretariat)*

Summary:

As requested in Resolution 13.2 *Financial and Administrative Matters*, the Secretariat has prepared a proposed budget for 2024–2026 for the triennium, with three budget scenarios.

Revision 1 was issued to correct and remove text that was inadvertently included in Paragraph 10 of the Draft Resolution, contained in Annex 5. It also addresses the fact that the Programme of Work for the intersessional period 2024-2026 will only be finalized following COP14 and provides text to reflect this in Paragraph 14 of the Draft Resolution.

The document should be considered in conjunction with UNEP/CMS/COP14/Doc.13.1 *Execution of CMS Budget 2021–2023* and UNEP/CMS/COP14/Doc.13.3 *Resource Mobilization*.

## **BUDGET FOR 2024-2026 AND PROGRAMME OF WORK FOR THE INTERSESSIONAL PERIOD BETWEEN COP14 AND COP15**

### Background

1. This document responds to Resolution 13.2. *Financial and Administrative Matters* adopted by the Conference of the Parties at its 13<sup>th</sup> meeting (COP13), where it was decided that the Secretariat shall provide a proposed triennial budget and make it available to Parties 90 days before the date fixed for the opening of the ordinary meeting of the COP at which it is to be considered.
2. Resolution 13.2 requests the Secretariat to prepare budget proposals using the same format that was presented to and adopted by COP13, including a staffing table showing the positions in the Secretariat and their occupancy status, for consideration by future Conferences of the Parties, including, at a minimum, budget scenarios for zero nominal growth and zero real growth, in consultation with the Finance and Budget Subcommittee. The Secretariat will organize a meeting with the Finance and Budget Subcommittee prior to COP14 to discuss the proposed scenarios.
3. A proposed Programme of Work for the intersessional period between COP14 and COP15 will be made available as Annex 6.

### Interim budget for 2024

4. The 14<sup>th</sup> meeting of the Conference of the Parties has been rescheduled and will now take place between 12 and 17 February 2024. However, the current CMS budget, set out in Resolution 13.2, expires at the end of 2023. Therefore, the Secretariat has prepared an interim budget for 2024 for adoption (via a silence procedure) by an extraordinary meeting of the Conference of Parties from 28 November to 1 December 2023. The triennium budget for 2024–2026 and scale of contributions adopted by COP14 will supersede the interim budget for 2024 and its scale of contributions for 2024.

### Draft budget proposals for 2024–2026

#### **Introduction and factors relevant to all scenarios**

5. Using the budget for 2021–2023 adopted by COP13 and the execution of the CMS budget 2021–2023 (UNEP/CMS/COP14/Doc.13.1) as a basis, the current proposal includes three different scenarios for the 2024–2026 triennium, as summarized below:
  - Scenario 1: Zero nominal growth with respect to the 2021–2023 budget;
  - Scenario 2: Zero real growth with respect to the 2021–2023 budget; and
  - Scenario 3: Moderate growth.
6. The staffing costs for all scenarios are based on standard salary costs with a 2 per cent inflation rate, as in past budget proposals.
7. Similarly, with the exception of the zero nominal growth scenario, the 2 per cent inflation rate has also been applied to the remaining budget items such as contractual services, equipment, supplies and staff travel costs.

Key considerations

8. In considering the three scenarios, there are a number of factors to bear in mind.
9. First, CMS has a unique and critical mandate as the only UN global convention addressing the conservation and sustainable use of migratory species and their habitats. Now more than ever, it needs to be well-equipped to deliver on this mandate, particularly in light of the state of biodiversity loss, climate change and other global challenges.
10. The first-ever State of the World's Migratory Species report will be launched at COP14, documenting the conservation status and major threats for migratory species – in particular, the overexploitation of migratory species and the loss and fragmentation of their habitat as well as providing concrete solutions.
11. It is anticipated that CMS COP14 will adopt a significant set of resolutions and decisions that directly contribute to the achievement of the Kunming-Montreal Global Biodiversity Framework (GBF) as well as other global priorities. COP14 will also adopt a new Strategic Plan for Migratory Species for 2024–2032 that will guide Parties and stakeholders in prioritizing actions, and which will help deliver on the GBF, the 2030 Agenda for Sustainable Development and other global commitments. COP14 will consider new programmes of work and actions for flyways, cetaceans and climate change. It will assess new global guidelines and best practices on such key issues as infrastructure, renewable energy and light pollution. It will also consider the addition of 14 more species to its Appendices. It will advance the many areas of work on avian, terrestrial and aquatic species, as well as key cross-cutting work including on national legislation. The budget for 2024–2026 needs to support the effective functioning of the CMS subsidiary bodies, and equip the CMS Secretariat with adequate resources to carry out its significant mandates.
12. Second, while the three budget scenarios are based on standard salary costs for the Bonn duty station, the actual salary costs are currently significantly higher, particularly for professional (P) positions. This is due to a number of factors, including rising staff costs from post adjustments as well as normal in-grade salary increments. Likewise, while an inflation rate of 2 per cent has been applied for staff costs and other operating costs in all scenarios, in reality, inflation rates at the duty station ranged between 3 and 6 per cent during the period 2021– June 2023.
13. Third, in keeping with the authority provided under paragraph 18 of Resolution 13.2, over the past triennium, the Secretariat has been working to fill vacant posts and reclassify posts as required. With the exception of the Deputy Executive Secretary position (discussed in Scenario 3), the Secretariat has been able to fill all professional staff positions. The Secretariat has also nearly completed the reclassification of a number of existing positions over the course of the triennium, in accordance with the independent review of CMS Job Classification conducted in October 2016. Four General Service posts were reclassified between 2021 and 2023 (three from GS4 to GS5, and one from GS5 to GS6), along with one professional post (from P2 to P3, Head of the Information Management Communication Unit). Costs associated with reclassifying those staff positions are included in all three scenarios.
14. Fourth, the United Nations Secretariat deployed a new enterprise resource planning system, 'Umoja', to streamline the business processes of United Nations organizations, effective from June 2015. Although the deployment costs of Umoja were initially absorbed by UN Headquarters and UNEP, since 2018 these costs have been passed on to user entities. In the past, the cost of Umoja was covered by Programme Support Cost (PSC) income for the entire CMS Family, including the CMS Secretariat. However, in February 2021, a new method for allocating costs was implemented by the UN HQ Office

of the Controller. This led to increases for the CMS Family Secretariats of \$88,770 for 2021 – almost triple the amount the CMS Family paid annually between 2018 and 2020. For 2022 and 2023, the CMS Family was charged \$88,770 and \$104,800 respectively from the PSC income.

15. The 52<sup>nd</sup> Standing Committee recommended that the Secretariat include the cost of Umoja in the core budget proposal for 2024–2026 because it is a direct cost associated with the implementation of the Convention, as are other Secretariat operating costs, and PSC income is no longer able to cover the expense. As a result, the cost of Umoja is included in Scenarios 2 and 3.
16. Lastly, arrears still remain high, as described in detail in the COP document UNEP/CMS/COP14/Doc.13.1 *Execution of CMS Budget 2021–2023*.

### **Budget Scenarios for 2024–2026**

17. The budget proposals follow the same format that was presented to and adopted by COP13. Further details for each scenario are provided in Annex 3. The figures in red in the proposed budget indicate an increase in the cost of the budget item compared with the previous scenarios. Annex 4 provides an overview of the scale of contributions payable by Parties for the period 2024–2026, with indicative average annual contributions as per the proposed budget. Annex 4 also provides, for the sake of comparison, the assessed contributions for the period 2021–2023.

### **Scenario 1: Zero nominal growth with respect to the 2021-2023 budget**

18. Under Scenario 1, no increase is foreseen with respect to the approved budget for the triennium 2021–2023. This option provides funding for all regular Secretariat staff positions that are currently filled (or under recruitment), using the standard salary cost from COP13 with a 2 per cent increase per annum. The figures for the remaining budget items remain as adopted by COP13. To maintain the same level of budget in this scenario, no funds are allocated for the meetings of the governing bodies, such as servicing the COP, meetings of the Standing Committee (StC) and meetings of the Sessional Committee of the Scientific Council (ScC-SC), nor for staff travel to COP15. Furthermore, the cost of staff development was reduced by two thirds from the COP13 budget. Therefore, the Secretariat would need to mobilize extrabudgetary resources to organize the meetings of the governing bodies and for the other areas where no funding is allocated.

<b>Total costs per category for the period 2024-2026 (in euros)</b>	
Staff	6,792,077
Contractual services	334,248
Operating costs	353,570
Supplies	19,214
Equipment	34,784
Travel	211,018
Programme Support Costs	1,006,838
<b>Grand total to be shared by the Parties</b>	<b>8,751,748</b>

**Scenario 2: Zero real growth with respect to the 2021-2023 budget**

19. Under Scenario 2, an increase of 11.56 per cent is foreseen with respect to the approved budget for the triennium 2021–2023. All regular staff posts currently filled (or under recruitment) would be maintained at the standard salary cost from COP13 with a 2 per cent increase, and a 2 per cent incremental inflation rate would be applied for all budget items – as approved by COP13.
20. This scenario also includes the cost of Umoja: €153,020 for the triennium or €50,000 per annum. The cost is based on the number of Secretariat staff members multiplied by the estimated Umoja cost per head (€2,500).
21. Finally, Scenario 2 includes updated costs of meetings of governing bodies, which have risen due to the increased cost of travel and logistical arrangements such as security and catering provided at the United Nations premises in Bonn. The total increase to the cost of StC meetings amount to €11,371 for the triennium. In addition, as requested by the Sessional Committee at its 6<sup>th</sup> meeting, the Secretariat has prepared an evaluation of the cost of increasing the number of Party-appointed Councillors by five (one member per region), as set out in COP14 document UNEP/CMS/COP14/Doc15.1. If COP14 agrees to this proposal, the total increase in the cost of ScC-Sc meetings will amount to €59,321 for the triennium.

<b>Total costs per category for the period 2024-2026 (in euros)</b>	
Staff	6,792,077
Contractual services	700,522
<b>Operating costs</b>	<b>570,357</b>
Supplies	20,390
Equipment	36,913
<b>Travel</b>	<b>519,576</b>
Programme Support Costs	1,123,179
<b>Grand total to be shared by the Parties</b>	<b>9,763,014</b>

**Scenario 3: Moderate growth**

22. Scenario 3 is based on Scenario 2, with the addition of funds for strengthening the capacity of the Secretariat by adding a limited number of new positions and increasing the amount of core technical and information materials and services. This scenario aims to: i) fund the Deputy Executive Secretary position; ii) provide a reasonable increase to the current staffing contingent by adding 2 P2 professional positions and 1.5 General Service (GS) positions; and iii) adding a small amount of funding for information management. Scenario 3 foresees an increase of 17.09 per cent with respect to the zero real growth budget scenario. Details of the proposed changes and the justifications are set out below.
23. Deputy Executive Secretary. The position of Deputy Executive Secretary (DES), which is part of the Executive Office, has existed since August 2000. It became vacant when the incumbent retired in December 2017. The position of DES is essential for the efficient operation and functioning of the Secretariat. It is the only core P5 position in the CMS Secretariat. Insufficient funding was provided for this position in the budget adopted by

COP13, which prioritized a new P2 Avian position, and sought to secure savings from the vacant DES position. Prior to COP13, part of the funding from the DES position was used to recruit a Legal Officer on a temporary basis to lead the work of the Secretariat on the national legislation programme, review mechanism and other legal matters. With the available funding, the Secretariat recruited a Legal Officer - a core staff position for multilateral environmental agreement (MEA) Secretariats - one which CMS had been lacking. However, the recruitment of a legal officer does not diminish the urgent need to fill the DES position.

24. The primary responsibilities of the DES are to:

- advise, assist and deputize for the ES in the overall organization, operation and management of the Secretariat, including the common services shared with the Agreement Secretariats; and in the planning, coordination and direction of substantive work programmes;
- oversee the administrative, financial and human resource matters of the Secretariat, ensuring conformity with United Nations rules and regulations and UNEP standard procedures;
- oversee preparation of agreements for funding and implementation of projects;
- oversee the administration of resources and programme budgets;
- coordinate drafting of substantive documents on policy, organizational and institutional issues;
- supervise and guide programme officers on policy and technical matters;
- represent the Secretariat at relevant meetings external to the Secretariat; and
- act as Officer in Charge when the Executive Secretary is away on missions.

In the absence of a DES, the Executive Secretary is spending a great deal of their time (well over 50 per cent) on overseeing the internal operations of the Secretariat, which profoundly limits the time available for strategic and policy matters, including enhancing the impact of the Convention and increasing the number of new accessions to the Convention. Thus, Scenario 3 proposes including funding for the DES position, effective from 1 July 2024.

25. P2 Programme Officer – Aquatic Species. The Aquatic Species Team has only 1.3 full-time equivalent (FTE) professional staff available to support the implementation of the CMS Aquatic Work Programme. It does not have a single, full-time staff member dedicated solely to implementing CMS work. It is headed by a unit head (P4), who is 15 per cent funded by and dedicated to ASCOBANS. The other professional staff working on aquatic issues are largely funded by and dedicated to the work of three CMS daughter instruments: the IOSEA Marine Turtle MOU<sup>1</sup> (a P3 officer who dedicates 80 per cent of their time to the MOU and 20 per cent to CMS), the Sharks MOU<sup>2</sup> (a P2 officer fully dedicated to the MOU) and ASCOBANS<sup>3</sup> (a P2 officer who dedicates 75 per cent of their time to the Agreement and 25 per cent to CMS). In total, this amounts to 130 per cent or 1.3 FTE. With this limited capacity, the team is responsible for delivering on the following CMS tasks:

- Servicing four working groups under the mandate of the Scientific Council (Aquatic Mammals, Aquatic Wild Meat, Joint Noise Working Group, and the Culture Working Group);
- Supporting the work of the five aquatic-related COP-appointed Councillors (Marine

<sup>1</sup> Memorandum of Understanding on the Conservation and Management of Marine Turtles and their Habitats of the Indian Ocean and South-East Asia

<sup>2</sup> Memorandum of Understanding on the Conservation of Migratory Sharks

<sup>3</sup> Agreement on the Conservation of Small Cetaceans of the Baltic, North East Atlantic, Irish and North Seas

- Fish, Freshwater Fish, Aquatic Mammals, Bycatch and Marine Pollution);
- Overseeing and coordinating the Memorandum of Understanding concerning Conservation Measures for Marine Turtles of the Atlantic Coast of Africa, the Memorandum of Understanding concerning the Conservation of the Manatee and Small Cetaceans of Western Africa and Macaronesia, and the Memorandum of Understanding for the Conservation of Cetaceans and their Habitats in the Pacific Islands Region;
  - Supporting the implementation of a number of Single Species Action Plans and Concerted Actions.
26. An adequate level of support for these responsibilities is not achievable with the current staff. In addition, there is insufficient capacity to engage in important partnerships and global processes, such as those on Biodiversity Beyond National Jurisdiction (BBNJ), with Regional Fisheries Management Organizations (RFMOs) and other fisheries bodies, and with Regional Seas Conventions and Action Plans. As recent scientific reports conclude, including the State of the World's Migratory Species report (UNEP/CMS/COP14/Doc.21.1), many of the species most in need of CMS attention are aquatic species. Considering that aquatic species represent the most diverse group of species listed under CMS – encompassing mammals, reptiles and fish with a largely global distribution – at least one more regular staff position at the P2 level is needed. Therefore, the Secretariat proposes establishing a full-time position (P2) in the Aquatic Unit, starting from 1 July 2024.
27. P2 Editor and Document Management Officer. The Secretariat's documents team is comprised of two General Service staff members, and currently lacks an Editor and Document Management Officer. Other MEAs have one or more professional staff positions for these key tasks. A core function of the Secretariat is to support COP and its subsidiary bodies. Hence, huge number of documents are produced for meetings of CMS governing bodies, including the meetings of MOUs and agreements supported by the CMS Secretariat and the substantial number of technical, Range State and other meetings during the intersessional period, such a posit is vital. Currently, these responsibilities are covered by the Legal Officer and the Executive Secretary. The Secretariat therefore proposes establishing a full-time position (P2) as part of the Conference Services Team, starting from 1 July 2024.
28. GS5 Team Assistant. With the deployment of Umoja, due to the segregation of duties, the GS staff in the Conference Services Team had to take on additional administrative responsibilities, such as handling travel arrangements, procurement, and processing legal instruments. Additionally, the number of meetings (in person and online) and projects have continued to increase. As a result, the GS Staff have limited time to support the activities of the species teams and other Programme officers. Therefore, Scenario 3 proposes establishing one new GS5 position from July 2024 and expanding one GS5 position in the Conference Service Team from 50 per cent to 100 per cent from April 2024. This will provide much needed support to fully implement the Programme of Work adopted by the COP, and free up professional staff time that would otherwise be spent on administrative matters.
29. The total additional funding to increase staffing support is listed below:
- A full-time Deputy Executive Secretary (P5): €507,166
  - A full-time Associate Programme Officer in the Aquatic Species Team (P2): €280,847
  - A full-time Editor and Document Management Officer (P2) in the Conference Services Team: €280,847
  - A full-time Team Assistant (GS5) in the Conference Services Team: €193,100

- An increase from 50 per cent to 100 per cent for one GS5 Team Assistant in the Conference Services Team: €105,977
30. The availability of in-house information management capacity to support InforMEA is crucial for the CMS Secretariat, as in other MEA Secretariats (CBD, CITES, BRS and IPBES) which have dedicated positions for this role. However, the IMCA Unit does not have a dedicated position to cater to the high demand for website and information management services. Therefore, the Secretariat proposes increasing the funding of contractual services by €25,200 per annum to efficiently address and implement InforMEA decisions on the improvement of the information management of the Secretariat.
31. Finally, Scenario 3 reflects some essential needs related to communication and information technology tools of the Secretariat. The slight increase in the information material and document production budget (€8,909) for the triennium will allow the Secretariat to acquire much needed material such as digital assets (footage and images), outreach services for newsletter dissemination and social media monitoring, and media engagement services to enhance the communication work of the Convention. Furthermore, the budget for ICT tools and website development has increased by €22,444 to accommodate the price increase and the evolution of services for website development and maintenance. With this increase in the budget, the Secretariat will be able to use standard United Nations hosting and allocate two days per month to the maintenance and minimal development of the official websites of the Convention.

<b>Total costs per category for the period 2024-2026 (in euros)</b>	
<b>Staff</b>	<b>8,160,014</b>
<b>Contractual services</b>	<b>786,554</b>
<b>Operating costs</b>	<b>592,801</b>
Supplies	20,390
Equipment	36,913
Travel	519,576
Programme Support Costs	1,315,112
<b>Grand total to be shared by the Parties</b>	<b>11,431,361</b>

32. The staffing component for the three scenarios is calculated based on the standard staffing cost applied in the triennium 2021–2023 with a 2 per cent increase per annum. COP13 approved the 10.62 professional posts and the 7 GS posts funded from the core budget. Changes to the staffing table are incorporated in the zero nominal and zero real growth budget scenarios to reflect the upgrading of positions during the intersessional period. Under Scenario 3, the number of professional posts and GS staff funded by the core budget will increase by 3 and 1.5 respectively compared with the zero nominal and zero real budget scenarios.

### **Programme Support Costs (PSC)**

33. In accordance with United Nations General Assembly Resolution 35/217 of 17 December 1980, the United Nations Environment Programme (UNEP) charges a 13 per cent fee on Trust Fund expenditure for administering the CMS Secretariat. The General Assembly resolution is intended to ensure that the core resources provided to UN organizations are not diverted away from the core mandates approved by their legislative organs towards

administering or implementing extra-budgetary activities. In the case of UNEP, the Executive Director has, in accordance with the established PSC policy, decided to return a portion of the PSC charged on the expenditure of all the funds in the CMS Family to help cover the costs of the CMS Secretariat's administrative support services. These resources are currently used to fund one professional position (Administrative and Finance Management Officer P4), four full-time GS positions in Bonn, Germany, and one half of a GS position in Abu Dhabi, United Arab Emirates.

#### Scale of contributions by the Parties

34. Parties' assessed contributions for each of the budget scenarios are contained in Annex 4. The assessed contributions are based on the current United Nations scale of assessment for 2022–2024, which was adopted by the General Assembly through Resolution A/RES/76/238 of 4 January 2022. This is adjusted to take account of the fact that not all Member States of the United Nations are Parties to the Convention.

#### Recommended actions

35. The Conference of the Parties is recommended to review and adopt the draft Resolution contained in Annex 5 of this document.

#### Annexes

- Annex 1: Standard salary cost
- Annex 2: Staffing table for the proposed budget
- Annex 3 (A): Proposed budget for the triennium 2024–2026; Scenario 1 – zero nominal growth
- Annex 3 (B): Proposed budget for the triennium 2024–2026; Scenario 2 – zero real growth
- Annex 3 (C): Proposed budget for the triennium 2024–2026; Scenario 3
- Annex 4: Scale of contributions to the triennium 2024–2026 budget based on UN Scale of Assessment
- Annex 5: Draft Resolution on financial and administrative matters
- Annex 6: Proposed Programme of Work for the intersessional period between COP14 and COP15

**ANNEX 1**

**STANDARD SALARY COST**

(in euros)

<b>Level</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
D-1	229,077	233,659	238,332
P-5	198,081	202,043	206,083
P-4	169,211	172,595	176,047
P-3	141,359	144,186	147,070
P-2	109,689	111,883	114,120
G-7	96,150	98,073	100,035
G-6	85,190	86,894	88,632
G-5	75,418	76,926	78,465
G-4	66,681	68,015	69,375

## ANNEX 2

## STAFFING TABLE FOR THE PROPOSED BUDGET 2024–2026

<b>Professional positions and higher</b>	<b>Scenario 1 &amp; 2</b>	<b>Scenario 3</b>
D-1	0.97	0.97
P-5		1
P-4	4.85	4.85
P-3	2.20	2.20
P-2	2.75	4.75
<b>Subtotal</b>	<b>10.77</b>	<b>13.77</b>
<b>General Service positions</b>		
G-7	1	1
G-6	2	2
G-5	3.5	5
G-4 *	0.5	0.5
<b>Subtotal</b>	<b>7</b>	<b>8.5</b>
<b>Grand Total</b>	<b>17.77</b>	<b>22.27</b>
* Vacant		

**ANNEX 3 (A)**

**PROPOSED BUDGET FOR THE TRIENNIUM 2024–2026  
SCENARIO 1 – ZERO NOMINAL GROWTH**

(all figures in euros)

<b>Object of expenditure</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>Total</b>
<b>Staff costs</b>				
Professional staff	1,655,509	1,688,619	1,722,391	5,066,519
General support staff	563,834	575,111	586,613	1,725,558
<b>Subtotal</b>	<b>2,219,343</b>	<b>2,263,730</b>	<b>2,309,004</b>	<b>6,792,077</b>
<b>Contractual services</b>				
Contractual services (translations and report writing)	95,687	97,601	99,553	292,841
Servicing of governing bodies (translations, interpretation, etc.)				0
Information material and document production	13,530	13,801	14,077	41,407
<b>Subtotal</b>	<b>109,217</b>	<b>111,402</b>	<b>113,630</b>	<b>334,248</b>
<b>Operating costs</b>				
ICT tools, website development and maintenance	7,036	7,177	7,320	21,533
Staff development (training, retreats, etc.)	20,824	3,213		24,037
Information technology services (including UNV)	75,770	77,285	78,831	231,887
Office automation services (printer leases, hosting, etc.)	10,824	11,040	11,261	33,126
Communication and courier services	10,000	10,200	10,404	30,604
Miscellaneous	4,046	4,127	4,210	12,383
Umoja				0
<b>Subtotal</b>	<b>128,500</b>	<b>113,043</b>	<b>112,026</b>	<b>353,570</b>
<b>Supplies</b>				
Office supplies	6,278	6,404	6,532	19,214
<b>Subtotal</b>	<b>6,278</b>	<b>6,404</b>	<b>6,532</b>	<b>19,214</b>
<b>Equipment</b>				
Non-expendable equipment	11,366	11,593	11,825	34,784
<b>Subtotal</b>	<b>11,366</b>	<b>11,593</b>	<b>11,825</b>	<b>34,784</b>
<b>Travel</b>				
Staff travel	68,951	70,330	71,737	211,018
Staff travel - COP15				0
Standing Committee meetings				0
Scientific Council meetings				0
<b>Subtotal</b>	<b>68,951</b>	<b>70,330</b>	<b>71,737</b>	<b>211,018</b>
<b>Total</b>	<b>2,543,655</b>	<b>2,576,502</b>	<b>2,624,754</b>	<b>7,744,910</b>
Programme Support Costs (13%)	330,675	334,945	341,218	1,006,838
<b>Grand total</b>	<b>2,874,330</b>	<b>2,911,447</b>	<b>2,965,972</b>	<b>8,751,749</b>

## ANNEX 3 (B)

**PROPOSED BUDGET FOR THE TRIENNIUM 2024–2026  
SCENARIO 2 – ZERO REAL GROWTH**

(all figures in euros)

Object of expenditure	2024	2025	2026	Total
<b>Staff Costs</b>				
Professional staff	1,655,509	1,688,619	1,722,391	5,066,519
General support staff	563,834	575,111	586,613	1,725,558
<b>Subtotal</b>	<b>2,219,343</b>	<b>2,263,730</b>	<b>2,309,004</b>	<b>6,792,077</b>
<b>Contractual services</b>				
Contractual services (translations and report writing)	101,544	103,575	105,646	310,765
Servicing of governing bodies (translations, interpretation, etc.)			345,814	345,814
Information material and document production	14,359	14,646	14,939	43,943
<b>Subtotal</b>	<b>115,903</b>	<b>118,221</b>	<b>466,399</b>	<b>700,522</b>
<b>Operating Costs</b>				
ICT tools, website development and maintenance	7,466	7,616	7,768	22,850
Staff development (training, retreats, etc.)	22,099	22,541	22,992	67,633
Information technology services (including UNV)	80,408	82,016	83,656	246,079
Office automation services (printer leases, hosting etc.)	11,487	11,717	11,951	35,156
Communication and courier services	10,612	10,824	11,041	32,477
Miscellaneous	4,294	4,380	4,468	13,142
<b>Umoja</b>	<b>50,000</b>	<b>51,000</b>	<b>52,020</b>	<b>153,020</b>
<b>Subtotal</b>	<b>186,367</b>	<b>190,094</b>	<b>193,896</b>	<b>570,357</b>
<b>Supplies</b>				
Office supplies	6,663	6,796	6,932	20,390
<b>Subtotal</b>	<b>6,663</b>	<b>6,796</b>	<b>6,932</b>	<b>20,390</b>
<b>Equipment</b>				
Non-expendable equipment	12,062	12,303	12,549	36,913
<b>Subtotal</b>	<b>12,062</b>	<b>12,303</b>	<b>12,549</b>	<b>36,913</b>
<b>Travel</b>				
Staff travel	73,172	74,635	76,128	223,935
Staff travel - COP15			63,341	63,341
<b>Standing Committee meetings</b>	<b>30,000</b>	<b>30,600</b>		<b>60,600</b>
<b>Scientific Council meetings</b>	<b>85,000</b>	<b>86,700</b>		<b>171,700</b>
<b>Subtotal</b>	<b>188,172</b>	<b>191,935</b>	<b>139,469</b>	<b>519,576</b>
<b>Total</b>	<b>2,728,508</b>	<b>2,783,078</b>	<b>3,128,249</b>	<b>8,639,836</b>
Programme Support Costs (13%)	354,706	361,800	406,672	1,123,179
<b>Grand total</b>	<b>3,083,214</b>	<b>3,144,879</b>	<b>3,534,921</b>	<b>9,763,014</b>

**ANNEX 3 (C)**

**PROPOSED BUDGET FOR THE TRIENNIUM 2024–2026 SCENARIO 3**

(all figures in euros)

<i>Object of expenditure</i>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>Total</b>
<b>Staff costs</b>				
Professional staff	1,864,238	2,114,427	2,156,715	6,135,380
General support staff	629,825	690,500	704,310	2,024,635
<b>Subtotal</b>	<b>2,494,063</b>	<b>2,804,927</b>	<b>2,861,025</b>	<b>8,160,014</b>
<b>Contractual services</b>				
Contractual services (translations and report writing)	126,744	129,279	131,865	387,888
Servicing of governing bodies (translations, interpretation, etc.)	0	0	345,814	345,814
Information material and document production	17,270	17,615	17,967	52,852
<b>Subtotal</b>	<b>144,014</b>	<b>146,894</b>	<b>495,646</b>	<b>786,554</b>
<b>Operating costs</b>				
ICT tools, website development and maintenance	14,800	15,096	15,398	45,294
Staff development (training, retreats, etc.)	22,099	22,541	22,992	67,633
Information technology services (including UNV)	80,408	82,016	83,656	246,079
Office automation services (printer leases, hosting etc.)	11,487	11,717	11,951	35,156
Communication and courier services	10,612	10,824	11,041	32,477
Miscellaneous	4,294	4,380	4,468	13,142
Umoja	50,000	51,000	52,020	153,020
<b>Subtotal</b>	<b>193,700</b>	<b>197,574</b>	<b>201,526</b>	<b>592,801</b>
Supplies				
Office supplies	6,663	6,796	6,932	20,390
<b>Subtotal</b>	<b>6,663</b>	<b>6,796</b>	<b>6,932</b>	<b>20,390</b>
<b>Equipment</b>				
Non-expendable equipment	12,062	12,303	12,549	36,913
<b>Subtotal</b>	<b>12,062</b>	<b>12,303</b>	<b>12,549</b>	<b>36,913</b>
<b>Travel</b>				
Staff travel	73,172	74,635	76,128	223,935
Staff travel - COP15	0	0	63,341	63,341
Standing Committee meetings	30,000	30,600	0	60,600
Scientific Council meetings	85,000	86,700	0	171,700
<b>Subtotal</b>	<b>188,172</b>	<b>191,935</b>	<b>139,469</b>	<b>519,576</b>
<b>Total</b>	<b>3,038,673</b>	<b>3,360,429</b>	<b>3,717,147</b>	<b>10,116,248</b>
Programme Support Costs (13%)	395,027	436,856	483,229	1,315,112
<b>Grand total</b>	<b>3,433,700</b>	<b>3,797,285</b>	<b>4,200,376</b>	<b>11,431,361</b>

## ANNEX 4

## SCALE OF CONTRIBUTIONS TO THE TRIENNIUM 2024–2026 BUDGET

Based on the UN scale of assessment

(all figures in euros)

N°	Party	UN Scale 2022-2024	Adjusted Scale %	Scenario 1 - Zero-Nominal		Scenario 2 - Zero-real		Scenario 3		Assessed contributions 2021-2023
				Assessed contributions 2024-2026	Average Annual Contribution	Assessed contributions 2024-2026	Average Annual Contribution	Assessed contributions 2024-2026	Average Annual Contribution	
1	Afghanistan	0.006	0.014	1,208	403	1,348	449	1,578	526	1,372
2	Albania	0.008	0.018	1,611	537	1,797	599	2,105	702	1,565
3	Algeria	0.109	0.251	21,953	7,318	24,489	8,163	28,674	9,558	27,042
4	Angola	0.01	0.023	2,014	671	2,247	749	2,631	877	1,960
5	Antigua and Barbuda	0.002	0.005	403	134	449	150	526	175	391
6	Argentina	0.719	1.655	144,807	48,269	161,540	53,847	189,144	63,048	179,305
7	Armenia	0.007	0.016	1,410	470	1,573	524	1,841	614	1,372
8	Australia	2.111	4.858	425,157	141,719	474,284	158,095	555,332	185,111	433,075
9	Austria	0.679	1.563	136,751	45,584	152,553	50,851	178,622	59,541	132,666
10	Bangladesh	0.01	0.023	2,014	671	2,247	749	2,631	877	1,960
11	Bahrain	0.054	0.124	10,876	3,625	12,132	4,044	14,206	4,735	-
12	Belarus	0.041	0.094	8,257	2,752	9,212	3,071	10,786	3,595	9,602
13	Belgium	0.828	1.905	166,760	55,587	186,029	62,010	217,819	72,606	160,885
14	Benin	0.005	0.012	1,007	336	1,123	374	1,315	438	588
15	Bolivia (Plurinational State of)	0.019	0.044	3,827	1,276	4,269	1,423	4,998	1,666	3,136
16	Bosnia and Herzegovina	0.012	0.028	2,417	806	2,696	899	3,157	1,052	2,351
17	Brazil	2.013	4.632	405,420	135,140	452,266	150,755	529,552	176,517	577,695
18	Bulgaria	0.056	0.129	11,278	3,759	12,582	4,194	14,732	4,911	9,014
19	Burkina Faso	0.004	0.009	806	269	899	300	1,052	351	588
20	Burundi	0.001	0.002	201	67	225	75	263	88	197
21	Cabo Verde	0.001	0.002	201	67	225	75	263	88	197
22	Cameroon	0.013	0.030	2,618	873	2,921	974	3,420	1,140	2,548
23	Central African Republic	0.001	0.002	201	67	225	75	263	88	-
24	Chad	0.003	0.007	604	201	674	225	789	263	784
25	Chile	0.42	0.967	84,588	28,196	94,363	31,454	110,488	36,829	79,757
26	Congo	0.005	0.012	1,007	336	1,123	374	1,315	438	1,176
27	Cook Islands	0.001	0.002	201	67	225	75	263	88	197
28	Costa Rica	0.069	0.159	13,897	4,632	15,502	5,167	18,152	6,051	12,149
29	Côte d'Ivoire	0.022	0.051	4,431	1,477	4,943	1,648	5,787	1,929	2,548
30	Croatia	0.091	0.209	18,327	6,109	20,445	6,815	23,939	7,980	15,089
31	Cuba	0.095	0.219	19,133	6,378	21,344	7,115	24,991	8,330	15,677
32	Cyprus	0.036	0.083	7,250	2,417	8,088	2,696	9,470	3,157	7,054
33	Czechia	0.34	0.782	68,476	22,825	76,389	25,463	89,442	29,814	60,943
34	Democratic Republic of the Congo	0.01	0.023	2,014	671	2,247	749	2,631	877	1,960
35	Denmark	0.553	1.273	111,375	37,125	124,244	41,415	145,475	48,492	108,563
36	Djibouti	0.001	0.002	201	67	225	75	263	88	197
37	Dominican Republic	0.067	0.154	13,494	4,498	15,053	5,018	17,625	5,875	10,385
38	Ecuador	0.077	0.177	15,508	5,169	17,300	5,767	20,256	6,752	15,677
39	Egypt	0.139	0.320	27,995	9,332	31,230	10,410	36,566	12,189	36,449
40	Equatorial Guinea	0.012	0.028	2,417	806	2,696	899	3,157	1,052	3,136

N°	Party	UN Scale 2022-2024	Adjusted Scale %	Scenario 1 - Zero-Nominal		Scenario 2 - Zero-real		Scenario 3		Assessed contributions 2021-2023
				Assessed contributions 2024-2026	Average Annual Contribution	Assessed contributions 2024-2026	Average Annual Contribution	Assessed contributions 2024-2026	Average Annual Contribution	
41	Eritrea	0.001	0.002	201	67	225	75	263	88	197
42	Estonia	0.044	0.101	8,862	2,954	9,886	3,295	11,575	3,858	7,643
43	Eswatini	0.002	0.005	403	134	449	150	526	175	391
44	Ethiopia	0.01	0.023	2,014	671	2,247	749	2,631	877	1,960
45	European Union		2.500	218,794	72,931	244,075	81,358	285,784	95,261	218,793
46	Fiji	0.004	0.009	806	269	899	300	1,052	351	588
47	Finland	0.417	0.960	83,984	27,995	93,689	31,230	109,698	36,566	82,500
48	France	4.318	9.937	869,649	289,883	970,137	323,379	1,135,919	378,640	867,522
49	Gabon	0.013	0.030	2,618	873	2,921	974	3,420	1,140	2,939
50	Gambia	0.001	0.002	201	67	225	75	263	88	197
51	Georgia	0.008	0.018	1,611	537	1,797	599	2,105	702	1,565
52	Germany	6.111	14.063	1,230,761	410,254	1,372,976	457,659	1,607,596	535,865	1,193,407
53	Ghana	0.024	0.055	4,834	1,611	5,392	1,797	6,314	2,105	2,939
54	Greece	0.325	0.748	65,455	21,818	73,019	24,340	85,496	28,499	71,722
55	Guinea	0.003	0.007	604	201	674	225	789	263	588
56	Guinea-Bissau	0.001	0.002	201	67	225	75	263	88	197
57	Honduras	0.009	0.021	1,813	604	2,022	674	2,368	789	1,764
58	Hungary	0.228	0.525	45,919	15,306	51,225	17,075	59,979	19,993	40,368
59	India	1.044	2.403	210,263	70,088	234,558	78,186	274,641	91,547	163,432
60	Iran (Islamic Republic of)	0.371	0.854	74,720	24,907	83,354	27,785	97,597	32,532	77,994
61	Iraq	0.128	0.295	25,779	8,593	28,758	9,586	33,672	11,224	25,279
62	Ireland	0.439	1.010	88,415	29,472	98,631	32,877	115,486	38,495	72,702
63	Israel	0.561	1.291	112,986	37,662	126,041	42,014	147,580	49,193	96,022
64	Italy	3.189	7.339	642,268	214,089	716,482	238,827	838,917	279,639	648,045
65	Jordan	0.022	0.051	4,431	1,477	4,943	1,648	5,787	1,929	4,115
66	Kazakhstan	0.133	0.306	26,786	8,929	29,881	9,960	34,988	11,663	34,882
67	Kenya	0.03	0.069	6,042	2,014	6,740	2,247	7,892	2,631	4,703
68	Kyrgyzstan	0.002	0.005	403	134	449	150	526	175	391
69	Latvia	0.05	0.115	10,070	3,357	11,234	3,745	13,153	4,384	9,210
70	Lebanon	0.036	0.083	7,250	2,417	8,088	2,696	9,470	3,157	9,210
71	Liberia	0.001	0.002	201	67	225	75	263	88	197
72	Libya	0.018	0.041	3,625	1,208	4,044	1,348	4,735	1,578	5,879
73	Liechtenstein	0.01	0.023	2,014	671	2,247	749	2,631	877	1,764
74	Lithuania	0.077	0.177	15,508	5,169	17,300	5,767	20,256	6,752	13,913
75	Luxembourg	0.068	0.156	13,695	4,565	15,278	5,093	17,888	5,963	13,130
76	Madagascar	0.004	0.009	806	269	899	300	1,052	351	784
77	Malawi	0.002	0.005	403	134	449	150	526	175	391
78	Maldives	0.004	0.009	806	269	899	300	1,052	351	784
79	Mali	0.005	0.012	1,007	336	1,123	374	1,315	438	784
80	Malta	0.019	0.044	3,827	1,276	4,269	1,423	4,998	1,666	3,331
81	Mauritania	0.002	0.005	403	134	449	150	526	175	391
82	Mauritius	0.019	0.044	3,827	1,276	4,269	1,423	4,998	1,666	2,155
83	Monaco	0.011	0.025	2,215	738	2,471	824	2,894	965	2,155
84	Mongolia	0.004	0.009	806	269	899	300	1,052	351	979
85	Montenegro	0.004	0.009	806	269	899	300	1,052	351	784
86	Morocco	0.055	0.127	11,077	3,692	12,357	4,119	14,469	4,823	10,778
87	Mozambique	0.004	0.009	806	269	899	300	1,052	351	784
88	Netherlands	1.377	3.169	277,329	92,443	309,374	103,125	362,242	120,747	265,724

N°	Party	UN Scale 2022-2024	Adjusted Scale %	Scenario 1 - Zero-Nominal		Scenario 2 - Zero-real		Scenario 3		Assessed contributions 2021-2023
				Assessed contributions 2024-2026	Average Annual Contribution	Assessed contributions 2024-2026	Average Annual Contribution	Assessed contributions 2024-2026	Average Annual Contribution	
89	New Zealand	0.309	0.711	62,233	20,744	69,424	23,141	81,287	27,096	57,025
90	Niger	0.003	0.007	604	201	674	225	789	263	391
91	Nigeria	0.182	0.419	36,655	12,218	40,890	13,630	47,878	15,959	48,991
92	North Macedonia	0.007	0.016	1,410	470	1,573	524	1,841	614	1,372
93	Norway	0.679	1.563	136,751	45,584	152,553	50,851	178,622	59,541	147,755
94	Pakistan	0.114	0.262	22,960	7,653	25,613	8,538	29,990	9,997	22,536
95	Palau	0.001	0.002	201	67	225	75	263	88	197
96	Panama	0.09	0.207	18,126	6,042	20,221	6,740	23,676	7,892	8,818
97	Paraguay	0.026	0.060	5,236	1,745	5,841	1,947	6,840	2,280	3,136
98	Peru	0.163	0.375	32,828	10,943	36,622	12,207	42,880	14,293	29,786
99	Philippines	0.212	0.488	42,697	14,232	47,631	15,877	55,770	18,590	40,172
100	Poland	0.837	1.926	168,573	56,191	188,051	62,684	220,186	73,395	157,162
101	Portugal	0.353	0.812	71,095	23,698	79,310	26,437	92,862	30,954	68,586
102	Republic of Moldova	0.005	0.012	1,007	336	1,123	374	1,315	438	588
103	Romania	0.312	0.718	62,837	20,946	70,098	23,366	82,077	27,359	38,800
104	Rwanda	0.003	0.007	604	201	674	225	789	263	588
105	Samoa	0.001	0.002	201	67	225	75	263	88	197
106	Sao Tome and Principe	0.001	0.002	201	67	225	75	263	88	197
107	Saudi Arabia	1.184	2.725	238,459	79,486	266,013	88,671	311,470	103,823	229,667
108	Senegal	0.007	0.016	1,410	470	1,573	524	1,841	614	1,372
109	Serbia	0.032	0.074	6,445	2,148	7,190	2,397	8,418	2,806	5,487
110	Seychelles	0.002	0.005	403	134	449	150	526	175	391
111	Slovakia	0.155	0.357	31,217	10,406	34,824	11,608	40,775	13,592	29,982
112	Slovenia	0.079	0.182	15,911	5,304	17,749	5,916	20,782	6,927	14,893
113	Somalia	0.001	0.002	201	67	225	75	263	88	197
114	South Africa	0.244	0.562	49,142	16,381	54,820	18,273	64,188	21,396	53,301
115	Spain	2.134	4.911	429,790	143,263	479,452	159,817	561,383	187,128	420,535
116	Sri Lanka	0.045	0.104	9,063	3,021	10,110	3,370	11,838	3,946	8,622
117	Sweden	0.871	2.004	175,420	58,473	195,690	65,230	229,130	76,377	177,541
118	Switzerland	1.134	2.610	228,389	76,130	254,779	84,926	298,317	99,439	225,552
119	Syrian Arab Republic	0.009	0.021	1,813	604	2,022	674	2,368	789	2,155
120	Tajikistan	0.003	0.007	604	201	674	225	789	263	784
121	Togo	0.002	0.005	403	134	449	150	526	175	391
122	Trinidad and Tobago	0.037	0.085	7,452	2,484	8,313	2,771	9,733	3,244	7,839
123	Tunisia	0.019	0.044	3,827	1,276	4,269	1,423	4,998	1,666	4,899
124	Turkmenistan	0.034	0.078	6,848	2,283	7,639	2,546	8,944	2,981	-
125	Uganda	0.01	0.023	2,014	671	2,247	749	2,631	877	1,565
126	Ukraine	0.056	0.129	11,278	3,759	12,582	4,194	14,732	4,911	11,169
127	United Arab Emirates	0.635	1.461	127,890	42,630	142,667	47,556	167,047	55,682	120,713
128	United Kingdom of Great Britain and Northern Ireland	4.375	10.068	881,129	293,710	982,944	327,648	1,150,913	383,638	894,957
129	United Republic of Tanzania	0.01	0.023	2,014	671	2,247	749	2,631	877	1,960
130	Uruguay	0.092	0.212	18,529	6,176	20,670	6,890	24,202	8,067	17,048
131	Uzbekistan	0.027	0.062	5,438	1,813	6,066	2,022	7,103	2,368	6,270
132	Yemen	0.008	0.018	1,611	537	1,797	599	2,105	702	1,960
133	Zimbabwe	0.007	0.016	1,410	470	1,573	524	1,841	614	979
<b>Total</b>		<b>42.368</b>	<b>100.000</b>	<b>8,751,749</b>	<b>2,917,250</b>	<b>9,763,014</b>	<b>3,254,338</b>	<b>11,431,361</b>	<b>3,810,454</b>	<b>8,751,748</b>

DRAFT RESOLUTION

**FINANCIAL AND ADMINISTRATIVE MATTERS**

*Recalling* Article VII paragraph 4 of the Convention, which reads as follows:

“The Conference of the Parties shall establish and keep under review the financial regulations of this Convention. The Conference of the Parties shall at each of its ordinary meetings adopt the budget for the next financial period. Each Party shall contribute to this budget according to a scale to be agreed upon by the Conference”;

*Appreciating* the importance of all Parties being able to participate in the implementation of the Convention and related activities;

*Noting* the increased number of Parties, other countries and organizations attending the meeting of the Conference of Parties as observers and the resulting additional costs to Parties so incurred;

*Noting* that the current level of the Trust Fund balance and the rising trend of year-end balances of Parties' arrears make it impossible to draw down on the Trust Fund balance to contribute to the financing of the current budget as this could adversely affect the liquidity of the fund;

*The Conference of the Parties to the  
Convention on the Conservation of Migratory Species of Wild Animals*

1. *Confirms* that all Parties should contribute to the budget adopted at the scale agreed upon by the Conference of the Parties in accordance with Article VII paragraph 4 of the Convention;
2. *Adopts* the budget for 2024 to 2026 attached as Annex [ ] to the present Resolution;
3. *Adopts* the scale of contributions of Parties to the Convention as set forth in Annex [ ] to the present Resolution and decides to apply that scale pro rata to new Parties;
4. *Agrees* that the scale of contribution as set forth in Annex [ ] will not be adjusted downwards in the event that new Parties accede to the Convention following the adoption of this resolution;
5. *Requests* Parties, in particular those that are required to pay small contributions, to consider paying for the whole triennium in one instalment;
6. *Urges* all Parties to pay their contributions as promptly as possible, preferably not later than the end of March in the year to which they relate, and, if they so wish, to inform the Secretariat if they would prefer to receive a single invoice covering the whole triennium;
7. *Notes* with concern that a number of Parties have not paid their contributions to the core budget for 2023 and for previous years which were due on 1 January of each year, thus adversely affecting the implementation of the Convention;

8. *Urges* all Parties with arrears to cooperate with the Secretariat in arranging for the payment of their outstanding contributions without delay;
9. *Decides* to set the threshold of eligibility for funding delegates to attend the Convention's meetings at 0.200 per cent on the United Nations scale of assessment and as a general rule furthermore to exclude from such eligibility countries from the European Union, other European countries with strong economies and/or countries that have payments in arrears of three years or more;
10. *Decides* that representatives from countries with contributions in arrears of three years or more should be excluded from holding office in Convention bodies, and be denied the right to vote; and requests the Executive Secretary to explore with these Parties innovative approaches for the identification of possible funding to resolve their arrears prior to the next meeting;
11. *Decides* that Resolutions adopted by this Conference of the Parties that establish, inter alia, bodies, mechanisms or activities that have financial implications not provided for in Annex [ ] are subject to available funds from voluntary contributions;
12. *Encourages* all Parties to make voluntary contributions to the Trust Fund – MVL<sup>4</sup> to support requests from developing countries to participate in and implement the Convention throughout the triennium;
13. *Invites* all Parties to make voluntary contributions to the Convention's Trust Fund – MSL<sup>5</sup> to support the core budget of the Secretariat;
14. *Requests the Secretariat to finalize* the Programme of Work for the intersessional period between COP14 and COP15 to assist Parties to identify those core ongoing and future activities and projects not covered by the core budget that they intend to fund;
15. *Encourages* States that are not Parties to the Convention, governmental, intergovernmental and non-governmental organizations and other sources to consider contributing to the Trust Fund or to special activities;
16. *Decides* that the Executive Secretary, subject to the approval of the Standing Committee, and, in urgent cases, with the approval of the Chair of the Standing Committee alone, shall have the authority to spend or apply funds saved from the implementation of the core budget and funds from new Parties joining the Convention to activities in the approved costed Programme of Work not covered by the core budget;
17. *Decides* that the Executive Secretary shall have the authority to make staffing decisions as necessary to implement the priorities of the Parties in accordance with the Programme of Work provided that the implications of the decisions can be met from the existing budget;
18. *Encourages* the Executive Secretary, in line with UN rules, to use opportunities provided by vacancies to explore ways to strengthen the capacity of the Secretariat within its assigned budget including through structural changes;
19. *Requests* the Executive Secretary to prepare budget proposals in the same format, including a staffing table showing the positions in the Secretariat and their status of occupation, for the consideration by future Conference of the Parties, including, at a

<sup>4</sup> General Trust Fund in support of the Convention of the Conservation of Migratory Species of Wild Animals (CMS)

<sup>5</sup> Trust Fund for the Convention of the Conservation of Migratory Species of Wild Animals (CMS)

- minimum, a zero nominal growth budget scenario and a zero real growth budget scenario, in consultation with the Finance and Budget Subcommittee;
20. *Invites* Parties to consider the feasibility of financing Junior Professional Officers and/or providing gratis personnel or technical experts to the Secretariat to increase its capacity;
  21. *Adopts* the staffing table of the Secretariat, as set forth in Annex [ ], used for costing purposes to set the overall budget;
  22. *Instructs* the Finance and Budget Subcommittee of the Standing Committee to:
    - i) meet one day prior to the start of every regular meeting of the Standing Committee and to work intersessionally by electronic or other means;
    - ii) work with the Secretariat to prepare all financial and budgetary documents for consideration by the Standing Committee; and
    - iii) operate under the terms of reference attached as Annex [ ] to this Resolution;
  23. *Confirms* that the CMS Secretariat will continue to provide Secretariat services to the Agreement on the Conservation of Small Cetaceans of the Baltic, North East Atlantic, Irish and North Seas (ASCOBANS), the Memorandum of Understanding on the Conservation and Management of Marine Turtles and their Habitats of the Indian Ocean and South-East Asia (IOSEA MOU), the Memorandum of Understanding on the Conservation of Migratory Sharks (Sharks MOU) and the Agreement on Conservation of Gorillas and Their Habitats (Gorilla Agreement);
  24. *Requests* the Executive Director of the United Nations Environment Programme to continue to incorporate aspects of the Convention's Programme of Work into the programme of work of the United Nations Environment Programme and the projects that implement it, and consider, as appropriate, providing financial support to specific CMS activities in this context;
  25. *Requests* the Executive Director of the United Nations Environment Programme to extend the duration of the Convention Trust Fund - MSL to 31 December 2026;
  26. Approves the terms of reference for the administration of the Trust Fund as set forth in Annex [ ] to the present Resolution for the period 2024 to 2026;
  27. *Decides* that all contributions to the Trust Fund shall be paid in euros;
  28. *Further decides* that an operating reserve should be maintained at a constant level of at least 15 per cent of estimated annual expenditure or US\$500,000, whichever is higher;
  29. *Requests* the Secretariat to monitor exchange rate fluctuations carefully and adjust levels of expenditure where necessary; and decides that the Secretariat, as a last resort, can exceptionally request the Standing Committee to drawdown from the Trust Fund balance;
  30. *Repeals* Resolution 13.2, with assessed contributions of Parties to fund the 2021-2023 budget as set out in Annex 2 of the Resolution remaining on the record and
  31. *Supersedes* Resolution Ex.Cop1 interim budget for 2024 adopted by the extraordinary Conference of the Parties in December 2023.

**ANNEX 5 (A)**

**BUDGET FOR THE 2024-2026 TRIENNIUM**

[To be completed after the adoption of the budget]

**ANNEX 5 (B)**

**ASSESSED CONTRIBUTIONS FOR THE CONVENTION  
DURING THE TRIENNIUM 2024-2026**

[To be completed after the adoption of the budget

**ANNEX 5 (C)****TERMS OF REFERENCE OF THE FINANCE AND BUDGET SUBCOMMITTEE**1. *Composition of the Subcommittee:*

- a) The Finance and Budget Subcommittee shall be composed from among the members of the Standing Committee, with one country representative from each of the CMS regions nominated by the region; and
- b) The Subcommittee shall elect a Chair from among its members.

2. *Meetings and mode of operation of the Subcommittee:*

- a) The Subcommittee shall meet in closed session (i.e. attended only by members of the Subcommittee, Party observers and the Secretariat) one day prior to each meeting of the Standing Committee; and
- b) The members of the Subcommittee shall communicate by electronic means between meetings of the Standing Committee. For this purpose, the Secretariat shall establish a forum on its website for communications among the members and for the sharing of documents, which may be read by non-member Parties, who should communicate their views to their regional representative on the Subcommittee.

3. *Responsibilities of members of the Subcommittee:*

Members of the Subcommittee shall seek and represent the views of their region in carrying out their duties and shall report back to their regions.

4. *Responsibilities of the Subcommittee:*

To fulfil the mandate of Resolution [ ], the Subcommittee shall:

- a) Broadly consider all aspects of the financing and budgeting of the Convention and develop recommendations to the Standing Committee. The Subcommittee should focus on keeping the Convention solvent while providing for essential support services for the efficient and effective functioning of the Convention;
- b) Evaluate the programme of work of the Secretariat and other documents with budgetary implications relative to:
  - 1. The duties and responsibilities of the Secretariat mandated in the text of the Convention; and
  - 2. Ensuring that the activities undertaken by the Secretariat under the approved budget are consistent with Resolutions and Decisions of the Conference of the Parties;
- c) Consider administrative procedures and other aspects of the financing and budgeting of the Convention and make recommendations for improving the efficiency with which funds are expended;

- d) Using the information developed through the processes described in paragraphs a)-c):
  - i) work with the Secretariat to prepare all financial and budgetary documents for consideration by the Standing Committee;
  - ii) further develop the report format to ensure that the financial reports are easily understood and transparent and that they enable informed decisions to be taken in relation to the financial performance of the Convention;
  - iii) make recommendations to the Standing Committee on all financial and budgetary documents and proposals developed through this process; and
  - iv) otherwise assist the Standing Committee in providing oversight of financial and budgetary matters, including the preparation of documents for meetings of the Conference of the Parties;
  
- e) The Secretariat shall issue to all Standing Committee a report every six months to be sent electronically, which identifies and explains any projected expenditure that differs from the approved budget by more than 20 per cent for total staff costs or, in the case of non-staff costs, for each activity, together with the proposed approach for managing any such projected over-expenditure.

**ANNEX 5 (D)****DRAFT TERMS OF REFERENCE FOR THE ADMINISTRATION OF THE TRUST FUND  
FOR THE CONVENTION ON THE CONSERVATION OF MIGRATORY SPECIES  
OF WILD ANIMALS**

1. The Trust Fund for the Convention on the Conservation of Migratory Species of Wild Animals (hereinafter referred to as the Trust Fund) shall be continued for a period of three years to provide financial support for the aims of the Convention.
2. The financial period shall be three calendar years beginning 1 January 2024 and ending 31 December 2026, subject to the approval of the United Nations Environment Assembly.
3. The Trust Fund shall continue to be administered by the Executive Director of the United Nations Environment Programme.
4. The administration of the Trust Fund shall be governed by the Financial Regulations and Rules of the United Nations, the Staff Regulations and Rules of the United Nations and other administrative policies or procedures promulgated by the Secretary-General of the United Nations.
5. In accordance with United Nations Rules, the United Nations Environment Programme shall deduct from the expenditure of the Trust Fund an administrative charge equal to 13 per cent of the expenditure charged to the Trust Fund in respect of activities financed under the Trust Fund.
6. The financial resources of the Trust Fund for 2024-2026 shall be derived from:
  - (a) The contributions made by the Parties by reference to Annex [ ], including contributions from any new Parties; and
  - (b) Further contributions from Parties and contributions from States, not Parties to the Convention, other governmental, intergovernmental and non-governmental organizations and other sources.
7. All contributions to the Trust Fund shall be paid in euros. For contributions from States that become Parties after the beginning of the financial period, the initial contribution (from the first day of the third month after deposit of the instrument of ratification, acceptance or accession till the end of the financial period) shall be determined pro rata, based on the contributions of other Parties on the same level as the United Nations scale of assessment as it applies from time to time. However, if the contribution of a new Party determined on this basis were to be more than 22 per cent of the budget, the contribution of that Party shall be 22 per cent of the budget for the financial year of joining (or pro rata for a partial year). The scale of contributions for all Parties shall then be revised by the Secretariat on 1 January of the next year. Contributions shall be paid in annual instalments. Contributions shall be due on 1 January 2024, 2025 and 2026.
8. Contributions shall be paid to the bank account of the United Nations based on the invoice provided by United Nations Environment Programme.
9. For the convenience of the Parties, for each of the years of the financial period, the Executive Director of United Nations Environment Programme shall as soon as possible notify the Parties to the Convention of their assessed contributions.

10. Contributions received into the Trust Fund that are not immediately required to finance activities shall be invested at the discretion of the United Nations and any income shall be credited to the Trust Fund.
11. The Trust Fund shall be subject to audit by the United Nations Board of Auditors.
12. Budget estimates covering the income and expenditure for each of the three calendar years constituting the financial period prepared in euros shall be submitted to the meeting of the Conference of the Parties to the Convention.
13. The estimates for each of the calendar years covered by the financial period shall be divided into sections and objects of expenditure shall include references to the programmes of work to which they relate and shall be accompanied by such information as may be required by or on behalf of the contributors and such further information as the Executive Director of the United Nations Environment Programme may deem useful and advisable. In particular, estimates shall also be prepared for each programme of work for each of the calendar years with expenditures itemized for each programme so as to correspond to the sections and objects of expenditure described in the first sentence of the present paragraph.
14. The proposed budget, including all necessary information, inclusive of a staffing table of the Secretariat for costing purposes to set the overall budget, shall be dispatched by the Secretariat to all Parties at least 90 days before the date fixed for the opening of the ordinary meeting of the Conference of the Parties at which they are to be considered.
15. The budget shall be adopted by unanimous vote of the Parties present and voting at that Conference of the Parties.
16. In the event that the Executive Director of the United Nations Environment Programme anticipates that there might be a shortfall in resources over the financial period as a whole, the Executive Director shall consult with the Secretariat, which shall seek the advice of the Standing Committee as to its priorities for expenditure.
17. Commitments against the resources of the Trust Fund may be made only if they are covered by the necessary income of the Convention.
18. Upon the request of the Secretariat of the Convention after seeking the advice of the Standing Committee, the Executive Director of the United Nations Environment Programme should, to the extent consistent with the Financial Regulations and Rules of the United Nations, make transfers from one object of expenditure to another. At the end of the first calendar year of the financial period, the Executive Director of the United Nations Environment Programme may proceed to transfer any unspent balance of appropriations to the second calendar year, provided that the total budget approved by the Parties shall not be exceeded unless specifically sanctioned in writing by the Standing Committee.
19. At the end of each calendar year of the financial period,<sup>6</sup> the Executive Director of the United Nations Environment Programme shall submit to the Parties through the CMS Secretariat the year-end accounts. The Executive Director shall also submit, as soon as practicable, the audited accounts for the financial period. Those accounts shall include full details of actual expenditure compared to the original provisions for each object of expenditure.

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<sup>6</sup> The calendar year 1 January to 31 December is the accounting and financial year, but the accounts official closure date is 31 March of the following year. Thus, on 31 March the accounts of the previous year must be closed, and it is only then that the Executive Director may submit the accounts of the previous calendar year.

20. Those financial reports required to be submitted by the Executive Director of the United Nations Environment Programme shall be transmitted simultaneously by the Secretariat of the Convention to the members of the Standing Committee.
21. The Secretariat of the Convention shall provide the Standing Committee with an estimate of proposed expenditures over the coming year simultaneously with or as soon as possible after distribution of the accounts and reports referred to in the preceding paragraphs.
22. The present terms of reference shall be effective from 1 January 2024 to 31 December 2026.

**ANNEX 5 (E)**

**PROGRAMME OF WORK FOR THE INTERSESSIONAL PERIOD  
BETWEEN COP14 AND COP15**

[To be completed after the adoption of the budget]

**ANNEX 6**

**PROPOSED PROGRAMME OF WORK  
FOR THE INTERSESSIONAL PERIOD BETWEEN COP14 AND COP15**

[uploaded separately]