

Amendments proposed in session

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”;

Acknowledging with appreciation the financial and other support provided by the United Nations Environment Programme (UNEP) and giving special thanks to the Host Government (Germany) and other donors for their substantial additional contributions in support of the implementation of the Convention, as well as other support offered to the organs of the Convention during the previous triennium;

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

Noting the increased number of Parties, other countries and also organisations attending the meeting of the Conference of Parties as observers, and the resulting additional expenditure to Parties so incurred;

Noting that the current level of the Trust Fund balance and the rising trend in year-end balances of Parties' arrears, make it impossible to drawdown 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 2015 to 2017 attached as Annex I to the present Resolution and the Program of Work attached as Annex V;

3. *Adopts* the scale of contributions of Parties to the Convention, based on the UN Scale of Assessment, as listed in Annex II to the present Resolution and *decides* to apply that scale *pro rata* to new Parties;
4. *Requests* Parties, in particular those that are required to pay small contributions, to consider paying for the whole triennium in one instalment;
5. *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 whether they would prefer to receive a single invoice covering the whole triennium;
6. *Notes* with concern that a number of Parties have not paid their contributions to the core budget for 2014 and prior years which were due on 1 March of each year, thus affecting adversely the implementation of the Convention;
7. *Urges* all Parties with arrears to co-operate with the Secretariat in arranging for the payment of their outstanding contributions without delay;
8. *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, European countries with strong economies and/or countries that have payments in arrears of more than three years;
9. *Decides* that representatives from countries with contributions in arrears three years or more should be excluded from holding office in Convention bodies and 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;
10. *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 I, are subject to available funds from voluntary contributions;
11. *Encourages* all Parties to make voluntary contributions to the Trust Fund to support requests from developing countries to participate in and implement the Convention throughout the triennium;
12. *Requests* the Executive Secretary to provide Parties with a detailed list of core ongoing and future activities and projects not covered by the core budget, to assist Parties to identify those they intend to fund;
13. *Encourages* States 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;
14. *Decides* that the Executive Secretary, subject to the approval of the Standing Committee and in urgent cases with the approval of the Chair, shall have the authority to spend or to apply funds saved from implementation of the core budget and funds from new

parties joining the convention to activities in the approved costed program of work not covered in the core budget;

15. *Encourages* the Executive Secretary, with the approval of the Standing Committee and 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 change;

16. *Approves* the creation of:

- a) one part-time (50%) P-2 position of Associate Programme Officer, Central Asian Mammals Initiative (CAMI);
- b) one part-time (50%) P-2 position of Associate Information Officer;

17. *Requests* the Executive Director of UNEP to assist the Secretariat to undertake a review of the grading of the Secretariat's posts, in line with the functions of the Secretariat, taking into account the outcome of the Working Group on Future Shape of CMS, to enable decisions on the grading of the posts to be taken by Parties at COP12;

18. *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 technical capacity in line with UN Rules and Regulations;

19. *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 III to this Resolution;

20. *Confirms* that the CMS Secretariat will continue to provide Secretariat services to ASCOBANS and to the Gorilla Agreement in the next triennium;

21. *Requests* the Executive Director of UNEP to continue to incorporate aspects of the Convention's programme of work into the programme of work of UNEP and consider, as appropriate, providing financial support to specific CMS activities in this context;

22. *Requests* the Executive Director of UNEP to extend the duration of the Convention Trust Fund to 31 December 2017;

23. *Approves* the terms of reference for the administration of the Trust Fund, as set forth in Annex IV to the present Resolution, for the period 2015 to 2017;

24. *Decides* that all contributions to the Trust Fund shall be paid in Euros;

25. *Requests* the Secretariat to carefully monitor exchange rate fluctuations and adjust levels of expenditure, where necessary; and *Decides* that the Secretariat, as a last resort, can request the Standing Committee to drawdown from the Trust Fund balance on an exceptional basis;
26. *Further decides* that there should be maintained a working capital at a constant level of at least 15 per cent of estimated annual expenditure or US\$500,000, whichever is higher;
27. *Requests* the Secretariat to give due attention to the recommendations from the Future Shape process while preparing the budget for the next triennium; and
28. *Requests* the Executive Secretary to prepare budget proposals in the same format for consideration by the Conference of the Parties at its 12th meeting, including, as a minimum, a zero nominal growth budget scenario, a zero real growth budget scenario and, in consultation with the Finance and Budget Subcommittee, if necessary, a third scenario.

Annex I
BUDGET FOR THE TRIENNIUM 2015 – 2017

(All amounts in EUR)

	2015	2016	2017	Total
Executive Direction and Management				
1 Executive Secretary ¹ , 97%	169 794	173 190	176 653	519 637
2 Deputy Executive Secretary	157 059	160 200	163 404	480 663
3 Personal Assistant to the Executive Secretary	82 775	84 430	86 119	253 324
4 Secretary to Deputy Executive Secretary, 50%	32 155	32 798	33 454	98 407
5 Strategic Plan (Indicators, Companion Volume etc.)	15 000	15 000	15 000	45 000
6 Independent analysis of synergies in the CMS family	50 000			50 000
Subtotal	506 783	465 618	474 630	1 447 031
Implementation Support				
Aquatic Species				
7 Head, Aquatic Species ¹ , 85%	121 774	124 210	126 694	372 678
8 Associate Marine Mammals Officer ¹ , 25%	22 551	23 002	23 463	69 016
9 Senior Advisor and Head of IOSEA, approx 12.5%	20 376	20 376	20 376	61 128
Avian Species				
10 Head, Avian Species	143 264	146 129	149 051	438 444
Terrestrial Species				
11 Head ² , Terrestrial Species				
12 Associate Programme Officer	90 203	92 007	93 847	276 057
13 Associate Programme Officer, CAMI 50%	45 102	46 004	46 924	138 030
Subtotal	443 270	451 728	460 355	1 355 353
Scientific Advisory Services				
14 Scientific Advisor	143 264	146 129	149 051	438 444
Subtotal	143 264	146 129	149 051	438 444
Conferences and Support Services				
15 Head ²				
16 Programme Assistant	64 310	65 596	66 908	196 814
17 Secretary, 50%	32 155	32 798	33 454	98 407
18 Clerk, 50%	32 155	32 798	33 454	98 407
19 Secretary, 50%	32 155	32 798	33 454	98 407
20 Secretary, 50%	32 155	32 798	33 454	98 407
Subtotal	192 930	196 788	200 724	590 442
Resource Mobilization and Interagency Affairs				
21 Associate Partnerships and Fundraising Officer	90 203	92 007	93 847	276 057
22 Associate Programme Officer, Western Hemisphere, 50%	0	0	0	0
Subtotal	90 203	92 007	93 847	276 057
Information Management, Communication and Outreach				
23 Associate Information Officer	45 102	46 004	46 924	138 030
24 Senior Information Assistant	82 775	84 430	86 119	253 324
25 Administrative Assistant	64 310	65 596	66 908	196 814
26 ICT Tools, Website Development and Maintenance	6 500	6 500	6 500	19 500
Subtotal	198 687	202 530	206 451	607 668
Capacity Building				
27 Head, Capacity Building	143 264	146 129	149 051	438 444
28 Secretary, 50%	32 155	32 798	33 454	98 407
Subtotal	175 419	178 927	182 505	536 851
Servicing of Governing Bodies				
29 Contractual Services (translation, interpretation, etc.)			289 710	289 710
30 COP-12 travel of CMS Staff			53 061	53 061
31 Standing Committee Meetings (delegates etc.)	21 649	22 082		43 731
32 Scientific Council (delegates, intergov processes etc.)	50 408	50 408		100 815
Subtotal	72 057	72 490	342 771	487 317
Operating Costs				
33 Contractual Services (translation etc.)	70 000	70 000	88 400	228 400
34 Secretariat Travel	66 300	66 300	63 700	196 300
35 Staff Development (training, retreats etc.)	15 400	10 000	10 000	35 400
36 Office Supplies	5 500	5 800	5 800	17 100

	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>Total</i>
37 Non-expendable Equipment	10 000	10 500	10 500	31 000
38 Information Technology Services	70 000	70 000	70 000	210 000
39 Office Automation Services (printer leases, hosting etc.)	10 000	10 000	10 000	30 000
40 Information Material and Document Production	12 000	12 000	12 500	36 500
41 Communication and Courier Services	16 900	17 100	17 500	51 500
42 Miscellaneous	3 553	3 742	3 738	11 033
Subtotal	279 653	275 442	292 138	847 233
Total	2 102 266	2 081 659	2 402 472	6 586 396
Programme Support Costs	273 295	270 616	312 322	856 233
Grand Total	2 375 561	2 352 275	2 714 794	7 442 629

¹ Posts cost shared with the ASCOBANS Secretariat

² Functions performed by the Deputy Executive Secretary

Annex II
CONTRIBUTIONS OF PARTIES TO FUND THE 2015 – 2017 BUDGET

<i>Party / Economic Integration Area</i>	<i>UN Scale</i>	<i>Adjusted Scale</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>Total</i>
Albania	0.010	0.0219	520	515	595	1 630
Algeria	0.137	0.2997	7 119	7 050	8 136	22 305
Angola	0.010	0.0219	520	515	595	1 630
Antigua and Barbuda	0.002	0.0044	105	103	119	327
Argentina	0.432	0.9451	22 451	22 231	25 657	70 339
Armenia	0.007	0.0153	363	360	415	1 138
Australia	2.074	4.5373	107 785	106 729	123 177	337 691
Austria	0.798	1.7458	41 472	41 066	47 394	129 932
Bangladesh	0.010	0.0219	520	515	595	1 630
Belarus	0.056	0.1225	2 910	2 882	3 326	9 118
Belgium	0.998	2.1833	51 865	51 357	59 271	162 493
Benin	0.003	0.0066	157	155	179	491
Bolivia	0.009	0.0197	468	463	535	1 466
Bulgaria	0.047	0.1028	2 442	2 418	2 791	7 651
Burkina Faso	0.003	0.0066	157	155	179	491
Burundi	0.001	0.0022	52	52	60	164
Cabo Verde	0.001	0.0022	52	52	60	164
Cameroon	0.012	0.0263	625	619	714	1 958
Chad	0.002	0.0044	105	103	119	327
Chile	0.334	0.7307	17 358	17 188	19 837	54 383
Congo, Republic of	0.005	0.0109	259	256	296	811
Cook Islands		0.0022	52	52	60	164
Costa Rica	0.038	0.0831	1 974	1 955	2 256	6 185
Côte d'Ivoire	0.011	0.0241	573	567	654	1 794
Croatia	0.126	0.2757	6 549	6 485	7 485	20 519
Cuba	0.069	0.1510	3 587	3 552	4 099	11 238
Cyprus	0.047	0.1028	2 442	2 418	2 791	7 651
Czech Republic	0.386	0.8445	20 061	19 865	22 926	62 852
Democratic Republic of the Congo	0.003	0.0066	157	155	179	491
Denmark	0.675	1.4767	35 080	34 736	40 089	109 905
Djibouti	0.001	0.0022	52	52	60	164
Ecuador	0.044	0.0963	2 288	2 265	2 614	7 167
Egypt	0.134	0.2932	6 965	6 897	7 960	21 822
Equatorial Guinea	0.010	0.0219	520	515	595	1 630
Eritrea	0.001	0.0022	52	52	60	164
Estonia	0.040	0.0875	2 079	2 058	2 375	6 512
Ethiopia	0.010	0.0219	520	515	595	1 630
European Union		2.5000	59 388	58 806	67 869	186 063
Fiji	0.003	0.0066	157	155	179	491
Finland	0.519	1.1354	26 972	26 707	30 823	84 502
France	5.593	12.2359	290 669	287 819	332 176	910 664
Gabon	0.020	0.0438	1 040	1 030	1 189	3 259
Gambia	0.001	0.0022	52	52	60	164
Georgia	0.007	0.0153	363	360	415	1 138
Germany	7.141	15.6225	371 119	367 480	424 114	1 162 713
Ghana	0.014	0.0306	727	720	831	2 278

<i>Party / Economic Integration Area</i>	<i>UN Scale</i>	<i>Adjusted Scale</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>Total</i>
Greece	0.638	1.3958	33 158	32 833	37 893	103 884
Guinea	0.001	0.0022	52	52	60	164
Guinea-Bissau	0.001	0.0022	52	52	60	164
Honduras	0.008	0.0175	416	412	475	1 303
Hungary	0.266	0.5819	13 823	13 688	15 797	43 308
India	0.666	1.4570	34 612	34 272	39 554	108 438
Ireland	0.418	0.9145	21 724	21 511	24 827	68 062
Islamic Republic of Iran	0.356	0.7788	18 501	18 319	21 143	57 963
Israel	0.396	0.8663	20 579	20 378	23 518	64 475
Italy	4.448	9.7310	231 164	228 898	264 174	724 236
Jordan	0.022	0.0481	1 143	1 131	1 306	3 580
Kazakhstan	0.121	0.2647	6 288	6 226	7 186	19 700
Kenya	0.013	0.0284	675	668	771	2 114
Kyrgyzstan	0.002	0.0044	105	103	119	327
Latvia	0.047	0.1028	2 442	2 418	2 791	7 651
Liberia	0.001	0.0022	52	52	60	164
Libya	0.142	0.3107	7 381	7 308	8 435	23 124
Liechtenstein	0.009	0.0197	468	463	535	1 466
Lithuania	0.073	0.1597	3 794	3 757	4 335	11 886
Luxembourg	0.081	0.1772	4 209	4 168	4 811	13 188
Madagascar	0.003	0.0066	157	155	179	491
Mali	0.004	0.0088	209	207	239	655
Malta	0.016	0.0350	831	823	950	2 604
Mauritania	0.002	0.0044	105	103	119	327
Mauritius	0.013	0.0284	675	668	771	2 114
Monaco	0.012	0.0263	625	619	714	1 958
Mongolia	0.003	0.0066	157	155	179	491
Montenegro	0.005	0.0109	259	256	296	811
Morocco	0.062	0.1356	3 221	3 190	3 681	10 092
Mozambique	0.003	0.0066	157	155	179	491
Netherlands	1.654	3.6185	85 959	85 116	98 234	269 309
New Zealand	0.253	0.5535	13 149	13 020	15 026	41 195
Niger	0.002	0.0044	105	103	119	327
Nigeria	0.090	0.1969	4 677	4 632	5 345	14 654
Norway	0.851	1.8617	44 225	43 792	50 541	138 558
Pakistan	0.085	0.1860	4 419	4 375	5 049	13 843
Palau	0.001	0.0022	52	52	60	164
Panama	0.026	0.0569	1 352	1 338	1 545	4 235
Paraguay	0.010	0.0219	520	515	595	1 630
Peru	0.117	0.2560	6 081	6 022	6 950	19 053
Philippines	0.154	0.3369	8 003	7 925	9 146	25 074
Poland	0.921	2.0149	47 865	47 396	54 700	149 961
Portugal	0.474	1.0370	24 634	24 393	28 152	77 179
Republic of Moldova	0.003	0.0066	157	155	179	491
Romania	0.226	0.4944	11 745	11 630	13 422	36 797
Rwanda	0.002	0.0044	105	103	119	327
Samoa	0.001	0.0022	52	52	60	164
Sao Tome and Principe	0.001	0.0022	52	52	60	164
Saudi Arabia	0.864	1.8902	44 902	44 462	51 314	140 678
Senegal	0.006	0.0131	311	308	356	975
Serbia	0.040	0.0875	2 079	2 058	2 375	6 512

<i>Party / Economic Integration Area</i>	<i>UN Scale</i>	<i>Adjusted Scale</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>Total</i>
Seychelles	0.001	0.0022	52	52	60	164
Slovakia	0.171	0.3741	8 887	8 800	10 156	27 843
Slovenia	0.100	0.2188	5 198	5 147	5 940	16 285
Somalia	0.001	0.0022	52	52	60	164
South Africa	0.372	0.8138	19 332	19 143	22 093	60 568
Spain	2.973	6.5041	154 507	152 993	176 571	484 071
Sri Lanka	0.025	0.0547	1 299	1 287	1 485	4 071
Swaziland	0.003	0.0066	157	155	179	491
Sweden	0.960	2.1002	49 891	49 402	57 016	156 309
Switzerland	1.047	2.2905	54 412	53 878	62 182	170 472
Syrian Arab Republic	0.036	0.0788	1 872	1 854	2 139	5 865
Tajikistan	0.003	0.0066	157	155	179	491
The FYR of Macedonia	0.008	0.0175	416	412	475	1 303
Togo	0.001	0.0022	52	52	60	164
Tunisia	0.036	0.0788	1 872	1 854	2 139	5 865
Uganda	0.006	0.0131	311	308	356	975
Ukraine	0.099	0.2166	5 145	5 095	5 880	16 120
United Kingdom	5.179	11.3302	269 153	266 515	307 588	843 256
United Republic of Tanzania	0.009	0.0197	468	463	535	1 466
Uruguay	0.052	0.1138	2 703	2 677	3 089	8 469
Uzbekistan	0.015	0.0328	779	772	890	2 441
Yemen	0.010	0.0219	520	515	595	1 630
Zimbabwe	0.002	0.0044	105	103	119	327
	44.566	100.001	2 375 561	2 352 275	2 714 794	7 442 630

Annex III
Revised 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, of one country representative from each of the CMS regions, nominated by the region; and
- b) The Subcommittee shall elect a Chairman 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-members, who would 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 Conf. 9.14, 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 fiscally 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:
 - i) The duties and responsibilities of the Secretariat mandated in the text of the Convention; and
 - ii) 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 members 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 % 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 IV

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 2015 and ending 31 December 2017, subject to the approval of the Governing Council of UNEP.
3. The Trust Fund shall continue to be administered by the Executive Director of the United Nations Environment Programme (UNEP).
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, UNEP 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 2015-2017 shall be derived from:
 - (a) The contributions made by the Parties by reference to Annex II, 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 States 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 2015, 2016 and 2017.

8. Contributions shall be paid into the following accounts:

Contributions in Euros:

UNEP Euro Account
Account No. 6161603755
J.P. Morgan AG
Junghofstrasse 14
60311 Frankfurt/Main, Germany
Bank code number 501 108 00
SWIFT No. CHASDEFX
IBAN: DE 565011080061616 03755

Contributions in US Dollars:

UNEP Trust Fund
Account No. 485 002 809
J.P. Morgan Chase
International Agencies Banking Division
270 Park Avenue 43rd Floor
New York, N.Y. 10017, USA
Wire transfers: Chase ABA number 021000021
SWIFT number BIC-CHASUS33, or
CHIPS participant number 0002

9. For the convenience of the Parties, for each of the years of the financial period the Executive Director of UNEP 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 be specified according to budget lines, 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 UNEP 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, objects of expenditure and budget lines described in the first sentence of the present paragraph.

14. The proposed budget, including all necessary information, 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 UNEP 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 UNEP should, to the extent consistent with the Financial Regulations and Rules of the United Nations, make transfers from one budget line to another. At the end of the first calendar year of the financial period, the Executive Director of UNEP 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 period¹ the Executive Director of UNEP shall submit to the Parties, through the UNEP/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 budget line.
20. Those financial reports required to be submitted by the Executive Director of UNEP 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 2015 to 31 December 2017.

¹ 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.

**ANNEX V
PROGRAMME OF WORK FOR THE TRIENNIUM 2015 – 2017**

EXECUTIVE DIRECTION AND MANAGEMENT

Activity No.	Activities	Priority ranking	2015			2016			2017		
			Source of funding		Total funding	Source of funding		Total funding	Source of funding		Total funding
			Core	Volycon		Core	Volycon		Core	Volycon	
1	Providing overall management of the Secretariat, including regular Management meetings	Core									
2	Supervising the administrative and financial management of the Secretariat	Core									
3	Representing CMS and/or CMS Family; raising awareness, visibility, etc.	Core									
4	Independent analysis of synergies in the CMS family	Core	50.000		50.000						
	Total		50.000		50.000						
	Staff costs: D-1 (0.3), P-5 (0.4), G-6 (0.85), G-4 (0.35)		208.204		208.204	212.368		212.368	216.615		216.615
	Grand total		258.204		258.204	212.368		212.368	216.615		216.615

STRATEGIC PLAN

Activity No.	Activities	Priority ranking	2015			2016			2017		
			Source of funding		Total funding	Source of funding		Total funding	Source of funding		Total funding
			Core	Volycon		Core	Volycon		Core	Volycon	
1	Strategic Plan Working Group	High	15.000	15.000	30.000	15.000	15.000	30.000	15.000	15.000	30.000
2	Further development of the Strategic Plan (Indicators, Companion Volume)	High		25.000	25.000		25.000	25.000		25.000	25.000
	Total		15.000	40.000	55.000	15.000	40.000	55.000	15.000	40.000	55.000
	Staff costs: P-2 (0.25)		22.551		22.551	23.002		23.002	23.462		23.462
	Grand total		37.551	40.000	77.551	38.002	40.000	78.002	38.462	40.000	78.462
SCENARIO 2											
<u>3</u>	Development of the Companion Volume	High	10.000	25.000	35.000	10.000	15.000	15.000		25.000	25.000
<u>4</u>	Development of the Indicators	High		25.000	25.000		15.000	15.000		10.000	10.000
SCENARIO 3											
<u>5</u>	Development of the Indicators	High	15.000	10.000	25.000	25.000	25.000	50.000		10.000	10.000

IMPLEMENTATION SUPPORT

Activity No.	Activities	Priority ranking	2015			2016			2017		
			Source of funding		Total funding	Source of funding		Total funding	Source of funding		Total funding
			Core	Volycon		Core	Volycon		Core	Volycon	
	AQUATIC SPECIES TEAM										
1	Supporting implementation activities	High									
2	Implementation of the several Resolutions adopted at COP11 and where relevant COP10 e.g. on Marine Debris, Boat-based Wildlife watching, Bycatch, etc.	High		50.000	50.000		50.000	50.000		50.000	50.000
	<i>Coordinate, promote and facilitate the implementation of:</i>										
3	The Atlantic Turtle MoU										
	Revitalisation of the MoU by organizing a brainstorming meeting in conjunction with Western African Aquatic Mammals MoU	High		35.000	35.000						
	Supporting implementation	High		40.000	40.000		50.000	50.000		50.000	50.000
	Organizing 3 rd Meeting of Signatories	High					50.000	50.000			
4	The Western African Aquatic Mammal MoU										
	Revitalisation of the MoU by organizing a brainstorming meeting in conjunction with Atlantic Turtle MoU	High		35.000	35.000						
	Supporting implementation	High		40.000	40.000		50.000	50.000		50.000	50.000
	Organizing 1 st Meeting of Signatories	High					50.000	50.000			
5	The Pacific Islands Cetaceans MoU										
	Outsourcing of the technical coordination	High		25.000	25.000		25.000	25.000		25.000	25.000
	Supporting implementation	Medium		50.000	50.000		50.000	50.000		50.000	50.000
	Organizing 4 th Meeting of Signatories	High					50.000	50.000			
6	The Mediterranean Monk Seal MoU										
	Organising meeting to revise the Action Plan	Low								10.000	10.000

Activity No.	Activities	Priority ranking	2015			2016			2017		
			Source of funding		Total funding	Source of funding		Total funding	Source of funding		Total funding
			Core	Volycon		Core	Volycon		Core	Volycon	
7	The Sharks MoU										
	Providing in kind support from the CMS Secretariat	High									
	Organizing the 2 nd Meeting of Signatories (<i>costs of the meeting to be covered by MoU Trust Fund</i>)	High									
8	The Pacific Loggerhead Turtle Action Plan										
	Initiating and stimulating the implementation of the Action Plan.	Medium		50.000	50.000		50.000	50.000		50.000	50.000
9	Senior Advisor/IOSEA 12.5 %	High	20.376		20.376	20.376		20.376	20.376		20.376
	AVIAN SPECIES TEAM										
10	Supporting implementation activities	High									
11	Implementation of the several Resolutions adopted at COP11 and where relevant COP10 e.g. on illegal hunting and trapping, Bird Poisoning, Landbird Action Plan, etc.	High/ Medium		50.000	50.000		50.000	50.000		50.000	50.000
	<i>Coordinate, promote and facilitate the implementation of:</i>										
12	The Aquatic Warbler MoU										
	Outsourcing of the technical coordination.	High		10.000	10.000		10.000	10.000		10.000	10.000
	Supporting implementation.	Medium		50.000	50.000		50.000	50.000		50.000	50.000
	Organizing the 3 rd Meeting of Signatories.	Medium					50.000	50.000			
13	The Great Bustard MoU										
	Organizing the 4 th Meeting of Signatories.	Medium					50.000	50.000			
14	The Ruddy-headed Goose MoU	Low									
15	The Slender-billed Curlew MoU	Low									
16	The Siberian Crane MoU										
	Outsourcing of the technical coordination	High		10.000	10.000		10.000	10.000		10.000	10.000
	Supporting implementation.	Medium		50.000	50.000		50.000	50.000		50.000	50.000
	Organizing the 8 th Meeting of Signatories.	Medium					50.000	50.000			
17	The Andean Flamingos MoU										
	Organizing Meeting of Signatories	High		30.000	30.000						
	Supporting implementation	High		50.000	50.000		50.000	50.000		50.000	50.000
18	The South American Grassland Birds MoU										
	Organizing Meeting of Signatories	High					50.000	50.000			
	Supporting implementation	High		50.000	50.000		50.000	50.000		50.000	50.000
19	The Programme of Work for Migratory Birds and Flyways	High		50.000	50.000		15.000	15.000		15.000	15.000

Activity No.	Activities	Priority ranking	2015			2016			2017		
			Source of funding		Total funding	Source of funding		Total funding	Source of funding		Total funding
			Core	Volycon		Core	Volycon		Core	Volycon	
	including organizing meeting of the Working Group										
	TERRESTRIAL SPECIES TEAM										
20	Supporting implementation activities	High									
	Implementation of the several Resolutions adopted at COP11 and where relevant COP10 e.g. Argali Action Plan, Guidelines on Mitigating the Impact of Linear Infrastructure and Related Disturbance on Mammals in Central Asia, etc.	Medium		50.000	50.000		50.000	50.000		50.000	50.000
	<i>Coordinate, promote and facilitate the implementation of:</i>										
21	The Saiga MoU										
	Finalization of the National Report Forma.	High		15.000	15.000						
	Outsourcing of the technical coordination	High		10.000	10.000		10.000	10.000		10.000	10.000
	Supporting implementation	High		50.000	50.000		50.000	50.000		50.000	50.000
	Organizing 3 rd Meeting of Signatories	High		50.000	50.000						
22	The Bukhara Deer MoU										
	Supporting implementation.	Medium		50.000	50.000		50.000	50.000		50.000	50.000
	Organizing technical workshop and 2 nd Meeting of Signatories	Medium					50.000	50.000			
23	The Western African Elephant MoU										
	Updating the Medium Term International Work Programme	High		20.000	20.000						
	Supporting implementation	High		50.000	50.000		50.000	50.000		50.000	50.000
	Organizing 3 rd Meeting of Signatories	High					50.000	50.000			
24	The Huemul Deer MoU	Low									
25	The Gorilla Agreement										
	Outsourcing of the technical coordination	High		25.000	25.000		25.000	25.000		25.000	25.000
	Supporting implementation	High		50.000	50.000		50.000	50.000		50.000	50.000
	Organizing the 3 rd Meeting of Parties	High		50.000	50.000						
26	The Central Asian Mammals Initiative										
	Associate Programme Officer for CAMI (full-time)	High	45.102	50.000	96.102	46.004	52.000	98.004	46.924	53.000	99.924
	Organize workshops and support implementation of relevant activities on specific issues outlined in the POW	High		100.000	100.000		50.000	50.000		5.000	5.000
27	The Sahelo/Saharan Mega Fauna Action Plan	Medium									
	Organising meeting to update the Action Plan	Medium		60.000	60.000						
	SCIENTIFIC ADVISORY SERVICES										
	Implementation of the several Resolutions adopted at COP11 and where relevant COP10 e.g. Wildlife Crime, Renewable	High		50.000	50.000		50.000	50.000		50.000	50.000

Activity No.	Activities	Priority ranking	2015			2016			2017		
			Source of funding		Total funding	Source of funding		Total funding	Source of funding		Total funding
			Core	Volycon		Core	Volycon		Core	Volycon	
	Energy, etc.										
28	Providing scientific advice to the Secretariat and Subsidiary bodies of the Convention	Core									
29	Facilitating the work of the Scientific Council.	Core									
30	Coordinating preparations of review report on the conservation status of species listed on CMS Appendices	High		100.000	100.000		75.000	75.000		25.000	25.000
31	Coordinating implementation of the Small Grant Programme	High		100.000	100.000		100.000	100.000		100.000	100.000
32	Development of Atlas on Animal Migration <ul style="list-style-type: none"> Starting with the African Eurasian region migratory birds atlas taking into consideration of already existent ones 	High		750.000	750.000		750.000	750.000		500.000	500.000
33	Facilitate the implementation of the Programme of Work on Climate Change and prepare progress report to COP12	High									
	Organizing 1 st and 2 nd meeting	High		50.000	50.000					50.000	50.000
34	Stimulating the implementation of the Resolution on Ecological Networks particularly in Africa by programme planning in 2015 and a kick-start meeting in 2016	High		50.000	50.000		200.000	200.000		100.000	100.000
	Total		65.478	2.406.000	2.471.478	66.380	2.572.000	2.638.380	67.300	1.738.000	1.805.300
	Staff costs: D-1 (0.1), P-5 (0.255), P-4 (1.85), P-2 (0.8), G-4/5 (1.2)		440.738		440.738	449.552		449.552	458.542		458.542
	Grand total		506.216	2.406.000	2.912.216	515.932	2.572.000	3.087.932	525.842	1.738.000	2.263.842

SCENARIO 2											
	<i>Supporting implementation activities for:</i>										
35	Aquatic Species		10.000		10.000	10.000		10.000	10.000		10.000
36	Avian Species		10.000		10.000	10.000		10.000	10.000		10.000
37	Terrestrial Species		10.000		10.000	10.000		10.000	10.000		10.000

Activity No.	Activities	Priority ranking	2015			2016			2017		
			Source of funding		Total funding	Source of funding		Total funding	Source of funding		Total funding
			Core	Volycon		Core	Volycon		Core	Volycon	
	SCENARIO 3										
	<i>Supporting implementation activities for:</i>										
38	Aquatic Species		10.000			10.000		10.000	10.000		10.000
39	Avian Species		10.000			10.000		10.000	10.000		10.000
40	Terrestrial Species		10.000			10.000		10.000	10.000		10.000

RESOURCE MOBILIZATION AND INTERAGENCY AFFAIRS

Activity No.	Activities	Priority ranking	2015			2016			2017		
			Source of funding		Total funding	Source of funding		Total funding	Source of funding		Total funding
			Core	Volycon		Core	Volycon		Core	Volycon	
	RESOURCE MOBILIZATION										
1	Developing a CMS Resource Assessment and Mobilization Plan	Core		25.000	25.000		25.000	25.000			
2	Implementing the Migratory Species Champion Programme	Core		2.000	2.000		2.000	2.000		2.000	2.000
3	Developing project proposals	Core									
4	Identifying potential donors, liaise with them on new proposals and/ or report to them ongoing/finalised projects	Core									
5	Pursue partnerships with the Private Sector incl. the development of a strategy as part of the Champion Programme	High									
	PROMOTE CMS ISSUES IN UN SYSTEM										
	<i>Participating in meetings of / with e.g.:</i>										
6	Biodiversity Liaison Group (BLG)	High									
7	EMG and IMG Biodiversity Group	Low									
8	UNEP 2015 Strategic Group and Post 2015 process of Sustainable Development Goals	Medium									
9	UNEP MEA Management Team meetings	Medium									
10	Participating in NBSAPs Forum (UNEP, UNDP, CBD led) to provide information on behalf of the CMS Family	High									
11	Global Programme on Oceans (GPO)	Medium									
12	UNEP MEA Focal Points	High									
	STRENGTHEN EXISTING COLLABORATION WITH MEAs										
13	Coordinating and overseeing the implementation of the Joint Work Plans with CBD, Ramsar and CITES	High									
14	Strengthening the collaboration with UNESCO-WHC, UNFCC, UNCCD and IWC	Medium									
15	Maintaining collaboration with other MEAs e.g. Bern Convention, Cartagena Convention, etc.	Low									
	STRENGTHEN EXISTING COLLABORATION WITH IGOs AND										

Activity No.	Activities	Priority ranking	2015			2016			2017		
			Source of funding		Total funding	Source of funding		Total funding	Source of funding		Total funding
			Core	Volycon		Core	Volycon		Core	Volycon	
	CIVIL SOCIETY										
16	Strengthening the relationship with e.g. EU, SPREP, IUCN and Civil Society, where appropriate	Medium									
	ENGAGEMENT IN NEW STRATEGIC COOPERATIONS										
17	Continuing cooperation with IRENA building on results of our joint project.	High									
18	Pursuing joint interests and activities with WWF in the contact of the partnerships agreement	High									
19	Exploring possible engagement of GEF, UNDP, World Bank and others in implementation of CMS.	Medium									
	STRENGTHENING REGIONAL PRESENCE IMPLEMENTATION OF CMS										
20	Raising awareness and increasing visibility of CMS and/ or CMS Family, increasing partnerships and networks and mobilizing support for the implementation of CMS in Northern America and the Pacific.	High		45.000	45.000		45.000	45.000		45.000	45.000
20.1	African Regional Coordinator for raising awareness, building partnerships, mobilizing resources and the recruitment of new Parties to enhance visibility and general implementation of the Convention in the Africa region.	High		50.000	100.000		51.000	102.000		52.000	104.000
20.2	Western Hemisphere Regional Coordinator for raising awareness, building partnerships, mobilizing resources and the recruitment of new Parties to enhance visibility and general implementation of the Convention in the LAC region.	High		50.000	100.000		51.000	102.000		52.000	104.000
20.3	Pacific Regional Coordinator for raising awareness, building partnerships, mobilizing resources and the recruitment of new Parties to enhance visibility and general implementation of the Convention in the Pacific region.	High		50.000	100.000		51.000	102.000		52.000	104.000
	CMS AMBASSADORS										
21	Continuing to liaise with the CMS Ambassadors to expand their programme to support CMS and identifying new Ambassadors,	Medium		10.000	10.000		10.000	10.000		10.000	10.000

Activity No.	Activities	Priority ranking	2015			2016			2017		
			Source of funding		Total funding	Source of funding		Total funding	Source of funding		Total funding
			Core	Volycon		Core	Volycon		Core	Volycon	
	as appropriate.										
	Total			232.000	382.000		235.000	388.000		213.000	369.000
	Staff costs: D-1 (0.1), P-5 (0.12); P-4 (0.35), P-2 (0.9); G-4/5 (0.05)		159.898		159.898	163.096		163.096	166.357		166.357
	Grand total		159.898	232.000	541.898	163.096	235.000	551.096	166.357	213.000	535.357

INFORMATION, COMMUNICATION AND OUTREACH

Activity No.	Activities	Priority ranking	2015			2016			2017		
			Source of funding		Total funding	Source of funding		Total funding	Source of funding		Total funding
			Core	Volycon		Core	Volycon		Core	Volycon	
	COMMUNICATION STRATEGY										
1	Developing a common Communication Strategy for AEWA and CMS; a first step toward a CMS Family-wide strategy	Core		25.000	25.000		25.000	25.000			
	Organising workshops to develop and discuss the Strategy	Core		50.000	50.000		50.000	50.000			
	Developing a common branding for the CMS Family	Medium					40.000	40.000		40.000	40.000
	COMMUNICATION, EDUCATION AND PUBLIC AWARENESS (CEPA)										
2	Initiating the development of a common CEPA Programme for AEWA and CM	Medium									
	Organizing CEPA Workshops to ensure a participatory process	Medium					50.000	50.000		50.000	50.000
	Developing the CEPA Programme	Medium								80.000	80.000
	Developing a CEPA Toolkit	Medium					100.000	100.000		100.000	100.000
	ELECTRONIC INFORMATION TOOLS										
3	Maintaining and further developing the CMS Family Website	Core	6.500	3.500	10.000	6.500	3.500	10.000	6.500	3.500	10.000
4	Maintaining and/ or developing other websites e.g. World Migratory Bird Day	Core		5.000	5.000		5.000	5.000		5.000	5.000
5	Maintaining and further developing online Workspaces e.g. for the Scientific Council	Core		10.000	10.000		10.000	10.000		10.000	10.000
5.1	Programme Officer to maintain and further develop electronic information tools	Core	45.102	51.000	96.102	46.004	52.000	98.004	46.924	53.000	99.924
	CAMPAIGNS										
6	Organizing the campaigns e.g. World Migratory Bird Day World Wildlife Day, etc.	High		35.000	35.000		35.000	35.000		35.000	35.000
	PRESS AND MEDIA										
7	Drafting of Press Releases, Op-Eds, Articles, etc. including responding to Media requests	Core									
8	Furthering the use of Social Media to increase the visibility of	High		50.000	50.000		50.000	50.000		50.000	50.000

Activity No.	Activities	Priority ranking	2015			2016			2017		
			Source of funding		Total funding	Source of funding		Total funding	Source of funding		Total funding
			Core	Volycon		Core	Volycon		Core	Volycon	
	the CMS Family										
9	Improving the use of Multi Media	Medium		10.000	10.000		10.000	10.000		10.000	10.000
	PUBLICATIONS										
10	Organising and supervising the printing of Publications	Core		20.000	20.000		20.000	20.000		20.000	20.000
	INFORMATION MANAGEMENT										
11	Analysing and synthesizing of National Reports	Core								50.000	50.000
12	Further developing and maintaining the Online Reporting System incl. Analytical Tool	High		50.000	50.000		50.000	50.000	50.000		50.000
13	Managing in- and outgoing mail and keeping the contact database up to date	Core									
	Total		51.602	309.500	361.102	52.504	500.500	553.004	53.424	506.500	559.924
	Staff Costs: D-1(0.2), P-5 (0.05), P-4 (0.11), P-2 (0.04), G-7 (0.85), G 4 (0.5)		164.743		164.743	168.037		168.037	171.398		171.398
	Grand total		216.345	309.500	525.845	220.541	500.500	721.041	224.822	506.500	731.322

Please note that Staff time of AEWA has not been included in the Staff Costs.

SCENARIO 2												
15	Programme Officer 25 %							29.784		29.784	30.380	30.380
16	Analysis of National Reports									50.000		50.000
17	Communication and Outreach activities		5.800		5.800							

SCENARIO 3												
18	Communication and Outreach activities		10.000		10.000	10.000		10.000		10.000	10.000	10.000

CAPACITY BUILDING

Activity No.	Activities	Priority ranking	2015			2016			2017		
			Source of funding		Total funding	Source of funding		Total funding	Source of funding		Total funding
			Core	Volycon		Core	Volycon		Core	Volycon	
	CAPACITY BUILDING										
1	Implementing the Capacity Building Strategy 2015-2017 by identifying specific needs, training the Trainers, developing materials and organizing capacity building workshops in particularly African, Asia, Latin America and the Pacific, etc.	Core		200.000	200.000		150.000	150.000		150.000	150.000
2	Stimulating the use of E-community to increase communication between National Focal Points.	Core									
3	Evaluating the usefulness of the existing capacity building tool e.g. National Focal Point Manual, E-community, etc.	High									
4	REGIONAL MEETINGS										
	Organizing and servicing preparatory meeting for COP12 in Africa, Asia, Latin America and the Pacific.	High					100.000	100.000		100.000	100.000
	RECRUITMENT OF NEW PARTIES										
5	Developing a Strategy to recruit new Parties.	Core									
6	Liaising with non-Party Range States to provide them with the necessary information to make an informed decision to join CMS and/ or one or more of its instruments.	Core									
	Assisting countries to accede to CMS.	Core		30.000	30.000		30.000	30.000		30.000	30.000
	Total			230.000	230.000		280.000	280.000		280.000	280.000
	Staff Costs: D-1(0.1), P-5(0.05), P-4(0.74), P-2 (0.06), G-4 (0.4)		162.509		162.509	165.759		165.759	169.074		169.074
	Grand total		162.509	230.000	392.509	165.759	280.000	445.759	169.074	280.000	449.074
	SCENARIO 2										
7	Capacity building activities		5.000		5.000	5.000		5.000	5.000		5.000
	SCENARIO 3										
8	Capacity building activities		5.800		5.800	5.800		5.800	5.800		5.800

SERVICING OF GOVERNING BODIES AND OTHER CMS MEETINGS

Activity No.	Activities	Priority ranking	2015			2016			2017		
			Source of funding		Total funding	Source of funding		Total funding	Source of funding		Total funding
			Core	Volycon		Core	Volycon		Core	Volycon	
	<i>Servicing and organising (logistically as well as substantively) meetings of the following bodies:</i>										
1	The 12 th Meeting of the Conference of Parties (including hiring Conference Officer, support for funded delegates, contracting ENB and organization of High Level Segment).	Core							342.771	500.000	842.771
2	The Standing Committee including maintaining regular contact.	Core	21.649		21.649	22.082		22.082			
3	The Scientific Council including maintaining regular contact.	Core	50.408	10.000	60.408	50.408	10.000	60.408		60.000	60.000
4	Servicing and organizing (logistically) of any other CMS meeting e.g. Meeting of Signatories to MoUs, Meeting of Parties to the Gorilla Agreement, Workshops, etc.	Core									
	Total		72.057	10.000	82.057	72.490	10.000	82.490	342.771	560.000	902.771
	Staff costs: D1 (0.17), P5 (0.25), P4 (0.8), P2 (0.45) and GS 6/7 (0.3); GS 4/5 (2.5)		409.832		409.832	418.028		418.028	426.388		426.388
	Grand total		481.889	1.0000	491.889	490.518	1.0000	500.518	769.159	560.000	1.329.159

OPERATING COSTS

Activity No.	Activities	Priority ranking	2015			2016			2017		
			Source of funding		Total funding	Source of funding		Total funding	Source of funding		Total funding
			Core	Volycon		Core	Volycon		Core	Volycon	
1	Contractual services (translation etc.).	Core	70.000	15.000	85.000	70.000	15.000	85.000	88.400	20.000	108.400
2	Secretariat Travel	Core	66.300	15.000	81.300	66.300	15.000	81.300	63.700	10.000	73.700
3	Staff development (training / retreats)	Core	15.400		15.400	10.000		10.000	10.000		10.000
	Office Supplies	Core	5.500		5.500	5.800		5.800	5.800		
4	Non-expendable Equipment	Core	10.000	15.000	25.000	10.500	15.000	25.500	10.500	15.000	25.500
5	Information Technology Services	Core	70.000		70.000	70.000		70.000	70.000		70.000
6	Information and document production	Core	12.000	15.000	27.000	12.000	15.000	27.000	12.500	60.000	72.500
	Office Automation Services (printer leasing, hosting etc.)	Core	10.000		10.000	10.000		10.000	10.000		10.000
7	Communication and Courier Services	Core	16.900		16.900	17.100		17.100	17.500		17.500
8	Miscellaneous expenses and hospitality	Core	3.553		3.553	3.742		3.742	3.738		3.738
	Total		279.653	60.000	339.653	275.442	60.000	335.442	292.138	105.000	391.338
	Staff costs										
	Grand total		279653	60000	339653	275442	60000	335442	292138	105000	391338

SUMMARY OF TOTAL COSTS

Activities	2015			2016			2017		
	Source of funding		Total funding	Source of funding		Total funding	Source of funding		Total funding
	Core	Volycon		Core	Volycon		Core	Volycon	
Executive Direction and Management	258204		258.204	212.368		212.368	216.615		216.615
Strategic Plan	37551	40.000	7.7551	3.8002	40.000	7.8002	3.8462	4.0000	7.8462
Implementation Support	506216	2.406.000	2.912.216	515.932	2.572.000	3.087.932	525.842	1.738.000	2.263.842
Servicing governing bodies and other meetings	481889	10.000	491.889	490.518	1.0000	500.518	769.159	560.000	1.329.159
Resource Mobilization and Interagency Affairs	159898	232.000	541.898	163.096	235.000	551.096	166.357	213.000	535.357
Information Management Communication and Outreach	216345	309.500	525.845	220.541	500.500	721.041	224.822	506.500	731.322
Capacity building	162509	230.000	392.509	165.759	280.000	445.759	169.074	280.000	449.074
Operating costs	279653	60.000	339.653	275.442	60.000	335.442	292.138	105.000	391.338
Total	2102265	3.287.500	5.539.765	2.081.658	3.697.500	5.932.158	2.402.469	3.442.500	5.995.169
Programme support costs	273294	427375	720169	270616	480675	771181	312321	447525	779372
Grand total	2375559	3714875	6259934	2352274	4178175	6703339	2714790	3890025	6774541

Please note that the figures presented here a slightly deviating from those of the budget proposal due to the fact that figures are rounded up.