



CONFERENCE OF THE PARTIES
Third session
Kyoto, 1-10 December 1997
Agenda item 3(a)(ii)

REVIEW OF THE IMPLEMENTATION OF THE CONVENTION

Programme Budget for the Biennium 1998-1999

Draft decision submitted by the Chairman of the SBI

The Conference of the Parties,

Recalling paragraph 4 of the financial procedures for the Conference of the Parties,

Having considered the proposed budget for the biennium 1998-1999 submitted by the Executive Secretary (FCCC/SBI/1997/10),

Noting the annual contribution of the host Government, DM 1.5 million, which offsets planned expenditures,

1. *Approves* the programme budget for the biennium 1998-1999, amounting to US\$19,570,700, for the purposes specified in table 1 below;
2. *Approves* the staffing table for the programme budget, including the post of the Executive Secretary at the level of Assistant Secretary General and two other senior posts at the level of D-2, as contained in table 2 below;
3. *Approves* a contingency budget for conference servicing, amounting to US\$ 5,184,900, to be added to the programme budget for the coming biennium in the event that the General Assembly of the United Nations decides not to provide resources for these activities in the regular United Nations budget for the biennium 1998-1999 (see table 3 below);

4. *Requests* the Executive Secretary to report to the Subsidiary Body for Implementation at its eighth session on the implementation of paragraph 3 above, and on the deployment of staff and financial resources to perform the tasks arising from the decision to adopt the Kyoto Protocol;
5. *Authorizes* the Executive Secretary to make transfers, between each of the main appropriation lines set out in table 1, up to an aggregate limit of 15 per cent of total estimated expenditure for those appropriation lines, provided that a further limitation of up to minus 25 per cent of each such appropriation line shall apply;
6. *Decides* to maintain the level of the working capital reserve at 8.3 per cent of the estimated expenditure;
7. *Invites* all Parties to the Convention to note that contributions to the core budget are due on 1 January of each year in accordance with paragraph 8(b) of the financial procedures and to pay promptly and in full, for each of the years 1998 and 1999, the contributions required to finance expenditures approved under paragraph 1 above, as offset by estimated contributions noted under the third paragraph of the preamble to this decision, and the contributions which may result from the decision of the General Assembly referred to in paragraph 3 above;
8. *Takes note* of the funding estimates for the Trust Fund for Participation in the United Nations Framework Convention on Climate Change Process and the Trust Fund for Supplementary Activities under the United Nations Framework Convention on Climate Change specified by the Executive Secretary and included in table 5 below, and *invites* Parties to make contributions to these funds; and
9. *Requests* the Executive Secretary to report to the Conference of the Parties at its fourth session on income and budget performance, and to propose any adjustments that might be needed in the Convention budget for the biennium 1998-1999.

Table 1. Programme budget for the biennium 1998-1999 (US\$ thousand)

Expenditures	1998	1999
I. Programmes		
Executive Direction and Management	621.3	642.8
Science and Technology	2,223.1	2,779.4
Implementation	2,333.6	2,553.0
Conference and Information Support	1,500.1	1,901.2
Resources, Planning and Coordination	1,599.5	1,807.6
Activities related to the Kyoto Protocol	242.3	462.9
Subtotal (I)	8,519.8	10,147.0
II. Payments to the United Nations		
Overhead charge ¹	1,107.6	1,319.1
Subtotal (II)	1,107.6	1,319.1
III. Working capital reserve²	99.7	152.7
Subtotal (III)	99.7	152.7
Total Expenditure Lines (I+II+III)	9,727.1	11,618.8
Income		
I. Contribution from the host Government	887.6	887.6
Total Income	887.6	887.6
NET TOTAL	8,839.5	10,731.2

¹ Standard 13 per cent applied by the United Nations for administrative support.

² In accordance with paragraph 14 of the financial procedures (see decision 15/CP.1). This will bring the level of the working capital reserve to \$799,100 in 1998 and \$951,700 in 1999 (see paragraphs 17 to 19 of the financial procedures).

Table 2. Programme budget staffing table 1998-1999

	1998	1999
A. Professional category and above		
Executive Secretary	1	1
D-2	2	2
D-1	3.83	5
P-5	5.75	6
P-4	7.5	8
P-3	9.5	12
P-2	4.25	5
Total A	33.83	39
B. General Service category	21.0	23
Total B	21.0	23
TOTAL (A+B)	54.83	62

Table 3. Resource requirements for the conference servicing contingency (US\$ thousand)

Item of expenditure		1998	1999
I.	Meeting servicing ³	419.4	431.5
II.	Documentation ⁴	698.5	737.4
III.	Other requirements ⁵	707.5	728.1
IV.	Travel of staff to meetings ⁶	265.5	265.5
V.	Miscellaneous ⁷	10.5	10.5
VI.	Contingencies and exchange rate fluctuation	63.0	65.2
SUBTOTAL		2,164.4	2,238.2
VII.	Overhead charge ⁸	281.4	291.0
VIII.	Working Capital Reserve ⁹	203.0	6.9
TOTAL		2,648.8	2,536.1

Table 4. Staffing requirements for the conference servicing contingency

	1998	1999
A. Professional category and above		
P-4	1	1
Total A	1	1
B. General Service category	4	4
Total B	4	4
TOTAL (A+B)	5	5

³ Includes interpretation and meeting room staff.

⁴ Includes revision, translation, typing, reproduction and distribution of pre-, in- and post-session documentation.

⁵ Includes remote translation requirements, key supervisory staff, freight, communications.

⁶ Includes travel of interpreters and key supervisory staff, including planning missions.

⁷ Includes estimated cost of initial stock of meeting stationery and supplies.

⁸ Standard 13 per cent applied by the United Nations for administrative support.

⁹ In accordance with paragraph 14 of the financial procedures. The 1998 amount has been calculated as 8.3 per cent of the subtotal of I-VII; the 1999 amount has been calculated as the amount required to bring the carried-over 1998 reserve to 8.3 per cent of the subtotal of I-VII for 1999.

Table 5. Summary of other voluntary funding resource estimates for the biennium 1998-1999 (US\$ thousand)

Proposed source of funding	1998	1999
Trust Fund for Participation in the UNFCCC Process	2,256.1	2,324.4
Trust Fund for Supplementary Activities	2,062.6	2,086.2
TOTAL	4,318.7	4,410.6
