



**Stockholm Convention  
on Persistent Organic  
Pollutants**

Original: English

---

**Conference of the Parties of the Stockholm  
Convention on Persistent Organic Pollutants  
Fourth meeting**

Geneva, 4–8 May 2009

Item 6 of the provisional agenda\*

**Activities of the Secretariat and adoption of the budget**

**Financial report and review of the staffing situation in the Secretariat**

**Note by the Secretariat**

**Introduction**

1. In its decision SC-3/1 on financing and budget arrangements for the biennium 2008–2009, the Conference of the Parties requested:

(a) The Executive Director of the United Nations Environment Programme (UNEP) to expedite the recruitment process for all approved staff posts in the Secretariat that were currently vacant;

(b) The head of the Secretariat to report on the results of the Secretariat's consultation with Parties on the timely payment of assessed contributions to the Convention's General Trust Fund and to provide information to the Conference of the Parties on the experience of other environmental conventions with respect to arrears;

(c) The Secretariat to notify Parties of the amount of their contributions for a given year by 15 October of the previous year;

(d) The head of the Secretariat to publish and regularly update information on the status of Parties' contributions to the Convention's trust funds.

2. In response to the requests above and to assist the Conference of the Parties in its consideration of budget issues during the current meeting, the present note, including its annexes, provide financial information and review the staffing situation in the Secretariat. Except as otherwise noted or where apparent from the context, the information covers the period from 1 January 2008–30 November 2008.

---

\* UNEP/POPS/COP.4/1.

## **I. Secretariat staffing situation**

3. The Conference of the Parties of the Stockholm Convention agreed in decision SC-1/4 to co-finance in 2006 the position, at the D-1 level, of joint head of the secretariat of the Stockholm Convention and the UNEP-administered part of the secretariat of the Rotterdam Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade. Mr. Donald Cooper was appointed Executive Secretary of the Stockholm Convention and Co-Executive Secretary of the Rotterdam Convention in October 2007.
4. A table showing the staffing situation of the Secretariat as of 30 November 2008 is provided in annex I to the present note.
5. The process of recruiting a Legal Officer at the P-3 level continues and the post is expected to be filled by July 2009 (the vacancy announcement on the United Nations Human Resources System "Galaxy" is closing on 4 January 2009, after which time no more applications will be accepted).

## **II. Timely payment of contributions and experience of other multilateral environmental agreements in respect of arrears**

6. For the 2008 period, about two-thirds of the Parties are up to date with their contributions. At the beginning of 2009 a reminder letter will be sent to the Parties reiterating the importance of timely payments. The situation in respect of arrears has improved during the current biennium although there is still an outstanding amount of \$345,000 for prior years.
7. The Co-Executive Secretaries of the Rotterdam Convention have written to the secretariats of other environmental conventions requesting information on how they manage the late payment of contributions. Five secretariats have responded, describing the measures that they have undertaken in that regard. The responses have been shared with the Stockholm Convention Secretariat. The measures taken by the secretariats of other conventions include reminding Parties of the decisions on late payment adopted by the conferences of the Parties, sending reminders that contributions are due and regularly posting information on convention websites on the status of contributions and penalties for failure to pay such as the loss of voting rights and eligibility for funding to attend meetings. Most of the measures described have proved to be effective and have resulted in Parties paying their contributions.

## **III. Status of assessed contributions received**

8. Regularly updated information on pledges and payments of assessed contributions is provided on the website of the Convention ([www.pops.int](http://www.pops.int)).
9. Information on the status of assessed contributions to the General Trust Fund as of 30 November 2008 is provided in table 1 of annex II to the present note. Total outstanding assessed contributions amount to \$584,990 for 2008 and \$326,018 for prior years.
10. Information on voluntary contributions to the Special Trust Fund as of 30 November 2008 is provided in table 2 of annex II to the present note.
11. Updated information on contributions pledged and received for both trust funds will be provided in document UNEP/POPS/COP.4/INF/6.

## **IV. Expenditure report and statement of accounts as of 30 November 2008**

12. Interim statements of expenditure for 2008 for the operational budget under the General Trust Fund and the voluntary Special Trust fund are set out in annex III to the present note.
13. Expenditures from the General Trust Fund in 2008 are estimated to be approximately \$5.3 million.

14. Expenditures from the voluntary Special Trust Fund are estimated to be approximately \$1.3 million and reflect the funds available in the voluntary Special Trust Fund to support technical programmes approved for the biennium.
15. The financial statement of income and expenditures and changes in reserve and fund balance for the years 2006–2008 for the General Trust Fund and the voluntary Special Trust Fund, showing that the amounts have been audited for 2006–2007, are set out in annex IV to the present note.
16. These interim reports are presented without prejudice to the financial statements to be produced pursuant to paragraph 21 of the financial rules for the Conference of the Parties, its subsidiary bodies and the Convention Secretariat.<sup>1</sup>

## **V. Possible action by the Conference of the Parties**

17. The Conference of the Parties may wish:
- (a) To take note of the information provided in the present note;
  - (b) To consider further action that could be taken in respect of Parties with outstanding balances in unpaid assessed contributions;
  - (c) To call upon Parties that have not yet done so to pay their assessed contributions, based on the applicable scales of assessment adopted by the Conference of the Parties in its decisions SC-1/4, SC-2/1 and SC-3/1, as soon as practicable;
  - (d) To call upon Parties that are in a position to do so to contribute to the voluntary Special Trust Fund.

---

1 The financial rules are set out in the annex to decision SC-1/3.

## Annex I

### Staffing table of the Stockholm Convention for the biennium 2008-2009 as of 30 November 2008

	<i>Approved 2008-2009</i>	<i>Actual On board</i>	<i>Remarks</i>
A. Professional category			
D-1 level	0.75	0.75	
P-5 level	2.00	2.00	
P-4 level	4.00	4.00	
P-3 level	3.75	2.75	Note 1
P-2 level	–	–	
Subtotal (A)	10.50	9.50	
B. General Service category			
Subtotal (B)	7.00	7.0	
TOTAL A+B	17.50	16.50	

Note 1. The Legal Officer post is vacant. Applications will be accepted until 4 January 2009.

## Annex II

Table 1

Status of assessed contributions as of 30 November 2008 (in United States dollars)

<i>Member State</i>	<i>Unpaid contributions for prior years</i>	<i>Assessed contributions to be paid by the Parties</i>	<i>Collections in 2008 for prior years</i>	<i>Collections in 2008 for 2008</i>	<i>Unpaid contributions for 2008 and prior years</i>
Albania	288	391	288	391	—
Algeria	—	4 852	—	—	4 852
Angola	—	391	—	391	—
Antigua and Barbuda	—	391	—	391	—
Argentina	102 927	18 550	—	—	121 477
Armenia	652	391	364	—	679
Australia	—	101 998	—	101 998	—
Austria	—	50 628	—	50 628	—
Azerbaijan	—	391	—	—	391
Bahamas	—	913	—	913	—
Bahrain	—	1 884	—	1 884	—
Bangladesh	—	571	—	—	571
Barbados	—	391	—	391	—
Belarus	—	1 142	—	1 142	—
Belgium	—	62 900	—	62 900	—
Benin	-391	391	—	—	—
Bolivia	969	391	—	—	1 360
Botswana	—	799	—	738	61
Brazil	163 972	50 000	73 006	—	140 966
Bulgaria	—	1 142	—	1 142	—
Burkina Faso	652	391	—	—	1 043
Burundi	652	391	—	—	1 043
Cambodia	—	391	—	391	—
Canada	—	169 921	—	169 921	—
Cape Verde	288	391	—	—	679
Chad	652	391	—	—	1 043
Chile	—	9 190	—	9 190	—
China	—	152 227	—	154 277	-2 050
Comoros	—	391	—	—	391
Congo	—	391	—	—	391

<i>Member State</i>		<i>Unpaid contributions for prior years</i>	<i>Assessed contributions to be paid by the Parties</i>	<i>Collections in 2008 for prior years</i>	<i>Collections in 2008 for 2008</i>	<i>Unpaid contributions for 2008 and prior years</i>
	Cook Islands	652	391	—	—	1 043
	Costa Rica	—	1 826	—	1 826	—
	Côte d'Ivoire	462	391	—	—	853
	Croatia	—	2 854	—	2 854	—
	Cyprus	—	2 511	—	2 511	—
	Czech Republic	-16 039	16 039	—	—	—
	Democratic People's Republic of Korea	1 077	391	—	—	1 468
	Democratic Republic of the Congo	652	391	—	—	1 043
	Denmark	—	42 181	—	42 181	—
	Djibouti	652	391	—	—	1 043
	Dominica	652	391	—	—	1 043
	Ecuador	—	1 199	—	1 199	—
	Egypt	7 381	5 023	7 381	5 023	—
	Eritrea	—	391	—	391	—
	Ethiopia	—	391	—	391	—
	European Community	—	97 849	—	97 849	—
	Fiji	—	391	—	—	391
	Finland	—	32 192	—	32 192	—
	France	—	359 647	—	359 647	—
	Gambia	—	391	—	—	391
	Georgia	—	391	—	391	—
	Germany	—	489 557	—	489 557	—
	Ghana	652	391	—	—	1 043
	Greece	24 463	34 018	—	—	58 481
	Honduras	—	391	—	—	391
	Iceland	—	2 112	—	4 231	-2 119
	India	60	25 685	—	25 725	20
	Iran (Islamic Republic of)	7 247	10 274	—	—	17 521
	Japan	—	861 069	—	658 078	164 521
	Jordan	1 185	685	1 185	685	—
	Kenya	-83	571	—	571	-83
	Kiribati	—	391	—	—	391
	Kuwait	7 477	10 388	7 477	10 388	—
	Kyrgyzstan	—	391	—	64	327

<i>Member State</i>		<i>Unpaid contributions for prior years</i>	<i>Assessed contributions to be paid by the Parties</i>	<i>Collections in 2008 for prior years</i>	<i>Collections in 2008 for 2008</i>	<i>Unpaid contributions for 2008 and prior years</i>
	Lao People's Democratic Republic	—	391	—	—	391
	Latvia	—	1 027	—	2 060	-1 033
	Lebanon	2 584	1 941	—	—	4 525
	Lesotho	-366	391	—	—	25
	Liberia	652	391	652	341	50
	Libyan Arab Jamahiriya	14 212	3 539	—	—	17 751
	Liechtenstein	—	571	—	571	—
	Lithuania	—	1 769	—	1 769	—
	Luxembourg	—	4 852	—	4 852	—
	Madagascar	—	391	—	—	391
	Maldives	—	391	—	—	391
	Mali	652	391	—	—	1 043
	Marshall Islands	288	391	—	—	679
	Mauritania	652	391	—	—	1 043
	Mauritius	—	628	—	628	—
	Mexico	—	128 825	—	128 825	—
	Micronesia (Federated States of)	652	391	—	—	1 043
	Monaco	288	391	288	391	—
	Mongolia	—	391	—	782	-391
	Morocco	2 169	2 397	—	—	4 566
	Mozambique	288	391	288	391	—
	Myanmar	1 077	391	756	—	712
	Namibia	288	391	288	602	-211
	Nauru	652	391	—	—	1 043
	Nepal	—	391	—	—	391
	Netherlands	—	106 907	—	241 664	-134 757
	New Zealand	25	14 612	—	14 637	—
	Nicaragua	288	391	—	—	679
	Niger	288	391	—	—	679
	Nigeria	—	2 740	—	—	2 740
	Niue	307	391	288	—	410
	Norway	-2 810	44 635	—	41 825	—
	Oman	-4 167	4 167	—	—	—
	Panama	2 046	1 313	—	—	3 359
	Papua New Guinea	652	391	—	—	1 043

<i>Member State</i>		<i>Unpaid contributions for prior years</i>	<i>Assessed contributions to be paid by the Parties</i>	<i>Collections in 2008 for prior years</i>	<i>Collections in 2008 for 2008</i>	<i>Unpaid contributions for 2008 and prior years</i>
	Paraguay	1 292	391	—	—	1 683
	Peru	9 905	4 452	—	—	14 357
	Philippines	10 228	4 452	5 843	—	8 837
	Portugal	—	30 080	—	—	30 080
	Qatar	—	4 852	—	—	4 852
	Republic of Korea	—	124 030	—	—	124 030
	Republic of Moldova	—	391	—	391	—
	Romania	—	3 995	—	3 994	1
	Rwanda	—	391	—	391	—
	Saint Kitts and Nevis	—	391	—	391	—
	Saint Lucia	—	391	—	391	—
	Saint Vincent and the Grenadines	652	391	—	—	1 043
	Samoa	652	391	—	—	1 043
	Sao Tome and Principe	288	391	—	—	679
	Senegal	652	391	—	—	1 043
	Sierra Leone	652	391	—	—	1 043
	Singapore	—	19 806	—	19 806	—
	Slovakia	—	3 596	—	3 596	—
	Slovenia	—	5 479	—	5 479	—
	Solomon Islands	652	391	—	—	1 043
	South Africa	—	16 553	—	16 553	—
	Spain	—	169 407	—	169 407	—
	Sri Lanka	—	913	—	913	—
	Sudan	—	571	—	—	571
	Swaziland	—	391	—	—	391
	Sweden	114	61 130	—	61 244	—
	Switzerland	—	69 407	—	69 407	—
	Syrian Arab Republic	—	913	—	913	—
	Tajikistan	—	391	—	—	391
	Thailand	-10 616	10 616	—	—	—
	The former Yugoslav Republic of Macedonia	-391	391	—	—	—
	Togo	364	391	—	—	755
	Trinidad and Tobago	—	1 541	—	1 541	—
	Tunisia	—	1 769	—	1 769	—



<i>Member State</i>		<i>Unpaid contributions for prior years</i>	<i>Assessed contributions to be paid by the Parties</i>	<i>Collections in 2008 for prior years</i>	<i>Collections in 2008 for 2008</i>	<i>Unpaid contributions for 2008 and prior years</i>
	Tuvalu	—	391	—	391	—
	Uganda	652	391	652	391	—
	United Arab Emirates	50	17 238	—	17 238	50
	United Kingdom of Great Britain and Northern Ireland	—	379 111	—	379 111	—
	United Republic of Tanzania	19	391	—	391	19
	Uruguay	—	1 541	—	—	1 541
	Vanuatu	652	391	652	391	—
	Venezuela (Bolivarian Republic of)	—	11 416	—	—	11 416
	Viet Nam	969	1 370	—	—	2 339
	Yemen	652	391	—	—	1 043
	Zambia	-288	391	—	200	-97
		<b>345 017</b>	<b>3 913 952</b>	<b>99 408</b>	<b>3 486 079</b>	<b>635 380</b>

**Table 2**

**Contributions to the voluntary Special Trust Fund as of 30 November 2008  
(in United States dollars except where otherwise indicated)**

<i>Country</i>	<i>Pledge</i>	<i>Payment</i>	<i>Remarks</i>
<b><u>Income</u></b>			
<b><u>Transfers from 2006</u></b>			
Contribution from Canada		41 728	Balance from 2005 PO Trust Fund (POPS club) per COP.2/INF/13
Contribution from Germany		83 456	Balance from 2005 PO Trust Fund (POPS club) per COP.2/INF/13
Contribution from Norway		10 432	Balance from 2005 PO Trust Fund (POPS club) per COP.2/INF/13
Contribution from Sweden		10 432	Balance from 2005 PO Trust Fund (POPS club) per COP.2/INF/13
Contribution from Switzerland		824 126	Earmarked for project to be decided upon - balance from 2005: \$824,126 - \$100,000 COP-3 travel in 2007 = \$724,126 moved to reserve within SV
<b><i>Subtotal</i></b>		<b>970 174</b>	
Unspent balance from 2006		2 052 843	Per financial statement 2006 (income \$2,419,844 - expenditures \$367,000 = \$2,052,843) including interest & programme support costs
<b><i>Subtotal from 2006</i></b>		<b>3 023 017</b>	
<b><u>2007 contributions</u></b>			
Austria		63 628	AHJWG meeting in Vienna, December 2007
Belgium	EUR 6 000	8 746	POPs activities
Finland	46 128	46 128	AHJWG meeting in Helsinki, March/April 2007
Germany	40 313	40 313	Participant travel for COP-3 in Dakar, April/May 07
Iceland	1 000	1 000	POPs activities
Netherlands	137 466	137 466	29,400 for participant travel for meeting of the working group on non-compliance in Dakar April 2007
Norway	100 334	100 334	POPs activities
Spain	98 684	98 684	POPs activities
Spain	EUR 125 000	204 597	Implementation of NIPs in Peru and Ecuador
Sweden	551 461	551 461	\$300,000 for development of global monitoring plan for effectiveness evaluation
Swedish Chemical Agency	43 739	43 739	Participant travel for COP-3 in Dakar April/May 07
Sweden	SKr 200 000	30 157	Participant travel for POPRC-3, November 2007
Switzerland	32 328	32 328	Participant travel for COP-3 in Dakar Apr/May 07
United States of America	362 000	362 000	POPs activities
Interest income from Nairobi		195 000	
Miscellaneous income from Nairobi		298 548	
<b><i>Subtotal pledges 2007</i></b>		<b>2 214 129</b>	

<b>2008 contributions</b>			
Australia	\$A 200 000	191 460	Global monitoring and effectiveness evaluation
Canada	Can\$ 10 000	9 804	Environment Canada (MOU)
European Community	EUR 50 000	75 643	Toolkit activities
Germany	EUR 15 000	4 392	DDT business plan
Germany	EUR 46 307	40 000	POPRC workshop in Uruguay
Japan	30 260	30 260	Effectiveness evaluation in Asia
Netherlands	EUR 60 000	94 344	Not earmarked
New Zealand	\$NZ 30 000	16 523	DDT alternatives
Norway	NKr 150 000	27 329	DDT business plan
Norway	NKr 175 000	33 533	Participant travel intergovernmental meetings
Norway	NKr 2 100 000	-	Technical assistance training, DDT, effectiveness evaluation
Spain	EUR 500 000	-	POPs activities
Sweden (KEMI)	SKr 500 000	81 119	Global Monitoring plan for POPs
Sweden (KEMI)	SKr 100 000	15 129	Participant travel for POPRC-4 meeting
Switzerland	SwF 35 000	31 420	DDT plan
United States of America	322 000	-	POPs activities
<b>Subtotal, 2008 contributions</b>		<b>650 955</b>	
<b>Total income</b>		<b>5 888 101</b>	
<b>Expenditures</b>			
<b>2007 expenditure</b>			
Operating expenses		1 083 864	Expenditures as per financial statement for 2007
Programme support costs		141 152	
<b>Subtotal, 2007 expenditures</b>		<b>1 225 016</b>	
<b>2008 expenditures</b>			
Operating expenses		1 040 345	
Programme support costs		135 245	
<b>Subtotal 2008 expenditures</b>		<b>1 175 590</b>	
<b>Total expenditures</b>		<b>2 400 606</b>	
Transfer to SV reserve		<b>(724 126)</b>	Earmarked Swiss contribution
<b>Total reserve</b>		<b>(724 126)</b>	
<b>Balance</b>		<b>2 763 369</b>	

Note. Reserve funds in the Special Trust Fund from Switzerland with special conditions;

824 126	Unspent from 2005
100 000	Expenditures related to participant travel to Dakar for COP3 in 2007
724 126	Remaining balance

## Annex III

Table 1

**Operational budget and expenditures under the General Trust Fund (SC TF) for 2008 as of 30 November, by activity (in United States dollars)**

	<i>2008 Budget</i>	<i>2008 expenditures</i>
<b>A. Ensure effective functioning of the COP and its subsidiary bodies</b>		
<i>COP4</i>		
Conference services	—	—
<b>Subtotal</b>	—	—
<i>Bureau meetings</i>		
Bureau members travel	28 000	29 504
<b>Subtotal</b>	<b>28 000</b>	<b>29 504</b>
<i>POPs Review Committee</i>		
Conference services	360 000	358 072
Consultants POPRC work between sessions	25 000	54 373
Consultants for guidance	30 000	31 500
Participants travel	90 500	117 959
Subcontracts POPRC analysis in countries	50 000	16 009
<b>Subtotal</b>	<b>555 500</b>	<b>577 913</b>
Working group on synergies (conference services)	60 000	49 402
Working group on synergies (participant travel)	40 000	47 966
<b>Subtotal</b>	<b>100 000</b>	<b>97 368</b>
<b>B. Outreach and assistance to Parties in the implementation of the Convention</b>		
Financial mechanism review (consultants)	60 000	89 500
Needs assessment (consultants)	90 000	85 814
<b>Subtotal</b>	<b>150 000</b>	<b>175 314</b>

		2008 Budget	2008 expenditures
<b>C. Effectiveness evaluation activities</b>			
	Consultant guidance for data comparability	80 000	39 732
	Conference services	50 000	1 175
	Subcontracts effectiveness evaluation existing data	80 000	41 729
	Subcontracts effectiveness evaluation for regional organizational groups' (ROGs) new data	160 000	141 260
	<b>Subtotal</b>	<b>370 000</b>	<b>223 896</b>
<b>D. DDT activities</b>			
	Consultants (information collection and systems)	95 000	40 512
	Conference services (expert groups)	40 000	—
	Participants travel	—	—
	<b>Subtotal</b>	<b>135 000</b>	<b>40 512</b>
<b>E. Other Secretariat functions as specified by the Convention and determined by the COP</b>			
	Subcontracts, regional centres, for technical assistance projects	80 000	38 860
	<b>Subtotal</b>	<b>80 000</b>	<b>38 860</b>
<b>F. Clearing house activities</b>			
	Clearing house mechanism (consultants)	60 000	85 285
	Subcontracts clearing house	40 000	—
	<b>Subtotal</b>	<b>100 000</b>	<b>85 285</b>
<b>G. Core Secretariat costs</b>			
	Professional personnel	1 759 175	1 832 000
	Consultants (for guidance; training material; core activities)	180 000	37 845
	Administrative support	659 000	670 279
	Official travel of staff on mission	200 000	189 338
	Equipment and premises	109 000	84 871
	Miscellaneous (including printing, publications, dispatch, communications, information, etc.)	340 900	227 667
	<b>Subtotal</b>	<b>3 248 075</b>	<b>3 042 000</b>
<b>Total activities</b>		<b>4 766 575</b>	<b>4 310 652</b>

	<i>2008 Budget</i>	<i>2008 expenditures</i>
Programme support cost (13%)	619 655	560 385
<b>Operational budget</b>	<b>5 386 230</b>	<b>4 871 037</b>

Table 2

**Operational budget and expenditures for the General Trust Fund (SC) as at  
30 November 2008  
(in United States dollars)**

			SC 2008 Budget	SC 2008 Expenditures
<b>10</b>	<b>Project personnel component</b>			
1100	<b>Professional staff</b>			
1101	Executive Secretary (D-1)	0.75	177 075	175 009
1102	Coordinator (P-5)	1	207 800	282 090
1103	Senior Scientific Officer (P-5)	1	207 800	179 487
1104	Policy Officer (P-4)	1	179 800	137 300
1105	Programme Officer (P-4)	1	179 800	173 984
1106	Programme Officer (P-4)	1	179 800	227 634
1107	Information Manager (CHM) (P-4)	1	179 800	181 974
1108	Programme Officer (P-3)	1	149 100	156 503
1109	Programme Officer (P-3)	1	149 100	125 020
1110	Budget Officer (P-3) (OTL funded)	0.75	–	–
1111	Legal Officer (P-3)	1	149 100	35 504
1112	GTA Associate Programme Officer (L-2)		–	65 974
1113	GTA Programme Officer (L-3)		–	91 521
<b>1199</b>	<b>Total Professional staff</b>	<b>10.50</b>	<b>1 759 175</b>	<b>1 832 000</b>
1200	<b>Consultants</b>			
1201	Consultants unspecified		100 000	32 588
1202	Consultant on guidance/training material		80 000	5 257
1203	Consultants on effectiveness evaluation		80 000	39 732
1204	Consultants on POPRC research		25 000	54 373
1205	Consultant on POPRC guidance		30 000	31 500
1206	DDT consultants (information collection and systems)		40 000	36 458
1207	Consultants on DDT information systems		55 000	4 054
1208	Consultant on clearing house		60 000	85 285
1209	Consultant on financial mechanism evaluation		60 000	89 500
1210	Consultant on needs assessment		90 000	85 814
<b>1299</b>	<b>Total consultants</b>		<b>620 000</b>	<b>464 561</b>
1300	<b>General Service staff</b>			
1301	Conference Assistant (G-5)	1	99 000	110 485
1302	Data entry clerk (G-4)	1	99 000	74 637
1303	Secretary to Executive Secretary (G-5)	1	99 000	111 757
1304	Programme Assistant (G-5)	1	99 000	103 648
1305	Programme Assistant (G-5)	1	99 000	95 814
1306	Administrative assistant (G-5/6) (OTL)	1	–	–
1307	Webmaster/IT Assistant (G-4/5)	1	99 000	106 079
1320	GTA Research Assistant (G-4)		40 000	67 859
1321	Temporary assistance (CHM)		25 000	–

		SC 2008 Budget	SC 2008 Expenditures
	<i>General Service staff subtotal</i>	7	<b>659 000</b>
	<b>Conference servicing</b>		
1330	Conference of the Parties	–	–
1331	POPs Review Committee	360 000	358 072
1332	Effectiveness evaluation	50 000	1 175
1333	Ad hoc JWG on synergies	60 000	49 402
1334	DDT experts group	40 000	–
	<i>Conference servicing subtotal</i>	<b>510 000</b>	<b>408 649</b>
<b>1399</b>	<b>Total General Service staff</b>	<b>1 169 000</b>	<b>1 078 928</b>
1600	<b>Travel on official business</b>		
1601	Staff travel	115 000	189 338
1602	Staff travel DDT	10 000	–
1603	Staff travel clearing house	10 000	–
1604	Staff travel effectiveness evaluation	30 000	–
1605	Staff travel on regional centres, capacity-building	35 000	–
<b>1699</b>	<b>Total travel on official business</b>	<b>200 000</b>	<b>189 338</b>
<b>1999</b>	<b>Component total: project personnel</b>	<b>3 748 175</b>	<b>3 564 827</b>
<b>20</b>	<b>Subcontract component</b>		
2100	<b>Subcontracts</b>		
2101	CHM tools development	40 000	–
2102	Regional centres/technical assistance projects	80 000	38 860
2103	Effectiveness evaluation projects	80 000	41 729
2104	Effectiveness evaluation projects for regional organizational groups' (ROGs) new data	160 000	141 260
2105	POPRC analysis in countries	50 000	16 009
<b>2199</b>	<b>Total subcontracts</b>	<b>410 000</b>	<b>237 858</b>
<b>2999</b>	<b>Component total: Subcontracts</b>	<b>410 000</b>	<b>237 858</b>
<b>30</b>	<b>Training component</b>		
3300	<b>Meetings: participant travel and DSA</b>		
3301	Conference of the Parties	–	–
3302	POPs Review Committee	90 500	117 959
3303	Participant travel JWG synergies	40 000	47 966
3304	Bureau travel	28 000	27 857
3305	Inception workshop, Mexico	–	1 647
<b>3399</b>	<b>Total meetings: participant travel and DSA</b>	<b>158 500</b>	<b>195 429</b>
<b>3999</b>	<b>Component total: training</b>	<b>158 500</b>	<b>195 429</b>
<b>40</b>	<b>Equipment and premises component</b>		
4100	<b>Expendable equipment</b>		
4101	Office equipment: paper, toner, diskettes, CD-ROMs	10 000	15 511
<b>4199</b>	<b>Total expendable equipment</b>	<b>10 000</b>	<b>15 511</b>
4200	<b>Non-expendable equipment</b>		
4201	Office equipment: hardware and software	30 000	29 593
4202	Hardware and software for CHM	15 000	–
4203	DDT information system	–	–
4204	Clearing house	–	–



		SC 2008 Budget	SC 2008 Expenditures
	<b>4299 Total non-expendable equipment</b>	<b>45 000</b>	<b>29 593</b>
4300	<b>Premises</b>		
	4301 Office space, maintenance, utilities	54 000	39 767
	<b>4399 Total premises</b>	<b>54 000</b>	<b>39 767</b>
<b>4999</b>	<b>Component total: equipment and premises</b>	<b>109 000</b>	<b>84 871</b>
<b>50</b>	<b>Miscellaneous component</b>		
5100	<b>Operation and maintenance of equipment</b>		
	5101 Maintenance of office equipment	58 000	361
	<b>5199 Total operation and maintenance of equipment</b>	<b>58 000</b>	<b>361</b>
5200	<b>Reporting cost</b>		
	5201 Web publishing	1 500	208
	5202 Other electronic media publishing	3 000	–
	5203 Printing costs	5 000	–
	5204 Document translations	62 500	56 370
	5205 Report on effectiveness evaluation	30 000	–
	5206 Translation and publishing (clearing house)	10 000	–
	5207 Translation and publishing (effectiveness evaluation)	90 000	79 636
	5208 Translation and publishing (POPRC reports)	–	–
	5209 Translation and publishing of guidance materials	25 000	42 954
	5210 Translations of publication of DDT report	16 900	–
	<b>5299 Total reporting cost</b>	<b>243 900</b>	<b>179 168</b>
5300	<b>Sundry</b>		
	5301 Communications: mailing/dispatching	10 000	12 837
	5302 Communications: Internet connection	18 000	20 936
	5303 Office supplies	1 000	10 363
	<b>5399 Total Sundry</b>	<b>29 000</b>	<b>44 136</b>
5400	<b>Hospitality and entertainment</b>		
	5401 Hospitality for technical meetings	10 000	4 002
	<b>5499 Total hospitality and entertainment</b>	<b>10 000</b>	<b>4 002</b>
<b>5999</b>	<b>Component total: miscellaneous</b>	<b>340 900</b>	<b>227 667</b>
<b>99</b>	<b>Total direct cost</b>	<b>4 766 575</b>	<b>4 310 652</b>
	<b>Programme support costs (13%)</b>	<b>619 655</b>	<b>560 385</b>
<b>Total</b>		<b>5 386 230</b>	<b>4 871 037</b>

**Table 3**

**Operational budget and expenditures for activities under the Special Trust Fund (SV) for 2008 as at 30 November 2008**  
(in United States dollars)

		<i>Budget 2008</i>	<i>Expenditures 2008</i>
<b>10</b>	<b>Project personnel component</b>		
	1100 <b>Professional personnel</b>		
	1120 GTA Programme Officer (L-3) DDT	–	47 802
	<b>1199 Total personnel</b>	<b>–</b>	<b>47 802</b>
	1200 <b>Consultants</b>		
	1204 Consultant Toolkit	10 000	–
	1206 Consultant reporting (Article 15)	20 000	–
	1208 POPs waste consultants	65 000	7 699
	1209 NIP consultants	10 000	–
	<b>1299 Total consultants</b>	<b>105 000</b>	<b>7 699</b>
	1300 <b>Conference services</b>		
	1331 NIP conference services	60 000	585
	<b>1399 Total Conference services</b>	<b>60 000</b>	<b>585</b>
<b>16</b>	<b>Travel on official business</b>		
	1601 POPs waste travel	35 000	32 605
	1602 NIPS staff travel	48 000	8 633
	<b>1699 Total official travel</b>	<b>83 000</b>	<b>41 238</b>
<b>1999</b>	<b>Component total: project personnel</b>	<b>248 000</b>	<b>97 324</b>
<b>20</b>	<b>Subcontract component</b>		
	2201 POPRC country activities	–	–
	2202 NIPs subcontracts	60 000	–
	2203 Toolkit emission factors	300 000	133 200
	2204 Toolkit revision of toolkit	30 000	–
	2205 POPs monitoring data	300 000	100 000
	2206 POPs capacity enhancement in regions	400 000	363 642
	<b>2299 Total subcontracts</b>	<b>1 090 000</b>	<b>596 842</b>
<b>2999</b>	<b>Component total: subcontracts</b>	<b>1 090 000</b>	<b>596 842</b>
<b>30</b>	<b>Training component</b>		
	3300 <b>Meetings: participant travel and DSA</b>		
	3301 Conference of the Parties	–	–
	3302 POPs Review Committee	60 000	15 326
	3303 Toolkit participant travel	45 000	38 986
	3304 Reporting training (Article 15)	60 000	29

		<i>Budget 2008</i>	<i>Expenditures 2008</i>
	3305 BAT/BEP training participant travel	100 000	1 413
	3306 POPs waste participant travel	100 000	–
	3307 NIPs training	380 000	16 035
	3308 POPs training participant travel	200 000	38 668
	3309 Effectiveness evaluation participant travel	100 000	183 659
	3310 DDT meeting	–	37 475
	<b>3399 Total meetings: participant travel and DSA</b>	<b>1 045 000</b>	<b>331 591</b>
<b>3999</b>	<b>Component total: training</b>	<b>1 045 000</b>	<b>331 591</b>
<b>50</b>	<b>Miscellaneous component</b>		
	5200 <b>Reporting cost</b>		
	5201 Reports on effectiveness evaluation	30 000	–
	5202 Reporting user's manual translation in three languages (Article 15)	15 000	–
	<b>5299 Total reporting cost</b>	<b>45 000</b>	<b>–</b>
<b>5999</b>	<b>Component total: miscellaneous</b>	<b>45 000</b>	<b>–</b>
<b>99</b>	<b>Total direct cost</b>	<b>2 428 000</b>	<b>1 025 757</b>
	<b>Programme support costs (13%)</b>	<b>315 640</b>	<b>133 348</b>
	<b>Grand total</b>	<b>2 743 640</b>	<b>1 159 105</b>

## Annex IV

Table 1

**Statement of income and expenditures and changes in reserve and fund balance for the years 2006–2008 and cumulative (SC)**  
(in United States dollars)

<i>Income</i>	<i>2006</i>	<i>2007</i>	<i>2008<sup>3</sup></i>
Voluntary contributions (assessed contributions)	3 755 196	2 855 436	3 585 487
Contributions under host country agreements	1 608 867	1 635 710	1 882 367
<b>Total contributions</b>	<b>5 364 063</b>	<b>4 491 146</b>	<b>5 467 854</b>
Interest income	102 000	172 284	100 000
Miscellaneous income	–	–	–
<b>Total income</b>	<b>5 466 063</b>	<b>4 663 430</b>	<b>5 567 854</b>
<b>Expenditure</b>			
Staff and other personnel costs	2 183 000	3 377 588	2 502 280
Contractual services	214 200	960 231	1 111 067
Travel	59 192	185 000	189 338
Operating expenses	257 150	517 814	422 734
Acquisitions	75 121	108 000	85 232
Programme support costs	361 787	670 000	560 385
<b>Total expenditure</b>	<b>3 150 450</b>	<b>5 818 633</b>	<b>4 871 036</b>
<b>Excess of income over expenditure</b>	<b>2 315 613</b>	<b>(1 155 203)</b>	<b>696 818</b>
<b>Transfer to reserve<sup>1</sup></b>	<b>(411 255)</b>	<b>–</b>	<b>(38 315)</b>
<b>Transfer to/from other funds<sup>2</sup></b>	<b>73 024</b>	<b>–</b>	<b>–</b>
<b>Fund balance at the beginning of the period</b>	<b>–</b>	<b>1 977 382</b>	<b>822 116</b>
<b>Fund balance at the end of the period</b>	<b>1 977 382</b>	<b>822 179</b>	<b>1 480 682</b>
<b>Unpaid pledges as of 30 November 2008</b>	<b>–</b>	<b>–</b>	<b>641 417</b>
<b>Operating reserves</b>	<b>–</b>	<b>411 255</b>	<b>411 255</b>
<b>- working capital reserve (15%)</b>	<b>411 255</b>	<b>–</b>	<b>38 315</b>
<b>Total operating reserve</b>	<b>411 255</b>	<b>411 255</b>	<b>449 570</b>
<b>Total operating reserve and fund balance</b>	<b>2 388 637</b>	<b>1 233 434</b>	<b>1 930 252</b>

## Notes

<sup>1</sup> Transfers to reserve includes the following details: 2006 – \$411,255 transferred to working capital reserve per UNEP/POPS/COP.2/30, annex I, decision SC-2/1, table 1; 2008 – \$38,315 transfer to be requested to working capital reserve per UNEP/POPS/COP.3/30, annex I, decision SC-3/1, table 1A.

<sup>2</sup> Transfers to/from other funds include the following details: 2006 – \$73,024 remaining balance received from PO trust fund (POPS Club) from fund balance of United Kingdom's contribution at the end of 2005 per UNEP/POPS/COP.2/INF/13, annex V, table 4.

<sup>3</sup> Projection, as of 30 November 2008.

Details for the years 2006 and 2007 are the UNEP audited amounts.

**Table 2**

**Statement of income and expenditures and changes in reserve and fund balance  
for the years 2006–2008 (SV)  
(in United States dollars)**

	2006	2007	2008 <sup>3</sup>
<b>Income</b>			
Voluntary contributions	2 340 000	1 720 581	650 955
Interest income	79 844	195 000	–
Miscellaneous income	–	298 548	–
<b>Total income</b>	<b>2 419 844</b>	<b>2 214 129</b>	<b>650 955</b>
<b>Expenditure</b>			
Staff and other personnel costs	–	87 867	62 390
Contractual services	5 000	351 521	605 126
Travel	4 000	19 222	41 238
Operating expenses	316 000	625 254	331 591
Acquisitions	–	–	–
Programme support costs	42 000	141 152	135 245
<b>Total expenditure</b>	<b>367 000</b>	<b>1 225 016</b>	<b>1 175 590</b>
<b>Excess of income over expenditure</b>	<b>2 052 844</b>	<b>989 113</b>	<b>(524 635)</b>
<b>Transfer to reserve <sup>1</sup></b>	<b>–</b>	<b>(724 126)</b>	<b>–</b>
<b>Transfer to/from other funds <sup>2</sup></b>	<b>970 173</b>	<b>–</b>	<b>–</b>
<b>Fund balance at the beginning of the period</b>	<b>–</b>	<b>3 023 017</b>	<b>3 288 004</b>
<b>Fund balance at the end of the period</b>	<b>3 023 017</b>	<b>3 288 004</b>	<b>2 763 369</b>
<b>Operating reserves</b>	<b>–</b>	<b>724 126</b>	<b>724 126</b>
<b>Total operating reserve</b>	<b>–</b>	<b>724 126</b>	<b>724 126</b>
<b>Total operating reserve and fund balance</b>	<b>3 023 017</b>	<b>4 012 130</b>	<b>3 487 495</b>

**Notes**

<sup>1</sup> Transfer to the voluntary trust fund of the remaining balance from 2007 of the earmarked amount contributed by Switzerland, \$724,126, per UNEP/POPS/COP.2/INF/13, annex V, table 4.

<sup>2</sup> Transfer to/from other funds included the following details: remaining balance received from PO trust fund (POPS Club) from fund balance of Canada, Germany, Norway, Sweden and Switzerland at the end of 2005 per UNEP/POPS/COP.2/INF/13, annex V, table 4.

<sup>3</sup> Projection as at 30 November 2008 including pledged contributions for which invoices have been sent to the donor countries (Norway, Spain and the United States of America) in the amount of \$1,273,831.

Details for the years 2006 and 2007 are the UNEP audited amounts.