

RESOLUTION 3.14

FINANCIAL AND ADMINISTRATIVE MATTERS

Recalling Article V, Paragraph 2 (a) and (b), of the Agreement, which states that Parties shall contribute to the budget of the Agreement in accordance to the United Nations scale of assessment,

Acknowledging with appreciation the financial and other support provided by the Government of the Federal Republic of Germany for hosting the Agreement Secretariat, which is co-located with the Secretariat of the Convention on the Conservation of Migratory Species of Wild Animals in Bonn,

Furthermore acknowledging with appreciation the Junior Professional Officer Information provided by the Government of Germany as of 1 October 2005 to strengthen the capacity of the Agreement Secretariat,

Recognizing the importance of all Parties being able to participate in the implementation of the Agreement and related activities,

Appreciating the additional support given by various Parties and intergovernmental and non-governmental organizations on a voluntary basis to implement the Agreement,

Furthermore appreciating the support of the Global Environment Facility for the development and implementation of the African-Eurasian Migratory Waterbird Flyways project,

Recognizing the need to strengthen the capacity of the Secretariat of the Agreement to enable it better to serve all Parties in the Agreement area,

Further recognising the need to undertake a thorough review of the budget at the fourth meeting of the Parties, on the basis of a number of different scenarios, in order to enhance clarity and predictability,

Aware that many Parties, particularly developing countries or countries with economies in transition, may not have the financial means to send representatives to meetings of bodies established under the Agreement,

Noting the considerable number of Contracting and non-Contracting Parties as well as organizations attending the third session of the Meeting of the Parties, and the resulting additional expenditures to Parties so incurred.

The Meeting of the Parties:

1. *Confirms* that Parties shall contribute to the budget adopted at the scale agreed upon by the Meeting of the Parties in accordance with Article V, Paragraph 2 (a) and (b), of the Agreement;
2. *Adopts* the budget for 2006-2008 attached as Appendix I to the present Resolution;
3. *Agrees* to the scale of contributions for Parties to the Agreement as listed in Appendix II to the present Resolution, and to the application of that scale pro rata to new Parties;
4. *Agrees* that the minimum contribution shall be not less than 100 Euros per annum and that exceptionally for the period 2006-2008 the maximum contribution shall be restricted to 20 percent of the total budget;

5. *Instructs* the Secretariat, using 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, to develop a series of budget scenarios for further consideration by Parties at the fourth Meeting of Parties in 2008; and that these scenarios should reflect budget increases of 0%, 5%, 10% and 15% respectively;
6. *Requests* Parties, in particular those that are required to pay the minimum contribution, to consider paying for the whole triennium in one installment;
7. *Further requests* Parties to pay their contributions promptly as far as possible but in any case not later than the end of June of the year to which they relate;
8. *Agrees* to set the threshold of eligibility for funding of delegates to attend AEWA meetings at 0.200 on the UN Scale of Assessment and, as a general rule, to exclude countries from the European Union and European countries with strong economies, as listed in Appendix IV attached hereto;
9. *Takes note* of Resolution 3.11 of the Meeting of the Parties on the international implementation priorities for the period 2006-2008 and its related appendices;
10. *Urges* all Parties to make voluntary contributions to the Trust Fund to support requests from developing countries and countries with economies in transition to participate in and implement the Agreement throughout the triennium;
11. *Further urges* Contracting Parties and other partners to provide additional contributions to secure urgent implementation of the Agreement, in particular implementation of the GEF project, implementation of the Agreement, implementation of the Communication Strategy.
12. *Requests* the Standing Committee, taking into account advice from the Technical Committee, and in consultation with the Executive Secretary, to review, if necessary, the priorities set out in paragraph 11 above, except for the GEF project, which remains the top priority, should an unanticipated situation arise or a funding deficit materialise;
13. *Invites* States not Party to the Agreement, governmental, intergovernmental and non-governmental organizations and other sources to consider contributing to the implementation of the Agreement on a voluntary basis;
14. *Approves* the establishment of the following posts, in accordance with classification of the posts by the United Nations:
 - G-4 (part-time): Information Assistant (as of 1 July 2006)
 - G-4 (part-time): Secretary/Assistant (as of 1 July 2006)
 - P-2: Associate Information Officer (as of 1 October 2008)
15. *Invites* Contracting Parties as well as the United Nations Environment Programme to consider the feasibility of providing gratis personnel and/or junior professional officers, in accordance with the United Nations rules and regulations, to strengthen the capacity of the Agreement Secretariat;
16. *Requests* the Executive Director of the United Nations Environment Programme to extend the duration of the Trust Fund to 31 December 2008;
17. *Requests* the Executive Director of the United Nations Environment Programme to establish two new Trust Funds with effect from 1 January 2006;
18. *Approves* the terms of reference for the administration of the Agreement budget as set out in Appendix III to the present Resolution for the period 2006-2008.

Appendix I

Budget estimates 2006-2008

Budget line				
CORE BUDGET				
	2006	2007	2008	TOTAL
<i>General Management</i>	EURO	EURO	EURO	EURO
1101 Executive Secretary (P4)	139,654	141,414	143,174	424,242
1102 Associate Technical Officer (P2)	94,245	95,205	96,165	285,615
1103 Junior Professional Officer (Information) *1				
1104 Associate Information Officer (P2)			17,000	17,000
1301 Administrative Assistant (G5)	50,764	51,884	53,004	155,652
1303 Secretary/ Assistant (G4)	21,460	44,040	45,160	110,660
1106 Services provided by the Admin Unit (1 P3, 1 G6 + 3 G5)				
1201 Translators	5,600	5,600	7,860	19,060
1601 Official Travel AEWA Staff	28,000	28,000	40,000	96,000
3201 Training of Staff	2,400	2,400	2,400	7,200
4101 Miscellaneous office supplies	2,400	2,400	2,400	7,200
4201 Office equipment	4,000	4,000	4,000	12,000
4301 Rent and maintenance costs* 2				
5101 Operation/maintenance of computers	1,200	1,200	1,200	3,600
5102 Operation/maintenance of photocopiers	1,200	1,200	1,200	3,600
5103 Operation/maintenance -others	800	800	800	2,400
5201 Document production (external)	2,000	2,000	2,000	6,000
5203 Reference material	400	400	400	1,200
5301 Telephone, Fax	2,000	2,000	2,000	6,000
5302 Postage and miscellaneous	5,200	5,200	7,200	17,600
5303 Bank charges	1,200	1,200	1,200	3,600
5400 Hospitality	2,000	2,000	2,000	6,000
Total General Management	364,523	390,943	429,163	1,184,629
<i>Servicing the Meeting of the Parties</i>				
1201 English Translators			6,800	6,800
1202 French Translators			12,000	12,000
1204 Report Writers			16,000	16,000
1205 Interpreters			40,000	40,000
1220 Consultancies for MOP (7 reviews)	40,000	40,000	32,000	112,000
1602 Travel of Staff to the MOP			16,000	16,000
2201 Organization of MOP			100,000	100,000
5201 Document production (external)			6,000	6,000
Total servicing the Meeting of the Parties	40,000	40,000	228,800	308,800
Budget line				

<i>Servicing the Technical Committee</i>				
1201 English Translators	2,400		2,400	4,800
1202 French Translators	3,200		3,200	6,400
1204 Report Writers				
1205 Interpreters	10,000		10,000	20,000
Total servicing the Technical Committee	15,600		15,600	31,200
<i>Servicing the Standing Committee</i>				
1201 English Translators	2,400	2,400	2,400	7,200
1202 French Translators	3,200	3,200	3,200	9,600
1204 Report Writers				
1205 Interpreters				
Total servicing the Standing Committee	5,600	5,600	5,600	16,800
SUBTOTAL	425,723	436,543	679,163	1,541,429
6000 UNEP overhead costs 13 %	55,344	56,750	88,291	200,385
GRAND TOTAL	481,067	493,293	767,454	1,741,814
* 1 JPO provided free of charge by the Government of Germany.				
* 2 Provided for free by the Government of Germany.				

Budget line				
ACTIVITIES TO BE FUNDED BY VOLUNTARY CONTRIBUTIONS AND NEW PARTIES				
<i>Implementation of the African-Eurasian Flyway GEF project</i>				
2202 Projects (support to implementation of GEF project)	40,000	40,000	40,000	120,000
5202 Information material (special brochures/ leaflets AEWA GEF)	4,000	4,000	4,000	12,000
Total implementation of the African-Eurasian GEF project	44,000	44,000	44,000	132,000
<i>Development of Strategic Plan for the Agreement</i>				
1225 Development of a Strategic Plan for AEWA	20,000			20,000
Total development of a Strategic Plan for the Agreement	20,000			20,000
<i>Implementation of the Agreement</i>				
1223 Consultancies regarding research/ surveys.	12,000	12,000	12,000	36,000
2203 Development of International Species Action Plans	12,000	12,000	12,000	36,000
3303 Regional Meetings	12,000	12,000	12,000	36,000
Total implementation of the Agreement	36,000	36,000	36,000	108,000
<i>Implementation of the Communication Strategy (to be completed)</i>				
1226 Result 1: Internal Communication Materials	5,490	5,490	7,740	18,720
1227 Result 2: External Communication	60,700	63,100	33,750	157,550
1228 Result 3: Capacity Building	68,700	63,300	31,650	163,650
1229 Result 4: Awareness raising	43,380	35,690	38,505	117,575
Total implementation of the Communication Strategy	178,270	167,580	111,645	457,495
<i>Implementation of the International Implementation Priorities 2006-2008</i>				
1230 Species Conservation	140,000	140,000	140,000	420,000
1231 Habitat Conservation	486,791	344,792	423,542	1,255,125
1232 Management of Human Activities	321,666	196,667	146,667	665,000
1233 Research and monitoring	500,583	300,583	219,334	1,020,500
1234 Education and information	289,250	135,000	110,000	534,250
Total implementation of the International Implementation Priorities	1,738,290	1,117,042	1,039,543	3,894,875
Subtotal of Activities to be Funded by Contributions of New Parties	2,016,560	1,364,622	1,231,188	4,612,370
6000 UNEP overhead costs 13 %	262,153	177,401	160,054	599,608
GRAND TOTAL	2,278,713	1,542,023	1,391,242	5,211,978

TRAVEL COSTS OF FUNDED DELEGATES TO AEWA MEETINGS				
3302 Meeting of the Technical Committee	24,000		24,000	48,000
1601 Meetings of the Standing Committee (6 part x 2 days)	16,000	16,000	16,000	48,000
Subtotal Travel costs of funded delegates to AEWA meetings	40,000	16,000	40,000	96,000
6000 UNEP overhead costs 13 %	5,200	2,000	5,200	12,480
GRAND TOTAL	45,200	18,000	45,200	108,480

Appendix II

AEWA Contributions for the year 2006-2008

Party	UN Scale (%)	2006	2007	2008
Albania	0.0050	163	104	152
Benin	0.0020	100	100	100
Bulgaria	0.0170	555	352	518
Congo	0.0010	100	100	100
Croatia	0.0370	1,207	767	1,128
Denmark	0.7180	23,420	14,879	21,882
Djibouti	0.0010	100	100	100
Egypt	0.1200	3,914	2,487	3,657
Equatorial Guinea	0.0010	100	100	100
European Community	2.5000	12,027	12,332	19,186
Finland	0.5330	17,386	11,045	16,244
France	6.0300	96,213	98,659	153,491
Gambia	0.0010	100	100	100
Ghana	0.0040	100	100	100
Georgia	0.0030	100	100	100
Germany	8.6620	96,213	98,659	153,491
Guinea	0.0030	100	100	100
Hungary	0.1260	2,216	2,611	3,840
Ireland	0.3500	6,156	7,253	10,666
Israel	0.4670	15,233	9,677	14,232
Jordan	0.0110	359	228	335
Kenya	0.0090	294	187	274
Latvia	0.0150	264	271	673
Lebanon	0.0240	783	497	731
Libya	0.1320	2,322	2,381	3,704
Lithuania	0.0240	422	433	731
Luxembourg	0.0770	1,354	1,596	2,347
Mali	0.0020	100	100	100
Mauritius	0.0110	359	228	335
Monaco	0.0030	100	100	100
Moldova	0.0010	100	100	100
Netherlands	1.6900	55,125	35,021	51,504
Niger	0.0010	100	100	100
Nigeria	0.0420	739	758	1,280
Portugal	0.4700	8,267	8,477	14,324
Romania	0.0600	1,957	1,243	1,829
Senegal	0.0050	163	104	152
Slovakia	0.0510	1,664	1,057	1,554
Slovenia	0.0820	1,442	1,699	2,499
South Africa	0.2920	9,525	6,051	8,899
Spain	2.5200	82,198	52,220	76,799
Sudan	0.0080	261	166	244
Sweden	0.9980	32,553	20,681	30,415
Switzerland	1.1970	39,044	24,805	36,479
Syria	0.0380	668	787	1,158
FYR Macedonia	0.0060	196	124	183
Togo	0.0010	100	100	100
Tunisia	0.0320	563	577	898
Uganda	0.0060	196	124	183
Ukraine	0.0390	1,272	808	1,189
United Kingdom	6.1270	96,213	98,659	153,491

United Republic of Tanzania	0.0060	196	124	183
Uzbekistan	0.0140	246	253	427

Appendix III

TERMS OF REFERENCE FOR THE ADMINISTRATION OF THE TRUST FUND FOR THE AGREEMENT ON THE CONSERVATION OF AFRICAN-EURASIAN MIGRATORY WATERBIRDS

1. The terms of reference for the Trust Fund of the Agreement on the Conservation of African-Eurasian Migratory Waterbirds (AEWA) shall refer to the financial years beginning 1 January 2006 and ending 31 December 2008.
2. The Trust Fund shall be administered by the Executive Director of the United Nations Environment Programme (UNEP) subject to the approval of the Governing Council of UNEP and the consent of the Secretary-General of the United Nations.
3. 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.
4. In accordance with United Nations rules, UNEP shall deduct from the income an administrative charge equal to 13 per cent of the expenditure charged to the AEWA Trust Fund in respect of activities financed under AEWA.
5. The financial resources of the Trust Fund for 2006-2008 shall be derived from:
 - (a) Contributions made by Parties by reference to appendix II of Resolution 3.14, including contributions from any new Party; and
 - (b) Further contributions from Parties and contributions from States not Parties to the Agreement, other governmental, intergovernmental and non-governmental organizations and other sources.
6. All contributions to the Trust Fund shall be paid in fully convertible 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 until the end of the financial period) shall be determined *pro rata* based on the contribution of other States Parties on the same level of the United Nations scale of assessments, as it applies from time to time. However, if the contribution of a new Party determined on this basis would be more than 20 per cent of the budget, the contribution of that Party shall be 20 per cent of the budget for the financial year of joining (or *pro rata* for a part year). The contribution of each Party as laid down in appendix II of Resolution 3.14 shall be fixed until the next ordinary session of the Meeting of the Parties. Contributions of new Parties shall flow into the Trust Fund of the Agreement. Contributions shall be paid in annual instalments. The contributions shall be due on 1 January 2006, 2007 and 2008. Contributions shall be paid into the following account:

UNEP Euro Account
Account No. 6161603755
J.P. Morgan AG
Gruneburgweg 2
60322 Frankfurt / Main
Germany
Bank code number 501 108 00
SWIFT No. CHASDEFX
IBAN: DE 565011080061616 03755

7. 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 Agreement of their assessed contributions.
8. 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.
9. The Trust Fund shall be subject to audit by the United Nations Board of Auditors.
10. The budget estimates covering income and expenditures for each of the three calendar years constituting the financial period to which they relate, prepared in Euros, shall be submitted to the Meeting of the Parties to the Agreement.
11. The estimates of 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 expenditure itemized for each programme so as to correspond to the sections, objects of expenditure, and budget lines described in the first sentence of this paragraph.
12. In addition to the budget estimates for the financial period described in the preceding paragraphs, the Secretariat of the Agreement, in consultation with the Standing Committee of the Agreement and the Executive Director of UNEP, shall prepare a medium-term plan as envisaged in chapter III of the Legislative and Financial Texts Regarding the United Nations Environment Programme and Environment Fund. The medium-term plan will cover the years 2006-2012, inclusive, and shall incorporate the budget for the financial period 2006-2008.
13. The proposed budget and medium-term plan, including all the necessary information, shall be dispatched by the Secretariat to all Parties at least 90 days before the date fixed for the opening of the Meeting of the Parties.
14. The budget and medium-term plan shall be adopted by unanimous vote of the Parties present and voting at the Meeting of the Parties.
15. 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.
16. Commitments against the resources of the Trust Fund may be made only if they are covered by the necessary income of the Agreement. No commitments shall be made in advance of the receipt of contributions.
17. Upon the request of the Secretariat of the Agreement, 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 or second calendar year of the financial period, the Executive Director of UNEP may proceed to transfer any uncommitted balance of appropriations to the second or third calendar year respectively, provided that the total budget approved by the Parties shall not exceed, unless this is specifically sanctioned in writing by the Standing Committee.

18. At the end of each calendar year of the financial period¹, the Executive Director of UNEP shall submit to the Parties, through the Agreement Secretariat, the accounts for the year. The Executive Director shall also submit, as soon as practicable, the audited accounts for the financial period. These shall include full details of actual expenditure compared to the original provisions for each budget line.
19. Those financial reports required to be submitted to the Executive Director of UNEP shall be transmitted simultaneously by the Secretariat of the Agreement to the members of the Standing Committee.
20. The Secretariat of the Agreement 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.
21. The present terms of reference shall be effective from 1 January 2006 to 31 December 2008.

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 have to be closed, and it is only then that the Executive Director can submit the accounts of the previous calendar year.

APPENDIX IV

ELIGIBILITY FOR SPONSORSHIP FOR AEWB MEETINGS

N°	Party	Proposed rules UN Scale in % 2004*
1	Albania	0.005
2	Benin	0.002
3	Bulgaria	0.017
4	Congo	0.001
5	Croatia	0.037
6	Denmark	0.718
7	Djibouti	0.001
8	Egypt	0.120
9	European Community	2.500
10	Equatorial Guinea	0.002
11	Finland	0.533
12	France	6.030
13	Gambia	0.001
14	Georgia	0.003
15	Germany	8.662
16	Ghana	0.004
17	Guinea	0.003
18	Hungary	0.126
19	Ireland	0.350
20	Israel	0.467
21	Jordan	0.011
22	Kenya	0.009
23	Lebanon	0.024
24	Libyan Arab Jamahiriya	0.132
25	Lithuania	0.024
26	Luxembourg	0.077
27	Macedonia; FYR	0.006
28	Mali	0.002
29	Mauritius	0.011
30	Moldova; Republic of	0.001
31	Monaco	0.003
32	Netherlands	1.690
33	Niger	0.001
34	Nigeria	0.042
35	Portugal	0.470
36	Romania	0.060
37	Senegal	0.005
38	Slovakia	0.051
39	Slovenia	0.082

N°	Party	Proposed rules UN Scale in % 2004*
40	South Africa	0.292
41	Spain	2.520
42	Sudan	0.008
43	Sweden	0.998
44	Switzerland	1.197
45	Syrian Arab Republic	0.038
46	Tanzania; United Republic of	0.006
47	Togo	0.001
48	Tunisia	0.032
49	Uganda	0.006
50	Ukraine	0.039
51	United Kingdom of Great Britain and Northern Ireland	6.127
52	Uzbekistan	0.014

Parties which are considered eligible for financial support to attend relevant AEWA-sponsored meetings.

Parties which are considered non-eligible for financial support to attend relevant AEWA-sponsored meetings.

* UN Scale of Assessment 2004 at 3 March 2004 (UN Doc. A/RES/58/1 B)