

7th Session of the Meeting of Parties

Brussels, Belgium, 15 – 17 September 2014

Report on income and expenditure for the financial years 2011 – 2013

(prepared by the Secretariat)



Income

The Secretariat can report that for the financial years 2011 – 2013 all contributions to the regular budget have been received with only one exception for 2011 (FYR Macedonia), two exceptions for 2012 (FYR Macedonia and Malta) and three exceptions for 2013 (FYR Macedonia, Malta and Portugal). These contributions were still pending as of 8 July 2014.

The Secretariat would like to express its sincere gratitude to the Parties for paying their annual contributions promptly and in such a reliable manner.

In addition to the contributions to the regular budget voluntary contributions continue to be received for publications and other special activities. In particular the very successful EUROBATS Projects Initiative (EPI) is fully financed through voluntary contributions.

Annex 1 is listing all voluntary contributions received in the period 2011 – 2013.

Expenditure

At **Annexes 2 - 4** are tables listing the expenditure in each of the financial years on the budget lines as adopted by the 6th Session of the Meeting of Parties. The Secretariat is pleased to report that the overall budget performance has fully met the planned expenditure with no shortfalls.

Voluntary Contributions received in the financial years 2011 – 2013

2011:

- Germany: 28,500 EUR received in December 2010. The funds were spent for printed materials for the “Year of the Bat” campaign.
25,600 EUR received in 2011 were spent as following:
8,755 EUR for bat conservation projects under EPI in Albania, Germany, Tunisia and Hungary (pro rata);
6,647 EUR for the participation of seven participants from the Middle East and North Africa at the 16th Meeting of the Advisory Committee in Tbilisi;
7,253 EUR for reprints of several versions of the EUROBATS Publication series and the reprint of the German version of the “Bats and Forestry” leaflet;
12,226 EUR received in August 2011; the funds were spent for reprints of materials for the “Year of the Bat” campaign;
- Luxembourg: 5,000 EUR received in 2011 were spent for a bat conservation project under EPI in Hungary.

2012:

- Germany: 25,600 EUR received in 2012 were spent as following:
11,200 EUR for bat conservation projects under EPI in Jordan and Greece (pro rata).
11,455 EUR for the participation of eleven delegates from the Middle East and North Africa at the 17th Meeting of the Advisory Committee in Dublin.
- Luxembourg: 5,000 EUR received in 2012 were spent for bat conservation projects under EPI in Hungary, Greece, Bulgaria and Belarus.
- Finland: 3,000 EUR received in 2012 were spent for a bat conservation project under EPI in Hungary.
- Belgium: 10,000 EUR received in 2012 earmarked for MoP7 in 2014.
- United Kingdom: 8,962 EUR (received in January 2013) for a bat conservation project under EPI in FYR Macedonia.

Italy: 10,000 EUR (received in early 2013) for a bat conservation project under EPI in Lebanon.

2013:

Germany: 25,600 EUR received in 2013 were spent as following:
5,845 EUR for bat conservation projects under EPI in Ukraine, Hungary and Greece.

6,000 EUR for travel costs of ten participants at the third Berlin Bat Meeting.

10,810 EUR for the participation of eleven delegates from the Middle East and North Africa at the 18th Meeting of the Advisory Committee in Sofia.

Luxembourg: 5,000 EUR received in 2013 were spent for bat conservation projects under EPI in Greece, Moldova and Ukraine.

Switzerland: 19,000 EUR received end of 2013 will be spent in 2014 for a project of the World Bat Library Geneva at the Museum of Natural History Geneva to facilitate bat research for scientists throughout the Agreement Area.

Report on Expenditure for 2011 (in EUR)

Budget line	EUROBATS Trust Fund (BTL) 2011				Voluntary Contributions (QFL) 2011		
	as appr. MoP	as revised	expenditure	remaining	allocated	expenditure	remaining
10 PERSONNEL COMPONENT							
1100 Professional Staff							
1101 Executive Secretary (P4)	133,000	122,824	122,824	0	-	-	-
1199 Sub-total	133,000	122,824	122,824	0	-	-	-
1200 Consultants and Translators							
1220 Consultancies	1,500	33,351	33,351	0	-	-	-
1299 Sub-total	1,500	33,351	33,351	0	-	-	-
1300 Administrative Support							
1301 Administrative Assistant (G5)	33,000	26,775	26,290	485	-	-	-
1302 Administrative Assistant (G5)	33,000	29,780	26,263	3,517	-	-	-
1303 Secretary (G4)	30,000	23,500	21,261	2,239	-	-	-
1399 Sub-total	96,000	80,055	73,814	6,241	-	-	-
1600 Travel on official business							
1601 Secretariat Staff	14,000	14,000	12,613	1,387	-	-	-
1602 Experts on mission	2,000	2,000	1,815	185	-	-	-
1699 Sub-total	16,000	16,000	14,428	1,572	-	-	-
1999 Component total	246,500	252,230	244,417	7,813			
20 SUBCONTRACTS							
2201 Bat Conservation Projects *	-	4,504	0	4,504	18,780	18,380	400
2999 Component total	-	4,504	0	4,504	18,780	18,380	400
30 MEETINGS							
3301 Mtg. of Parties	-	-	-	-	-	-	-
3302 Standing Committee Meeting	1,000	1,800	1,812	-12	-	-	-
3303 Advisory Committee Meeting	12,000	20,920	20,847	73	6,647	6,647	0
3999 Component total	13,000	22,720	22,659	61	6,647	6,647	0
40 EQUIPMENT AND PREMISES							
4100 Expendable Equipment							
4101 Misc. office Supplies	2,000	1,214	1,214	0	-	-	-
4199 Sub-total	2,000	1,214	1,214	0	-	-	-
4200 Non-Expendable equipment							
4201 Office Equipment	2,000	2,507	2,507	0	-	-	-
4299 Sub-total	2,000	2,507	2,507	0	-	-	-
4300 Premises							
4302 IT services	15,000	12,736	12,736	0	-	-	-
4199 Sub-total	15,000	12,736	12,736	0	-	-	-
4999 Component total	19,000	16,457	16,457	0	-	-	-
50 MISCELLANEOUS COSTS							
5100 Operations and Maintenance							
5101 Oper./ Maint. computers	500	0	0	0	-	-	-
5102 Oper./ Maint. Photocopier/fax	900	235	235	0	-	-	-
5199 Sub-total	1,400	235	235	0	-	-	-
5200 Reporting Costs							
5201 Information material	5,000	6,355	7,706.61	-1,352	44,329	51,184	-6,855
5202 Reference material	200	10	10	0	-	-	-
5299 Sub-total	5,200	6,365	7,717	-1,352	44,329	51,184	-6,855
5300 Sundry							
5301 Telephone & Fax	2,000	2,000	2,461	-461	-	-	-
5302 Postage & miscellaneous	2,000	4,543	5,322	-779	-	-	-
5399 Sub-total	4,000	6,543	7,783	-1,240	-	-	-
5400 Hospitality							
5401 Hospitality	400	400	358	42	-	-	-
5499 Sub-total	400	400	358	42	-	-	-
5500 Other							
5501 Contingency	-	-	-	-	-	-	-
5499 Sub-total	0	0	0	0	-	-	-
5999 Component total	11,000	13,543	16,093	-2,550	44,329	51,184	-6,855
Total **	289,500	309,454	299,626	9,828	69,756	76,211	-6,455
Programme Support Costs (13%)	37,635	40,229	38,951		9,068	9,907	
GRAND TOTAL	327,135	349,683	338,577		78,824	86,118	

Please note:

* 2201: Retroactive application of new UN scale - Belgium, Finland and Italy donated their credits for EPI.

** Total: Total sum as revised consists of: 289,500€ + 15,450€ (from the trust fund reserve for BTL 1220) + 4,504€ in BTL 2201.

Report on Expenditure for 2012 (in EUR)

Budget line	EUROBATS Trust Fund (BTL) 2012				Voluntary Contributions (QFL) 2012		
	as appr. MoP	as revised	expenditure	remaining	allocated	expenditure	remaining
10 PERSONNEL COMPONENT							
1100 Professional Staff							
1101 Executive Secretary (P4)	134,800	-	129,763	5,037	-	-	-
1199 Sub-total	134,800		129,763	5,037	-	-	-
1200 Consultants and Translators							
1220 Consultancies	1,500	-	0	1,500	-	-	-
1299 Sub-total	1,500		0	1,500	-	-	-
1300 Administrative Support							
1301 Administrative Assistant (G5)	33,800	-	31,906	1,894	-	-	-
1302 Administrative Assistant (G5)	33,800	-	31,584	2,216	-	-	-
1303 Secretary (G4)	30,800	-	22,702	8,098	-	-	-
1399 Sub-total	98,400		86,192	12,208	-	-	-
1600 Travel on official business							
1601 Secretariat Staff	14,000	-	18,019	-4,019	-	-	-
1602 Experts on mission	2,000	-	1,538	462	-	-	-
1699 Sub-total	16,000		19,557	-3,557	-	-	-
1999 Component total	250,700		235,512	15,188			
20 SUBCONTRACTS							
2201 Bat Conservation Projects	-	-	-		23,129	20,842	2,287
2999 Component total					23,129	20,842	2,287
30 MEETINGS							
3301 Mtg. of Parties	-	-	-	-			
3302 Standing Committee Meeting	1,000	-	1,480	-480			
3303 Advisory Committee Meeting	12,000	-	23,509	-11,509	11,455	11,455	0
3999 Component total	13,000		24,989	-11,989	11,455	11,455	0
40 EQUIPMENT AND PREMISES							
4100 Expendable Equipment							
4101 Misc. office Supplies	2,000	-	758	1,242	-	-	-
4199 Sub-total	2,000		758	1,242	-	-	-
4200 Non-Expendable equipment							
4201 Office Equipment	2,000	-	0	2,000	-	-	-
4299 Sub-total	2,000		0	2,000	-	-	-
4300 Premises							
4302 IT services	15,000	-	10,555	4,445	-	-	-
4199 Sub-total	15,000		10,555	4,445	-	-	-
4999 Component total	19,000		11,313	7,687			
50 MISCELLANEOUS COSTS							
5100 Operations and Maintenance							
5101 Oper./ Maint. computers	500	-	0	500	-	-	-
5102 Oper./ Maint. Photocopier/fax	900	-	241	659	-	-	-
5199 Sub-total	1,400		241	1,159	-	-	-
5200 Reporting Costs							
5201 Information material	5,000	-	6,436.00	-1,436			
5202 Reference material	200	-	0	200			
5299 Sub-total	5,200		6,436	-1,236			
5300 Sundry							
5301 Telephone & Fax	2,000	-	1,790	210	-	-	-
5302 Postage & miscellaneous	2,000	-	3,681	-1,681	-	-	-
5399 Sub-total	4,000		5,471	-1,471	-	-	-
5400 Hospitality							
5401 Hospitality	400	-	0		-	-	-
5499 Sub-total	400		0	0	-	-	-
5500 Other							
5501 Contingency	-	-	-	-	-	-	-
5499 Sub-total	0	0	0	0	-	-	-
5999 Component total	11,000	0	12,148	-1,548	0	0	0
Total	293,700	0	283,962	9,338	34,584	32,297	2,287
Programme Support Costs (13%)	38,181	0	36,915		4,496	4,199	
GRAND TOTAL	331,881	0	320,877		39,080	36,496	

Report on Expenditure for 2013 (in EUR)

Budget line	EUROBATS Trust Fund (BTL) 2013				Voluntary Contributions (QFL) 2013		
	as appr. MoP	as revised	expenditure	remaining	allocated	expenditure	remaining
10 PERSONNEL COMPONENT							
1100 Professional Staff							
1101 Executive Secretary (P4)	136,600	136,600.00	131,183	5,417	-	-	-
1102 Scientific Officer (P2) ①	41,500	41,500.00	0	41,500	-	-	-
1199 Sub-total	178,100	178,100.00	131,183	46,917	-	-	-
1200 Consultants and Translators							
1220 Consultancies	1,500	1,500.00	0	1,500	-	-	-
1299 Sub-total	1,500	1,500.00	0	1,500	-	-	-
1300 Administrative Support							
1301 Administrative Assistant (G6) ②	34,600	34,600.00	16,267	18,333	-	-	-
1302 Administrative Assistant (G6)	34,600	34,600.00	25,941	8,659	-	-	-
1303 Secretary (G4)	31,600	31,600.00	23,403	8,197	-	-	-
1399 Sub-total	100,800	100,800.00	65,611	35,189	-	-	-
1600 Travel on official business							
1601 Secretariat Staff	14,000	15,614.00	15,415	199	-	-	-
1602 Experts on mission	2,000	2,000.00	2,900	-900	-	-	-
1699 Sub-total	16,000	17,614.00	18,315	-701	-	-	-
1999 Component total	296,400	298,014.00	215,108	82,906			
20 SUBCONTRACTS							
2201 Bat Conservation Projects	-	-	-	-	29,335	26,458	2,876
2999 Component total					29,335	26,458	2,876
30 MEETINGS							
3301 Mtg. of Parties	-	-	-	-			
3302 Standing Committee Meeting	1,000	1,000.00	979	21			
3303 Advisory Committee Meeting ③	12,000	18,157.00	20,364	-2,207	10,810	10,810	0
3999 Component total	13,000	19,157.00	21,344	-2,187	10,810	10,810	0
40 EQUIPMENT AND PREMISES							
4100 Expendable Equipment							
4101 Misc. office Supplies	2,000	2,000.00	1,055	945	-	-	-
4199 Sub-total	2,000	2,000.00	1,055	945	-	-	-
4200 Non-Expendable equipment							
4201 Office Equipment	2,000	2,000.00	1,985	15	-	-	-
4299 Sub-total	2,000	2,000.00	1,985	15	-	-	-
4300 Premises							
4302 IT services ④	15,000	8,440.00	6,596	1,844	-	-	-
4199 Sub-total	15,000	8,440.00	6,596	1,844	-	-	-
4999 Component total	19,000	12,440.00	9,635	2,805			
50 MISCELLANEOUS COSTS							
5100 Operations and Maintenance							
5101 Oper./ Maint. computers	500	500.00	0	500	-	-	-
5102 Oper./Maint. Photocopier/fax	900	900.00	276	624	-	-	-
5199 Sub-total	1,400	1,400.00	276	1,124	-	-	-
5200 Reporting Costs							
5201 Information material ⑤	5,000	15,000.00	13,425.37	1,575			
5202 Reference material	200	200.00	0	200			
5299 Sub-total	5,200	15,200.00	13,425	1,775			
5300 Sundry							
5301 Telephone & Fax	2,000	2,000.00	1,042	958	-	-	-
5302 Postage & miscellaneous	2,000	6,947.00	6,621	326	-	-	-
5399 Sub-total	4,000	8,947.00	7,663	1,284	-	-	-
5400 Hospitality							
5401 Hospitality	400	400.00	150	250	-	-	-
5499 Sub-total	400	400.00	150	250	-	-	-
5500 Other							
5501 Contingency	-	-	-	-	-	-	-
5499 Sub-total	0	0.00	0	0	-	-	-
5999 Component total	11,000	25,947.00	21,515	4,433	0	0	0
Total	339,400	355,558.00	267,602	87,956	40,145	37,268	2,876
Programme Support Costs (13%)	44,122	46,222.54	34,788		5,219	4,845	
GRAND TOTAL	383,522	401,780.54	302,390		45,363	42,113	

Please note:

- ① The new post has not been filled in 2013.
- ② Re-classification of the G5 part-time post into a G6 part-time post effective as of August 2013.
- ③ Exchange rate gains from 2012 budget have been additionally allotted in budget line 3303
- ④ Savings have been shifted to budget lines 1601 and 5302.
- ⑤ 10,000 Euro savings from 2012 budget have been additionally allotted here as adopted by the Standing Committee 2013.