

RC-4/12: Financing and budget for the triennium 2009–2011

The Conference of the Parties,

Recalling the financial rules of the Conference of the Parties, its subsidiary bodies and the Convention secretariat adopted in its decision RC-1/4,

Recalling its decision RC-3/9 on financing and budget for the biennium 2007–2008,

1. *Decides*, notwithstanding paragraph two of the financial rules set out in its decision RC-1/4, to adopt as an extraordinary one-time measure a three-year budget cycle for the period 2009–2011 in order to facilitate synchronization of the budget cycle of the Rotterdam Convention with the budget cycles of the United Nations Environment Programme, the Food and Agriculture Organization of the United Nations, the Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal and the Stockholm Convention on Persistent Organic Pollutants in accordance with the recommendation on enhancing cooperation and coordination among the Basel, Rotterdam and Stockholm conventions adopted in its decision RC-4/11 and in the light of its agreement, as set out in chapter IX of the report of its fourth meeting, on the date and venue of its fifth meeting;

2. *Approves* the programme activities and the operational programme budget for the triennium 2009–2011 of 3,811,611 United States dollars for 2009, 3,917,706 United States dollars for 2010 and 3,984,882 United States dollars for 2011 for the purposes set out in table 1 of the present decision, which is presented by budget code line in table 2;

3. *Authorizes* the Executive Secretaries to make commitments up to the level of the approved operational budget, drawing on available cash resources;

4. *Authorizes* the Executive Secretaries to make transfers of up to 20 per cent of one main appropriation line of the approved budget to other main appropriation lines;

5. *Invites* the governing bodies of the United Nations Environment Programme and the Food and Agriculture Organization of the United Nations to continue their financial and other support for the operation of the Convention and its Secretariat in 2009–2011;

6. *Welcomes* the annual contribution of 1.2 million euros pledged for 2009, 2010 and 2011 by the host Governments of the Convention Secretariat to offset planned expenditures;

7. *Adopts* the indicative scale of contributions for the apportionment of expenses for 2009–2011 set out in table 3 of the present decision and authorizes the Executive Secretaries, in keeping with the financial rules, to adjust the scale to include all Parties for which the Convention enters into force before 1 January 2009 for 2009, before 1 January 2010 for 2010 and before 1 January 2011 for 2011;

8. *Decides* to set the level of the working capital reserve at 15 per cent of the average annual operational budgets for 2009–2011;

9. *Approves* the staffing table of the Convention Secretariat for the operational budget for 2009–2011 set out in table 4 of the present decision;

10. *Welcomes* the establishment of four posts for chemicals and waste cluster officials funded by the United Nations Environment Programme, noting that they will serve the Rotterdam, Stockholm and Basel conventions and the United Nations Environment Programme Division of Technology, Industry and Economics, including the Strategic Approach to International Chemicals Management;

11. *Invites* the Executive Director of the United Nations Environment Programme to consider funding an officer to manage joint support services for the Rotterdam, Stockholm and Basel conventions;

12. *Confirms* the transfer of the amount of 375,000 United States dollars less pledges for participation in the fourth meeting of the Conference of the Parties currently being processed from the General Trust Fund balance of the 2005–2006 period to cover costs of participant travel to the fourth meeting of the Conference of the Parties for developing country Parties and Parties with economies in transition;

13. *Notes* that the transfer referred to in the previous paragraph was based on a discussion within the Bureau of the fourth meeting of the Conference of the Parties,¹ but also notes that the financial rules set out in decision RC-1/4 do not give delegated authority to the Bureau to take budget decisions nor to the Executive Secretaries to request transfers from one trust fund to another;

14. *Decides* therefore that actions of the kind described in the preceding two paragraphs should not be taken in the future without the prior authorization of the Conference of the Parties;

15. *Reaffirms* nevertheless the importance of full and effective participation of developing country Parties, in particular least developed countries and small island developing States, as well as Parties with economies in transition, and requests the Secretariat to remind Parties of the need for contributions to the Voluntary Trust Fund at least six months prior to the ordinary meetings of the Conference of the Parties, reflecting on the financial need, and urges Parties in a position to do so to ensure that any contributions are paid at least three months before the Conference of the Parties meets;

16. *Endorses* the procedure set out in the annex to the present decision for the allocation of funding from the Voluntary Special Trust Fund (RV) for facilitating participation of Parties in meetings of the Conference of the Parties and requests the Executive Secretaries to enter into consultation with the executive secretaries of the Rio conventions on their experience in facilitating party participation;

17. *Notes* with concern that a number of Parties have not paid their contributions to the operational budgets for 2007 and 2008, which were expected on 1 January 2007 and 1 January 2008, respectively, in accordance with paragraph 14 of the financial rules;

18. *Invites* the President of the Conference of the Parties and the Executive Secretaries to write to the relevant Parties impressing upon them the importance of paying their respective arrears for prior periods;

19. *Authorizes* the Executive Secretaries to agree with any Party whose contributions are in arrears for two or more years a payment schedule to permit such Party to clear all outstanding arrears within six years, depending on the financial circumstances of the Party, and to pay future contributions by their due dates, and requests the Executive Secretaries to report on progress under any such schedule to the Bureau and to the Conference of the Parties at their next meetings;

20. *Decides* that with regard to contributions due from 1 January 2009 onward, Parties that are not least developed countries or small island developing States and whose contributions are in arrears for two or more years will be subject to effective measures to be decided by the Conference of the Parties at its next ordinary meeting;

21. *Invites* Parties to note that contributions to the operational budget for a calendar year are expected on 1 January of that year and urges Parties in a position to do so to pay their contributions promptly and in full and, in this regard, requests that Parties be notified of the amount of their contributions for a given year by 15 October of the previous year;

22. *Welcomes* the work done by the Convention Secretariat in keeping up-to-date information on the Convention website on the status of assessed contributions;

23. *Takes note* of the funding estimates for activities under the Voluntary Special Trust Fund of the Convention included in table 5 of the present decision and urges Parties and invites non-Parties and others to contribute and where possible increase their contributions to the Voluntary Special Trust Fund, especially for the priorities set in the programme activities in the field of technical assistance;

24. *Decides* that the trust funds for the Convention shall be further continued until 31 December 2011 and requests the Executive Director of the United Nations Environment Programme to extend the two trust funds of the Convention for 2009–2011, subject to the approval of the Governing Council of the United Nations Environment Programme;

25. *Requests* the Executive Secretaries to further enhance efficiency in the use of financial and human resources in accordance with the priorities set by the Conference of the Parties and to report on the outcome of their efforts;

¹ During that discussion the Secretariat was requested to ensure that the transfer referred to in paragraph 12 would not contravene the financial rules of the Convention or any other applicable financial regulation.

26. *Welcomes* the new programmatic format of the budget and requests the Executive Secretaries to continue to prepare the operational budget on the basis of that format and to reflect expenditures for the 2009–2011 period in the same format while also presenting such expenditures by budget code lines;

27. *Requests* the Executive Secretaries to prepare a budget for the biennium 2012–2013 for consideration by the Conference of the Parties at its next ordinary meeting and to explain the key principles and assumptions on which the budget is based;

28. *Notes* the need to facilitate priority-setting by providing the Parties with timely information on the financial consequences of different options and, to that end, requests the Executive Secretaries to include in the proposed operational budget for the biennium 2012–2013 three alternative funding scenarios based on:

(a) Their assessment of the required growth of the operational budget to finance all proposals before the Conference of the Parties that have budget implications;

(b) Maintaining the operational budget at the 2009–2011 level in nominal terms;

(c) Increasing the operational budget from the 2009–2011 level by 10 per cent in nominal terms;

29. *Requests* the Executive Secretaries, in accordance with paragraph 20 of decision RC1/4, to arrange for the conduct of regular audits by the United Nations Office of Internal Oversight Services and to request, when appropriate, reports from the United Nations Board of Auditors and to submit any such reports to the Conference of the Parties, together with the Secretariat's responses.

Table 1

Programme activities and operational programme budget for the triennium 2009–2011

Preparation and delivery of Conference of the Parties and subsidiary bodies

(A. Ensure effective functioning of the COP and its subsidiary bodies)

Mandate

The Secretariat's functions as mandated by Article 19 paragraph 2 (a) of the Convention, the rules of procedures and subsequent decisions of the Conference of the Parties

Objectives

To ensure effective preparation, delivery and follow-up of meetings of the Conference of the Parties and its subsidiary bodies

Indicator of achievement

1. Adequate meeting facilities and services are provided.
2. Meeting documents are made available to Parties in all United Nations languages within established timelines.
3. Efficient and effective logistical and substantive support is provided to meetings.
4. Adequate participation of representatives from developing countries and countries with economies in transition is ensured at meetings (subject to availability of funding).

Activity number	Activities	Expected outputs	Method of implementation internal/external	Year 2009					Year 2010					Year 2011				
				Amount (USD)			Source of funding		Amount (USD)			Source of funding		Amount (USD)			Source of funding	
				Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund
1	<u>Fifth meeting of the Conference of the Parties (COP.5)</u> ; invitations; organization of travel of sponsored delegates; preparation, translation and publication of all meeting documents; support for the President before and during the meeting; registration of participants and observers; logistical support including meeting rooms interpretation, security, etc; support to the Conference and its working groups during and between meetings. Duration: five days.	A successfully organized meeting of the Conference of the Parties; documentation for the meeting in the six official United Nations languages.	Internal; funds for staff travel (USD 30,000), salaries/travel of conference staff, translation, logistics (USD 625,000) and participation of sponsored delegates at COP-5 (USD 500,000).	—	160 000	160 000	160 000	—	—	240 000	240 000	240 000	—	316 633	755 000	1 071 633	571 633	500 000
2	<u>Fifth, sixth and seventh meetings of the Chemical Review Committee (CRC)</u> ; logistical arrangements; invitations; work with Bureau for preliminary review and priority setting for candidate chemicals, support intersessional task groups and drafting groups; preparation and publication of all related documents; organize travel of sponsored experts, registration of participants and observers; support for the Chairman before and during the meeting; arrange for nomination/designation of new members for CRC-6. Duration: each 5 days for CRC-5 in Rome, CRC-6 in	Successfully organized meetings of the Chemical Review Committee; Effective operation of intersessional task groups and drafting groups as appropriate.	Internal; funds for staff travel (USD 52,500), salaries/travel of conference staff, translation, logistics (USD 330,000) and participation of sponsored delegates and experts at CRC-5 and CRC-6 (USD 270,000).	182 966	217 500	400 466	400 466	—	190 284	217 500	407 784	407 784	—	197 896	217 500	415 396	415 396	—

Activity number	Activities	Expected outputs	Method of implementation internal/external	Year 2009					Year 2010					Year 2011				
				Amount (USD)			Source of funding		Amount (USD)			Source of funding		Amount (USD)			Source of funding	
				Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund
	Geneva and CRC-7 in Rome.																	
3	<u>Annual meetings of the Bureau</u> : arrange for venue, travel of bureau members, logistics and documentation for each meeting. An additional bureau meeting is foreseen back-to-back with COP.5 in 2010; one meeting in 2009 (Geneva), one meeting in 2010 (Rome) and two meetings in 2011 (Rome and Geneva).	Successfully organized meetings of the Bureau; Documentation for meetings in English only.	Internal; funds for staff travel (USD 20,000) and logistics and travel of the Bureau (USD 50,000).	54 890	17 500	72 390	72 390	—	57 085	17 500	74 585	74 585	—	59 369	35 000	94 369	94 369	—
4	<u>Organize and support the extraordinary meeting of the Conference of Parties jointly with Basel and Stockholm Conventions (February 2010)</u> : organization of travel of sponsored delegates; preparation, translation and publication of all related documents; support for the President before and during the meeting; registration of participants and observers; shared logistical support including interpretation and security.	A successfully organized extraordinary meeting of the Conference of the Parties; Documentation for the meeting in the six official United Nations languages	Internal; funds for staff travel (USD 10,000). External (funded via separate trust fund); translation, logistics and participation of sponsored delegates at extraordinary COP meeting in February 2010.	—	—	—	—	—	63 428	10 000	73 428	73 428	—	—	—	—	—	—
		Subtotal:		237 855	395 000	632 855	632 855	—	310 798	485 000	795 798	795 798	—	573 897	1 007 500	1 581 397	1 081 397	500 000

Programme and cross-cutting support**(B. Outreach and assistance to Parties in the implementation of the Convention)****I. Legal Support****Mandate:**

Secretariat's functions as mandated by Article 19, paragraph 2 (b) and (d), of the Convention

Objectives:

1. To facilitate the operation of the Rotterdam Convention, its Secretariat and the Conference of the Parties and its subsidiary bodies in a manner consistent with the provisions of the Convention
2. To facilitate assistance to Parties on request in implementation of the Convention
3. To enhance compliance with the obligations of the Convention by Parties
4. To ensure compatibility of decisions and actions with United Nations regulations

Indicator of achievement:

Legal guidance in implementing the Convention and legal advice are promptly and appropriately provided to individual Parties, the Secretariat and the Conference of Parties and its subsidiary bodies.

Activity number	Activities	Expected outputs	Method of implementation internal/external	Year 2009					Year 2010					Year 2011				
				Amount (USD)			Source of funding		Amount (USD)			Source of funding		Amount (USD)			Source of funding	
				Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund
5	<u>Provide general and legal policy advice</u> ; respond to Parties' queries relating to the implementation of and compliance with the Convention(s).	Advice on general legal and/or policy questions provided to Parties and the Secretariat as needed	Internal; funds for staff travel (USD 11,500)	12 198	2 500	14 698	14 698	—	12 686	4 500	17 186	17 186	—	13 193	4 500	17 693	17 693	—
6	<u>Develop technical assistance programme for Parties to ensure an effective legal basis for the implementation of the Convention</u> ; facilitate the development of national capacity including personnel and infrastructure to implement the legal obligations of the Convention and to develop new and innovative mechanisms for delivering the information and assistance package to Parties upon request.	The production of legal information and assistance tools to facilitate national program implementation	Internal; funds for staff travel (USD 15,000) and consultant for the development of materials (USD 15,000).	18 297	12 500	30 797	30 797	—	19 028	12 500	31 528	31 528	—	19 790	5 000	24 790	24 790	—
7P	<u>Develop a legal and administrative framework in support of the sound management of Industrial Chemicals</u> ; to complement the agricultural chemicals management programmes in effect in most Parties.	Parties are better able to benefit from the provisions under the Rotterdam Convention; promote a synergistic approach to the activities relevant to industrial chemicals under other agreements, including the Stockholm Convention, Basel Convention and SAICM.	Internal; funds for staff travel (USD 15,000) and consultant for the development of materials (USD 45,000).	23 887	27 500	51 387	51 387	—	19 028	27 500	46 528	46 528	—	19 790	5 000	24 790	24 790	—
		Subtotal:		54 381	42 500	96 881	96 881	—	50 742	44 500	95 242	95 242	—	52 772	14 500	67 272	67 272	—

II. Regional and national delivery of technical assistance**Mandate:**

The Secretariat functions as mandated by Article 19 paragraph 2 (b) and decisions of the Conference of Parties regarding regional and national delivery of technical assistance.

Objectives:

Ensure that the technical assistance needs of Parties are addressed in order that they might fully benefit from the provisions of the Rotterdam Convention.

Indicator of achievement:

1. Technical assistance and advice are promptly provided to Parties in response to their identified needs.
2. Parties' understanding of the benefits of the Convention and ability to comply with its provisions are strengthened.

Activity number	Activities	Expected outputs	Method of implementation internal/external	Year 2009					Year 2010					Year 2011				
				Amount (USD)			Source of funding		Amount (USD)			Source of funding		Amount (USD)			Source of funding	
				Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund
A. Resource Kit																		
8P	<u>Resource kit</u> : review and update existing documents as necessary including translation into all six official United Nations languages; print and disseminate to regional offices and partners and use in the regional and national delivery of technical assistance to Parties and at events.	Existing documents, tools and guidance reviewed, updated, translated as necessary and disseminated (total of 600 kits per year; 400 under RO and 200 under RV trust funds)	Internal; funds for developing electronic learning tools, translation and reproduction (USD 165,000) and consultant (USD 40,000).	54 381	70 000	124 381	104 381	20 000	50 742	75 000	125 742	100 742	25 000	72 562	55 000	127 562	112 562	15 000
Subtotal:				54 381	70 000	124 381	104 381	20 000	50 742	75 000	125 742	100 742	25 000	72 562	55 000	127 562	112 562	15 000
B. National and subregional meetings																		
<u>1. Subregional training and awareness-raising meetings</u>																		
9P	<u>Subregional awareness-raising and training meetings</u> : Focus on Parties that are having difficulty in meeting their basic obligations of the Convention; meetings will provide practical training in meeting the operational elements of the Convention, including training in the use of existing decision guidance documents in national decision-making, provide opportunity for countries to share experiences (4 subregional meetings, 5 countries each and 25 participants per workshop). In cooperation with Basel and Stockholm Conventions*.	Support to countries in meeting their obligations under the Rotterdam, Stockholm and Basel Conventions provided	Internal; funds for workshops/meetings (USD 240,000).	60 480	60 000	120 480	60 480	60 000	88 799	120 000	208 799	88 799	120 000	79 158	60 000	139 158	79 158	60 000

Activity number	Activities	Expected outputs	Method of implementation internal/external	Year 2009					Year 2010					Year 2011				
				Amount (USD)			Source of funding		Amount (USD)			Source of funding		Amount (USD)			Source of funding	
				Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund
	2. National and subregional planning meetings																	
10	<u>Assist Parties to identify elements of national action plans or strategies for the implementation of the Convention and as appropriate national follow-seminars: arrange 6 national meetings, 6 subregional meetings (max. 3 countries and 15 participants) and 24 national follow-up seminars. In cooperation with Basel and Stockholm Conventions*.</u>	Technical and scientific advice provided	Internal; funds for workshops/meetings (USD 642,000).	79 285	214 000	293 285	79 285	214 000	82 456	214 000	296 456	82 456	214 000	79 158	214 000	293 158	79 158	214 000
	3. Thematic meetings																	
	a) Thematic meetings - specific issues																	
11P	<u>Trade-related issues: National training sessions focused on exporting countries and their export obligations (2 national trade meetings); and trade partner meetings involving exporting country and key trade partners (2 meetings involving 4 trade partners).</u>	Parties enabled to meet their obligations related to export of chemicals	Internal; funds for workshops/meetings (USD 240,000).	23 887	120 000	143 887	23 887	120 000	19 028	120 000	139 028	19 028	120 000	—	—	—	—	—
12P	<u>Develop monitoring programme on severely hazardous pesticide formulation (SHPF): arrange 4 monitoring progress meetings on SHPF and 4 programmes on SHPFs.</u>	Parties monitoring health and environmental effects of pesticides	Internal; funds for workshops/meetings (USD 280 000).	42 183	70 000	112 183	42 183	70 000	57 085	140 000	197 085	57 085	140 000	46 176	70 000	116 176	46 176	70 000
13P	<u>Resource mobilization: develop and implement a programme to facilitate improved access to financial and other resources to assist Parties to meet their obligations under the Convention (4 subregional meetings on project proposal development). In cooperation with Basel and Stockholm Conventions*.</u>	Support to countries in meeting their obligations under the Rotterdam Convention provided	Internal; funds for workshops/meetings (USD 200 000).	42 183	50 000	92 183	42 183	50 000	50 742	100 000	150 742	50 742	100 000	52 772	50 000	102 772	52 772	50 000
14P	<u>Preparation of notifications of final regulatory action (FRA): build the capacity of developing country Parties to prepare and submit complete notifications of final regulatory action that pass the scrutiny of the Chemical Review Committee (3 subregional meetings to support the preparation of notifications, each including 3 countries and 15 participants).</u>	Parties submitting notifications of final regulatory action.	Internal; funds for workshops/meetings (USD 150,000).	17 788	50 000	67 788	17 788	50 000	12 686	50 000	62 686	12 686	50 000	13 193	50 000	63 193	13 193	50 000
15	<u>Programme for Parties who wish to review their chemicals listings under the Convention: develop a programme of assistance for Parties who wish to review their chemicals listings under the Convention to maximize their benefits at the national level (3 meetings each</u>	Parties review chemicals listings.	Internal; funds for workshops/meetings (USD 240,000).	60 989	80 000	140 989	60 989	80 000	44 400	80 000	124 400	44 400	80 000	59 369	80 000	139 369	59 369	80 000

Activity number	Activities	Expected outputs	Method of implementation internal/external	Year 2009					Year 2010					Year 2011				
				Amount (USD)			Source of funding		Amount (USD)			Source of funding		Amount (USD)			Source of funding	
				Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund
	including 10 countries and 20 participants).																	
	<u>b) Joint delivery with the Secretariat of the Stockholm Convention</u>																	
16	Public awareness meetings: to address the specific issue of public awareness; meetings would focus on health and environment issues relevant to the chemicals covered by the two conventions, stressing the life-cycle approach, and involve a broader audience, i.e., the public and private sectors (4 meetings each including 5 countries). In cooperation with Basel and Stockholm Conventions*.	Increased awareness of the Convention at national level	Internal: funds for workshops/meetings (USD 160,000).	24 395	40 000	64 395	24 395	40 000	25 371	80 000	105 371	25 371	80 000	26 386	40 000	66 386	26 386	40 000
17P	Customs training activities: Customs training activities for both importing and exporting partners: working with the Green Customs Initiative in providing support to Parties on facilitating the implementation of the obligations under the Conventions (4 meetings each including 5 countries). In cooperation with Basel and Stockholm Conventions*.	Customs officers trained	Internal: funds for workshops/meetings (USD 300,000)	29 985	75 000	104 985	29 985	75 000	38 057	150 000	188 057	38 057	150 000	26 386	75 000	101 386	26 386	75 000
18P	Develop and implement a programme to increase the capacity of Parties to access and utilize the clearing-house mechanism. In cooperation with the Stockholm and Basel Conventions*. (Four meetings each including 5 countries)	Information on chemicals provided	Internal: funds for workshops/meetings (USD 160,000)	60 480	40 000	100 480	60 480	40 000	57 085	80 000	137 085	57 085	80 000	59 369	40 000	99 369	59 369	40 000
19	Develop and implement a component of the technical assistance package to facilitate the delivery of legal and related service information and projects to Parties at the regional and national levels: arrange for 4 meetings each including 5 countries).	Increased legal assistance provided	Internal: funds for workshops/meetings (USD 200,000).\	30 494	50 000	80 494	30 494	50 000	19 028	100 000	119 028	19 028	100 000	19 790	50 000	69 790	19 790	50 000

Activity number	Activities	Expected outputs	Method of implementation internal/external	Year 2009					Year 2010					Year 2011				
				Amount (USD)			Source of funding		Amount (USD)			Source of funding		Amount (USD)			Source of funding	
				Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund
	4. Fostering cooperation																	
20	Fostering cooperation among designated national authorities: include the cooperation with technical focal points from related MEAs and other agreements as well as UNEP and FAO by continuing the meetings in each of the seven PIC regions (8 subregional meetings for DNAs, each including 10 countries and 25 participants).	Support for cooperation among national authorities provided	Internal; funds for workshops/ meetings (USD 400,000)	54 890	100 000	154 890	54 890	100 000	63 428	200 000	263 428	63 428	200 000	52 772	100 000	152 772	52 772	100 000
21	Regional and subregional meetings of DNAs and focal points of the Stockholm Convention; arrange for 4 subregional meetings for DNAs and Stockholm Convention focal points (each including 10 countries and 25 participants) in 2010. In cooperation with Basel and Stockholm Conventions*.	Progress towards joint implementation at national level	Internal; funds for workshops/ meetings (USD 260,000)	—	—	—	—	—	38 057	260 000	298 057	38 057	260 000	—	—	—	—	—
22	Cooperation with SAICM, the Stockholm Convention, the Basel Convention and the Rotterdam Convention contact points; arrange for 10 meetings where the RC contributes an extra day for participants to discuss Rotterdam Convention issues.	Progress towards cooperation among MEAs and other organizations	Internal; funds for workshops/ meetings (USD 180,000)	12 198	54 000	66 198	12 198	54 000	12 686	90 000	102 686	12 686	90 000	13 193	36 000	49 193	13 193	36 000
Subtotal:				539 236	1 003 000	1 542 236	539 236	1 003 000	608 909	1 784 000	2 392 909	608 909	1 784 000	527 722	865 000	1 392 722	527 722	865 000
C. Working directly with individual countries on specific issues																		
23P	Develop programmes to assist Parties on specific issues upon requests; through integration with activities under way in the country or at the regional level including training in the use of existing DGDs in national decision-making.	Support on specific issues provided	Internal; funds for workshops/meetings (USD 100,000)	11 689	30 000	41 689	11 689	30 000	6 343	40 000	46 343	6 343	40 000	6 597	30 000	36 597	6 597	30 000
Subtotal:				11 689	30 000	41 689	11 689	30 000	6 343	40 000	46 343	6 343	40 000	6 597	30 000	36 597	6 597	30 000
D. Working on industrial chemicals																		
24P	Develop programme on industrial chemicals: to establish or increase the capacity of Parties to manage industrial chemicals on a national level, the programme should complement the facilities available nationally for the management of agricultural chemicals and should include the legal, administrative and financial components required as well as training and other capacity-building initiatives to bring the programme into effect (6 meetings each including 6 countries and 20 participants).	Capacity to manage industrial chemicals increased. Para 65 in TA.	Internal; funds for workshops/meetings (USD 420,000)	158 068	140 000	298 068	158 068	140 000	152 227	210 000	362 227	152 227	210 000	118 737	70 000	188 737	118 737	70 000

Activity number	Activities	Expected outputs	Method of implementation internal/external	Year 2009					Year 2010					Year 2011				
				Amount (USD)			Source of funding		Amount (USD)			Source of funding		Amount (USD)			Source of funding	
				Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund
				Subtotal:														
	E. Partners in the regional delivery of technical assistance																	
25	Facilitate annual meetings with representatives of the FAO and UNEP regional offices; arrange for up to two meetings per year (5 UNEP and 14 FAO including 9 subregional offices).	Cooperation and lessons learned on providing technical assistance. Para 71 in TA	Internal; funds for workshops/meetings (USD 140,000)	30 494	70 000	100 494	30 494	70 000	38 057	70 000	108 057	38 057	70 000	32 983	70 000	102 983	32 983	70 000
26	Facilitate annual meetings with the group of regional experts; arrange for up to one meeting per year for an estimated 20 representatives.	Cooperation among Parties within and between subregions promoted. Para 74 in TA	Internal; funds for workshops/meetings (USD 100,000)	24 395	50 000	74 395	24 395	50 000	25 371	50 000	75 371	25 371	50 000	19 790	50 000	69 790	19 790	50 000
27	Working with regional liaison offices in Latin America and the Caribbean, Africa, Asia and Eastern Europe in collaboration with key partners: Coordinate the delivery of technical assistance and capacity-building programmes at the regional and national levels. This is to ensure the maximum use of resources to benefit the Parties and to arrange for a synergistic approach to chemicals management at the national level. The programme will be done in conjunction with UNEP and the Stockholm and Basel Conventions and will be coordinated through chemicals waste cluster managers to be placed in the regional offices of UNEP.	Coordination of the delivery of technical assistance at regional and national provided	External; funded via UNEP	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
28	Participate in the 26th session of Asia Pacific Plant Protection Commission (APPPC); promote integration with work on Rotterdam Convention; participate in one meeting during 2009 with regional experts.	Inclusion of the Rotterdam Convention in APPPC work plan promoted. Para 75 in TA	Internal; funds for staff travel (USD 18,000)	6 099	18 000	24 099	24 099	—	—	—	—	—	—	—	—	—	—	—
Subtotal:				60 989	138 000	198 989	78 989	120 000	63 428	120 000	183 428	63 428	120 000	52 772	120 000	172 772	52 772	120 000
	F. Measuring progress																	
29	Continue to develop long-term indicators to measure success	Quantitative indicators developed. Para 78 in TA	Internal; funds for consultant and travel of consultant (USD 20,000)	60 989	20 000	80 989	60 989	20 000	—	—	—	—	—	—	—	—	—	—
Subtotal:				60 989	20 000	80 989	60 989	20 000	—	—	—	—	—	—	—	—	—	—

III. Outreach, publications and public awareness**Mandate:**

As mandated by Article 19, paragraph 2 (b), facilitate implementation of the Convention by Parties and subsequent decisions of the COP.

Objectives:

Develop, maintain and distribute comprehensive information on the Rotterdam Convention targeted at a broad range of end-users, including the general public designated national authorities and stakeholders involved in the implementation of the Convention. Maintain and distribute key technical guidelines, guidance and training materials to facilitate implementation of the Convention by Parties.

Indicator of achievement:

1. Increased awareness and understanding by Parties, media, NGOs, donors and the public of the objectives and key provisions of the Rotterdam Convention
2. Quantified and qualified overall client satisfaction through feedback to the Secretariat regarding SRC publications

Activity number	Activities	Expected outputs	Method of implementation on internal/external	Year 2009					Year 2010					Year 2011				
				Amount (USD)			Source of funding		Amount (USD)			Source of funding		Amount (USD)			Source of funding	
				Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund
30	<u>Develop and implement communication strategy:</u> promote public awareness and information about the Convention, its activities and meetings; produce press releases, manage press relations for major SRC meetings, monitor media coverage for increased visibility among media community.	Integration of the communication strategy into work done by SRC and Parties, greater awareness of the Rotterdam Convention among all target audiences achieved through production and dissemination of posters, exhibitions, leaflets, brochures, photo archive and Rotterdam Convention Bulletin. Information provided to media, press briefings and releases.	Internal; funds for consultant to design, translation, printing, producing and distributing products (USD 45,000).	103 680	15 000	118 680	118 680	—	107 828	15 000	122 828	122 828	—	72 562	15 000	87 562	87 562	—
31	<u>Reprinting of key technical publications:</u> maintain sufficient number of publications for dissemination at meetings and other events.	Availability of electronic and printed versions of key technical publications aimed at DNAs, e.g., text of the Convention, DNA guidance, legal guide to the Convention, guide to the PIC Circular, etc.	Internal; funds reprinting and reproduction of publications (USD 120,000).	48 791	40 000	88 791	88 791	—	50 742	40 000	90 742	90 742	—	52 772	40 000	92 772	92 772	—
32	<u>Development of new publications:</u> identify need for and produce new publications, both technical and non-technical, in support of resource kit and communication strategy.	Availability of electronic and printed versions of new publications in minimum of three languages (English, French and Spanish).	Internal; funds translation and reproduction of publications (USD 120,000).	48 791	40 000	88 791	88 791	—	50 742	40 000	90 742	90 742	—	65 965	40 000	105 965	105 965	—
Subtotal:				201 262	95 000	296 262	296 262	—	209 313	95 000	304 313	304 313	—	191 299	95 000	286 299	286 299	—

Knowledge and Information management

(D. Other Secretariat functions as specified by the Convention and determined by the Conference of the Parties)

Management and circulation of information submitted by Parties in accordance with their obligations under the Convention

Mandate:

The relevant COP decisions: Article 4, 5, 6, 7, 10, 11, 14, 21 and 22 of the Convention

Objectives:

Develop and implement effective and timely processes for the submission, review and dissemination of information relevant to the operation of the PIC procedure.

Ensure that Parties and relevant stakeholders have ready and reliable access to information on all chemicals subject to the Convention.

Indicator of achievement:

1. PIC Circulars are prepared and published twice a year in three languages.
2. Decision guidance documents are drafted and forwarded to the Conference of the Parties in six languages.
3. Parties have reliable access to the information on chemicals subject to the Convention contained in the PIC database.
4. Improved accessibility to data and information on the operation of the Convention through the Convention website

Activity number	Activities	Expected outputs	Method of implementation on internal/external	Year 2009					Year 2010					Year 2011				
				Amount (USD)			Source of funding		Amount (USD)			Source of funding		Amount (USD)			Source of funding	
				Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund
33	Review of information submitted and liaison with Parties concerning: i) nomination and changes of designated national authorities and official contact points, ii) notification of final regulatory actions, ii) severely hazardous pesticide formulations; iii) importing country responses.	Accurate and timely processing of submitted information to support operation of the PIC procedure and information exchange provisions of the Convention.	Internal	121 977	—	121 977	121 977	—	120 513	—	120 513	120 513	—	118 737	—	118 737	118 737	—
34	PIC database: Data entry and maintenance of the PIC database in English, French and Spanish; basis for generating reports including country reports on status of implementation, archiving of correspondence with countries, maintenance and upgrading as necessary.	Accurate and up-to-date information available through the PIC database which meets requirements of the Parties and provides useful information to other stakeholders.	Internal; funds for consultant for design (USD 30,000)	85 384	10 000	95 384	95 384	—	82 456	10 000	92 456	92 456	—	92 351	10 000	102 351	102 351	—
35	PIC Circular: Preparation in English, French and Spanish, publication on CD ROM every six months, posted on Convention website and sent to all Parties.	Timely publication and distribution of PIC Circular in support of the PIC procedure and information exchange provisions of the Convention.	Internal; funds for printing and translation (USD 90,000)	103 680	30 000	133 680	133 680	—	95 142	30 000	125 142	125 142	—	98 948	30 000	128 948	128 948	—

Activity number	Activities	Expected outputs	Method of implementation on internal/external	Year 2009					Year 2010					Year 2011				
				Amount (USD)			Source of funding		Amount (USD)			Source of funding		Amount (USD)			Source of funding	
				Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund
36	<u>Decision guidance documents:</u> Translation into all six official United Nations languages, printing and distribution to all DNAs and posting on the Convention website	Transparent and reliable process for the preparation of DGDs in line with the timeline/workplans established by the CRC and forwarding of draft DGDs to COP for consideration.	Internal; funds for printing and translation (USD 15,000)	24 395	5 000	29 395	29 395	—	25 371	5 000	30 371	30 371	—	26 386	5 000	31 386	31 386	—
37	<u>Rotterdam Convention website:</u> maintenance and continuing development of the Convention website, dissemination of meeting documents, official reference materials, comprehensive information on all SRC programmes and activities, updated technical data and access to guidance documents, publications and the PIC database in three languages (English, French and Spanish).	A constantly improving SRC website which meets the requirements of the Parties and provides useful information to other audiences.	Internal; funds for consultant (USD 45,000) and translation (USD 15,000)	60 989	20 000	80 989	80 989	—	57 085	20 000	77 085	77 085	—	59 369	20 000	79 369	79 369	—
38P	<u>Clearing-house mechanism:</u> establishing in cooperation with Basel and Stockholm conventions a clearing-house mechanism that would provide online access to information and facilities that would assist parties to implement the Convention.	Increased access to electronic information and information-exchange mechanism.	Internal; funds for consultant (USD 200,000)	23 887	100 000	123 887	23 887	100 000	12 686	50 000	62 686	12 686	50 000	13 193	50 000	63 193	13 193	50 000
Subtotal:				420 312	165 000	585 312	485 312	100 000	393 254	115 000	508 254	458 254	50 000	408 984	115 000	523 984	473 984	50 000

Executive direction, management and strategic planning

(C. Coordination with secretariats of other international bodies)

(E. Core Secretariat costs)

Mandate:

The Secretariat's functions as mandated by Article 19 of the Rotterdam Convention and decisions of the Conference of the Parties

Objectives:

1. To ensure an efficient, effective and timely delivery of the programme of work for 2009–2010
2. Increased positive feedback from Parties and others on the substance and organizational support provided by the Secretariat of the Rotterdam Convention
3. To ensure the provision of sufficient resources to the voluntary trust fund of the Rotterdam Convention to support the technical assistance programme adopted by the COP and travel of eligible participants to meetings of the COP

Indicator of achievement:

1. Procedures and resources are in place to ensure the implementation of the Secretariat's programme of work in a cost efficient and timely manner
2. Financial resources are sufficient to carry out the programme of work approved by the Conference of Parties at its 4th meeting.
3. Improved capacity of Parties and Rotterdam Convention Secretariat to mobilize required financial resources

Activity number	Activities	Expected outputs	Method of implementation internal/external	Year 2009					Year 2010					Year 2011				
				Amount (USD)			Source of funding		Amount (USD)			Source of funding		Amount (USD)			Source of funding	
				Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund
39	Provide overall management of the Secretariat; oversight of the implementation of the programme of work and budget adopted by COP, organize and convene Secretariat meetings every quarter and staff exchanges as needed and work planning and supervision of staff.	Effective and efficient delivery by the Secretariat of the outputs set out in its programme of work for 2009–2010.	Internal; funds for staff travel (USD 105,000)	115 878	71 600	187 478	187 478	—	120 513	71 600	192 113	192 113	—	125 334	71 600	196 934	196 934	—
40	Financial management and administration of the Secretariat; monitoring and follow-up of budget income and expenditures including contributions from Parties and donors; development of letters of agreement and memorandums of understanding; preparation of travel for Secretariat; filing of correspondence; hiring of new staff.	Effective and efficient delivery of the financial and administrative functions of the Secretariat	Internal; funds for staff travel (USD 27,000) and consultant to develop database (USD 20,000)	67 087	17 000	84 087	84 087	—	69 771	18 000	87 771	87 771	—	65 965	12 000	77 965	77 965	0
41	Cooperation and coordination with partners including other MEAs and intergovernmental organizations; for example Secretariats of the Stockholm and Basel Conventions as well as the WTO, Green Customs Initiative; World Customs Organization; SAICM etc, as needed on issues of common concern.	Effective and collaborative relationships are established with partner institutions in order to ensure the coordinated and complementary development and delivery of technical assistance to Parties on common issues.	Internal; funds for staff travel (USD 45,000)	67 087	15 000	82 087	82 087	—	69 771	15 000	84 771	84 771	—	52 772	15 000	67 772	67 772	—

Activity number	Activities	Expected outputs	Method of implementation internal/external	Year 2009					Year 2010					Year 2011				
				Amount (USD)			Source of funding		Amount (USD)			Source of funding		Amount (USD)			Source of funding	
				Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund
42	Follow-up to recommendations of the Ad-Hoc Joint Working Group (AHJWG): specific activities resulting from the COP-4 review and endorsement of the recommendations of the AHJWG.	Decisions of COP-4 on cooperation and coordination among the Basel, Rotterdam and Stockholm Conventions requiring actions from the Secretariat are implemented.	Internal	24 395	—	24 395	24 395	—	50 742	—	50 742	50 742	—	26 386	—	26 386	26 386	—
43	Contribute to related activities on chemicals in FAO and UNEP: including those on United Nations system coherence, Bali Strategic Plan, etc. participate where appropriate at meetings of relevant bodies, e.g., COPs of related MEAs, the Governing Council of UNEP and FAO.	Increased integration of the work of the Rotterdam Convention with relevant activities on chemicals and pesticides within UNEP and FAO	Internal; funds for staff travel (USD 45,000)	121 977	15 000	136 977	136 977	—	139 542	15 000	154 542	154 542	—	118 737	15 000	133 737	133 737	—
44	Raise funds for activities under the voluntary trust fund (RV): including technical assistance activities, participants travel to COP.	Increase in secured funding for planned programmes within the biennium.	Internal; funds for staff travel (USD 50,000) and hospitality (USD 15,000)	67 087	25 000	92 087	92 087	—	44 400	20 000	64 400	64 400	—	59 369	20 000	79 369	79 369	—
Subtotal:				463 513	143 600	607 113	607 113	—	494 739	139 600	634 339	634 339	—	448 563	133 600	582 163	582 163	—

Activity number	Activities	Expected outputs	Method of implementation internal/external	Year 2009					Year 2010					Year 2011					
				Amount (USD)			Source of funding		Amount (USD)			Source of funding		Amount (USD)			Source of funding		
				Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	Staff costs	Non-staff costs	Total costs	RO Trust Fund	RV Trust Fund	
Office equipment, supplies and services				E. Core Secretariat cost															
45	Procurement of expandable equipment; office supplies, toner and stationery	Effective and efficient delivery by the Secretariat of the outputs envisaged under its programme of work for 2009-2011	Internal; funds for expandable equipment (USD 72,000)	30 494	24 000	54 494	54 494	—	38 057	24 000	62 057	62 057	—	32 983	24 000	56 983	56 983	—	
46	Procurement of non-expandable office equipment including computer software and hardware, required licenses and furniture	Effective and efficient delivery by the Secretariat of the outputs envisaged under its programme of work for 2009-2011	Internal; funds for non-expandable equipment (USD 143,000)	18 297	54 000	72 297	72 297	—	25 371	54 000	79 371	79 371	—	13 193	35 000	48 193	48 193	—	
47	Rental and maintenance of equipment, communication, mail, postage and rental of dedicated line with Rome.	Effective and efficient delivery by the Secretariat of the outputs envisaged under its programme of work for 2009-2011	Internal; funds for rental and maintenance (USD 132,000)	6 099	44 000	50 099	50 099	—	6 343	44 000	50 343	50 343	—	6 597	44 000	50 597	50 597	—	
48	Rental of office space, electricity and cleaning.	Effective and efficient delivery by the Secretariat of the outputs envisaged under its programme of work for 2009-2011	Internal; funds for rental (USD 124,000)	—	39 700	39 700	39 700	—	—	39 700	39 700	39 700	—	—	44 600	44 600	44 600	—	
Subtotal:				54 890	161 700	216 590	216 590	—	69 771	161 700	231 471	231 471	—	52 772	147 600	200 372	200 372	—	
Grand-Total:				2 317 564	2 403 800	4 721 364	3 288 364	1 433 000	2 410 267	3 269 800	5 680 067	3 451 067	2 229 000	2 506 677	2 653 200	5 159 877	3 509 877	1 650 000	

Table 2

**Operational budget by budget code lines for the triennium 2009–2011
(in United States dollars)**

			RO Budget 2007	RO Budget 2008	Total biennium 2007–2008	RO Budget 2009	RO Budget 2010	RO Budget 2011	Total triennium 2009–2011
10 PROJECT PERSONNEL COMPONENT									
11	Project Personnel	w/m							
	1101 Executive Secretary D-1	3	59 025	60 796	119 821	58 975	61 334	63 787	184 096
	1102 Senior Scientific Advisor P.5	12	207 800	214 034	421 834	208 899	217 255	225 945	652 099
	1103 Programme Officer P-4	12	179 800	185 194	364 994	180 400	187 616	195 121	563 137
	OTL Administrative Officer P-4 (to be covered by UNEP OTL)	6	-	-	-	-	-	-	-
	1104 Programme Officer P-3	12	149 100	153 573	302 673	151 800	157 872	164 187	473 859
	1105 Programme Officer P-3	12	74 550	153 573	228 123	151 800	157 872	164 187	473 859
	1106 Programme Officer/Public Awareness Officer P-3	12	149 100	153 573	302 673	151 800	157 872	164 187	473 859
	1107 Programme Officer P-2	12	119 600	123 188	242 788	127 000	132 080	137 363	396 443
	1108 Programme Officer P-3	12	74 550	-	74 550	151 800	157 872	164 187	473 859
	UNEP Cluster Chemical Officer in Eastern Europe P-4	4	-	-	-	-	-	-	-
	UNEP Cluster Chemical Officer in GRULAC (Panama) P-4	4	-	-	-	-	-	-	-
	UNEP Cluster Chemical Officer in Africa (Nairobi) P-4	4	-	-	-	-	-	-	-
	UNEP Cluster Chemical Officer in Asia (Bangkok) P-4	4	-	-	-	-	-	-	-
	1111 Executive Secretary D-1 (in kind by FAO)	3	-	-	-	-	-	-	-
	1112 Senior Programme Officer P-5 (in kind by FAO)	12	-	-	-	-	-	-	-
	1113 Programme Officer P-4	12	153 540	158 146	311 686	184 824	192 217	199 906	576 947
	1114 Programme Officer P-3 (in kind by FAO)	12	-	-	-	-	-	-	-
	1115 Programme Officer P-4	12	30 936	31 864	62 800	-	-	-	-
	1116 Programme Officer P-3	12	122 604	126 282	248 886	150 216	156 225	162 474	468 914
	1117 Programme Officer P-3	12	122 604	126 282	248 886	150 216	156 225	162 474	468 914
	1118 Programme Officer P-2	12	96 852	99 758	196 610	127 956	133 074	138 397	399 427
	1199 Total		1 540 061	1 586 263	3 126 324	1 795 686	1 867 513	1 942 214	5 605 413

			RO Budget 2007	RO Budget 2008	Total biennium 2007-2008	RO Budget 2009	RO Budget 2010	RO Budget 2011	Total triennium 2009-2011	
12	Consultants									
	1201	Outreach in Implementation of Convention (Ass. To Parties)		12 000	12 000					
	1202	Core Secretariat Costs Consultants	7 500	7 500	15 000	90 000	85 000	45 000	220 000	
	1203	Consultant Currencies Studies	50 000	-	50 000	-	-	-	-	
	1211	Outreach in Implementation of Convention (Ass. To Parties)	35 000	23 000	58 000	-	-	-	-	
	1212	Outreach in Implementation of Convention (Website development)	10 000	10 000	20 000	-	-	-	-	
	1213	Other Secretariat Functions (Translation of PIC Circulars)	20 000	20 000	40 000	-	-	-	-	
	1214	Core Secretariat Costs Consultants	7 500	7 500	15 000	-	-	-	-	
	1299	Total	130 000	80 000	210 000	90 000	85 000	45 000	220 000	
13	Administrative support									
				w/m						
	1301	Legal Assistant	6	49 500	50 985	100 485	51 250	53 300	55 432	159 982
	1302	Information Assistant	12	99 000	101 970	200 970	102 500	106 600	110 864	319 964
	1303	Secretary	3	24 750	25 493	50 243	25 625	26 650	27 716	79 991
	1304	Programme Assistant	12	99 000	101 970	200 970	102 500	106 600	110 864	319 964
	OTL	Finance & Budget Assistant (to be covered by UNEP OTL)	6	-	-	-	-	-	-	-
	OTL	Administrative Assistant HR (to be covered by UNEP OTL)	6	-	-	-	-	-	-	-
	OTL	IT/Database Assistant (to be covered by UNEP OTL)	6	-	-	-	-	-	-	-
	OTL	Publication Clerk (to be covered by UNEP OTL)	6	-	-	-	-	-	-	-
	1311	Secretary (in kind by FAO)	3	-	-	-	-	-	-	-
	1312	Secretary	3	15 111	15 564	30 675	26 667	27 734	28 843	83 244
	1313	Secretary	12	60 444	62 257	122 701	106 668	110 935	115 372	332 975
	1314	Secretary	12	60 444	62 257	122 701	106 668	110 935	115 372	332 975
	1305	Conference Services COP		312 500	312 500	625 000	150 000	230 000	245 000	625 000
	1331	Conference Services CRC		115 000	120 000	235 000	110 000	110 000	110 000	330 000
	1399	Total		835 749	852 996	1 688 745	781 878	882 753	919 463	2 584 094
16	Travel on official business									
	1601	Travel on official business		160 000	160 000	320 000	155 000	150 000	139 000	444,000
	1699	Total		160 000	160 000	320 000	155 000	150 000	139 000	444,000
1999	Component total			2,665,810	2 679 259	5 345 069	2 822 564	2 985 267	3 045 677	8 853 508

		RO Budget 2007	RO Budget 2008	Total biennium 2007–2008	RO Budget 2009	RO Budget 2010	RO Budget 2011	Total triennium 2009–2011
20	SUBCONTRACT COMPONENT							
23	Subcontracts with commercial companies							
	2311 Core Secretariat costs dedicated line	75 000	75 000	150 000	20 000	20 000	20 000	60,000
	2399 Total	75 000	75 000	150 000	20 000	20 000	20 000	60,000
2999	Component total	75 000	75 000	150 000	20 000	20 000	20 000	60 000
30	TRAINING COMPONENT							
33	Meetings/conferences							
	3301 Participants travel (Bureau Meeting)	50 000	50 000	100 000	12 500	12 500	25 000	50,000
	3302 CRC experts travel	80 000	80 000	160 000	90 000	90 000	90 000	270,000
	3303 Meetings/Workshops (working group on synergies)	37 500	37 500	75 000	-	-	-	-
	3304 Participants travel (Compliance Committee)	-	-	-	36 600	36 600	36 600	109,800
	3399 Total	167 500	167 500	335 000	139 100	139 100	151 600	429,800
3999	Component total	167 500	167 500	335 000	139 100	139 100	151 600	429 800
40	EQUIPMENT AND PREMISES COMPONENT							
41	Expendable equipment							
	4101 Office equipment; paper, toner, diskettes, CD-ROMS	-	-	-	24 000	24 000	24 000	72,000
	4199 Total	-	-	-	24 000	24 000	24 000	72,000
42	Non-expendable equipment							
	4201 Core secretariat costs computer hardware and software	50 000	50 000	100 000	54 000	54 000	35 000	143,000
	4299 Total	50 000	50 000	100 000	54 000	54 000	35 000	143,000
43	Premises							
	4301 Office rental /Premises	20 000	20 000	40 000	39 700	39 700	44 600	124,000
	4399 Total	20 000	20 000	40 000	39 700	39 700	44 600	124,000
4999	Component total	70 000	70 000	140 000	17 700	117 700	103 600	339 000
50	MISCELLANEOUS COMPONENT							
52	Reporting costs							
	5201 Other Secretariat functions (printing of DGDs in language)	15 000	15 000	30 000	5 000	5 000	5 000	15,000
	5211 Outreach in implementation of Convention (resource kit)	60 000	70 000	130 000	40 000	40 000	40 000	120,000
	5212 Other Secretariat functions (translation/printing of PIC Circulars)	15 000	15 000	30 000	30 000	30 000	30 000	90,000
	5214 Other printing (reprinting and new publications)	-	-	-	85 000	85 000	85 000	255 000
	5299 Total	90 000	100 000	190 000	160 000	160 000	160 000	480,000

		RO Budget 2007	RO Budget 2008	Total biennium 2007–2008	RO Budget 2009	RO Budget 2010	RO Budget 2011	Total triennium 2009–2011
53	Sundry							
	5301 Core Secretariat costs communications , postage, etc.	48 000	48 000	96 000	24 000	24 000	24 000	72,000
	5399 Total	48 000	48 000	96 000	24 000	24 000	24 000	72,000
54	Hospitality							
	5401 Hospitality	-	-	-	5 000	5 000	5 000	15,000
	5499 Total	-	-	-	5 000	5 000	5 000	15,000
5999	Component total	138 000	148 000	286 000	189 000	189 000	189 000	567 000
	DIRECT PROJECT COST OPERATIONAL BUDGET		3 139 759	6 256 069	3 288 364	3 451 067	3 509 877	10 249 308
	UNEP Programme support costs 13%	405 120	408 169	813 289	427 487	448 639	456 284	1 332 410
	UNEP Programme support costs 7% on FAO LoA		-	-	-	-	-	
	TOTAL OPERATIONAL BUDGET	3 521 430	3 547 928	7 069 358	3 715 851	3 899 705	3 966 161	11 581 718
	Increment to the working capital reserve (15 %)	(26 332)		(26 332)	48 884			48 884
	Increment to the special contingency reserve (indexed to fluctuations in salary scales)		11 742	23 142	46 876	18 001	18 721	83 597
	GRAND TOTAL	3 506 498	3 559 670	7 066 168	3 811 611	3 917 706	3 984 882	11 714 199
	Percentage increase from year to year	-5.5%	1.5%	-4.2%	7.1%	2.8%	1.7%	
	Deduction from the reserve and fund balance		-	-	-	-	-	
	Host country contribution*	1 522 843	1 522 843	3 045 686	1 752 000	1 752 000	1 752 000	5 256 000
	Usage of fund balance	-	-	-	25 000	75 000	50 000	150 000
	COVERED BY PARTIES	1 983 655	2 036 827	4 020 482	2 034 611	2 090 706	2 182 882	6 308 199
	Percentage increase from year to year	-12%	2.7%	-10%	-0.1%	2.8%	4.4%	

* EUR 1,200,000 equal to USD 1,522,843 for 2007–2008 at United Nations rate of 1.27 as at 1 July 2006 and USD 1,752,000 for 2009–2011 at United Nations rate of 1.46 as at 1 October 2008.

Table 3

**Indicative scale of contribution for the operational budget (RO) for the triennium 2009–2011
(in United States dollars)**

Portion of operational budget to be covered by assessed contributions:	2009	2,034,611
	2010	2,090,706
	2011	2,182,882

				2009	2010	2011
		United Nations Scale of assessment 2009**	Scale for the Trust Fund with 22% ceiling and 0.01% base	Assessed contributions to be covered by the Parties	Assessed contributions to be covered by the Parties	Assessed contributions to be covered by the Parties
No.	Parties	Percentage	Percentage	US dollars	US dollars	US dollars
1	Argentina	0.325	0.418	8 502	8 736	9 121
2	Armenia	0.002	0.010	203	209	218
3	Australia	1.787	2.298	46 747	48 036	50 154
4	Austria	0.887	1.140	23 204	23 843	24 894
5	Belgium	1.102	1.417	28 828	29 623	30 929
6	Belize	0.001	0.010	203	209	218
7	Benin	0.001	0.010	203	209	218
8	Bolivia	0.006	0.010	203	209	218
9	Bosnia & Herzegovina*	0.006	0.010	203	209	218
10	Brazil	0.876	1.126	22 916	23 548	24 586
11	Bulgaria	0.020	0.026	523	538	561
12	Burkina Faso	0.002	0.010	203	209	218
13	Burundi	0.001	0.010	203	209	218
14	Cameroon	0.009	0.010	203	209	218
15	Canada	2.977	3.828	77 877	80 024	83 552
16	Cape Verde	0.001	0.010	203	209	218
17	Chad	0.001	0.010	203	209	218
18	Chile	0.161	0.207	4 212	4 328	4 519
19	China	2.667	3.429	69 767	71 691	74 852
20	Congo	0.001	0.010	203	209	218
21	Cook Islands	0.001	0.010	203	209	218
22	Côte d'Ivoire	0.009	0.010	203	209	218
23	Cuba*	0.054	0.069	1 413	1 452	1 516
24	Cyprus	0.044	0.057	1 151	1 183	1 235
25	Czech Republic	0.281	0.361	7 351	7 553	7 887
26	Democratic People's Republic of	0.007	0.010	203	209	218
27	Democratic Republic of Congo	0.003	0.010	203	209	218
28	Denmark	0.739	0.950	19 332	19 865	20 741
29	Djibouti	0.001	0.010	203	209	218
30	Dominican Republic	0.024	0.031	628	645	674
31	Dominica	0.001	0.010	203	209	218
32	Ecuador	0.021	0.027	549	564	589
33	El Salvador	0.020	0.026	523	538	561
34	Equatorial Guinea	0.002	0.010	203	209	218
35	Eritrea	0.001	0.010	203	209	218
36	Estonia	0.016	0.021	419	430	449
37	Ethiopia	0.003	0.010	203	209	218
38	European Community	2.500	2.500	50 865	52 268	54 572
39	Finland	0.564	0.725	14 754	15 161	15 829
40	France	6.301	8.101	164 831	169 376	176 843
41	Gabon	0.008	0.010	203	209	218

				2009	2010	2011
		United Nations Scale of assessment 2009**	Scale for the Trust Fund with 22% ceiling and 0.01% base	Assessed contributions to be covered by the Parties	Assessed contributions to be covered by the Parties	Assessed contributions to be covered by the Parties
No.	Parties	Percentage	Percentage	US dollars	US dollars	US dollars
42	Gambia	0.001	0.010	203	209	218
43	Georgia*	0.003	0.010	203	209	218
44	Germany	8.577	11.028	224 370	230 556	240 721
45	Ghana	0.004	0.010	203	209	218
46	Greece	0.596	0.766	15 591	16 021	16 727
47	Guinea	0.001	0.010	203	209	218
48	Guyana*	0.001	0.010	203	209	218
49	Hungary	0.244	0.314	6 383	6 559	6 848
50	India	0.450	0.579	11 772	12 096	12 630
51	Iran (Islamic Republic of)	0.180	0.231	4 709	4 839	5 052
52	Ireland	0.445	0.572	11 641	11 962	12 489
53	Italy	5.079	6.530	132 864	136 527	142 547
54	Jamaica	0.010	0.013	262	269	281
55	Japan	16.624	22.000	447 614	459 955	480 234
56	Jordan	0.012	0.015	314	323	337
57	Kazakhstan*	0.029	0.037	759	780	814
58	Kenya	0.010	0.013	262	269	281
59	Kuwait	0.182	0.234	4 761	4 892	5 108
60	Kyrgyzstan	0.001	0.010	203	209	218
61	Latvia	0.018	0.023	471	484	505
62	Lebanon*	0.034	0.044	889	914	954
63	Lesotho*	0.001	0.010	203	209	218
64	Liberia	0.001	0.010	203	209	218
65	Libyan Arab Jamahiriya	0.062	0.080	1 622	1 667	1 740
66	Liechtenstein	0.010	0.010	203	209	218
67	Lithuania	0.031	0.040	811	833	870
68	Luxembourg	0.085	0.109	2 224	2 285	2 386
69	Madagascar	0.002	0.010	203	209	218
70	Malaysia	0.190	0.244	4 970	5 107	5 333
71	Maldives*	0.001	0.010	203	209	218
72	Mali	0.001	0.010	203	209	218
73	Marshall Islands	0.001	0.010	203	209	218
74	Mauritania	0.001	0.010	203	209	218
75	Mauritius	0.011	0.014	288	296	309
76	Mexico	2.257	2.902	59 042	60 670	63 345
77	Moldova	0.001	0.010	203	209	218
78	Mongolia	0.001	0.010	203	209	218
79	Namibia	0.006	0.010	203	209	218
80	Nepal*	0.003	0.010	203	209	218
81	Netherlands	1.873	2.408	48 997	50 348	52 567
82	New Zealand	0.256	0.329	6 697	6 881	7 185
83	Niger	0.001	0.010	203	209	218
84	Nigeria	0.048	0.062	1 256	1 290	1 347
85	Norway	0.782	1.005	20 457	21 021	21 948
86	Oman	0.073	0.094	1 910	1 962	2 049
87	Pakistan	0.059	0.076	1 543	1 586	1 656
88	Panama	0.023	0.030	602	618	646
89	Paraguay	0.005	0.010	203	209	218
90	Peru	0.078	0.100	2 040	2 097	2 189
91	Philippines	0.078	0.100	2 040	2 097	2 189
92	Poland	0.501	0.644	13 106	13 467	14 061
93	Portugal	0.527	0.678	13 786	14 166	14 791
94	Qatar	0.085	0.109	2 224	2 285	2 386

				2009	2010	2011
		United Nations Scale of assessment 2009**	Scale for the Trust Fund with 22% ceiling and 0.01% base	Assessed contributions to be covered by the Parties	Assessed contributions to be covered by the Parties	Assessed contributions to be covered by the Parties
No.	Parties	Percentage	Percentage	US dollars	US dollars	US dollars
95	Republic of Korea	2.173	2.794	56 845	58 412	60 987
96	Romania	0.070	0.090	1 831	1 882	1 965
97	Rwanda	0.001	0.010	203	209	218
98	Samoa Western	0.001	0.010	203	209	218
99	Saudi Arabia	0.748	0.962	19 567	20 107	20 993
100	Senegal	0.004	0.010	203	209	218
101	Singapore	0.347	0.446	9 077	9 328	9 739
102	Slovakia*	0.063	0.081	1 648	1 693	1 768
103	Slovenia	0.096	0.123	2 511	2 581	2 694
104	South Africa	0.290	0.373	7 586	7 795	8 139
105	Spain	2.968	3.816	77 642	79 782	83 300
106	Sri Lanka	0.016	0.021	419	430	449
107	Sudan	0.010	0.013	262	269	281
108	Suriname	0.001	0.010	203	209	218
109	Sweden	1.071	1.377	28 017	28 789	30 059
110	Switzerland	1.216	1.563	31 810	32 687	34 128
111	Syrian Arab Republic	0.016	0.021	419	430	449
112	Thailand	0.186	0.239	4 866	5 000	5 220
113	Togo	0.001	0.010	203	209	218
114	Ukraine	0.045	0.058	1 177	1 210	1 263
115	United Arab Emirates	0.302	0.388	7 900	8 118	8 476
116	United Kingdom of Great Britain	6.642	8.540	173 752	178 542	186 414
117	United Republic of Tanzania	0.006	0.010	203	209	218
118	Uruguay	0.027	0.035	706	726	758
119	Venezuela	0.200	0.257	5 232	5 376	5 613
120	Vietnam*	0.024	0.031	628	645	674
121	Yemen	0.007	0.010	203	209	218
122	Botswana ***	0.014	0.018	366	376	393
123	Croatia ***	0.050	0.064	1 308	1 344	1 403
124	Guinea-Bissau ***	0.001	0.010	203	209	218
125	Nicaragua ***	0.002	0.010	203	209	218
126	Uganda ***	0.003	0.010	203	209	218
	Total	78	100	2 034 611	2 090 706	2 182 882

* New parties that have ratified the Convention.

** United Nations scale of assessment for 2009 per resolution 61/237 adopted at the sixty-first session of the General Assembly on 22 December 2006.

*** New parties not included in the proposed budget posted in July 2008.

Table 4
Staffing table of the Rotterdam Convention Secretariat for the operational budget for 2009–2011

Staff category and level	Approved	Proposed				Remarks
	2007–2008 Staffing	2009–2011 Staffing	FAO 2009–2011	UNEP 2009–2011	Total 2009–2011	
A. Professional category						
D-1	0.50	0.50	0.25	0.25	0.50	note 1, 2
P-5	2.00	2.00	1.00	1.00	2.00	note 1
P-4	3.00	2.50	1.00	1.50	2.50	note 2
P-3	6.00	7.00	3.00	4.00	7.00	note 1, 3
P-2	2.00	2.00	1.00	1.00	2.00	
Subtotal	13.50	14.00	6.25	7.75	14.00	
B. General Service category						
GS	5.25	7.25	2.50	4.75	7.25	note 1, 4
TOTAL (A+B)	18.75	21.25	8.75	12.50	21.25	

Note 1. FAO includes 0.25 D-1, one P-5, one P-3 and 0.25 General Service posts provided in kind by FAO

Note 2. UNEP includes 0.25 D-1 which is co-financed between the Stockholm and Rotterdam Conventions and 0.50 Administrative Officer funded from programme support costs.

Note 3. UNEP includes one new Programme Officer.

Note 4. UNEP includes four 50 per cent finance/budget, administrative, database and publication assistants funded from programme support costs

Table 5

Estimates for activities for the triennium 2009–2011 funded via the voluntary special trust fund (RV)

(in United States dollars)

		RV budget 2007	RV budget 2008	Total biennium 2007–2008	RV budget 2009	RV budget 2010	RV budget 2011	Total biennium 2009–2011
10 PROJECT PERSONNEL COMPONENT								
12	Consultants							
1202	Core Secretariat costs consultants	-	-	-	10 000	10 000	-	20 000
1212	Outreach in implementation of Convention (website development)	-	-	-	100 000	50 000	50 000	200 000
1215	Technical assistance measuring success work on indicators	20 000	-	20 000	20 000	-	-	20 000
1299	Total	20 000	-	20 000	130 000	60 000	50 000	240 000
1999	Component total	20 000	-	20 000	130 000	60 000	50 000	240 000
30 TRAINING COMPONENT								
33	Meetings/conferences							
3303	Meetings/Workshops	984 000	1 069 000	2 053 000	1 293 000	2 154 000	1 085 000	4 532 000
3311	Participants travel (COP)	-	-	-	-	-	500 000	500 000
3312	Participants travel (Bureau meeting)	-	-	-	-	-	-	-
3399	Total	984 000	1 069 000	2 053 000	1 293 000	2 154 000	1 585 000	5 032 000
3999	Component total	984 000	1 069 000	2 053 000	1 293 000	2 154 000	1 585 000	5 032 000
52 Reporting costs								
5213	Technical assistance Resource Kit	80 000	50 000	130 000	10 000	15 000	15 000	40 000
5299	Total	80 000	50 000	130 000	10 000	15 000	15 000	40 000
5999	Component total	80 000	50 000	130 000	10 000	15 000	15 000	40 000

	RV budget 2007	RV budget 2008	Total biennium 2007–2008	RV budget 2009	RV budget 2010	RV budget 2011	Total biennium 2009–2011
DIRECT PROJECT COST OPERATIONAL BUDGET	1 084 000	1 119 000	2 203 000	1 433 000	2 229 000	1 650 000	5 312 000
UNEP Programme support costs 13%	140 920	145 470	286 390	186 290	289 770	214 500	690 560
TOTAL OPERATIONAL BUDGET	1 224 920	1 264 470	2 489 390	1 619 290	2 518 770	1 864 500	4 138 060
GRAND TOTAL	1 224 920	1 264 470	2 489 390	1 619 290	2 518 770	1 864 500	6 002 560
Percentage increase from year to year	-3.3%	3.2%	23.7%	28.1%	55.5%	-26.0%	
Deduction from the reserve and fund balance	-	-	-	-	-	-	
Host country contribution	-	-	-	-	-	-	
COVERED BY PARTIES	1 224 920	1 264 470	2 489 390	1 619 290	2 518 770	1 864 500	6 002 560
Percentage increase from year to year	-3.3%	3.2%	23.7%	28.1%	55.5%	-26.0%	

Annex

Procedure for the allocation of funding from the Voluntary Special Trust Fund (RV) for facilitating the participation of Parties in meetings of the Conference of the Parties

1. The procedure described herein for the participation of eligible representatives in meetings under the Convention should aim at the full and active participation of developing country Parties, in particular least developed countries and small island developing States, as well as Parties with economies in transition in the activities of the Convention to improve the legitimacy of Convention decisions and encourage the implementation of the Convention at the local, national, regional and international levels.
 2. The procedure should give priority to least developed countries and small island developing States and thereafter aim at ensuring adequate representation of all eligible country Parties. It should continue to be guided by established United Nations practice.
 3. The Secretariat should notify Parties as soon as possible and preferably six months in advance of the dates and venue of any meeting of the Conference of the Parties.
 4. Following the dispatch of such notice, eligible Parties should be invited to inform, through official channels of communication, the Secretariat as soon as possible and no later than three months before the meeting whether funding for participation in the meeting is requested.
 5. Based on the availability of financial resources and the number of requests received, the Secretariat shall prepare a list of sponsored representatives. The list shall be established in accordance with paragraphs 1 and 2 above with a view to ensuring adequate geographical representation of eligible regions, with priority given to least developed countries and small island developing States.
 6. The Secretariat should, four weeks in advance, notify any eligible countries that will not be sponsored, inviting them to seek other alternative sources of funding.
 7. The Executive Secretaries are invited to liaise with the Executive Director of the United Nations Environment Programme and the Director General of the Food and Agriculture Organization of the United Nations, with a view to ensuring a waiver of the 13 percent programme support costs on the contributions to the voluntary trust fund (RV) for participation of representatives from developing countries with the understanding that the money thus saved will be used to enhance the representation of eligible parties.
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