

Conf. 15.1

Financing and the costed programme of work for the Secretariat for the biennium 2012-2013

RECALLING that the financial amendment to the Convention, adopted in Bonn in 1979, entered into force on 13 April 1987;

RECALLING Resolution Conf. 14.1 adopted at the 14th meeting of the Conference of the Parties (The Hague, 2007);

HAVING NOTED the 2007-2008 actual expenditures incurred by the Secretariat [document CoP15 Doc. 6.2 (Rev. 1)];

HAVING NOTED the revised costed programme of work for 2009 presented by the Secretariat [document CoP15 Doc. 6.3 (Rev. 1)];

HAVING NOTED the projected costed programme of work for 2010-2011 presented by the Secretariat [document CoP15 Doc. 6.4 (Rev. 1)];

HAVING REVIEWED the proposed costed programme of work for the biennium 2012-2013, submitted by the Secretariat [document CoP15 Doc. 6.5 (Rev. 1)];

RECOGNIZING the continuing need for administrative and financial arrangements between the Parties and the Executive Director of UNEP;

NOTING the increase in the number of Parties as well as species listed in the Appendices to the Convention; the need for greater assistance to the Parties to achieve more effective implementation; the necessity to provide adequately for implementation of all Decisions and Resolutions of the Conference of the Parties as well as the *Strategic Vision: 2008-2013*, and the resulting increasing expenditure incurred by the Secretariat;

THE CONFERENCE OF THE PARTIES TO THE CONVENTION

ACCEPTS the report of expenditures for the biennium 2007-2008 and APPROVES the costed programme of work for the years 2009-2011;

DECIDES that the implementation of the costed programme of work for the biennium 2012-2013 shall be covered by a drawdown from the Trust Fund reserve in the amount of USD 450,000 per year and by contributions from the Parties for the amount of USD 5,225,466 for 2012 and USD 5,723,142 for 2013, and ADOPTS the scale of contributions for 2012-2013 as contained in Annex 1;

NOTES with concern, that in the future, it will not be prudent to drawdown further from the Trust Fund Reserve and acknowledges the implications for the level of contributions needed from Parties or other sources to maintain the programme of work of the Secretariat at the level of the biennium 2012-2013;

INSTRUCTS the Standing Committee, in close cooperation with the Secretariat, to explore options to mitigate the potential impact on the core budget for the triennium 2014-2016,

REQUESTS the Secretariat to maintain an operating cash reserve not less than 15 % of the average annual budget to ensure financial liquidity and AUTHORIZES the Secretariat to draw additional funds from the CITES Trust Fund balance at the end of each year, provided that it is not reduced below the operating cash reserve not less than 15 % of the average annual budget at the commencement of each year;

INSTRUCTS the Secretariat, where activities that are to be externally-funded are concerned, to seek funds, preferably non-earmarked, for the implementation of activities identified in the costed programme of work;

APPROVES the Terms of Reference for the Administration of the Trust Fund, in Annex 2, for the financial period beginning on 1 January 2012 and ending on 31 December 2013;

INSTRUCTS the Standing Committee to review the Terms of Reference for the Administration of the Trust Fund for any necessary updates;

AGREES that:

- a) contributions to the Trust Fund shall be based on the United Nations scale of assessment, as amended from time to time, adjusted to take account of the fact that not all members of the United Nations are Parties to the Convention;
- b) any other basis of assessment of contributions shall not be used without the consent of all Parties present and voting at a meeting of the Conference of the Parties;
- c) any change in the basic scale of contributions which would increase the liability of a Party to contribute, or would impose a new such liability, shall not apply to that Party without its consent, and that any proposal to change the basic scale of contributions from that currently in use shall only be considered by the Conference of the Parties if notice of such proposal has been communicated by the Secretariat to all Parties at least 150 days before the meeting; and
- d) Parties should pay their contributions to the Trust Fund in accordance with the agreed scale and, whenever possible, should make special contributions to the Trust Fund above their assessed contributions;

REQUESTS all Parties to pay their contributions as far as possible during the year prior to the one to which they relate or, otherwise, promptly by the beginning of the calendar year (1 January to 31 December) to which the contributions apply;

NOTES with concern that a number of Parties have not paid their contributions to the core budget (CITES Trust Fund) for 2009 and prior years which were due on 1 January of each year, thus affecting adversely the implementation of the Convention;

URGES all Parties with arrears, that have accepted the amendment of the Convention adopted on 22 June 1979, to cooperate with the Secretariat in arranging for the payment of their outstanding contributions without delay;

URGES all Parties that have not yet done so to deposit as soon as possible an instrument of acceptance of the amendments to the Convention adopted on 22 June 1979 and 30 April 1983;

INVITES States not Parties to the Convention, other governmental, inter-governmental and non-governmental organizations, and other sources to contribute to the CITES Trust Fund;

DECIDES that the standard participation charge for all observer organizations other than the United Nations and its specialized agencies shall be set at a minimum of USD 600 (except as otherwise decided by the Secretariat as required) and URGES such organizations to make a greater contribution if possible at least to meet their effective costs of participation;

AGREES that:

- a) all meetings of the Conference of the Parties and all regular meetings of the Standing Committee, the Animals Committee and the Plants Committee should be held in Switzerland unless a candidate host country pays the difference in costs between its proposed venue and Switzerland; and
- b) no more than two regular meetings each of the Standing Committee, and the Animals and Plants Committees should be convened between regular meetings of the Conference of the Parties;

DECIDES that the CITES Trust Fund should not be used to cover travel costs and *per diem* of committee members and other representatives of developed countries;

INSTRUCTS the Finance and Budget Subcommittee of the Standing Committee to report at meetings of the Standing Committee and of the Conference of the Parties on recommendations on all financial and budgetary documents and proposals developed by its members;

INSTRUCTS the Secretariat:

- a) to make provisions for all the costs the Secretariat incurs, including staff costs, when seeking funds for the implementation of externally-funded projects;
- b) in consultation with proponent Parties, when necessary, to advise the Conference of the Parties on proposals with budgetary implications, including staff costs; and
- c) in consultation with the Chairs of the Animals and Plants Committees, to assign scientific consultants and define terms of reference for specific science-based projects. Such a process

should be implemented in a fashion that would not have a negative impact on the budget but rather effectively utilize the scientific excellence of the Parties which is available to the Secretariat via the Chairs of the technical committees;

DECIDES that:

- a) the Secretary-General shall have the authority to make staffing decisions as necessary to implement the priorities of the Parties within the overall budget and in accordance with the UN rules; and
- b) any change in the costed programme of work of the Secretariat deriving from a new resolution or decision shall be made only if the source of the necessary additional funds has been decided or if that programme is reprioritized at the time such a resolution or decision is adopted by the Conference of the Parties; and

REPEALS Resolution Conf. 14.1 (The Hague, 2007) – *Financing and the costed programme of work for the Secretariat for the triennium 2009-2011*, which however remains on the record as an indication of the agreed levels of annual contributions for Parties that have not paid the amounts due.

Annex 1

Trust Fund for the Convention on International Trade in Endangered Species of Wild Fauna and Flora

SCALE OF CONTRIBUTIONS FOR THE BIENNIUM 2012-2013 (in US dollars)

Party	UN scale	CITES adjusted scale	2012-2013	Annual contributions
Afghanistan	0.0040	0.0040	439	220
Albania	0.0100	0.0100	1,097	549
Algeria	0.1280	0.1283	14,042	7,021
Antigua and Barbuda	0.0020	0.0020	219	110
Argentina	0.2870	0.2876	31,485	15,743
Armenia	0.0050	0.0050	549	275
Australia	1.9330	1.9368	212,058	106,029
Austria	0.8510	0.8527	93,358	46,679
Azerbaijan	0.0150	0.0150	1,646	823
Bahamas	0.0180	0.0180	1,975	988
Bangladesh	0.0100	0.0100	1,097	549
Barbados	0.0080	0.0080	878	439
Belarus	0.0420	0.0421	4,608	2,304
Belgium	1.0750	1.0771	117,932	58,966
Belize	0.0010	0.0010	110	55
Benin	0.0030	0.0030	329	165
Bhutan	0.0010	0.0010	110	55
Bolivia (Plurinational State of)	0.0070	0.0070	768	384
Bosnia and Herzegovina	0.0140	0.0140	1,536	768
Botswana	0.0180	0.0180	1,975	988
Brazil	1.6110	1.6142	176,733	88,367
Brunei Darussalam	0.0280	0.0281	3,072	1,536
Bulgaria	0.0380	0.0381	4,169	2,085
Burkina Faso	0.0030	0.0030	329	165
Burundi	0.0010	0.0010	110	55
Cambodia	0.0030	0.0030	329	165
Cameroon	0.0110	0.0110	1,207	604
Canada	3.2070	3.2134	351,821	175,911
Cape Verde	0.0010	0.0010	110	55
Central African Republic	0.0010	0.0010	110	55
Chad	0.0020	0.0020	219	110
Chile	0.2360	0.2365	25,890	12,945
China	3.1890	3.1953	349,846	174,923
Colombia	0.1440	0.1443	15,797	7,899
Comoros	0.0010	0.0010	110	55
Congo	0.0030	0.0030	329	165
Costa Rica	0.0340	0.0341	3,730	1,865
Côte d'Ivoire	0.0100	0.0100	1,097	549
Croatia	0.0970	0.0972	10,641	5,321
Cuba	0.0710	0.0711	7,789	3,895

Party	UN scale	CITES adjusted scale	2012-2013	Annual contributions
Cyprus	0.0460	0.0461	5,046	2,523
Czech Republic	0.3490	0.3497	38,287	19,144
Democratic Republic of the Congo	0.0030	0.0030	329	165
Denmark	0.7360	0.7375	80,742	40,371
Djibouti	0.0010	0.0010	110	55
Dominica	0.0010	0.0010	110	55
Dominican Republic	0.0420	0.0421	4,608	2,304
Ecuador	0.0400	0.0401	4,388	2,194
Egypt	0.0940	0.0942	10,312	5,156
El Salvador	0.0190	0.0190	2,084	1,042
Equatorial Guinea	0.0080	0.0080	878	439
Eritrea	0.0010	0.0010	110	55
Estonia	0.0400	0.0401	4,388	2,194
Ethiopia	0.0080	0.0080	878	439
Fiji	0.0040	0.0040	439	220
Finland	0.5660	0.5671	62,093	31,047
France	6.1230	6.1352	671,718	335,859
Gabon	0.0140	0.0140	1,536	768
Gambia	0.0010	0.0010	110	55
Georgia	0.0060	0.0060	658	329
Germany	8.0180	8.0340	879,607	439,804
Ghana	0.0060	0.0060	658	329
Greece	0.6910	0.6924	75,806	37,903
Grenada	0.0010	0.0010	110	55
Guatemala	0.0280	0.0281	3,072	1,536
Guinea	0.0020	0.0020	219	110
Guinea-Bissau	0.0010	0.0010	110	55
Guyana	0.0010	0.0010	110	55
Honduras	0.0080	0.0080	878	439
Hungary	0.2910	0.2916	31,924	15,962
Iceland	0.0420	0.0421	4,608	2,304
India	0.5340	0.5351	58,582	29,291
Indonesia	0.2380	0.2385	26,110	13,055
Iran (Islamic Republic of)	0.2330	0.2335	25,561	12,781
Ireland	0.4980	0.4990	54,633	27,317
Israel	0.3840	0.3848	42,126	21,063
Italy	4.9990	5.0090	548,411	274,206
Jamaica	0.0140	0.0140	1,536	768
Japan	12.5300	12.5549	1,374,592	687,296
Jordan	0.0140	0.0140	1,536	768
Kazakhstan	0.0760	0.0762	8,338	4,169
Kenya	0.0120	0.0120	1,316	658
Kuwait	0.2630	0.2635	28,852	14,426
Kyrgyzstan	0.0010	0.0010	110	55
Lao People's Democratic Republic	0.0010	0.0010	110	55
Latvia	0.0380	0.0381	4,169	2,085

Party	UN scale	CITES adjusted scale	2012-2013	Annual contributions
Lesotho	0.0010	0.0010	110	55
Liberia	0.0010	0.0010	110	55
Libyan Arab Jamahiriya	0.1290	0.1293	14,152	7,076
Liechtenstein	0.0090	0.0090	987	494
Lithuania	0.0650	0.0651	7,131	3,566
Luxembourg	0.0900	0.0902	9,873	4,937
Madagascar	0.0030	0.0030	329	165
Malawi	0.0010	0.0010	110	55
Malaysia	0.2530	0.2535	27,755	13,878
Mali	0.0030	0.0030	329	165
Malta	0.0170	0.0170	1,865	933
Mauritania	0.0010	0.0010	110	55
Mauritius	0.0110	0.0110	1,207	604
Mexico	2.3560	2.3607	258,463	129,232
Monaco	0.0030	0.0030	329	165
Mongolia	0.0020	0.0020	219	110
Montenegro	0.0040	0.0040	439	220
Morocco	0.0580	0.0581	6,363	3,182
Mozambique	0.0030	0.0030	329	165
Myanmar	0.0060	0.0060	658	329
Namibia	0.0080	0.0080	878	439
Nepal	0.0060	0.0060	658	329
Netherlands	1.8550	1.8587	203,501	101,751
New Zealand	0.2730	0.2735	29,949	14,975
Nicaragua	0.0030	0.0030	329	165
Niger	0.0020	0.0020	219	110
Nigeria	0.0780	0.0782	8,557	4,279
Norway	0.8710	0.8727	95,552	47,776
Oman	0.0860	0.0862	9,435	4,718
Pakistan	0.0820	0.0822	8,996	4,498
Palau	0.0010	0.0010	110	55
Panama	0.0220	0.0220	2,413	1,207
Papua New Guinea	0.0020	0.0020	219	110
Paraguay	0.0070	0.0070	768	384
Peru	0.0900	0.0902	9,873	4,937
Philippines	0.0900	0.0902	9,873	4,937
Poland	0.8280	0.8296	90,835	45,418
Portugal	0.5110	0.5120	56,059	28,030
Qatar	0.1350	0.1353	14,810	7,405
Republic of Korea	2.2600	2.2645	247,931	123,966
Republic of Moldova	0.0020	0.0020	219	110
Romania	0.1770	0.1774	19,418	9,709
Russian Federation	1.6020	1.6052	175,746	87,873
Rwanda	0.0010	0.0010	110	55
Saint Kitts and Nevis	0.0010	0.0010	110	55
Saint Lucia	0.0010	0.0010	110	55

Party	UN scale	CITES adjusted scale	2012-2013	Annual contributions
Saint Vincent and the Grenadines	0.0010	0.0010	110	55
Samoa	0.0010	0.0010	110	55
San Marino	0.0030	0.0030	329	165
Sao Tome and Principe	0.0010	0.0010	110	55
Saudi Arabia	0.8300	0.8317	91,054	45,527
Senegal	0.0060	0.0060	658	329
Serbia	0.0370	0.0371	4,059	2,030
Seychelles	0.0020	0.0020	219	110
Sierra Leone	0.0010	0.0010	110	55
Singapore	0.3350	0.3357	36,751	18,376
Slovakia	0.1420	0.1423	15,578	7,789
Slovenia	0.1030	0.1032	11,300	5,650
Solomon Islands	0.0010	0.0010	110	55
Somalia	0.0010	0.0010	110	55
South Africa	0.3850	0.3858	42,236	21,118
Spain	3.1770	3.1833	348,530	174,265
Sri Lanka	0.0190	0.0190	2,084	1,042
Sudan	0.0100	0.0100	1,097	549
Suriname	0.0030	0.0030	329	165
Swaziland	0.0030	0.0030	329	165
Sweden	1.0640	1.0661	116,725	58,363
Switzerland	1.1300	1.1322	123,966	61,983
Syrian Arab Republic	0.0250	0.0250	2,743	1,372
Thailand	0.2090	0.2094	22,928	11,464
The former Yugoslav Republic of Macedonia	0.0070	0.0070	768	384
Togo	0.0010	0.0010	110	55
Trinidad and Tobago	0.0440	0.0441	4,827	2,414
Tunisia	0.0300	0.0301	3,291	1,646
Turkey	0.6170	0.6182	67,687	33,844
Uganda	0.0060	0.0060	658	329
Ukraine	0.0870	0.0872	9,544	4,772
United Arab Emirates	0.3910	0.3918	42,894	21,447
United Kingdom of Great Britain and Northern Ireland	6.6040	6.6171	724,486	362,243
United Republic of Tanzania	0.0080	0.0080	878	439
United States of America	22.0000	22.0000	2,408,694	1,204,347
Uruguay	0.0270	0.0271	2,962	1,481
Uzbekistan	0.0100	0.0100	1,097	549
Vanuatu	0.0010	0.0010	110	55
Venezuela (Bolivarian Republic of)	0.3140	0.3146	34,447	17,224
Viet Nam	0.0330	0.0331	3,620	1,810
Yemen	0.0100	0.0100	1,097	549
Zambia	0.0040	0.0040	439	220
Zimbabwe	0.0030	0.0030	329	165
Total	99.8450	100.0000	10,948,616	5,474,308

Annex 2

Terms of Reference for the Administration of the Trust Fund for the Convention on International Trade in Endangered Species of Wild Fauna and Flora

1. The Trust Fund for the Convention on International Trade in Endangered Species of Wild Fauna and Flora (hereinafter referred to as the Trust Fund) shall be further continued for a period of two calendar years, which begins on 1 January 2012 and ends on 31 December 2013, to provide financial support for the aims of the Convention.
2. Pursuant to the Financial Regulations and Rules of the United Nations, the Executive Director of the United Nations Environment Programme (UNEP), with the approval of the Governing Council of UNEP and the Secretary-General of the United Nations, shall continue the Trust Fund for the administration of the Convention.
3. The appropriations of the Trust Fund shall be financed from:
 - a) the contributions made by the Parties by reference to the table attached in Annex 1 including contributions from any new Parties which are to be added to the table;
 - b) contributions from States not Parties to the Convention, other governmental, inter-governmental and non-governmental organizations and other sources; and
 - c) any uncommitted appropriations from any of the financial periods prior to 1 January 2012.
4. The estimates for each of the calendar years covered by a financial period shall be specified in a costed programme of work 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.
5. The proposed costed programme of work covering the income and expenditure for each of the calendar years constituting the financial period to which it relates, prepared in US dollars, including all the necessary information, shall be dispatched by the Secretariat to all Parties at least 150 days before the date fixed for the opening of the next regular meeting of the Conference of the Parties.
6. The costed programme of work shall be adopted by a three-quarters majority of the Parties present and voting at the regular meeting.
7. In the event that the Executive Director of UNEP expects that there might be a shortfall in resources, over the year as a whole, he shall consult with the Secretary-General of the Convention, who shall seek the advice of the Standing Committee as to its priorities for expenditure.
8. The Secretary-General of the Convention is authorized, to the extent consistent with the Financial Regulations and Rules of the United Nations, to transfer resources within activity lines of the costed programme of work up to a maximum of 10 % over and above the annual amount foreseen in the costed programme of work under any activity line, provided that such action does not negatively affect any core and high-priority activities. When any such transfers are made, these shall be reported to the Standing Committee at its following meeting. Any budget adjustments over and above the 10 % flexibility mentioned above may be made only after they have been agreed by the Standing Committee. However, the total costed programme of work approved by the Parties for that financial period shall not be exceeded unless this is specifically sanctioned in writing by the Standing Committee.
9. Commitments against the resources of the Trust Fund may be made only if they are covered by the necessary income of the Convention.
10. All contributions shall be paid in any convertible currency. The amount of any payment, however, shall be equal to the amount payable in US dollars on the day the contribution is made. Contributions from States that become Parties after the beginning of the financial period should be made on a pro-rata basis for the balance of the financial period.

11. At the end of each calendar year of a financial period, the Executive Director of UNEP shall submit to the Parties the accounts for the year. He shall also submit, as soon as practicable, the audited accounts for the financial period.
12. The Secretary-General of the Convention shall provide the Standing Committee with an estimate of proposed expenditure over the coming calendar year simultaneously with, or as soon as possible after, distribution of the accounts and reports referred to in the preceding paragraph.
13. The general procedures governing the operations of the Fund of UNEP and the Financial Regulations and Rules of the United Nations shall govern the financial operations of the Trust Fund for the Convention.
14. These Terms of Reference shall be effective for the financial period of 1 January 2012 to 31 December 2013, subject to amendments at the 16th meeting of the Conference of the Parties.