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执行蒙特利尔议定书
多边基金执行委员会
第五十六次会议
2008年11月8日至12日，多哈

基金秘书处订正的2009年预算、核准的2010年预算 及拟议的2011年预算

1. 本文件介绍经执行委员会第53/43和第54/44号决定核准的2009年预算订正，以及第五十四次会议核准的2010年预算，并提议了用于支付2011年工作人员费用的2011年预算。

订正的2009年预算和核准的2010年预算

2. 对执行委员会第五十四次会议核准的2009年预算进行了修订，纳入了秘书处的业务经费，其金额与为2008年核准的金额相同。秘书处提议将秘书处2009年预算再增加220,000美元，以支付工作人员去日内瓦的旅费开支(100,000美元)和额外的会议服务费用(120,000美元)，以便照顾到执行委员会2009年7月的第五十八次会议有可能与蒙特利尔议定书不限成员名额工作组第二十九次会议前后相衔接地举行的这种情况。这一数额列在了本文件附件1的脚注中，并属于秘书处经常性工作预算之外，因为这属于临时性开支。

3. 秘书处希望提请委员会注意，2008年在执行委员会会议条下预期会有估计120,000

美元的超支,原因是 2008 年 7 月执行委员会第五十五次会议是在曼谷与蒙特利尔议定书不限成员名额工作组会议前后相衔接地举行的。120,000 美元的需求是用于支付在曼谷而不是在蒙特利尔举行会议的会议服务费用的差额,已建议将这一需求作为临时性费用在 2008 年予以核准。

4. 第五十三次会议核准的 2010 年预算仅用于支付工作人员费用。

拟议的 2011 年预算

5. 拟议的 2011 年预算反映出根据拟议的 2010 年工作人员薪金部分水平,2011 年为延长员工合同所需的工作人员费用,并且按照惯例在 2010 年工作人员费用基础上适用 5% 的标准通货膨胀率。

请执行委员会采取的行动

6. 请执行委员会:

- (a) 核准基金秘书处金额为 2,714,587 美元的 2009 年订正预算,用以支付秘书处的业务费用,因此总额为 6,135,678 美元,其中列入了执行委员会第五十四次会议核准的 2009 年薪金部分;
- (b) 注意到第五十四次会议已核准的 2010 年薪金部分为 3,592,146 美元;
- (c) 核准总额为 3,771,753 美元的拟议 2011 年预算的薪金部分;
- (d) 核准金额为 220,000 美元的临时性费用,支付 2009 年 7 月在日内瓦举行的第五十八次会议的工作人员旅费开支 (100,000 美元) 以及会议服务费用 (120,000 美元),并另核准 120,000 美元支付,用以支付由于 2008 年 7 月执行委员会第五十五次会议在曼谷与蒙特利尔议定书不限成员名额工作组会议前后相衔接举行而使执行委员会会议一行下产生的超支会议服务费用。



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EXECUTIVE COMMITTEE OF
THE MULTILATERAL FUND FOR THE
IMPLEMENTATION OF THE MONTREAL PROTOCOL
Fifty-sixth Meeting
Doha, 8-12 November 2008

**REVISED 2009, APPROVED 2010 AND PROPOSED 2011 BUDGETS OF THE FUND
SECRETARIAT**

1. This document presents a revision of the 2009 budget which was approved by decisions 53/43 and 54/44 of the Executive Committee as well as the budget for 2010 as approved at the 54th Meeting, and proposes the 2011 budget to cover staff costs in 2011.

Revised 2009 and approved 2010 budgets

2. The 2009 budget approved by the Executive Committee at its 54th Meeting has been revised to introduce the Secretariat's operational costs at the same level as that approved for 2008. The Secretariat proposes to increase the 2009 Secretariat budget by an additional US \$220,000 to meet staff travel expenses to Geneva (US \$100,000) and the additional conference services costs (US \$120,000) to cover the eventuality that the 58th Meeting of the Executive Committee in July 2009 may be held back-to-back with the 29th Meeting of the Open-ended Working Group of the Montreal Protocol. This amount is reflected in a footnote in annex 1 to this document and is outside the regular operating budget of the Secretariat since it would be a non-recurring expense.

3. The Secretariat wishes to bring to the Committee's attention that an overrun estimated at US \$120,000 in 2008 is expected under the Executive Committee Meeting line as a result of the 55th Executive Committee Meeting having been held in Bangkok back-to-back with the Meeting of the Open-ended Working Group of the Montreal Protocol in July 2008. This amount of US \$120,000 is needed to cover the difference in conference service costs between holding the meeting in Bangkok instead of Montreal, and is recommended for approval in 2008 as a non-recurring cost.

4. The 2010 budget had been approved at the 53rd Meeting to cover staff costs only.

REVISED 2009, APPROVED 2010 AND PROPOSED 2011 BUDGETS OF THE FUND SECRETARIAT

		Approved	Revised	Approved	Proposed
		2009	2009	2010	2011
10	PERSONNEL COMPONENT				
1100	Project Personnel (Title & Grade)				
	01 Chief Officer (D2)	208,873	208,873	219,316	230,282
	02 Deputy Chief Officer (D1)	206,131	206,131	216,438	227,260
	03 Programme Officer (P3)	136,615	136,615	143,446	150,618
	04 Senior Project Management Officer (P5)	186,273	186,273	195,587	205,366
	05 Senior Project Management Officer (P5)	186,273	186,273	195,587	205,366
	06 Senior Project Management Officer (P5)	186,273	186,273	195,587	205,366
	07 Senior Project Management Officer (P5)	186,273	186,273	195,587	205,366
	08 Information Management Officer (P3)	164,706	164,706	172,941	181,588
	09 Senior Admin & Fund Management Officer (P5)*	167,126	167,126	175,483	184,257
	10 Senior Monitoring and Evaluation Officer (P5)	186,273	186,273	195,587	205,366
	11 Programme Officer (P3)	136,615	136,615	143,446	150,618
	12 Associate IT Officer (P2)	82,654	82,654	86,787	91,127
	13 Associate HR Officer (P2)	-	-	-	-
	14 Programme Officer (P3)	136,615	136,615	143,446	150,618
1199	Sub-Total	2,170,703	2,170,703	2,279,238	2,393,200
1200	Consultants				
	01 Technical and project review		100,000		
1299	Sub-Total	-	100,000	-	-
1300	Administrative Support Personnel				
	01 Admin Assistant (G8)	78,516	78,516	82,442	86,564
	02 Meeting Services Assistant (G7)	74,294	74,294	78,008	81,909
	03 Programme Assistant (G8)	78,516	78,516	82,442	86,564
	04 Senior Secretary (G6)	58,160	58,160	61,068	64,122
	05 Senior Secretary (G6)	58,160	58,160	61,068	64,122
	06 Computer Operations Assistant (G8)	78,516	78,516	82,442	86,564
	07 Secretary (G6)	61,469	61,469	64,543	67,770
	08 Secretary/Clerk, Administration (G7)	65,941	65,941	69,238	72,700
	09 Registry Clerk (G5)	50,241	50,241	52,753	55,391
	10 Database Assistant (G8)	78,516	78,516	82,442	86,564
	11 Secretary, Monitoring & Evaluation (G6)	58,160	58,160	61,068	64,122
	12 IMIS Assistant (G8)	-	-	-	-
	13 Secretary (G6)	58,160	58,160	61,068	64,122
	14 Secretary (G6)	58,160	58,160	61,068	64,122
	Sub-Total	856,811	856,811	899,651	944,634
1320	Conference Servicing Cost				
1333	Meeting Services: ExCom (3)		780,000		
1335	Temporary assistance		65,000		
	Sub-Total		845,000		
1399	TOTAL ADMINISTRATIVE SUPPORT	856,811	1,701,811	899,651	944,634

* Difference in cost between P4 and P5 is to be charged to BL 2101

		Approved	Revised	Approved	Proposed
		2009	2009	2010	2010
1600	Travel on official business				
	01 Mission Costs		208,000		
	02 Network Meetings (4)		20,000		
	03 58 th Meeting of Executive Committee: Geneva**				
1699	Sub-Total	-	228,000	-	-
1999	COMPONENT TOTAL	3,027,514	4,200,514	3,178,890	3,337,834
20	CONTRACTUAL COMPONENT				
2100	Sub-contracts				
	01 Treasury services		500,000		
2999	COMPONENT TOTAL	-	500,000	-	-
30	MEETING PARTICIPATION COMPONENT				
3300	Travel & DSA for Art 5 delegates to ExCom Meetings				
	01 Travel of Chairperson and Vice-Chairperson		15,000		
	02 Executive Committee (3)		225,000		
3999	COMPONENT TOTAL	-	240,000	-	-
40	EQUIPMENT COMPONENT				
4100	Expendables				
	01 Office Stationery		19,500		
	02 Computer expendable (Software, accessories, hubs, switches, memory)		11,700		
4199	Sub-Total	-	31,200	-	-
4200	Non-Expendable Equipment				
	01 Computers, printers		13,000		
	02 Other expendable equipment (Shelves, Furnitures)		6,500		
4299	Sub-Total	-	19,500	-	-
4300	Premises				
	01 Rental of office premises***		550,000		
	Sub-Total		550,000		
4999	COMPONENT TOTAL	-	600,700	-	-

** A sum of US \$100,000 is proposed for staff travel to the 57th ExCom Meeting in Geneva in July 2009 and another amount of US \$120,000 for conference services differentials for having the meeting in Geneva as opposed to having it in Montreal.

*** Based on 2007 actual differentials, the rental costs will be offset by \$521,020

			Approved	Revised	Approved	proposed
			2009	2009	2010	2011
50	MISCELLANEOUS COMPONENT					
5100	Operation and Maintenance of Equipment					
	01	Computers and printers, etc.(toners, colour printer)		9,000		
	02	Maintenance of office premises		9,000		
	03	Rental of photocopiers (office)		19,500		
	04	Telecommunication equipment rental		9,000		
	05	Network maintenance (2 server rooms)		16,250		
5199		Sub-Total	-	62,750	-	-
5200	Reporting Costs					
	01	Executive Committee meetings and reports to MOP		20,000		
5299		Sub-Total	-	20,000	-	-
5300	Sundries					
	01	Communications		65,000		
	02	Freight Charges		15,000		
	03	Bank Charges		5,000		
	04	Staff Training		20,137		
5399		Sub-Total	-	105,137	-	-
5400	Hospitality & Entertainment					
	01	Hospitality costs		13,000		
5499		Sub-Total	-	13,000	-	-
5999		COMPONENT TOTAL	-	200,887	-	-
GRAND TOTAL			3,027,514	5,742,101	3,178,890	3,337,834
		Programme Support Costs (13%)	393,577	393,577	413,256	433,918
COST TO MULTILATERAL FUND			3,421,091	6,135,678	3,592,146	3,771,753
	Previous budget schedule		3,129,183	3,421,091	3,592,146	-
	Increase/decrease		299,468	2,714,587	0	3,771,753