

CONVENTION ON INTERNATIONAL TRADE IN ENDANGERED SPECIES  
OF WILD FAUNA AND FLORA

Thirteenth meeting of the Conference of the Parties  
Bangkok (Thailand), 2-14 October 2004

Strategic and administrative matters

Financing and budgeting of the Secretariat and of meetings of the Conference of the Parties

FINANCIAL REPORT FOR THE YEARS 2002 AND 2003

1. This document has been prepared by the Secretariat and is submitted to the Conference of the Parties for information. It reports on the financial performance of the Secretariat since the 12th meeting of the Conference of the Parties (Santiago, 2002). The document provides information on the actual expenditures in 2002 (Annex 1), actual expenditures in 2003 (Annex 2), and paid and unpaid contributions (Annexes 3a, 3b, 3c and 3d). It also provides the certified accounts of the CITES Trust Fund for the biennium 2002-2003 (Annex 4).
2. The reports for the year 2002 are presented in Swiss francs since the Secretariat's budget and assessed contributions to the CITES Trust Fund for that year were approved in Swiss francs.

Actual expenditures in 2002

3. Annex 1 to this document reflects the actual expenditures in 2002. The conversion rate used to calculate the expenditures in Swiss francs from the CITES accounts maintained in US dollars is USD 1.00 = CHF 1.58. This is the average of the UN operational rates for the year 2002. The total expenditures in 2002 amounted to CHF 8.70 million, which is 98 per cent of the budget of CHF 8.92 million approved by the Conference of the Parties.
4. Most of the savings were made under the Personnel Component as a result of vacancies. The expenditures exceeded the approved 2002 budget under some budget lines:

	<b>Budget line</b>
– Salary/travel of Conference staff	1321
– Travel of staff – general	1601
– Nomenclature studies – plants	2101
– Identification Manual – animals	2106
– Identification Manual – plants	2107
– Trade monitoring and technical support, UNEP-WCMC	2109
– Standing Committee	3301
– Animals Committee	3303
– African Elephant Panel of Experts	3305
– Office supplies	4101
– Non-expendable equipment	4201
– Maintenance of computers	5101
– Maintenance of photocopiers	5102
– CoP-related documents	5201
– Documents not related to CoP	5202
– Logistics for CoP	5302
– Hospitality	5401

In all cases the increased cost was accommodated through the adjustment of the budget lines.

#### Actual expenditures in 2003

5. The expenditures are presented in US dollars in the budget format approved by the Conference of the Parties at its 12th meeting. The total expenditures in 2003 amounted to USD 4.29 million, which is 98 per cent of the budget of USD 4.38 million approved by the Conference of the Parties.
6. The expenditures exceeded the approved 2003 budget under some budget lines as detailed in Annex 2. The higher-than-projected expenditures relating to the salaries of staff in the professional and general service categories are attributable to the changes in the UN staff costs for the Geneva duty station during the year 2003, which represent an increase compared to the projected figures used in the preparation of the Secretariat's budget for the current triennium. Nevertheless the increased cost has been offset to a certain extent by savings made under the temporarily vacant posts, and by savings resulting from the cancellation of certain obligations from prior years.

#### Paid and unpaid contributions to the CITES Trust Fund

7. The status of contributions to the CITES Trust Fund is reported in Annex 3a. By 31 December 2003 only 87 Parties had paid their contributions for 2003 and all previous years. The remaining 77 Parties, i.e. 47 per cent of the CITES Parties, had fallen into arrears with their contributions over the years 1992-2003.
8. The actual contributions received in 2002 and 2003 are shown in Annexes 3b and 3c respectively. The figures reflect the cumulative total received by the end of each month. The money received to cover the current and future years' contributions as opposed to those of prior years has been indicated separately.
9. Annex 3d provides the information on the outstanding contributions to the CITES Trust Fund. The total unpaid contributions for 2003 and prior years as of 31 December 2003 stood at USD 847,219.

#### Certified accounts

10. The certified accounts of the Trust Fund of the Convention for the biennium 2002-2003 are attached as Annex 4. The accounts have been certified as correct and in accordance with the accounting policies and financial regulations and rules of the United Nations. The certified accounts for the CITES Trust Fund are included as an integral part of the certified accounts of UNEP for the biennium 2002-2003 ended 31 December 2003.