

Annex

Financial report prepared by the secretariat

1. The Meeting of the Parties to the Convention requested the secretariat, in accordance with the financial rules of the United Nations, to monitor the expenditure of the funds and to prepare a report for the next meeting of the Parties, including information on how much Parties and other participating States contributed to the budget of the Convention in cash and in kind, and on how the contributions were spent (decision III/10, para. 10).
2. A small group, comprising representatives of Bulgaria, Switzerland and the United Kingdom, was formed by the Convention's Bureau to prepare an informal paper on financing. That informal paper was presented to the Working Group on EIA at its eighth meeting (27–29 April 2005). The Working Group welcomed the informal paper and decided, inter alia, that the secretariat would report on income and expenditure on a six-monthly basis to the Bureau (MP.EIA/WG.1/2005/2). Six biannual financial reports were prepared, for the periods to 30 June 2005, 31 December 2005, 30 June 2006, 31 December 2006, 30 June 2007 and 31 December 2007. A further financial report, for the period to 31 January 2008, was provided in annex to the draft decision on budget and financial arrangements (ECE/MP.EIA/2008/11).
3. This document is an update on the financial report to 31 January 2008, extended to include income and expenditure up to and including the holding of the fourth meeting of the Parties, prepared at the request of the Meeting of the Parties at their fourth meeting. This document therefore provides a financial report for the complete intersessional period between the end of the third meeting of the Parties and the end of the fourth meeting. Outstanding activities and related expenditures are identified below. Income received in advance of the fourth meeting of the Parties but intended for the following intersessional period has not been included here; it will be included in the first biannual financial report of that intersessional period.
4. Table 1 provides a summary of income and expenditure, and indicates, with explanations, which budget lines have been overspent and where savings have been made, including as a result of a decision made by a body under the Convention. The details of income and expenditure are presented in tables 2 to 8. The following text provides a description of table 1.
5. The total budget for activities under the workplan, in the period between the third and fourth meetings of the Parties, was \$1,312,000. The activities were assigned priorities of 1, 2 or 3 (see table 2), with the budgets for the priorities being:

<i>BUDGET</i>	<i>Priority 1</i>	<i>Priority 2</i>	<i>Priority 3</i>	<i>TOTAL</i>
	US\$ 520 000	\$541 000	\$251 000	\$1 312 000

6. Parties made “cash” contributions to the Convention's Trust Fund (tables 3 and 4), either fulfilling pledges made at the third meeting of the Parties, or in response to later appeals by the secretariat. There were no outstanding pledges for the period 2004–2007. Cash contributions net of the United Nations programme support costs, totalled \$855,326. Some contributors imposed conditions on their contributions, including \$78,081 earmarked for priority 2 activities.

<i>TRUST FUND</i>	<i>Priority 1</i>	<i>Priority 2</i>	<i>Priority 3</i>	<i>TOTAL</i>
<i>INCOME</i>	\$777 245	\$78 081	–	\$855 326

7. \$538,595 was spent from the Trust Fund in accordance with the budget (Table 5, with further details in tables 6 and 7). The funds were spent on:

- (a) Four priority 1 activities (the fourth meeting of the Parties to the Convention, the second meeting of the Signatories to the Protocol on SEA, four meetings of the Working Group on EIA and nine meetings of the Convention's Implementation Committee);
- (b) Six priority 2 activities (three free-standing meetings of the Bureau, secretariat travel in relation to the workplan, an external expert to provide secretariat support, SEA capacity-building needs analysis and capacity development in SEA, including creation of a capacity-development manual and a subregional workshop in Caucasus);
- (c) Three priority 3 activities (a consultant to translate completed questionnaires and the external expert to provide secretariat support, further secretariat travel in relation to the workplan and promotion of contacts with countries outside the UNECE region).

<i>TRUST FUND</i>	<i>Priority 1</i>	<i>Priority 2</i>	<i>Priority 3</i>	<i>TOTAL</i>
<i>EXPENDITURE, excluding overspend</i>	\$199 822	\$244 540	\$94 233	\$538 595

8. In addition, \$14,546 was spent beyond the budget allocation on additional free-standing Bureau meetings, overspend on the workshop in Armenia (10% over budget) and on three additional meetings of the Implementation Committee because of the decision to delay the fourth meeting of the Parties by one year and because of the need to consider the submission by Romania:

<i>OVERSPEND</i>	<i>Priority 1</i>	<i>Priority 2</i>	<i>Priority 3</i>	<i>TOTAL</i>
	\$10 326	\$4 220	–	\$14 546

9. However, there were also savings against the expected budget for some workplan activities, totalling \$280,442 (see table 2 for details):

- (a) The first meeting of the Parties to the Convention serving as the Meeting of the Parties to the Protocol was not held and only one meeting of the Signatories to the Protocol was held, costing less than budgeted (priority 1);
- (b) The four meetings of the Working Group cost less than budgeted (priority 1);
- (c) Only three workshops on the exchange of good practices were held (priority 2);
- (d) The preparation of promotional materials was without cost to the Trust Fund (priorities 2 and 3);

- (e) Further distribution of the Russian-language journal was expected to be without cost to the Trust Fund (priority 3);
- (f) The activity on the examination of the substantive relationship between the Convention and the Protocol was postponed (priority 3);
- (g) Secretariat travel in relation to the workplan and promotion of contacts with countries outside the UNECE region cost less than budgeted (priority 3).

<i>SAVINGS</i>	<i>Priority 1</i>	<i>Priority 2</i>	<i>Priority 3</i>	<i>TOTAL</i>
	\$187 215	\$13 460	\$79 767	\$280 442

10. Parties and organizations also undertook workplan activities by providing in-kind contributions (table 8). These activities have been valued at \$462,963, according to the budget indicated by the Meeting of the Parties:

- (a) Three workshops for the exchange of good practices and five workshops for subregional cooperation (priority 2);
- (b) Transboundary EIA capacity-building in the countries of Eastern Europe, Caucasus and Central Asia (EECCA) and in other countries (including workshops and development of guidance) (priorities 2 and 3);
- (c) Addressing institutional and procedural activities for the Protocol (priority 1);
- (d) SEA capacity-building needs analysis and capacity development in SEA, including creation of a capacity-development manual (priority 2);
- (e) Providing the venue and other support for the holding of the fourth meeting of the Parties (priority 1).

11. The holding of the fourth meeting of the Parties was supported by Romania, as host country, with financial support from other Parties, as set out in tables 9 and 10. Of the contribution by other Parties, €11,400 remained unspent and will be transferred to the Convention's Trust Fund.

<i>IN-KIND CONTRIBUTIONS</i>	<i>Priority 1</i>	<i>Priority 2</i>	<i>Priority 3</i>	<i>TOTAL</i>
	\$132 963	\$253 000	\$77 000	\$462 963

12. The remaining expenditure expected in the period between the third and fourth meetings of the Parties, according to the budget,¹ was \$53,869, to cover two outstanding activities: a capacity-building workshop for Eastern Europe and a subregional cooperation workshop for the

¹ The priority 2 and total expenditures have both been increased by \$20,000 as the lead country for the Mediterranean Sea subregional workshop has provided funding through the Fund, rather than in-kind. No budget was anticipated, but the workplan assigned a cost of \$20,000.

Mediterranean Sea area. The budget for these two activities will be carried forward to provide funding for the corresponding activities early in the following intersessional period.

<i>OUTSTANDING EXPENDITURE</i>	<i>Priority 1</i>	<i>Priority 2</i>	<i>Priority 3</i>	<i>TOTAL</i>
	--	\$53 869	--	\$53 869

13. The balance in the Trust Fund (income less expenditure, including overspend) was \$316,731, i.e. enough to cover the two outstanding activities.

14. The unallocated balance in the Trust Fund to be carried forward as an operating reserve, totalling \$262,862, was the difference between the balance in the Fund and the outstanding expenditure.

Table 1. Summary of income and expenditure

<i>Description</i>	<i>Amount by activity priority (US\$)</i>			<i>Total US\$</i>	<i>Line</i>
	<i>1</i>	<i>2</i>	<i>3</i>		
Budget for period between third and fourth meetings of the Parties (ECE/MP.EIA/6, annex X) (from table 2)	520 000	541 000	251 000	1 312 000	(a)
Contributions made to the Trust Fund, after deduction of United Nations programme support costs, with non-earmarked contributions being allocated first to priority 1 activities (from table 4)	777 245	78 081	--	855 326	(b)
Expenditure from the Trust Fund for budgeted workplan activities (from table 5), with any overspend removed (see line (d) below)	199 822	244 540	94 233	538 595	(c)
Overspend against budget on workplan activities (from table 2)	10 326	4 220	--	14 546	(d)
Savings against budget for workplan activities (from table 2)	187 215	13 460	79 767	280 442	(e)
In-kind contributions made, valued according to the budgeted activity cost (from table 8) ²	132 963	253 000	77 000	462 963	(f)
Outstanding budget requirements ((a)-(c)-(e)-(f)) ^{2, 3}	--	53 869	--	53 869	(g)
Available funds in the Trust Fund (lesser of (g) and (b)-(c)-(d))	--	--	--	316 731	(h)
Current shortfall against budget ((g)-(h))	--	--	--	--	(i)
Outstanding pledged contributions to the Trust Fund, after deduction of United Nations programme support costs (from Table 4)	--	--	--	--	(j)

² Some in-kind contributions were for activities for which no cost was specified in the budget, though they may have been in the workplan (ECE/MP.EIA/6, annex IX).

³ Italy paid €20,000 to the Trust Fund (\$23,869 at that time) to cover the costs of a Mediterranean subregional workshop (which was initially to be paid in-kind, costing \$20,000). The outstanding budget requirements (priority 2 and total) have been increased by \$23,869 accordingly. The outstanding budget requirements are for: a capacity-building workshop for Eastern Europe and a subregional cooperation workshop for the Mediterranean Sea area.

Outstanding, pledged in-kind contributions, valued according to the budgeted activity cost (from table 8)	–	–	–	–	(k)
Expected shortfall against budget ((g)-(h)-(i))	–	–	–	–	(l)
or Unallocated balance in Trust Fund, to be transferred into the operating reserve ((h)-(g))				252 862	(m)

Table 2. Budget (after ECE/MP.EIA/6, annex X) together with savings and overspend (in US dollars)

#	Activity	Pri- ority	Sub-activity	Budget	Savings	Over- spend	Explanation or justifi- cation
1	Fourth meeting of the Parties to the Convention, Bucharest	1	–	170 000	0	0	Completed
2	First meeting of the Parties to the Convention serving as the Meeting of the Parties to the Protocol, Geneva (if to be held before the fourth meeting of the Parties to the Convention)	1	–	40 000	40 000	0	Meeting not held in this budget period, following decision by Working Group on EIA.
3	Meetings of the Signatories to the Protocol, Geneva (3 meetings in budget, but decision III/12 limits to 2 meetings)	1	–	120 000	97 043	0	No further meetings in this budget period, following decision by Working Group on EIA. Only one meeting held.
4	Meetings of Working Group on EIA, Geneva (4 meetings)	1	–	160 000	50 172	0	Actual savings on meetings.
5	Bureau meetings (back to back with other meetings)	1	–	0	0	0	Not applicable.
5a	Meetings of the Bureau (free-standing, only one budgeted)	2	–	5 000	0	420	As decided by the Bureau.
6	Meetings of the Implementation Committee, Geneva (6 meetings)	1	–	30 000	0	10 326	Overspend arising from delay in the fourth meeting of the Parties and the continuing work of the Committee.
7	External expert to provide secretariat support for the implementation of the Convention and the Protocol	2	–	120 000	0	0	Completed.
8.1	Further secretariat support for the implementation of the Convention and the Protocol	2	Promotional materials	10 000	10 000	0	Not required.
8.2			Secretariat travel in relation to the workplan	40 000	460	0	Closing balance on budget line
8a.1	Further secretariat support for the implementation of the	3	Consultants	60 000	0	0	Completed.
8a.2			Promotional materials	20 000	20 000	0	Not required.

#	Activity	Pri- ority	Sub-activity	Budget	Savings	Over- spend	Explanation or justifi- cation
8a.3	Convention and the Protocol		Secretariat travel in relation to the workplan	20 000	2 638	0	Not required.
9	Promotion of contacts with countries outside the UNECE region	3	–	25 000	8 130	0	Not required.
11	Review of the implementation of the Convention	1	–	0	0	0	Not applicable.
12	Exchange of best practice (6 meetings)	2	–	6 000	3 000	0	No further workshops expected.
13	Subregional cooperation	2	–	0	0	0	Not applicable.
14.1	Capacity-building in EECCA countries, and others	2	Preparation of draft guidance	20 000	0	0	Completed.
14.2			Start-up workshop in Kyrgyzstan	30 000	0	0	Completed.
14.3			Subregional workshop in Armenia	30 000	0	3 800	Over budget.
14.4			Subregional workshop in Ukraine	30 000	0	0	To be held in Moldova in September 2008
14.5			National workshops	0	0	0	Completed.
15.1	Capacity-building in the countries of EECCA, and others	3	Distribution of a relevant Russian-language journal (Environmental Expertise and EIA)	51 000	34 000	0	First of three years funded in kind, from summer 2007. Further issues not funded.
15.2			Training course, Tajikistan	60 000	0	0	Completed.
16.1	Examination of the substantive relationship between the Convention and the Protocol	3	Workshop back-to-back with other meetings in Geneva	5 000	5 000	0	Activity postponed by Working Group on EIA
16.2			Preparation of a report by a consultant	10 000	10 000	0	
17	Institutional and procedural activities	1	–	0	0	0	Completed.
18.1	SEA capacity-building needs analysis	3	National and subregional needs analyses	20 000	0	0	Completed.
18.2			Preparation of action plans	20 000	0	0	Completed.
19.1	Capacity development in SEA, including creation	2	Drafting of manual	45 000	0	0	Completed.

#	Activity	Pri- ority	Sub-activity	Budget	Savings	Over- spend	Explanation or justifi- cation
19.2	of a capacity development manual		Subregional workshops	130 000	0	0	Completed.
19.3			Finalization of manual	35 000	0	0	Completed.
Totals				1 312 000	280 442	14 546	

Table 3. Income to the Trust Fund by date: (a) workplan budget and (b) other

Date	Donor (Purpose)	Currency	Amount (US\$)
<i>(a) Income for workplan budget</i>			
29 April 2004	Italy	USD 30842.5	30 843
25 May	Norway	USD 10846.49	10 846
02 July	European Commission	USD 60360	60 360
09 August	Germany	USD 15000	15 000
21 September	Hungary	USD 2980.5	2 981
13 October	Finland	EUR 6700	8 251
06 December	United Kingdom	USD 50000	50 000
10 December	Croatia	EUR 1500	1 989
21 December	Poland	USD 2000	2 000
05 January 2005	Austria	USD 5000	5 000
10 January	Switzerland	USD 14975	14 975
12 January	Luxembourg	EUR 8000	10 855
20 February	Germany	USD 15000	15 000
15 March	Ireland	EUR 10000	13 210
22 March	Cyprus	USD 3000	3 000
08 April	Netherlands	EUR 30000	38 911
15 April	Canada	USD 8029.55	8 030
26 April	Hungary	USD 2979.5	2 980
02 May	Switzerland	USD 17475	17 475
04 May	Croatia	EUR 1500	1 940
10 May	United Kingdom	USD 50000	50 000
17 May	Ireland	EUR 10000	12 937
14 June	Romania	USD 5000	5 000
05 October	Slovenia	USD 3000	3 000
24 October	Italy	GBP 13534	23 869
22 November	European Commission	EUR 50000	58 480
30 November	Austria	USD 5000	5 000
02 December	Finland	USD 15000	15 000
27 December	Switzerland	USD 7606	7 606
07 March 2006	Switzerland	USD 17475	17 475
21 March	Ireland	EUR 10000	11 848
19 April	Croatia	USD 1304.82	1 305
02 May	Norway	USD 39872.41	39 872
08 May	Hungary	USD 3000	3 000
08 May	Hungary	USD 2000	2 000
17 May	Romania	USD 5000	5 000
01 June	Finland	USD 12230	12 230
26 July	Czech Republic	USD 10000	10 000
11 August	European Commission	EUR 50000	63 776
15 September	Germany	USD 14980	14 980
03 October	Norway	USD 17427.68	17 428
15 November	United Kingdom	USD 50000	50 000
17 November	Estonia	USD 5000	5 000
17 November	Austria	USD 5000	5 000
04 December	Switzerland	USD 14141.89	14 142
end of 2006	Romania		5 865
end of 2006	Ukraine		5 865
12 April 2007	Canada	USD 4390.22	4 390
20 April	Finland	EUR 5000	6 667

<i>Date</i>	<i>Donor (Purpose)</i>	<i>Currency</i>	<i>Amount (US\$)</i>
08 June	Slovenia	USD 6000	6 000
03 July	Italy	EUR 20000	27 027
24 July	France	EUR 5000	6 757
31 August	Hungary	USD 3000	3 000
01 November	Norway	USD 10002.36	10 002
21 November	Germany	USD 14000	14 000
06 December	Switzerland	USD 17475	17 475
10 December	Austria	EUR 10000	14 749
21 December	European Commission	EUR 50000	73 746
2 January 2008	Estonia	USD 1400	1 400
26 February	Norway	EUR 12569.76	18 594
	Total		983 131
<i>(b) Other contributions (not in budget)</i>			
23 March 2005	United Kingdom (for extrabudgetary post)	USD 40000	40 000
06 January 2006	Switzerland (for study tour, April 2006)	CHF 50000	38 168

Table 4. Overview of pledges and actual contributions to the Trust Fund (in US dollars)

<i>Party</i>	<i>Description of pledge in ECE/MP.EIA/6, plus additional contributions</i>	<i>2004–2005</i>		<i>2005–2006</i>		<i>2006–2007</i>		<i>2007–2008</i>
		<i>Pledge</i>	<i>Receipt</i>	<i>Pledge</i>	<i>Receipt</i>	<i>Pledge</i>	<i>Receipt</i>	<i>Receipt</i>
Albania	None	0	0	0	0	0	0	0
Armenia	None	0	0	0	0	0	0	0
Austria	5 shares per year for three years. Additional, non-pledged contribution of EUR 10,000 in 2007.	5 000	5 000	5 000	5 000	5 000	5 000	14 749
Azerbaijan	None	0	0	0	0	0	0	0
Belarus	None (became Party in 2005)	0	0	0	0	0	0	0
Belgium	None	0	0	0	0	0	0	0
Bulgaria	A contribution in-kind to host a subregional cooperation meeting in 2005.	0	0	0	0	0	0	0
Canada	A total of CAD 15,000 for the three-year period, earmarked for activities related to the Convention only. An initial CAD 5,000 will be provided in 2004 to be followed by a CAD 5,000 contribution for each of the subsequent 2 years. (This contribution is subject to currency exchanges.)	3 650	8 030	3 650	0	3 650	4 390	0
Croatia	A total of 5 shares for the three-year period.	2 000	1 989	2 000	1 940	1 000	1 305	0
Cyprus	None. Non-pledged contribution in 2005.	0	3 000	0	0	0	0	0
Czech Republic	5 shares in 2005 earmarked for the activity "Production of a capacity development manual, and provision of training, to support implementation of the SEA" and 5 shares in 2006 (not earmarked).	0	0	5 000	10 000	5 000	0	0
Denmark	None	0	0	0	0	0	0	0
Estonia	None. Non-pledged contribution in 2006 and 2008.	0	0	0	0	0	5 000	1 400

Party	Description of pledge in ECE/MP.EIA/6, plus additional contributions	2004–2005		2005–2006		2006–2007		2007–2008
		Pledge	Receipt	Pledge	Receipt	Pledge	Receipt	Receipt
Finland	A total of 30 to 35 shares for the three-year period. Non-pledged contribution of EUR 5,000 in 2007.	10 833	8 251	10 833	15 000	10 833	12 230	6 667
France	None, Non-pledged contribution of EUR 5,000 in 2007.	0	0	0	0	0	0	6 757
Germany	A total of 30 shares for the three-year period, half of which to be paid in 2004. Half of pledge earmarked for Implementation Committee activities and half for participation in meetings by NGOs and countries with economies in transition (CITs). Non-pledged contributions in 2006 and 2007.	15 000	15 000	15 000	15 000	0	14 980	14 000
Greece	None	0	0	0	0	0	0	0
Hungary	3 shares per year for three years. Non-pledged contribution of 2 shares in 2006 for an EECCA capacity-building workshop, and 3 shares in 2007.	3 000	2 981	3 000	2 980	3 000	5 000	3 000
Ireland	Approximately 12 shares (EUR 10,000) per year for three years, earmarked for capacity development in SEA, including creation of a capacity - development manual; sub-activity: drafting of manual.	12 200	13 210	12 200	12 937	12 200	11 848	0
Italy	Approximately 32 shares (EUR 25,000) in 2004, plus approximately EUR 20,000 earmarked for subregional cooperation activities (Mediterranean meeting). Italy made a further non-pledged contribution of EUR 20,000 in 2007.	30 500	30 843	24 400	23 869	0	0	27 027
Kazakhstan	None	0	0	0	0	0	0	0
Kyrgyzstan	None	0	0	0	0	0	0	0
Latvia	None	0	0	0	0	0	0	0
Liechtenstein	None	0	0	0	0	0	0	0
Lithuania	None	0	0	0	0	0	0	0
Luxembourg	None. Non-pledged contribution of EUR 8,000.	0	10 855	0	0	0	0	0
Moldova	None	0	0	0	0	0	0	0
Netherlands	Approximately 12 shares (EUR 10,000) per year for three years, earmarked for the activity “Compliance with and implementation of the Convention”.	12 200	38 911	12 200	0	12 200	0	0

Party	Description of pledge in ECE/MP.EIA/6, plus additional contributions	2004–2005		2005–2006		2006–2007		2007–2008
		Pledge	Receipt	Pledge	Receipt	Pledge	Receipt	Receipt
Norway	20 to 25 shares per year for three years, subject to approval. Non-pledged contributions of NOK 115,000 in 2006 to support participation by countries with economies in transition, of NOK 55,000 in 2007 and of NOK 100,00 in 2008.	22 500	10 846	22 500	39 872	22 500	17 428	28 597
Poland	2 shares in 2004.	2 000	2 000	0	0	0	0	0
Portugal	None	0	0	0	0	0	0	0
Romania	5 shares in 2005 and again in 2006. Non-pledged contribution of USD 5,865 provided from balance of Inquiry Procedure budget.	0	0	5 000	5 000	5 000	5 000	5 865
Slovakia	None	0	0	0	0	0	0	0
Slovenia	3 shares per year from 2005.	0	0	3 000	3 000	3 000	3 000	3 000
Spain	None	0	0	0	0	0	0	0
Sweden	A total of USD 20,000 for the three-year period (equivalent to 20 shares), in cash or in kind, earmarked for subregional cooperation around the Baltic Sea.	0	0	0	0	0	0	0
Switzerland	15 shares in 2004, plus contributions in kind. 15 to 20 shares per year in subsequent years, subject to approval. Non-pledged contributions of CHF 10,000 earmarked for capacity-building workshop in Ukraine, of USD 14,142 for capacity-building workshop in Armenia, and of CHF 50,000 for study tour (last outside workplan and budget)	15 000	14 975	17 500	25 081	17 500	31 617	17 475
The former Yugoslav Republic of Macedonia	In-kind contribution to subregional cooperation workshop, as indicated in table 8.	0	0	0	0	0	0	0
Ukraine	None. Non-pledged contribution of USD 5,865 provided from balance of Inquiry Procedure budget.	0	0	0	0	0	0	5 865
United Kingdom	50 shares in 2004, with similar contributions indicated in 2005 and 2006 but subject to approval. Non-pledged contribution of USD 40,000 to the secretariat's extrabudgetary post in 2005 (outside workplan and budget).	50 000	50 000	50 000	50 000	50 000	50 000	0
European Community	Approximately 61 shares (EUR 50,000) in 2004. Non-pledged contributions of the same amount in 2005, 2006 and 2007.	61 000	60 360	0	58 480	0	63 776	73 746
Total		244 883	276 251	191 283	268 159	150 883	230 574	208 148
13% UN programme support costs			35 913		34 861		29 975	27 059

Party	Description of pledge in ECE/MP.EIA/6, plus additional contributions	2004–2005		2005–2006		2006–2007		2007–2008
		Pledge	Receipt	Pledge	Receipt	Pledge	Receipt	Receipt
Net Income			240 338		233 299		200 600	181 089

Notes:

- a) All Parties to the Convention are listed, whether or not contributing to the Trust Fund.
b) Shares (in second column) are USD 1,000 in value. United Nations programme support costs at 13 per cent are deducted at the foot of this table.
c) The distribution of pledges across the three-year period is approximate where not specified in the pledge (second column); the amounts of the annual pledges are approximate if the total pledge was not in USD.
d) The final column was added in response to the delay of the fourth meeting of the Parties from 2007 to 2008.
e) Income by date is presented in table 3.

Table 5. Expenditure from the Trust Fund (in US dollars)

#	Activity	Sub-activity	Cost type	Amount (US\$)	Totals by priority (US\$)		
					1	2	3
1	4th meeting of the Parties to the Espoo Convention, Bucharest	19–21 May 2008	CIT travel and daily subsistence allowance (DSA)	13 670			
			NGO travel and DSA	6 429			
			Non-UNECE travel and DSA	2 791			
			Speaker travel and DSA	3 941			
			Interpreter travel and DSA	10 206			
	Activity total						37 037
3.1	Meetings of the Signatories to the Protocol, Geneva	2 nd meeting (costs halved with 8 th meeting of Working Group), 25–26 Apr. 2005	CIT travel and DSA	16 296			
			NGO travel and DSA	4 479			
			Non-UNECE travel and DSA	2 182			
	Activity total						22 957
4.1	Meetings of Working Group on EIA, Geneva	8 th meeting (costs halved with 2 nd meeting of Signatories), 27–29 Apr. 2005	CIT travel and DSA	16 296			
			NGO travel and DSA	4 479			
			Non-UNECE travel and DSA	2 182			
4.2		9 th meeting, 3–6 Apr. 2006	CIT travel and DSA	27 404			
			NGO travel and DSA	7 157			
			Non-UNECE travel and DSA	2 719			
4.3		10 th meeting, 21–23 May 2007	CIT travel and DSA	19 371			
			NGO travel and DSA	5 268			
			Non-UNECE travel and DSA	3 128			
4.4		11 th meeting, 21–23 Nov. 2007	CIT travel and DSA	13 031			
			NGO travel and DSA	5 531			
			Non-UNECE travel and DSA	3 262			
	Activity total						109 828
5a.1	Meetings of the Bureau (free-standing, only one budgeted)	1 st meeting, 8–10 Nov. 2004, Geneva	CIT travel and DSA	3 310			
5a.2		2 nd meeting, 21 Feb. 2005, Geneva		1 453			
5a.3		3 rd meeting, 13–14 Feb. 2006, Bucharest		657			
	Activity total						5 420

#	Activity	Sub-activity	Cost type	Amount (US\$)	Totals by priority (US\$)		
					1	2	3
6.1	Meetings of the Implementation Committee, Geneva	6 th meeting, 3–5 Nov. 2004	CIT travel and DSA	5 657			
6.2		7 th meeting, 3–4 Mar. 2005, Helsinki		4 079			
6.3		8 th meeting, 14–15 Nov. 2005		4 812			
6.4		9 th meeting, 6–8 Feb 2006		5 492			
6.5		10 th meeting, 9–10 Oct. 2006, Berlin		4 852			
6.6		11 th meeting, 13–14 Feb. 2007, Skopje		1 400			
6.7		12 th meeting, 26–28 June 2007		4 547			
6.8		13 th meeting, 30 Oct.–1 Nov. 2007		5 334			
6.9		14 th meeting, 15–17 Jan. 2008		4 153			
Activity total					40 326		
7	External expert to provide secretariat support for the implementation of the Convention and the Protocol	Extrabudgetary post, 2006		120 000			
Activity total						120 000	
8	Further secretariat support: Secretariat travel in relation to the workplan	See Table 6 below	Secretariat travel and DSA	39 540			
Activity total						39 540	
8a.1.1	Further secretariat support: Consultants	Translation of completed questionnaires from Russian to English		2 000			
8a.1.2		Further translation of questionnaires from Russian to English		595			
8a.1.3		Towards extrabudgetary post, Jan.–Jun. 2007		15 000			
8a.1.4		Towards extrabudgetary post, Jul.–Dec. 2007		42 405			
Activity total						60 000	
8a	Further secretariat support: Secretariat travel in relation to the workplan	See Table 6 below	Secretariat travel and DSA	17 362			
Activity total						17 362	
9	Promotion of contacts with countries outside the UNECE region	See Table 6 below	Secretariat travel and DSA	16 870			
Activity total						16 870	
13.5	Subregional cooperation	Workshop for Mediterranean					

#	Activity	Sub-activity	Cost type	Amount (US\$)	Totals by priority (US\$)		
					1	2	3
		subregion, 2008					
	Activity total						–
14.3	Capacity-building in countries of Eastern Europe, Caucasus and	Subregional workshop in Armenia, 17–19 Sept. 2007		33 800			
14.4	Central Asia, and others	Subregional workshop in Eastern Europe, 2008					
	Activity total						33 800
18.2	SEA capacity-building needs analysis	Preparation of action plans (strategies)		20 000			
	Activity total						20 000
19.3	Capacity development in SEA, including creation of a capacity development manual	Finalization of manual		30 000			
	Activity total						30 000
	Totals			516 104	210 148	248 760	94 233

Note: Costs for participation in meetings are broken down by travel and DSA in table 7 below.

Table 6. Secretariat travel and DSA for activities listed in table 5

Activity Sub-activity	Secretariat travel and DSA (US\$)
Further secretariat support: Secretariat travel in relation to the workplan, priority 2 (# 8 in Table 5)	
EIA capacity building (Issyk-Kul, Kyrgyzstan), 5–7 Oct. 2004	3 076
SEA Manual review (Brussels), 2 Dec. 2004	1 070
Subregional cooperation (Belgrade), 16–17 Dec. 2004 (paid by hosts)	–
Workshop on SEA (Berne), 19 Jan. 2005	350
Implementation Committee (Helsinki), 3–4 Mar. 2005	1 504
Caspian Protocol (Moscow), 9–11 Mar. 2005	1 495
Caspian Sea training (Baku), 4–5 Apr. 2005	2 674
Transboundary public participation (Mistelbach, Austria), 14 Apr. 2005	930
SEA Manual review (Tbilisi), 21–22 Apr. 2005	1 103
Subregional cooperation in transboundary river basins (Dushanbe), 20 May – 4 June 2005	3 099
Subregional cooperation (Ohrid, The former Yugoslav Republic of Macedonia), 30 June – 1 July 2005	1 175
Black Sea Commission (Istanbul, Turkey), 7–9 Sept. 2005	1 253
Subregional cooperation (Stockholm), 20–21 Oct. 2005	1 304
PlanNet seminar on urban SEA (Brussels), 24–25 Oct. 2005 (paid by hosts)	–
Caspian Protocol (Moscow), 24–26 Oct. 2005	1 658
Subregional cooperation (Koprivshitz, Bulgaria), 3–4 Nov. 2005	1 093
Kick-off seminar for transboundary EIA pilot project between Kazakhstan and Kyrgyzstan (Bishkek), 26–27 January 2006	4 288
Meeting with Swiss Federal Office for the Environment to discuss funding of activities under the Convention (Berne), 9 February 2006	332
Bureau (Bucharest), 13–14 February 2006	1 328
SEA capacity-building (Minsk), 21–22 Mar. 2006	1 686
Caspian Protocol (Moscow), 7–8 June 2006	1 893
Subregional cooperation (Copenhagen), 8 Nov. 2006	1 079
Implementation Committee (Skopje), 13–14 Feb. 2007	1 322
Transboundary EIA training course (Dushanbe), 19–21 Feb. 2007	4 081

<i>Activity</i>	<i>Secretariat travel and DSA (US\$)</i>
<i>Sub-activity</i>	
Environmental Action Plan Task Force workshop (Brussels), 13–14 Mar. 2007	1 389
Meeting to review Swiss EIA capacity-building in Central Asia (Lausanne, Switzerland), 15 Mar. 2007	206
European Union EIA/SEA training programme workshop (Brussels), 28 Mar. 2007 (mostly paid by hosts)	152
Total for activity	39 540
Further secretariat support: Secretariat travel in relation to the workplan, priority 3 (# 8a in Table 5)	
Implementation Committee (Berlin), 9–10 October 2006	972
Conference on Enforcement of Environmental Regulations (Carrigaline, County Cork, Ireland), 29–30 Mar. 2007 (paid by hosts)	–
Workshop on transboundary EIA capacity-building in Caucasus (Yerevan), 17–19 Sept. + Workshop on the Espoo Convention in the Russian Federation (Moscow), 21 Sept. 2007	3 753
Meetings of Advisory Groups on Integrated Coastal Zone Management and Land-based Sources under the Black Sea Commission (Istanbul, Turkey), 3–5 Oct. 2007	1 209
Ministerial Conference “Environment for Europe” (side-events) (Belgrade), 10–12 Oct. 2007	1 692
Conference on SEA and climate change (Lisbon), 24 Oct. 2007 (costs largely to be reimbursed by hosts)	255
Workshop on Kazakhstan-Kyrgyzstan pilot project for capacity-building in EECCA region, plus EIA training workshop (Bishkek), 26–30 Nov. 2007	1 597
Workshop on public participation in strategic decision-making (Sofia), 3–4 Dec. 2007 (paid by Trust Fund of UNECE Convention on Access to Information, Public Participation in Decision-making and Access to Justice in Environmental Matters)	–
Seminar on SEA and integration into decision-making (University of Padova, Italy), 6 Dec. 2007 (paid by hosts)	–
Meeting with host authorities for the fourth meeting of the Parties (Bucharest), 29–30 January 2008 (paid from the United Nations regular budget)	–
Fourth meeting of the Parties (Bucharest) and preparations, 15/17–22 May 2008 (UNECE secretariat: 4 persons)	7 885
Total for activity	17 362
Promotion of contacts with countries outside the UNECE region, priority 3 (#9 in Table 5)	
Caspian Sea training (Gorgan, Islamic Republic of Iran), 11–12 July 2005	2 158
International Association for Impact Assessment (IAIA) Conference on SEA (Prague), 26–30 Sept. 2005	1 779
IAIA Annual Conference (Stavanger, Norway), 22–26 May 2006	1 909
IAIA Annual Conference (Stavanger, Norway), 20–23 May 2006	1 395
IAIA Annual Conference (Seoul), 1–8 Jun. 2007	4 047
IAIA Annual Conference (Seoul), 3–8 Jun. 2007	3 364
Meeting of SEA Task Team, Development Assistance Committee, OECD (Paris), 4–5 Sept. 2007	1 081
Meeting of SEA Task Team, Development Assistance Committee, OECD (Bratislava), 13–14 Feb. 2008	1 136
Total for activity	16 870

Table 7. Breakdown of meeting costs (US\$).

#	Activity	Sub-activity	Cost type	Amount (US\$)	Breakdown (US\$)	
					Travel	DSA
1	Fourth meeting of the Parties to the Espoo Convention, Bucharest	19–21 May 2008	CIT delegates	13 670	8 265	5 405
			NGO representatives	5 111	3 231	1 880
			Non-UNECE delegates	2 791	1 616	1 175
			Speakers	3 941	1 840	2 101
			Interpreters	10 206	3 654	6 552
Activity total				33 718	18 605	17 113
3.1	Meetings of the Signatories to the Protocol, Geneva	2nd meeting (costs halved with 8th meeting of Working Group), 25–26 Apr. 2005	CIT delegates	16 296	5 485	10,811
			NGO representatives	4 479	1 607	2,872
			Non-UNECE delegates	2 182	862	1,320
Activity total				22 957	7 954	15,003
4.1	Meetings of Working Group on EIA, Geneva	8th meeting (costs halved with 2nd meeting of Signatories), 27–29 Apr 2005	CIT delegates	16 296	5 485	10,811
			NGO representatives	4 479	1 607	2,872
			Non-UNECE delegates	2 182	862	1,320
4.2		9th meeting, 3–6 Apr. 2006	CIT delegates	27 404	10 717	16,687
			NGO representatives	7 157	3 433	3,724
			Non-UNECE delegates	2 719	1 655	1,064

#	Activity	Sub-activity	Cost type	Amount (US\$)	Breakdown (US\$)		
					Travel	DSA	
4.3		10th meeting, 21–23 May 2007	CIT delegates	19 371	8 972	10,399	
			NGO representatives	5 268	2 591	2,678	
			Non-UNECE delegates	3 128	1 640	1,488	
4.4		11th meeting, 21–23 November 2007	CIT delegates	13 031	6 300	6,731	
			NGO representatives	5 531	2 786	2,745	
			Non-UNECE delegates	3 262	1 737	1,525	
Activity total				88 003	47 785	62,043	
5a.1	Meetings of the	1st meeting, 8–10 Nov. 2004	CIT delegates	3 310	750	2,560	
5a.2	Bureau (free-	2nd meeting, 21 Feb. 2005		1 453	750	703	
5a.3	standing, only one budgeted), Geneva	3rd meeting, 13–14 Feb. 2006, Bucharest		657	–	657	
Activity total				5 420	1 500	3,920	
6.1	Meetings of the Implementation Committee, Geneva	6th meeting, 3–5 Nov. 2004	CIT delegates	5 657	2 349	3,308	
6.2		7th meeting, 3–4 Mar. 2005, Helsinki		4 079	2 119	1,960	
6.3		8th meeting, 14–15 Nov. 2005		4 812	1 957	2,855	
6.4		9th meeting, 6–8 Feb 2006		5 492	2 086	3,406	
6.5		10th meeting, 9–10 Oct 2006, Berlin		4 852	2 482	2,370	
6.6		11th meeting, 13–14 Feb 2007, Skopje		1 400	828	572	
6.7		12th meeting, 26–28 June 2007 (incl. Prof. Terwindt)		4 547	2 674	1,873	
6.8		13th meeting, 30 Oct–1 Nov 2007 (incl. consultant)		5 334	2 915	2,419	
6.9		14th meeting, 15–17 Jan 2008		4 153	2 239	1,914	
Activity total				40 326	19 649	20,677	

Table 8. In-kind contributions

#	Activity	Sub-activity	Date	Source	Value (US\$)	Notes
1	4 th meeting of the Parties to the Convention, Bucharest	Venue, etc. (including conference facilities, meals, travel and accommodation for additional participants, promotional materials, and services)	May-08	Romania, with support of Austria (€3,990), Hungary (€10,000), Italy (€20,000), Portugal (€5,000), Slovenia (€3,420, for EU coordination room) and Switzerland (€8,000) – see tables 9 and 10 for details.	132 963	Balance of cost foreseen in budget, after deduction of expenditure from Trust Fund
12.1	Exchange of best practice	Workshop on trans- boundary projects	Apr-05	Switzerland	1 000	According to budget
12.2		Workshop on post- project analysis	Apr-06	Bulgaria	1 000	According to budget
12.3		Workshop on methodologies	May-07	Tajikistan	1 000	According to budget
13.1	Subregional cooperation	Belgrade, for South-Eastern Europe	Dec-04	Serbia and Montenegro Switzerland	0 0	No budget, but workplan indicates costs of \$20,000

#	Activity	Sub-activity	Date	Source	Value (US\$)	Notes
13.2		Ohrid, for South-East Europe	June–July 05	The former Yugoslav Republic of Macedonia	0	No budget, but workplan indicates costs of \$20,000
				Switzerland	0	
13.3		Stockholm, for the Baltic Sea region	Oct-05	Sweden, Denmark, Finland and Estonia	0	No budget, but workplan indicates costs of \$20,000
13.4		Koprivshitzta, for Black Sea and Balkans region	Nov-05	Bulgaria	0	No budget, but workplan indicates costs of \$20,000
13.5		Copenhagen, for the Baltic Sea region	Nov-06	Sweden, Denmark, Finland and Estonia	0	No budget, but workplan indicates costs of \$20,000
13.6	Subregional cooperation	Workshop for Mediterranean subregion		Italy, Croatia and United Nations Environment Programme's Mediterranean Action Plan	0	No budget, but workplan indicates costs of \$20,000; Italy later made a €20,000 contribution to the Trust Fund to cover this activity.
14.1	Capacity-building in countries of Eastern Europe, Caucasus and Central Asia, and others	Preparation of draft guidance	2004	Organization for Security and Co-operation in Europe (OSCE) and Switzerland	20 000	According to budget
14.2		1st workshop (Kyrgyzstan)	Oct-04	OSCE and Switzerland	30 000	According to budget
14.5		National workshops ...			0	No budget, but workplan indicates costs of \$5,000 per meeting
15.1	Capacity-building in the countries of Eastern Europe, Caucasus and Central Asia, and others	Distribution of a relevant Russian-language journal (Environmental Expertise and EIA)		NordStream, for first of three years	17 000	According to budget
15.2		Training course, Tajikistan (and in other Central Asian States)		Switzerland	60 000	According to budget
17	Institutional and procedural activities for the Protocol			Germany, Netherlands and the United Kingdom	0	No budget
18.1	SEA capacity-building needs analysis	National and subregional needs analyses	2004	United Nations Development Programme's Regional Bureau for Europe and the Commonwealth of Independent States	20 000	According to budget
19.1	Capacity development in SEA, including creation of a capacity development manual	Drafting of manual	Summer 2004–April 2005	Regional Environmental Center for Central and Eastern Europe (REC-CEE)	45 000	According to budget
19.2		Subregional workshops	Dec-04–Apr-05	REC-CEE	130 000	According to budget
19.3		Finalization of manual	Spring 2005	REC-CEE	5 000	Remaining \$30,000 from Espoo Trust Fund

#	Activity	Sub-activity	Date	Source	Value (US\$)	Notes
Total					462 963	

Notes:

a) Indicated value (US\$) is that indicated in the current budget (ECE/MP.EIA/6, annex X); the total value according to the budget is presented in the summary table 1.

b) In the "Notes" column, "workplan" refers to ECE/MP.EIA, annex IX.

c) There were no outstanding pledged in-kind contributions.

Table 9. Expenditure by the Government of Romania in support of the holding of the fourth meeting of the Parties, Bucharest (in euros)

<i>Services provided</i>	<i>Service provider</i>	<i>Cost (EUR), approximate</i>
1) Rent from Parliament Palace of:	Parliament	22 250
• Nicolae Balcescu Hall	Palace,	
• Human Rights Hall	Bucharest	
• Take Ionescu Hall		
• I C Bratianu Hall		
2) Services from the Parliament Palace:		
• Conference system for Bratianu Hall		
• Registration desks		
• Podium and lectern		
• Video projector, screens		
• Translation booths and 200 headphones		
• Telephone line, fax line		
• Wardrobe		
• Interior flag and staff, exterior flag		
• Mobile microphones		
• Installation for press conference (audio equipment, etc)		
• Telephone calls and faxes in secretariat room		
• Computer equipment hire (7 laptop computers, photocopier, video camera) and support	Fortuna Business	49 620
• Large banner, 3 roll-up banners, small flags, bags, badges, notebooks, pens, stationary/writing materials	Travel, Bucharest	
• Transfers by bus and car from/to airport and between hotels and Parliament Palace		
• Catering, catering equipment		
• 2 translators, Romanian-English		
• Souvenirs		
• Flowers		
Total		71 870

Table 10. Income to and expenditure from a special fund established by Romania to support further the holding of the fourth meeting of the Parties, Bucharest (EUR)

<i>Description</i>	<i>Income (EUR)</i>	<i>Expenditure (EUR)</i>
Contribution by		
	Hungary	10 000
	Austria	3 990
	Italy	20 000
	Slovenia	3 420
	Switzerland	8 000
	Portugal	5 000

Printing of documentation, for inclusion in delegate bags		2 520
Cultural visit (Village Museum)		550
Air tickets for supported participants		9 700
Subsistence payments (meal allowances) for supported participants		3 425
Services by Fortuna Business Travel, Bucharest:		22 562
• Accommodation for supported participants		
• Organizational expenses and additional transfers		
• Photographer, 5 hostesses		
• Internet connections in Balcesu Hall		
• Colour printing, souvenirs, T-shirts for hostesses		
• Music in Take Ionescu Hall, bottled water		
Commission		253
Totals	50 410	39 010
Balance to be transferred to the Convention's Trust Fund		11 400