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ECONOMIC COMMISSION FOR EUROPE

Administrative Committee for the TIR Convention, 1975

(Thirty-fifth session, 25 and 26 September 2003,
agenda item 3 (b) (i))

ACTIVITIES AND ADMINISTRATION OF THE TIR EXECUTIVE BOARD (TIRExB)

Administration of the TIRExB

Approval of the final accounts for the year 2002

Note by the TIR Secretary

1. The total budget and cost plan for the TIR Executive Board (TIRExB) and the TIR secretariat for the year 2002 including the Operating Reserve Fund (15% of total budget) and the programme support (13% of total budget), amounted to US\$ 1,056,364.
2. This amounted to an operating budget for the TIRExB and the TIR secretariat in the order of US\$ 812,900 in 2002.
3. The final accounts for the year 2002 prepared by the competent Finance Services of the United Nations have been transmitted to the UNECE on 31 January 2003.

4. According to these final accounts, the TIRExB and the TIR secretariat had operating expenditures in 2002 in the order of US\$ 498,928 and programme support costs (13% of operating expenditures) in the order of US\$ 64,861 for a grand total of US\$ 563,789. The positive balance to be carried over to the year 2003 amounts to US\$ 596,961^{1/}. Two tables, provided by the UNECE accountancy department showing the financial position and the contributions and status of funds as of 31 December 2002, are attached to this document, together with a third table, summarizing the financial situation of the TIR Trust fund since 1999.

5. Taking account of the approved budget for the TIRExB and the TIR secretariat for the year 2003 (TRANS/WP.30/AC.2/67, paras. 27-28; TRANS/WP.30/AC.2/2002/5), the transmission of the requested net resources for 2003 in the order of US\$ 685,280 by the IRU on 3 December 2002, of interest and other income for the year 2002 in the order of US\$ 32,975, funds in the order of US\$ 51,594 (US\$ 67,046 minus deductions for the Reserve Fund and for Programme Support Costs) are not yet allotted for the year 2003.

6. The funds not yet allotted for the year 2003 will contribute to financing the budget of the TIRExB and the TIR secretariat for the year 2004.

^{1/} This amount includes US\$ 137,787 of Operating Reserve Fund (15% of grand total expenditures).

**TIR EXECUTIVE BOARD (TIRExB)
TIR SECRETARIAT**

Annual Report and Final Accounts for the year 2002

Prepared by the UNECE and TIR secretariats

(English only)

Local Technical Cooperation Trust Fund on "Transport International Router" (TIR) Allotment/Account No: ZL-RER-8001-xx-xx-xx IMIS BAC: 2002-ZLB-0894-F116-2233						
FINANCIAL STATEMENT AS AT 31 December 2002						
CONTRIBUTIONS						
Receipt No:	Receipt date	Currency	For Year	Total	Donors	
	Total unencumbered balance and fund reserve as at 31 December 2001 (a)			US\$ 1,160,750.46		
2002						
7965/9337	3 Dec 2002	US \$	2002	685,280.00	IRU	
	Total contributions received in 2002			685,280.00		
	Plus: Interest Income			32,888.00		
	Plus: Other Miscellaneous Income			87.00		
	Total contributions/Income received in 2002 (b)			718,255.00		
	Total funds available in 2002: (c) = (a)+(b)			1,879,005.46		
	(d) Less: Total Expenditures 2002			-498,927.95		
	(e) Less: 13% Programme support costs of (d) for 2002			-64,860.63		
	(f) Less : Grand Total Expenditures for 2002			-563,788.58		
	(g) = (c) - (f) Total final unencumbered fund balance & reserve as at :		31 Dec 2002	1,315,216.88		

Local Technical Cooperation Trust Fund Transport International Router - TIR									
Allotment Account No: ZL-RER-8007-xx>xk-xx IMIS BAC: 2002-ZLB-0894-F116-2233									
FINANCIAL POSITION AS AT: 30-Jan-03									
Mr. J. Capel Ferrer Mr. M. Magold									
BIS Account Code	IMIS BAC No:	Object of Expenditure	Total Net Allotment 2002	Total Unliq. Obligations 1 Jan'2002 31 Dec 2002	Total Disbursements 1 Jan'2002 31 Dec 2002	Total Expenditures 1 Jan'2002 31 Dec 2002	Total Expenditures as at 31 Dec 2002	Balance	
			US\$ (1)	US\$ (2)	US\$ (3)	US\$ (4) = (2) + (3)	US\$ (5) = (1) - (4)		
ZL-RER-8001-11-01-00	2002-ZLB-0894-F116-2233-110100	Project Personnel: Customs Expert (Eastern Europe)	160,300.00	0.00	98,225.06	98,225.06	62,074.94		
ZL-RER-8001-11-02-00	2002-ZLB-0894-F116-2233-110200	Project Personnel: Customs Expert (Western Europe)	160,300.00	0.00	90,714.03	90,714.03	69,585.97		
ZL-RER-8001-11-03-00	2002-ZLB-0894-F116-2233-110300	Project Personnel: Administrative and EDI Expert	160,300.00	0.00	97,480.03	97,480.03	62,819.97		
ZL-RER-8001-11-04-00	2002-ZLB-0894-F116-2233-110400	Project Personnel: Computer Information System Expert	70,000.00	0.00	70,188.17	70,188.17	-188.17		
ZL-RER-8001-11-51-00	2002-ZLB-0894-F116-2233-115100	Consultants	25,000.00	0.00	2,500.00	2,500.00	22,500.00		
		sub-total: 11-00 (Project Personnel)	575,900.00	0.00	359,107.29	359,107.29	216,792.71		
ZL-RER-8001-13-01-00	2002-ZLB-0894-F116-2233-130100	Administrative Support Personnel	60,000.00	0.00	52,300.57	52,300.57	7,699.43		
ZL-RER-8001-13-02-00	2002-ZLB-0894-F116-2233-130200	Administrative Support Personnel	60,000.00	0.00	46,805.78	46,805.78	13,194.22		
ZL-RER-8001-15-01-00	2002-ZLB-0894-F116-2233-150100	Travel on Official Business	30,000.00	0.00	24,216.23	24,216.23	5,783.77		
ZL-RER-8001-16-01-00	2002-ZLB-0894-F116-2233-160100	Mission costs	15,000.00	0.00	6,244.88	6,244.88	8,755.12		
ZL-RER-8001-21-01-00	2002-ZLB-0894-F116-2233-210100	Sub-contract	5,000.00	0.00	0.00	0.00	5,000.00		
ZL-RER-8001-33-01-00	2002-ZLB-0894-F116-2233-330100	Training	5,000.00	0.00	0.00	0.00	5,000.00		
ZL-RER-8001-43-01-00	2002-ZLB-0894-F116-2233-430100	Premises	25,000.00	0.00	0.00	0.00	25,000.00		
ZL-RER-8001-45-01-00	2002-ZLB-0894-F116-2233-450100	Local Procurement	20,000.00	0.00	3,927.49	3,927.49	16,072.51		
ZL-RER-8001-51-01-00	2002-ZLB-0894-F116-2233-510100	Operation and Maintenance of Equipment	2,000.00	0.00	0.00	0.00	2,000.00		
ZL-RER-8001-53-01-00	2002-ZLB-0894-F116-2233-530100	Sundry	15,000.00	43.17	6,282.54	6,325.71	8,674.29		
		Total:	812,900.00	43.17	498,884.78	498,927.95	313,972.05		
		Total Expenditures 2002	498,927.95						
		Programme Support Cost 13%	64,860.63						
		TOTAL	563,788.58						

TIR Trust Fund years 1999-2000-2001-2002-2003 (in US\$)

	1999 ³	2000	2001	2002	2003
Annual Budget ^{1, 2}	698,880	924,672	989,049	1,056,364	1,248,170
Funds transmitted by IRU	698,880	500,000	600,000	450,000	685,300
+Interests of previous year	-	7,946	52,788	42,289	32,975
+leftover of previous years ¹	-	420,840	511,868	668,461	596,961
-Total expenditure ²	-278,040	-416,919	-496,195	-563,789	
=leftover ¹	420,840	511,868	668,461	596,961	

¹ including 15% operating reserve

² including 13% programme support costs

³ Start of operations in the course of the year

