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**DESIGNATION D'UN SECRETARIAT PERMANENT ET DISPOSITIONS
RELATIVES A SON FONCTIONNEMENT**

Note du Secrétaire exécutif

Additif

**RESSOURCES EXTRABUDGETAIRES NECESSAIRES
AU SECRETARIAT INTERIMAIRE EN 1995**

1. Cette note indique les ressources extrabudgétaires nécessaires pour le reste de l'année 1995, notamment pour financer les activités du secrétariat intérimaire jusqu'au 31 décembre 1995 ainsi que la participation aux sessions des organes subsidiaires qui devraient se tenir en octobre et au début du mois de novembre. Elle présente une version mise à jour des tableaux annexés au document A/AC.237/80, qui avait été établi pour la onzième session du Comité intergouvernemental de négociation d'une convention-cadre sur les changements climatiques. Les autres éléments de ce document demeurent valables.

2. Les annexes I et III indiquent, respectivement, l'état du fonds d'affectation spéciale destiné à financer le processus de négociation ainsi que du fonds spécial de contributions volontaires aux fins de la participation. Les changements apportés aux chiffres présentés dans le document A/AC.237/80 tiennent compte des nouvelles annonces de contributions et des contributions reçues.

3. L'annexe II présente des estimations financières révisées pour le secrétariat intérimaire. Celles qui concernent les effectifs supplémentaires ont notamment été revues à la baisse. Les autres changements par rapport au document A/AC.237/80 correspondent à l'utilisation de chiffres standard différents pour le calcul des dépenses de personnel et d'un taux de change dollar/franc plus réaliste. Les chiffres sont comparables à ceux qui figurent dans le projet de budget de la Convention pour l'exercice biennal 1996-1997 (voir FCCC/CP/1995/5/Add.2).

4. En ce qui concerne le financement nécessaire au titre du fonds d'affectation spéciale destiné à financer le processus de négociation (voir l'annexe IV), les montants révisés sont inférieurs d'environ 1,3 million de dollars aux estimations antérieures. Compte tenu des ressources actuellement disponibles, les contrats des fonctionnaires du secrétariat intérimaire dont les services sont financés au moyen de ce fonds ont été prolongés jusqu'au 30 juin 1995.

5. Des ressources suffisantes ont été fournies pour permettre au fonds spécial de contributions volontaires de financer la participation d'un deuxième représentant des pays les moins avancés ou des petits Etats insulaires en développement à la première session de la Conférence des Parties. Les estimations concernant le financement nécessaire au titre de ce fonds (annexe IV) reposent sur l'hypothèse que les sessions des organes subsidiaires en octobre/novembre 1995 dureront trois semaines. La troisième semaine a été réservée dans le calendrier des réunions (et prise en considération dans ces estimations) pour faire face aux imprévus, compte tenu de l'incertitude qui règne quant au volume de travail des organes subsidiaires, et en particulier aux activités qui pourraient être entreprises comme suite à l'examen des alinéas a) et b) de l'article 4.2.

6. L'annexe IV récapitule les besoins de financement au titre des deux fonds d'affectation spéciale pour le reste de 1995. Les reliquats à verser sont de :

- 2 462 000 dollars pour le fonds d'affectation spéciale destiné à financer le processus de négociation;
- 466 000 dollars pour le fonds spécial de contributions volontaires aux fins de la participation.

7. La Conférence des Parties est invitée à étudier et, si possible, à approuver ces estimations révisées, ainsi qu'à appuyer les efforts déployés par le Secrétaire exécutif et les contributeurs pour mobiliser les contributions volontaires requises.

Annex I

TRUST FUND FOR THE NEGOTIATING PROCESS (GA resolution 45/212, para. 20)
STATEMENT OF CONTRIBUTIONS
(United States dollars) *a/*

Contributors	Contributions to 31.12.94	1995		Total contribution to 15.03.95	Outstanding pledges
		Contributions	Date of receipt voucher		
Australia	71,415.00	-	-	71,415.00	-
Austria	12,500.00	-	-	12,500.00	-
Canada	178,372.21	-	-	178,372.21	89,300.00
Denmark	846,987.46 <i>b/</i>	-	-	846,987.46	-
Finland	100,000.00	-	-	100,000.00	-
France	18,065.21	100,000.00	15.02.95	118,065.21	-
Germany	307,947.97	-	-	307,947.97	-
Ireland		12,000.00	27.02.95	12,000.00	-
Italy	121,580.39	119,600.34	03.01.95	241,180.73	-
Japan	182,065.00	-	-	182,065.00	-
Netherlands	31,018.04	-	-	31,018.04	-
Norway	15,431.40	-	-	15,431.40	-
Switzerland	636,658.54 <i>c/</i>	232,792.74 <i>d/</i>	24.01.95	869,451.28	-
United Kingdom	219,195.77	-	-	219,195.77	-
USA	614,000.00 <i>e/</i>	250,000.00	15.02.95	864,000.00	136,000.00 <i>e/</i>
CEC*	123,580.00 <i>f/</i>	-	-	123,580.00	-
UNEP	191,000.00	-	-	191,000.00 <i>g/</i>	-
Total	3,669,816.99	714,393.08		4,384,210.07	225,300.00

Notes: A hyphen (-) indicates that the item is not applicable.
* Commission of the European Communities (CEC)

a/ Information on contributions as at 20 March 1995. All contributions are gross. Deductions of 13 per cent for support costs and 15 per cent for operating reserve are applicable to determine amounts available for allotment. (See annex IV).

b/ Contributions of \$200,000 for CC:INFO project and \$646,987.46 for work on "communication and review"; of the latter, 50 per cent was for 1994 and 50 per cent for 1995.

c/ Switzerland also made a contribution in kind in 1994, to the value of \$160,000, to the cost of office premises.

d/ Contribution of \$155,195 for work on "communication and review" and \$77,598 for general secretariat activities.

e/ \$250,000 for work on "communication and review", of which \$114,000 contributed in 1994 and \$136,000 outstanding.

f/ Offers of contributions from the CEC totalled some \$124,000 in 1993-94; it was not possible to work out conditions for payment that were compatible with the United Nations Financial Regulations and with the procedure of the CEC. However, in the context of the recent agreement regarding financial contributions from the CEC to the United Nations, it is hoped that new offers will be realised in 1995.

g/ Contribution to CC:INFO project.

Annex II

UNFCCC INTERIM SECRETARIAT: FINANCIAL ESTIMATES FOR 1995*

DESCRIPTION OF ACTIVITY	INPUTS	Grade	Starting from a/	Regular budgets (UN, UNEP, WMO) b/	Extra-budgetary b/
A. EXECUTIVE DIRECTION AND MANAGEMENT					
A.1 Head of interim secretariat					
Overall planning, coordination and direction of secretariat activities; resource mobilization; finance/personnel management; accountability to COP and to DPCSD; collaboration agreements with partner agencies.	Executive Secretary	D-2		185	
A.2 Office of the Executive Secretary					
Support for planning and coordination of secretariat activities; internal information flow; general reports to COP and SBI, including report on implementation; coordination of support for SBI; arrangements for permanent secretariat; financial monitoring.	Special Adviser	L-5			158
	Special Asst to Exec.Sec.	P-3		116	
	Secr./Asst. to Exec.Sec.	G-6		89	
	Admin. secretary	G-4		89	
	Secretary	G-4	4.95		69
	Secretary	G-3			89
Subtotal (A.2): Office of the Executive Secretary				294	316
A.3 Management, legal and information services					
Planning and organization of inter-governmental processes; relations with delegations; management of participation fund; dissemination of documents; liaison with UN system, IGOs and NGOs; public information (with IUCC); general legal advice; interface with administrative services (with DPCSD).	Principal Officer	D-1		172	
	Conference Manager	L-5	4.95		118
	Legal Adviser	P-4		138	
	External Refns. Officer	L-3			116
	Meetings Assistant	G-5		89	
	Secretary	G-4		89	
	Secretary	G-4			89
	Secretary	G-3	4.95		69
	Clerk	G-2			89
Subtotal (A.3): Management, legal and information services				488	481
Subtotal A: EXECUTIVE DIRECTION AND MANAGEMENT				967	797

* See last page of annex II for explanation of footnote symbols.

UNFCCC INTERIM SECRETARIAT: FINANCIAL ESTIMATES FOR 1995*
(continued)

DESCRIPTION OF ACTIVITY	INPUTS	Grade	Starting from a/	Regular budgets (UN, UNEP, WMO) b/	Extra-budgetary b/	
A.3.1 Information system project c/ Provision of information systems services, including office automation, databases, electronic communications, information dissemination, library, training in software/hardware use.	System Manager	L-3			116	
	Database Officer	L-3	6.95		68	
	Training Officer	L-2			93	
	System Officer	L-2			93	
	Librarian	L-2			93	
	Temporary assistance				10	
	Consultants				15	
	Travel				20	
	Expert groups				30	
	Equipment, supplies, operating costs, etc.				250	
	Contingencies (2% of subtotal)				15	
	Subtotal (A.3.1): Information system project c/				0	803

UNFCCC INTERIM SECRETARIAT: FINANCIAL ESTIMATES FOR 1995*
 (continued)

DESCRIPTION OF ACTIVITY	INPUTS	Grade	Starting from	Regular budgets (UN, UNEP, WMO)	Extra-budgetary
			d/	b/	b/
B. COMMUNICATION, REVIEW AND ASSESSMENT Coordination, including support for SBSTA.	Principal Officer	L-6			172
	Secretary	G-4		89	
B.1 General policy issues Work on emerging policy issues (including guidelines for communications by developing countries) and multilateral consultative process (Article 13); general reports to COP and SBSTA.	Policy Adviser	L-6	7.95		86
	Programme Officer	L-2	4.95		69
B.2 Scientific outreach Interaction with scientific bodies; review of scientific information; related documentation for COP and subsidiary bodies.	Principal Officer (WMO)	L-6		172	
	Secretary (WMO)	G-4		89	
B.3 Assessment and analysis Analysis and assessment re: methodologies, inventories, technologies, mitigation options; related documentation for COP and subsidiary bodies.	Principal Officer	L-6	7.95		86
Subtotal (B.1, B.2 and B.3)				350	413
B.4 Review of communications from Annex I Parties Technical, analytical and organizational support for first review of communications by Annex I parties, including compilation synthesis, etc.	Manager	L-5	7.95		79
	Programme Officer	L-4			138
	Programme Officer	L-4			138
	Programme Officer	L-3			116
	Data processing asst.	G-5	7.95		45
	Secretary	G-4			89
	Temporary assistance				75
	Consultants				100
	Travel				100
	Expert groups				250
	Equipment, supplies, operating costs, etc.				40
	Share of information system costs (33%)				267
	Contingencies (2% of subtotal)				25
Sub-total (B.4): Review of communications from Annex I Parties				0	1,462
Sub-Total B: COMMUNICATION, REVIEW AND ASSESSMENT				350	1,875

UNFCCC INTERIM SECRETARIAT: FINANCIAL ESTIMATES FOR 1995*

(continued)

DESCRIPTION OF ACTIVITY	INPUTS	Grade	Starting from a/	Regular budgets (UN, UNEP, WMO) b/	Extra-budgetary b/
C. FINANCIAL MECHANISM AND TECHNICAL COOPERATION					
Coordination	Principal Officer (DPCSD) Secretary	D-1 G-4		172 89	
C.1 Financial Mechanism					
Substantive documentation for COP and subsidiary bodies re. implementation of financial mechanism (Article 4.3 and 11); substantive liaison with GEF and its implementing agencies; preparation of agreement with operating entity.	Legal Adviser (UNEP) Programme Officer Secretary (WMO)	P-4/5 P-2 G-4	7.95	138 47 89	
Subtotal (C. and C.1): Financial mechanism					
				535	0
C.2 Support for Technical Cooperation (CC:COPE)					
Facilitation of capacity building, "enabling activities" in developing and "transition" countries; promotion of co-operation and programme activities with UNDP, UNEP, GEF, UNITAR and other partners.	Coordinator	L-5			158
Subtotal (C.2): CC:COPE					
				0	158
C.2.1 Climate Convention Information Exchange (CC:INFO)					
Joint programme with UNEP to exchange information about the availability of resources for country activities on climate change, and about the results of such activities.	Programme Officer Programme Officer Communications Asst. Secretary Temporary Assistance Consultants Travel Expert groups Equipment, supplies, operating costs, etc. Share of information system costs (17%) Contingencies (2% of Sub-Total)	L-3 L-2 G-5 G-4			116 93 89 89 10 10 40 30 90 137 15 719
Subtotal (C.2.1): CC:INFO					
				0	719
Subtotal C: FINANCIAL MECHANISM AND TECHNICAL COOPERATION					
				535	877

UNFCCC INTERIM SECRETARIAT: FINANCIAL ESTIMATES FOR 1995*
 (continued)

DESCRIPTION OF ACTIVITY	INPUTS	Grade	Starting from a/	Regular budgets (UN, UNEP, WMO) b/	Extra-budgetary b/
D. POST COP 1 CONTINGENCIES					
D.1 Support for negotiations Substantive documentation for COP and subsidiary bodies in support of negotiations on amendment(s) or protocol(s) to FCCC; additional staff for A.2	Programme Officer	L-3	10.95		29
D.2 Support for joint implementation: pilot phase Development and monitoring of criteria; reports on pilot phase.	Programme Officer	L-5	10.95		39
Subtotal D: POST COP 1 CONTINGENCIES					
				0	68
E. OTHER NON-STAFF COSTS					
Non-staff costs for general purposes, additional to projects B.3 and C.2.1.	Temporary assistance			50	
	Consultants			40	100
	Travel			125	120
	Expert groups			35	30
	Equipment, supplies, operating costs, etc.			115	30
	Share of information system costs (50%)			0	404
	Contingencies (2% of total)				14
Subtotal E: OTHER NON-STAFF COSTS					
				365	698
TOTAL ALL SECRETARIAT ACTIVITIES					
				2,217	4,315

UNFCCC INTERIM SECRETARIAT: FINANCIAL ESTIMATES FOR 1995*
(continued)

- a/ Funding requirements from January 1995 unless otherwise indicated.
- b/ Costs are expressed in thousand United States dollars (\$). Costings for posts are UN programme budget standard, pro forma figures, and based on a standard UN exchange rate of US\$1=SwF1.32. Estimates exclude overhead charges (13 per cent) and provision for operating reserve (15 per cent) - see annex IV for gross estimates.
- c/ The subtotal for the information system project is shown here for illustration only. 50 per cent of the cost has been allocated to "E: Other non-staff costs". The other 50 per cent is allocated between work on communication and review (B.4) (33 per cent) and on CC:INFO (C.2.1) (17 per cent), both of which need substantial information system support.
- d/ Bilateral funding assured.
- e/ Currently also managing CC:INFO (C.2.1), as well as coordinating information system project (A.3.1).
- f/ Expected to be funded by project now under development.
- g/ Total calculated at an exchange rate of US\$1=SwF1.32, subject to exchange rate variations. Total also excludes DPCSD Administrative Unit (Geneva), services provided by UNOG (conference services, documentation, finance, personnel, procurement, etc.) and support from IUCC (UNEP/WMO) (public information).

Annex III

SPECIAL VOLUNTARY FUND FOR PARTICIPATION (GA resolution 45/212, para. 10)
STATEMENT OF CONTRIBUTIONS
(United States dollars) *a/*

Contributors	Contributions to 31.12.94	1995		Total contribution to 15.03.95	Outstanding pledges
		Contributions	Date of receipt voucher		
Australia	17,180.00	-	-	17,180.00	-
Austria	102,485.00	-	-	102,485.00	-
Canada	267,562.80	49,715.91	06.02.95	317,278.71	71,400.00
Denmark	384,970.00	-	-	384,970.00	-
Finland	104,866.77	-	-	104,866.77	-
France	235,053.44	-	-	235,053.44	50,000.00
Germany	991,307.18	197,000.00	16.03.95	1,188,307.18	-
Greece	32,982.50	-	-	32,982.50	-
Ireland	24,300.00	12,000.00	28.02.95	36,300.00	-
Italy	60,790.20	59,800.17	06.03.95	120,590.37	-
Japan <i>b/</i>	360,000.00	-	-	360,000.00	100,000.00
Netherlands	381,899.60	143,909.74	20.01.95	525,809.34	-
Norway	163,654.01	-	-	163,654.01	-
Spain	122,315.64	-	-	122,315.64	-
Sweden	314,311.79	-	-	314,311.79	-
Switzerland <i>c/</i>	578,694.20	-	-	578,694.20	121,000.00 <i>c/</i>
Turkey	3,000.00	-	-	3,000.00	-
United Kingdom	500,528.00	63,040.57	06.02.95	563,568.57	-
USA	555,000.00	-	-	555,000.00	-
CEC* <i>d/</i>	123,580.00	-	-	123,580.00	-
WMO	34,698.13	-	-	34,698.13	-
UNDP <i>e/</i>		-	-	-	-
Total	5,359,179.26	525,466.39		5,884,645.65	342,400.00

Notes: A hyphen (-) indicates that the item is not applicable.

* Commission of the European Communities (CEC)

a/ Information on contributions as at 20 March 1995. All contributions are gross. Deductions of 13 per cent for support costs and 15 per cent for operating reserve are applicable to determine amounts available for allotment. (See annex IV).

b/ In 1991/1992, Japan made a separate contribution of \$200,000 to costs of travel and participation for pre-session seminars and training activities. 1994 contribution of \$240,000 to cover participation in meetings up to and including COP 1, of which \$40,000 for participation of Eastern/Central European countries with economies in transition.

c/ Includes contributions of \$189,991.60 (1991-1994) and pledge of \$40,000, equivalent of SwF50,000 (1995), for participation of Eastern/Central European countries with economies in transition.

d/ Additional offers of contributions from the CEC totalled some \$120,000 in 1993-94; it was not possible to work out conditions for payment that were compatible with the United Nations Financial Regulations and with the procedures of the CEC. However, in the context of the recent agreement regarding financial contributions from the CEC to the United Nations, it is hoped that new offers will be realized in 1995.

e/ In 1992, UNDP directly supported participation by 20 developing countries in the fifth session of the Committee; estimated value \$100,000.

Annex IV

ESTIMATED EXTRABUDGETARY FUNDING REQUIREMENTS 1995

(Thousands of United States dollars)

		1995
A. Trust Fund for Secretariat Activities (GA resolution 45/212, para. 20)		
Estimated net funding requirements	a/	(4,315)
Estimated gross funding requirements	b/	(5,523)
Beginning year balance		1,455
Contributions 1995		714
Bilateral staff support		667
Gross pledges	c/	225
Balance of funding sought		(2,462)
B. Special Voluntary Fund for Participation (GA resolution 45/212, para. 10)		
Estimated gross funding requirements:		
INC XI	b/	-
COP 1 -one delegate + Bureau	d/	(672)
-second delegate (LDC and SIDC)	e/	(810)
Subsidiary bodies	f/	(273)
	g/	(896)
Total funding requirements		(2,651)
Beginning year balance		1,318
Contributions 1995		525
Gross pledges	h/	342
Balance of funding sought		(466)

a) As estimated in annex II, "UNFCCC interim secretariat: financial estimates for 1995".

b) Includes provision for 13 per cent overhead and 15 per cent operating reserve.

c) As reported in annex I "Trust fund for the negotiating process".

d) Estimate (95 participants).

e) Estimate based on 2-week meeting in Berlin (115 participants).

f) Second participant from 33 least developed and eligible small island developing countries.

g) Estimate based on 3-week meeting in Geneva (100 participants).

h) As reported in annex III, "Special voluntary fund for participation".