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PROGRAMME AND BUDGET

(c) PERFORMANCE REPORT OF THE CONVENTION'S TRUST FUNDS IN 1999

Note by the secretariat

Addendum

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¹ ICCD/COP(4)/1.

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I. INTRODUCTION

A. Mandate

1. Rule 10 (d) of the Rules of Procedure of the Conference of the Parties (ICCD/COP(1)/11/Add.1) provides that the provisional agenda for each ordinary session of the Conference of the Parties (COP) shall include, as appropriate, the proposed budget as well as all questions pertaining to the accounts and financial arrangements.

2. The Executive Secretary provided to the third session of the Conference of the Parties reports on the financial performance of the Convention budget for 1999, Trust Fund for Supplementary Activities and Trust Fund for Participation in the Process of UNCCD as at July 31 and estimates up to 31 December 1999. The report covers the actual performance of the whole budget year 1999.

3. The Conference of the Parties at its third session, after taking note of the report of the Executive Secretary on administrative and financial matters, requested the Executive Secretary to report at its fourth session on the financial performance of the Convention budget and to submit proposals on how the budgeting and reporting process could be improved, taking into account the developments and practices in the United Nations Framework Convention on Climate Change, the Convention on Biological Diversity and any other relevant intergovernmental organizations. In response to that request, the present report also gives information on programme implementation and results achieved in addition to the performance level.

B. Scope of the report

4. This document is organized as follows:

(a) Section II contains information on performance for the year 1999 as of 31 December for the four trust funds administered by the secretariat, namely, General Trust Fund for the Core Budget (Core Budget), Trust Fund for Supplementary Activities of UNCCD (Supplementary Fund), Special Trust Fund for Participation in the Process of UNCCD (Participation Fund) and the Trust Fund for the Supplementary Contribution for Convention Activities by the Host Government (Bonn Fund);

(b) Section III provides information on the management of human resources;

(c) Section IV provides information on the status of working capital reserve.

5. When reviewing the performance report, consideration should be given to the fact that while a budget of US\$6,100,000 was approved, only US\$4,956,800 was to come from the assessed contributions. In addition, DM 1,000,000 (US\$601,383 United Nations official rate of exchange for the month of January 1999) was to be received as a special contribution from the Government of Germany to the Core Budget, therefore making a grand total of US\$5,558,183. In accordance with decision 6/COP.2, the secretariat was to make savings equivalent to DM 1,000,000. After taking into account programme support and working capital reserve, the amount available for all programmes was US\$4,541,800.

6. This document should be read in conjunction with other documents relating to the administrative and financial matters of the Convention prepared by the secretariat for the fourth session. The additional documents are:

(a) The report on the performance of the Trust Fund for Supplementary Activities (ICCD/COP(4)/2/Add.4);

(b) The final audited statement of accounts for 1999 for the trust funds of UNCCD (ICCD/COP(4)/2/Add.5).

II. PERFORMANCE REPORT

A. Trust Fund to the Core Budget and Supplementary Activities

1. Report on income

7. The status of contributions to the Core Budget and Supplementary Fund is summarized below (table 1).

Table 1. Summary of income in 1999
(United States dollars)

Source	Core Budget received contributions as of 31/12/99	Supplementary Fund contributions as of 31/12/99
1999 assessed contributions from Parties	4 962 259	-
Special contribution from Germany (DM 1 million)	601 383	-
Balance of supplementary funds brought forward from 1998	-	1 582 658
1999 voluntary contributions to the Supplementary Fund		3 761 348
Subtotal	5 563 642	5 344 006
Interest income	27 622	39 874
Total	5 591 264	5 383 880

8. As at 31 December 1999, 62 Parties had paid their contributions. Of the total amount of assessed contributions received (US\$4,962,259), US\$402,125 represents overpayments as a consequence of the reductions in assessed contributions due to an increase in the number of Parties to the Convention. These overpayments will be credited against the future assessed contributions of the Parties concerned. Paid contributions represented 91.9 per cent of the approved contributions. At the end of the reporting period, 97 country Parties had not paid their assessed contributions amounting to US\$396,736. The Executive Secretary has sent out reminder letters inviting all Parties who have not yet paid their contribution in full to do so without further delay. Contributions to the Core Budget are reported in annex I, contributions to the Supplementary Fund in annex II and contributions to the Participation Fund in annex III.

9. In addition to the above, voluntary contributions of US\$601,383 (DM 1 million) has been received from the host Government. These contributions are taken into consideration in table 1.

2. Report on expenditures

10. Summaries of actual expenditure under the Core Budget and Supplementary Funds for 1999, broken down by programme and object of expenditure respectively, for the year 1999 are given in tables 2 and 3.

11. When reviewing these tables it should be borne in mind that this being the first budget, the secretariat lacked experience to enable it to estimate accurately the expenditures under various objects of expenditure. The experience gained from the results of this year will help to improve the accuracy of future budgets.

12. Actual expenditure for the year amounted to US\$4,520,912 or 99.5 per cent of the funds made available by the COP 2 (US\$4,541,800, see paragraph 5 above). However it should be noted that this expenditure level was made possible by the overpayment referred to above (paragraph 8), as there were still some countries that had not paid their contributions. It is anticipated that the outstanding contributions will be fully paid up in the year 2000. Should these contributions not be forthcoming in the year 2000, the secretariat will have to draw from the working capital reserve in order to repay the funds borrowed from the overpayments.

Table 2. Expenditures in 1999 by programme
(United States dollars)

Programme	1999 Budget	Actual 1999 expenditure	%	Supplementary Fund
Policy-making organs	42 000	33 089	78.8	0
Executive direction and management	625 000	704 418	112.7	56 082
Substantive support to the COP & its subsidiary bodies	542 000	475 142	87.7	402 243
Facilitation of implementation & coordination	1 384 000	1 214 609	87.8	1 726 144
External Relations & Public Information and NGOs	388 000	325 142	83.8	367 715
Administration and Finance	1 000 500	781 512	78.1	0
Global Mechanism	1 003 000	987 000	98.4	0
Subtotal	4 984 500	4 520 912	90.7	2 552 184
Programme support costs ^a	648 000	503 322	77.7	287 239
Total	5 632 500	5 024 234	89.2	2 839 423
Working capital reserve	467 500	371 765	79.5	382 828
Grand total	6 100 000	5 395 999	88.5	3 222 251

^a In accordance with the United Nations guidelines (ST/SGB/188, paragraph 47), a 13 per cent programme support factor has been applied to expenditures on all the trust funds except where exemptions have been authorized by the Controller. The amount has been calculated on the basis of the actual expenditures incurred, and debited as a charge to this account and credited to the United Nations.

Table 3. Total expenditure in 1999 by object of expenditure
(United States dollars)

Object of expenditure	1999 Budget	Actual 1999 expenditure	%	Supplementary Fund
Staff costs,	2 940 000	2 361 664	80.3	56 082
consultants and experts	158 000	253 233	160.3	186 433
Travel of participants and representatives	0	31 479	4	638 011
Travel of staff	355 500	506 134	142.4	89 630
Contractual services	15 000	16 592	110.6	113 452
General operating expenses	464 000	307 480	66.3	0
Hospitality	14 000	5 291	37.8	0
Supplies and material	35 000	52 039	148.7	0
Grants	1 003 000	987 000	98.4	1 468 576
Subtotal	4 984 500	4 520 912	90.7	2 552 184
Programme support costs	648 000	503 322	77.7	287 239
Total	5 632 500	5 024 234	89.2	2 839 423
Working capital reserve	467 500	371 765	79.5	382 828
Grand total	6 100 000	5 395 999	88.5	3 222 251

13. The savings decided upon by the Conference of the Parties were mainly achieved as a result of the higher than normal vacancy rate. Apart from direct savings in salaries and related costs, the high vacancy rate, during the early part of the reporting period, further lowered the implementation level under general operating expenditure. It should be pointed out that the expenditure level under general operating costs is directly linked to the number of staff on-board. This meant that the share of the UNCCD in the costs of the common maintenance and other services in Haus Carstanjen was significantly lower than anticipated.

14. To make further savings under the Core Budget account the secretariat, whenever possible: (a) raised and used voluntary contributions under the Supplementary Fund, the Bonn Fund and the Participation Fund; (b) used the programme support account (see para. 58, below); and (c) imposed a strict control over the use of the Core Budget funds.

15. Tables 2 and 3 indicate that while the overall expenditure level under the Core Budget is 88.5 per cent of the approved budget, actual expenditures were more than indicated in the Programme and Budget 1999 (ICCD/COP(2)/2), as follows:

(a) Consultants and experts: Due to the lengthy recruitment process in the initial part of the year, the secretariat had to hire short-term personnel and consultants to carry out normal staff functions. In addition, the secretariat required expert services to continue raising awareness and facilitate the ratification or accession processes in the affected regions of Europe, Asia and Pacific, North America, and Latin America and the Caribbean;

(b) Travel of staff: Given the relationship between the Convention and other international instruments, there was a need for the secretariat to actively anticipate in meetings of other conventions, United Nations bodies and international organizations. The executive direction and management also had more consultations with government authorities, intergovernmental bodies and other partners on cooperation in the framework of the implementation of the Convention at national, subregional and regional levels;

(c) Contractual services: Cost of translation services provided to the meeting of the ad hoc panel of experts on traditional knowledge received no supplementary funding and had to be undertaken under the Core Budget;

(d) Supplies and materials: This being the first year of operation of the permanent secretariat, there was limited experience in the level of office supplies required for the whole year. It is therefore expected that future budget submissions will be closer to real needs.

3. Programme delivery

Policy-making organs

Table 4. Expenditure in 1999 for the policy-making organs
(United States dollars)

Object of expenditure	1999 budget	Actual 1999 expenditure	Supplementary Fund
Travel of staff	32 000	29 860	0
Hospitality	10 000	3 229	0
Total:	42 000	33 089	0

16. Expenditure under this heading was used to finance travel expenses of five technical Secretariat staff from United Nations Headquarters in New York to Recife, Brazil, to service the third session of the Conference of the Parties and for hospitality costs in connection with that session.

Executive direction and management

Table 5. Expenditure in 1999 for executive direction and management
(United States dollars)

Object of expenditure	1999 budget	Actual 1999 expenditure	Supplementary Fund
Staff costs (1ASG, 1D-1, 1P-3, 2GS)	480 000	474 301	56 082
Consultants and experts	42 000	69 486	0
Travel of participants and representatives		(424)	0
Travel of staff	99 000	158 994	0
Hospitality	4 000	2 061	0
Total	625 000	704 418	56 082

17. Expenditure under this heading totalled US\$704,418 (112.7 per cent of the approved budget). The expenditures covered salaries and related costs of the Executive Direction and Management staff, consultants' fees and travel, official travel and hospitality.

18. The executive direction and management staff provided policy guidance based on the COP decisions and coordination of secretariat activities, as well as advice to the bodies of the Convention. In his external relations, the Executive Secretary gave high priority to developing closer cooperation and synergy with activities of other conventions, United Nations bodies and international governmental and non-governmental organizations. The management also ensured that the move of the secretariat from Geneva to Bonn went smoothly and that the recruitment of staff was completed. Awareness and advocacy of desertification issues were also given priority by the Executive Secretary with the aim of widening global support for the Convention. The Convention was acceded to or ratified by 15 new Parties in 1999 bringing the total number of the Parties to 160 by the end of the year. Substantial groundwork was done to ensure that many other developed and developing countries will be joining the UNCCD in the very near future.

Substantive support to the COP and its subsidiary bodies

Table 6. Expenditure in 1999 for substantive support to the COP and its subsidiary bodies
(United States dollars)

Object of expenditure	1999 budget	Actual 1999 expenditure	Supplementary Fund
Staff costs (2P-5, 1P-3, 1P-2, 1GS)	442 000	350 607	0
Consultants and experts	-	41 591	37 204
Travel of participants and representatives	20 000	31 718	110 459
Travel of staff	65 000	40 634	7 080
Contractual services	15 000	10 592	0
Grants to UNEP	0	0	247 500
Total	542 000	475 142	402 243

19. Under the total Core Budget of US\$475,142 for the substantive support to the Conference of the Parties and its subsidiary bodies, US\$350,605 were used for salaries and other staff costs. US\$41,591 were spent on the preparation of official COP documents. US\$31,718 were used for the travel of representatives to the CST bureau meeting and US\$40,634 for travel of staff to scientific workshops and ad hoc panel meetings. A total of US\$10,592 was spent for interpretation services during the CST bureau meeting. Support for scientific and technical activities, which came from the Supplementary Fund, amounted to US\$402,243.

20. In accordance with decision 24/COP.2, the third session of the Conference of the Parties (COP 3) was held in Recife, Brazil, from 15 to 26 November 1999. Delegations from 129 parties and observers to the Convention as well as seven international organizations participated. COP 3 initiated the review of the implementation of the Convention and considered 43 reports from affected African

country Parties and subregional organizations. The Conference also adopted 23 decisions including the Convention budget for the biennium 2000-2001, the procedure for the review of the implementation of the Convention, the first review of policies, operational modalities and activities of the Global Mechanism, and an initiative towards a declaration of commitments to enhance the implementation of the Convention.

21. Fifty-three pre-session documents were prepared for COP.3. During the two weeks of the meeting, 29 in-session documents were prepared and issued.

22. In parallel with official sessions of the Conference, a two-day meeting of Members of Parliaments was convened from 22 to 23 November 1999, which was attended by 39 Parliamentarians from 28 countries. The declaration of Members of Parliament was noted by the Conference (decision 21/COP.3), and is included in the official report of COP.3 (ICCD/COP(3)/20).

23. During 1999, two meetings of the bureau of the Conference and one meeting of the bureau of the Committee on Science and Technology were convened in Bonn, Germany. Representatives of all regional groups guided the secretariat in preparing a provisional agenda for the third session of the Conference. The two bureaux were constantly kept informed on the secretariat's activities for the facilitation of the implementation of the Convention at national, subregional and regional levels.

Facilitation of the implementation and coordination of the Convention

Table 7. Expenditures in 1999 to facilitate the implementation of the Convention

(United States dollars)

Object of expenditure	1999 budget	Africa Unit	Asia Unit	LAC/ERPI	No. Mediter. unit	Total 1999 Expenditure	Supp. Fund
Staff costs (3P-5, 3P-4, 3P-3, 4GS)	1 210 000	325 100	345 500	247 033	98 606	1 016 239	0
Consultants and experts	53 000	42 826	34 565	12 183	0	89 574	149 229
Travel of representatives & participants	0	0	0	0	0	0	384 314
Travel of staff	121 000	53 581	51 259	0	3 956	108 796	82 550
Contractual Services							45 475
Grants							1 064 576
Total	1 384 000	421 507	431 324	259 216	102 562	1 214 609	1 726 144

24. In 1999, facilitation of the implementation and coordination of the Convention included awareness raising, support to the formulation of action programmes at national, subregional and regional levels and the preparation and planning of national reports to the COP. It should be noted that activities supported by the secretariat were often undertaken in coordination with support from other actors in order to achieve the expected results.

25. Organization of nine national awareness-raising seminars, three subregional meetings, three regional meetings and four regional workshops, two

interregional and three global meetings were supported under the Supplementary Fund. Several other seminars, workshops and meetings related to the Convention, held at national, subregional and regional levels, were facilitated through various subregional, regional and non-governmental institutions. Support was provided on request by some countries to facilitate the implementation process.

26. By the end of 1999, 160 countries had acceded the Convention; 42 African countries had submitted their national reports to the COP. Altogether, 29 national action programmes were finalized in various regions. Three subregional action programmes were launched in the African region and three in the Latin American and the Caribbean region. Six regional thematic programme networks were prepared both in the African and Asian regions. Support was also provided for the functioning of three regional coordination units through extrabudgetary contributions.

28. Through the above-mentioned activities, the Convention has moved from awareness-raising to facilitating the preparation of programmes for combating desertification and seeking to promote partnership arrangements for their timely implementation.

Table 8. Expenditures in 1999 for the facilitation of implementation and coordination in the Africa region
(United States dollars)

Object of expenditure	Core Budget	Supplementary Fund	Total 1999 expenditure
Staff costs (1P-5, 1P-4, 1P-3, 1GS)	325 100	0	325 100
Consultants and experts	42 826	129 601	172 427
Travel of representatives and participants	0	147 826	147 826
Travel of staff	53 581	49 914	103 495
Contractual Services	0	38 475	38 475
Grants	0	764 576	764 576
Total	421 507	1 130 392	1 551 899

27. Under the total Core Budget of US\$421,507 for facilitation of implementation and coordination in the Africa region, US\$325,100 were used for salaries and other staff costs; US\$53,581 were used for travel of staff to national, regional and subregional meetings and US\$42,826 for consultants and experts for preparations of national, regional and subregional meetings. Support to the facilitation activities from the Supplementary Fund amounted to US\$1,130,392.

28. The secretariat assisted the affected African country Parties in the preparation of their national reports for the third session of the Conference of the Parties. Furthermore, the secretariat facilitated organization of national awareness-raising seminars and national forums to launch or approve national action programmes. Subregional forums for development, and adoption of the subregional action programmes were supported as well as the formulation of transboundary pilot projects for the Maghreb and Sahel regions. At the regional level, the secretariat facilitated the organization of the third African regional Conference and two workshops for the formulation of recommendations on activities of two thematic programme networks. Assistance

was also provided to support activities undertaken by the Regional Coordination Unit.

29. Results of the facilitation activities can be summarized as follows:

(a) By now, all 52 African countries have ratified the Convention. At the national level, countries have made substantial progress in the elaboration of their national action programmes; so far, 13 national action programmes have been finalized and most of them have already been adopted formally by the respective governments. These countries are now consulting their development partners for the negotiation and conclusion of partnership agreements;

(b) Three subregional action programmes have been finalized and the respective subregional institutions have launched the implementation phase of priority activities identified in the SRAPs;

(c) In order to ensure complementarity between the National Action Programmes and the SRAPs, the secretariat has provided support to the competent subregional organizations so as to enable them to provide technical backstopping to their respective member States in the elaboration of their Action Programmes;

(d) The regional African Conference preparatory to COP 3 provided the opportunity for ministers and national focal points to examine in detail the national, subregional and regional reports to be submitted to COP 3. The participants approved various recommendations that were important for the discussions of COP 3;

(e) Support given to facilitate the elaboration of the Regional Action Programme resulted in the designation of the institutional focal points to coordinate the six thematic programme networks, and the launching of the first activities of the RAP towards the end of the year with the full backing of the Regional Coordination Unit.

Table 9. Expenditures in 1999 for the facilitation of implementation and coordination in the Asia region

(United States dollars)

Object of expenditure	Core budget	Supplementary Fund	Total 1999 expenditure
Staff costs (1P-5, 1P-4, 1P-3, 1GS)	345 500	0	345 500
Consultants and experts	34 565	11 608	46 173
Travel of representatives and participants	0	90 668	90 668
Travel of staff	51 259	15 928	67 187
Contractual Services		7 000	7 000
Grants		159 400	159 400
Total	431 324	284 604	715 928

30. Under the total Core Budget of US\$431,324 for facilitation of implementation and coordination in the Asia region, US\$345,500 was for salaries and other staff costs. US\$51,259 were for travel of staff to national, subregional and regional meetings. Support to the facilitation activities from the Supplementary Fund amounted to US\$284,604.

31. The secretariat facilitated *inter alia* the organization of four national awareness-raising seminars and supported also several countries in their NAP process. It helped in the organization of an Asian focal points meeting, a launching meeting of the Thematic Programme Network on Monitoring and Assessment and an Afro-Asian workshop on early warning systems in Beijing. The secretariat assisted in the accession process in the region and initiated the national reporting exercise. The Regional Coordination Unit started its activities.

32. Results of the facilitation activities can be summarized as follows:

(a) The national awareness-raising seminars strengthened the role of national coordination bodies and encouraged the development of the national action programmes. Three countries were assisted in preparing their NAPs, bringing the total number of completed NAPs to six;

(b) Three additional countries acceded to the Convention;

(c) Planning of national reporting ensured the timely initial preparation for the elaboration of national reports to be submitted by Asian country parties;

(d) At the regional level, the focal point meeting achieved the following: agreement on common guidelines for national reporting; successful launching of the thematic programme network on monitoring and assessment (TPN1) with follow-up activities in the year 2000; initiation of the preparatory work for the launching in the year 2000 of TPN on Agroforestry and Soil Conservation;

(e) The interregional meeting between Africa and Asia on early warning systems decided upon a series of recommendations for action to promote cooperation in the use of early warning systems in desertification control in the two regions;

(f) Staff in this Unit also provided programme-wide policy support and facilitated the process of the preparation of a new annex for Central and Eastern Europe.

Table 10. Expenditures in 1999 for the facilitation of implementation and coordination in Latin America and the Caribbean region
(United States dollars)

Object of expenditure	Core budget	Supplementary Fund	Total 1999 expenditure
Staff costs (1P-5, 1P-3, 1GS)	247 033	0	247 033
Consultants and experts	12 183	6 748	18 931
Travel of representatives and participants	0	145 820	145 820
Travel of staff	0	14 077	14 077
Contractual Services	0	0	0
Grants	0	140 600	140 600
Total	259 216	307 245	566 461

33. Under the Core Budget, US\$247,033 were used for salaries and other staff costs and US\$12,183 for consultancies. Support to the facilitation activities from the Supplementary Fund amounted to US\$307,245.

34. The secretariat facilitated the organization of four national awareness-raising workshops, an expert meeting on benchmarks and indicators and the Fifth Regional Meeting in Peru. An information bulletin for the region was published regularly and assistance was provided for the operation of the regional information system, DESELAC, as well as for the operation of the regional coordination unit. The development of the Methodological Guide for national reporting was supported, and a comprehensive review and expansion of the list of national focal points was carried out. Guidance to the parties in the region on all matters concerning UNCCD and assistance for the countries in the accession process was provided.

35. Results of the activities can be summarized as follows:

(a) The awareness-raising seminars improved the cooperation between the interested partners, strengthened the capacity of the countries and gave impetus to the development of the national action programmes. Eight national action programmes have been adopted so far;

(b) Continuous efforts have resulted in two more countries ratifying the Convention in 1999, bringing the number of Parties from the region to 30 Parties out of 33 countries;

(c) The regional meeting provided a good opportunity for the focal points to exchange information on their experiences in preparation and implementation of the action programmes. Guidelines for national reporting were developed. Subregional and regional action programmes and specific project proposals to combat desertification were approved and joint preparation for the third session of the Conference of the Parties was discussed at the regional meeting;

(d) The further development of the regional information system, DESELAC, the publication of an information bulletin for the region and the comprehensive review and expansion of the list of National Focal Points facilitated contacts between the Focal Points and other interested partners in the region as well as increased the dissemination of information on the desertification in the region;

(e) Support given to the activities at the regional level included the functioning of the Regional Coordination Unit, which started backstopping activities at the national, subregional and regional levels.

Table 11. Expenditures in 1999 for the facilitation of implementation and coordination in the Northern Mediterranean region
(United States dollars)

Object of expenditure	Core Budget	Supplementary Fund	Total 1999 expenditure
Staff costs (1P-4, 1-GS ^a)	98 606	0	98 606
Consultants and experts	0	1 272	1 272
Travel of representatives and participants	0	0	0
Travel of staff	3 956	2 631	6 587
Contractual Services	0	0	0
Grants	0	0	0
Total	102 562	3 903	106 465

^aThe subprogramme for the Northern Mediterranean region provided secretariat services also for the office of Executive Direction and Management.

36. Under the Core Budget US\$98,606 was used for salaries and other staff costs and US\$3,956 for the travel of staff making a total of US\$102,562. Support to the facilitation activities from the Supplementary Fund amounted to US\$3,903. This programme provided also part-time secretarial services to the office of Executive Direction and Management.

37. Facilitation of the implementation of the Convention in the Northern Mediterranean region included participation in the regional focal point and ministerial meetings of the Annex IV countries. The secretariat facilitated the process of national and the regional action programmes. Results of the activities can be summarized as follows:

(a) Technical support given to the elaboration of the national action programmes of Annex IV countries resulted in the adoption of one NAP in June 1999 and the adoption of the guidelines of another NAP in July 1999. Terms of Reference for the Regional Action Programme were adopted by the regional ministerial meeting in November 1999;

(b) Through regional meetings linkages between the secretariat, national focal points and other stakeholders were strengthened in order to improve cooperation and the exchange of information on matters related to the Convention.

External relations and public information and NGOs

Table 12. Expenditures in 1999 for external relations and public information
(United States dollars)

Object of expenditure	1999 budget	Actual 1999 expenditure	Supplementary Fund
Staff costs (1P-4, 2P-2, 1GS)	323 000	210 657	0
Consultants and experts	43 000	52 582	0
Travel of participants and representatives	0	184	143 238
Travel of staff	22 000	61 719	0
Contractual services	0	0	67 977
Grants	0	0	156 500
Total	388 000	325 142	367 715

38. Under the Core Budget US\$210,657 were used for salaries and other staff costs and US\$52,582 for consultancies and US\$61,719 for travel of staff making a total of US\$324,958. Travel involved mainly consultations and meetings of relevance to the UNCCD process, particularly the governing bodies of other Conventions and partner institutions as well as the General Assembly of the United Nations. Consultants assisted in drafting technical documents and compiling information on synergies with other Conventions and other documents for the COP.

39. External relations and public information activities focused mainly on three issues: inter-agency coordination, cooperation with non-governmental organizations and public information.

40. Inter-agency coordination activities included active participation in meetings and regular consultations with key partner agencies supporting the

implementation of the Convention. The exchange of memoranda with these partners has also continued.

41. Cooperation with the non-governmental community included support to the organization of NGO meetings, support to NGO participation to the COP and other related meetings, strengthening of outreach and awareness raising capacities and strengthening of institutional capacities.

42. Public information activities included publication of the UNCCD newsletter, re-prints of UNCCD information kits and memorabilia for the third Conference of the Parties. The UNCCD Information System was upgraded in order to entail a more user-oriented Web page.

43. Results of the activities can be summarized as follows:

(a) The secretariat has promoted the strengthening of relationships with the secretariats of other relevant Conventions, international financial institutions and other intergovernmental organizations, and has produced a substantive document on possible synergies;

(b) In various meetings the NGOs have raised awareness of the problems of local communities and of approaches related to desertification and land degradation. At the local level they have a crucial role in promoting grass-root involvement and the application of best practices in the implementation of the Convention.

(c) Educational and public awareness material has promoted and facilitated intersectorial and interregional dialogue as well as raised awareness of the problem of desertification, of its global character, and its interrelation with other environmental issues, in particular with biodiversity and climate change.

Administration and Finance

Table 13. Expenditures in 1999 for administration and finance
(United States dollars)

Object of expenditure	1999 budget	Actual 1999 expenditure	% of expenditure 1999 Budget
Staff costs (1P5, IP3, 3GS)	485 000	239 345	49.3
Other personnel-related cost	0	70 516	
Travel of staff	16 500	106 132	643.2
Contractual services	0	6 000	
General operating expenses	464 000	307 480	66.3
Supplies and material	35 000	52 039	148.7
Total	1 000 500	781 512	78.1

44. Under this programme an amount of US\$781,512 of the Core Budget were used for salaries and related costs, temporary assistance required by the entire secretariat, administration and finance-related travel and general operating expenses of the UNCCD, i.e. for communications (telephone, fax, postage, pouches), rental and maintenance of UNCCD office premises, supplies and

materials, and rental and maintenance of photocopy and fax equipment. The programme also provided logistical support to travel.

45. Savings under this programme are attributable principally to the lower than projected cost of contribution to joint activities in Haus Carstanjen (e.g. to the costs of security, cleaning, repair and maintenance, utilities, postal and pouch facilities, telephone exchange services and third party insurance). These savings were realized as a result of successful negotiations by the Common Premises Manager to reduce the rates for telecommunication costs in 1999, to the postponement of planned repairs, and to the fact that, in a large part, the charges for the common premises are pro-rated to the number of personnel. Savings were also realized due to the fact that an agreement was reached with the United Nations to use the programme support to meet the salaries and related costs of the Chief of Administration and Finance (P-5) and part of the operating requirements (see paragraph 58 below.).

46. Results of Administration and Finance include:

(a) Improvement of the quality and timely submission of donor reports and establishment of a financial monitoring system to facilitate the process of funds monitoring and reporting;

(b) Successful relocation of the secretariat from Geneva to Bonn ensuring all general services readily available to both internal and external users;

(c) Development of job descriptions and recruitment process of all approved posts;

(d) Development of internal financial and other controls with a view that all resources are properly recorded, controlled and utilized;

(e) Taking over most of the services previously provided by UNOG such as maintaining of personnel data in the Integrated Management Information System (IMIS), reviewing, journalising, and payment of travel claims and reviewing, reconciling and preparing of accounting journal vouchers for all UNCCD financial transactions.

Global Mechanism

Table 14. Expenditures in 1999 Global Mechanism
(United States dollars)

Object of expenditure	Proposed 1999 Budget	Actual 1999 Expenditure	% of Expenditure 1999 Budget
Contribution to joint activities	1 003 000	987 000	98.4
Total:	1 003 000	987 000	98.4

47. A total of \$987,000 was transferred to the International Fund for Agricultural Development (IFAD) to finance the administrative operations of the Global Mechanism. Table 15 gives details of the utilization of the funds transferred.

48. Details of the Core Budget Administrative Expenses Account of the Global Mechanism in 1999 are given in table 15. The total budget for the year was US\$907,974. Of the total budget, 80.4 per cent was utilized and committed

during the year, while an amount of US\$178,419 were transferred into the year 2000. The first full year of GM operations was 1999. It was a year of establishing the office and initiating the recruitment of staff. The recruitment of the first two Professional staff posts was delayed compared to the original estimates and is one of the reasons for the savings of the year.

Table 15. Core Budget Administration Account of the Global Mechanism in 1999
(United States dollars)

Expenditures	Budget	Actual expenditures	Per cent	Uncommitted funds transferred to 2000 budget
Staff costs	359 808	321 502	89.3	38 306
Travel	142 000	113 783	80.1	28 217
Consultancy	165 500	141 631	85.6	23 869
General operating expenses	70 982	10 271	14.5	60 711
Supplies and equipment	20 000	20 104	100.5	(104)
Contractual services	89 684	62 264	69.4	27 420
Grants	60 000	60 000	100.0	0
Subtotal	907 974	729 555	80.4	178 419
Overhead charges	79 026	79 026	100.0	0
Total	987 000	808 581	81.9	178 419

B. Supplementary contribution to Convention-related activities by the host Government (Bonn Fund)

49. A supplementary contribution of DM 1 million (\$US542,476) was received from the Host Government for Convention-related activities and events. In addition to this an interest of US\$7,187 were earned on the trust fund, therefore bringing the total fund to US\$549,663. This contribution was used for the following activities:

Activity	Actual expenditure
Support to the process of accession in eastern and central Europe, Latin America and the Caribbean, and OECD countries	195 415
Facilitation of flow of information among the key participants in the UNCCD process	64 231
Preparation and organization of CST activities, including those of the Ad Hoc Panel of Experts on Traditional Knowledge	133 640
Workshop on capacity-building and promotion of an enabling environment in the context of the Regional Action Programme to the UNCCD-Harare, Zimbabwe	17 000
Organization of the Second World Mayors' Forum (Bonn 1999)	5 024
Organization of expert group meetings on the Thematic Programme Network in Asia	20 000
Establishment of a regional network on information systems in Latin America and the Caribbean	20 000
Support to the organization of the Second Africa - Latin America and the Caribbean Forum on the implementation of the Convention	29 275
Programme support costs 13 per cent	62 996
Total expenditures	547 581

C. Special Trust Fund for Participation in the Process of UNCCD

**Table 16. Status of Special Trust Fund for Participation
Expenditure report as of 31 December 1999**
(United States dollars)

Income	Amount
Balance brought forward 1998	728 707
Interest savings and prior years adjustments	568 737
Contributions received in 1999	177 221
Interest earned in 1999	20 211
Total income 1999	1 494 876
<hr/>	
Expenditures	Amount
Bureau Meetings & informal consultations	30 020
Travel of 119 participants to COP 3	934 069
Total direct expenditures	964 089
13 per cent overhead charge	125 332
Total actual 1999 expenditures	1 089 421
Unspent balance	405 455

50. Participation of eight COP Bureau members in two inter-sessional meetings (Bonn, Germany) was facilitated at a cost of US\$30,020. COP and CST Bureau members and 119 participants (US\$934,069) participated in the third session of the Conference of the Parties (Recife, Brazil, 15-26 November).

51. Total expenditure under the Participation Fund in 1999 is US\$1,089,421 inclusive of programme support costs.

III. HUMAN RESOURCES

A. Core Budget

52. Approved staffing table for the secretariat under the 1999 Core Budget comprised 21 posts in the Professional and higher categories and 11 posts in the General Service category.

53. Information on the authorized posts in the secretariat by level and source of funding in 1999 is given in table 17. Apart from one P-5 post (see paragraph 45 above, under Administration and Finance) that was purposely left vacant under the Core Budget but encumbered instead under the Programme Support Account to help achieve the required core savings, all the other posts in table 17 were encumbered partly or fully during the reporting period.

Table 17. UNCCD secretariat posts in 1999 by source of funding

Level	Core Budget			Programme Support		Total filled posts		
	No.	Gender		No.	Gender	No.	Gender	
ASG	1	1M	-	-	-	1	1M	
D-1	1	-	1F	-	-	1	1F	
P-5/L-5	6*	4M	1F	1	1F	7	4M	2F
P-4	4	3M	1F	-	-	4	3M	1F
P-3	6	5M	1F	-	-	6	5M	1F
P-2	3	-	3F	-	-	3	3F	
Subtotal	21*	13M	7F	1	1F	22*	13M	8F
GS	11	4M	7F	3	3F	14	4M	10F
Total	32*	17M	14F	4	4F	36*	17M	18F

*1 P-5 post left vacant in 1999 as this was subsequently provided for under the Programme Support Account.

54. Of the above 36 CCD staff members on board, the percentage of men to women in the Professional (P) category and above is 61.9 per cent and 38.1 per cent respectively. The percentage of men to women in the P-5 and above category is 62.5 per cent and 37.5 per cent respectively. The secretariat is continuing to do its best to attract qualified women to join the secretariat with a view to attaining the United Nations goal of 50/50 gender distribution.

55. In addition to the 36 staff members, the secretariat staffing was supplemented by: (a) a 12-month non-reimbursable loan of one Professional staff member (P-5) from the World Meteorological Organization; (b) three Junior Professional Officers (JPOs) sponsored by Germany (2) and by Italy (1); and (c) two temporary posts of less than one year's duration each established under

the Bonn Fund to provide substantive support to the process of accession in eastern and central Europe and to the facilitation of the flow of information among the key participants in the UNCCD process. These bring the total secretariat staffing to 42 persons (not including staff members recruited under temporary assistance funding).

56. Information on the geographical distribution of staff members encumbering the Core Budget or Programme Support posts is provided in table 18 below. While the paramount consideration in the appointment of UNCCD staff is the necessity for securing the highest standards of efficiency, competence and integrity, efforts have to be made to ensure that staff are recruited on as wide a geographical basis as possible.

57. Under the reporting period the aim of the secretariat was to ensure that all approved posts were filled in order for the secretariat to operate at full capacity. While there were delays in the recruitment process during the initial period of the year immediately following the move from Geneva, the occupancy rate as at the end of 1999 stands at 100 per cent.

Table 18. Geographical distribution of staff members under the Core Budget and programme support account in the Professional and above category

Grade	Africa	Asia	Latin America & Caribbean	West Europe & others	Total
ASG	1	-	-	-	1
D-1	-	-	-	1	1
P-5/L-5	1	1	1	3	6
P-4	2	1	-	1	4
P-3	3	1	2	-	6
P-2	1	1	-	1	3
Total	8	4	3	6	21
Percentage of total	38.1	19.0	14.3	28.6	100.0

B. Programme support costs

58. The United Nations issued to the UNCCD secretariat in 1999 an allotment advice totalling US\$315,000, which provided for salaries and related costs of one P-5 and three General Service posts (US\$287,700); rental and maintenance of equipment (US\$4,300) and communication costs (US\$23,000). The allotment for these costs was requested in accordance with the decision adopted by the Conference of the Parties during its second session. The posts are those of the Chief of the Administration and Finance (P-5), two General Service posts in Administration and Finance, and one Liaison secretary in Geneva. As the UNCCD secretariat has assumed more administrative and financial functions and responsibilities formerly provided by the United Nations, it continues to negotiate for a bigger share of the programme support income earned from the UNCCD trust funds.

IV. WORKING CAPITAL RESERVE

59. The UNCCD Financial Rules (paragraph 9) states that: "Within the General Fund there shall be maintained a working capital reserve at a level to be determined from time to time by the Conference of the Parties by consensus. The purpose of the working capital reserve shall be to ensure the continuity of operations in the event of a temporary shortfall of cash. Drawbacks from the

working capital reserve shall be restored from contributions as soon as possible."

60. At its second session the COP reaffirmed that the working capital reserve maintained within the General Fund shall be set at a level of 8.3 per cent of Core Budget expenditure, including overhead charges. At the end of the reporting period the working capital reserve had the required balance of US\$371,765.

Annex I**Status of contributions to the Core Budget as at 31 December 1999**

Member States^a	Assessed Contribution for 1999^b	Overpayment of 1999 Contributions	Contributions received as of 31-12-1999	Outstanding Contributions receivable as at 31-12-1999
Trust Fund for the Core Budget of the UNCCD (UX)				
Afghanistan ^c	200	-	-	200
Algeria	6 690	9 200	2 510	-
Angola ^c	500	-	-	500
Antigua and Barbuda	150	200	50	-
Argentina	73 060	73 410	350	-
Armenia	790	-	-	790
Austria	67 160	67 460	300	-
Azerbaijan	1 590	-	-	1 590
Bahrain	1 240	1 683	443	-
Bangladesh ^c	500	-	-	500
Barbados	590	1 400	810	-
Belgium	78 660	-	-	78 660
Belize	50	-	-	50
Benin ^c	150	-	-	150
Bolivia	500	-	-	500
Botswana	740	1 800	1 060	-
Brazil	104 890	-	-	104 890
Burkina Faso ^c	150	150	-	-
Burundi ^c	50	-	-	50
Cambodia ^c	50	50	-	-
Cameroon	940	-	-	940
Canada	196 540	197 530	990	-
Cape Verde ^c	150	-	-	150
Central African Republic ^c	50	-	-	50
Chad ^c	50	-	-	50
Chile	9 370	9 370	-	-
China	69 440	69 775	335	-
Colombia	860	-	-	860
Comoros ^c	50	-	-	50
Congo	50	-	-	50
Cook Islands	50	-	-	50
Costa Rica	1 140	-	-	1 140
Côte d'Ivoire	640	-	-	640
Cuba	1 830	-	-	1 830
Democratic Republic of the Congo ^c	500	-	-	500
Denmark	49 320	68 000	18 680	-
Djibouti ^c	50	-	-	50
Dominica	50	-	-	50
Dominican Republic	1 040	-	-	1 040
Ecuador	1 440	-	-	1 440
Egypt	4 660	4 710	50	-

Member States ^a	Assessed Contribution for 1999 ^b	Overpayment of 1999 Contributions	Contributions received as of 31-12-1999	Outstanding Contributions receivable as at 31-12-1999
El Salvador	840	-	-	840
Equatorial Guinea ^c	50	-	-	50
Eritrea ^c	50	-	-	50
Ethiopia ^c	450	384	-	66
European Community	123 920	124 700	780	-
Fiji	250	560	310	-
Finland	38 660	38 810	150	-
France	466 630	643 300	176 670	-
Gabon	1 040	-	-	1 040
Gambia ^c	50	-	-	50
Georgia	230	-	-	230
Germany	699 850	706 200	6 350	-
Ghana	500	-	-	500
Greece	25 030	25 000	-	30
Grenada	50	-	-	50
Guatemala	1 290	-	-	1 290
Guinea ^c	200	-	-	200
Guinea-Bissau ^c	50	-	-	50
Guyana	50	-	-	50
Haiti ^c	150	-	-	150
Honduras	200	461	261	-
Hungary	2 140	-	-	2 140
Iceland	2 280	2 280	-	-
India	21 360	21 439	79	-
Indonesia	13 090	13 190	100	-
Iran (Islamic Republic of)	13 780	-	-	13 780
Ireland	15 960	22 000	6 040	-
Israel	24 640	24 730	90	-
Italy	387 620	389 600	1 980	-
Jamaica	450	400	-	50
Japan	1 239 200	1 246 600	7 400	-
Jordan	450	-	-	450
Kazakhstan	4 710	-	-	4 710
Kenya	500	-	-	500
Kiribati	50	-	-	50
Kuwait	9 570	-	-	9 570
Kyrgyzstan	590	-	-	590
Lao People's Democratic Republic ^c	50	-	-	50
Lebanon	1 140	-	-	1 140
Lesotho ^c	150	-	-	150
Liberia ^c	150	-	-	150
Libyan Arab Jamahiriya	9 420	-	-	9 420
Luxembourg	4 860	4 910	50	-
Madagascar ^c	200	266	66	-
Malawi ^c	150	200	50	-
Malaysia	12 840	12 940	100	-
Mali ^c	150	-	-	150

Member States ^a	Assessed Contribution for 1999 ^b	Overpayment of 1999 Contributions	Contributions received as of 31-12-1999	Outstanding Contributions receivable as at 31-12-1999
Malta	990	970	-	20
Marshall Islands	50	50	-	-
Mauritania ^c	50	100	50	-
Mauritius	640	800	160	-
Mexico	69 890	-	-	69 890
Micronesia	50	-	-	50
Monaco	140	-	-	140
Mongolia	150	-	-	150
Morocco	2 920	4 000	1 080	-
Mozambique ^c	50	-	-	50
Myanmar ^c	500	-	-	500
Namibia	500	550	50	-
Nauru	50	-	-	50
Nepal ^c	250	300	50	-
Netherlands	116 340	116 880	540	-
Nicaragua	50	-	-	50
Niger ^c	150	150	-	-
Nigeria	2 870	-	-	2 870
Niue	50	-	-	50
Norway	43 520	60 000	16 480	-
Oman	3 670	3 670	-	-
Pakistan	4 210	-	-	4 210
Palau ^c	50	100	50	-
Panama	940	1 300	360	-
Paraguay	990	-	-	990
Peru	6 740	9 400	2 660	-
Portugal	29 740	29 890	150	-
Qatar	1 390	-	-	1 390
Republic of Korea	5 910	-	-	5 910
Republic of Moldova	750	-	-	750
Romania	4 760	4 810	50	-
Rwanda ^c	50	-	-	50
Saint Kitts and Nevis	50	-	-	50
Saint Lucia	50	-	-	50
Saint Vincent and the Grenadines	50	-	-	50
Samoa ^c	50	-	-	50
San Marino	20	-	-	20
Sao Tome and Principe ^c	50	-	-	50
Saudi Arabia	40 600	-	-	40 600
Senegal	450	-	-	450
Seychelles	150	-	-	150
Sierra Leone ^c	50	-	-	50
Singapore	5 250	-	-	5 250
Solomon Islands ^c	50	-	-	50
South Africa	26 120	36 000	9 880	-
Spain	184 740	254 700	69 960	-
Sri Lanka	700	-	-	700
Sudan ^c	450	-	-	450

Member States ^a	Assessed Contribution for 1999 ^b	Overpayment of 1999 Contributions	Contributions received as of 31-12-1999	Outstanding Contributions receivable as at 31-12-1999
Swaziland	150	200	50	-
Sweden	77 380	106 700	29 320	-
Switzerland	86 690	119 500	32 810	-
Syrian Arab Republic	4 560	6 300	1 740	-
Tajikistan	350	-	-	350
Togo ^c	50	-	-	50
Tonga	50	-	-	50
Tunisia	2 030	2 700	670	-
Turkey	31 380	31 570	190	-
Turkmenistan	590	-	-	590
Tuvalu ^c	50	-	-	50
Uganda ^c	250	-	-	250
United Arab Emirates	12 690	12 716	26	-
United Kingdom	363 180	365 070	1 890	-
United Republic of Tanzania ^c	200	-	-	200
Uruguay	2000	-	-	2 000
Uzbekistan	2630	10 485	7 855	-
Vanuatu ^c	50	-	-	50
Venezuela	12 590	-	-	12 590
Vietnam	500	-	-	500
Yemen ^c	500	-	-	500
Zambia ^c	150	-	-	150
Zimbabwe	640	640	-	-
Total	4 956 870	4 962 259	402 125	396 736

Notes:

Total estimated 1999 contributions adds up to US\$4,956,870 owing to rounding to the nearest US\$10.

^a Actual Parties include States and regional economic integration organizations that are Parties to the Convention as of 31 December 1999.

^b Assessed 1999 contributions (US\$ 4,956,870) are based on the portion of the approved Core Budget for 1999 of US\$6,100,000 to be shared between the Parties (decision 6/COP.2, ICCD/COP(2)/14/Add.1).

^c Least developed countries.

Annex II

**Status of contributions and outstanding pledges to the
Supplementary Fund as at 31 December 1999**

Donor country/ organization	Contribution (US\$)	Outstanding pledges	
		Pledge	US\$ equivalent*
Argentina	-	US\$ 15 000	15 000
Belgium	57 462	-	-
Canada	36 714	-	-
Chile	5 000	-	-
Denmark	25 000	-	-
Finland	175 803		
France	44 344	-	-
Germany	-	DM 15 000	8 300
Ireland	19 790	-	-
Italy	495 650	Lit 400 000 000	209 150
Japan	1 725 024	-	-
Mexico	20 000	-	
Netherlands	25 000	-	-
Norway	26 378	-	-
Spain	158 644	-	-
Sweden	28 980		-
Switzerland	409 483		
United Kingdom	30 000	-	-
United States of America	55 000	US\$ 150,000	150 000
IEPF	42 998	-	-
IFAD	30 000	US\$ 160,000	160 000
OAU	100 000		
UNEP	207 500	US\$ 92,500	92 500
WMO	42 578	Sw F 18 764	12 264
Total	3761 348		647 214

Notes:

IEPF = Institut de l'énergie et de l'environnement de la Francophonie

IFAD = International Fund for Agricultural Development

OAU = Organization of African Unity

UNEP = United Nations Environment Programme

WMO = World Meteorological Organization

* At the official United Nations exchange rate for the month of December 1999.

Annex III

**Status of contributions to the Special Trust Fund for Participation
in the Process of UNCCD as at 31 December 1999**

Donor country/ organization	Contribution (US\$)	Outstanding pledges	
		Pledge	US\$ equivalent*
Canada	32 951	CAD\$ 5,000	3 330
France		FF 700 000	113 000
Japan	75 000		
Norway	69 270		-
Total	177 221	-	116 330

*At the official United Nations exchange rate for the month of December 1999.

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