

ANNEX II

REVISED 1994 BUDGET OF THE FUND SECRETARIAT

The Executive Committee at its third meeting considered the three-year budget for the Secretariat of the Multilateral Fund and "agreed that budgets for the second and third years ahead could not be formulated with precision at the present juncture and declared its intention to request the Chief Officer to present revised budgets for every year at the meeting of the Committee immediately preceding each calendar year" (UNEP/OzL.Pro/ExCom/3/18/Rev.1, paragraph 76).

Accordingly, the Secretariat has prepared the revised budget for 1994 as presented in this document. It may be noted that the Fourth Meeting of the Parties at Copenhagen approved a budget for 1994.

The net cost to the Multilateral Fund, as a result of this revised budget for 1994, amounts to US \$1,917,445. The cost for 1993, in comparison, amounted to US \$2,134,760.

REVISED 1994 BUDGET OF THE FUND SECRETARIAT
(US DOLLARS)

Number	DESCRIPTION	W/M	1994
10	PROJECT PERSONNEL COMPONENT		
1100	Project Personnel (Title & Grade)		
1101	Chief Officer D.2	12	106,040
1102	Deputy Chief Officer P.5	12	85,680
1103	Deputy Chief Officer P.5	12	85,680
1104	Programme Officer P.3	12	63,240
1105	Programme Officer P.3	12	63,240
1106	Programme Officer P.3	12	63,240
1107	Programme Officer P.3	12	63,240
1108	Information Officer P.3	12	63,240
1109	Fund and Administrative Officer P.4	12	71,400
1199	Total		665,000
1200	Consultants		
1201	Evaluations of Projects etc.		150,000
1299	Total		150,000
1300	Administrative Support (Title & Grade)		
1301	Administrative Assistant G.9	12	43,860
1302	Library Assistant G.7	12	36,100
1303	Senior Secretary to Chief Officer G.7	12	39,780
1304	Senior Secretary G.6	12	33,660
1305	Senior Secretary G.6	12	33,660
1306	Senior Secretary G.6	12	33,660
1307	Senior Secretary G.6	12	33,660
1308	Typist / Receptionist G.5	12	31,620
1309	Registry Clerk G.4	12	25,500
	Conference Servicing Costs		
1321	12th Executive Committee Meeting		90,000
1322	13th Executive Committee Meeting		90,000
1323	14th Executive Committee Meeting		90,000
1324	15th Executive Committee Meeting		0
1325	16th Executive Committee Meeting		0
1326	17th Executive Committee Meeting		0
1327	18th Executive Committee Meeting		0
1328	19th Executive Committee Meeting		0
1329	20th Executive Committee Meeting		0
1330	2 Sub-Committee Meetings		20,000
1399	Total		601,500
1600	Travel on official business		
1601	Travel and perdiem (Staff)		120,000
19	COMPONENT TOTAL		1,536,500
20	CONTRACTS COMPONENT		
2100	Sub-contracts		
2101	Production of information materials		30,000
29	COMPONENT TOTAL		30,000

Number	DESCRIPTION	W/M	1994
30	MEETING COMPONENT		
3300	Travel and DSA for participants (meetings)		
3301	Chairman and Vice-Chairman		30,000
3302	12th Executive Committee (7 x 3 x \$ 3,500)		75,000
3303	13th Executive Committee (7 x 3 x \$ 3,500)		75,000
3304	14th Executive Committee (7 x 3 x \$ 3,500)		75,000
3305	15th Executive Committee (7 x 3 x \$ 3,500)		0
3306	16th Executive Committee (7 x 3 x \$ 3,500)		0
3307	17th Executive Committee (7 x 3 x \$ 3,500)		0
3308	18th Executive Committee (7 x 3 x \$ 3,500)		0
3309	19th Executive Committee (7 x 3 x \$ 3,500)		0
3310	20th Executive Committee (7 x 3 x \$ 3,500)		0
3311	2 Sub-Committee meetings (2 x 3 x \$ 3,500)		21,000
39	COMPONENT TOTAL		276,000
40	EQUIPMENT AND PREMISES COMPONENT		
4100	Expendable equipment		
4101	Office stationery supplies		10,000
4102	Software and other computer items (under \$500)		3,000
4199	Total		13,000
4200	Non-expendable equipment		
4201	Office furniture		0
4202	Personal computers		0
4203	Portable computers		0
4204	Others		3,000
4299	Total		3,000
4301	Rental of offices premises		409,000
49	COMPONENT TOTAL		425,000
50	MISCELLANEOUS COMPONENT		
5100	Operation and maintenance of equipment		
5101	Maintenance of Equipment		7,000
5102	Maintenance of office		5,000
5103	Maintenance of computer equipment		5,000
5104	Rental of photocopier(s)		14,000
5105	Rental of telecommunication equipment		15,000
5199	Total		46,000
5200	Reporting costs (documentation costs)		
5201	Executive Committee Meetings		45,000
5202	Others (including meetings of Parties)		20,000
5299	Total		65,000
5300	Sundry costs		
5301	Communications		30,000
5302	Freight (documents)		20,000
5303	Miscellaneous (bank charges, etc.)		5,000
5399	Total		55,000

Number	DESCRIPTION	W/M	1994
5400	Hospitality		
5401	Hospitality for meetings		7,000
59	COMPONENT TOTAL		173,000
99	GRAND TOTAL		2,440,500
	Programme Support Costs		126,945
	Less Counterpart Contribution (Canada)		(650,000)
	TOTAL COST TO FUND		1,917,445