Annex IV

APPROVED BUDGET FOR THE FUND SECRETARIAT FOR YEARS 2001, 2002 AND 2003

				APPROVED 2001	APPROVED 2002	APPROVED 2003
10	PERSONNEL COMPONENT					
1100	Project Personnel (Title & Grade)					
	01	Chief Officer	D. 2	122,000	125,660	129,430
	02	Deputy Chief Officer (Economic Cooperation)	P. 5	110,000	113,300	116,699
	03	Deputy Chief officer (Technical Cooperation)	P. 5	110,000	113,300	116,699
	04	Economic Affairs Officer	P.4/P.5	110,000	113,300	116,699
	05	Environmental Affairs Officer	P.4/P.5	110,000	113,300	116,699
	06	Project Management Officer	P.4/P.5	110,000	113,300	116,699
	07	Project Management Officer	P.4/P.5	110,000	113,300	116,699
	08	Information Management Officer	P. 3	81,000	83,430	85,933
	09	Admin & Fund Management Officer	P. 4	95,000	97,850	100,786
	10	Senior Monitoring and Evaluation Officer	P. 5	110,000	113,300	116,699
	11	Executive Assistant to Chief Officer	P.2	55,000	56,650	58,350
1199		Sub-Total		1,123,000	1,156,690	1,191,391
1200	Consultants					
	01	Technical and project review		150,000		
1299		Sub-Total		150,000		-
1300		Administrative Support Personnel				
	01	Admin Assistant	G.8	45,000	45,900	46,818
	02	Meeting Services Assistant	G.7	41,000	41,820	42,656
	03	Programme Assistant	G.8	45,000	45,900	46,818
	04	Senior Secretary (Deputy Chief, EC)	G.6	37,000	37,740	38,495
	05	Senior Secretary (Deputy Chief, TC)	G.6	37,000	37,740	38,495
	06	Computer Operations Assistant	G.7/G.8	45,000	45,900	46,818
	07	Secretary (Prog. Officers -2)	G.6	37,000	37,740	38,495
	08	Secretary/Clerk, Administration	G.5	32,000	32,640	33,293
	09	Registry Clerk	G.4	26,000	26,520	27,050
	10	Database Assistant	G.8	45,000	45,900	46,818
	11	Secretary, Monitoring & Evaluation	G.5/G.6	36,000	36,720	37,454
		Sub-Total		426,000	434,520	443,210
1320		Meeting Services: ExCom (3) & Sub-Committees (6)		500,000		
1399		TOTAL ADMINISTRATIVE SUPPORT COST		926,000	434,520	443,210
1600		Mission Costs		160,000		-
19		COMPONENT TOTAL		2,359,000	1,591,210	1,634,601

			APPROVED 2001	APPROVED 2002	APPROVED 2003
20		CONTRACTUAL COMPONENT			
2100		SUB-CONTRACTS			
	01	Information Materials	30,000		
29		COMPONENT TOTAL	30,000		
30		MEETING PARTICIPATION COMPONENT			
3300		Travel & DSA for A.5 delegates to ExCom Mtg.			
	01	Travel of Chairperson and Vice-Chairperson	30,000		
	02	Executive Committee (3) & Sub-Committees (6)	225,000		
	03	Informal Sub-Group Meetings	30,000		
39		COMPONENT TOTAL	285,000		
40		EQUIPMENT COMPONENT			
4100		Expendables			
	01	Office Stationery	15,000		
	02	Software	9,000		
		Sub-Total	24,000		
4200		Non-Expendable Equipment			
	01	Computers, printers	10,000		
	02	Others	5,000		
		Sub-Total	15,000		
4300		Rental of office premises	307,000		
49		COMPONENT TOTAL	346,000		

			APPROVED 2001	APPROVED 2002	APPROVED 2003
50	MISCELLANEOUS COMPONENT				
51	Operation and Maintenance of Equipment				
	01	Computers and printers, etc.	12,000		
	02	Maintenace of office premises	9,000		
	03	Rental of photocopiers	15,000		
	04	Telecommunication equipment	9,000		
	05	Network maitenance	9,000		
		Sub-total	54,000		
52		Reporting Costs			
	01	Executive Committee meetings			
	02	Others	20,000		
		Sub-total	20,000		
53	Sundries				
	01	Communications	40,000		
	02	Freight Charges	15,000		
	03	Bank Charges	5,000		
	04	Staff training (carried over)	38,000		
		Sub-total	98,000		
54	01	Hospitality costs	10,000		
59		COMPONENT TOTAL	182,000		
GRAND TOTAL			3,202,000	1,591,210	1,634,601
		Programme Support Costs (13%) (on budget lines 11 and 13.01 to 13.09)	201,370	206,857	212,498
Less		Cost covered by Government of Canada	(350,000)	(350,000)	(350,000)
COST TO MULTILATERAL FUND			**3,053,370**	**1,448,067**	**1,497,099**