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**EXECUTIVE COMMITTEE OF
THE MULTILATERAL FUND FOR THE
IMPLEMENTATION OF THE MONTREAL PROTOCOL**

Twenty-fourth Meeting
Montreal, 25-27 March 1998

ADMINISTRATIVE COSTS OF THE IMPLEMENTING AGENCIES

(STATUS REPORT)

1. Decision VIII/4 of the Eighth Meeting of the Parties requested:

“That the Executive Committee should, over the next three years, work toward the goal of reducing agency support costs from their current level of 13 per cent to an average of below 10 per cent to make more funds available for other activities. The Executive Committee should report to the Parties annually on their progress, and the Parties may adjust the goal accordingly.”

2. At its Twenty-first Meeting, the Executive Committee approved the terms of reference for the recruitment of a consultant to work with the Secretariat and the implementing agencies to identify options and approaches for reducing the overall level of administrative costs, focusing on revising the current uniform, fee-based system (decision 21/2).

3. At the Twenty-second Meeting of the Executive Committee, the Secretariat informed the Committee that a consultant had been selected by the Secretariat from amongst 9 bidders, and was being recruited.

4. At the Twenty-third Meeting, the Secretariat informed the Committee that the Consultant visited the headquarters of the four Implementing Agencies and submitted a Memorandum of Discussion that indicated a departure from the Terms of Reference of the Study.

5. Having advised the Consultant of this departure, the Consultant proposed to request additional information from the Implementing Agencies. The agencies provided this information to the Consultant and a revised Memorandum of Discussion was submitted less than two weeks prior to the scheduled dispatch of documents with a view toward meeting with the Implementing Agencies to consider the Memorandum.

6. The Secretariat will provide additional information to the Committee on the status of the report at the Twenty-fourth Meeting.