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Programme**

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**Conference of  
the Parties to the Vienna Convention  
for the Protection of the Ozone Layer  
Eighth meeting**

Doha, 16–20 November 2008

Item 3 (c) of the provisional agenda of the preparatory segment\*

**Consideration of Vienna Convention and combined Vienna  
Convention and Montreal Protocol issues: financial reports  
and budgets of the trust funds for the Vienna Convention  
and the Montreal Protocol**

**Revised approved 2008 and proposed 2009, 2010 and 2011 budgets of  
the Trust Fund for the Vienna Convention for the Protection of the  
Ozone Layer**

**Addendum**

**Financial report on the Trust Fund for the Vienna Convention for the  
Protection of the Ozone Layer for the biennium  
2006–2007 and expenditures for 2007 as compared to the approved  
budget**

**Report by the Secretariat**

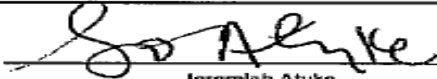

1. Annex I to the present report contains the certified financial report on the Trust Fund for the Vienna Convention for the biennium 2006–2007, ended 31 December 2007. Annex II contains a table prepared by the Secretariat showing actual expenditures for 2007, as compared to the approved budget for that year.
2. The activities of the Secretariat are financed through the Trust Fund for the Montreal Protocol, the Trust Fund for the Vienna Convention and additional voluntary contributions from individual Parties. The total costs in 2007 under the Trust Fund for the Vienna Convention amounted to \$575,979, inclusive of 13 per cent programme support costs of \$66,263.
3. Throughout the present report, all references to dollars (\$) are to United States dollars, unless otherwise stated.

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\* UNEP/OzL.Conv.8/1-UNEP/OzL.Pro.20/1.

## Annex I

## Certified financial report on the Trust Fund for the Vienna Convention for the biennium 2006–2007

Trust Fund for the Vienna Convention for the Protection of the Ozone Layer		
<b>I. Statement of income and expenditure and changes in reserves and fund balances for the biennium 2006-2007 ended 31 December 2007</b>		
<b>Income</b>		<b>USD</b>
Voluntary contributions		1,100,893
Allocations		
Interest income		345,662
Programme support income		
Billings		
Deferred income		
Miscellaneous income		
Royalties		
Sale of publications		
<b>Total Income</b>		<b>1,446,355</b>
<b>Expenditure</b>		
Staff and other personnel costs		823,334
Contractual services		189,141
Travel		25,321
Operating expenses		103,183
Acquisitions		48,993
Fellowships, grants and contributions		
Programme support costs		155,979
<b>Total Expenditure</b>		<b>1,355,951</b>
<b>Excess/(shortfall) of income over expenditure</b>		<b>90,404</b>
Transfers from/(to) Other Funds		
Prior period adjustments		
<b>Net excess/(shortfall) of income over expenditure</b>		<b>90,404</b>
Provisional savings on or cancellation of prior periods' obligations		
Refund to Donors		
Transfers to/from other funds		
Transfers to reserves		
Reserves and fund balances, beginning of period		3,516,764
<b>Reserves and fund balances, end of period</b>		<b>3,607,168</b>
<b>II. Statement of assets, liabilities, reserves and fund balances as at 31 December 2007</b>		
<b>Assets</b>		
Cash and term deposits		
Cash pool - Euro		
Cash pool		3,123,554
Cash pool - USD		
Accounts receivable		
Voluntary contributions receivable		890,225
Inter-fund balances		
Other		90,019
Imprest advance/replenishment		
Inventory		
Other Assets		
<b>Total Assets</b>		<b>4,103,799</b>
<b>Liabilities</b>		
Payments or contributions received in advance		23,043
Unliquidated obligations		67,702
Accounts Payable		
Interfund balances		390,834
Other		15,052
Other liabilities		
<b>Total liabilities</b>		<b>496,631</b>
<b>Net assets/(liabilities)</b>		<b>3,607,168</b>
<b>Reserves and fund balances</b>		
Cumulative surplus		3,607,168
Operating reserves		
<b>Total reserves and fund balances</b>		<b>3,607,168</b>
<b>Total liabilities, reserve and fund balance</b>		<b>4,103,799</b>
 L.K. _____ Jeremiah Atuke Chief ACCOUNTS SECTION BUDGET AND FINANCIAL MANAGEMENT SERVICE, UNON		
VCL	23/05/2008	

## Annex II

### Expenditures for 2007 as compared to the approved budget of the trust fund for the Vienna Convention

			Vienna Convention Approved 2007 budget (US\$)	Actual 2007 expenditures (US\$)
10	Project personnel component			
1100	<i>Project personnel</i>			
1101	Executive Secretary (D-2) (shared with Montreal Protocol (MP))	6	117 500	117 500
1102	Deputy Executive Secretary (D-1)		–	–
1103	Senior Legal Officer (P-5)		–	–
1104	Senior Scientific Affairs Officer (P-5) (shared with MP)	6	87 500	87 500
1105	Administrative Officer (P-4) (paid by UNEP)		–	–
1106	Programme Officer (Database Manager) (P-3)		–	–
1107	Programme Officer (Communication and Information) (P-3)	12	125 000	124 946
1108	Programme Officer (Monitoring and Compliance) (P-3)		–	–
1199	<i>Total</i>		330 000	329 946
1300	<i>Administrative support</i>			
1301	Administrative Assistant (G-7)	6	14 750	14 749
1302	Personal Assistant (G-6)		–	–
1303	Programme Assistant (G-6)	12	21 100	21 099
1304	Personal Assistant (G-6)	6	11 500	11 499
1305	Programme Assistant (G-6)	6	11 000	10 999
1306	Documents Clerk (G-4)		–	–
1307	Data Assistant (G-7)		–	–
1308	Programme Assistant (G-6) (paid by UNEP)		–	–
1309	Logistics Assistant (G-3) (paid by UNEP)		–	–
1310	Bilingual Senior Secretary (G-6)	12	19 000	17 015
1328	Promotion activities for the protection of the ozone layer		5 000	–
1399	<i>Total</i>		82 350	75 361
	<b><i>Staff and other personnel costs total</i></b>		<b>412 350</b>	<b>405 307</b>

1600	<i>Travel on official business</i>		
1601	Staff travel on official business	15 000	12 342
1699	<i>Total</i>	<i>15 000</i>	<i>12 342</i>
	<b><i>Travel total</i></b>	<b><i>15 000</i></b>	<b><i>12 342</i></b>
Operating expenses			
5100	<i>Operation and maintenance of equipment</i>		
5101	Maintenance of equipment and others (shared with MP)	7 000	6 378
5199	<i>Total</i>	<i>7 000</i>	<i>6 378</i>
5200	<i>Reporting costs</i>		
5201	Reporting	5 000	5 000
5299	<i>Total</i>	<i>5 000</i>	<i>5 000</i>
5300	<i>Sundry</i>		
5301	Communications	25 000	23 414
5302	Freight charges (documents)	12 000	12 000
5304	Others (International Ozone Day)	20 000	20 000
5399	<i>Total</i>	<i>57 000</i>	<i>55 414</i>
	Loss on currency fluctuations		44
	<b><i>Operating expenses total</i></b>	<b><i>69 000</i></b>	<b><i>66 836</i></b>
Acquisitions			
4100	<i>Expendable equipment (items under \$1,500)</i>		
4101	Miscellaneous expendables (shared with MP)	9 000	9 000
4199	<i>Total</i>	<i>9 000</i>	<i>9 000</i>
4200	<i>Non-expendable equipment (acquisitions)</i>		
4201	Personal computers and accessories	2 500	2 232
4299	<i>Total</i>	<i>2 500</i>	<i>2 232</i>
4300	<i>Premises</i>		
4301	Rental of office premises (shared with MP)	14 000	14 000
4399	<i>Total</i>	<i>14 000</i>	<i>14 000</i>
	<b><i>Acquisitions total</i></b>	<b><i>25 500</i></b>	<b><i>25 232</i></b>

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98	Total direct project cost	521 850	509 717
	Programme support costs (13 per cent)	67 841	66 263
<b>99</b>	<b>Grand total (inclusive of programme support costs)</b>	<b>589 691</b>	<b>575 979</b>

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