

UNEP/OzL.Pro.31/INF/2



Distr.: General 11 October 2019 English only



United Nations Environment Programme

Thirty-First Meeting of the Parties to the Montreal Protocol on Substances that Deplete the Ozone Layer

Rome, 4-8 November 2019

Item 3 (a) of the provisional agenda for the preparatory segment*

Administrative matters: budget of the Trust Fund for

the Montreal Protocol and financial reports

Trust funds for the Vienna Convention for the Protection of the Ozone Layer and for the Montreal Protocol on Substances that Deplete the Ozone Layer

Updated indicative financial report for the fiscal year 2019 as at 30 September 2019

Note by the Secretariat

I. Introduction

- 1. The present note provides information as at 30 September 2019 on the status of the trust fund for the Vienna Convention for the Protection of the Ozone Layer and the trust fund for the Montreal Protocol on Substances that Deplete the Ozone Layer. It is an update to the indicative financial report submitted to the Open-ended Working Group of the Parties to the Montreal Protocol at its forty-first meeting (UNEP/OzL.Pro.WG.1/41/INF/1), in response to paragraph 13 of decision XX/20 of the Twentieth Meeting of the Parties to the Montreal Protocol.
- 2. In the past, the Secretariat has informally presented to the budget committee the most recent update on the status of the two trust funds to support related discussions and decision-making by the parties.
- 3. Moving forward, as a standard practice, the Secretariat will submit an indicative financial report that will reflect the status of the trust funds at the end of the month, one month before the start of the annual Meeting of the Parties and the triennial joint meetings of the Meeting of the Parties and the Conference of the Parties.
- 4. The present update on the status of the trust funds as at 30 September 2019 is the latest possible and contains the most representative data for the fiscal year 2019 that the Secretariat could use to produce a document approximately two weeks before the Thirty-First Meeting of the Parties. The Secretariat is of the view that this update will contribute to an informed budget discussion and decision-making process.

^{*} UNEP/OzL.Pro.31/1.

- 5. Section II of the note provides the status of contributions; section III sets out an update on the reserves, fund balance and interest; section IV presents the status of the cash balance; and section V furnishes details on expenditures and commitments against the approved budgets for the fiscal year 2019.
- 6. In both the text and tables of the note, all references to dollars (\$) are to United States dollars, unless otherwise stated.

II. Status of contributions and other income

A. Trust funds

- 7. Section A of annex I to the present note shows the contributions made by each party to the trust fund for the Vienna Convention as at 30 September 2019. Contributions outstanding on that date amounted to \$1,021,008, of which \$594,998 were for prior years. Total expected contributions for 2019 amounted to \$863,000. Since the beginning of the year, \$460,860 has been received from parties, of which \$61,074 was for prior years.
- 8. Section B of annex I to the note shows the contributions made by each party to the trust fund for the Montreal Protocol as at 30 September 2019. Contributions outstanding on that date amounted to \$4,826,049, of which \$1,866,497 were for prior years. Total expected contributions for 2019 amounted to \$5,326,722. During the past three quarters, \$2,681,500 was received from parties, of which \$341,191 was for prior years.
- 9. In paragraph 8 of decision XXX/20 of the Thirtieth Meeting of the Parties to the Montreal Protocol, the parties requested the Executive Secretary to enter into discussions with parties with contributions outstanding for two or more years. A similar request was also made by the eleventh Conference of the Parties in its decision VC XI/3. Accordingly, the Secretariat contacted the parties concerned to follow-up on their outstanding contributions. The Executive Secretary informed the President of the Bureau of the Conference of the Parties of her intention to send letters to the parties concerned to follow-up on their outstanding contributions. Of the parties contacted, two parties responded seeking clarification and one party made a payment that reduced the level of its contributions that had been outstanding for two or more years.

B. Earmarked contributions

10. The earmarked contributions received in the fiscal year 2019 are listed in table 1^1 .

Table 1 **Earmarked contributions received as at 30 September 2019**

Country	Currency	Amount	Purpose
European Commission	Euro	150 865	Final instalment of the grant entitled "Support to the work of assessment panels of the Montreal Protocol" for the period 2016–2018
Sweden	Krona	500 000	Travel of representatives of least developed countries to Montreal Protocol meetings for 2019
Finland	Euro	15 000	Travel of representatives of least developed countries to Montreal Protocol meetings for 2019

C. Programme support resources

- 11. In paragraph 11 of decision VC XI/3 and in paragraph 11 of decision XXX/20, the Conference of the Parties and the Meeting of the Parties, respectively, requested the Secretariat to fully utilize the programme support resources available to it and, where possible, to offset costs against the administrative components of the approved budgets of the trust funds.
- 12. The United Nations Environment Programme has allocated a programme support budget of \$416,268 to the Ozone Secretariat for the fiscal year 2019. As at 30 September 2019, \$273,315 had

¹ Earmarked contributions received in 2018 for the activities to be implemented in 2019 have not been included in table 1.

been spent or committed, leaving a balance of \$142,953. The balance will be fully utilized by the end of the year to cover staff and non-staff administrative costs.

III. Reserves, fund balance and interest

13. Table 2 shows the reserves and fund balances of the trust funds for the Vienna Convention and the Montreal Protocol as at 30 September 2019.

Table 2 **Reserves and fund balance**

Reserves and fund balance	Trust fund for the Vienna Convention	Trust fund for the Montreal Protocol
Reserves ^a	120 147	799 008
Fund balance ^b	2 450 464	10 634 594
Total ^c (reserves and fund balance)	2 570 611	11 433 602

^a Reserves for each trust fund equal 15 per cent of the respective budgets approved for the year 2019.

^b Cash balance and outstanding contributions, which form part of the fund balance, are as follows:

	-	-		
Cash balance			1 481 513	6 545 331
Outstanding contributions d			1 070 856	4 918 816

^c Calculated on an accrual basis.

- 14. The fund balance is equal to total assets less total liabilities. Assets consist of cash held, receivables from the donors (outstanding contributions), unaccounted travel advances, and advance payments to implementing partners, etc. Liabilities include payables to vendors, implementing partners or staff, and advance receipts from donors etc.
- 15. The fund balance of \$2,450,464 for the Vienna Convention trust fund includes outstanding contributions of \$1,070,856 for that trust fund. The fund balance of \$10,634,594 for the Montreal Protocol trust fund includes outstanding contributions of \$4,918,816 for that trust fund.
- 16. The total of reserves and fund balance as at 30 September 2019 for the Vienna Convention trust fund was \$2,570,611; for the Montreal Protocol trust fund, it was \$11,433,602.
- 17. Interest earned as at 30 June 2019, included in the cash balance noted in table 2, amounted to \$22,647 for the Vienna Convention trust fund and \$109,716 for the Montreal Protocol trust fund.

IV. Status of the cash balance

- 18. The cash balance consists of cash and cash equivalents, investments and interest income. The cash balance of the Vienna Convention trust fund as at 30 September 2019 was \$1,481,513, representing a reduction by \$178,759 since the previous update as at 30 April 2019.
- 19. The cash balance of the Montreal Protocol trust fund as at 30 September 2019 was \$6,545,331 (of which \$799,008 constituted the reserve of the trust fund), representing a reduction by \$1,334,359 since the previous update as at 30 April 2019 (see UNEP/OzL.Pro.WG.1/41/INF/1). The Secretariat expects that an additional \$2,147,553 will be utilized by the end of 2019 towards its existing contractual obligations and to carry out ongoing and upcoming activities approved for 2019. Based on past trends, the Secretariat anticipates receipt of \$2,200,000 in contributions in the last quarter of the year. Should the cash utilization and receipts take place as estimated, the Secretariat forecasts a cash balance of \$6,597,778 at the end of the year.

V. Interim budget performance report

- 20. Annex II to the present note lists the actual expenditures and commitments of the trust funds as at 30 September 2019 against the approved budgets for the fiscal year 2019. The budget utilization rate as at 30 September 2019 was 70 per cent for the Vienna Convention trust fund and 60 per cent for the Montreal Protocol trust fund.
- 21. Under the trust fund for the Montreal Protocol, conference services and travel-related expenditures for the Thirty-First Meeting of the Parties have not been fully reflected in the present interim report. The Secretariat predicts that the budget utilization rate will increase and that the

^d Calculated on a cash basis. The amounts differ from those reflected in paragraphs 8 and 9 owing to the timing between receipt of the contribution and its application to the receivable.

percentage of the budget that is utilized will attain a level approximating that of 2018 (91 per cent). Total expenditures for the year will not exceed the total approved budget for each of the trust funds.

22. Total expenditures for each cost category have been maintained within the approved budget level. Based on the estimates received from service providers for the Thirty-First Meeting of the Parties, total expenditures for the meeting costs category may exceed the approved budget. However, the expenditures over the budget for the meeting costs category will be within the allowable threshold of 10 per cent and will be covered by savings made in other cost categories and by the relevant earmarked contributions.

Annex I¹

Status of contributions as at 30 September 2019

A. Trust fund for the Vienna Convention for the Protection of the Ozone Layer

(in United States dollars)

(in Uni	ited States dollars)							
Party	Unpaid contributions for prior years as at 31 December 2018	Advance payments received in 2018	Collections in 2019 for prior years	Unpaid contributions for prior years as at 30 September 2019	Expected contributions for 2019	Collections in 2019 for 2019	Unpaid contributions for 2019 as at 30 September 2019	Total Unpaid contributions as at 30 September 2019
Algeria		-	_	20	1 383	_	1 383	1 403
Argentina	6 510	_	_	6 510	7 665	_	7 665	14 175
Australia	_	_	_	_	20 082	20 082	_	_
Austria	_	_	_	_	6 187	6 187	_	_
Azerbaijan	2 429	_	_	2 429	_	_	-	2 429
Belgium	_	_	_	_	7 605	7 605	_	_
Brazil	27 903	_	_	27 903	32 851	_	32 851	60 754
Canada	_	25 100	_	_	25 100	_	_	_
Chile	905	_	905	_	3 429	_	3 429	3 429
China	_	_	_	_	68 066	_	68 066	68 066
Colombia	3 124	_	_	3 124	2 767	_	2 767	5 891
Czechia	_	2 956	_	_	2 956	_	_	_
Denmark	_	_	_	_	5 018	5 018	_	_
Egypt	1 109	_	_	1 109	1 306	_	1 306	2 415
European Union	_	_	_	_	21 483	21 483	_	_
Finland	_	_	_	_	3 918	3 918	_	_
France	_	_	_	_	41 754	41 754	_	_
Germany	_	_	_	_	54 901	_	54 901	54 901
Greece	_	_	_	_	4 047	_	4 047	4 047
Hungary	_	_	_	_	1 383	1 383	_	_
India	20 553	_	17 388	3 165	6 333	_	6 333	9 498

¹ The present annex has not been formally edited.

Party	Unpaid contributions for prior years as at 31 December 2018	Advance payments received in 2018	Collections in 2019 for prior years	Unpaid contributions for prior years as at 30 September 2019	Expected contributions for 2019	Collections in 2019 for 2019	Unpaid contributions for 2019 as at 30 September 2019	Total Unpaid contributions as at 30 September 2019
Indonesia	_	_	_	_	4 331	_	4 331	4 331
Iran (Islamic Republic of)	6 355	_	3 036	3 319	4 047	_	4 047	7 366
Iraq	942	_	_	942	1 109	_	1 109	2 051
Ireland	_	_	_	_	2 879	2 879	_	_
Israel	3 138	_	3 138	_	3 695	3 695	_	_
Italy	_	_	_	_	32 207	32 207	_	_
Japan	20 000	_	20 000	0	83 181	83 181	_	0
Kazakhstan	_	_	_	_	1 641	1 641	_	_
Kuwait	_	_	_	_	2 449	_	2 449	2 449
Libya	5 802	_	_	5 802	1 074	_	1 074	6 876
Malaysia	_	_	_	_	2 767	2 767	_	_
Mexico	_	_	_	_	12 331	12 332	(1)	(1)
Netherlands	_	_	_	_	12 735	12 735	_	_
New Zealand	_	_	_	_	2 303	2 303	_	_
Nigeria	1 525	_	_	1 525	1796	_	1 796	3 321
Norway	_	_	_	_	7 295	7 295	_	_
Oman	825	_	_	825	971	_	971	1 796
Peru	_	9 148	_	_	1 169	1 237	(9 216)	(9 216)
Philippines	54	_	54	_	1 418	1 364	54	54
Poland	_	_	_	_	7 227	7 227	_	_
Portugal	5 710	_	2 861	2 849	3 368	_	3 368	6 217
Qatar	1 963	_	_	1 963	2 312	_	2 312	4 275
Republic of Korea	2 493	_	2 493	_	17 521	17 521	_	_
Romania	_	_	_	_	1 581	_	1 581	1 581
Russian Federation	-	_	_	_	26 535	26 535	-	_
Saudi Arabia	4 489	_	_	4 489	9 848	_	9 848	14 337
Serbia	13 302	_	_	13 302	_	_	_	13 302
Singapore	-	_	_	_	3 841	3 841	_	_
Slovakia	_	_	-	_	1 375	1 375	_	_

Party	Unpaid contributions for prior years as at 31 December 2018	Advance payments received in 2018	Collections in 2019 for prior years	Unpaid contributions for prior years as at 30 September 2019	Expected contributions for 2019	Collections in 2019 for 2019	Unpaid contributions for 2019 as at 30 September 2019	Total Unpaid contributions as at 30 September 2019
South Africa	_	_	_	_	3 128	3 128	_	-
Spain	_	_	_	_	20 992	_	20 992	20 992
Sweden	_	_	_	_	8 215	8 215	_	_
Switzerland	_	_	_	_	9 796	9 796	_	_
Thailand	_	_	_	_	2 501	2 501	_	_
Turkey	_	_	_	_	8 748	8 748	_	_
Ukraine	_	_	_	_	885	_	885	885
United Arab Emirates	8 116	_	8 116	_	5 190	1 482	3 708	3 708
United Kingdom of Great Britain and Northern Island	-	-	-	-	38 351	38 351	_	-
United States of America	496 580	_	2 000	494 580	189 047	_	189 047	683 627
Uzbekistan	1 083	_	1 083	_	_	_	_	_
Venezuela (Bolivarian Republic of)	21 142	-	-	21 142	4 907	-	4907	26 049
Total	656 072	37 204	61 074	594 998	863 000	399 786	426 010	1 021 008

B. Trust fund for the Montreal Protocol on Substances that Deplete the Ozone Layer

(in United States dollars)

Party	Unpaid contributions for prior years as at 31 December 2018	Advance payments received in 2018	Collections in 2019 for prior years	Unpaid contributions for prior years as at 30 September 2019	Expected contributions for 2019	Collections in 2019 for 2019	Unpaid contributions for 2019 as at 30 September 2019	Total unpaid contributions as at 30 September 2019
Algeria	18 103	_	_	18 103	8 539	_	8 539	26 642
Argentina	49 265	_	49 265	_	47 311	_	47 311	47 311
Australia	_	_	_	_	123 952	123 952	_	_
Austria	_	_	_	_	38 188	38 188	_	_
Belgium	_	_	_	_	46 940	_	46 940	46 940
Brazil	211 143	_	_	21 1143	202 769	_	20 2769	413 912
Canada	_	_	_	_	154 927	154 927	_	_
Chile	_	8 616	_	_	21 163	_	12 547	12 547
China	-	_	_	_	420 123	_	420 123	420 123
Colombia	_	_	_	_	17 079	_	17 079	17 079
Czechia	_	18 245	_	_	18 245	_	_	_
Denmark	32 254	_	32 254	_	30 975	30 975	_	_
Egypt	8 395	_	_	8 395	8 062	_	8062	16 457
European Union	_	_	_	_	132 598	132 598	_	_
Finland	_	_	_	_	24 186	24 186	_	_
France	_	_	_	_	257 717	257 717	_	_
Germany	_	_	_	_	338 867	_	338 867	338 867
Greece	_	_	_	_	24 981	_	24 981	24 981
Hungary	_	_	_	_	8 539	8 539	_	_
India	122 325	_	122 325	_	39 090	_	39 090	39 090
Indonesia	_	_	_	_	26 732	26 732	_	_
Iran (Islamic Republic of)	136 313	_	22 971	113 342	24 981	_	24 981	138 323
Iraq	14 493	_	_	14 493	6 842	_	6 842	21 335
Ireland	-	_	-	_	17 768	17 768	_	_
Israel	31 506	_	31 506	_	22 807	15 050	7 757	7 757
Italy	_	_	_	_	198 791	_	19 8791	19 8791

Party	Unpaid contributions for prior years as at 31 December 2018	Advance payments received in 2018	Collections in 2019 for prior years	Unpaid contributions for prior years as at 30 September 2019	Expected contributions for 2019	Collections in 2019 for 2019	Unpaid contributions for 2019 as at 30 September 2019	Total unpaid contributions as at 30 September 2019
Japan	=	-	=	-	513 419	513 419	-	=
Kazakhstan	10 549	_	_	10 549	10 130	_	10 130	20 679
Kuwait	_	_	_	_	15 116	_	15 116	15 116
Libya	57 200	_	_	57 200	6 630	_	6 630	63 830
Malaysia	_	_	_	_	17 079	17 079	_	_
Mexico	_	_	_	_	76 111	76 111	_	_
Netherlands	_	_	_	_	78 604	78 604	_	_
New Zealand	_	_	_	_	14 214	14 214	_	_
Nigeria	23 517	_	_	23 517	11 085	_	11 085	34 602
Norway	_	_	_	_	45 030	45 030	_	_
Oman	6 241	_	_	6 241	5 993	_	5 993	12 234
Peru	20 870	_	4 574	16 296	7 213	_	7 213	23 509
Philippines	_	_	_	_	8 751	8 751	_	_
Poland	_	_	_	_	44 606	44 606	_	_
Portugal	21 650	_	_	21 650	20 791	_	20 791	42 441
Qatar	14 858	_	_	14 858	14 268	_	14 268	29 126
Republic of Korea	22 119	_	22 119	_	108 147	91 464	16 683	16 683
Romania	_	_	_	_	9 759	9 759	_	_
Russian Federation	_	_	_	_	163 785	163 785	_	_
Saudi Arabia	105 989	_	49 366	56 623	60 783	_	60 783	117 406
Serbia	43 724	_	_	43 724	_	_	_	43 724
Singapore	_	_	_	_	23 709	23 709	_	_
Slovakia	_	_	_	_	8 486	8 486	_	_
South Africa	_	_	_	_	19 306	19 306	_	_
Spain	_	_	_	_	129 575	_	129 575	129 575
Sweden	_	_	_	_	50 705	50 705	_	_
Switzerland	_	_	_	_	60 465	60 465	_	_
Thailand	_	_	_	_	15 434	15 434	_	_
Turkey	_	_	_	_	53 994	_	53 994	53 994

Total	2 207 688	26 861	341 191	1 866 497	5 326 722	2 340 309	2 959 552	4 826 049
Venezuela (Bolivarian Republic of)	171 347	_	_	171 347	30 285	_	30 285	201 632
Uzbekistan	4 654	_	4 654	_	_	_	_	_
United States of America	1 081 173	_	2 157	1 079 016	1 166 864	_	1 166 864	2 245 880
United Kingdom of Great Britain and Northern Island	_	-	-	-	236 714	236 714	_	-
United Arab Emirates	_	_	_	_	32 036	32 036	_	_
Ukraine	_	_	_	_	5 463	_	5 463	5 463
Party	Unpaid contributions for prior years as at 31 December 2018	Advance payments received in 2018	Collections in 2019 for prior years	Unpaid contributions for prior years as at 30 September 2019	Expected contributions for 2019	Collections in 2019 for 2019	Unpaid contributions for 2019 as at 30 September 2019	Total unpaid contributions as at 30 September 2019

Annex II¹

Trust funds for the Vienna Convention and the Montreal Protocol - Interim 2019 budget performance report as at $30 \text{ September } 2019^2$

(in United States dollars)

		Trust fund for the	vienna Convention	Trust fund for the Montreal Protocol		
Budget line	Cost category	2019 approved budget	Expenditure as at 30 September 2019	2019 approved budget	Expenditure as at 30 September 2019	
1000	Employee salaries allowances and benefits	578 333	430 168	1 492 918	1 068 925	
1200	Consultants	_	-	85 000	57 207	
1300	Meeting costs					
1321	Conference services costs – Open-ended Working Group meeting	_	_	597 500	593 286	
1322	Conference services costs – preparatory meetings and Meeting of the Parties	_	_	505 310	85 135	
1323	Communication costs of Article 5 party assessment panel members and organization costs of panel meetings	_	-	55 000	39 155	
1324	Conference services costs – Bureau meetings	_	_	25 000	_	
1325	Conference services costs – meetings of the Implementation Committee	_	_	125 000	82 305	
1328	Promotional activities for the protection of the ozone layer	10 000	_	_	_	
5401	Hospitality	_	_	25 000	6 817	
	Subtotal: meeting costs	10 000	_	1 332 810	806 698	
3300	Travel of Article 5 parties and experts					
3301	Travel of Article 5 parties – assessment panel meetings	_	_	400 000	214 158	
3302	Travel of Article 5 parties – preparatory meetings and meetings of the parties	_	-	375 000	(14 758)	
3303	Travel of Article 5 parties – Open-ended Working Group meetings	_	_	325 000	312 702	
3304	Travel of Article 5 parties – Bureau meetings	_	_	20 000	(140)	
3305	Travel of Article 5 parties – meetings of the Implementation Committee			125 000	17 998	
	Subtotal: travel of Article 5 parties and experts	_	_	1 245 000	529 960	

¹ The present annex has not been formally edited.

² The budget performance report has been prepared for the purpose of comparing the approved budget to the expenditures during the reporting period and is based on a modified cash basis of accounting.

Abbreviations: CFC-11 - trichlorofluoromethane; SAP - Scientific Assessment Panel; SPARC - Stratosphere-Troposphere Processes and Their Role in Climate.

		Trust fund for the	Vienna Convention	Trust fund for the Montreal Protocol		
Budget line	Cost category	2019 approved budget	Expenditure as at 30 September 2019	2019 approved budget	Expenditure as a 30 September 2019	
1600	Travel on official business					
1601	Staff travel on official business	30 000	17 771	195 000	136 112	
1602	Conference services staff travel on official business	_	_	15 000	8 854	
	Subtotal: staff travel	30 000	17 771	210 000	144 966	
4100–5300	Other operational costs: supplies and consumables					
4100	Expendable equipment	8 000	3 521	18 000	1 511	
4200	Non-expendable equipment	$10\ 000^3$	7 728	25 000	13 463	
4300	Rental of premises	17 500	17 336	27 370	27 370	
5100	Operation and maintenance of equipment	7 500	7 178	20 000	11 382	
5200	Reporting costs	7 500	_	70 000	32 259	
5300	Sundry	40 000	9 031	30 000	1 647	
	Subtotal: other operational costs	90 500	44 794	190 370	87 632	
5401	Public awareness and communication			157 816	65 102	
	Total direct costs	708 833	492 733	4 713 914	2 760 490	
	Programme support costs (13 per cent)	92 148	64 055	612 808	358 864	
	Total direct and programme support costs	800 981	556 788	5 326 722	3 119 354	
	Additional activities to be drawn down from the existing cash balance					
1327	Contribution to the SAP/SPARC workshop on CFC-11			100 000	80 406	
5402	Online tool for safety standards			30 000	1 850	
5403	Printing of handbooks			18 000	3 641	
5404	Communication campaign			70 000	_	
	Enhancement of digital presence					
5407	Temporary P-3 post			150 000	84 387	
5405	Contract for digital presence services			145 000	173 150	
5406	Software for enhancement of website and meeting portal			32 184	32 184	
	Subtotal: additional activities and digital presence			545 184	375 619	

³ The budget approved under budget lines 4203 and 4205 are merged.

		Trust fund for the	e Vienna Convention	Trust fund for the Montreal Protocol		
Budget line	Cost category	2019 approved budget	Expenditure as at 30 September 2019	2019 approved budget	Expenditure as at 30 September 2019	
	Programme support costs (13%)			70 874	48 830	
	Total additional activities and programme support costs			616 058	424 449	
	Grand total	800 981	556 788	5 942 780	3 543 803	
	Budget utilization rate		70%		60%	