

**ENERGY CHARTER
SECRETARIAT**

CCDEC 2016

34 BUD

Brussels, 25 November 2016

Related documents: CC 587

DECISION OF THE ENERGY CHARTER CONFERENCE

Subject: Adjustments to the Secretariat's draft Budget for 2017

At its 27th Meeting held on 25 November 2016, the Energy Charter Conference **confirmed** the Budget for 2017 with the following adjustments:

1. The voluntary contributions from the European Commission DG Energy (EUR 200.000), Poland (EUR 30.000) and the European Commission in relation with the EU4Energy Project (total amount of EUR 1.087.875 split over 5 budget years);
2. The regularisation of the amount of the Contribution of the Russian Federation;
3. The necessary budget transfers to finance the relocation of the Secretariat's offices.

The adjustments were included without any change being made to the Contributions by Member Countries.

Keywords: Adjustments, Budget, 2017

Draft Budget 2017

BUDGET PART I	Approved Budget (CC 532)	Adjustment	Adjusted Budget
1. Salaries & Allowances	2.108,76	-308,76	1.800,00
2. Official Travel	150,00		150,00
3. Professional & Special Services			
Secondments	87,21		87,21
Temporary Officials	550,00	300,00 ⁽²⁾	850,00
Consultants	250,00	80,00	330,00
Invited Experts	79,92		79,92
Subtotal	967,13	380,00	1.347,13
4. Meetings			
Charter Conference	40,00		40,00
Other Meetings	15,49		15,49
Translations	21,57		21,57
Subtotal	77,06		77,06
5. Representation	16,33		16,33
6. Operating Expenditure			
Postage	14,71		14,71
Communications	31,80		31,80
Office Space Rental	240,66	-100,00	140,66
Office Space Charges, Taxes	140,04	-20,00	120,04
Office Supplies	56,04		56,04
Subtotal	483,25	-120,00	363,25
7. General Administration			
External Auditors (Auditing)	10,29		10,29
Salary Administration (fees to IO's)	5,62		5,62
Publications, Library	11,24		11,24
Subtotal	27,15		27,15
8. Capital Expenditure	19,59	248,76	268,35
9. IT Equipment & Software	40,68		40,68
10. Information	14,59		14,59
11. Miscellaneous & Contingency	2,92		2,92
AVAILABLE RESOURCES	3.907,46	200,00	4.107,46
12. Provision for bad debt (Russian Contribution)	285,82 ⁽¹⁾		285,82
TOTAL BUDGET PART I	4.193,28	200,00	4.393,28
BUDGET PART II			
Salaries and Allowances (Draw from GRF)	0,00		0,00
European Commission - EU4Energy ⁽³⁾		230,00	230,00
Voluntary Contribution Poland ⁽⁴⁾		30,00	30,00
TOTAL BUDGET PART II	0,00	260,00	260,00
TOTAL BUDGET PARTS I & II	4.193,28	460,00	4.653,28

(1) Regularisation of the Contribution of the Russian Federation

The Energy Charter Conference on 3 December 2015 approved the Budget of the Energy Charter Secretariat for 2016-2017. This decision was based on the Secretariat's proposal contained in document CC 532. At the time, the UN was still negotiating the Scale of Assessment for 2016-2018. The list of national contributions attached to CC 532 was thus marked as "Hypothetical", as it was still based on the UN scale for 2013-2015. As indicated in BC 272 and agreed by the Budget Committee on 16 June 2016, the amount of the contribution of the Russian Federation has been corrected accordingly to the UN Scale of Assessments for 2016-2018 to EUR 285.822.

(2) Reclassification of the Voluntary Contribution from the European Commission DG Energy to Budget Part I

In 2015 as well as in 2016, the Energy Charter Secretariat received a voluntary contribution from the European Commission DG Energy for an amount of EUR 200.000 each year. In the budget for 2015, this voluntary contribution was included below Budget Part II. As the purpose of this contribution was general support for the Secretariat's budget, following Article 8 of the Financial Rules and the advise of the Auditors, it has been recorded under Budget Part I, as shown in CC 577. The same policy applies in 2016. It is anticipated that the European Commission will offer the same contribution in 2017.

(3) Voluntary Contribution from the European Commission in relation with the "EU4Energy" Project

The Energy Charter Conference authorised the Secretary General to accept a voluntary contribution in the context of the "EU4 Energy" project (CC 554). The total contribution could amount to a maximum of EUR 1.087.875 and has to be used over the period 1 July 2016 – 30 June 2020. The Secretariat has estimated that an amount of EUR 230.000 would be used in 2017.

(4) Voluntary Contributions from Poland

On 3 August 2016, in accordance with the Financial Rules of the Energy Charter Secretariat, the Chairman of the Budget Committee authorised the Secretary General to accept a voluntary contribution from Poland, through its Ministry of Energy, to finance Outreach and Expansion activities. Even if received in 2016, this voluntary contribution will only be used in 2017.