ENERGY CHARTER SECRETARIAT

CCDEC 2024

03 WPR Corr

Brussels, 27 May 2024

Related documents:
CC 811, Mess 2174/24

DECISION OF THE ENERGY CHARTER CONFERENCE

Subject: Adoption by Correspondence - Revision Programme of Work 2024

Following the recommendation of the Budget Committee, by CC 811 dated 7 May 2024, the Conference **approved** the revision of the Programme of Work for 2024 on 27 May 2024.

The present corrigendum was issued after the initial publication of the document to correct the number and the date of the document that had been published initially.

Keywords: Work Programme, Revision, 2024

PROGRAMME OF WORK 2024 – 2025

1. The Draft Programme of Work for the biennium 2024-2025 has been prepared taking into account the following elements:
   - The structure of the Energy Charter Secretariat (ECS) approved by the Conference as described in CCDEC 202310;
   - The withdrawal of France, Germany, Poland and Luxembourg from the Energy Charter Treaty (ECT), and further announcements of withdrawal intentions, as well as the financial consequences therefrom;
   - A total amount of EUR 2 081 485 for Budget Part I including national contributions and other resources for general use according to article 8(1) of the Financial Rules and Implementing Instructions (Financial Rules);
   - A draw from the General Reserve Fund of up to 10% of its value as of 31 December 2022, EUR 225 000, to allow for flexibility in the implementation of Budget Part I, as authorised by the Conference as described in CCDEC 202310;
   - The absence of additional voluntary contributions for 2024 - 2025;
   - The conclusion of the activities under the project "Cooperation for restoring the Ukrainian Energy Infrastructure" under Budget Part II;
   - The availability of the Working Capital Funds for 2024;
   - The continuation of the implementation of the 2019 Review and preparation of 2024 Review, under article 34(7) of the Treaty;
   - The temporary pause of expansion and outreach activities; and
   - Pending negotiations on Modernisation of the ECT.

2. The Secretariat did not receive any proposal for the inclusion of activities in the Programme of Work.

3. The Draft Programme of Work for the biennium 2024-2025 has been established on the basis of the continuation of activities, where possible, which already exist in the Programme of Work of the previous years (2022 and 2023). Pending discussions at the subsidiary groups, no new activity has been added and several activities have been adjusted to the size of the Secretariat and human resources available.

4. Since the activities proposed can be financed under Budget Part I and the draw from the General Reserve Fund of up to 10% of its value to allow for flexibility in the implementation of Budget Part I, as authorised by the Conference in CCDEC 202310, no prioritisation exercise seems necessary. In addition, the Budget Committee has not yet agreed on how to conduct such prioritisation exercise.

5. ***The Budget Committee is invited to take note of the draft Programme of Work for 2024-2025[1] and to give its input for its finalisation.***

[1] If all announcements of intentions to withdraw were to materialise before the end of 2024, the budget of the Secretariat for 2025 would decrease to a threshold where only operation expenditures (i.e. rent) could be covered, and a more significant draw from the General Reserve Fund shall be considered to ensure payment of remuneration of an even more decreased number of staff. An alternative would also be an increase of the contributions by at least 20% of their 2024 level.

Table 1a Estimated use of human resources (officials) per position and per activity[2] *including Establishment Table (green) and Temporary Officials (orange) posts*

	Posts	A1	A2	A3	B1	B21	B22	B23	B24	B3	B4
Secretary General (SG)'s Office	***2***	***0.70***	***0.10***	***0.30***	***0.10***	***0.05***	***0.05***	***0.05***	***0.05***	***0.30***	***0.30***
Secretary General	*1*	*0.10*	*0.10*	*0.10*	*0.10*	*0.05*	*0.05*	*0.05*	*0.05*	*0.20*	*0.20*
Secretary (to SG and DSG)	*1*	*0.60*		*0.20*						*0.10*	*0.10*
Deputy Secretary General (DSG)'s Office	***1***	***0.15***	***0.05***	***0.15***	***0.05***	***0.10***	***0.10***	***0.10***	***0.10***	***0.10***	***0.10***
Deputy Secretary General	*1*	*0.15*	*0.05*	*0.15*	*0.05*	*0.10*	*0.10*	*0.10*	*0.10*	*0.10*	*0.10*
Legal Affairs	***1***		***0.40***		***0.40***			***0.20***			
General Counsel	*1*		*0.40*		*0.40*			*0.20*			
Administration, External Activities and Implementation	***5***	***0.25***	***0.15***	***0.45***	***0.10***	***1.00***	***1.00***	***0.50***	***1.05***	***0.20***	***0.30***
Head of Unit	*1*	*0.05*	*0.05*	*0.45*	*0.05*	*0.05*	*0.05*	*0.05*	*0.10*	*0.10*	*0.05*
Investment Official	*1*	*0.05*					*0.90*				*0.05*
Transit & Energy Security Official	*1*	*0.05*				*0.90*					*0.05*
Energy Efficiency, Climate & Renew. Off	*1*	*0.05*							*0.90*		*0.05*
Treaty Implementation Official	*1*	*0.05*	*0.10*		*0.05*	*0.05*	*0.05*	*0.45*	*0.05*	*0.10*	*0.10*
Total	***9***	***1.10***	***0.70***	***0.90***	***0.65***	***1.15***	***1.15***	***0.85***	***1.20***	***0.60***	***0.70***

Table 1b Summary of the estimated use of human resources (officials) per activity

Activities	***Posts Estab. Off.***	***Posts Temp. Off.***	***Total Posts***	***%***
A Administration and Management	***1.6***	***1.1***	***2.7***	***30%***
A1 Support to the Conference, its subsidiary & consultative bodies	*0.3*	*0.8*	*1.1*	*12%*
A2 Legal Support	*0.6*	*0.1*	*0.7*	*8%*
A3 Financial and Administrative Support	*0.7*	*0.2*	*0.9*	*10%*
B Programmes	***2.4***	***3.9***	***6.30***	***70%***
B1 Modernisation of the Energy Charter Treaty	*0.6*	*0.05*	*0.65*	*7%*
B2 Implementation of the Energy Charter Treaty	*1.05*	*3.3*	*4.35*	*48%*
B21 Implementation – Transit	*0.2*	*0.95*	*1.15*	*13%*
B22 Implementation – Investment	*0.2*	*0.95*	*1.15*	*13%*
B23 Implementation – Dispute Settlement	*0.4*	*0.45*	*0.85*	*9%*
B24 Implementation – Energy Efficiency	*0.25*	*0.95*	*1.2*	*13%*
B3 Consolidation, expansion and outreach	*0.4*	*0.2*	*0.6*	*7%*
B4 Promotion and Cooperation	*0.35*	*0.35*	*0.7*	*8%*
Total	***4***	***5***	***9***	***100%***

[2] The estimated use of human resources per activity has been calculated taking into account the structure of the Secretariat as included in CCDEC 202310.

ENERGY CHARTER SECRETARIAT

Table 2a Estimated use of financial resources for the Programme of work 2024

All amounts in EUR

Activities	*Posts Estab. Off.*	*Posts Temp. Off.*	*Total Posts*	*Total Posts %*	*Total Estimated costs EUR*	*Total Estimated costs %*
A Administration and Management	***1.6***	***1.1***	***2.7***	***30%***	***927,608***	***30%***
A1 Support to the Conference, its subsidiary & consultative bodies	*0.3*	*0.8*	*1.1*	*12%*	*236,153*	10%
A2 Legal Support	*0.6*	*0.1*	*0.7*	*8%*	*172,057*	8%
A3 Financial and Administrative Support	*0.7*	*0.2*	*0.9*	*10%*	*269 397*	12%
B Programmes	***2.4***	***3.9***	***6.30***	***70%***	***1,328,877***	***59%***
B1 Modernisation of the Energy Charter Treaty	*0.6*	*0.05*	*0.65*	*7%*	*182,004*	8%
B2 Implementation of the Energy Charter Treaty	*1.05*	*3.3*	*4.35*	*48%*	*795,725*	35%
B21 Implementation – Transit	*0.2*	*0.95*	*1.15*	*13%*	*200,350*	9%
B22 Implementation – Investment	*0.2*	*0.95*	*1.15*	*13%*	*200,350*	9%
B23 Implementation – Dispute Settlement	*0.4*	*0.45*	*0.85*	*9%*	*183,509*	8%
B24 Implementation – Energy Efficiency	*0.25*	*0.95*	*1.2*	*13%*	*211,517*	9%
B3 Consolidation, expansion and outreach	*0.4*	*0.2*	*0.6*	*7%*	*172,081*	8%
B4 Promotion and Cooperation	*0.35*	*0.35*	*0.7*	*8%*	*179,067*	8%
ILOT provisions					***250,000***	***11%***
Total	*4*	*5*	*9*	*100%*	*2,256,485*	*100%*

Keywords: Work Programme, Revision, 2024

Table 2b Estimated use of financial resources for the Programme of work 2025[3]

All amounts in EUR

Activities	*Posts Estab. Off.*	*Posts Temp. Off.*	*Total Posts*	*Total Posts %*	*Total Estimated costs EUR*	*Total Estimated costs %*
A Administration and Management	***1.6***	***1.1***	***2.7***	***30%***	***927,608***	***30%***
A1 Support to the Conference, its subsidiary & consultative bodies	*0.3*	*0.8*	*1.1*	*12%*	*236,153*	10%
A2 Legal Support	*0.6*	*0.1*	*0.7*	*8%*	*172,057*	8%
A3 Financial and Administrative Support	*0.7*	*0.2*	*0.9*	*10%*	*269 397*	12%
B Programmes	***2.4***	***3.9***	***6.30***	***70%***	***1,328,877***	***59%***
B1 Modernisation of the Energy Charter Treaty	*0.6*	*0.05*	*0.65*	*7%*	*182,004*	8%
B2 Implementation of the Energy Charter Treaty	*1.05*	*3.3*	*4.35*	*48%*	*795,725*	35%
B21 Implementation – Transit	*0.2*	*0.95*	*1.15*	*13%*	*200,350*	9%
B22 Implementation – Investment	*0.2*	*0.95*	*1.15*	*13%*	*200,350*	9%
B23 Implementation – Dispute Settlement	*0.4*	*0.45*	*0.85*	*9%*	*183,509*	8%
B24 Implementation – Energy Efficiency	*0.25*	*0.95*	*1.2*	*13%*	*211,517*	9%
B3 Consolidation, expansion and outreach	*0.4*	*0.2*	*0.6*	*7%*	*172,081*	8%
B4 Promotion and Cooperation	*0.35*	*0.35*	*0.7*	*8%*	*179,067*	8%
ILOT provisions					***250,000***	***11%***
Total	*4*	*5*	*9*	*100%*	*2,256,485*	*100%*

[3] If all announcements of intentions to withdraw were to materialise before the end of 2024, the budget of the Secretariat for 2025 would decrease to a threshold where only operation expenditures (i.e. rent) could be covered and a more significant draw from the General Reserve Fund shall be considered to ensure payment of remuneration of an even more decreased number of staff, and a revision of the Programme of Work will be necessary.

ENERGY CHARTER SECRETARIAT

BUDGET PART I

Budget Part I includes expenses financed by national contributions and other resources available for general use in accordance with article 8(1) of the Financial Rules. The Secretariat considers that the draw of 10% of the value of the General Reserve Fund to allow for flexibility in the implementation of Budget Part I, as authorised by the Energy Charter Conference in CCDEC 202310, should be included in Budget Part I. The total amount of Budget Part I would then be increased by the amount of the draw, EUR 225 000, to reach EUR 2 256 458[4].

In the below Programme of Work, the estimated use of human and financial resources are indicated based on:

- the structure of the Secretariat as approved in CCDEC 202310;
- the split of human resources per activity as indicated in tables 1a and 1b above;
- the total available budget of EUR 2 256 458 as described above. The use of the draw from the General Reserve Fund is indicated;
- Percentages are given on the total available budget (EUR 2 256 458).

[4] See BC 438 - draft Budget 2024-2025.

Keywords: Work Programme, Revision, 2024

A Management and Administration
A1 Support to the Conference, its subsidiary and consultative bodies

Description

Provide the Conference with all necessary assistance for the performance of its duties and shall carry out the functions assigned to it in the ECT or in any Protocol to the ECT and any other functions assigned to it by the Conference.

The activity includes:

(a) Implementation of the Conclusions of the 2019 review and support during 2024 review under Article 34(7) of the ECT;

(b) Coordination with the Conference Chairmanship;

(c) Coordination with the chairpersons and vice-chairpersons of the Conference, its subsidiary and consultative bodies;

(d) Management of meetings[5];

(e) Dissemination of information to the Conference (Delegates website);

(f) Facilitation of the activities of the Industry Advisory Panel (IAP), including channelling policy advice from energy companies, international business associations and financial institutions to ECT constituency;

(g) Initiate contact with international foundations or other international organisations in view of a partnership on specific projects linked with ECS activities;

(h) Management of the Archives and the Library.

Deliverables

- Annual Conference meetings (Ministerial);
- Meetings of subsidiary and consultative bodies of the Conference including the IAP.
- Finalisation of revisions to existing internal rules

Bodies involved	**Units involved**
• Conference and all groups and subgroups (including Management Committee and Subsidiary Bodies, once established)	• SG's office • DSG's Office • Administration, External Activities and Implementation Unit
Planning	**Estimated Resources (annual)**
• Recurring activity • Deadline: 31 December 2024	• Establishment table: 0.3 post • Temporary Officials: 0.8 post • Estimated Costs: 236,153 (10%)

[5] Including travel arrangement of ECS Officials to attend meetings, conferences, fora or other events outside Brussels as well as of speakers to attend meetings or events organised by the ECS

A Management and Administration
A2 Legal Support

Description

Provide legal advice to the Conference, its subsidiary bodies and the Secretariat on the interpretation and application of the Energy Charter Treaty.

Deliverables

- Legal support for the Secretariat/Conference/subsidiary bodies and Management Committee, the Legal Advisory Committee, as well as providing legal information to Members of the Conference;
- Supervision of compliance with the Manual on Data Protection;
- Defence of the organisation before the Administrative Tribunal of the International Labour Organisation (ILOAT);
- Relations with the Depository and implications of withdrawals;
- Drafting of MOUs and legal notifications under the ECT; and
- Maintain and manage translations of the dedicated online website and database.

Bodies involved • Conference and all groups and subgroups (including Management Committee and Bureaus of Subsidiary Bodies, once established)	**Units involved** • SG Office • DSG Office • Legal Affairs
Planning • Recurring activity • Deadline: 31 December 2024	**Estimated Resources (annual)** • Establishment table: 0.6 post • Temporary Officials: 0.1 post • Estimated Costs: EUR 172,057 (8%)

A Management and Administration
A3 Financial and Administrative Support

Description

Provide support to the Conference, its subsidiary and consultative bodies and the ECS on financial and administrative issues:

(a) Support during 2024 review under Article 34(7) of the ECT;

(b) Financial management, budgeting, financial and fiscal reporting and other financial and fiscal procedures;

(c) Preparation of financial statements and cooperation with the external auditor;

(d) Management of national and voluntary contributions;

(e) Human resources management, including recruitment, posting, advancement, benefits, contracts and other related personnel matters;

(f) Daily office operations [6]

Deliverables

- Financial Statements 2023 audited by the external auditor;
- Final and progress status reports of the Programmes of Work for 2023 and 2024;
- Subsequent revision of the budget and the Programme of Work for 2024;
- Reporting to the Budget Committee and the Conference;
- Smooth administrative operations of the ECS.

Bodies involved	**Units involved**
• Energy Charter Conference • Budget Committee • Management Committee	• SG's Office • DSG's Office • Administration, External Activities and Implementation Unit
Planning	**Estimated Resources (annual)**
• Recurring activity • Deadline: 31 December 2024	• Establishment table: 0.7 posts • Temporary Officials: 0.2 posts • Estimated Costs: EUR 269,397 (12%)

B Programmes
B1 Modernisation of the Energy Charter Treaty

Description

Provide support to Contracting Parties for the ratification of the amendments.

Deliverables

- Support the endorsement of the modernised Treaty by Contracting Parties.
- Support the ratification process of the amendments to the ECT (subject to the endorsement of the modernised Treaty).

Bodies involved	**Units involved**
• Energy Charter Conference • Modernisation Group	• SG's Office • DSG's Office • Legal Affairs • Administration, External Activities and Implementation Unit

[6]
(a) Registration of officials with the Belgian Ministry of Foreign Affairs and related procedures including identity cards;
(b) Building management, including premises, furniture, and other related matters;
(c) Cloud services management (IT, Phone);
(d) Contracts management, including tendering, evaluating and issuing contracts;
(e) Utilities, office supplies and all related matters;
(f) Belgian visa procedures for officials, non-officials (interns, fellows, secondees), chairpersons, speakers, invited experts, etc. to join the ECS or attend meetings.

Planning	Estimated Resources (annual)
• Ongoing activity • Deadline: 31 December 2024	• Establishment table: 0.6 posts • Temporary Officials: 0.05 posts • Estimated Costs: EUR 182,004 (8%)

B Programmes
B2 Implementation of the Treaty
B21 Transit (Part II of the ECT) and Energy Security

Description

Provide technical and operational support in the area of transit and energy security issues and projects, including regional cooperation and integration of energy markets.

Prepare and disseminate policy papers, suggestions, best practices examples.

Analyse transit and energy security issues, including those via soft law instruments, based on proposals of the Implementation Group.

Deliverables

- Technical and operational support in areas of transit and energy security issues; and
- Promotion and dissemination of transit and energy security related deliverables at international events (industry and academic conferences) and with ECT member states and observers, and in conjunction with country chairmanships.

Bodies involved	Units involved
• Strategy and Implementation Group	• DSG's Office • Administration, External Activities and Implementation Unit
Planning	**Estimated Resources (annual)**
• Recurring activity • Deadline: 31 December 2024	• Establishment table: 0.2 posts • Temporary Officials: 0.95 posts • Estimated Costs: EUR 200,350 (9%)

B Programmes
B2 Implementation of the Treaty
B22 Investment (Part III of the ECT)

Description

Development and publishing the International Energy Charter publication #EIRA2024.

Follow up and update on regulatory documents relevant to energy investments.

Deliverables

- Publication of #EIRA2024 (up to 6 country reports p.a.); and

- Update of the web-resource of regulatory documents relevant to the energy investment climate.

Bodies involved	Units involved
• Strategy and Implementation Group	• DSG's Office • Administration, External Activities and Implementation Unit
Planning	**Estimated Resources (annual)**
• Recurring activity • Deadline: 31 December 2024	• Establishment table: 0.2 posts • Temporary Officials: 0.95 posts • Estimated Costs: EUR 200,350 (9%)

B Programmes
B2 Implementation of the Treaty
B23 Dispute Prevention and Management (Part IV of the ECT)

Description

Provision of legal advice and assistance in dispute resolution, and access to the "travaux préparatoires" of the ECT.

Provide training, workshops and seminars on dispute prevention and management (including investment mediation).

Based on the Model Instrument on Investment Dispute Management, the Secretariat shall provide technical assistance if requested.

Developing and implementing pilots of the recommendations of the Joint ECS-World Bank Report "Enabling Foreign Direct Investment in the Renewable Energy Sector" as the only organisation with expertise in conflict prevention in renewable energy sector.

Deliverables

- Legal support, advice and assistance in dispute prevention and management.
- Provide neutral, independent legal advice and assistance in dispute prevention/resolution, and participate in pre-trial proceedings between Contracting Parties (before they revert to the mechanisms contained in Art. 27 ECT or Annex D).
- Access to "*travaux préparatoires*";
- Workshops and seminars on investment mediation and prevention – 1-2 p.a.;
- Annual training on dispute resolution – 1 p.a.;
- Implementation of pilot(s) for Joint ECS – World bank Report "Enabling Foreign Direct Investment in the Renewable Energy Sector"

Bodies involved	Units involved
• N/A	• DSG Office • Legal Affairs • Administration, External Activities and Implementation Unit
Planning • Recurring activity • Deadline: 31 December 2024	**Estimated Resources (annual)** • Establishment table: 0.4 post • Temporary Officials: 0.45 post • Estimated Costs: EUR 183,509 (8%)

B Programmes
B2 Implementation of the Treaty
B24 Energy Efficiency (Protocol on EEREA)

Description

Peer guidance to Governments in developing and implementing their energy efficiency policies. Increasing awareness of the provisions of the ECT and the role of the ECS in supporting the clean energy transition while ensuring energy security, by promoting and protecting energy efficiency investment and trade of energy efficient products and services.

Deliverables

- In-Depth Reviews of the Energy Efficiency Policy (estimated 1 reports p.a.);
- Raising awareness to promote energy efficiency, climate neutrality and sustainable development in line with the objectives of the Paris Agreement;
- Organisation or co-organisation of one public event related to the role of the International Energy Charter in achieving clean energy transition while ensuring energy security.

Bodies involved	Units involved
• Strategy and Implementation Group	• DSG's Office • Administration, External Activities and Implementation Unit
Planning • Recurring activity • Deadline: 31 December 2024	**Estimated Resources (annual)** • Establishment table: 0.25 post • Temporary Officials: 0.95 post • Estimated Costs: EUR 211,517 (9%)

B Programmes
B3 Consolidation, Expansion and Outreach

Description

The Secretariat will primarily assist the Conference in defining the CONEXO policy which will guide and orient the work of the Secretariat towards expansion countries.

Deliverables

- Defining the CONEXO policy and start of its implementation;
- Maintain or relaunch the relationship with Observers in accession to the ECT or countries which express interest in signing the International Energy Charter where feasible.[7]

Bodies involved	**Units involved**
• Strategy and Implementation Group	• SG's Office • DSG's Office • Administration, External Activities and Implementation Unit
Planning • Recurring activity • Deadline: 31 December 2024	**Estimated Resources (annual)** • Establishment table: 0.4 posts • Temporary Officials: 0.2 post • Estimated Costs: EUR 172,081 (8%)

B Programmes
B4 Promotion and Cooperation

Description

Promote the visibility of the ECT amongst relevant external stakeholders at the global level through information spreading activities like participation and/or organisation of relevant events, trainings, seminars, publications and research tasks.

Deliverables

- Representation of the organisation in inter-governmental meetings;
- Meetings with high-level representatives of Members and Observers.
- Organisation of conferences and knowledge-sharing events, as per request of Chairmanship for 2024.

Bodies involved	**Units involved**
• Energy Charter Conference • Strategy and Implementation Group	• SG's Office • DSG's Office • Administration, External Activities and Implementation Unit
Planning • Recurring activity • Deadline: 31 December 2024	**Estimated Resources (annual)** • Establishment table: 0.35 post • Temporary Officials: 0.35 post • Estimated Costs: EUR 179,067 (8%)

[7] In relation to activities B3 and B4, the Secretariat incites Contracting Parties to reconsider the issue of expansion and outreach as soon as feasible following the Treaty modernisation process, and recommends to maintain a level of activities and visibility that would allow relaunching the expansion process.

BUDGET PART II

ECS is welcoming voluntary contributions.

The ECS also receives other resources from financial operations (interests received, profit on currency exchange, etc.). These resources will be used to compensate expenses on financial operations of the same nature.

C Other and Extra Programmes
C1 Implementation of the Treaty
C12 Investment
C12a EIRA country profiles

Description

Developing additional EIRA regular country profiles to be included in #EIRA.

Deliverables

- Additional EIRA regular country profiles

Bodies involved

- Strategy and Implementation Group

Units involved

- DSG's Office
- Administration, External Activities and Implementation Unit

Planning

- Recurring activity
- Deadline: 31 December 2024

Resources available

- None

Requested resources (annual)

- Voluntary contribution of EUR 20 000 requested per additional EIRA profile

C Other and Extra Programmes
C1 Implementation of the ECT
C12 Investment
C12b EIRA extended country profiles

Description

Developing and publishing extended EIRA country profiles, depicting the policy, legal and regulatory risk for investment in the energy sectors of participating countries. Depending on specific needs, such profiles contains detailed strengths, areas for improvement and, in comparison with regular EIRA country profiles, more in-depth and tailored recommendations.

Deliverables

- Extended country profile publications, including their presentation.

Bodies involved

- Strategy and Implementation Group
- Donor country, organisation or institution

Units involved

- DSG's Office
- Administration, External Activities and Implementation Unit

Planning	Resources available
• One-time activity per financed country • Deadline: to be defined	• None **Requested resources (annual)** • Voluntary contribution of EUR 20 000 requested per extended EIRA profile

C Other and Extra Programmes
C1 Implementation of the ECT
C12 Investment
C12c Energy Charter Investment Promotion Centre - discontinued

Description

Deliverables

Bodies involved	Units involved
•	•
Planning •	**Resources available** **Requested resources (annual)** •

C Other and Extra Programmes
C2 CONsolidation, EXpansion and Outreach policy
C21 Regional Energy Cooperation and Promoting Accession to the ECT - discontinued

Description

Deliverables

Bodies involved	Units involved
•	•
Planning •	**Resources available** **Requested resources (annual)** •

C Other and Extra Programmes
C3 Promotion and Cooperation
C31 WCF "Secretariat"

Description

The Working Capital Fund "Secretariat" has been created by merging the two former Working Capital Funds, "Knowledge Centre" and "Legal Affairs".

It is used to account for income and expenditure related to activities which are not eligible under Budget Part I. In particular, it includes (i) participation fees to attend trainings or events organised by the ECS, (ii) expenses related to these trainings, (iii) income related to work done by the Secretariat and invoiced to third parties, and (iv) expenditure linked to participation in, or organisation of, events.

Deliverables

- Organisation and delivery of trainings, seminars, roundtables, conferences, etc.

Bodies involved	Units involved
• N/A	• All units
Planning • Recurring activity • Deadline: 31 December 2024	**Resources available** • Balance of the previous year (2023): the WCF amounts to EUR 42 247[8] at 31 December 2022 • Fees or other income received during the year **Requested resources (annual)** • Minimum voluntary contribution of EUR 25 000 requested for a dedicated training for officials and/or stakeholders of the donor country/region

[8] To be updated as of 31 December 2023

Keywords: Work Programme, Revision, 2024

C Extra Programmes
C3 Promotion and Cooperation
C32 Communication and Research Centre - discontinued

Description

Deliverables

Bodies involved	Units involved
•	•
Planning •	**Resources available** **Requested resources (annual)** •

C Extra Programmes
C3 Promotion and Cooperation
C34 Foundations Partnership Network - discontinued

Description

Deliverables

Bodies involved	Units involved
•	•
Planning •	**Resources available** **Requested resources (annual)** •