

Brussels, 25-26 November 2014

Related documents: CC 493, Mess. 1177, and CC 494
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**DECISION OF THE ENERGY CHARTER CONFERENCE**

**Subject:      Budgetary Issues**

By CC 493, dated 4 November 2014, delegations were invited to discharge the Secretary-General from his management and administrative responsibility in respect of the 2013 Budget, in accordance with Article 32(4) of the Financial Rules. As specified by Rule 20 of the Rules of Procedure concerning the adoption of decisions by correspondence, members of the Energy Charter Conference were informed that any delegation that wished to object to this proposal should notify the Secretariat of its position in writing by 25 November 2014.

No objections were received within the specified time limit. Therefore, on 25 November 2014 the Conference **took note** of the Financial Statement and the Auditor's Report of 2013, as circulated in document CC 493 (attached hereto), and **agreed**, on the recommendation of the Budget Committee, to discharge the Secretary General from his management and administrative responsibility in respect to the 2013 Budget, in accordance with Article 32(4) of the Financial Rules.

The Energy Charter Conference on 26<sup>th</sup> November 2014, on the invitation of the Conference Vice-Chairman, **approved** the draft Budget of the Energy Charter Secretariat for 2015, including the draft Establishment Table and the two multi-annual commitment authorities as contained in CC 494 (attached hereto):

- Prolongation of the multi-annual commitment authority of Euro 100.000 in respect of Budget item 3 'Professional and Special Services', to cover contracts running into the following year;
- Prolongation of the multi-annual commitment authority of Euro 50.000 in respect of Budget item 6 'Operating Expenditure', to obtain the most advantageous market conditions for certain long-term operating expenditures.

## **Independent auditor's report to the members of Energy Charter Conference on the financial statements of Energy Charter Secretariat for the year ended 31 December 2013**

In accordance with Article 32 of the Financial Rules applicable to Energy Charter Secretariat, we report to you on the performance of our mandate which has been entrusted to us. This report contains our opinion on the financial statements.

### **Unqualified opinion on the financial statements, including emphasis of matter paragraph**

We have audited the financial statements of Energy Charter Secretariat for the year ended 31 December 2013, which comprise the balance sheet as at 31 December 2013, the statement of income and expenditure for the year then ended (except for the amount under the "Budget" columns on page 3, which have been approved by the members of the Conference) and a summary of the significant accounting policies and notes. These financial statements are identified by a balance sheet total of EUR 6.588.368 and a deficit of total income over total expenditure for the year (total of parts I and II) of EUR 62.271.

### *Responsibility of the management for the preparation and fair presentation of the financial statements*

The management is responsible for the preparation and fair presentation of the financial statements in accordance with the Financial Rules and their Implementing Instructions applicable to the Energy Charter Secretariat and in accordance with the Accounting Policies of the Secretariat which are described in Note 2 to the financial statements. This responsibility includes: designing, implementing and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

### *Responsibility of the independent auditor*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing, applied in a public sector perspective. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

In accordance with these standards, we have performed procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error.

**Audit report dated 8 August 2014 on the financial statements  
of Energy Charter Secretariat  
for the year ended 31 December 2013**

In making those risk assessments, we have considered internal control relevant to the preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Secretariat's internal control. We have evaluated the appropriateness of accounting policies used, the reasonableness of significant accounting estimates made by the Secretariat and the presentation of the financial statements, taken as a whole. Finally, we have obtained from the management and the Secretariat's officials the explanations and information necessary for executing our audit procedures. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

*Opinion*

In our opinion, the financial statements for the year ended 31 December 2013 give a true and fair view of the Energy Charter Secretariat's financial position and its Income and Expenditure for the year then ended in accordance with the Financial Rules and their Implementing Instructions and with the Accounting Policies which are described in Note 2 to the financial statements of the Energy Charter Secretariat.

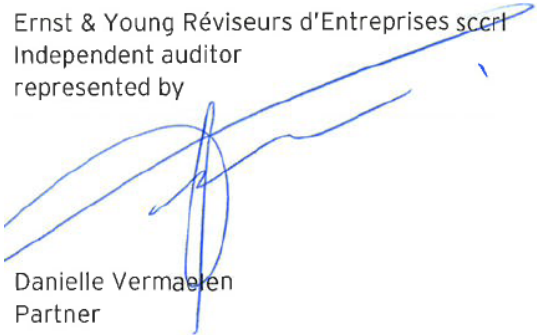
*Emphasis of Matter*

Without altering our opinion, we draw attention to Note 2 to the financial statements which describes the uncertainties and recent developments related to the collection of the contributions due by the Russian Federation. The unpaid contributions amount to EUR 574.727 at 31 December 2013 and represent the contributions due for the last four years. On 11 October 2013 the Russian Federation paid an amount of EUR 189.354 corresponding to the contributions of the year 2008 and 2009. According to management, there is no indication that the Russian Federation does not intend to pay the remainder of the contributions. Therefore, management has decided not to record an impairment loss on these unpaid contributions in the financial statements.

Our opinion is not qualified in respect of this matter.

Brussels, 8 August 2014

Ernst & Young Réviseurs d'Entreprises scrl  
Independent auditor  
represented by

  
Danielle Vermaelen  
Partner

15DV0038



**ENERGY CHARTER SECRETARIAT**  

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**СЕКРЕТАРИАТ ЭНЕРГЕТИЧЕСКОЙ ХАРТИИ**

**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDING**  
**31 December 2013**

## BALANCE SHEET AT 31 DECEMBER 2013

ASSETS	2013 EUR	2012 EUR	FUNDS AND LIABILITIES	2013 EUR	2012 EUR
<b>Accounts Receivable</b>			<b>Secretariat Funds</b>		
Contributions normal resources (Art 5 of F.R.)	626.630	740.814	General Reserve Fund	1.248.862	1.295.034
Contributions other resources (Art 6 of F.R.)	0	0			
	0	0	<b>Earmarked Funds</b>		
Advances paid	0	49.906	Working Capital Fund(s)	252.965	239.314
Other receivables	0	93	Reserve Fund for Belgian Social Security	987.922	1.076.331
			<i>Total Funds</i>	<i>2.459.999</i>	<i>2.610.679</i>
Financial Assistance	1.443.721	1.451.672	<b>Creditors</b>		
			Creditors	97.302	17.485
			Other Financial Creditors	777	23.937
<b>Cash at Bank and in Hand</b>	4.465.075	4.386.598	Provision for Termination benefits	3.918.663	3.926.449
			Salaries, Allowances and Taxes	74.707	11.740
			Advances received	0	4.336
<b>Deferred Charges</b>	76.957	527	<b>Accrued Charges</b>	36.920	53.898
<b>Accrued Income</b>	5.735	18.914	<b>Deferred Income</b>	0	
<b>TOTAL</b>	<b>6.618.118</b>	<b>6.648.524</b>	<b>TOTAL</b>	<b>6.618.118</b>	<b>6.648.524</b>

The accompanying Notes form an integral part of the Financial Statements

**STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDING 31 DECEMBER 2013**

**PART I**

	<b>2013</b>		<b>2012</b>	
	<b>Budget (EUR)</b>	<b>Actual (EUR)</b>	<b>Budget (EUR)</b>	<b>Actual (EUR)</b>
<b>INCOME</b>				
Contributions Normal Resources	4.497.040	4.497.040	4.497.040	4.497.040
<b>Total Income</b>	<b>4.497.040</b>	<b>4.497.040</b>	<b>4.497.040</b>	<b>4.497.040</b>
<b>EXPENDITURE</b>				
Salaries and Allowances				
<i>Gross</i>		4.622.816		4.506.932
<i>Internal Taxation</i>		-1.309.576		-1.268.524
<i>Transfer to BP II (TBF interests)</i>		-17.082		-21.850
<i>Transfer to BP II (GRF)</i>		-46.172		
Salaries and Allowances (net)	3.308.520	3.249.986	3.308.520	3.216.558
Official Travel	177.550	198.347	177.550	172.176
Professional and Special Services	349.400	438.372	349.400	418.441
Meetings and Translation	82.060	55.251	82.060	74.315
Representational Expenditure	21.330	20.012	21.330	20.771
Operating Expenditure	453.250	449.046	485.250	455.665
General Administration	27.150	34.968	27.150	33.202
Capital Expenditure	19.590	23.045	9.590	63.956
Information Technology	40.680	42.928	18.680	3.860
Information	14.590	14.835	14.590	16.445
Miscellaneous and Contingency	2.920	0	2.920	0
<b>Total Expenditure</b>	<b>4.497.040</b>	<b>4.497.040</b>	<b>4.497.040</b>	<b>4.475.389</b>
<b>Transfer to GRF</b>		<b>0</b>		<b>21.651</b>

The accompanying Notes form an integral part of the Financial Statements.

**STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDING 31 DECEMBER 2013**

**PART II**

<b>INCOME AND EXPENDITURE RELATED TO THE GENERAL RESERVE FUND</b>	<b>2013 EUR</b>	<b>2012 EUR</b>
<b>Financial Result</b>		
<i>Interest Income generated by the Termination Benefit Fund</i>	17.082	21.850
<i>Interest Income</i>	18.567	19.677
<i>Financial Income</i>	884	0
<i>Financial Costs</i>	-3.865	-5.081
<b>Net Financial Result</b>	<b>32.668</b>	<b>36.446</b>
<b>Other Expenditure</b>		
<i>Consultants</i>	15.586	0
<i>Part I (Salaries and Allowances) – Consolidated draw</i>	46.172	0
<i>Salaries and Allowances (use of interest of TBF, see Note 4)</i>	17.082	-21.850
<b>Other Expenditure Budget Part II</b>	<b>78.840</b>	<b>-21.850</b>
<b>SUBTOTAL (net transfer to General Reserve Fund)</b>	<b>-46.172</b>	<b>14.596</b>

<b>INCOME AND EXPENDITURE RELATED TO VOLUNTARY CONTRIBUTIONS AND WORKING CAPITAL FUNDS</b>	<b>2013 EUR</b>	<b>2012 EUR</b>
<b>Income</b>		
<i>Regularisation old Accounts</i>	27.071	
<i>Knowledge Centre</i>	39.120	
<i>VC Norway (2012) – Workshop in Dushanbe</i>		32.929
<i>VC Netherlands I (2012)</i>		20.000
<i>VC Netherlands II (2012)</i>		50.000
<i>VC France I (2013)</i>	20.000	
<i>VC France II (2013)</i>	20.000	
<i>VC Norway (2013) – Workshop in Astana</i>	39.800	
<i>KEEI</i>	7.500	
<i>DACO Project</i>	24.931	43.667
<b>Expenditure</b>		
<i>Royalties</i>	-1.306	
<i>Knowledge Centre</i>	-39.120	
<i>VC Norway (2010) – Workshop in Ulaanbaatar</i>		-3.282
<i>VC Norway (2012) – Workshop in Dushanbe</i>	-16.898	-16.031
<i>VC Germany (2011) – Mena Project</i>	-50.000	-60.000
<i>VC France I (2013)</i>	-20.000	
<i>VC Norway (2013) – Workshop in Astana</i>	-21.752	
<i>DACO Project</i>	-15.694	-27.284
<b>Movements (not related to income or expenditure)</b>	0	
<i>Finland 2001 (Regularisation old Accounts)</i>	-6.138	
<i>Sweden 2002 (Regularisation old Accounts)</i>	-4.663	
<i>Norway 2002 (Regularisation old Accounts)</i>	-7.483	
<i>Regularisation old Accounts</i>	18.284	
<b>SUBTOTAL (net transfer to Working Capital Fund)</b>	<b>13.652</b>	<b>39.999</b>
<b>TOTAL INCOME AND EXPENDITURE PART II (Transfers to General Reserve Fund and Working Capital Funds)</b>	<b>-32.520</b>	<b>54.595</b>



**STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDING 31 DECEMBER 2013**

**CONSOLIDATED TOTAL PARTS I AND II**

<b>CONSOLIDATED TOTAL PARTS I AND II</b>	<b>2013 EUR</b>	<b>2012 EUR</b>
<b>Income</b>		
<i>Budget Part I Contributions</i>	4.497.040	4.497.040
<i>Budget Part II Financial Income</i>	36.533	41.527
<i>Budget Part II Voluntary Contributions</i>	87.300	102.929
<i>Budget Part II DACO Project</i>	24.931	43.667
<i>Budget Part II Knowledge Centre</i>	39.120	0
<i>Budget Part II Regularisation old Accounts</i>	27.071	0
<i>Budget Part II LA Conference</i>	0	0
<i>Budget Part II Royalties</i>	0	0
<b>Total Income (Parts I and II)</b>	<b>4.711.995</b>	<b>4.685.163</b>
<b>Expenditure</b>		
<i>Budget Part I</i>	-4.497.040	-4.475.389
<i>Budget Part II Financial Costs</i>	-3.865	-5.081
<i>Budget Part II Use of Interests</i>	-32.668	-21.850
<i>Budget Part II Consolidated draw from GRF</i>	-46.172	0
<i>Budget Part II Voluntary Contributions</i>	-108.650	-79.313
<i>Budget Part II DACO Project</i>	-15.694	-27.284
<i>Budget Part II Knowledge Centre</i>	-39.120	0
<i>Budget Part II Royalties</i>	-1.306	0
<b>Total Expenditure (Parts I and II)</b>	<b>-4.744.515</b>	<b>-4.608.917</b>
<b>TOTAL INCOME AND EXPENDITURE</b>	<b>-32.520</b>	<b>76.246</b>

The accompanying Notes form an integral part of the Financial Statements

## **NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 DECEMBER 2013**

### **NOTE 1 Constitution and Function**

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The Energy Charter Secretariat (“the Secretariat”) is constituted under Article 35 of the Energy Charter Treaty of 17 December 1994 (“the Treaty”) and acts under the authority of the Energy Charter Conference (“the Conference”) in accordance with the provisions of the Treaty.

At 31 December 2013, 52 countries and the European Communities were Signatories of the Treaty and members of the Conference.

The Secretariat provides the Conference with all necessary assistance for the performance of its duties and carries out the functions assigned to it by the Treaty and the Conference.

The Treaty has entered into force on 16 April 1998 and had been applied provisionally until that date. The Energy Charter Conference enjoys in Belgium the domestic legal capacity necessary for the exercise of its functions and the fulfilment of the purposes of the Conference.

The Energy Charter Conference and the Kingdom of Belgium signed a Headquarters Agreement on 26 October 1995 defining the privileges and immunities necessary for the exercise of the official functions of the Conference in Belgium. The ratification of that Agreement by the Belgium Parliament was completed on 27 July 1999. The Agreement entered into force on 21 October 1999 following the publication in the Belgian Official Journal (‘Moniteur Belge’).

Article 34, paragraph 7, of the Energy Charter Treaty stipulates that the Conference shall thoroughly review the functions provided for in the Treaty at intervals of no more than five years. The last such review was held in 2009 and the next review will take place not later than 2014.

At the end of 2011, the Energy Charter Conference nominated Ambassador Urban Rusnák as Secretary General of the Energy Charter Secretariat to start his duties on 1<sup>st</sup> January 2012.

## **NOTE 2 Accounting policies**

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The principal accounting policies adopted in the preparation of these financial statements are set out below:

- **Income:**

Annual contributions due from Signatories/Contracting Parties are taken to income when they fall due. Voluntary contributions are recognised directly in the Working Capital Fund following their acceptance in accordance with the Financial Rules of the Secretariat.

With respect to the collection of outstanding contributions, the Secretariat applies a relatively aggressive policy. In accordance with the Financial Rules, notifications of the level of national contributions of the current year are sent to delegations each year in January, one or two general reminders are sent to those countries with unpaid contributions in the course of the year and, in addition, countries with arrears are also contacted on an individual basis.

As a result, the collection of contributions is very good, particularly in comparison with the situation in other international organisations.

However, there is a certain concern with respect to the financial outstanding due from two countries:

- At the end of 2013, Uzbekistan has paid its outstanding contributions for the period 2004-2012. Only the contribution for 2013 remained outstanding..
- With respect to the Russian Federation, as per the end of 2012, an amount of Euro 561.168, representing the contributions of the last five years, remained unpaid. On 11 October 2013 the Russian Federation paid an amount of EUR 189.354 corresponding to the contributions of the years 2008 and 2009. The amount of unpaid contributions due from the Russian Federation amounted to Euro 574.722 per 31 December 2013. The Secretariat very much welcomed the payment by Russia and it will continue to actively pursue collection of the remainder of the outstanding contributions.

- **Expenditure:**

Expenditure is accounted for once appropriation is committed in accordance with the Financial Rules of the Secretariat.

- **Capital expenditure:**

The cost of acquiring capital equipment is charged against income when occurred and is not, therefore, depreciated over the estimated useful lives of the related assets.

- **Foreign currency translation:**

Foreign currency transactions are accounted for at the exchange rates prevailing at the date of the transactions; gains and losses resulting from the settlement of such transactions are recognised in income and expenditure.

Monetary balance sheet accounts denominated in foreign currency are re-measured at the relevant closing rates at the balance sheet date. Unrealised foreign exchange gains or losses arising from the re-measurement process are recognised in income and expenditure.

- **Internal Taxation**

As required by the Headquarters Agreement, the salaries and emoluments of the officials of the Secretariat are subject to an internal tax system in favour of the Budget of the Secretariat. All figures related to Salaries and Allowances in the Financial Statements are given after application of the internal tax system.

- **Employee termination benefits**

The organisation operates a 'Termination Benefit' fund, which entitles all eligible employees to a 'termination benefit' based on a multiple of their final twelve-month salary, upon leaving the organisation's employment. Contributions to the fund are made by the employer and the employees in accordance with the Staff Rules.

The expected future cost of these benefit payments is accrued within the 'provision for termination benefits'. The liability is calculated on the assumption that all current eligible employees terminate employment at the balance sheet date. This equates to the accumulated contributions of the employer and employees at the balance sheet date less benefit payments during the year then ended.

Up to, and including, 2006, the interest generated by the 'Termination Benefit' fund was transferred to the General Reserve Fund at year-end. Since 2007, this interest remains in the fund itself.

In response to the critically deteriorating situation in the financial markets and to safeguard its relatively high financial reserves to the maximum extent possible, the Secretariat decided in October 2008 to offer interest bearing loans to members of staff. These loans, covered by the accumulated contributions to the Termination Benefit Fund for the individual staff member, gave the opportunity to benefit from the state guarantee on private bank accounts; the Secretariat's institutional bank accounts being not covered by any such guarantee.

In 2010 it has been decided to integrate these special loans into Balance item "Financial Assistance", as the temporary character of these loans had expired and the conditions are now equivalent to regular outstanding loans.

- **Reserve funds**

A. The '**General Reserve Fund**' represents the balance of the accumulated surplus of income over expenditure that has not been allocated to specific Earmarked funds.

B. The organisation maintains 'Earmarked' funds as follows:

1. '**Working Capital Fund(s)**' were established to account for unused appropriations from voluntary contributions to the Secretariat, transfers from the General Reserve Fund, and related expenditure.
2. '**Reserve Fund for Belgian Social Security**' is kept in order to meet potential claims by the Belgian Social Security authorities. The issue of whether social security contributions are due in respect of any, and if so which, officials has been discussed between the Secretariat and the Belgian authorities since the creation of the Secretariat in 1995; no conclusion has been reached thus far. The amount of the Reserve Fund is equal to the maximum amount of contributions which may, taking into account the relevant jurisprudence, be claimed from the Secretariat by the Belgian authorities. There is an uncertainty as to whether a claim would be raised

by the Belgian Social Security authorities and therefore, the balance of this Contingency Fund is presented as an 'Earmarked' fund rather than a liability, to better reflect its contingent nature.

The Reserve Fund for Belgian Social Security the Secretariat has built up through annual provisions in the course of its existence, has become larger than necessary in relation to the amount that eventually may have to be paid. On this basis, the Secretariat had decided in 2008 to discontinue the accumulation of provisions to this Fund and has started to use part of the appropriations that have thus become available under sub-item 'Social Security' to finance some expenditure for salaries and allowances.

With respect to the Financial Statements for 2010, it had been decided, in consultation with the Auditors, to maintain not more than what needs to be covered in the Reserve Fund itself. As a consequence, an amount of Euro 88.409 has been transferred by 2013 year end from the Reserve Fund for Belgian Social Security to "Salaries and Allowances" to bring the Reserve Fund to Euro 987.922.

### NOTE 3 Accounts receivable

Details of contributions receivable and amounts actually received are given below:

<b>ACCOUNTS RECEIVABLE</b>	<b>2013 EUR</b>	<b>2012 EUR</b>
<b>Contributions Receivable at the beginning of the year</b>		
<i>Total of contributions to be received for current year</i>	4.497.040	4.497.040
<i>Arrears receivable at the beginning of the year</i>	740.815	480.799
<b>Total Receivable at the beginning of the year</b>	<b>5.237.855</b>	<b>4.977.839</b>
<b>Contributions Received during the current year</b>		
<i>Contributions to be received for the current year</i>	4.248.103	4.231.835
<i>Arrears</i>	363.122	5.189
<b>Total Received</b>	<b>4.611.225</b>	<b>4.237.024</b>
<b>Balance Receivable at Year-end</b>	<b>626.630</b>	<b>740.815</b>

Details of contributions outstanding per country at 31 December 2013 are presented below. All contributions prior to the financial year 2010 have been settled.

<b>COUNTRY</b>	<b>2010 EUR</b>	<b>2011 EUR</b>	<b>2012 EUR</b>	<b>2013 EUR</b>	<b>TOTAL EUR</b>
<i>Iceland</i>			3.249	2.247	<b>5.496</b>
<i>Kyrgyzstan</i>				166	<b>166</b>
<i>Malta</i>		1.315	1.315	1.332	<b>3.962</b>
<i>Portugal</i>				39.450	<b>39.450</b>
<i>Russian Federation.</i>	123.938	123.938	123.938	202.913	<b>574.727</b>
<i>Turkmenistan</i>				1.581	<b>1.581</b>
<i>Uzbekistan</i>				1.248	<b>1.248</b>
<b>TOTAL</b>	<b>123.938</b>	<b>123.938</b>	<b>123.938</b>	<b>248.937</b>	<b>626.630</b>

## NOTE 4 Provision for termination benefits

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The details for the Provision for termination benefits are set out below:

<b>TERMINATION BENEFITS</b>	<b>2013 EUR</b>	<b>2012 EUR</b>
<b>Opening Balance</b>	3.926.449	3.381.414
<i>Employers' Contributions (charged to Expenditure)</i>	593.031	575.006
<i>Interest from the Termination Benefit Fund</i>	17.082	21.850
<i>Employee's Contributions</i>	146.010	140.433
<i>Payments</i>	-763.909	-192.254
<b>Balance at year end</b>	<b>3.918.663</b>	<b>3.926.449</b>

## NOTE 5 Financial Result

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The Statement of financial results is presented below:

<b>FINANCIAL RESULT</b>	<b>2013 EUR</b>	<b>2012 EUR</b>
<b>Financial Income</b>		
<i>Interest Income generated by the Termination Benefit Fund</i>	17.082	21.850
<i>Interest Income</i>	18.567	19.002
<i>Realised Exchange gains</i>	884	674
<i>Unrealised Exchange gains</i>	0	0
<i>Other Financial Income</i>	0	0
<b>Total Financial Income</b>	<b>36.533</b>	<b>41.526</b>
<b>Financial Costs</b>		
<i>Bank Charges</i>	-1.122	-1.512
<i>Realised Exchange losses</i>	-2.743	-3.569
<i>Unrealised Exchange losses</i>	0	0
<i>Other Financial charges</i>	0	0
<b>Total Financial Costs</b>	<b>-3.865</b>	<b>-5.081</b>
<b>NET FINANCIAL RESULT</b>	<b>32.668</b>	<b>36.445</b>



**NOTE 6 Statement of Movements of Funds for the year ending  
31 December 2013**

<b>GENERAL RESERVE FUND</b>	<b>2013 EUR</b>	<b>2012 EUR</b>
<i>Opening Balance</i>	1.295.034	1.258.787
<i>Transfer at year-end – Part I</i>	0	21.651
<i>Transfer at year-end – Part II</i>	-46.172	0
<i>Financial Result</i>	0	14.596
<b>Balance at year end</b>	<b>1.248.862</b>	<b>1.295.034</b>

<b>WORKING CAPITAL FUNDS</b>	<b>2013 EUR</b>	<b>2012 EUR</b>
<b>Opening Balance</b>		
<i>WCF related to Transit Negotiations</i>	56.271	56.271
<i>WCF Royalties</i>	1.307	1.307
<i>WCF LA Conference</i>	10.171	10.171
<i>WCF Regularisation old Accounts (Finland 2000, Norway 2002, Sweden 2002)</i>	18.284	18.284
<i>WCF Norway (2010)</i>	0	3.282
<i>WCF Germany (2011)</i>	50.000	110.000
<i>WCF Norway (2012)</i>	16.898	
<i>WCF Netherlands I (2012)</i>	20.000	
<i>WCF Netherlands II (2012)</i>	50.000	
<i>DACO Project</i>	16.383	43.667
<b>Total Opening Balance</b>	<b>239.314</b>	<b>242.982</b>

<b>WORKING CAPITAL FUNDS</b>	<b>2013 EUR</b>	<b>2012 EUR</b>
<b>Movements of the Year (net amounts)</b>		
<i>WCF Royalties</i>	-1.307	0
<i>Knowledge Centre (inc: 39.120, exp: 39.120)</i>	0	
<i>WCF Norway (2010)</i>	0	-3.282
<i>WCF Germany (2011)</i>	-50.000	-60.000
<i>WCF Norway (2012)</i>	-16.898	16.898
<i>WCF Netherlands I (2012)</i>	0	20.000
<i>WCF Netherlands II (2012)</i>	0	50.000
<i>WCF France I (2013) (inc: 20.000, exp: 20.000)</i>	0	
<i>WCF France II (2013)</i>	20.000	
<i>WCF Norway (2013) (inc: 39.800, exp: 21.752)</i>	18.048	
<i>Regularisation old Accounts</i>	27.071	
<i>KEEI</i>	7.500	
<i>DACO Project (inc: 24.931, exp:15.694)</i>	9.237	16.383
<b>Total net movements during the Year</b>	<b>13.651</b>	<b>39.999</b>

<b>WORKING CAPITAL FUNDS</b>	<b>2013 EUR</b>	<b>2012 EUR</b>
<b>Closing Balance</b>		
<i>WCF Royalties</i>		1.307
<i>WCF related to Transit Negotiations</i>	56.271	56.271
<i>WCF LA Conference</i>	10.171	10.171
<i>WCF Germany (2011)</i>	0	50.000
<i>WCF Norway (2013)</i>	18.048	16.898
<i>WCF Netherlands I (2012)</i>	20.000	20.000
<i>WCF Netherlands II (2012)</i>	50.000	50.000
<i>WCF France II (2013)</i>	20.000	0
<i>Regularisation old Accounts</i>	45.355	18.284
<i>KEEI</i>	7.500	0
<i>DACO Project</i>	25.620	16.383
<b>Total Closing Balance</b>	<b>252.965</b>	<b>239.314</b>

<b>RESERVE FUND FOR SOCIAL SECURITY</b>	<b>2013 EUR</b>	<b>2012 EUR</b>
<i>Opening Balance</i>	1.076.331	1.139.349
<i>Movements for the year</i>	-88.409	-63.018
<b>Balance at year end</b>	<b>987.922</b>	<b>1.076.331</b>

***Draft Budget 2015***

<b>BUDGET</b>	<b>2014</b>	<b>2015</b>
<b><i>Budget Part I</i></b>		
<i>1. Salaries &amp; Allowances</i>	3.298,59	2.908,59
<i>2. Official Travel</i>	177,55	177,55
<i>3. Professional &amp; Special Services</i>	374,75	669,75
<i>4. Meetings</i>	72,06	112,06
<i>5. Representation</i>	21,33	21,33
<i>6. Operating Expenditure</i>	448,25	503,25
<i>7. General Administration</i>	27,15	27,15
<i>8. Capital Expenditure</i>	19,59	19,59
<i>9. IT Equipment &amp; Software</i>	40,68	40,68
<i>10. Information</i>	14,59	14,59
<i>11. Miscellaneous &amp; Contingency</i>	2,92	2,92
<b><i>Subtotal Budget Part I</i></b>	<b>4.497,46</b>	<b>4.497,46</b>
<b><i>Budget Part II</i></b> <sup>1</sup>		
<i>Salaries and Allowances (Draw from GRF)</i>	220,00	220,00
<i>Consultants (Financial Result)</i>	53,63	20,00
<i>Expansion in Mena Region (VC France)</i>	20,00	-
<i>Knowledge Centre (VC Visegrad Group)</i>	13,00	p.m.
<i>Asian super grid study (VC KEEL)</i>	15,00	-
<i>Energy Efficiency in India (VC Netherlands)</i>	-	20,00
<i>The Hague ad-hoc Conference (VC Netherlands)</i>	-	50,00
<i>Training course in Astana (VC Kazakhstan)</i>	45,00	-
<i>Energy Efficiency in Kazakhstan (VC Kazakhstan)</i>	20,00	-
<i>Energy Policy of Kazakhstan (VC Kazakhstan)</i>	-	20,00
<i>Knowledge Centre (VC Eur. Commission - Energy)</i>	-	200,00
<i>Other Voluntary Contributions</i>	-	p.m.
<b><i>Subtotal Budget Part II</i></b>	<b>386,63</b>	<b>530,00</b>
<b>TOTAL BUDGET</b>	<b>4.884,09</b>	<b>5.027,46</b>

<sup>1</sup> Source of income is indicated between brackets

<sup>2</sup> To be confirmed

**Draft Establishment Table 2015**

<b>Total posts</b>	<b>2014</b>	<b>2015</b>
<i>A-grade</i>	15	15
<i>B-grade</i>	11	9
<i>C-grade</i>	0	0
<b>Total</b>	<b>26</b>	<b>24</b>

<b>Office of SG</b>			
<i>A7+ - Secretary General</i>	1	1	<i>A7+ - Secretary General</i>
<i>B4 - Secretary</i>	1	1	<i>B4 - Secretary</i>
<i>A4 - Senior Adviser</i>	1	1	<i>A3/4 - Senior Adviser</i>
<i>A3 - Legal Counsel</i>	1	1	<i>A3/4 - Legal Counsel</i>
<i>B5 - Assistant (knowledge centre)</i>	1	1	<i>B5 - Assistant (knowledge centre)</i>
<b>Office of DSG</b>			
<i>A7 - Deputy Secretary General</i>	1	1	<i>A6/7 - Deputy Secretary General</i>
<i>B3 - Secretary</i>	1	1	<i>B3 - Secretary</i>
<i>A4 - Senior Expert (ExO)</i>	1	1	<i>A3/4 - Senior Expert (ExO)</i>
<i>B5 - Assistant (language)</i>	1	0	<i>B5 - Assistant (language)</i>
<i>B5 - Assistant (ExO)</i>	1	1	<i>B5 - Assistant (ExO)</i>
<b>Directorate</b>			
<i>A6 - Director</i>	1	1	<i>A5/6 - Director</i>
<i>B3 - Secretary</i>	1	1	<i>B3 - Secretary</i>
<i>B3 - Secretary</i>	1	0	<i>B3 - Secretary</i>
<i>A3/4 - (Senior) Expert (Transit)</i>	1	1	<i>A3/4 - (Senior) Expert (Transit)</i>
<i>A2/3 - Expert (Transit)</i>	1	1	<i>A2/3 - Expert (Transit)</i>
<i>A3/4 - (Senior) Expert (En. Eff.)</i>	1	1	<i>A3/4 - (Senior) Expert (En. Eff.)</i>
<i>A2/3 - Expert (Energy Efficiency)</i>	1	1(*)	<i>A2/3 - Expert (Energy Efficiency)</i>
<i>A3/4 - (Senior) Expert (Trade)</i>	1	1	<i>A3/4 - (Senior) Expert (Trade)</i>
<i>A2/3 - Expert (Trade)</i>	1	1(*)	<i>A2/3 - Expert (Trade)</i>
<i>A3/4 - (Senior) Expert (Investment)</i>	1	1	<i>A3/4 - (Senior) Expert (Investment)</i>
<i>A2/3 - Expert (Investment)</i>	1	1	<i>A2/3 - Expert (Investment)</i>
<b>Administration &amp; Finance</b>			
<i>A4 - Head of AF</i>	1	1	<i>A3/4 - Head of AF</i>
<i>B3 - Secretary</i>	1	1	<i>B3 - Secretary</i>
<i>B6 - Principal Assistant</i>	2	2	<i>B6 - Principal Assistant</i>
<i>B4 - Assistant</i>	1	1	<i>B4 - Assistant</i>

(\*) It is proposed to maintain these posts in the Establishment Table, but to leave them vacant during 2015.

## National Contributions for 2015 (Draft)

	UN Scale 2013-2015	ECS Scale 2015	2014 Contributions	2015 Contributions
1 Afghanistan	0,005 %	0,009 %	420 €	416 €
2 Albania	0,010 %	0,019 %	832 €	832 €
3 Armenia	0,007 %	0,013 %	583 €	583 €
4 Australia	2,074 %	3,838 %	172.617 €	172.617 €
5 Austria	0,798 %	1,477 %	66.417 €	66.417 €
6 Azerbaijan	0,040 %	0,074 %	3.329 €	3.329 €
7 Belarus	0,056 %	0,104 %	4.661 €	4.661 €
8 Belgium	0,998 %	1,847 %	83.063 €	83.063 €
9 Bosnia & Herzegovina	0,017 %	0,031 %	1.415 €	1.415 €
10 Bulgaria	0,047 %	0,087 %	3.912 €	3.912 €
11 Croatia	0,126 %	0,233 %	10.487 €	10.487 €
12 Cyprus	0,047 %	0,087 %	3.912 €	3.912 €
13 Czech Republic	0,386 %	0,714 %	32.126 €	32.126 €
14 Denmark	0,675 %	1,249 %	56.180 €	56.180 €
15 Estonia	0,040 %	0,074 %	3.329 €	3.329 €
16 Finland	0,519 %	0,960 %	43.196 €	43.196 €
17 France	5,593 %	10,350 %	465.501 €	465.501 €
18 Georgia	0,007 %	0,013 %	583 €	583 €
19 Germany	7,141 %	13,215 %	594.339 €	594.340 €
20 Greece	0,638 %	1,181 %	53.100 €	53.100 €
21 Hungary	0,266 %	0,492 %	22.139 €	22.139 €
22 Iceland	0,027 %	0,050 %	2.247 €	2.247 €
23 Ireland	0,418 %	0,774 %	34.790 €	34.790 €
24 Italy	4,448 %	8,231 %	370.203 €	370.204 €
25 Japan	10,833 %	20,047 %	901.621 €	901.622 €
26 Kazakhstan	0,121 %	0,224 %	10.071 €	10.071 €
27 Kyrgyzstan	0,002 %	0,004 %	166 €	166 €
28 Latvia	0,047 %	0,087 %	3.912 €	3.912 €
29 Liechtenstein	0,009 %	0,017 %	749 €	749 €
30 Lithuania	0,073 %	0,135 %	6.076 €	6.076 €
31 Luxembourg	0,081 %	0,150 %	6.742 €	6.742 €
32 Malta	0,016 %	0,030 %	1.332 €	1.332 €
33 Moldova	0,003 %	0,006 %	250 €	250 €
34 Mongolia	0,003 %	0,006 %	250 €	250 €
35 Netherlands	1,654 %	3,061 %	137.661 €	137.661 €
36 Norway	0,851 %	1,575 %	70.828 €	70.828 €
37 Poland	0,921 %	1,704 %	76.654 €	76.654 €
38 Portugal	0,474 %	0,877 %	39.451 €	39.451 €
39 Romania	0,226 %	0,418 %	18.810 €	18.810 €
40 Russian Federation	2,438 %	4,512 %	202.913 €	202.913 €
41 Slovak Republic	0,171 %	0,316 %	14.232 €	14.232 €
42 Slovenia	0,100 %	0,185 %	8.323 €	8.323 €
43 Spain	2,973 %	5,502 %	247.440 €	247.441 €
44 Sweden	0,960 %	1,777 %	79.900 €	79.900 €
45 Switzerland	1,047 %	1,938 %	87.141 €	87.141 €
46 Tajikistan	0,003 %	0,006 %	250 €	250 €
47 The FYR of Macedonia	0,008 %	0,015 %	666 €	666 €
48 Turkey	1,328 %	2,458 %	110.528 €	110.528 €
49 Turkmenistan	0,019 %	0,035 %	1.581 €	1.581 €
50 Ukraine	0,099 %	0,183 %	8.240 €	8.240 €
51 United Kingdom	5,179 %	9,584 %	431.044 €	431.044 €
52 Uzbekistan	0,015 %	0,028 %	1.248 €	1.248 €
<b>TOTAL</b>	<b>54,037 %</b>	<b>100,000 %</b>	<b>4.497.460 €</b>	<b>4.497.460 €</b>