



## Convention on Biological Diversity

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CONFERENCE OF THE PARTIES TO THE CONVENTION  
ON BIOLOGICAL DIVERSITY SERVING AS THE  
MEETING OF THE PARTIES TO THE CARTAGENA  
PROTOCOL ON BIOSAFETY

Sixth meeting

Hyderabad, India, 1-5 October 2012

Item 8 of the provisional agenda\*

### **PROPOSED BUDGET FOR THE PROGRAMME OF WORK OF THE CARTAGENA PROTOCOL ON BIOSAFETY FOR THE BIENNIUM 2013-2014**

*Note by the Executive Secretary*

#### **I. INTRODUCTION**

1. At the fifth meeting of the Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol on Biosafety (COP-MOP), in its decision BS-V/7, the Parties requested the Executive Secretary, *inter alia*, to prepare and submit a programme budget for secretariat services and the biosafety work programme of the Protocol for the biennium 2013-2014, including explanations of the differences in staff and activities between the alternatives as well as their consequences for its consideration at the sixth meeting of the Parties to the Protocol.

2. The Parties to the Protocol also requested the Executive Secretary to provide three alternative budgets based on:

- (a) Assessment of the required rate of growth for the programme budget;
- (b) Increasing the core programme budget from the 2011-2012 level by 10 per cent in nominal terms;
- (c) Maintaining the core programme budget from the 2011-2012 level in nominal terms.

#### **A. Scope of the note**

3. The present note contains the programme budget of the secretariat services to the Biosafety Protocol, to the extent that they are distinct, for the biennium 2013-2014, proposed by the Executive Secretary for consideration and adoption by the sixth meeting of the Conference of the Parties serving as the meeting of the Parties to the Protocol.

4. This proposal consists of:

- (a) An overview of the biosafety programme (section II);
- (b) The shared costs of the Biosafety Protocol with the Convention (section III);

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\* UNEP/CBD/BS/COP-MOP/6/1.

(c) The key factors and assumptions taken into account in costing the proposed budget for the 2013-2014 biennium and an explanation of the need for additional resources (section IV);

(d) The resource requirements for the Biosafety Protocol including summary tables of programme staffing and resource requirements from the core budget (BG Trust Fund) (section V). Detailed information on activities and resource needs by programme and subprogramme is contained in document UNEP/CBD/COP/11/10/Add.1;

(e) Elements of a draft decision for consideration by the Conference of the Parties serving as the meeting of the Parties to the Protocol at its sixth meeting on this matter based on the proposed programme are outlined in this document.

5. Annexes I and II contain summaries of the resource requirements for the Protocol work programme from the BH and BI Trust Funds respectively. It is however noted that the low contribution to the Special Voluntary Trust Fund (BI) for facilitating Participation of Parties in the Protocol has adversely impacted on participation of developing countries. The Secretariat is only able to sponsor one delegate per Party for the Convention and the Protocol to both meetings. The challenge is that the delegate may not necessarily be a biosafety expert participating in the Protocol processes. The Conference of the Parties serving as the meeting of the Parties to the Protocol may wish to urge Parties to contribute to this Trust Fund.

6. Annex III contains the assessed contributions of Parties as per the proposed budget.

7. Annexes IV and V contain the assumptions and budget and staffing figures requested in decision BS-V/7, paragraphs 24 (b) and (c), increasing the core programme budget from the 2011-2012 level by 10 per cent in nominal terms, and maintaining the core programme budget from the 2011-2012 level in nominal terms, respectively.

8. The proposed work programme and budget for the Biosafety Protocol for the biennium 2013-2014 builds upon the existing structure and experience of the Secretariat. It also anticipates foreseeable developments arising from the Nagoya-Kuala Lumpur Supplementary Protocol on Liability and Redress to the Cartagena Protocol on Biosafety and the increased support for the implementation of the Strategic Plan of the Cartagena Protocol.

9. It is also noted that the proposed programme budget represents the Secretariat's best estimates of its work over the next two years and will be adjusted in response to decisions and guidance emanating from the Parties to the Protocol at their sixth meeting, as appropriate.

## II. OVERVIEW

### A. *Biosafety Protocol programmatic focus*

#### **Division of Biosafety**

10. The Biosafety Division comprising of 13 staff is organized to effectively respond to the decisions of the Parties and offer the necessary support for the implementation of the Protocol within the framework of the Strategic Plan of the Protocol. The work of the Division also aims at contributing to targets 4, 7, 9, 11, 13, 17 and 19 of the Aichi Biodiversity Targets.

11. The Division is headed by a Director, who ensures that the overall biosafety work programme is implemented in a coordinated, cost-effective, timely and responsive manner. The work programme of the Division, which has grown exponentially since the adoption of the Protocol, is delivered through the following three core operational units with their sub-units: (i) policy and legal; (ii) Biosafety Clearing-House (BCH), information-sharing and scientific issues; (iii) capacity-building, outreach and public awareness.

12. In addition to managing the work programme of the Division, the Director also ensures that the subsidiary bodies and processes under the Cartagena Protocol run and function effectively as mandated under the Protocol. The Director is also responsible for ensuring and promoting regular, adequate and appropriate linkages with other activities under the Convention on Biological Diversity and the

establishment of collaborative networks with relevant organizations such as United Nations agencies, intergovernmental and non-governmental organizations, academic and research institutions, industry and the private sector to promote effective collaboration and partnerships for the implementation of the Protocol. Further, the Director also coordinates the support and the provision of technical assistance to Parties and facilitates capacity-building activities.

### **Policy and legal**

13. The main responsibility of the Policy and legal core operational unit, currently under a Programme Officer, assisted by a legal affairs officer and a general staff, is to provide support and facilitate the expeditious ratification or accession of the Supplementary Protocol on Liability and Redress and its early entry into force. The unit handles the legal issues that relate to the Cartagena Protocol on Biosafety, and oversees the policy and legal consistency of the work in the Biosafety Division. Furthermore, the unit tracks the latest developments in international environmental law, national biosafety laws and guidelines, and legal cases or disputes involving living modified organisms and prepares briefs for use by relevant programme officers.

14. The unit assists the Compliance Committee under the Protocol by liaising with the Chair and other members of the Committee; preparing the necessary documentation for the meetings of the Committee; gathering information and conducting studies on the experience and the work of similar compliance arrangements under other multilateral environmental agreements and provide the findings to the Committee to facilitate its work. The unit also provides Parties with legal opinion and information, upon request, on difficulties they are faced with in fulfilling their obligations under the Protocol or on general issues that arise during the implementation of obligations under the Protocol including the provision of comments on national biosafety frameworks.

15. Generally, staff from the unit also respond to queries from students, researchers, relevant agencies, and others that are interested in biosafety, as regards the understanding and implementation of the Biosafety Protocol. These include participation in panel discussions, workshops and other outreach programmes, upon invitation, with a view to introduce the Protocol and provide information on the status of its implementation.

16. The unit also has responsibility for facilitating cooperation of research and information exchange on any socio-economic impacts. The unit contributes to biosafety capacity-building initiatives in relation to handling, transport, packaging and identification under the Protocol. The main thrust of the work involves cooperation with other organizations that are active in areas related to trade, environment and LMOs. This includes participating in the Green Customs Initiative – a partnership of international organizations cooperating to prevent the illegal trade in environmentally-sensitive commodities and facilitate the legal trade.

### **Biosafety Clearing-House (BCH), information-sharing and scientific issues**

17. The unit, under a Programme Officer, who is assisted by a Computer Information Systems Officer, an Environment Affairs office and three programme assistants, is responsible for the efficient operation of the Biosafety Clearing-House (BCH) and information-sharing and scientific issues under the Protocol. The unit ensures the success of the multi-year programme of work in the development and operation of the BCH. The programme comprises five programme elements: (i) structure and function of the central portal for improving ease of reporting and accessing information in the BCH in response to identified needs of users; (ii) information content and management for increasing the amount of information that is currently being reported to the BCH, and ensure it is provided in a timely manner; (iii) sharing information on and experience with LMOs for making a broader range of biosafety information accessible to users of the BCH; (iv) capacity-building and non-Internet accessibility for ensuring that countries that do not have the necessary capabilities to access the Internet-based central Portal and are able to access information through the BCH in a timely manner; and (v) review of activities.

18. The unit, using innovative means such as the Open-ended Online Forum, ad hoc online discussion groups and online real-time conferences through the BCH, has broadened discussions on scientific matters among a wide range of scientists in a cost effective manner. The output of such discussions feeds into processes such as the Ad Hoc Technical and Expert Group on Risk Assessment.

19. The BCH currently has a revamped registration section and revised common formats that facilitate the submission of information. A Help-desk relevant to the registration section and a computerized system for facilitating the translation of all BCH pages have been developed. The BCH currently has its registration section updated and translated into the six languages of the United Nations. There is an online tool for statistical analysis and graphic representations of data. The unit routinely manages national and reference records submitted by all categories of BCH users and provide assistance to national nodes. The staff of the unit also provides training to the BCH Regional Advisors of the UNEP-GEF capacity building project.

20. This unit oversees assistance to Parties in the implementation of the provisions for risk assessment and risk management as well as addressing any other technical and scientific requests from Parties. Further, the unit facilitates the processes for developing guidance for risk assessment and risk management. The staff of the unit prepares background and information documents for any scientific subsidiary bodies such as the Ad Hoc Technical and Expert Group on Risk Assessment and the discussion forum on the Biosafety Clearing-House (BCH), and manages the overall organization and smooth conduct of such meetings. The unit also identifies and makes available through the BCH technical and scientific information, lessons learned and best practices to Parties.

21. Further, the unit coordinates and facilitates the development of training material in collaboration with other United Nations organizations (Aarhus Convention of the United Nations Economic Commission for Europe; International Plant Protection Convention; and United Nations Environment Programme), and international organizations. These training materials are among those used for capacity-building among Parties.

22. Furthermore, the unit (i) creates and reviews new records for LMOs, genes and organisms; (ii) maintains and updates existing records in the BCH registries for LMOs, genes and organisms; (iii) ensures that risk assessment records are properly linked to LMO records; and (iv) develops revised common formats for the submission of records to the three registries indicated above and for risk assessment summaries.

### **Capacity-building, outreach and public awareness**

23. The overall responsibility of this core operational unit, under a Programme officer assisted by an Associate Public Information officer, is to facilitate the implementation of capacity-building and public awareness and participation activities under the Protocol. The unit contributes to increasing the visibility of and support for the Protocol. It offers support to Parties on Article 23 of the Protocol through preparation of background and information documents and reports on the status of implementation of the Article.

24. Additionally the unit pursues programmes that increase awareness and understanding of the Protocol through, *inter alia*, making presentations, maintaining the Protocol website, production and dissemination of information and awareness materials (e.g. the *Biosafety Protocol News* newsletter, booklets, fact sheets and audio-visual materials), organizing outreach events (side events, public fairs and exhibitions), responding to queries from the public, promotion of media coverage of the Protocol issues, organization of press conferences and interviews and maintaining contact with journalists and media organizations interested in biosafety issues.

25. The core functions of the unit includes: (i) facilitating and reporting on the implementation of the Action Plan for Building Capacities for the Effective Implementation of the Protocol, including dissemination of information and lessons learned and preparation of reports on the capacity-building needs of Parties and reports on the status of implementation of the Action Plan; (ii) administering the Coordination Mechanism, including maintaining the capacity-building databases in the BCH; and organizing and servicing meetings of the Liaison Group on Capacity-Building for Biosafety, the coordination meetings of

Governments and organizations implementing and/or funding biosafety capacity-building activities; and the meetings of academic institutions involved in biosafety education and training; (iii) administering the Roster of Experts and the Voluntary Fund for the Roster, including: reviewing nominations to the Roster for completeness, maintaining the roster in the BCH, assisting Parties in identifying appropriate experts from the roster and verifying their availability, processing requests by Parties for support from the voluntary fund to pay for the use of experts selected from the roster and preparation of reports on the status and operation of both the roster and the voluntary fund; (iv) developing capacity-building tools and resource materials and organizing regional capacity-building and training of trainers workshops for Parties on specific issues and (v) initiating and maintaining collaboration with relevant organizations, including the GEF and its implementing agencies, supporting biosafety capacity-building initiatives.

### III. SHARED COSTS

26. In paragraph 9 of decision BS-V/7, the Parties to the Protocol agree to share the costs for secretariat services between those that are common to the Convention on Biological diversity and the Protocol on a ratio of 85:15 for the biennium 2011-2012.

27. It was observed during the current biennium that the agreed ratio of 85:15 continues to apply to work distribution related to the following current seven posts shared between the Convention and the Protocol:

- Senior Legal Officer (P5)
- CHM Programme Officer (P4)
- Computer Systems Officer (P3)
- Internet and Communications Officer (P3)
- Knowledge Management Officer (P3)
- Computer Operations Assistant (G6)
- Computer Programme Assistant (G6)

### IV. FACTORS AND ASSUMPTIONS USED IN ESTIMATING STAFFING AND RESOURCE REQUIREMENTS FOR THE BIENNIUM 2013-2014

#### A. *Programme support costs (PSC)*

28. In accordance with the Financial Regulations and Rules of the United Nations, a 13 per cent overhead charge is payable to the United Nations Environment Programme (UNEP) to cover the costs of the administering the Trust Fund. UNEP returns 67 per cent of these payments to the Secretariat to help cover costs of the Secretariat's support services. At present one Secretariat post at the Professional level (Fund Management Officer) is funded from the programme support costs (PSC) of the Biosafety Protocol.

#### B. *Figures used in calculating staff costs*

29. The figures used to calculate Professional staff costs (including salaries and common costs that vary from duty station to duty station) in the budget proposed for the biennium 2013-2014 are based on 2011 actual costs with an increase in keeping with United Nations salary increments, as indicated in the following table:

| Level | 2011    | 2012    | 2013    | 2014    |
|-------|---------|---------|---------|---------|
| ASG   | 274,500 | 282,700 | 294,700 | 300,600 |
| D-1   | 226,000 | 233,000 | 240,300 | 244,600 |
| P-5   | 207,400 | 213,600 | 212,800 | 216,000 |
| P-4   | 172,400 | 177,500 | 200,000 | 203,900 |

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| Level           | 2011    | 2012    | 2013    | 2014    |
|-----------------|---------|---------|---------|---------|
| P-3             | 140,800 | 145,000 | 164,200 | 167,700 |
| P-2             | 105,500 | 108,500 | 129,700 | 132,800 |
| General Service | 58,000  | 60,000  | 71,100  | 73,200  |

### *C. Assumptions*

30. The proposed programme budget of the Protocol is based on the assumptions that:

(a) The costs of the secretariat services to the Protocol, to the extent that they are distinct, will be borne by the Parties to the Protocol;

(b) Fifteen per cent of the shared costs of the Convention and the Protocol will be borne by the Protocol in keeping with the decision by the fifth meeting of the Conference of the Parties serving as the meeting of the Parties to the Protocol;

(c) Staff costs reflect the actual expenditure which includes the mandatory salary increase within the United Nations as well as a general rate of inflation;

(d) Ordinary meetings of the Conference of the Parties serving as the meeting of the Parties to the Protocol are to be convened biennially in conjunction (back-to-back) with ordinary meetings of the Conference of the Parties pursuant to the provisions of paragraph 6 of Article 29 of the Protocol, unless the Conference of the Parties serving as the meeting of the Parties to the Protocol decides otherwise;

(e) The meetings of the Conference of the Parties serving as the meeting of the Parties to the Protocol will be held for a duration of one week;

(f) Meetings of the Bureau will be held twice a year and preferably in conjunction with other relevant meetings. Additionally, the Bureau will meet every day during the meetings of the Conference of the Parties serving as the meeting of the Parties to the Protocol;

(g) Yearly meetings of a liaison group on capacity-building (15 funded participants) are envisaged;

(h) There will be one meeting of the Compliance Committee per year consisting of fifteen (15) participants (three per region);

(i) Yearly meetings of the BCH Informal Advisory Committee (12 funded participants);

(j) One meeting of the Ad Hoc Technical Expert Group on Risk Assessment;

(k) One meeting of the Ad Hoc Technical Expert Group for Assessment and Review.

(l) One meeting of the Ad Hoc Technical Expert Group on Socio-economic Considerations

## **V. RESOURCE REQUIREMENTS FOR THE PROTOCOL FOR THE BIENNIUM 2013-2014**

31. The total number of Parties to the Protocol has increased to 163 with four countries ratifying the Protocol since the fifth meeting of the Parties to the Protocol. The activities under the work programme of the Protocol have also grown since the adoption of the Cartagena Protocol in 2000, especially with the adoption of the Nagoya Kuala Lumpur Supplementary Protocol on Liability and Redress and the implementation of the new Strategic Plan for the Protocol. The Supplementary Protocol was opened for signature by the Secretary General, the Depository, from 7 March 2011 to 6 March 2012. With a proactive programme for capacity-building and awareness creation organized by the Secretariat, the Supplementary Protocol had received 51 signatures by the closing date. To date, two Parties to the Cartagena Protocol on

Biosafety had deposited their instruments of ratification of the Supplementary Protocol. There is need for further work to support Parties to ratify the Supplementary Protocol.

32. In adopting the Strategic Plan for the Protocol, the following areas were identified as key for the successful implementation of the Protocol: development of tools and guidance, capacity-building, achievement of compliance and effectiveness, enhancement of availability and exchange of relevant information (Biosafety Clearing-House (BCH)), public awareness, education and participation; monitoring and reporting, assessment and review, among others.

33. With the envisaged increase in the volume of work, particularly in supporting the bringing into force of the Supplementary Protocol on Liability and Redress and successful implementation of the Strategic Plan, the Secretariat will need to be strengthened in order to fulfil its supporting role and to facilitate consistent delivery of the different components of the plan. It is proposed that the Biosafety division of the Secretariat be strengthened with the upgrade of one **Programme Officer (P-4) to Senior Programme Officer (P 5)** on policy and legal issues.

34. The proposed budget (table 1 below) reflects a nominal increase of US\$807,751 or 14.2 per cent over the budget approved for 2011-2012 with one upgraded post from P-4 to P-5. There are no new posts proposed during this biennium. The proposed staffing table is reflected in table 2 below as well as the proposed organigram.

**Table 1. Resource requirements by object of expenditure from the core budget (BG Trust Fund) for the biennium in 2013-2014**

(Thousands of United States dollars)

| <b>Expenditure</b>                                |  | <b>2013</b>    | <b>2014</b>    |
|---|--|----------------|----------------|
| A.  | Staff costs*   | 1,988.0        | 2,030.7        |
| B.  | COP-MOP bureau meetings  | 50.0           | 60.0           |
| C.  | Seventh meeting of the Conference of the Parties serving as the meeting of the Parties to the Protocol (COP-MOP-7) |                | 400.0          |
| D.  | Consultants/Sub-contracts  | 20.0           | 20.0           |
| E.  | Travel on official business  | 60.0           | 60.0           |
| F.  | Meetings of the liaison group on capacity-building (1/year)  | 30.0           | 30.0           |
| G.  | BCH informal advisory committee meetings (1/year)  | 55.0           | 55.0           |
| H.  | Compliance Committee meetings (1/year)   | 45.0           | 45.0           |
| I.  | AHTEG - Risk Assessment  |                | 50.0           |
| J.  | AHTEG – Socio-economic Considerations  | 50.0           |                |
| K.  | AHTEG - Assessment and Review Process  |                | 50.0           |
| L.  | Development of Global Indicators for the 3rd Assessment and Review and the Strategic Plan                          | 20.0           |                |
| M.  | Translation of the BCH website   | 25.0           | 25.0           |
| N.  | General operating expenses**   | 261.4          | 264.7          |
| O.  | Temporary assistance/overtime  | 15.0           | 15.0           |
| <b>Total</b>                                      |  | <b>2,619.5</b> | <b>3,105.4</b> |
| <b>Programme support charge 13%</b>               |  | <b>340.5</b>   | <b>403.7</b>   |
| <b>Working capital reserve</b>                    |  | <b>39.1</b>    |                |
| <b>Total budget</b>                               |  | <b>2,999.1</b> | <b>3,509.1</b> |
| <b>Less contribution from the host country</b>    |  | <b>189.5</b>   | <b>193.3</b>   |
| <b>NET TOTAL (amount to be shared by Parties)</b> |  | <b>2,809.5</b> | <b>3,315.7</b> |

\* Including 15% of 1 P-5, 1 P-4, 3 P-3 and 2 GS shared with the Convention.

\*\* 15% of the general operating expenses of the Secretariat: rent, maintenance, communications, stationery and supplies, and equipment, etc.

**Table 2.** *Biosafety Protocol distinct staffing requirements from the core budget (BG Trust Fund) for the biennium 2013-2014*

|  | 2013      | 2014      |
|--|-----------|-----------|
| Professional category                        |           |           |
| D-1  | 1         | 1         |
| P-5  | 1         | 1         |
| P-4  | 2         | 2         |
| P-3  | 3         | 3         |
| P-2  | 1         | 1         |
| <b><i>Total Professional category</i></b>    | <b>8</b>  | <b>8</b>  |
| <b><i>Total General Service category</i></b> | <b>5</b>  | <b>5</b>  |
| <b><i>TOTAL</i></b>                          | <b>13</b> | <b>13</b> |

\*Additionally, 15% of the time of 1 P-5; 1 P-4; 3 P-3 and 2 GS staff funded mainly by the Convention.

**Table 3. Comparison of the 2011-2012 programme budget with the proposed programme budget for the biennium 2013-2014**

(Thousands of United States dollars)

| <b>Expenditure</b>                  |   | <b>2011</b>    | <b>2012</b>    | <b>2013</b>    | <b>2014</b>    |
|-------------------------------------|---|----------------|----------------|----------------|----------------|
| A.                                  | Staff costs   | 1,698.8        | 1,750.9        | 1,988.0        | 2,030.7        |
| B.                                  | COP-MOP bureau meetings   | 50.0           | 60.0           | 50.0           | 60.0           |
| C.                                  | Meeting of the Conference of the Parties serving as the meeting of the Parties to the Protocol              | 0.0            | 400.0          | 0.0            | 400.0          |
| D.                                  | Consultants/Sub-contracts   | 20.0           | 20.0           | 20.0           | 20.0           |
| E.                                  | Travel on official business   | 55.0           | 50.0           | 60.0           | 60.0           |
| F.                                  | Meetings of the liaison group on capacity-building (1/year)   | 30.0           | 30.0           | 30.0           | 30.0           |
| G.                                  | BCH informal advisory committee meetings (1/year)   | 40.0           | 40.0           | 55.0           | 55.0           |
| H.                                  | Compliance Committee meetings   | 40.0           | 40.0           | 45.0           | 45.0           |
| I.                                  | AHTEG – Risk Assessment   | 0.0            | 60.0           | 0.0            | 50.0           |
| J.                                  | AHTEG – Socio-economic Considerations   | 0.0            | 0.0            | 50.0           | 0.0            |
| K.                                  | AHTEG – Assessment and Review Process   | 0.0            | 0.0            | 0.0            | 50.0           |
| L.                                  | Study/Development of Global Indicators for the 3 <sup>rd</sup> Assessment and Review and the Strategic Plan | 20.0           | 0.0            | 20.0           | 0.0            |
| M.                                  | Translation of the BCH website  | 20.0           | 20.0           | 25.0           | 25.0           |
| N.                                  | General operating expenses*   | 259.7          | 259.7          | 261.4          | 264.7          |
| O.                                  | Temporary assistance/overtime   | 15.0           | 15.0           | 15.0           | 15.0           |
| P.                                  | Study on Handling transport etc.  | 20.0           | 0.0            | 0.0            | 0.0            |
| Q.                                  | Independent Evaluation Capacity building initiatives  | 20.0           | 0.0            | 0.0            | 0.0            |
| <b>Total</b>                        |   | <b>2,288.6</b> | <b>2,745.6</b> | <b>2,619.5</b> | <b>3,105.4</b> |
| <b>Programme support charge 13%</b> |   | <b>297.5</b>   | <b>356.9</b>   | <b>340.5</b>   | <b>403.7</b>   |
| <b>Working capital reserve</b>      |   | <b>11.7</b>    |                | <b>39.1</b>    |                |
| <b>Total budget</b>                 |   | <b>2,597.8</b> | <b>3,102.6</b> | <b>2,999.1</b> | <b>3,509.1</b> |

\*15% of the general operating expenses of the Secretariat: rent; maintenance; communications; stationery and supplies; equipment, etc.

**Nominal percentage increase over 2011-2012 budget**

**14.2%**

**Table 4. Meetings to be funded from the core budget for the biennium 2013-2014***(Thousands of United States dollars)*

| <b>Description</b>  | <b>2013</b>  | <b>2014</b>  |
|---|--------------|--------------|
| <b>Meetings</b>   |              |              |
| COP-MOP Bureau meetings   | 50.0         | 60.0         |
| Liaison Group on capacity-building  | 30.0         | 30.0         |
| Compliance Committee  | 45.0         | 45.0         |
| BCH informal advisory committee   | 55.0         | 55.0         |
| AHTEG Risk assessment   |              | 50.0         |
| AHTEG Socio-economic considerations   | 50.0         |              |
| AHTEG Assessment and Review process   |              | 50.0         |
| Seventh meeting of the Conference of the Parties serving as the meeting of the Parties to the Protocol* |              | 400.0        |
| <b>Total</b>  | <b>230.0</b> | <b>690.0</b> |

\* Back-to-back with COP-12

**Table 5. Comparison of the 2011-2012 staffing table with the proposed staffing table for the biennium 2013-2014**

|   | <b>2011</b> | <b>2012</b> | <b>2013</b> | <b>2014</b> |
|---|-------------|-------------|-------------|-------------|
| A. Professional and higher categories         |             |             |             |             |
| D-1   | 1           | 1           | 1           | 1           |
| P-5   | 0           | 0           | 1           | 1           |
| P-4   | 3           | 3           | 2           | 2           |
| P-3   | 3           | 3           | 3           | 3           |
| P-2   | 1           | 1           | 1           | 1           |
| Total Professional and higher categories      | 8           | 8           | 8           | 8           |
| B. Total General Service category             | 5           | 5           | 5           | 5           |
| TOTAL (A+B)                                   | 13          | 13          | 13          | 13          |
| C. Percentage increase over previous biennium |             |             |             | 0 %         |

## VI. POSSIBLE ACTION BY THE CONFERENCE OF THE PARTIES TO THE CARTAGENA PROTOCOL

35. The Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol on Biosafety may wish to consider adopting a decision along the following lines:

*The Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol on Biosafety*

1. *Welcomes* the annual contribution of US\$ 1,126,162, to be increased by 2 per cent per year, from the host country Canada and the Province of Quebec to the operation of the Secretariat, of which 16.5 per cent has been allocated per annum to offset contributions from the Parties to the Protocol for the biennium 2013-2014;

2. *Approves* a core programme budget (BG) of US\$ [xxx] for the year 2013 and of US\$ [xxx] for the year 2014, for the purposes set out in table x below;

3. *Approves* secretariat staffing as set out in table x below, and *requests* that all vacant staff positions be filled expeditiously;

4. *Adopts* the scale of assessments for the apportionment of the costs under the Protocol for 2013 and 2014 set out in table x below;

5. *Decides* to maintain the working capital reserve at a level of 5 per cent of the core programme budget (BG) expenditure, including programme support costs;

6. *Authorizes* the Executive Secretary to enter into commitments up to the level of the approved budget, drawing on available cash resources, including unspent balances, contributions from previous financial periods and miscellaneous income;

7. *Agrees* to share the costs for secretariat services between those that are common to the Convention on Biological Diversity and the Protocol on an 85:15 ratio for the biennium 2013-2014;

8. *Invites* all Parties to the Protocol to note that contributions to the core programme budget (BG) are due on 1 January of the year in which these contributions have been budgeted for, and to pay them promptly, and *urges* Parties in a position to do so, to pay by 1 December of the year 2012 for the calendar year 2013 and by 1 October 2013 for the calendar year 2014, the contributions set out in table x and in this regard *requests* Parties be notified where possible of the amount of their contributions by 1 August of the year preceding the year in which the contributions are due;

9. *Notes* with concern that a number of Parties have not paid their contributions to the core budget (BG Trust Fund) for 2012 and prior years;

10. *Urges* Parties that have still not paid their contributions to the core budget (BG Trust Fund) for 2012 and prior years; to do so without delay and requests the Executive Secretary to publish and regularly update information on the status of contributions to the Protocol's Trust Funds (BG, BH and BI);

11. *Decides* that with regard to contributions due from 1 January 2005 onwards, Parties whose contributions are in arrears for two (2) or more years will not be eligible to become a member of the bureau of the Conference of the Parties serving as the meeting of the Parties to the Protocol; this will only apply in the case of Parties that are not least developed countries or small island developing States;

12. *Authorizes* the Executive Secretary to enter into arrangements with any Party whose contributions are in arrears for two or more years to mutually agree on a 'schedule of payments' for such a Party, to clear all outstanding arrears, within six years depending on the financial circumstances of the Party in arrears and pay future contributions by the due date, and report on the implementation of any

such arrangement to the next meeting of the Bureau and to the Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol on Biosafety;

13. *Decides* that a Party with an agreed arrangement in accordance with paragraph 12 above and that is fully respecting the provisions of that arrangement will not be subject to the provisions of paragraph 11 above;

14. *Agrees with* the funding estimates for activities under the Protocol to be financed from:

(a) The Special Voluntary Trust Fund (BH) for Additional Voluntary Contributions in Support of Approved Activities for the biennium 2013-2014, as specified by the Executive Secretary (see resource requirements in annex I below);

(b) The Special Voluntary Trust Fund (BI) for Facilitating Participation of the Developing Country Parties, in particular the least developed countries and small island developing States, and Parties with Economies in Transition, for the biennium 2013-2014, as specified by the Executive Secretary (see resource requirements in annex II below);

and *urges* Parties to make contributions to these funds;

15. *Requests* the Secretariat to remind the Parties of the need for contributions to the BI Trust Fund at least six month prior to the meeting of the Conference of the Parties serving as the meeting of the Parties to the Protocol reflecting on the financial need and *urges* Parties in the position to do so to ensure that the contributions are paid at least three months before the meeting;

16. *Invites* all States not Parties to the Protocol, as well as governmental, intergovernmental and non-governmental organizations and other sources, to contribute to the trust funds for the Protocol (BH, BI) to enable the Secretariat to implement approved activities in a timely manner especially capacity-building priorities and activities identified by developing countries and small island developing States, and Parties with economies in transition in respect of risk assessment and risk management and the effective operation of the Biosafety Clearing-House;

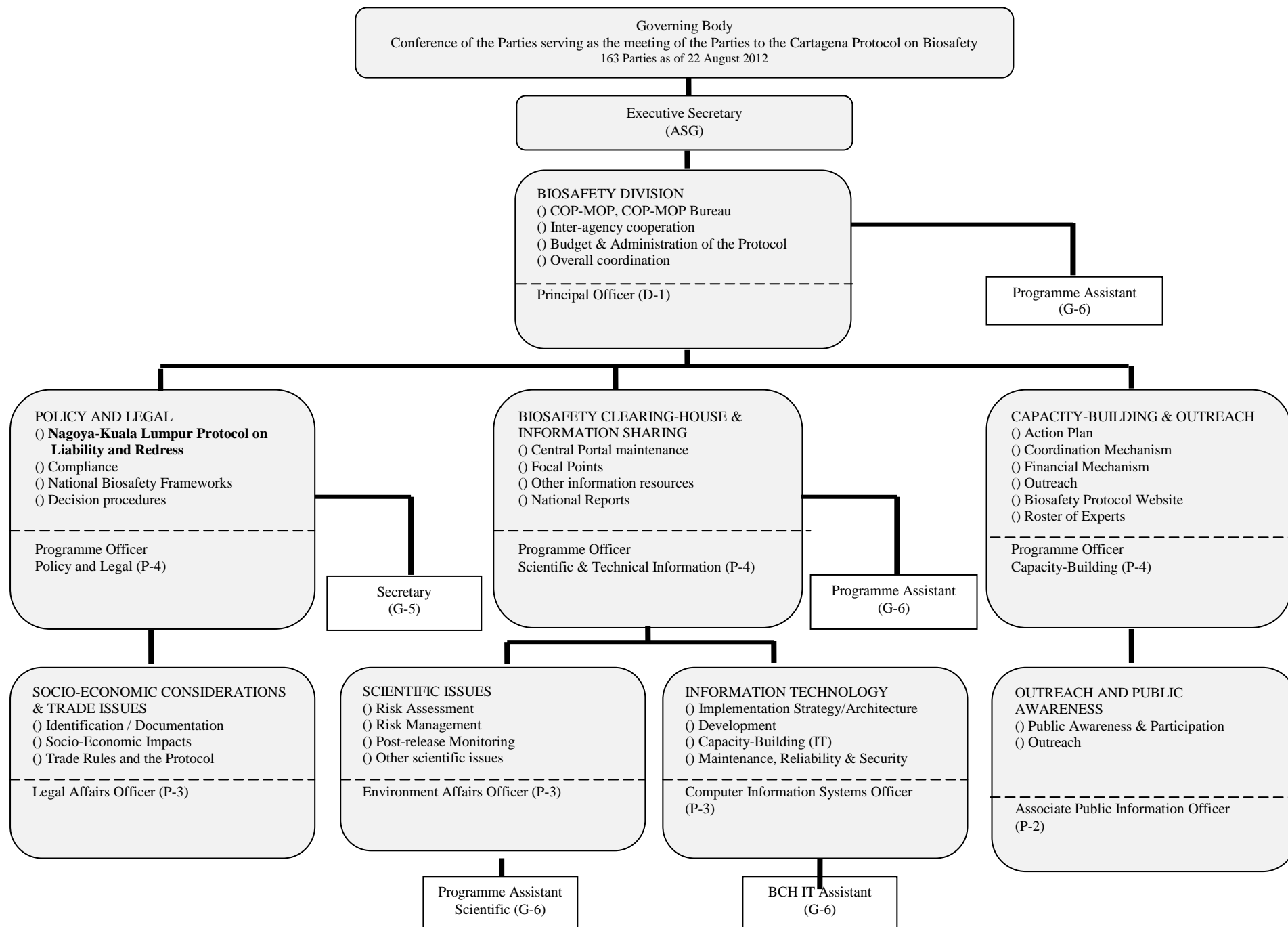
17. *Reaffirms* the importance of full and active participation of the developing country Parties, in particular the least developed countries and small island developing States, as well as Parties with economies in transition in the activities of the Protocol and, with the aim of improving the legitimacy of Protocol decisions, authorizes the Executive Secretary in agreement with the Bureau to draw upon the savings and or surplus of the BG Trust Fund up to a maximum of US\$ 150,000 to cover the costs incurred with the facilitation of the participation in the Conference of the Parties serving as the meeting of the Parties to the Protocol of the developing country Parties, in particular the least developed countries and small island developing States, and Parties with economies in transition, if there are not sufficient funds available in the BI Trust Fund three months before the meeting of the Conference of the Parties serving as the meeting of the Parties to the Protocol;

18. *Decides* that the trust funds for the Protocol (BG, BH, BI) shall be extended for a period of two years, beginning 1 January 2014 and ending 31 December 2015;

19. *Requests* the Executive Secretary to prepare and submit a programme budget for secretariat services and the biosafety work programme of the Protocol for the biennium 2015-2016 to the seventh meeting of the Conference of the Parties serving as the meeting of the Parties to the Protocol;

20. *Requests* the Executive Secretary to report on income and budget performance, unspent balances and the status of surplus and carry-overs as well as any adjustments made to the Protocol budget for the biennium 2013-2014 and to provide to the Conference of the Parties serving as the meeting of the Parties to the Protocol and biosafety focal points all financial information regarding the budget for the Convention on Biological Diversity at the same time as it is provided to Parties to the Convention;

## Biosafety Protocol



*Annex I*

***Resource requirements from the Special Voluntary Trust Fund (BH) for  
Additional Voluntary Contributions in Support of Approved Activities of  
the Cartagena Protocol for the biennium 2013-2014  
(Thousands of United States dollars)***

| <b>I Description*</b>   | <b>2013-2014</b>        |
|---|-------------------------|
| <b><i>Meetings/Workshops</i></b>  |                         |
| <b>Agenda item 5:</b> Biosafety Clearing-House Expert Meeting                           | 80,000                  |
| <b>Agenda item 13:</b> Article 17(unintentional) – Regional workshop                    | 120,000                 |
| <b>Agenda item 14:</b> Risk assessment and risk management Expert Meeting               | 100,000                 |
| <b>Agenda item 16:</b> Socio-economic considerations Expert meeting                     | 50,000                  |
| <b>Agenda item 18:</b> Assessment and review Expert Meeting                             | 50,000                  |
| On-going Strategic Plan activities  | 160,000                 |
| <b><i>Consultants</i></b>   |                         |
| <b>Agenda item 5:</b> Activities of the Biosafety Clearing-House                        | 10,000                  |
| <b>Agenda item 9:</b> Roster of biosafety experts                                       | 200,000                 |
| <b><i>Travel of Staff</i></b>   |                         |
| <b>Agenda item 7:</b> Cooperation with other organizations, conventions and initiatives | 10,000                  |
| <b>Agenda item 16:</b> Socio-economic Considerations                                    | 30,000                  |
| <b><i>Publications/Printing costs</i></b>   |                         |
| <b>Agenda item 13:</b> Article 17(unintentional)  | 60,000                  |
| On-going Strategic Plan activities  | 300,000                 |
| <b><i>Equipment</i></b>   |                         |
| <b>Agenda item 5:</b> Biosafety Clearing-House  | 10,000                  |
| <b><i>Activities</i></b>  |                         |
| <b>Agenda item 5:</b> Translation of the Biosafety Clearing-House                       | 20,000                  |
| <b>Agenda item 14:</b> Risk assessment and risk management (translation)                | 100,000                 |
| <b><i>Sub-total I</i></b>   | <b><i>1,300,000</i></b> |
| <b><i>II Programme support costs (13%)</i></b>  | <b><i>169,000</i></b>   |
| <b><i>Total Costs (I + II)</i></b>  | <b><i>1,469,000</i></b> |

\* COP-MOP/6 Agenda items

*Annex II****Resource requirements from the Special Voluntary Trust Fund (BI) for Facilitating Participation of Parties in the Protocol for the biennium 2013-2014****(Thousands of United States dollars)*

| <b>Description</b>         |   | <b>2013</b> | <b>2014</b>  |
|----------------------------|---|-------------|--------------|
| <b>I.</b>                  | <b><i>Meetings</i></b>  |             |              |
|                            | Meetings of the Conference of the Parties serving as the meeting of the Parties to the Protocol |             | 600.0        |
|                            | Subtotal I  |             | 600.0        |
| <b>II.</b>                 | Programme support charges (13%)   |             | 78.0         |
| <b>Total Cost (I + II)</b> |   |             | <b>678.0</b> |

*Annex III*

**PROJECTED CONTRIBUTIONS TO THE TRUST FUND FOR THE CARTAGENA PROTOCOL ON BIOSAFETY FOR THE BIENNIUM 2013-2014**

| <b>Member Country</b>  | <b>UN scale of assessments<br/>2013<br/>(per cent)</b> | <b>Scale with 22%<br/>ceiling, no LDC<br/>paying more than<br/>0.01 %<br/>(per cent)</b> | <b>Contributions<br/>per<br/>1 Jan. 2013<br/>US\$</b> | <b>UN scale of<br/>assessments<br/>2014<br/>(per cent)</b> | <b>Scale with 22%<br/>ceiling, no LDC<br/>paying more than<br/>0.01 %<br/>(per cent)</b> | <b>Contributions<br/>as per<br/>1 Jan. 2014<br/>US\$</b> | <b>Total<br/>contributions<br/>2013-2014<br/>US\$</b> |
|------------------------|--|--|---|--|--|--|---|
| Albania                | 0.010  | 0.014  | 404   | 0.010  | 0.014  | 477  | 881   |
| Algeria                | 0.137  | 0.197  | 5,535   | 0.137  | 0.197  | 6,532  | 12,067  |
| Angola                 | 0.010  | 0.010  | 281   | 0.010  | 0.010  | 332  | 613   |
| Antigua and Barbuda    | 0.002  | 0.003  | 81  | 0.002  | 0.003  | 95   | 176   |
| Armenia                | 0.007  | 0.010  | 283   | 0.007  | 0.010  | 334  | 617   |
| Austria                | 0.798  | 1.148  | 32,239  | 0.798  | 1.148  | 38,048   | 70,288  |
| Azerbaijan             | 0.040  | 0.058  | 1,616   | 0.040  | 0.058  | 1,907  | 3,523   |
| Bahamas                | 0.017  | 0.024  | 687   | 0.017  | 0.024  | 811  | 1,497   |
| Bahrain                | 0.039  | 0.056  | 1,576   | 0.039  | 0.056  | 1,860  | 3,435   |
| Bangladesh             | 0.010  | 0.010  | 281   | 0.010  | 0.010  | 332  | 613   |
| Barbados               | 0.008  | 0.012  | 323   | 0.008  | 0.012  | 381  | 705   |
| Belarus                | 0.056  | 0.081  | 2,262   | 0.056  | 0.081  | 2,670  | 4,932   |
| Belgium                | 0.998  | 1.435  | 40,319  | 0.998  | 1.435  | 47,584   | 87,904  |
| Belize                 | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |
| Benin                  | 0.003  | 0.004  | 121   | 0.003  | 0.004  | 143  | 264   |
| Bhutan                 | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |
| Bolivia                | 0.009  | 0.013  | 364   | 0.009  | 0.013  | 429  | 793   |
| Bosnia and Herzegovina | 0.017  | 0.024  | 687   | 0.017  | 0.024  | 811  | 1,497   |
| Botswana               | 0.017  | 0.024  | 687   | 0.017  | 0.024  | 811  | 1,497   |
| Brazil                 | 2.934  | 4.219  | 118,534   | 2.934  | 4.219  | 139,892  | 258,426   |
| Bulgaria               | 0.047  | 0.068  | 1,899   | 0.047  | 0.068  | 2,241  | 4,140   |
| Burkina Faso           | 0.003  | 0.004  | 121   | 0.003  | 0.004  | 143  | 264   |
| Burundi                | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |
| Cambodia               | 0.004  | 0.006  | 162   | 0.004  | 0.006  | 191  | 352   |
| Cameroon               | 0.012  | 0.017  | 485   | 0.012  | 0.017  | 572  | 1,057   |

| Member Country                        | UN scale of assessments<br>2013<br>(per cent) | Scale with 22% ceiling, no LDC paying more than 0.01 %<br>(per cent) | Contributions per 1 Jan. 2013<br>US\$ | UN scale of assessments<br>2014<br>(per cent) | Scale with 22% ceiling, no LDC paying more than 0.01 %<br>(per cent) | Contributions as per 1 Jan. 2014<br>US\$ | Total contributions 2013-2014<br>US\$ |
|---------------------------------------|---|--|---------------------------------------|---|--|--|---------------------------------------|
| Cape Verde                            | 0.001   | 0.001  | 40                                    | 0.001   | 0.001  | 48                                       | 88                                    |
| Central African Republic              | 0.001   | 0.001  | 40                                    | 0.001   | 0.001  | 48                                       | 88                                    |
| Chad                                  | 0.002   | 0.003  | 81                                    | 0.002   | 0.003  | 95                                       | 176                                   |
| China                                 | 5.148   | 7.403  | 207,980                               | 5.148   | 7.403  | 245,454                                  | 453,434                               |
| Colombia                              | 0.259   | 0.372  | 10,464                                | 0.259   | 0.372  | 12,349                                   | 22,813                                |
| Comoros                               | 0.001   | 0.001  | 40                                    | 0.001   | 0.001  | 48                                       | 88                                    |
| Congo                                 | 0.005   | 0.007  | 202                                   | 0.005   | 0.007  | 238                                      | 440                                   |
| Costa Rica                            | 0.038   | 0.055  | 1,535                                 | 0.038   | 0.055  | 1,812                                    | 3,347                                 |
| Croatia                               | 0.126   | 0.181  | 5,090                                 | 0.126   | 0.181  | 6,008                                    | 11,098                                |
| Cuba                                  | 0.069   | 0.099  | 2,788                                 | 0.069   | 0.099  | 3,290                                    | 6,077                                 |
| Cyprus                                | 0.047   | 0.068  | 1,899                                 | 0.047   | 0.068  | 2,241                                    | 4,140                                 |
| Czech Republic                        | 0.386   | 0.555  | 15,594                                | 0.386   | 0.555  | 18,404                                   | 33,999                                |
| Democratic People's Republic of Korea | 0.006   | 0.009  | 242                                   | 0.006   | 0.009  | 286                                      | 528                                   |
| Democratic Republic of the Congo      | 0.003   | 0.004  | 121                                   | 0.003   | 0.004  | 143                                      | 264                                   |
| Denmark                               | 0.675   | 0.971  | 27,270                                | 0.675   | 0.971  | 32,184                                   | 59,454                                |
| Djibouti                              | 0.001   | 0.001  | 40                                    | 0.001   | 0.001  | 48                                       | 88                                    |
| Dominica                              | 0.001   | 0.001  | 40                                    | 0.001   | 0.001  | 48                                       | 88                                    |
| Dominican Republic                    | 0.045   | 0.065  | 1,818                                 | 0.045   | 0.065  | 2,146                                    | 3,964                                 |
| Ecuador                               | 0.044   | 0.063  | 1,778                                 | 0.044   | 0.063  | 2,098                                    | 3,876                                 |
| Egypt                                 | 0.134   | 0.193  | 5,414                                 | 0.134   | 0.193  | 6,389                                    | 11,803                                |
| El Salvador                           | 0.016   | 0.023  | 646                                   | 0.016   | 0.023  | 763                                      | 1,409                                 |
| Eritrea                               | 0.001   | 0.001  | 40                                    | 0.001   | 0.001  | 48                                       | 88                                    |
| Estonia                               | 0.040   | 0.058  | 1,616                                 | 0.040   | 0.058  | 1,907                                    | 3,523                                 |
| Ethiopia                              | <b>0.010</b>                                  | <b>0.010</b>   | 281                                   | <b>0.010</b>                                  | <b>0.010</b>   | 332                                      | 613                                   |
| European Union                        | 2.500   | 2.500  | 70,238                                | 2.500   | 2.500  | 82,893                                   | 153,131                               |
| Fiji                                  | 0.003   | 0.004  | 121                                   | 0.003   | 0.004  | 143                                      | 264                                   |
| Finland                               | 0.519   | 0.746  | 20,968                                | 0.519   | 0.746  | 24,746                                   | 45,713                                |
| France                                | 5.593   | 8.043  | 225,958                               | 5.593   | 8.043  | 266,671                                  | 492,630                               |
| Gabon                                 | 0.020   | 0.029  | 808                                   | 0.020   | 0.029  | 954                                      | 1,762                                 |

| <b>Member Country</b>            | <b>UN scale of assessments<br/>2013<br/>(per cent)</b> | <b>Scale with 22%<br/>ceiling, no LDC<br/>paying more than<br/>0.01 %<br/>(per cent)</b> | <b>Contributions<br/>per<br/>1 Jan. 2013<br/>US\$</b> | <b>UN scale of<br/>assessments<br/>2014<br/>(per cent)</b> | <b>Scale with 22%<br/>ceiling, no LDC<br/>paying more than<br/>0.01 %<br/>(per cent)</b> | <b>Contributions<br/>as per<br/>1 Jan. 2014<br/>US\$</b> | <b>Total<br/>contributions<br/>2013-2014<br/>US\$</b> |
|----------------------------------|--|--|---|--|--|--|---|
| Gambia                           | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |
| Georgia                          | 0.007  | 0.010  | 283   | 0.007  | 0.010  | 334  | 617   |
| Germany                          | 7.141  | 10.269   | 288,498   | 7.141  | 10.269   | 340,479  | 628,977   |
| Ghana                            | 0.014  | 0.020  | 566   | 0.014  | 0.020  | 668  | 1,233   |
| Greece                           | 0.638  | 0.917  | 25,775  | 0.638  | 0.917  | 30,420   | 56,195  |
| Grenada                          | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |
| Guatemala                        | 0.027  | 0.039  | 1,091   | 0.027  | 0.039  | 1,287  | 2,378   |
| Guinea                           | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |
| Guinea-Bissau                    | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |
| Guyana                           | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |
| Honduras                         | 0.008  | 0.012  | 323   | 0.008  | 0.012  | 381  | 705   |
| Hungary                          | 0.266  | 0.383  | 10,746  | 0.266  | 0.383  | 12,683   | 23,429  |
| India                            | 0.666  | 0.958  | 26,907  | 0.666  | 0.958  | 31,755   | 58,661  |
| Indonesia                        | 0.346  | 0.498  | 13,978  | 0.346  | 0.498  | 16,497   | 30,476  |
| Iran (Islamic Republic of)       | 0.356  | 0.512  | 14,382  | 0.356  | 0.512  | 16,974   | 31,356  |
| Ireland                          | 0.418  | 0.601  | 16,887  | 0.418  | 0.601  | 19,930   | 36,817  |
| Italy                            | 4.448  | 6.396  | 179,700   | 4.448  | 6.396  | 212,078  | 391,779   |
| Japan                            | 10.833   | 15.578   | 437,655   | 10.833   | 15.578   | 516,512  | 954,167   |
| Jordan                           | 0.022  | 0.032  | 889   | 0.022  | 0.032  | 1,049  | 1,938   |
| Kazakhstan                       | 0.121  | 0.174  | 4,888   | 0.121  | 0.174  | 5,769  | 10,658  |
| Kenya                            | 0.013  | 0.019  | 525   | 0.013  | 0.019  | 620  | 1,145   |
| Kiribati                         | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |
| Kyrgyzstan                       | 0.002  | 0.003  | 81  | 0.002  | 0.003  | 95   | 176   |
| Lao People's Democratic Republic | 0.002  | 0.003  | 81  | 0.002  | 0.003  | 95   | 176   |
| Latvia                           | 0.047  | 0.068  | 1,899   | 0.047  | 0.068  | 2,241  | 4,140   |
| Lesotho                          | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |
| Liberia                          | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |
| Libya                            | 0.142  | 0.204  | 5,737   | 0.142  | 0.204  | 6,770  | 12,507  |
| Lithuania                        | 0.073  | 0.105  | 2,949   | 0.073  | 0.105  | 3,481  | 6,430   |
| Luxembourg                       | 0.081  | 0.116  | 3,272   | 0.081  | 0.116  | 3,862  | 7,134   |
| Madagascar                       | 0.003  | 0.004  | 121   | 0.003  | 0.004  | 143  | 264   |
| Malawi                           | 0.002  | 0.003  | 81  | 0.002  | 0.003  | 95   | 176   |

| Member Country   | UN scale of assessments<br>2013<br>(per cent) | Scale with 22% ceiling, no LDC paying more than 0.01 %<br>(per cent) | Contributions per 1 Jan. 2013<br>US\$ | UN scale of assessments<br>2014<br>(per cent) | Scale with 22% ceiling, no LDC paying more than 0.01 %<br>(per cent) | Contributions as per 1 Jan. 2014<br>US\$ | Total contributions 2013-2014<br>US\$ |
|------------------|---|--|---------------------------------------|---|--|--|---------------------------------------|
| Malaysia         | 0.281   | 0.404  | 11,352                                | 0.281   | 0.404  | 13,398                                   | 24,750                                |
| Maldives         | 0.001   | 0.001  | 40                                    | 0.001   | 0.001  | 48                                       | 88                                    |
| Mali             | 0.004   | 0.006  | 162                                   | 0.004   | 0.006  | 191                                      | 352                                   |
| Malta            | 0.016   | 0.023  | 646                                   | 0.016   | 0.023  | 763                                      | 1,409                                 |
| Marshall Islands | 0.001   | 0.001  | 40                                    | 0.001   | 0.001  | 48                                       | 88                                    |
| Mauritania       | 0.002   | 0.003  | 81                                    | 0.002   | 0.003  | 95                                       | 176                                   |
| Mauritius        | 0.013   | 0.019  | 525                                   | 0.013   | 0.019  | 620                                      | 1,145                                 |
| Mexico           | 1.842   | 2.649  | 74,417                                | 1.842   | 2.649  | 87,826                                   | 162,243                               |
| Mongolia         | 0.003   | 0.004  | 121                                   | 0.003   | 0.004  | 143                                      | 264                                   |
| Montenegro       | 0.005   | 0.007  | 202                                   | 0.005   | 0.007  | 238                                      | 440                                   |
| Morocco          | 0.062   | 0.089  | 2,505                                 | 0.062   | 0.089  | 2,956                                    | 5,461                                 |
| Mozambique       | 0.003   | 0.004  | 121                                   | 0.003   | 0.004  | 143                                      | 264                                   |
| Myanmar          | <b>0.010</b>                                  | <b>0.010</b>   | 281                                   | <b>0.010</b>                                  | <b>0.010</b>   | 332                                      | 613                                   |
| Namibia          | 0.010   | 0.014  | 404                                   | 0.010   | 0.014  | 477                                      | 881                                   |
| Nauru            | 0.001   | 0.001  | 40                                    | 0.001   | 0.001  | 48                                       | 88                                    |
| Netherlands      | 1.654   | 2.378  | 66,822                                | 1.654   | 2.378  | 78,862                                   | 145,684                               |
| New Zealand      | 0.253   | 0.364  | 10,221                                | 0.253   | 0.364  | 12,063                                   | 22,284                                |
| Nicaragua        | 0.003   | 0.004  | 121                                   | 0.003   | 0.004  | 143                                      | 264                                   |
| Niger            | 0.002   | 0.003  | 81                                    | 0.002   | 0.003  | 95                                       | 176                                   |
| Nigeria          | 0.090   | 0.129  | 3,636                                 | 0.090   | 0.129  | 4,291                                    | 7,927                                 |
| Niue             | 0.001   | 0.001  | 40                                    | 0.001   | 0.001  | 48                                       | 88                                    |
| Norway           | 0.851   | 1.224  | 34,381                                | 0.851   | 1.224  | 40,575                                   | 74,956                                |
| Oman             | 0.102   | 0.147  | 4,121                                 | 0.102   | 0.147  | 4,863                                    | 8,984                                 |
| Pakistan         | 0.085   | 0.122  | 3,434                                 | 0.085   | 0.122  | 4,053                                    | 7,487                                 |
| Palau            | 0.001   | 0.001  | 40                                    | 0.001   | 0.001  | 48                                       | 88                                    |
| Panama           | 0.026   | 0.037  | 1,050                                 | 0.026   | 0.037  | 1,240                                    | 2,290                                 |
| Papua New Guinea | 0.004   | 0.006  | 162                                   | 0.004   | 0.006  | 191                                      | 352                                   |
| Paraguay         | 0.010   | 0.014  | 404                                   | 0.010   | 0.014  | 477                                      | 881                                   |
| Peru             | 0.117   | 0.168  | 4,727                                 | 0.117   | 0.168  | 5,579                                    | 10,305                                |
| Philippines      | 0.154   | 0.221  | 6,222                                 | 0.154   | 0.221  | 7,343                                    | 13,564                                |
| Poland           | 0.921   | 1.324  | 37,209                                | 0.921   | 1.324  | 43,913                                   | 81,121                                |

| <b>Member Country</b>                        | <b>UN scale of assessments<br/>2013<br/>(per cent)</b> | <b>Scale with 22%<br/>ceiling, no LDC<br/>paying more than<br/>0.01 %<br/>(per cent)</b> | <b>Contributions<br/>per<br/>1 Jan. 2013<br/>US\$</b> | <b>UN scale of<br/>assessments<br/>2014<br/>(per cent)</b> | <b>Scale with 22%<br/>ceiling, no LDC<br/>paying more than<br/>0.01 %<br/>(per cent)</b> | <b>Contributions<br/>as per<br/>1 Jan. 2014<br/>US\$</b> | <b>Total<br/>contributions<br/>2013-2014<br/>US\$</b> |
|--|--|--|---|--|--|--|---|
| Portugal                                     | 0.474  | 0.682  | 19,150  | 0.474  | 0.682  | 22,600   | 41,750  |
| Qatar  | 0.209  | 0.301  | 8,444   | 0.209  | 0.301  | 9,965  | 18,409  |
| Republic of Korea                            | 1.994  | 2.867  | 80,558  | 1.994  | 2.867  | 95,073   | 175,631   |
| Republic of Moldova                          | 0.003  | 0.004  | 121   | 0.003  | 0.004  | 143  | 264   |
| Romania                                      | 0.226  | 0.325  | 9,130   | 0.226  | 0.325  | 10,776   | 19,906  |
| Rwanda                                       | 0.002  | 0.003  | 81  | 0.002  | 0.003  | 95   | 176   |
| Saint Kitts and Nevis                        | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |
| Saint Lucia                                  | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |
| Saint Vincent and the<br>Grenadines          | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |
| Samoa  | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |
| Saudi Arabia                                 | 0.864  | 1.242  | 34,906  | 0.864  | 1.242  | 41,195   | 76,101  |
| Senegal                                      | 0.006  | 0.009  | 242   | 0.006  | 0.009  | 286  | 528   |
| Serbia                                       | 0.040  | 0.058  | 1,616   | 0.040  | 0.058  | 1,907  | 3,523   |
| Seychelles                                   | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |
| Slovakia                                     | 0.171  | 0.246  | 6,908   | 0.171  | 0.246  | 8,153  | 15,062  |
| Slovenia                                     | 0.100  | 0.144  | 4,040   | 0.100  | 0.144  | 4,768  | 8,808   |
| Solomon Islands                              | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |
| Somalia                                      | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |
| South Africa                                 | 0.372  | 0.535  | 15,029  | 0.372  | 0.535  | 17,737   | 32,766  |
| Spain  | 2.973  | 4.275  | 120,110   | 2.973  | 4.275  | 141,751  | 261,861   |
| Sri Lanka                                    | 0.025  | 0.036  | 1,010   | 0.025  | 0.036  | 1,192  | 2,202   |
| Sudan  | 0.010  | 0.010  | 281   | 0.010  | 0.010  | 332  | 613   |
| Suriname                                     | 0.004  | 0.006  | 162   | 0.004  | 0.006  | 191  | 352   |
| Swaziland                                    | 0.003  | 0.004  | 121   | 0.003  | 0.004  | 143  | 264   |
| Sweden                                       | 0.960  | 1.380  | 38,784  | 0.960  | 1.380  | 45,772   | 84,557  |
| Switzerland                                  | 1.047  | 1.506  | 42,299  | 1.047  | 1.506  | 49,920   | 92,219  |
| Syrian Arab Republic                         | 0.036  | 0.052  | 1,454   | 0.036  | 0.052  | 1,716  | 3,171   |
| Tajikistan                                   | 0.003  | 0.004  | 121   | 0.003  | 0.004  | 143  | 264   |
| Thailand                                     | 0.239  | 0.344  | 9,656   | 0.239  | 0.344  | 11,395   | 21,051  |
| The Former Yugoslav<br>Republic of Macedonia | 0.008  | 0.012  | 323   | 0.008  | 0.012  | 381  | 705   |
| Togo   | 0.001  | 0.001  | 40  | 0.001  | 0.001  | 48   | 88  |

| Member Country                                       | UN scale of assessments<br>2013<br>(per cent) | Scale with 22% ceiling, no LDC paying more than 0.01 %<br>(per cent) | Contributions per<br>1 Jan. 2013<br>US\$ | UN scale of assessments<br>2014<br>(per cent) | Scale with 22% ceiling, no LDC paying more than 0.01 %<br>(per cent) | Contributions as per<br>1 Jan. 2014<br>US\$ | Total contributions<br>2013-2014<br>US\$ |
|--|---|--|--|---|--|---|--|
| Tonga  | 0.001   | 0.001  | 40                                       | 0.001   | 0.001  | 48  | 88                                       |
| Trinidad and Tobago                                  | 0.044   | 0.063  | 1,778                                    | 0.044   | 0.063  | 2,098                                       | 3,876                                    |
| Tunisia  | 0.036   | 0.052  | 1,454                                    | 0.036   | 0.052  | 1,716                                       | 3,171                                    |
| Turkey   | 1.328   | 1.910  | 53,651                                   | 1.328   | 1.910  | 63,318                                      | 116,970                                  |
| Turkmenistan   | 0.019   | 0.027  | 768                                      | 0.019   | 0.027  | 906   | 1,674                                    |
| Uganda   | 0.006   | 0.009  | 242                                      | 0.006   | 0.009  | 286   | 528                                      |
| Ukraine  | 0.099   | 0.142  | 4,000                                    | 0.099   | 0.142  | 4,720                                       | 8,720                                    |
| United Kingdom of Great Britain and Northern Ireland | 5.179   | 7.447  | 209,233                                  | 5.179   | 7.447  | 246,932                                     | 456,165                                  |
| United Republic of Tanzania                          | <b>0.009</b>                                  | <b>0.010</b>   | 281                                      | <b>0.009</b>                                  | <b>0.010</b>   | 332   | 613                                      |
| Uruguay  | 0.052   | 0.075  | 2,101                                    | 0.052   | 0.075  | 2,479                                       | 4,580                                    |
| Venezuela  | 0.627   | 0.902  | 25,331                                   | 0.627   | 0.902  | 29,895                                      | 55,226                                   |
| Viet Nam   | 0.042   | 0.060  | 1,697                                    | 0.042   | 0.060  | 2,003                                       | 3,699                                    |
| Yemen  | 0.010   | 0.010  | 281                                      | 0.010   | 0.010  | 332   | 613                                      |
| Zambia   | 0.006   | 0.009  | 242                                      | 0.006   | 0.009  | 286   | 528                                      |
| Zimbabwe   | 0.002   | 0.003  | 81                                       | 0.002   | 0.003  | 95  | 176                                      |
| <b>TOTAL</b>   | <b>70.324</b>                                 | <b>100.000</b>   | <b>2,809,521</b>                         | <b>70.324</b>                                 | <b>100.000</b>   | <b>3,315,739</b>                            | <b>6,125,260</b>                         |

*Annex IV*

***Proposed Programme Budget for 2013-2014 based on 10% Nominal Increase in 2011-2012 Core Programme Budget***

1. The 10 per cent increase programme budget of the Protocol is based on the same assumptions as for the proposed budget with the following exceptions:

(a) Fifty per cent of the time and costs of the Programme Officer for Capacity-building (P-4) will be shared with the Nagoya Protocol on Access to Genetic Resources and the Fair and Equitable Sharing of the Benefits Arising from its Utilization.

**IMPLICATIONS OF 10% NOMINAL INCREASE BUDGET**

2. The only constraint at the 10 per cent level is less time will be devoted by the capacity-building programme officer to the biosafety programme of work since this time will be used for ABS capacity-building activities.

**BIOSAFETY STAFFING AND RESOURCE REQUIREMENTS 10% NOMINAL OF  
2011-2012 APPROVED BUDGET**

***Table 1: Biosafety Protocol staffing requirements from the core budget (BG Trust Fund) for the biennium 2013-2014***

|           |   | 2013        | 2014        |
|-----------|---|-------------|-------------|
| <b>A</b>  | <b>Professional and higher categories</b>       |             |             |
|           | D-1   | 1           | 1           |
|           | P-5   | 1           | 1           |
|           | P-4*  | 1.5         | 1.5         |
|           | P-3   | 3           | 3           |
|           | P-2   | 1           | 1           |
|           | <b>Total Professional and higher categories</b> | <b>7.5</b>  | <b>7.5</b>  |
| <b>B.</b> | <b>Total General Service category</b>           | <b>5</b>    | <b>5</b>    |
|           | <b>TOTAL (A + B)</b>                            | <b>12.5</b> | <b>12.5</b> |

- 1 P-4 on Capacity Building shared 50% with ABS  
Additional. shared posts with CBD: 1 P-5; 1 P-4; 3 P-3; 2 GS

**Table 2: Biosafety Protocol resource requirements from the core budget (BG Trust Fund) for the biennium 2013-2014**

| Expenditures                                     |   | 2013             | 2014             | TOTAL            |
|--|---|------------------|------------------|------------------|
|  |   | (US\$ thousands) | (US\$ thousands) | (US\$ thousands) |
| A.   | Staff costs                                     | 1,888.0          | 1,928.8          | 3,816.8          |
| B.   | Biosafety Bureau meetings                       | 50.0             | 60.0             | 110.0            |
| C.   | Travel on official business                     | 60.0             | 60.0             | 120.0            |
| D.   | Consultants/subcontracts                        | 20.0             | 20.0             | 40.0             |
| E.   | Biosafety Clearing House advisory meetings      | 55.0             | 55.0             | 110.0            |
| F.   | Liaison Group meetings on Capacity-Building     | 30.0             | 30.0             | 60.0             |
| G.   | COP/MOP-7 (back-to-back with COP-12)            | 0.0              | 400.0            | 400.0            |
| H.   | Compliance Committee meetings                   | 45.0             | 45.0             | 90.0             |
| I.   | AHTEG- Risk Assessment                          | 0.0              | 50.0             | 50.0             |
| J.   | AHTEG- Socio-economic considerations            | 50.0             | 0.0              | 50.0             |
| K.   | AHTEG- Assessment and Review Process            | 0.0              | 50.0             | 50.0             |
| L.   | Development of Indicators for Assessment Review | 20.0             | 0.0              | 20.0             |
| M.   | Translation of BCH website                      | 25.0             | 25.0             | 50.0             |
| N.   | Temporary assistance/Overtime                   | 15.0             | 15.0             | 30.0             |
| O.   | General operating expenses                      | 261.4            | 264.7            | 526.1            |
| <b>Sub-total (I)</b>                             |   | 2,519.5          | 3,003.4          | 5,522.9          |
| <b>II</b>  | <b>Programme support costs 13%</b>              | 327.5            | 390.4            | 718.0            |
| <b>III</b>                                       | <b>Working capital reserve</b>                  | 27.6             |                  | 27.6             |
| <b>IV</b>  | <b>TOTAL (I + II + III)</b>                     | 2,874.6          | 3,393.9          | 6,268.5          |
| <b>V</b>   | <b>Less contribution from host country</b>      | 189.5            | 193.3            | 382.9            |
| <b>VI</b>  | <b>Total (IV-V)</b>                             | <b>2,685.1</b>   | <b>3,200.5</b>   | <b>5,885.6</b>   |
| <b>VII</b>                                       | <b>Less savings from previous years</b>         | -                | -                | -                |
| <b>GRAND TOTAL (VI – VII)</b>                    |   | 2,685.1          | 3,200.5          | 5,885.6          |
| <b>% increase over 2011-2012 approved budget</b> |   | <b>10.0</b>      |                  |                  |

**Table 3: Priority meetings 2013-2014**

| <b>Expenditures</b> |   | <b>2013</b>             | <b>2014</b>             | <b>TOTAL</b>            |
|---------------------|---|-------------------------|-------------------------|-------------------------|
|                     |   | <i>(US\$ thousands)</i> | <i>(US\$ thousands)</i> | <i>(US\$ thousands)</i> |
| B.                  | Biosafety Bureau meetings                   | 50.0                    | 60.0                    | 110.0                   |
| E.                  | Biosafety Clearing-House advisory meetings  | 55.0                    | 55.0                    | 110.0                   |
| F.                  | Liaison Group meetings on Capacity-Building | 30.0                    | 30.0                    | 60.0                    |
| G.                  | COP/MOP-7*                                  | 0.0                     | 400.0                   | 400.0                   |
| H.                  | Compliance committee meetings               | 45.0                    | 45.0                    | 90.0                    |
| I.                  | AHTEG- Risk Assessment                      | 0.0                     | 50.0                    | 50.0                    |
| J.                  | AHTEG- socio-economic considerations        | 50.0                    | 0.0                     | 50.0                    |
| K.                  | AHTEG- Assessment and Review Process        | 0.0                     | 0.0                     | 0.0                     |
| <b>Total</b>        |   | 230.0                   | 640.0                   | 870.0                   |

*Annex V*

***Proposed Programme Budget for 2013-2014 based on 0% Nominal Increase in 2011-2012 Core Programme Budget***

1. The 0% increase programme budget of the Protocol is based on the same assumptions as for the proposed budget with the following exceptions:

(a) Fifty per cent of the time and costs of the Programme Officer for Capacity-building (P-4) will be shared with the Nagoya Protocol on Access to Genetic Resources and the Fair and Equitable Sharing of the Benefits Arising from its Utilization;

(b) The meetings of the Conference of the Parties serving as the meeting of the Parties to the Protocol will be held for a duration of three days;

(c) There will be one meeting of the Compliance Committee in the 2013-2014 biennium;

(d) There will be one meeting of the BCH Informal Advisory Committee in the 2013-2014 biennium;

(e) One meeting of the Ad Hoc Technical Expert Group on Risk Assessment in 2014;

(f) No meeting of the Ad Hoc Technical Expert Group for Assessment and Review in the 2013-2014.

(g) No meeting of the Ad Hoc Technical Expert Group on Socio-economic Considerations in the 2013-2014 biennium;

(h) No upgrade of staff posts;

(i) Reduction of the budget for travel of Biosafety staff by US\$10,000 for the biennium.

(j) Reduction of the budget for translation of the BCH web-site by US\$ 10,000 for the biennium.

(k) No funding allocated for activity on development of indicators for assessment and review, or for temporary assistance.

**IMPLICATIONS OF 0% NOMINAL INCREASE BUDGET**

2. At the zero nominal increase level, the 3-day duration of the meeting of the Conference of the Parties serving as the meeting of the Parties to the Protocol cannot sustain the full consideration of the agenda items that need to be addressed in the programme of work, 2012 – 2016, annex II of decision BS-V/16. The option is unworkable for supporting activities that provide for the implementation of the Strategic Plan of the Protocol. There will be no funds to initiate the preparation for the midterm review of the Strategic Plan and the third assessment and review. These are key processes in monitoring the implementation of the Cartagena Protocol. These processes provide the Parties with the requisite information for the redress of challenges that may be encountered at the midterm point of the Strategic Plan. There will also not be the necessary funds for the development of the conceptual clarity and the development of guidelines on socio-economic considerations under the Protocol as well as for the translation of the BCH website.

**BIOSAFETY STAFFING AND RESOURCE REQUIREMENTS 0% NOMINAL OF  
2011-2012 APPROVED BUDGET**

*Table 1: Biosafety Protocol staffing requirements from the core budget (BG Trust Fund) for the  
biennium 2013-2014*

|                      |                                       | 2013        | 2014        |
|----------------------|---------------------------------------|-------------|-------------|
| <b>A</b>             | <b>Professional category</b>          |             |             |
|                      | D-1                                   | 1           | 1           |
|                      | P-4*                                  | 2.5         | 2.5         |
|                      | P-3                                   | 3           | 3           |
|                      | P-2                                   | 1           | 1           |
|                      | <b>Total Professional category</b>    | <b>7.5</b>  | <b>7.5</b>  |
| <b>B.</b>            | <b>Total General Service category</b> | <b>5</b>    | <b>5</b>    |
| <b>TOTAL (A + B)</b> |                                       | <b>12.5</b> | <b>12.5</b> |

- 1 P-4 on Capacity Building shared 50% with ABS  
Additional. shared posts with CBD: 1 P-5; 1 P-4; 3 P-3; 2 GS

**Table 2: Biosafety Protocol resource requirements from the core budget (BG Trust Fund) for the biennium 2013-2014**

| <b>Expenditures</b>                              |   | <b>2013</b>             | <b>2014</b>             | <b>TOTAL</b>            |
|--|---|-------------------------|-------------------------|-------------------------|
|  |   | <i>(US\$ thousands)</i> | <i>(US\$ thousands)</i> | <i>(US\$ thousands)</i> |
| A.   | Staff costs                                 | 1,875.2                 | 1,916.7                 | 3,791.9                 |
| B.   | Biosafety Bureau meetings                   | 50.0                    | 50.0                    | 100.0                   |
| C.   | Travel on official business                 | 50.0                    | 50.0                    | 100.0                   |
| D.   | Consultants/subcontracts                    | 20.0                    | 20.0                    | 40.0                    |
| E.   | Biosafety Clearing-House advisory meetings  | 50.0                    | 0.0                     | 50.0                    |
| F.   | Liaison group meetings on capacity-building | 30.0                    | 30.0                    | 60.0                    |
| G.   | COP/MOP-7 (back-to-back with COP-11)        | 0.0                     | 241.1                   | 241.1                   |
| H.   | Compliance committee meeting                | 0.0                     | 45.0                    | 45.0                    |
| I.   | AHTEG- Risk Assessment                      | 0.0                     | 50.0                    | 50.0                    |
| J.   | Translation of BCH website                  | 20.0                    | 20.0                    | 40.0                    |
| K.   | Temporary assistance/Overtime               | 0.0                     | 0.0                     | 0.0                     |
| L.   | General operating expenses                  | 261.4                   | 264.7                   | 526.1                   |
| <b>Sub-total (I)</b>                             |   | 2,356.7                 | 2,687.4                 | 5,044.0                 |
| <b>II</b>  | <b>Programme support costs 13%</b>          | 306.4                   | 349.4                   | 655.7                   |
| <b>III</b>                                       | <b>Working capital reserve</b>              | 0.6                     |                         | 0.6                     |
| <b>IV</b>  | <b>TOTAL (I + II + III)</b>                 | 2,663.6                 | 3,036.7                 | 5,700.4                 |
| <b>V</b>   | <b>Less contribution from host country</b>  | 189.5                   | 193.3                   | 382.9                   |
| <b>VI</b>  | <b>Total (IV-V)</b>                         | <b>2,474.1</b>          | <b>2,843.4</b>          | <b>5,317.5</b>          |
| <b>VII</b>                                       | <b>Less savings from previous years</b>     | -                       | -                       | -                       |
| <b>GRAND TOTAL (VI - VII)</b>                    |   | 2,474.1                 | 2,843.4                 | 5,317.5                 |
| <b>% increase over 2011-2012 approved budget</b> |   | <b>0.00</b>             |                         |                         |

**Table 3: Priority meetings 2013-2014**

| <b>Expenditures</b>  |   | 2013                    | 2014                    | <i>TOTAL</i>            |
|----------------------|---|-------------------------|-------------------------|-------------------------|
|                      |   | <i>(US\$ thousands)</i> | <i>(US\$ thousands)</i> | <i>(US\$ thousands)</i> |
| B.                   | Biosafety Bureau meetings                   | 50.0                    | 50.0                    | 100.0                   |
| E.                   | Biosafety Clearing-House advisory meetings  | 50.0                    | 0.0                     | 50.0                    |
| F.                   | Liaison group meetings on capacity-building | 30.0                    | 30.0                    | 60.0                    |
| G.                   | COP/MOP-7*                                  | 0.0                     | 241.1                   | 241.1                   |
| H.                   | Compliance committee meeting                | 0.0                     | 45.0                    | 45.0                    |
| I.                   | AHTEG- Risk Assessment                      | 0.0                     | 50.0                    | 50.0                    |
| <b>Sub-total (I)</b> |   | 130.0                   | 416.1                   | 546.1                   |

\* 3-day COP/MOP

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