



# CONVENTION ON BIOLOGICAL DIVERSITY

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CONFERENCE OF THE PARTIES TO THE  
CONVENTION ON BIOLOGICAL DIVERSITY  
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Item 17.1 of the provisional agenda\*

## ADMINISTRATION OF THE CONVENTION ON BIOLOGICAL DIVERSITY

### Report by the Executive Secretary

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## I. INTRODUCTION

1. The Convention on Biological Diversity was opened for signature at the United Nations Conference on Environment and Development (UNCED) held in Rio de Janeiro in June 1992. It entered into force on 29 December 1993, 90 days after the thirtieth country ratified its intention to become a member. The following year, the United Nations General Assembly declared 29 December to be the International Day for Biological Diversity.
2. As at 12 March 1998, the Convention had been ratified by 172 Parties. The information on the status of the ratification as at 12 March 1998 is given in document UNEP/CBD/COP/4/INF/3.
3. The Conference of the Parties to the Convention held its first meeting in Nassau, Bahamas, from 28 November to 9 December 1994. This meeting focused on putting into place the process and mechanisms for supporting the Convention in the years to come. It decided to establish a clearing-house mechanism to promote technical and scientific cooperation. The Bahamas Ministerial Declaration confirmed the Convention "as a treaty with a global vision based on common concern, mutual reliance and fair and equitable sharing of benefits".
4. The second meeting of the Conference of the Parties in Jakarta, Indonesia (6-19 November 1995), adopted practical decisions aimed at encouraging action at the national level, with an emphasis on policy guidance. It decided that the Global Environment Facility (GEF) would continue to operate as the interim financial mechanism for the Convention. Ministers adopted the Jakarta Mandate on Marine and Coastal Biological Diversity, launching a global call for action on these invaluable and endangered ecosystems.
5. During the second meeting of the Conference of the Parties, the Parties also agreed to establish the Open-ended Ad Hoc Working Group on Biosafety. Its mandate is to develop a biosafety protocol to promote the safe transfer, handling and use of living modified organisms resulting from modern technology. The future agreement is to focus specifically on transboundary movements of organisms that may have adverse effects on the conservation and sustainable use of biological diversity. The Group met in July 1996, May 1997, October 1997 and February 1998. It is expected to complete its work by the end of 1998.
6. The third meeting of the Conference of the Parties was hosted by the Government of Argentina in Buenos Aires from 4 to 15 November 1996. It addressed, *inter alia*, the issues of agricultural biodiversity, indigenous knowledge, incentive measures for the conservation and sustainable use of biological diversity, cooperation with other biodiversity-related conventions, assessment of biological diversity, the relationship between forests and biodiversity, the need for additional financial resources for the implementation of the Convention.

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7. At the invitation of the Government of Slovakia, the fourth meeting of the Conference of the Parties will take place in Bratislava from 4 to 15 May 1998. This meeting will launch the Convention's transition from a focus on start-up activities to a longer-term plan of action. Its success will be judged by the progress it will make on:

- (a) Guiding and strengthening global programmes for several key ecosystems;
- (b) Advancing a number of priority policy issues; and
- (c) Improving the intergovernmental process and elaborating a long-term strategy for the Convention.

## II. EXECUTIVE DIRECTION AND MANAGEMENT

### A. Conference of the Parties

8. The Secretariat had several consultations with the Bureau elected at the third meeting of the Conference of the Parties, as well as with its members, on the occasion of various international meetings. Three meetings of the Bureau were held, namely in Montreal (30 June and 1 July 1997), in Bratislava (12 and 13 December 1997) and again in Montreal (3 and 4 February 1998). The main issues dealt with in these meetings were the financial situation regarding additional voluntary contributions, administrative arrangements with the United Nations Environment Programme (UNEP) and preparations for the fourth meeting of the Conference of the Parties. The Governments of Japan, Slovakia and Switzerland provided funds allowing the holding of these meetings.

9. The draft agenda for the fourth meeting of the Conference of the Parties was agreed upon by the Bureau of the Conference of the Parties at its second meeting. The Bureau decided that documentation for the Conference of the Parties would be limited to 25 documents of no more than 24 pages each. A list of documents for the fourth meeting of the Conference of the Parties is contained in annex II of the document on provisional agenda, annotations, and organization of work (UNEP/CBD/COP/4/1). At its third meeting, the Bureau agreed on the suggested organization of work, including the holding of a ministerial roundtable. The Secretariat had extensive consultations with the Government of Slovakia on the holding of the Conference of the Parties meeting.

### B. Promotion of the Convention

10. The Secretariat published and distributed, in collaboration with the UNEP Information Unit on Conventions, "The Biodiversity Agenda: decisions from the third meeting of the Conference of the Parties." It also prepared the Convention entries in the United Nations Handbook, as well as the Green Globe Yearbook 1997. The periodical Diversity issued a special report on the third meeting of the Conference of the Parties. A number of articles on the implementation of the Convention were published in periodicals.

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11. The Secretariat participated in several conferences and meetings. Statements on the implementation of the Convention were made by, or on behalf of, the Executive Secretary. The Secretariat also made written contributions and transmissions to various meetings. A list of the transmissions is included in document UNEP/CBD/COP/4/INF/26.

#### C. Global Biodiversity Outlook

12. At the second meeting of the Conference of the Parties, the Parties, through paragraph 5 of decision II/1, called upon the international community to make contributions for the preparation and publication of the first global biodiversity outlook, to be issued in 1997. A draft of the global biodiversity outlook is being prepared and will be distributed in May 1998 for comments. The first issue of the global biodiversity outlook will cover, inter alia, a review of global trends on biological diversity; experience gained in the implementation of the Convention derived from national reports; and synergy and cooperation among international conventions, institutions and processes. This publication will also give an assessment of the long-term outlook of the Convention. In addition, relevant statistical annexes will be included.

#### D. Meetings organized by the Secretariat

13. Since the third meeting of the Conference of the Parties, the Secretariat organized and serviced a series of meetings. The list is contained in document UNEP/CBD/COP/4/INF/27.

### III. IMPLEMENTATION OF THE DECISIONS OF THE THIRD MEETING OF THE CONFERENCE OF THE PARTIES

14. The following is a summary of the Secretariat's activities in relation to the implementation of the decisions of the third meeting of the Conference of the Parties. Activities carried out at the national, regional and international levels are not included.

#### A. Pending issues

15. The activities of the Secretariat during the inter-sessional period consisted of consultations with other legal bodies, including the United Nations Framework Convention on Climate Change, in order to identify solutions to pending issues. A note entitled "Pending issues arising from the work of the third meeting of the Conference of the Parties" was prepared by the Secretariat and appears as document UNEP/CBC/COP/4/3.

#### B. Activities of the Subsidiary Body on Scientific, Technical and Technological Advice (SBSTTA)

##### 1. Rosters of experts

16. Parties and Governments nominated experts in marine and coastal biological diversity, forest biological diversity, agricultural biological diversity and inland waters biological diversity for inclusion in rosters being established by the Secretariat. Annex I contains the names of Parties and Governments that have nominated experts for the four thematic rosters.

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2. First Meeting of Experts on Marine and Coastal Biological Diversity

17. Pursuant to decision II/10, the First Meeting of Experts on Marine and Coastal Biological Diversity was held in Jakarta, Indonesia, 7 to 10 March 1997. It was attended by 15 experts, selected from the roster of experts on marine and coastal biological diversity. Its report is contained in document UNEP/CBD/SBSTTA/3/INF/1. The report was used by the Executive Secretary in proposing a three-year work programme, discussed at the third meeting of SBSTTA (UNEP/CBD/SBSTTA/3/4). The results of the work of SBSTTA on the topic and proposed programme of work are contained in document UNEP/CBD/COP/4/5.

3. Third meeting of SBSTTA

18. The third meeting of SBSTTA was held in Montreal from 1 to 5 September 1997, under the chairmanship of Prof. A. H. Zakri (Malaysia). It was attended by representatives of 84 Parties to the Convention, several observer Governments as well as by 12 United Nations bodies and specialized agencies, eight secretariats of treaty bodies and other intergovernmental bodies, besides several universities, research centres and non-governmental organizations. The Secretariat was able to finance the participation of 35 representatives of least developed countries and small island developing States that were Parties to the Convention. The meeting considered 12 working documents and 21 information documents. Its report is contained in document UNEP/CBD/COP/4/2.

19. The eighth session of the Global Biodiversity Forum and an international workshop organized by Wetlands International on partnership for integrating wetlands and water resources management preceded the third meeting of SBSTTA. A meeting of the international research programme DIVERSITAS, launched by the United Nations Educational, Scientific and Cultural Organization (UNESCO), was held back-to-back with the SBSTTA meeting.

4. Use of languages in the meetings of SBSTTA

20. Pursuant to decision III/3, the third meeting of SBSTTA was conducted in the six official languages of the United Nations (English, French, Spanish, Russian, Arabic and Chinese).

5. Role of SBSTTA Bureau members

21. During the inter-sessional period, members of the SBSTTA Bureau played an important role in supporting the implementation of relevant decisions of the Conference of the Parties, in particular with regard to Article 8 (j), the ecosystem approach and biodiversity indicators. The Chairman of SBSTTA also participated in various biological diversity-related meetings.

C. Clearing-house mechanism

22. Pursuant to decision III/4, four regional workshops were organized as follows:

(a) Clearing-house mechanism regional workshop for Latin America and the Caribbean in Cartagena de Indias, Colombia, 13-15 October 1997;

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(b) Clearing-house mechanism workshop for Central and Eastern Europe in Gödöllő, Hungary, 27-29 October 1997;

(c) Clearing-house mechanism workshop for Asia in Kuala Lumpur, Malaysia, 3-5 December 1997; and

(d) Clearing-house mechanism workshop for Africa in Nairobi, Kenya, 5-7 March 1998.

23. The workshop for Central and Eastern Europe was convened with the help of a special contribution from the Government of the Netherlands. Participation in the other workshops was financed by special additional voluntary contributions from Australia, Austria, Canada, Germany, Japan, the Republic of Korea and the United Kingdom of Great Britain and Northern Ireland.

24. The Secretariat Internet Site was developed and updated. Recent additions include new web pages at <www.biodiv.org>. During the third meeting of SBSTTA, a five-day long workshop and cybercafé were organized on the national, regional and international implementation of the clearing-house mechanism. Documents for the five-day workshops were electronically posted in specially created web pages. Also pursuant to decision III/4, two preparatory meetings of the Informal Advisory Committee on the clearing-house mechanism were convened during the third meeting of SBSTTA. Designated regional representatives agreed to send their inputs to the Executive Secretary on the terms of reference for the Advisory Committee. Consultations with the GEF Secretariat and its implementing agencies were held to develop and implement the clearing-house mechanism module of enabling activities, including capacity-building initiatives.

25. The results and recommendations of these consultations and workshops are contained in document UNEP/CBD/COP/4/8, entitled "Implementation of the pilot phase of the clearing-house mechanism".

#### D. Additional guidance to the financial mechanism

26. The Secretariat held extensive consultations with the GEF Secretariat on operationalizing the Conference of the Parties guidance to the financial mechanism. Revision of the operational criteria for enabling activities was completed by GEF. Discussions are continuing with respect to incorporating the new guidance in the other operational policies of GEF. The Secretariat has also taken steps to ensure the consistency of the project proposals with the guidance of the Conference of the Parties.

27. The Secretariat participated in, and made contributions to, a number of relevant meetings, including the GEF/Scientific and Technical Advisory Panel Workshop on the Sustainable Use of Biological Diversity (November 1997). In relation to decision III/5, paragraph 7, the Secretariat of the Convention on Biological Diversity and GEF jointly prepared a paper on means to address the fair and equitable sharing of benefits to be submitted at the fourth meeting of the Conference of the Parties (UNEP/CBD/COP/4/22).

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E. Additional financial resources

28. The Secretariat has forwarded decision III/6 to donor agencies and explored with the Organisation for Economic Cooperation and Development (OECD) the possibility of including a voluntary marker of biodiversity in the OECD statistic reporting system. The voluntary marker would enable Development Assistance Committee (DAC) member countries and multilateral financial institutions to indicate their support and commitment to the implementation of the Convention. A follow-up letter was sent to bilateral donors, and several donors indicated that they would be willing to provide necessary information on the voluntary marker.

29. The Secretariat has also worked with multilateral funding institutions, such as the World Bank, with a view to implementing decision III/6. Possible submissions to the Conference of the Parties by the DAC Working Party on Development Assistance and Environment and by the World Bank are also under discussion.

30. With regard to this matter, the Secretariat prepared document UNEP/CBD/COP/4/17 entitled "Additional financial resources".

F. Review of the effectiveness of the financial mechanism

31. The third meeting of the Conference of the Parties adopted decision III/7, which provides guidelines for the review of the effectiveness of the financial mechanism. In accordance with the guidelines, the Secretariat developed a questionnaire using the review criteria. Responses to the questionnaire have been received from twenty-six countries. The Secretariat also received submissions from the OECD, the Wildlife Conservation Society (New York), the International Mycological Institute and the Edmonds Institute. In addition, the Secretariat has undertaken field visits to China, Guatemala, Mauritius and Poland. Interviews with stakeholders were held in relevant meetings.

32. An initial draft of a synthesis of this information was forwarded for appraisal to the five nominated regional representatives. The Bureau of the Conference of the Parties decided that the initial draft should be revised on the basis of comments received, and that the revised draft should be forwarded to Parties for comments and additional contributions.

33. From information provided by various sources in response to decision III/7, the Secretariat prepared the document UNEP/CBD/COP/4/16, entitled "Synthesis of information collected for the review of the effectiveness of the financial mechanism".

G. Memorandum of understanding between the Conference of the Parties and the GEF Council

34. The memorandum of understanding between the Conference of the Parties and the GEF Council, as adopted by the Conference of the Parties in decision III/8, was also adopted by the GEF Council at its ninth meeting. Consequently, pursuant to its paragraph 10.1, the memorandum entered into force on 1 May, 1997. Pursuant to paragraph 7 of the memorandum of understanding both secretariats continued to cooperate.

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#### H. Implementation of articles 6 and 8 of the Convention

35. As at 20 February 1998, the Secretariat had received 80 national reports in pursuance of the Conference of the Parties decisions II/17 and III/9. Reports received in an electronic form were posted on the web-site of the Convention. A synthesis of the information contained in national reports on the implementation of the Convention is given in document UNEP/CBD/COP/4/11, entitled "Synthesis of information contained in national reports on the implementation of the Convention".

#### I. Identification, monitoring and assessment

36. In conformity with decision III/10 and SBSTTA recommendation II/1, a meeting of a Liaison Group on Biological Diversity Indicators was held in Wageningen, the Netherlands, from 30 May to 2 June 1997. The report of the meeting and the document prepared by the Liaison Group were made available to the third meeting of SBSTTA (UNEP/CBD/SBSTTA/3/Inf.11 and Inf.13, respectively). On the basis of the results of the Liaison Group meeting, the following documents were prepared for the third meeting of the SBSTTA: Identification and monitoring of components of biological diversity of inland water ecosystems: consideration of article 7 and elaboration of terms in annex 1 to the Convention (UNEP/CBD/SBSTTA/3/7); Methodologies for the assessment of biological diversity in inland water ecosystems (UNEP/CBD/SBSTTA/3/8); and Recommendations for a core set of indicators of biological diversity (UNEP/CBD/SBSTTA/3/9).

#### J. Conservation and sustainable use of agricultural biological diversity

37. Pursuant to decision III/11, a joint consultation between the Food and Agricultural Organization of the United Nations (FAO) and the Convention on Biological Diversity was held in Rome (16-20 June 1997) with FAO technical departments. This was followed by a joint Technical Workshop on Farming System Approaches for the sustainable use and Conservation of Agricultural Biodiversity and Agro-Ecosystems, organized with the support of Government of the Netherlands. The outputs included a memorandum of cooperation signed between the two bodies in September 1997, and a joint Convention on Biological Diversity-FAO work programme intended to contribute to the work programme on agricultural biodiversity established by decision III/11. An aide-mémoire was also signed between Convention on Biological Diversity, FAO and the Government of the Netherlands, towards a framework for integrated action. The reports of these meetings were presented to the third meeting of SBSTTA, as documents UNEP/CBD/SBSTTA/3/Inf.21 and Inf.10, together with a compilation of the technical papers presented at the technical workshop (UNEP/CBD/SBSTTA/3/Inf.20).

38. On the basis of inputs from Parties, Governments and international organizations, the Secretariat also prepared for the third meeting of SBSTTA a document entitled "Review of ongoing activities on agricultural biological diversity" (UNEP/CBD/SBSTTA/3/6). The Secretariat is also compiling a roster of experts on agricultural biological diversity.

39. The Secretariat prepared document UNEP/CBD/COP/4/6, entitled "Ongoing instruments and activities on agricultural biodiversity", in accordance with decisions II/15 and III/11.

K. Programme of work for terrestrial biological diversity:  
forest biological diversity

40. A meeting of the Liaison Group on Forest Biological Diversity was hosted by the Government of Finland from 25 to 28 May 1997 in Helsinki, Finland to assist the Executive Secretary in the development of the work programme on forest biological diversity. The meeting was attended by representatives of 18 Parties to the Convention and Governments, as well as by a number of United Nations agencies, treaty bodies, indigenous peoples, non-governmental and research organizations. The report of the meeting was presented to the third meeting of SBSTTA, as document UNEP/CBD/SBSTTA/3/Inf.5 and its recommendations were used in preparing document UNEP/CBD/SBSTTA/3/5 on scientific, technical and technological advice on forest biological diversity, taking into account of research and technical priorities previously identified.

41. In developing this work programme, the Secretariat collaborated with the Intergovernmental Panel on Forests (IPF) and its successor process, the Intergovernmental Forum on Forests (IFF); and with the Inter-Agency Task Force on Forests (ITFF). The Secretariat participated as an observer in the fourth session of IPF held in February 1997 and in the first session of IFF in October 1997. The Secretariat is compiling a roster of experts on forest biological diversity.

42. The results of these consultations are contained in document UNEP/CBD/COP/4/7, entitled "Draft programme of work on forest biological diversity".

L. Future programme of work for terrestrial biological diversity:  
dryland, mountain and inland water ecosystems

43. The Secretariat prepared a document for the third meeting of SBSTTA (UNEP/CBD/SBSTTA/3/2), with inputs from the Secretariat of the Convention on Wetlands of International Importance, especially as Waterfowl Habitat (Ramsar Convention) and various other sources. The results of these consultations are contained in the note by the Executive Secretary on status and trends of the biological diversity of inland water ecosystems and options for conservation and sustainable use (UNEP/CBD/COP/4/4). The Secretariat has initiated contacts with FAO, in its capacity as task manager for Chapter 13 of Agenda 21 "Managing fragile ecosystems: sustainable mountain development", regarding activities being undertaken, including the work of the Inter-Agency Group on Mountains, which has been instrumental in fostering partnerships between the United Nations system, non-governmental organizations and concerned international organizations, for moving ahead on mountain issues. The Secretariat is also compiling a roster of experts on inland waters biological diversity.

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M. Implementation of article 8 (j)

44. The Executive Secretary initiated an inter-sessional process to advance future work on the implementation of article 8(j) and related provisions of the Convention. A workshop on traditional knowledge and biological diversity was held in Madrid, Spain, 24-28 November 1997, at the invitation of the Government of Spain. The Workshop was chaired by Mr. R. Bani Hani (Jordan), and the Committee of the Whole was chaired by Mr. M. Piñeiro (Spain). The workshop was attended by representatives from 62 Parties and Governments. Representatives from 76 indigenous and local communities organizations also attended the workshop as well as eight United Nations agencies and specialized agencies, one intergovernmental organization and several non-governmental organizations. The Secretariat was able to finance the participation of 50 representatives of least developed countries and small island developing States as well as indigenous communities with the help of additional financial contributions made by Canada, Denmark, Finland, New Zealand, Norway, the Netherlands, Sweden and Switzerland. The report of the workshop is contained in document UNEP/CBD/TKBD/1/3.

45. On the basis of results from the Madrid meeting, the Secretariat prepared document UNEP/CBD/COP/4/10 entitled "Implementation of Article 8 (j) and related provisions".

N. Access to and benefit-sharing from genetic resources

46. As requested by decision III/15 paragraph 2 the Secretariat prepared document UNEP/CBD/COP/4/23 entitled "Review of national, regional and sectoral measures and guidelines for the implementation of article 15". The document is based on official submissions by four governments and informal information and has been prepared in conjunction with UNEP/CBD/COP/4/21, a note by the Executive Secretary on the "Measures to promote and advance the distribution of benefits from biotechnology in accordance with article 19" and UNEP/CBD/COP/4/22, "Addressing the fair and equitable sharing of the benefits arising out of genetic resources: options for assistance to developing country Parties to the Convention on Biological Diversity" (see paragraph 27 above).

47. The Secretariat participated in an international workshop "Towards Best Practices for Access to Genetic Resources", organized by the European Commission and the German Government in Cordoba, Spain, in January 1998.

48. As the equitable sharing of benefit is an agenda item at the fourth meeting of the Conference of the Parties and several decisions requested case studies on benefit-sharing (*inter alia* decisions III/11, III/14, III/15, III/18), the Secretariat has made a call for case-studies on benefit-sharing and developed an outline for that purpose. The call for case studies has been distributed at various meetings and through the internet (<<http://www.biodiv.org/bs/callbf1.html>>). Sixteen case studies have been submitted, two by governments and 14 by international and non-governmental organizations or individuals. A synthesis of the case-studies has been prepared as document UNEP/CBD/COP/4/INF/7 and the case-studies will be made available through the clearing-house mechanism of the Convention

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O. Access to and transfer and development of technology

49. This cross-sectoral issue has been taken into consideration in preparing a number of documents for the fourth meeting of the Conference of the Parties. Document UNEP/CBD/COP/4/21 addresses benefits from biotechnology in accordance with article 19, paragraphs 1 and 2. Prepared in collaboration with the Secretariat of GEF document UNEP/CBD/COP/4/22 focuses on options for assistance to developing countries.

P. Trade and intellectual property rights

50. According to decision III/17 the Executive Secretary has applied for and been granted observer status at the Committee of Trade and Environment (CTE) of the World Trade Organization (WTO). At its meeting from 22 to 24 in September 1997, CTE invited multilateral environmental agreements to present their work in relation to trade. A document "The Convention on Biological Diversity and its relation to trade" (WT/CTE/W/61) was submitted to that meeting. The presentation by the Secretariat was followed by a question-and-answer session. There was general agreement that CTE should continue a dialogue with multilateral environmental agreements.

51. The Executive Secretary had contacts aiming at fostering cooperation with relevant international organizations, particularly the World Intellectual Property Organization (WIPO) with specific reference to article 8(j) and WTO. The Secretariat has transmitted the decision of the third meeting of the Conference of the Parties and relevant documents to WTO as called for in paragraph 4 of decision III/17. Discussions have been initiated with the WTO on the wide range of issues resulting from the decisions of the third meeting of the Conference of the Parties.

Q. Incentive measures

52. In accordance with decision III/18, the Secretariat has invited the Parties to provide information and case studies on incentive measures. To facilitate the process and assist the Parties in preparing such case-studies, the Secretariat prepared an indicative outline for case studies on incentive measures and posted it on the Secretariat homepage (<http://www.biodiv.org>) in early September 1997. The same outline was sent out to the national focal points in mid-October 1997. To date the Secretariat has received relevant case studies from five Parties: Australia, Pakistan, Republic of Korea, South Africa and Turkey. In addition, the Government of Morocco has provided information on its project on the conservation and sustainable utilization of plant genetic resources diversity in the Mahgreb region. In relation to this topic, the OECD Experts Group on Economic Aspects of Biodiversity is pursuing its work on incentive measures. The group presented its framework for case studies on incentive measures at the third meeting of SBSTTA.

53. Recalling paragraph 8 of decision III/18, the Secretariat prepared document UNEP/CBD/COP/4/18 entitled "Design and implementation of incentive measures: implementation of article 11", to provide guidance to the Parties on design and implementation of incentive measures.

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R. Special session of the United Nations General Assembly

54. The President of the third meeting of the Conference of the Parties transmitted the statement adopted at the Conference of the Parties to the General Assembly special session for the purpose of an overall review and appraisal of the implementation of Agenda 21, in June 1997. The Secretariat prepared a report on the implementation of the Convention which was transmitted by the Secretary-General of the United Nations to the fifth session of the Commission on Sustainable Development (April 1997) and which was tabled for the special session of the General Assembly. The President of the third meeting of the Conference of the Parties was also provided with a draft statement prepared pursuant to the content of paragraph 135 of the report of the third meeting of the Conference of the Parties.

55. The Secretariat prepared document UNEP/CBD/COP/4/12 entitled "Implications of the outcome of the special session of the General Assembly".

S. Issues related to biosafety

56. Since the third meeting of the Conference of the Parties, three meetings of the Open-ended Ad Hoc Working Group on Biosafety were held under the chairmanship of Mr. Veit Koester (Denmark). As requested by regional groups, an additional day was provided to enable regional consultations to finalize their work prior to the opening of the third and fourth meetings.

57. The second meeting was attended by 240 delegates representing 83 Parties and Governments, 36 United Nations agencies and international and non-governmental organizations. The third meeting was attended by 288 participants representing 100 Parties and Governments, 43 United Nations agencies, international and non-governmental organizations. The fourth meeting was attended by 319 participants representing 98 Parties and Governments and 59 United Nations agencies, international and non-governmental organizations. The following Parties made additional financial contributions to ensure the participation of developing countries, as well as countries with economies in transition, in the work of the Working Group: Australia, Austria, Canada, Denmark, Finland, Japan, the Netherlands, Republic of Korea, Sweden, Switzerland and the United Kingdom of Great Britain and Northern Ireland.

58. The reports of the second, third and fourth meeting of the Working Group are contained in documents UNEP/CBD/BSWG/2/6, UNEP/CBD/BSWG/3/6 and UNEP/CBD/BSWG/4/4 respectively. The Secretariat prepared document UNEP/CBD/COP/4/9 entitled "Issues related to biosafety".

T. Relationship of the Convention with the Commission on Sustainable Development and biodiversity-related conventions, other international agreements, institutions and processes of relevance

59. The Secretariat held extensive consultations and worked closely with conventions, institutions and other processes. The Secretariat maintained regular contacts aiming at enhancing cooperation, in particular, with the Secretariats of the Convention on Wetlands of International Importance, especially as Waterfowl Habitat, Convention on International Trade in

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Endangered Species of Wild Fauna and Flora (CITES) and Convention on the Conservation of Migratory Species of Wild Animals (CMS). The Executive Secretary had contacts with the executive secretaries of United Nations Framework Convention on Climate Change (UNFCCC) and Convention for Convention to Combat Desertification in those Countries Experiencing Serious Drought and/or Desertification, particularly in Africa (CDD) on suitable liaison arrangements in Geneva and New York. The Executive Secretary participated in the UNEP meetings on facilitating coordination and cooperation with and amongst Environmental Conventions and their Secretariats. The Secretariat has also worked closely with the OECD on incentives, transfer of technology and financial issues. It also held close consultations on the biological diversity of inland waters with the Secretariat of the Ramsar Convention in preparation for the SBSTTA meeting.

60. Since the third meeting of the Conference of the Parties, the Secretariat signed memoranda of cooperation with FAO, the Intergovernmental Oceanographic Commission (IOC), the Convention for the Protection and Development of the Marine Environment of the Wider Caribbean Region (the "Cartagena Convention") and the World Bank. It is in the process of finalizing a memorandum with the Convention for the Protection of the World Cultural and Heritage. A draft memorandum of cooperation between the Secretariat of the Convention on Biological Diversity (SCBD) and the Secretariat of the Permanent Commission of the South Pacific (CPPS) is being finalized. A draft memorandum of cooperation between the Secretariat and UNESCO was also prepared and is presently under approval by the Executive Board of UNESCO.

61. The Secretariat had extensive contact with the United Nations Headquarters and associated bodies. For example, it participated in the Inter-Agency Committee on Sustainable Development, made presentations and documentary submissions to the Commission on Sustainable Development (IACSD) and participated in various meetings. It contributed inputs for the preparation of the annual report on the United Nations Law of the Sea.

62. The Secretariat prepared a document specifically referring to implementation of article 8 entitled "Cooperation with other agreements, institutions and processes relevant to in-situ conservation" (UNEP/CBD/COP/4/13).

U. Medium-term programme of work for 1996-1997

63. Paragraph 2 of decision III/22 of the third meeting of the Conference of the Parties invites Parties, participants and other relevant institutions to submit, by 31 March 1997, their views on (a) The operations of the Conference of the Parties; (b) The overall review of the medium-term programme of work for 1996-1997; and (c) A longer-term programme of work. The Secretariat received nine written submissions from Parties, and organized several informal meetings at which Parties provided further views. A synthesis was prepared by the outgoing chair of SBSTTA and annexed to the report of the meeting of SBSTTA. On that basis, the Secretariat prepared a preliminary draft which was discussed at a meeting convened by the Government of the United Kingdom of Great Britain and Northern Ireland in January 1998. The report of the meeting which was submitted to the Secretariat by the Government of the United Kingdom of Great Britain and Northern Ireland is

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contained in document UNEP/CBD/COP/4/INF/2 entitled "Review of the operations of the Convention on Biological Diversity". This was used by the Secretariat in preparing a note by the Executive Secretary on Synthesis of views on the operations of the Convention (UNEP/CBD/COP/4/14).

64. Proposals concerning the longer-term programme of work are contained in document UNEP/CBD/COP/4/14 entitled "Synthesis of views on the operation of the Convention".

## V. Administrative matters

### 1. Personnel

65. The third meeting of the Conference of the Parties approved from the core budget, 18 General Service staff positions and 22 Professional posts for the Secretariat. All approved staff positions have been classified. On 5 April 1998, the Secretariat comprised of 34 staff-members, 13 General Service Staff, 19 Professionals, 2 Professionals on loan and 1 Junior Professional Officer. Of the 13 General Service positions occupied as of 5 April 1998, 2 incumbents have been regularized.

66. Eleven other General Service posts have been sent to the Appointment and Promotion Panel (APP). The recruitment process for these posts is expected to be finalized before the Conference of the Parties. Four additional General Service Staff positions are in process and expected to be submitted to APP before the Conference of the Parties. One General Service position needs re-classification which is expected to be finalized before the Conference of the Parties.

67. One of 19 Professionals charged against the core budget, as of 5 April 1998, 7 incumbents have been regularized. Five other Professional posts have been sent to the Appointment and Promotion Board (APB). The recruitment process for these posts is expected to be finalized before the Conference of the Parties. Five additional Professional posts are in process and expected to be submitted to APB before the Conference of the Parties. Two Professional posts need re-classification which is expected to be finalized before the Conference of the Parties. Three Professional posts need re-advertisement which is expected to be done before the Conference of the Parties.

#### (i) Positions for which the staff is provided by Governments

68. The Province of Quebec is expected to provide the Secretariat with two staff members to fill the posts of Environmental Affairs Officer in the Biosafety unit instead of Finance and Administration Officer, and in the National Reports and Reviews and Coordination unit. Job descriptions for these posts were submitted to the Province of Quebec in October and December 1997.

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(ii) Positions to be filled by secondees

69. The post of Programme Officer Marine Ecology (P-4) has been filled by a UNESCO staff member since 19 January 1998 and the post of Programme Officer Genetic Resources/Agrobiodiversity (P-4) has been encumbered since 24 February 1997 by an FAO staff member.

2. Implementation of administrative arrangements  
between UNEP and the Secretariat

70. The Executive Secretary and the Executive Director of UNEP held regular close consultations with a view to clarifying and making more effective their respective roles in regard to decision III/3. Administrative arrangements between UNEP and the Secretariat were signed on 30 June 1997 and are shown in annex III.

71. The content of the administrative arrangement covers issues relevant to the arrangement of personnel and financial matters; management of the trust fund; budget; the procurement of goods and services, as well as conference and other services.

72. The appointment of the Executive Secretary of the Secretariat has followed the practice outlined in paragraph 1 of the administrative arrangements. The Executive Director of UNEP will consult the Conference of the Parties, through the Bureau, on issues concerning the performance of the Executive Secretary of the Convention on Biological Diversity.

73. With regard to personnel matters, the United Nations Office at Nairobi (UNON) assisted the Secretariat in the classification and recruitment process of its staff as outlined in decision III/24. In addition, UNON officers were made available to work in the Secretariat in Montreal to assist in expediting the staff recruitment process.

74. In conformity with the United Nations Staff Rules and Regulations and in line with paragraph 8 of the Administrative Arrangement between UNEP and the Secretariat, the Convention Secretariat Staff Association was created on 18 September 1997 in Montreal. The members of the interim executive body, namely President, Vice-President, Secretary, Treasurer, Information and Liaison Officer, and Social and Welfare Officer, were elected from among the staff members. The statutes of the association have also been finalized and adopted and collaboration is being initiated with the UNEP and International Civil Aviation Organization (ICAO) staff associations.

75. In relation to the management of the trust fund, UNEP, as the Trustee, reports to the Secretariat on the updated status of the Trust Fund on a monthly basis.

76. With regard to Conference servicing, UNON provides services for the editing and translating of official documents of the Convention as well as providing meeting arrangements during actual events.

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### 3. Relationship with the Host Government

77. Further to the signature at New York on 25 October 1996 of the Headquarters Agreement between the Government of Canada and the Secretariat of the Convention on Biological Diversity negotiated by the Executive Director of UNEP on behalf of the Secretariat, on 20 November 1997 the Government of Canada passed an Order-in-Council allowing the full entry into force of the Headquarters Agreement. An entente with the Government of the Province of Quebec is being discussed. In accordance with their commitments to host the Secretariat in Montreal, Canadian authorities paid in 1997 \$1,000,000 to the Trust Fund of the Convention (\$800,000 from the Canadian Federal Government and \$200,000 from the Province of Quebec). A similar payment is expected for 1998.

### 4. Contribution to the Trust Fund for the Convention

78. In January 1997 UNEP as trustee sent invoices to the 165 Parties to the Convention listed in appendix I to annex I, Part A, of decision III/24, inviting them to pay their contributions to the Trust Fund for 1997 and any arrears due for previous years. The Secretariat sent a reminder on 3 March 1997. The Trustee sent invoices for 1997 to the six new Parties to the Convention, not listed in decision III/24 in May 1997.

79. In August 1997 the Trustee sent invoices for 1998 to Parties to the Convention. The status of contributions to the General Trust Fund as at 31 December 1997 and 31 March 1998 is shown in annex IV and V respectively. Unpaid pledges for 1998 and prior years as at 31 March 1998 amounted to \$5,890,244.

### 5. Additional voluntary contributions

#### (i) Additional financial contributions to the special Trust Funds

80. Australia, Japan, the Netherlands, Slovakia, Switzerland and the United Kingdom of Great Britain and Northern Ireland had provided additional voluntary financial contributions to the core budget for approved activities under the Convention on Biological Diversity (Annex I, Part B of the budget) in order to allow the recruitment of additional staff and to facilitate the holding of meetings, including the Conference of the Parties Bureau meetings.

The status of contributions as at 31 December 1997 and 31 March 1998 is shown in Annex VI and VII respectively. Australia, Austria, Canada (in addition to its contribution as host country of the Secretariat), Chile, Denmark, the European Union, Finland, Germany, Ireland, the Republic of Korea, Japan, the Netherlands, New Zealand, Norway, Sweden, Switzerland and the United Kingdom of Great Britain and Northern Ireland have provided and/or have formally pledged contributions to the trust fund for facilitating participation of Parties in the Convention process (annex I, Part C). The status of contributions as at 31 December 1997 and 31 March 1998 is shown in annex VIII and IX respectively. The United States has provided a voluntary contribution to support the operations of the Secretariat (see annex V).

#### (ii) Other contributions

81. Several Parties had seconded, or officially indicated their willingness

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to second staff to the Secretariat. This includes: Canada: Senior Human Resources Specialist (end of duty: 31 March 1997); finance and Administration Officer (Province of Quebec); Programme Officer, National Reports and Reviews (Province of Quebec); Finland: Junior Programme Officer (end of duty: 31 January 98); Italy: Junior Programme Officer; the Netherlands: Expert in Coastal and Marine Ecology (January 1997); and United Kingdom of Great Britain and Northern Ireland: Expert on Financial Resources (July-August 1997).

82. The Secretariat expresses its gratitude to the following Governments which have supported meetings at their own expense: (a) the Government of Finland for the meeting of the Liaison Group on Forest Biological Diversity (May 1997), the Government of the Netherlands for the liaison group meeting on indicators (May-June 1997), and the Government of the United Kingdom of Great Britain and Northern Ireland for arrangements for the meeting on the operations of the Convention (January 1998). In addition, the Secretariat thanks the Government of Indonesia which has made an in-kind contribution by providing facilities and the necessary secretarial support during the First Meeting of Experts on Marine and Coastal Biological Diversity (March 1997).

(iii) Financial expenditures

83. For the biennium 1996-1997, the provisional expenditures of the secretariat amounted to \$10,564,767 covering salaries of staff, consultants, travels, contractual services, meetings and conferences, operating expenses, acquisitions, reporting costs, and other miscellaneous components. Annex X provides information on provisional interim financial statements covering Statement of income and expenditure and changes in reserves and fund balance for the biennium 1996-1997, and Statement of assets, liabilities, reserve and fund balance for the first year of the biennium 1996-1997.

W. Budget of the trust fund for the Convention on Biological Diversity

84. A "Proposed budget of the Convention for the biennium 1999-2000" is contained in document UNEP/CBD/COP/4/25 for the years 1999-2000.

x. The fourth meeting of the Conference of the Parties

85. At the invitation of the Government of Slovakia, the fourth meeting of Conference of the Parties will be held in Bratislava from 4 to 15 May 1998. A budget for the meeting was prepared and a Host Government Agreement between UNEP and the Government of Slovakia was signed on 28 January 1998. Immediately after the second meeting of the Bureau of the third meeting of the Conference of the Parties (Bratislava, 12-13 December 1997), the Government of Slovakia invited the Bureau members to visit facilities for the fourth meeting of the Conference of the Parties.

Y. Convening of regional meetings for Parties to the Convention.

86. Regional meetings on Biological Diversity for the preparation of the fourth meeting of the Conference of the Parties were organized and held respectively in Lima, Peru (4 to 6 March 1998) for Latin America and the Caribbean; in Nairobi, Kenya (9 to 11 March 1998) for Africa; in Almaty, Kazakhstan (23 to 26 March 1998) for Central and Eastern Europe; and in

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Hainan, China, (26 to 28 March 1998) for Asia. These meetings were organised in close cooperation with the relevant regional offices of UNEP. The regional meetings examined progress made in the implementation of the Convention at the regional level, fostered regional cooperation and reviewed preparations for the fourth meeting of the Conference of the Parties. Additional financial resources for holding such meetings were provided by Australia, Austria, Canada, Chile, Finland, Ireland, the Republic of Korea, Japan, the Netherlands, and the United Kingdom of Great Britain and Northern Ireland.

87. In accordance with current practice, the regional meetings were organized with the objective of preparing for the Conference of the Parties meeting. Some concerns have emerged in regard to the role of the regional meetings, for instance, to promote regional cooperation in the implementation of the Convention.

#### IV. LESSONS LEARNED

##### A. Administrative arrangements

88. Considerable progress has been made with regard to the cooperation between UNEP and the Secretariat. The signing of the administrative arrangements has helped to clarify the role and responsibilities of the two organizations in regard to administrative matters.

##### B. Organization of meetings

###### 1. Regional meetings

89. Experience has shown that concerns and endeavours regarding the implementation of the Convention may vary considerably in emphasis in the various regions. Proposals have been made to organize the regional meetings some months after the holding of the Conference of the Parties with the clear aim of fostering regional cooperation in implementing the decisions taken at the Conference of the Parties. The Conference of the Parties may wish to consider and provide further guidance on the role of the regional meetings

###### 2. Handling offers to host meetings

90. Rule 3 of the Rules of Procedures for the meetings of the Conference of the Parties (annex III of UNEP/CBD/COP/1/17) specify that "the meetings of the Conference of Parties shall take place at the seat of the Secretariat, unless the Conference of the Parties decides otherwise or other appropriate arrangements are made by the Secretariat in consultation with the Parties." The same rules shall apply for the subsidiary bodies meeting. In this regard, when a meeting is held outside the seat of the Secretariat, a Host Government Agreement between the interested Host Government and UNEP on behalf of the Secretariat is concluded. Such Host Government Agreement should include, inter alia, provisions concerning logistic matters, the budget to cover necessary expenses incurred for holding the meeting, as well as provisions on privileges and immunities.

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91. The Secretariat may encounter situations involving:

(a) meetings included in the core budget and normally convened at the seat of the Secretariat, but for which an invitation has been extended by a Government;

(b) regional meetings included in the core budget, which might not be convened at the seat of the Secretariat; and

(c) meetings not included in the core budget of the Convention, but invited by the Government wishing to provide particular assistance for ensuring progress in an area it considers of special importance.

Issues related to timing and procedures for dealing with offers need to be clarified.

C. Designation of focal points

92. The nomination of focal points is presently not governed by any legislative authority. The Secretariat is increasingly faced with situations where different governmental entities nominate focal points. Subsequent difficulties are encountered, inter alia, in providing travel funds for the participation of representatives of such countries in Convention meetings.

93. It is proposed to establish a rule of procedure on the basis of which each Party would nominate a single focal point for all activities under the Convention. That focal point would then have the authority to nominate two alternate focal points, as well as specific focal points for specific activities under the Convention, such as the clearing-house mechanism or marine and coastal biological diversity. The rule could mirror the procedure used for the credentials for participation in the meetings of the Conference of the Parties (rule 18 of the Rules of Procedure for meetings of the Conference of the Parties).

94. The Conference of the Parties may wish to decide that the nomination of a single national focal point for activities under the Convention on Biological Diversity should be transmitted in an official manner to the Executive Secretary. The nomination should be issued either by the Head of State or Government or by the Minister for Foreign Affairs or, in case of a regional integration organization, by the competent authority of that organization. The designated national focal point would have the authority to nominate up to two alternate national focal points as well as specific focal points for specific activities under the Convention. In the case of multiple nominations having financial consequences, the Executive Secretary would call upon the focal point to make any decision required.

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Annex I

PARTIES AND GOVERNMENTS HAVING PROVIDED NAMES FOR THE ROSTERS OF EXPERTS

Part A

ROSTER OF EXPERTS ON MARINE AND COASTAL BIOLOGICAL DIVERSITY

- |                                    |                                 |
|------------------------------------|---------------------------------|
| 1. Antigua and Barbuda             | 45. Philippines                 |
| 2. Argentina                       | 46. Russian Federation          |
| 3. Australia                       | 47. Saint Lucia                 |
| 4. Austria                         | 48. Jordan                      |
| 5. Bahamas                         | 49. Kenya                       |
| 6. Barbados                        | 50. Latvia                      |
| 7. Belgium                         | 51. Lithuania                   |
| 8. Belize                          | 52. Madagascar                  |
| 9. Benin                           | 53. Marshall Islands            |
| 10. Brazil                         | 54. Mexico                      |
| 11. Brunei Darussalam              | 55. Morocco                     |
| 12. Cambodia                       | 56. Republic of Korea           |
| 13. Chile                          | 57. Republic of Moldova         |
| 14. China, People's Republic<br>of | 58. Senegal                     |
| 15. Colombia                       | 59. Seychelles                  |
| 16. Cook Islands                   | 60. Singapore                   |
| 17. Costa Rica                     | 61. Slovakia                    |
| 18. Croatia                        | 62. South Africa                |
| 19. Cuba                           | 63. Sri Lanka                   |
| 20. Cyprus                         | 64. Sweden                      |
| 21. Denmark                        | 65. Switzerland                 |
| 22. Dominica                       | 66. Syria                       |
| 23. Ecuador                        | 67. Thailand                    |
| 24. Egypt                          | 68. Tunisia                     |
| 25. European Commission            | 69. Turkey                      |
| 26. Finland                        | 70. Ukraine                     |
| 27. France                         | 71. United Kingdom              |
| 28. Georgia                        | 72. United Republic of Tanzania |
| 29. Germany                        | 73. Uruguay                     |
| 30. Ghana                          | 74. Vietnam                     |
| 31. Greece                         | 75. Zimbabwe                    |
| 32. Iceland                        |                                 |
| 33. India                          |                                 |
| 34. Indonesia                      |                                 |
| 35. Ireland                        |                                 |
| 36. Israel                         |                                 |
| 37. Japan                          |                                 |
| 38. Netherlands                    |                                 |
| 39. New Zealand                    |                                 |
| 40. Nicaragua                      |                                 |
| 41. Nigeria                        |                                 |
| 42. Norway                         |                                 |
| 43. Pakistan                       |                                 |
| 44. Peru                           |                                 |

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Part B

ROSTER OF EXPERTS ON AGRICULTURAL BIOLOGICAL DIVERSITY

- |  |                              |
|--|------------------------------|
| 1. Argentina                                 | 54. Senegal                  |
| 2. Australia                                 | 55. Seychelles               |
| 3. Austria                                   | 56. Sierra Leone             |
| 4. Belarus                                   | 57. Slovak Republic          |
| 5. Belgium                                   | 58. Slovenia                 |
| 6. Bhutan                                    | 59. South Africa             |
| 7. Brazil                                    | 60. Sri Lanka                |
| 8. Canada                                    | 61. Suriname                 |
| 9. Central African Republic                  | 62. Sweden                   |
| 10. China, People's Republic of              | 63. Switzerland              |
| 11. Comores Islands                          | 64. Thailand                 |
| 12. Cuba                                     | 65. Turkey                   |
| 13. Czech Republic                           | 66. United Kingdom           |
| 14. Democratic Republic of<br>Congo          | 67. United States of America |
| 15. Democratic People's<br>Republic of Korea | 68. Uruguay                  |
| 16. Djibouti Republic                        | 69. Venezuela                |
| 17. Ethiopia                                 | 70. Vietnam                  |
| 18. European Commission                      |                              |
| 19. Finland                                  |                              |
| 20. France                                   |                              |
| 21. Germany                                  |                              |
| 22. Ghana                                    |                              |
| 23. Greece                                   |                              |
| 24. Guinea                                   |                              |
| 25. Hungary                                  |                              |
| 26. India                                    |                              |
| 27. Indonesia                                |                              |
| 28. Iran                                     |                              |
| 29. Ireland                                  |                              |
| 30. Kazakstan                                |                              |
| 31. Kyrgyz Republic                          |                              |
| 32. Latvia                                   |                              |
| 33. Lebanon                                  |                              |
| 34. Luxembourg                               |                              |
| 35. Mali                                     |                              |
| 36. Mauritania                               |                              |
| 37. Mexico                                   |                              |
| 38. Mongolia                                 |                              |
| 39. Myanmar                                  |                              |
| 40. Namibia                                  |                              |
| 41. Nepal                                    |                              |
| 42. Netherlands                              |                              |
| 43. New Zealand                              |                              |
| 44. Norway                                   |                              |
| 45. Pakistan                                 |                              |
| 46. Papua New Guinea                         |                              |
| 47. Philippines                              |                              |
| 48. Poland                                   |                              |
| 49. Portugal                                 |                              |
| 50. Republic of Korea                        |                              |
| 51. Romania                                  |                              |
| 52. Russian Federation                       |                              |
| 53. Samoa                                    |                              |

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Part C

ROSTER OF EXPERTS ON FOREST BIOLOGICAL DIVERSITY

- |  |                        |
|--|------------------------|
| 1. Algeria                                   | 53. New Zealand        |
| 2. Argentina                                 | 54. Norway             |
| 3. Bahamas                                   | 55. Oman, Sultanate of |
| 4. Belarus                                   | 56. Papua New Guinea   |
| 5. Belgium                                   | 57. Peru               |
| 6. Bolivia                                   | 58. Philippines        |
| 7. Brazil                                    | 59. Poland             |
| 8. Burkina Faso                              | 60. Republic of Korea  |
| 9. Burundi                                   | 61. Rumania            |
| 10. Cambodia                                 | 62. Russian Federation |
| 11. Canada                                   | 63. Seychelles         |
| 12. Central Africa                           | 64. Senegal            |
| 13. Colombia                                 | 65. Sierra Leone       |
| 14. Comores                                  | 66. Slovenia           |
| 15. Cook Islands                             | 67. Slovak Republic    |
| 16. Costa Rica                               | 68. South Africa       |
| 17. Cyprus                                   | 69. Spain              |
| 18. Czech Republic                           | 70. Sri Lanka          |
| 19. Democratic People's Republic<br>of Korea | 71. Sweden             |
| 20. Democratic Republic of the<br>Congo      | 72. Switzerland        |
| 21. Djibouti                                 | 73. Sudan              |
| 22. Dominican Republic                       | 74. Thailand           |
| 23. Ecuador                                  | 75. Trinidad           |
| 24. Egypt                                    | 76. Turkey             |
| 25. Ethiopia                                 | 77. United Kingdom     |
| 26. European Commission                      | 78. United States      |
| 27. Finland                                  | 79. Uruguay            |
| 28. France                                   | 80. Venezuela          |
| 29. Gambia                                   | 81. Vietnam            |
| 30. Georgia                                  |                        |
| 31. Ghana                                    |                        |
| 32. Guinea, Republic of                      |                        |
| 33. Hungary                                  |                        |
| 34. Ireland                                  |                        |
| 35. Italy                                    |                        |
| 36. Kazakstan                                |                        |
| 37. Kyrgyz Republic                          |                        |
| 38. Latvia                                   |                        |
| 39. Lebanon                                  |                        |
| 40. Lesotho                                  |                        |
| 41. Madagascar                               |                        |
| 42. Malaysia                                 |                        |
| 43. Mali                                     |                        |
| 44. Malta                                    |                        |
| 45. Mauritania                               |                        |
| 46. Mauritius                                |                        |
| 47. Mexico                                   |                        |
| 48. Morocco                                  |                        |
| 49. Mozambique                               |                        |
| 50. Micronesia                               |                        |
| 51. Namibia                                  |                        |
| 52. Nepal                                    |                        |



Part D

ROSTER OF EXPERT ON INLAND WATER BIOLOGICAL DIVERSITY

1. Albania
2. Armenia
3. Australia
4. Bahrain, the State of
5. Belarus
6. Bhutan
7. Canada
8. Cote D' Ivoire
9. Croatia
10. Dominica, the Commonwealth of
11. Ecuador
12. Fiji
13. Finland
14. Ghana
15. Greece
16. Iran
17. Italy
18. Japan
19. Malawi
20. Malta
21. Mongolia
22. Morocco
23. Myanmar
24. the Netherlands
25. Niger
26. Nigeria
27. Norway
28. Pakistan
29. Papua New Guinea
30. Philippines
31. Republic of Korea
32. Romania
33. Seychelles
34. Singapore
35. Slovenia
36. Swaziland
37. Thailand
38. Trinidad and Tobago
39. Turkey
40. Ukraine
41. United Kingdom
42. Vietnam

Annex II

STAFFING OF THE SECRETARIAT OF  
THE CONVENTION ON BIOLOGICAL DIVERSITY 1/  
(as of 30 March 1998)

Title

Name

Executive Direction and Management

Executive Direction

- Executive Secretary (D-2) Mr. C. Juma (Kenya)
- Principal Officer (D-1) Mr. C. G. Ducret (Switzerland)
- Legal Officer, (P-4) Mr. B. Fouché (Canada) (a)
- Special Assistant to the Executive Secretary (P-3) Ms. G. Henne (Germany) (a)
- Research Assistant (G-6) Mr. D. Hamel (a)
- Senior Secretary (G-7) Ms. F. Velarde (a)

Fund Management and Administration

- Fund Management/Administration Officer (P-4) (UNEP) vacant
- Associate Meetings Service Officer (P-2) vacant
- Financial Assistant (G-8) Ms. I. Tudor (a)
- Administrative Assistant (G-6) Ms. M. Kanemy (a)
- Personnel Assistant (G-6) vacant
- Travel Assistant (G-6) Ms. R. Rabbath (a)
- Receptionist (G-4) Ms. F. Fon Sing (a)
- Messenger (G-4) Mr. M. Ghattas (a)
- Consultant (Meetings Officer) Ms. E. Permato (Philippines)

Division: Scientific, Technical and Technological Matters

Office of the Principal Officer

- Principal Environmental Affairs Officer (D-1) Ms. A. C. Schenberg (Brazil) (a)
- Associate Environmental Affairs Officer (P-2) Ms. M. Soliman (Egypt) (a)
- Secretary (G-6) Ms. D. Stepic (a)

Scientific, Technical and Technological Analysis

- Environmental Affairs Officer - Conservation Ecology (P-4) vacant
- Programme Assistant (G-6) Ms. L. Rubello (a)
- Economist (P-4) Ms. C. Takase (Japan)
- Programme Officer - Genetic Resources/ Agrobiodiversity. (P-4) Ms. S. Bunning (UK) (FAO)

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1/ based on decision III/24 (Annex I) with modifications to meet the day-to-day internal management requirements

- Prog. Assistant - Genetic resources/  
Agro-biodiversity (G-6) vacant
- Social Affairs Officer - Indigenous Knowledge (P-4) Ms. H. L. Marrie (Australia)
- Programme Assistant Indigenous Knowledge (G-6) vacant
- Environmental Affairs Officer - Marine Ecology (UNESCO) (P-4) Mr. S. Arico (Italy) (UNESCO)
- Environmental Affairs Officer - Jakarta mandate (P-3) Ms. I. Pranoto (Indonesia) (a)
- Junior Professional Officer (P-2) Ms. B. Di Giovanni (Italy)
- Junior Professional Officer (Forest Biodiversity) (P-2) vacant

Division: Implementation and Communication

Office of the Chief, I & C Division

- Chief, Implementation & Communication(b) Division (D-1) vacant [Officer in charge: Mr. D. Mahon (Canada)]
- Secretary (G-6) Ms. J. D'A. Byaje (a)

Clearing-house Mechanism Unit

- Computer Information Systems Officer
- (Programme Officer - Clearing-house Mechanism (P-4)) Mr. M. Auer (Germany)
- Librarian (P-3) vacant
- Publications Assistant (G-5) vacant
- Information Officer (P-3) Ms. B. Torres (Peru)
- Associate Information Officer (P-2) Mr. S. Gaiji (Tunisia) (a)
- Associate Computer Systems Officer (P-2) (UNEP) Mr. E. Erdei (Austria) (a)
- Computer Operation Assistant (G-6) Mr. F. Dejon (a)

Financial Resources and Instruments

- Financial Resources Analyst (P-4) Mr. S. Johnston (Australia)
- Financial Resources Analyst (P-3) Mr. Y. Xiang (China) (a)
- Programme Assistant (G-6) vacant

National reports and reviews and coordination of the fourth meeting of the Conference of the Parties

- Environmental Affairs Officer (P-4) Mr. A. Gross (UK) (a)
- Environmental Affairs Officer (P-3) (Government of Quebec) (b) vacant
- Programme Assistant (G-6) vacant

Biosafety Unit

- Senior Env. Affairs Officer (P-5) Mr. D. Mahon (Canada) (a)
- Environmental Affairs Officer (P-3) (Government of Quebec) (c) vacant
- Associate Legal Officer (P-2) Mr. T. Yonggo (Kenya) (a)
- Programme Assistant (G-6) Ms. A. Albovias (a)

Note:

- (a) Positions temporarily filled pending completion of the recruitment process.
- (b) Job description submitted to Government of the Province of Quebec in October 1997
- (c) Job description submitted to Government of the Province of Quebec in December 1997

Annex III

ADMINISTRATIVE ARRANGEMENTS BETWEEN THE UNITED NATIONS  
ENVIRONMENT PROGRAMME (UNEP) AND THE SECRETARIAT OF THE  
CONVENTION ON BIOLOGICAL DIVERSITY (CBD)

Preamble

The Executive Director of the United Nations Environment Programme (UNEP) and the Executive Secretary of the Convention on Biological Diversity (CBD);

Pursuant to decision I/4 of the first meeting of the Conference of the Parties to the CBD which designated the UNEP to carry out the functions of the Secretariat of the Convention while ensuring its autonomy to discharge the functions referred to in Article 24;

Recalling decision 18/36 of the Eighteenth Session of the Governing Council of the UNEP which welcomed the designation of the UNEP to carry out the functions of the Secretariat of the Convention while ensuring its autonomy to discharge the functions referred to in Article 24;

Aware that decision II/19 of the second meeting of the Conference of the Parties accepted the offer of Canada to host the Permanent Secretariat of the CBD in Montreal;

Recalling decision III/23 of the third meeting of the Conference of the Parties invited the Executive Director of the UNEP and the Executive Secretary of the CBD to develop procedures, making an effort to conclude by 27 January 1997, with respect to the functioning of the Permanent Secretariat of the CBD, to clarify and make more effective their respective roles and responsibilities;

Cognizant that decision III/23 stressed further that the procedures must be in accordance with the United Nations financial and staff rules and regulations and with decision I/4 of the Conference of the Parties and should as far as possible, and where appropriate, follow the Personnel, Financial and Common Services arrangements agreed to between the United Nations and the Framework Convention on Climate Change;

Aware that some of the services required by the Secretariat of the CBD in accordance with Article 24 of the Convention and the appropriate decisions of the Conference of the Parties are provided by the United Nations Office at Nairobi;

Hereby decide to apply the following, effective immediately:

I. Personnel Arrangements

1. The Executive Secretary of the CBD will be appointed by the Executive Director of UNEP after consultation with the Conference of the Parties through its Bureau. The level and term of office of the appointment will be determined by the Conference of the Parties. The term of office may be extended by the Executive Director of UNEP after consultation with the Conference of the Parties. Consultations on these matters will be conducted through the Bureau of the Conference of the Parties. The Executive Director of UNEP will also consult the Bureau when appraising the

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performance of the Executive Secretary of the CBD and will provide the Bureau with the applicable performance criteria to be used in such appraisal. On an annual basis, the Bureau will submit its comments to the Executive Director of UNEP on the performance of the Executive Secretary of the CBD. The Executive Director of UNEP will reflect these comments in her/his performance evaluation of the Executive Secretary of the CBD. The Executive Director of UNEP will consult the Conference of the Parties, through its Bureau, on issues of concern to her/him in the performance of the Executive Secretary of the CBD.

2. In accordance with the relevant staff rules, the Executive Director of UNEP will, in full consultation with the Executive Secretary of the CBD, appoint CBD staff whose appointment will be limited to service with the Convention, unless mutually agreed otherwise and in accordance with United Nations Rules and Regulations.

3. Posts and their levels are established by the Conference of the Parties for classification and recruitment purposes in conformity with the principles laid down by the General Assembly of the United Nations.

4. The Executive Secretary of the CBD will make recommendations to the Executive Director of UNEP on the promotion of all staff up to D1 /L-6 level and on the (non) extensions of appointments of all staff of the Convention at or below the D1/L-6 level, except for terminations under article X of the Staff Regulations. The provisions of ST/SGT/213/Rev 1, concerning the designation of staff members performing significant functions in financial management, personnel management and General Services administration, shall be applicable to CBD. All appointments and promotions to posts above the D1/L-6 level, or termination of appointment above the D1/L-6 level, requires prior approval of the Secretary General of the United Nations

5. The Executive Director of UNEP will, in full consultation with, and on the recommendation of the Executive Secretary of the CBD, appoint, promote and terminate project personnel up to D1/L-6 level, except for terminations under article X of the Staff Regulations. In all cases, contracts will be offered by the Executive Director of UNEP for service of the Secretariat of the Convention, and their duration is subject to availability of resources in the Trust Funds established by the Conference of the Parties to the CBD.

6. An Appointment and Promotion Board for CBD will be established at the seat of the Convention Secretariat by the Executive Director of UNEP in full consultation with the Executive Secretary of the CBD, to advise the Executive Director of UNEP on all matters related to appointments, promotions, and review of staff. The Board will consider all the appointments and promotions of staff in the General Service and related categories and in the Professional category up to D1/L-6 level.

7. The CBD Appointment and Promotion Board, which will make its recommendations to the Executive Director of UNEP for final approval, will follow the relevant UN Staff Regulations and Rules, the procedures of the Appointment and Promotion Board at UN Headquarters and the policies of the Secretary General of the United Nations in personnel questions. The Board will consist of four members and four alternates. Members and alternate members will be appointed by the Executive Director of UNEP in full consultation with the Executive Secretary of the CBD. A representative of the Human Resources Management Services of the United Nations Office in Nairobi (HRMS/UNON) will be an ex-officio member of the Board and will

serve as its Secretary. The Executive Director of UNEP, in full consultation with the Executive Secretary of the CBD, will ensure that the other members and alternates are appointed after consultation with the CBD staff representative body referred to in paragraph 8 of this agreement. Such members and alternates will be appointed for fixed periods, normally of one year, subject to renewal.

8. Consistent with the Staff Regulations and Rules of the United Nations, a CBD staff representative body will be established, taking into account, as appropriate, the existing staff representative body (ies) at the seat of the Convention Secretariat and will be consulted on all matters related to staff.

9. Movements of staff between the Convention Secretariat and other parts of UNEP will be subject to the same conditions and arrangements as are applicable to staff serving with voluntarily funded programmes of the United Nations.

10. The principle of recruitment on as wide a geographical basis as possible will govern the Professional staff in accordance with the guidelines for voluntarily funded programmes.

11. Job descriptions are prepared and submitted to UNEP by the Executive Secretary for posts approved by the Conference of the Parties.

12. Once a post is classified, a recruitment process is carried out according to the following procedures:

(a) Vacancy announcements are issued to all Parties/signatories to the CBD, "internally" to request candidates within UNEP and the UN system, and "externally" to elicit applications worldwide;

(b) Upon completion of the time limited given for applications (which should not exceed six weeks), the HRMS/UNON submits the list of candidates and their detailed applications to the Executive Secretary;

(c) The Secretariat will constitute a panel to prepare a short list and advise the Executive Secretary on the most suitable candidate. The panel will normally follow agreed procedures for its selection including interviewing the short listed candidates;

(d) The Appointment and Promotion Board of the CBD, referred to in paragraphs 6 and 7 of this agreement, will review the recommendations and submit its advice to the Executive Director of UNEP for final approval;

(e) The selected candidate(s) will be offered appointment(s) by the Executive Director of UNEP after consultation with the Executive Secretary of the CBD, in accordance with paragraphs 3, 4 and 5 of this agreement.

13. As an "external" recruitment process takes time, fixed-term appointments of short-term duration of less than one year (up to a maximum of eleven months) can be made as an interim solution, while the normal recruitment process is completed in accordance with the provisions of paragraphs 3, 4, 5, and 6 of this agreement.

14. The selection and terms of employment of consultants, within available allotments, will be decided by the Executive Secretary, in accordance with United Nations procedures.

15. Posts for General Services follow the International Civil Aviation Organization (ICAO) (the lead UN agency in Montreal) job classification standards. The procedure for selecting the most qualified candidate is also similar to that of the professional candidate. For these purposes, renewable contracts of up to but not exceeding eleven months for General Service staff may be offered by the Executive Secretary of the CBD.

16. The appropriate UN bodies, such as the Joint Appeal Board, the Joint Disciplinary Committee, the Claims Board and the Advisory Board on Compensation Claims, will have jurisdiction as regards all staff serving with the Convention.

17. Professional staff will normally be pay-rolled at UNEP Headquarters and their salaries deposited monthly in the individual bank accounts nominated by the staff unless agreed otherwise by UNEP and the CBD Secretariat.

18. For health insurance, Professional and General Services staff are enrolled in the Canadian Medicare which is a branch of Sunlife Medical Insurance. Enrollment is made once staff member starts working and the staff member's portion of the premium is charged to his/her salary. The administration of this service is provided by ICAO.

19. Staff attendance, annual sick leave will be monitored by the Executive Secretary of the CBD or the person to whom he/she delegates this responsibility.

## II. Financial Arrangements

### General Provisions

20. The Financial Regulations and Rules of the United Nations will govern these financial and common services arrangements. These arrangements will also be consistent with the financial rules adopted by the Conference of the Parties.

21. Taking into account that the resources of CBD are constituted by contributions from the Parties to the CBD and are distinct from the United Nations resources, the financial transactions of the CBD Secretariat that utilise these resources will be exempted from such restrictions as the Secretary General of the United Nations may from time-to-time impose regarding the employment of staff and consultants and the use of funds for operational requirements, including the restrictions currently in force due to the financial situation of the United Nations.

22. The financial and common support services of the CBD Secretariat will be provided by UNEP, UNON or any other United Nations entity, as appropriate, and as agreed by the Executive Director of UNEP, in full cooperation with the Executive Secretary of the Convention.

## III. Contributions and Funds

23. The Executive Director of UNEP, with approval of UNEP's Governing Council, has established the following trust funds to support the Convention process:

- (a) Special account for the Core Administrative Budget of the CBD



(General Trust Fund for the CBD-alpha code BY);

(b) Special fund for additional voluntary contributions to the core budget for approved activities under the CBD (General Trust Fund for additional voluntary contributions in support of approved activities under the CBD-alpha code BE);

(c) Special fund for voluntary contributions to facilitate the participation of Parties in the CBD process (General Trust Fund for voluntary contributions to facilitate the participation of Parties in the process of the CBD-alpha code BZ).

24. The trust funds, referred to in paragraph 21 above, will be subject to arrangements related to Appendix D of the Staff Regulations and Rules. The related resources and expenditures will be accounted for under a separate account to be established by the United Nations for this purpose.

25. For the purpose of recording funds and expenditures, the trust funds, referred to in paragraph 21 above, will be administered in accordance with UN Rules and Regulations with the following exception:

No operational reserve will be maintained under the Core Administrative Budget of the Convention account on the understanding that the CBD Working Capital Reserve will be maintained and administered under that account. No operational reserves will be maintained under the other trust fund accounts.

26. The CBD secretariat will be exempt from the requirement to submit cost plans and annual substantive and programme performance reports to the UNEP. It will, however, adopt appropriate financial planning and reporting practices corresponding to its own administrative needs and to such purposes as may be determined by the Conference of the Parties.

27. Notifications (invoices) of contributions due from parties to the Convention will be processed on the basis of the Executive Secretary's communication on approval of the CBD indicative scale of contribution amount for each Party, in cooperation with the Fund Management Branch of UNEP, as appropriate. Notifications (invoices) are to be sent by the CBD Secretariat to all Parties by 1 October of the year proceeding the year for which contributions are due. Pledged contributions will be recorded under the trust funds in accordance with the rules and regulations governing the acceptance of such pledges. Contributions of the CBD accounts shall be deposited in the following account:

UNEP Trust Funds Account No.015-002756  
UNEP Bank Account  
Chase Manhattan Bank  
New York, N.Y. 10017

28. UNEP will promptly advise the Executive Secretary by facsimile or any other appropriate means of communication, of the receipt of the contributions and acknowledge receipt to the donors. On a monthly basis, UNEP will provide to the Executive Secretary an up-to-date report of the status of pledges, payments of contributions and expenditures.

#### IV. Treasury

29. All contributions to the Convention are deposited in the Trust Funds

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referred to in paragraph 21 of this agreement, and in accordance with the terms of reference for such trust funds, it is the prerogative of the Secretary General of the United Nations to invest all available cash surpluses in the account to achieve the best possible investment returns. The Treasurer of the United Nations will therefore invest CBD monies that may not be immediately required. The interest earned on the Convention trust funds will be credited to the relevant trust funds.

#### V. Budget

30. The budget of the Convention is approved by the Conference of the Parties. The Executive Secretary may commit resources only if such commitments are within the budget approved by the Conference of the Parties and within available resources.

31. The Executive Secretary will prepare draft allotments and staffing tables for activities under the Convention's budget, for final approval of the Executive Director of UNEP. These allotments constitute the authority to the Executive Secretary to enter into commitments and expend resources, including the extension of staff contracts. The Executive Secretary of the CBD has the responsibility to adhere to all applicable UN Regulations and Rules when exercising this authority.

32. Certification authority for expenditures from each of the Convention trust funds will reside with the Secretariat-based Fund and Administrative Officer, who will consult fully with the Executive Secretary of the CBD on such matters. The Secretariat-based Fund and Administrative Officer, in full consultation with the Executive Secretary, can delegate this authority to the responsible Fund Programme Management Officer in UNEP when necessary.

#### VI. Accounting and Reporting

33. UNEP/UNON will maintain, in full consultation with the Executive Secretary, the accounts for CBD, approve payments on behalf of the CBD Secretariat, provide payroll services, record obligations, disbursements and expenditures and provide a timely, up-to-date report of all accounts to the Executive Secretary in accordance with established procedures.

34. No disbursement will be made if funds are not available within the trust funds established for the Convention.

35. A bank account will be maintained in Montreal to support the day-to-day transactions of the Secretariat. This account shall be replenished as and when required. The Montreal Bank Account is not intended for the receipt of contributions, except in extraordinary circumstances and in accordance with United Nations Rules and Regulations. In such circumstances, the Executive Secretary will record the related reasons and provide them to UNEP.

36. On a monthly basis, UNEP/UNON will provide the Executive Secretary with up-to-date information on the status of allotments, trial balance and unliquidated obligations. The final accounts will be submitted to the Executive Secretary for certification and submissions to the Board of External Auditors and reporting to the Conference of the Parties in accordance with CBD Financial Procedures.

#### VII. Procurement of Goods and Services

37. The Executive Secretary may approve procurement of goods and services up to a maximum of \$70,000 for each transaction, provided that:

(a) except as provided in (c) below, contracts involving commitments in excess of \$20,000 will be let only after competitive bidding or calling for proposals if proposals are called, a comparative analysis of such proposals shall be kept on record;

(b) contracts will be awarded to the lowest acceptable bidder, provided that where the interest of the Convention so required, all bids may be rejected. In such case the Executive Secretary will record the related reasons and provide them to UNEP;

(c) the Executive Secretary may award contracts without calling for proposals or formal invitations to bid, in the circumstances set out in paragraphs (b) to (h) to financial rule 110.19; in such cases, appropriate reasons will be recorded and provided to UNEP.

For any transaction in excess of \$70,000, procurement will be handled under the procedures set out in financial rule: 111.17(d), as applicable to UNEP.

Travel of the CBD Secretariat staff will be authorized by the Executive Secretary and will be at standards not higher than those which the United Nations may set from time to time. Travel of delegations under the terms of the Special Fund for Voluntary Contributions to Facilitate Participation of Parties in the CBD process will be governed by ST/SGB/107/Rev.6 and related legislative decisions of the Conference of the Parties, or donor requirements.

#### VIII. Reimbursement for Services provided to the Secretariat

39. All trust funds established for the CBD are subject to 13 per cent programme support reimbursement on actual recorded expenditures.

40. The above programme support funds will be used in part for financing the full and effective requirements of the administrative/personnel unit of the CBD Secretariat in Montreal. The remaining will be used for financing the services provided to the CBD Secretariat, including recruitment, services by UNEP/UNON to the APB referred to in paragraphs 6, 7 and 12 (d) of this agreement, and the provision of human resources development staff by UNEP/UNON when required.

#### IX. Conference and Other Services

41. UNEP/UNON will facilitate the coordination and provision of conference services to the sessions of the Conference of the Parties and its subsidiary bodies in full cooperation with the Executive Secretary of the CBD. The Executive Secretary of the CBD will consult with UNEP/UNON when subcontracting services to other institutions.

#### X. Revision of this Agreement

42. The provisions of this agreement or their application may, at the

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request of either party be reviewed at any time. Such a request will be made at least four months in advance, and will then be addressed at the next meeting of the Bureau of the Conference of the Parties or the next meeting of the Conference of the Parties, whichever comes first.

Signed:

signed

Elizabeth Dowdeswell  
Executive Director of UNEP

Date: 30 June 1997

signed

Calestous Juma  
Executive Secretary of CBD

Date: 30 June 1997

Annex IV

GENERAL TRUST FUND FOR THE CONVENTION ON BIOLOGICAL DIVERSITY (BY)  
Status of Contributions as at 31 December 1997

Countries	Unpaid pledges as at 31/12/96	Adjustments	Pledges for 1997	Collections During 1997 for previous yrs	Collection in 1997 for 1997	Collection During 1997 for 1998 & future yrs	Unpaid Pledges for Prior years	Unpaid Pledges for 1997	Unpaid pledges for 1997 and Prior Years
	USD	USD	USD	USD	USD	USD	USD	USD	USD
Albania	949	0	705	0	0	0	949	705	1,654
Algeria	15,180	0	11,274	15,80	11,274	0	0	0	0
Antigua & Barbuda	0	0	705	0	705	638	0	0	(638)
Argentina	27	0	33,822	0	33,849	0	27	(27)	0
Armenia	1,233	0	3,523	0	0	0	11,233	3,523	14,756
Australia	0	0	104,283	0	104,283	94,455	0	0	(94,455)
Austria	0	0	61,302	0	61,302	0	0	0	0
Bahamas	(748)	0	1,409	0	661	0	(748)	748	0
Bangladesh	1,169	0	526	0	0	0	1,169	526	1,695
Barbados	0	0	705	0	0	0	0	705	705
Belarus	55,567	0	19,729	16,462	0	0	39,105	19,729	58,834
Belgium	0	0	72,076	0	0	0	0	72,076	72,076
Belize	197	0	705	0	0	0	197	705	902
Benin	690	0	526	690	1,362	0	0	(836)	(836)
Bhutan	0	0	526	0	526	477	0	0	(477)
Bolivia	(701)	0	705	0	0	0	1,701	705	2,406
Botswana	(705)	0	705	0	705	0	(705)	0	(705)
Brazil	35,875	0	114,148	35,875	74,879	0	0	39,269	39,269
Bulgaria	0	0	5,637	0	5,637	0	0	0	0
Burkina Faso	0	0	526	0	638	0	0	(112)	(112)
Cambodia	(690)	0	526	0	0	0	(690)	526	(164)
Cameroon	(701)	0	705	0	0	0	1,701	705	2,406
Canada	0	0	219,136	0	219,136	0	0	0	0
Cape Verde	690	0	526	0	0	0	690	526	1,216
Central African Republic	690	0	526	690	476	0	0	50	50
Chad	1,169	0	526	0	0	0	1,169	526	1,695

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Countries	Unpaid pledges as at 31/12/96	Adjust-ments	Pledges for 1997	Collections During 1997 for previous yrs	Collection in 1997 for 1997	Collection During 1997 for 1998& future yrs	Unpaid Pledges for Prior yrs	Unpaid Pledges for 1997	Unpaid pledges for 1997 and Prior Years
Chile	0	0	5,637	0	5,637	0	0	0	0
China	0	0	52,142	0	52,142	0	0	0	0
Colombia	0	0	7,046	0	7,046	0	0	0	0
Comoros	1,169	0	526	0	0	0	1,169	526	1,695
Congo	0	0	705	0	0	0	0	705	705
Congo Dem.Rep	1,169	0	526	0	0	0	1,169	526	1,695
Cook Islands	1,701	0	705	0	0	0	1,701	705	2,406
Costa Rica	1,701	0	705	0	0	0	1,701	705	2,406
Cote d'Ivoire	197	0	705	0	0	0	197	705	902
Croatia	0	0	6,342	0	0	0	0	6,342	6,342
Cuba	10,244	0	3,523	5,236	0	0	5,008	3,523	8,531
Cyprus	0	0	2,114	0	2,114	0	0	0	0
Czech Republic	0	0	17,615	0	17,615	0	0	0	0
Denmark	0	0	50,732	0	50,732	0	0	0	0
Djibouti	1,169	0	526	2,000	0	0	(831)	526	(305)
Dominica	949	0	705	949	705	0	0	0	0
Dominican Rep.	0	0	526	0	526	0	0	0	0
Ecuador	2,048	0	1,409	2,048	0	0	0	1,409	1,409
Egypt	0	0	5,637	0	5,637	0	0	0	0
El Salvador	1,701	0	705	0	0	0	1,701	705	2,406
Equatorial Guinea	1,169	0	526	0	0	0	1,169	526	1,695
Estonia	0	0	2,818	0	0	0	0	2,818	2,818
Eritrea	0	0	526	0	526	477	0	0	(477)
Ethiopia	690	0	526	0	0	0	690	526	1,216
European Com	0	0	131,526	0	131,526	0	0	0	0
Fiji	111	0	705	111	0	0	0	705	705
Finland	0	0	43,686	0	43,686	39,569	0	0	(39,569)
France	0	0	452,364	0	452,364	0	0	0	0
Gambia	1,169	0	526	1,159	526	0	0	(32)	(32)
Georgia	23,177	0	7,751	0	0	0	23,177	7,751	30,928
Germany	120,000	0	638,383	120,000	638,383	0	0	0	0
Ghana	949	0	705	0	0	0	949	705	1,654
Greece	(31,331)	0	26,775	0	0	0	(31,131)	26,775	(4,356)

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Countries	Unpaid pledges as at 31/12/96	Adjustments	Pledges for 1997	Collections During 1997 for previous yrs	Collection in 1997 for 1997	Collection During 1997 for 1998& future yrs	Unpaid Pledges for Prior years	Unpaid Pledges for 1997	Unpaid pledges for 1997 and Prior Years
Grenada	1,701	0	705	1,701	0	0	0	705	705
Guatemala	1,897	0	1,409	0	0	0	1,397	1,409	3,306
Guinea	479	0	526	0	0	0	479	526	1,005
Guinea-Bissau	690	0	526	0	0	0	590	526	1,216
Guyana	1,701	0	705	1,701	0	0	0	705	705
Haiti	0	0	526	0	0	0	0	526	526
Honduras	949	0	705	0	0	0	349	705	1,654
Hungary	0	0	9,865	0	9,865	0	0	0	0
Iceland	0	0	2,114	0	2,114	0	0	0	0
India	0	0	21,843	0	21,843	0	0	0	0
Indonesia	0	0	9,865	0	502	0	0	9,363	9,363
Iran	0	0	31,708	0	0	0	0	31,708	31,708
Ireland	0	0	14,797	0	14,797	13,402	0	0	(13,402)
Israel	0	0	19,025	0	19,025	0	0	0	0
Italy	0	0	369,924	0	369,924	0	0	0	0
Jamaica	(8,757)	9,744	705	987	705	0	0	0	0
Japan	0	0	1,102,725	0	0	0	0	1,102,725	1,102,725
Jordan	0	0	705	0	705	0	0	0	0
Kazakhstan	38,521	0	1,388	0	0	0	38,521	13,388	51,909
Kenya	(784)	0	705	0	705	0	(784)	705	(79)
Kiribati	0	0	526	0	526	0	0	0	0
Kyrgyzstan	0	0	2,114	0	0	0	0	2,114	2,114
Laos PDR	0	0	526	0	526	0	0	0	0
Korea, Dem. People's	7,751	0	3,523	0	0	0	7,751	3,523	11,274
Korea, Rep. of	0	0	57,779	0	85,337	24,775	0	(27,558)	(52,333)
Latvia	0	0	5,637	0	5,637	5,106	0	0	(5,106)
Lebanon	(1,701)	0	705	0	0	0	(1,701)	705	(996)
Lesotho	1,169	0	526	1,169	526	0	0	0	0
Lithuania	8,064	0	5,637	0	0	0	8,064	5,637	13,701
Luxembourg	0	0	4,932	0	4,932	0	0	0	0
Madagascar	0	0	526	0	0	0	0	526	526
Malawi	10	0	526	10	526	477	0	0	(477)
Malaysia	0	0	9,865	0	9,865	0	0	0	0
Maldives	690	0	526	0	526	0	590	0	690

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Countries	Unpaid pledges as at 31/12/96	Adjust-ments	Pledges for 1997	Collections During 1997 for previous yrs	Collection in 1997 for 1997	Collection During 1997 for 1998& future yrs	Unpaid Pledges for Prior years	Unpaid Pledges for 1997	Unpaid pledges for 1997 and Prior Years
Vanuatu	0	0	526	0	0	0	0	526	526
Venezuela	62,092	0	23,252	62,092	23,252	52,769	0	0	(52,769)
Viet Nam	0	0	705	0	705	0	0	0	0
Yemen	0	0	705	0	0	0	0	705	705
Zambia	0	0	526	0	0	0	0	526	526
Zimbabwe	1,701	0	705	1,701	705	638	0	0	(638)
<b>TOTAL</b>	<b>943,345</b>	<b>8,992</b>	<b>5,334,068</b>	<b>551,638</b>	<b>3,482,240</b>	<b>591,296</b>	<b>400,549</b>	<b>1,861,828</b>	<b>1,561,182</b>
<b>Additional Contributions</b>									
USA	0	0	75,000	0	0	0	0	75,000	75,000
Canada	0	0	800,000	0	800,000	0	0	0	0
Quebec	0	0	200,000	0	200,000	0	0	0	0
<b>GRAND TOTAL</b>	<b>943,345</b>	<b>8,992</b>	<b>6,409,058</b>	<b>551,638</b>	<b>4,482,240</b>	<b>591,296</b>	<b>400,549</b>	<b>1,926,828</b>	<b>1,735,182</b>

Annex V

GENERAL TRUST FUND FOR THE CONVENTION ON BIOLOGICAL DIVERSITY (BY)  
Status of Contributions as at 31 March 1998

Countries	Unpaid pledges as at 31/12/97	Adjus-ments	Pledges for 1998	Collection During 1997 to 1998	Collection in 1998 for Prior years	Collection During 1998 for 1998	Unpaid Pledges for Prior years	Unpaid Pledges for 1998	Unpaid pledges for 1998 and Prior Years
	USD		USD						
Albania	1,654	0	638		0	0	1,654	638	2,292
Algeria	0	0	10,211		0	0	0	10,211	10,211
Antigua & Barbuda	(638)	0	638	638	0	0	(618)	0	0
Argentina	0	0	30,634		0	0	0	30,634	30,634
Armenia	14,756	0	3,191		0	0	14,756	3,191	17,947
Australia	(94,455)	0	94,455	94,455	0	0	(94,455)	0	0
Austria	0	0	55,524		0	0	0	55,542	55,542
Bahamas	0	0	1,276		0	0	0	1,276	1,276
Bangladesh	1,695	0	477		0	0	1,695	477	2,172
Barbados	705	0	638		0	0	705	638	1,343
Belarus	58,834	0	17,870		0	0	58,834	17,870	76,704
Belgium	72,076	0	60,063		0	0	72,076	60,063	132,139
Belize	902	0	638		0	0	502	638	1,540
Benin	(836)	0	477		0	0	(816)	477	(359)
Bhutan	(477)	0	477	477	0	0	(477)	0	0
Bolivia	2,406	0	638		0	0	2,406	638	3,044
Botswana	(705)	0	638		0	0	(705)	638	(67)
Brazil	39,269	0	103,390		0	0	39,269	103,390	42,659
Bulgaria	0	0	5,106		0	0	0	5,106	5,106
Burkina Faso	(112)	0	477		0	0	(1,2)	477	365
Cambodia	(164)	0	477		0	0	(164)	477	313
Cameroon	2,406	0	638		0	0	2,406	638	3,044
Canada	0	0	198,483		0	0	0	198,483	198,483
Cape Verde	1,216	0	477		0	0	1,216	477	1,693
Central African Rep.	30	0	477		0	0	50	477	527
Chad	1,695	0	477		0	0	1,695	477	2,172
Chile	0	0	5,106		0	0	0	5,106	5,106

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Countries	Unpaid pledges as at 31/12/97	Adjustments	Pledges for 1998	Collection During 1997 for 1998	Collection in 1998 for Prior years	Collection During 1998 for 1998	Unpaid Pledges for Prior years	Unpaid Pledges for 1998	Unpaid pledges for 1998 and Prior Years
China	0	0	47,227	0	0	0	0	47,227	47,227
Colombia	0	0	6,382	0	0	0	0	6,382	6,382
Comoros	1,695	0	477	0	0	0	1,695	477	2,172
Congo	705	0	638	0	0	0	705	638	1,343
Congo Dem. Rep.	1,695	0	477	0	0	0	1,695	477	2,172
Cook Islands	2,406	0	638	0	0	0	2,406	638	3,044
Costa Rica	2,406	0	638	0	0	0	2,406	638	3,044
Cote d'Ivoire	902	0	638	0	0	0	902	638	1,540
Croatia	6,342	0	5,744	0	0	0	6,342	5,744	12,086
Cuba	8,531	0	3,191	0	0	0	8,531	3,191	11,722
Cyprus	0	0	1,915	0	0	0	0	1,915	1,915
Czech Republic	0	0	15,955	0	0	0	0	15,955	15,955
Denmark	0	0	45,951	0	0	0	0	45,951	45,951
Djibouti	(305)	0	477	0	0	0	(305)	477	172
Dominica	0	0	638	0	0	0	0	638	638
Dominica Rep.	0	0	0	0	0	0	0	0	0
Ecuador	1,409	0	1,276	0	0	0	1,409	1,276	2,685
Egypt	0	0	5,106	0	0	0	0	5,106	5,106
El Salvador	2,406	0	638	0	0	0	2,406	638	3,044
Equatorial Guine	1,695	0	477	0	0	0	1,695	477	2,172
Estonia	2,818	0	2,553	0	0	0	2,818	2,563	5,371
Eritrea	(477)	0	477	477	0	0	(477)	0	0
Ethiopia	1,216	0	477	0	0	0	1,216	477	1,693
European Com	0	0	119,130	0	0	0	0	119,130	119,130
Fiji	705	0	638	0	0	0	705	638	1,343
Finland	(39,569)	0	39,569	39,569	0	0	(39,569)	0	0
France	0	0	409,730	0	0	0	0	409,730	409,730
Gambia	(32)	0	477	0	0	0	(32)	477	445
Georgia	30,928	0	7,020	0	0	0	30,928	7,020	37,948
Germany	0	0	578,218	0	0	0	0	578,218	578,218
Ghana	1,654	0	638	0	0	0	1,654	638	2,292
Greece	(4,356)	0	24,252	0	0	0	(4,356)	24,252	19,896
Grenada	705	0	638	0	0	0	705	638	1,343
Guatemala	3,306	0	1,276	0	0	0	3,306	1,276	4,582

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Countries	Unpaid pledges as at 31/12/97	Adjust-ments	Pledges for 1998	Collection During 1997 for 1998	Collection in 1998 for Prior years	Collection During 1998 for 1998	Unpaid Pledges for Prior years	Unpaid Pledges for 1998	Unpaid pledges for 1998 and Prior Years
Guinea	1,005	0	477	0	0	0	1,005	477	1,482
Guinea-Bissau	1,216	0	477	0	0	0	1,216	477	1,693
Guyana	705	0	638	0	0	0	705	638	1,343
Haiti	526	0	477	0	0	0	526	477	1,003
Honduras	1,654	0	638	0	0	0	1,654	638	2,292
Hungary	0	0	8,935	0	0	0	0	8,935	8,935
Iceland	0	0	1,915	0	0	0	0	1,915	1,915
India	0	0	19,784	0	0	0	0	19,784	19,784
Indonesia	9,353	0	8,935	0	0	0	9,353	8,935	18,298
Iran	31,708 (13,402)	0	28,719	0	0	0	31,708 (13,402)	28,719	60,427
Ireland	0	0	13,402	13,402	0	0	0	0	0
Israel	0	0	17,232	0	0	0	0	17,232	17,232
Italy	0	0	335,060	0	0	0	0	335,060	335,060
Jamaica	0	0	638	0	0	0	0	638	638
Japan	1,102,725	0	998,797	0	0	0	1,102,725	997,797	2,101,522
Jordan	0	0	638	0	0	0	0	638	638
Kazakhstan	51,909	0	12,126	0	0	0	51,909	12,126	64,035
Kenya	(79)	0	638	0	0	0	(79)	638	559
Kiribati	0	0	477	0	0	0	0	477	477
Kyrgyzstan	2,114	0	1,915	0	0	0	2,114	1,915	4,029
Laos PDR	0	0	477	0	0	457	0	21	21
Korea, Dem. People's	11,274	0	3,191	0	0	0	11,274	3,191	14,465
Korea, Rep. of	(52,333)	0	52,333	24,775	0	0	(52,333)	27,558	0
Latvia	(5,106)	0	5,106	5,106	0	0	(5,106)	0	0
Lebanon	(956)	0	638	0	0	0	(956)	638	(358)
Lesotho	0	0	477	0	0	0	0	477	477
Lithuania	13,701	0	5,106	0	0	0	13,701	5,106	18,807
Luxembourg	0	0	4,467	0	0	0	0	4,467	4,467
Madagascar	526	0	477	0	0	0	526	477	1,003
Malawi	(477)	0	477	477	0	0	(477)	0	0
Malaysia	0	0	8,935	0	0	0	0	8,935	8,935
Maldives	690	0	477	0	0	0	690	477	1,167
Mali	1,216	0	477	0	0	0	1,216	477	1,693
Marshall Islands	1,654	0	638	0	0	0	1,654	638	2,292

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Countries	Unpaid pledges as at 31/12/97	Adjus-ments	Pledges for 1998	Collection During 1997 for 1998	Collection in 1998 for Prior years	Collection During 1998 for 1998	Unpaid Pledges for Prior years	Unpaid Pledges for 1998	Unpaid pledges for 1998 and Prior Years
Mauritius	(638)	0	638	638	0	0	(638)	0	0
Mauritania	56	0	477	0	0	0	326	477	1,003
Mexico	73,990	0	50,419	0	0	0	73,990	50,419	124,409
Micronesia, Fed. States	(638)	0	638	638	0	0	(638)	0	0
Moldova, Rep. of	13,701	0	5,106	0	0	0	13,701	5,106	18,807
Monaco	0	0	638	0	0	0	0	638	638
Mongolia	0	0	638	0	0	0	0	638	638
Morocco	0	0	1,915	0	0	0	0	1,915	1,915
Mozambique	(477)	0	477	477	0	0	(477)	0	0
Myanmar	1,695	0	477	0	0	0	1,695	477	2,172
Namibia	0	0	0	0	0	0	0	0	0
Nauru	1,654	0	638	0	0	0	1,654	638	2,292
Nepal	(1,167)	0	477	0	0	0	(1,167)	477	(690)
Netherlands	0	0	101,475	0	0	0	0	101,475	101,475
New Zealand	(15,318)	0	15,317	15,318	0	0	(15,318)	(1)	(1)
Nicaragua	1,654	0	638	0	0	0	1,654	638	2,292
Niger	1,216	0	477	0	0	0	1,216	477	1,693
Nigeria	30,690	0	7,020	0	0	0	30,690	7,020	37,710
Niue	735	0	638	0	0	0	705	638	1,343
Norway	0	0	35,740	0	0	0	0	35,740	35,740
Oman	0	0	2,553	0	0	0	0	2,553	2,553
Pakistan	(10)	0	3,829	0	0	0	(10)	3,819	3,819
Panama	2,406	0	638	0	600	0	1,806	638	2,444
Papua New Gun	0	0	638	0	0	0	0	638	638
Paraguay	705	0	638	0	0	0	705	638	1,343
Peru	4,228	0	3,829	0	0	0	4,228	3,829	8,057
Philippines	(15)	0	3,829	0	0	0	(15)	3,829	3,814
Poland	32,019	0	21,061	0	0	0	32,019	21,061	53,080
Portugal	19,729	0	17,870	0	19,729	0	0	17,870	17,870
Qatar	0	0	2,553	0	0	0	0	2,553	2,553
Romania	0	0	5,573	0	0	0	0	5,573	5,573
Russian Federat	373,054	0	272,515	0	0	0	373,054	272,515	645,569
Rwanda	326	0	477	0	0	0	326	477	1,003
St. Kitts&Nevis	0	0	638	0	0	0	0	638	638

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Countries	Unpaid pledges as at 31/12/97	Adjustments	Pledges for 1998	Collection During 1997 to: 1998	Collection in 1998 for Prior years	Collection During 1998 for 1998	Unpaid Pledges for Prior years	Unpaid Pledges for 1998	Unpaid pledges for 1998 and Prior Years
Sf. Lucia	705	0	638	0	0	0	705	638	1,343

Countries	Unpaid pledges as at 31/12/97	Adjustments	Pledges for 1998	Collection During 1997 for 1998	Collection in 1998 for Prior years	Collection During 1998 for 1998	Unpaid Pledges for Prior years	Unpaid Pledges for 1998	Unpaid pledges for 1998 and Prior Years
Saint Vincent & Grenadines	705	0	638	0		0	705	638	1,343
Samoa	1,226	0	477	0		0	1,216	477	1,693
Sar. Marino	0	0	638	0		0	0	638	638
Senegal	(182)	0	638	0		0	(182)	638	456
Seychelles	2,406	0	638	0		0	2,406	638	3,044
Sierra Leone	1,695	0	477	0		0	1,695	477	2,172
Singapore	0	0	8935	0		0	0	8,935	8,935
Slovak	0	0	5106	0		0	0	5,106	5,106
Slovenia	4,932	0	2467	0	4,932	0	0	4,467	4,467
Solomon Islands	1,216	0	477	0		0	1,216	477	1,693
South Africa	0	0	20,423	0		0	0	20,423	20,423
Spain	0	0	151,894	0		0	0	151,894	151,894
Sri Lanka	0	0	638	0		0	0	638	638
Sudan	1,216	0	477	0		0	1,216	477	1,693
Suriname	1,395	0	638	0		0	1,395	638	2,033
Swaziland	0	0	638	0		0	0	638	638
Sweden	0	0	78,500	0		0	0	78,500	78,500
Switzerland	0	0	77,223	0		0	0	77,223	77,223
Syria	3,323	0	3,191	0		0	3,323	3,191	6,714
Togo	1,216	0	477	0		0	1,216	477	1,693
Trinidad & Tobago	0	0	1,915	0		0	0	1,915	1,915
Tunisia	(1,915)	0	1,915	1,915		0	(1,915)	0	0
Turkmenistan	2,818	0	2,553	0		0	2,818	2,553	5,371
Uganda	258	0	477	0		0	258	477	735
Ukraine	184,958	0	69,565	0		0	184,958	69,565	254,523
United Kingdom	(339,527)	0	339,527	339,527		0	(338,527)	0	0
Un. Rep of Tanzania	526	0	477	0		0	526	477	1,003
Uruguay	9,620	0	2,553	0		0	9,620	2,553	12,173
Uzbekistan	9,160	0	8,297	0		0	9,160	8,297	17,457
Vanuatu	526	0	477	0		0	526	477	1,003
Venezuela	(52,769)	0	21,061	(52,769)		0	(52,769)	(31,708)	(31,708)
Viet Nam	0	0	638	0		0	0	638	638
Yemen	705	0	638	0		0	705	638	1,343

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Countries	Unpaid pledges at 31/12/97	Adjustments	Pledges for 1998	Collection During 1997 for 1998	Collection in 1998 for Prior years	Collection During 1998 for 1998	Unpaid Pledges for Prior years	Unpaid Pledges for 1998	Unpaid pledges for 1998 and Prior Years
Zambia	526	0	477	0		0	226	477	1,003
Zimbabwe	(638)	0	638	638		0	(638)	0	0
<b>TOTAL</b>	<b>1,661,132</b>	<b>0</b>	<b>4,825,281</b>	<b>591,296</b>	<b>25,261</b>	<b>0</b>	<b>1,635,921</b>	<b>4,229,062</b>	<b>5,190,244</b>
<b>Additional Contributions</b>									
USA	75,000	0	0	0	75,000	0	0	0	0
Canada	0	0	800,000	0		0	0	800,000	800,000
Quebec	0	0	200,000	0		0	0	200,000	200,000
<b>GRAND TOTAL</b>	<b>1,736,132</b>	<b>0</b>	<b>5,825,281</b>	<b>591,296</b>	<b>100,261</b>	<b>0</b>	<b>1,635,921</b>	<b>5,229,062</b>	<b>6,064,983</b>

Please note the copies of acknowledgement letter and receipts are yet to follow  
Canada and Quebec 5 Years Plan pledge for additional contributions beginning 1996-2000



Annex VI

GENERAL TRUST FUND FOR ADDITIONAL VOLUNTARY CONTRIBUTIONS IN SUPPORT OF APPROVED ACTIVITIES UNDER THE CONVENTION ON BIOLOGICAL DIVERSITY (BE)

Status of Contributions as at 31 December 1997 (in United States dollars)

COUNTRIES	Unpaid	Adjustments	Pledges for	Collections	Collections	Unpaid pledges
Australia	(125,000)	125,000	0	0	0	0
Netherlands	0	0	27,200	3/	22,000	5,200
Netherlands	0	0	4,990	2/	4,990	0
Slovak Republic	0	0	14,672	4/	0	14,672
Spain	0	0	82,233	5/	0	82,233
Switzerland	0	0	20,000	5/	18,000	2,000
United Kingdom	0	0	55,620	1/	7,647	47,973
TOTAL	(125,000)	125,000	204,715		52,637	152,078

- 1/ UK pledged UK£ 30,000+4,540 to pay for secondment
- 2/ Netherlands pledged \$5,000 for meetings of Biosafety Protocol Bureau
- 3/ Netherlands contribution towards travel and lodging of 11 participants Meeting of the Liaison Group on Indicators Project no WWI13407 (moved from BZ)
- 4/ Slovak: COP Bureau Meeting Bratislava-December '97
- 5/ Spain's pledge for workshop on traditional knowledge
- 6/ Switzerland: The Conference of the Parties Bureau Meeting (June-July 1997)

Annex VII

GENERAL TRUST FUND FOR ADDITIONAL VOLUNTARY CONTRIBUTIONS IN SUPPORT  
OF APPROVED ACTIVITIES UNDER THE CONVENTION ON BIOLOGICAL DIVERSITY (BE)

Status of Contributions as at 31 March 1998 (in United States dollars)

COUNTRIES	Unpaid pledges as at 31.12.97	Adjustments	Pledges For 1998		Collections in 1998 for prior	Collection in 1998 for 1998	Unpaid pledges for 1998 & prior
Netherlands	5,200	0	0	2/	0	0	5,200
Slovak Rep.	14,672			3/	14,672		0
Slovak rep.	0	0	416,536	6/			416,536
Spain	82,233	0		4/			82,233
Switzerland	2,000	0	0	5/	0	0	2,000
United Kingdom	47,973	0	57,567	1/	0	0	105,540
TOTAL	152,073	0	474,103		14,672	0	611,509

1/ UK pledged UK£ 30,000+4,540 to pay for secondment

2/ Netherlands contribution towards travel & lodging expenses of 11 participants of Meeting of the Liaison Group on Indicators, project no WW113407 (moved to BZ)

3/ Slovak: COP Bureau Meeting Bratislava -December '97

4/ Spain's pledge for workshop on traditional knowledge

5/ Switzerland: COP Bureau Meeting (June-July 1997)

6/ Slovak - Host Country Agreement COP4

Annex VIII

GENERAL TRUST FUND FOR THE VOLUNTARY CONTRIBUTIONS TO FACILITATE THE PARTICIPATION OF PARTIES IN THE FACILITIES  
PROCESS OF THE CONVENTION ON BIOLOGICAL DIVERSITY (BZ)  
(as of 31 December 1997)

Countries	Unpaid pledges as at 31.12.96	Adjustments	Pledges for 1997	Collections in 1997 and prior years	Collections in 1997 for future yrs	Unpaid pledges for 1997 & prior years
Australia	0	0	15,120	15,120	0	0
Australia	0	0	14,324	14,324	0	0
Austria	0	0	10,000	10,000	0	0
Austria	0	0	0	0	30,000	(30,000)
Chile	0	0	5,000	5,000	0	0
Denmark	0	0	80,000	80,000	0	0
Denmark	0	0	20,000	0	0	20,000
EEC	93,867	0	88,000	32,880	0	148,987
Finland	0	0	22,529	22,529	0	0
Finland	0	0	0	0	20,000	(20,000)
Finland	0	0	20,000	0	0	20,000
Germany	0	0	45,597	45,597	0	0
Germany	0	0	10,000	10,000	0	0
Japan	0	0	523,931	0	0	523,931
Korea, Rep. of	0	0	50,000	50,000	0	0
Netherlands	0	0	100,000	0	0	100,000
Netherlands	0	0	24,995	24,995	0	0
New Zealand	0	0	15,955	15,955	0	0
Norway	0	0	151,953	151,953	0	0
Sweden	0	0	166,400	166,400	0	0
Switzerland	0	0	5,378	5,378	0	0
Switzerland	0	0	17,194	0	0	17,194
Switzerland	0	0	10,000	10,000	0	0
Switzerland	0	0	25,000	25,000	0	0
Switzerland	0	0	15,000	0	0	0
UK	0	0	50,000	50,000	0	0
Total	93,867	0	1,486,377	735,131	50,000	755,112

- 1/ Australia additional contribution to cover travel cost for the participants from countries in the Asia and the Pacific region for Biosafety 3 meeting
- 2/ Australia contribution moved from BE
- 3/ EEC Contribution towards cost of least developed countries (60% of ECU75,000)
- 4/ Germany contribution towards the participation of representatives from developing countries in the SBSRTA III meeting and negotiating committee for Biosafety Protocol which will be held in 1997 DM80,000
- 5/ Netherlands contribution towards the third meeting of the Conference of the Parties, project WW110931-\$100,000
- 6/ Switzerland contribution towards participation of Albania to the SBSRTA meeting
- 7/ Austria additional contribution to cover travel costs for the participants to the third meeting of biosafety working group
- 8/ Denmark contribution towards travel cost of participants from developing countries i.e. Estonia, Latvia, Lithuania, to travel to the regional meeting before the fourth meeting of the Conference of the Parties in 1998
- 9/ Austria contribution towards meeting for biosafety working group participation from developing countries in \$US 10,000
- 10/ Germany meeting of working group 13-17 October 1997
- 11/ UK Contributions towards travel costs of Biosafety 4; The fourth meeting of the Conference of the Parties (JK Pound 60,000)
- 12/ Switzerland-Madrid Meeting 24-28 November 1997 (CF 25,000)
- 13/ Finland: The fourth meeting of the Conference of the Parties
- 14/ Finland: assist the participation of developing countries on negotiation on biosafety protocol
- 15/ Finland: to cover travel expenses to the workshop on indigenous knowledge and biodiversity, Madrid (FMK 120,000)
- 16/ Korea: contribution towards travel costs of participants to the clearing-house mechanism workshop in Asia
- 17/ Norway contribution towards travel costs of LDCs and Small Islands States to CBD meetings

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18/ Additional contribution to cover the travel cost for participants from developing countries to SCBD meeting in 1997

19/ Sweden contribution towards travel cost of LDCS and Small Islands States to CBD meetings

20/ Switzerland: contribution for travel cost of participants from African francophone least developed countries for biosafety 3

21/ Switzerland: biosafety 4

22/ Japan pledged \$523,931 for various core activities (\$100,000 for the 4<sup>th</sup> meeting of biosafety, \$20,000 for Asian Regional Meeting, Hainan, China, \$100,000 for the fourth meeting of the Conference of the Parties, (Moved \$155,931 from BE) Japan to advise on utilization of remaining funds.

23/ Switzerland: SBSTTA

Annex IX

GENERAL TRUST FUND FOR THE VOLUNTARY CONTRIBUTIONS TO FACILITATE THE PARTICIPATION OF PARTIES IN THE PROCESS OF THE CONVENTION ON BIOLOGICAL DIVERSITY (BZ)  
STATUS OF PLEDGES (as of 31 March 1998)

Countries	Unpaid pledges as at 31.12.97	Adjustments	Pledges for 1998	Collections in 1997 for 1998	Collections in 1998 for prior years	Collections in 1998 for 1998 & future yrs	Unpaid pledges for 1998 & prior years
Austria	(30,000)	0	30,000	30,000	0	0	0
Canada	0	0	150,000		0	0	150,000
Denmark	20,000	0	0		0	0	20,000
EEC	148,987	0	0		0	0	148,987
Finland	(20,000)	0	20,000	20,000	0	0	0
Finland	20,000	0	0				20,000
Ireland	0	0	43,335		0	0	43,335
Japan	523,931	0	0		0	0	523,931
Korea, Rep. of	0	0	50,000		0	0	50,000
Netherlands	100,000	0	0		0	0	100,000
Switzerland	15,000	0	0		0	0	15,000
Switzerland	0	0	65,000		0	6,500	0
Switzerland	17,194	0			17,194	0	
UK	0	0	96,000		0	0	96,000
Total	795,112	0	454,335	50,000	17,194	65,000	1,168,253

1/EEC Contribution towards cost of least developed countries (60% of ECU75,000)

2/The Netherlands contribution towards third meeting of Conference of the Parties, project WW110931-\$100,000

3/Austria additional contribution to cover travel costs for the participants to the third meeting of biosafety working group

4/Denmark contribution towards travel costs for participants from developing countries i.e Estonia, Latvia, Lithuania to travel to the regional meeting before the fourth meeting of the Conference of the Parties in 1998

5/UK Contributions towards travel costs of Biosafety 4; The fourth meeting of the Conference of the Parties (UK Pound 60,000)

- 6/Switzerland contribution to cover the participation of African countries & countries with economies in transition to the activities of the Ad Hoc Working Group on Biosafety assigned by the second meeting of the Conference of the Parties and the third meeting of the Conference of the Parties
- 7/Switzerland-Madrid Meeting 24-28 November 1997 (CF 25,000)
- 8/Canada: additional contribution to cover the travel costs for participants from developing countries to SCBD meetings
- 9/Ireland-Meetings of the Conference of Parties and SBSTTA
- 10/Finland-The fourth meeting of the Conference of the Parties
- 11/Korea: contribution towards travel costs of participants to the clearing-house mechanism workshop in Asia
- 12/Japan pledged \$523,931 for various core activities (\$100,000 for the 4<sup>th</sup> meeting on biosafety 5-13 Feb.98, Montreal; \$20,000 for the Asiar Regional Meeting, Hainan, China; \$100,000 for COP4. Japan to advise on utilization of remaining funds.
- 13/Switzerland: SBSTTA

Annex X

**FINANCIAL STATEMENT OF GENERAL TRUST FUND FOR  
THE CONVENTION ON BIOLOGICAL DIVERSITY**

**I. PROVISIONAL INTERIM STATEMENT OF INCOME AND EXPENDITURE AND CHANGES RESERVES  
AND FUND BALANCE FOR THE BIENNIUM 1996-1997 ENDED 31 DECEMBER 1997**

	US DOLLARS
<b>INCOME</b>	
Voluntary contributions	13,097,976
Interest income	921,661
Miscellaneous Income	2,36,550
<b>TOTAL INCOME</b>	<b>16,346,188</b>
<b>EXPENDITURE</b>	
Staff and other personnel costs	4,557,918
Consultants	703,490
Travel	408,250
Contractual services	450,314
Meetings and conferences	1,789,110
Rentals	(43,339)
Operating expenses	194,243
Acquisitions	467,530
Reporting costs	241,289
Sundry	532,110
UNEP participation costs	12,090
Hospitality	37,678
Gain on exchange	(2,172)
Bank charges	667
Programme support costs	1,215,589
<b>TOTAL EXPENDITURE</b>	<b>10,564,767</b>
Prior period adjustments	(8,667)
<b>NET EXCESS OF INCOME OVER EXPENDITURE</b>	<b>5,772,754</b>
<b>RESERVE AND FUND BALANCE, BEGINNING OF PERIOD</b>	<b>2,963,296</b>
<b>RESERVE AND FUND BALANCE, END OF PERIOD</b>	<b>8,736,050</b>

**II. PROVISIONAL STATEMENT OF ASSETS, LIABILITIES, RESERVE  
AND FUND BALANCE FOR THE FIRST YEAR OF THE BIENNIUM 1996-1997  
AS AT 31 DECEMBER 1997**

<b>ASSETS</b>	
Cash and term deposits	9,585,763
Advances	10,000
Voluntary contributions receivable	1,734,690
Other accounts receivable	476,260
<b>TOTAL ASSETS</b>	<b>11,806,713</b>
<b>LIABILITIES</b>	
Unliquidated obligations	1,064,332
Inter-fund balances payable	1,570,475
Other accounts payable	435,856
<b>TOTAL LIABILITIES</b>	<b>3,070,662</b>
<b>RESERVE AND FUND BALANCE</b>	
Cumulative surplus	8,736,050
<b>TOTAL RESERVE AND FUND BALANCE</b>	<b>8,736,050</b>
<b>TOTAL LIABILITIES, RESERVE AND FUND BALANCE</b>	<b>11,806,713</b>