



9th Meeting of the Parties (MoP9)

Reunion Island, 4–8 July 2022

MOP-09-06

DRAFT BUDGET 2023

SIOFA SECRETARIAT

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Abstract	
<p>This document provides a copy of the draft SIOFA 2023 budget circulated to all Official Contacts on 04th May 2022 in accordance with Regulation 3.5 of the Financial Regulations of the Meeting of the Parties.</p> <p>The draft SIOFA 2023 budget has been prepared in two parts: The first section is a Word Document, which outlines the details of each Item and Sub-Item included in the draft budget forecast. This document aims to provide the rationale behind the figures proposed for the 2023 draft budget. The second document is an Excel file, which provides the compiled budget proposal for 2023. The compiled budget grid has been prepared under three scenarios.</p>	

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² Documents available only to members invited to closed sessions as per SIOFA RoP 20.

Recommendations
<ul style="list-style-type: none">• The MoP to review and consider the budget proposals• The MoP to agree upon and adopt a budget for 2023

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- The MoP to agree upon and adopt a budget for 2023



Draft SIOFA 2023 Budget

Rationale

Financial Regulations of the Meeting of the Parties prescribe that

Regulation 3.1

The Executive Secretary shall prepare draft budgets in accordance with Article 5(4) of the Agreement comprising estimates of receipts and proposed expenditures by the Meeting of the Parties and any subsidiary bodies established pursuant to Article 7 of the Agreement for the ensuing two financial years. The draft budget and annual contributions shall be assessed in euro. (Regulation 3.1)

The draft budget provided in Table 1 fulfils the requirements of the Financial Regulations of the Meeting of the Parties Regulation 3.1, and has been prepared in consultation with the SIOFA Chairperson and in accordance with the overall Regulation 3 of the Financial Regulations of the Meeting of the parties.

The staffing issue is the first decision to be taken by the MoP. Several options, are at disposal of the MoP, each of them with implications for the budget and/or capacity of the Secretariat

- 1- Reduce staff = lower costs but loss of capacity
- 2- Maintain current staff = similar costs, might need to prioritise Secretariat functions.
- 3- Increase staff = increase costs but also Secretariat capacity, (Means movement to a bigger office).

The Budget presents different scenarios, for the consideration of the MoP. These depend on the decision by the MoP as to whether the contract of the Data Officer is renewed. In the case where the contract is not renewed, this document presents three possible scenarios, as follows:

- Closure of the Data Officer position
- Replacement of the current Data Officer with a new Data Officer
- Replacement of the Data Officer with a Compliance Officer

Explanations for the increasing budgets compared to the 2022 Budget are provided item-by-item below.

Budget Item 1 - Personnel Costs

Personnel Costs are the largest component of the SIOFA budget.

In the context of developing the Secretariat capabilities to address its tasks, several scenarios can be envisaged depending on the MoP development wishes.

The list of hypotheses below is non-exhaustive and heavily depends on the progress of projects planned in the document MoP-09-05: Long-term plan scenarios for the structured development of the Secretariat's capabilities and budget.

1-1 Executive Secretary (ES)

The salary and allowance for the Executive Secretary have been updated for 2023, using the average increase of the previous 3 years in the annual re-assessment of the corresponding level of the UN salary-scale.

In line with UN regulations, within-grade increments are awarded based on satisfactory service. For grades P1-P5 increments are granted annually up to step VII, and biennially thereafter. However, the salary of the ES has been maintained at P5 step 1 at his request as the upgrading is not mandatory and with the aim to utilize the corresponding funds to strengthen the Secretariat capabilities through the recruitment of one assistant each year.

The first 4-years term of the ES contract will end on 11th December 2023, unless a decision is taken by the MoP10 to renew it.

1-2 Data Officer (DO)

The eighth Meeting of the Parties requested to proceed with the recruitment of a Data Officer for the duration of one year to replace the Data Manager's contract that was coming to an end after his two-year contract was extended. The recruitment process and the outcome of the SIOFA Staff recruitment have been circulated to all Official contacts (Circulars [2021-32](#) and [2021-42](#)).

Due to the candidate's experience and versatility, the level of remuneration has been set, after validation by the Chairperson, at level P2 - step 5.

The current contract of the Data Officer ends on 31 December 2022. The MoP therefore has several options

1.2.1 Renewal of the DO's contract.

The Executive Secretary recommends this option, as the current Data Officer has skills in data management, and also, in IT management and website maintenance. The Data Officer breakdown tasks are listed below:

- Data management (data verification, processing, storage, database maintenance, data requests, data report, documentation, analysis, etc): 55%
- IT management (OS, Hardware/software maintenance, contracting, subscriptions, troubleshooting): 10%
- Website and email management: 10%
- MCS management (entry-exit and authorised vessels list maintenance): 5%
- Meeting support (setup, documentation, Zoom, meeting attendance): 10%
- Executive Secretary support: 10%

The following options would not allow for this versatility to be maintained; in which case the Secretariat would certainly lose in efficiency.

1.2.2 Non-renewal of the DO

In the event of a decision not to renew the DO contract, 3 options are available

1.2.2.1 Closure of the post

The closure of the post of Data Officer means that its workload and roles will have to be shared momentarily between the Executive Secretary and the Science Officer, and potentially a Compliance Officer. Given the workload of the Secretariat in its current structure, the closure of this post would imply a substantial decrease in the capabilities and output of the Secretariat.

1.2.2.2 Replacement of the current DO by a new DO

The replacement of the current Data Officer by a new Data Officer implies a period of handover and takeover of the current files.

1.2.2.3 Replacement of the DO by a Compliance Officer

This option is developed under paragraph 1.4, but as with the previous paragraph 1.2.2.2 it requires experience in fields beyond compliance only, notably data management notably if no other staff would take on these tasks. Indeed, if a compliance office is recruited instead, the compliance officer

would need to have expertise in data management if he/she is to absorb some of the tasks done by the DO

1-3 Science Officer (SO)

The MoP8 agreed to recruit a Science Officer for a period of two years with the possibility of renewal, subject to the agreement of the Meeting of the Parties.

The recruitment process and the outcome of the SIOFA Staff recruitment have been circulated to all Official contacts (Circular [2021-27](#) and [2021-42](#)).

Due to the candidate's experience and relevant academic and operational background, the level of remuneration was set, after validation by the Chairperson, at level P2 - step 5.

The first contract of the Science Officer will expire on 1st February 2024 and may be renewed for an additional two-year term.

1-4 Compliance Officer (CO)

As part of the strengthening of the Secretariat, the prospect of recruiting a Compliance Officer to complement the existing team was raised at MoP8. The replacement of the Data Officer function by a Compliance Officer whose tasks would be divided between him/her, and the Science Officer is a hypothesis that should be carefully analysed.

While it is possible for the members of the current Secretariat to make up for the tasks of a Compliance Officer, possibly with occasional reinforcements, it would be difficult to make up for the versatility of the Data Officer's tasks, which require specific knowledge and technical skills that will be difficult to get from a compliance specialist.

Nevertheless, if SIOFA budget permits, it is clear that the recruitment of a Compliance Officer would benefit the SIOFA and allow the Secretariat to cope better with the workload. Additionally, a Compliance Officer would enable the Secretariat to strengthen its capabilities. Full details of the potential functions and duties of a SIOFA Compliance Officer are outlined in the Secretariat's Long-term Plan (MOP-09-05). Particularly with respect to the follow-up of reports on entries and exits from the zone, transshipments at sea, port and at-sea inspection reports, the follow-up of compliance measures in force and support for the CCPs to improve their performance. These tasks are currently mainly taken on by the Executive Secretary and the Data Officer, in addition to their respective tasks. For the time being, an ad hoc reinforcement would be sufficient and would allow the Secretariat to cope with the different tasks required. In the medium term, it might be appropriate to consider an additional part-time or full-time post depending on the development of the SIOFA VMS. A Compliance Officer would mostly likely be required to help facilitate the establishment of a VMS by contributing to discussions on the technical requirements and logistics. The Compliance Officer position could then be maintained once the VMS is operational.

1.5 Separation from Service

Separation from Service is composed of two elements: rate compensation and annual leave.

Two staff members may qualify for Separation from Service payments at the end of 2023, with different component of the separation costs due to the differences in the contract's duration. The ES (rate and leave) and DO (leave only, as he has been contracted for one year only).

1.5.1 Rate compensation

In the event of separation from service with the Secretariat, staff members shall be compensated at a rate of one month base pay for each year of service beginning the second year, unless the cause of termination has been gross dereliction of duties.

1.5.2 Annual leave

Annual leave must be also considered as an exceptional expense when the leaves have not been used.

According to the para 7.5 of the SIOFA Staff regulation, staff members who, upon termination of their appointment have accumulated annual leave that has not been taken shall receive the cash equivalent estimated on the day the last salary is received.

1.6 Temporary Personnel

In line with SIOFA Staff Regulation 11.1 and 11.2, The Executive Secretary may, subject to the approval of the Meeting of the Parties or its Chairperson and within the Secretariat's approved budget, contract temporary personnel necessary to discharge special duties in the service of the Secretariat and the Meeting of the Parties. Such personnel shall be classified as additional help and may be paid on an hourly basis.

Persons in this category may include translators, interpreters, typists, interns, and other persons contracted for meetings, as well as those whom the Executive Secretary contracts for a specific task. Whenever possible, except in the case of interns, persons resident in La Reunion shall be utilized in such cases.

1.6.1. Temporary Personnel – Internships

Internships offer mutual benefits for the Secretariat and the selected candidate. They provide recent graduates with an opportunity to develop skills in a professional setting. The intern, in return, allows the Secretariat to accomplish tasks that would otherwise be difficult to implement with its existing resources. The internship salary has been calculated on an hourly basis, in line with the Staff Regulations.

1.7 Rent Subsidy

The rent subsidy has been maintained at a fixed rate of 750€/month per professional staff, the same level as in previous years.

1.8 Assignment Grant

This cost shall be considered if the MoP decide in favour of a new recruitment in 2023.

On taking up appointment in the Professional staff category, each staff member shall be eligible for an installation grant calculated on the existing UN rate. The assignment grant for a non-married professional at P2 is approximatively 20 000€.

For married staff, this grant increases by 4500€ for each member of the family.

1.9 Travel Cost

This cost shall be considered if the MoP decide in favour of a new recruitment in 2023.

Travel costs may vary depending on the domicile of the person recruited, and the family composition. It has been estimated for 2023 at a maximum of €16,000 (for estimation purposes based on the recruitment of a person from Japan, married with 2 children). If new recruits are traveling from the EU, the cost shall be divided by 3 to reflect the lower cost of flights from mainland Europe to La Réunion.

1.10(to 1.14) Family costs

This cost shall be considered if the MoP decide in favour of a new recruitment in 2023.

They have been assessed at approximatively at 15000€ for a family with two children

"Leave for child studying abroad", "Single Parent", "Spouse's Allowance" and "Education Grant", have not been used until now due to the profiles of the current Secretariat personnel. However, these financial lines have not been deleted since they may be relevant for future projections.

1.15 Pension and Health Scheme

According to the SIOFA Staff Rules, the Secretariat must pay two thirds of the total contribution of the pension fund and insurance, up to the maximum percentage applicable to the UN Secretariat.

The current total UN rate for this contribution is 23.7 per cent.

The Secretariat therefore pays the equivalent of 15.8 per cent of the total salary, and the Staff member pays 7.9 per cent of their salary.

Budget Item 2 - Property, Plant and Equipment

The line 'Hosting Agreement Expenses' represents various operating costs such as security or maintenance of the Secretariat premises. An increase in these charges is currently foreseen for the next three years but has not yet been set. The Secretariat suggests that an annual increase of 600€ should correspond to the potential increase in rent for 2023.

The Secretariat, in accordance with the MoP's requests, has made several investigations for a possible move of the SIOFA Secretariat premises (please see also paper MoP-09-INFO-04 - New premises for the SIOFA Secretariat). There are currently no premises available in public or governmental buildings of La Reunion that could accommodate the Secretariat if more staff is hired. The Secretariat with the support of the host departments try to find a solution. A possibility could be found next year with the move of a department from South Indian Ocean Directorate, but the difficulties linked to the Covid 19 brake most of the activities and nothing is now confirmed.

If this move is confirmed, a specific budget of around €20,000 should be set aside from the reserve fund and made available to the Secretariat to finance the moving costs to the new premises and an updated rental cost.

If the Secretariat must move in a public place, the cost for the hosting country could be approximatively €50,000 by year (including maintenance and utilities).

Budget Item 3 - Meeting support SC8 & WG meetings

This agenda item stands for the cost of holding 7 days of SC workgroup meetings (14-16 and 22-25 March, for PAEWG5 and SERAWG5), 4 days of technical workshops (17-21 March) and 5 days of SC meeting (27-31 March, SC8) in Tenerife (Canary Islands, EU) at the invitation of the European Union.

All the expenses linked to venue and catering should be cover by the European Union Grant SIOFA-SC8, which has recently been approved, so no costs are envisioned in this provisional budget.

Nevertheless, this grant Agreement doesn't cover the cost of travels and daily subsistence allowances (DSA) of the Secretariat staff, or the travel and attendance costs for the SC Chairperson. Therefore, these expenses are presented in the provisional budget as sub-items 3.2 to 3.4.

Budget Item 4 - Meeting costs MoP10 & CC7

According to the SIOFA Rules of Procedure, Rule 1 para 2, every second ordinary Meeting of the Parties will be held in Mauritius.

The budget Item 4 is based on the cost of hosting of the meetings in a 4-star hotel in Mauritius.

Item 4.2: For MoP consideration, the budget includes all Secretariat flights accommodations and allowances.

Item 4.4: Additionally, if the Chairperson of the Compliance Committee and/or the Chairperson of the Meeting of the Parties are from a developing country, the cost of travel, accommodation, and a Daily Subsistence Allowance will be provided. The Secretariat propose allocating 15,000 € to cover this expense.

Budget Item 5 - Representation

The representation objectives were impacted during all the period of COVID 19.

In order to keep in touch with some States bordering the SIOFA area to invite them to join SIOFA, and to participate in working meeting of neighboring RFMO the Secretariat would want to dispose of a budget

This budget, before the Covid 19 was set at 10 000 €.

Budget Item 6 - Administration of article 13-4

Some developing states have contacted the Executive Secretary to obtain a financial support to come to CC and MoP. The Secretariat recommends maintaining this budget line at the same level as in 2022: 9482 €

Budget Item 7 - Communication and IT

Item 7 has been split into 3 distinct parts.

7.1 Telephone, Internet and IT related consumables

These costs are based on the size of the Secretariat, and so are projected to increase slightly in following the recruitment of additional staff. For example, under Scenario 3, where a Compliance Officer is hired (i.e. Current Secretariat +1)

7.2 Database server management, external IT service and software subscription

These expenses are stabilized and decrease from 4 000 € to 3 200 €

7.3 IT Hardware (Computers, peripherals...)

These expenses are stabilized and decrease from 5 000 € to 4 200 €, but should increase with the recruitment of extra staff which is about €1,600 1st year + about €400 for yearly obsolescence and planned replacement (after about 4 years).

Budget Item 8 - Financial Services

8.1 Account and Record Keeping

The budget planned for the accountant has been updated to consider the inflation.

8.2 Audit

According to the para 11.1, The financial rules of the MoP do not provide for the renewal of the contract of the External Auditor after two 3-year periods. The contract with the Auditor will end on 21 January 2024. A re-tender will be done during the first semester 2023, in order to propose a selection of External auditor to the MoP10.

8.3 Bank Charges

The bank charge increases due to the number of international bank transfer linked to Scientist consultancies.

Budget Item 9 – Contracts for Specific Services

9.1 Research Activities

The expenses for the recommended research activities as described in the SC7 report and are attached to this report (Appendix B)

The Secretariat recommends that a fund of €1000 be transferred from the current account to the Scientific Account to cover bank charges.

9.2 SC Chairperson

As mentioned in the SC7 report, there were no nominations for a new SC Chair from among CCPs and recognising the hard work and leadership demonstrated by the current SC Chair, the SC RECOMMENDED that the MoP extend the term of the current SC Chair for one year.

9.3 Consultant – Expert – Service Outsourced

Under Scenario 1.3.2.1 (Closure of the Data Officer position), the Secretariat will most likely require support in IT services, database, and website management. Such support may be provided through the recruitment of short-term experts or outsourced to a specialised local company. It is projected such support would require a budget of 40,000€. Additionally, under this scenario, is projected that the Secretariat may require the recruitment of a short-term Compliance Expert to support work on specific tasks. It is proposed that 15,000 € is allocated for such a position.

Under Scenario 1.3.2.2 (Replacement of the Data Officer with a new Data Officer), is projected that the Secretariat may require the recruitment of a short-term Compliance Expert to support work on specific tasks inside the Secretariat. It is proposed that 15,000 € is allocated for such a position.

Under Scenario 1.3.2.3 (Replacement of the Data Officer with a Compliance Officer), the Secretariat will most likely require support in IT services, database, and website management. Such support may be provided through the recruitment of short-term experts or outsourced to a specialised local company. Full details of the proposal for recruiting an IT Expert are outlined in the SIOFA Long Term Plan (MOP-09-05). The cost of recruiting a short-term IT Expert (under Staff Regulation 11) would amount to 15,000 €. The cost of outsourcing an IT Officer is estimated at 20,000 €.

Budget Item 10 - Miscellaneous

The Secretariat recommends maintaining it at the same level than the previous year (2022), at 5000 €. Miscellaneous funds are necessary to fund unforeseen costs that do not fall under existing budget items. For example, the funds allocated under *Item 10.2* may be used to purchase hand sanitisers, masks, and surface disinfectants for the SIOFA office, or to print, or translate some official text. The funds were also previously used to purchase a retirement gift for the SERAWG Chair (for a cost of 140 €) in acknowledgment of his long service with SIOFA.

Calculation of Annual Contributions for 2023

The calculation of the contribution for each CCP has been based on a standard formula created as per SIOFA financial rules, and composed as following:

- a) A basis representing 10 per cent of the total budget equally divided among all the Contracting Parties and participating fishing entities.
- b) A national wealth component of 30 per cent, divided in two halves:
 - one half divided among the Contracting Parties and participating fishing entities according to their respective Gross National Income (as defined by the World Bank or, in the specific case of participating fishing entities, an equivalent institution);
 - One half divided among Contracting Parties and participating fishing entities according to their Gross National Income per capita (as defined by the World bank or, in the specific case of participating fishing entities, an equivalent institution).
- c) 60 per cent of the total budget shall be allocated among the Contracting Parties and participating fishing entities in proportion to their average catch in the three calendar years,

beginning four years before the calendar year during which the budget is adopted. This part of the budget is composed of two halves:

- one half based on the catch of high-value species (orange roughy, alfonsino, toothfish and all species of deep-sea sharks; and
- one half on the catch of all other, low-value species.

- d) The Secretariat suggest keeping the same contribution calculation formula for 2023. Note that when a CCP do not provide any catch information, the Secretariat will consider its catch to be zero.

		2022 ADOPTED	2023 PROPOSED		
		By MoP 8	Scenario 1 (ES+SO+DO+ 1 Expert)	Scenario 2 (ES+SO+CO+2 Experts)	Scenario 3 (ES+SO+DO+CO)
Item 1. Personnel Costs		406,400 €	437,383 €	434,875 €	523,000 €
1.1	Executive Secretary P5	118,669 €	120,860 €	120,860 €	120,860 €
1.2	Data officer P2	72,866 €	75,000 €	75,000 €	75,000 €
1.3	Science Officer P2	72,866 €	75,000 €	75,000 €	75,000 €
1.4	Compliance Officer P2	0 €	0 €	72,866 €	72,866 €
1.5	Separation from service *(1) (5)	20,811 €	28,363 €	28,363 €	28,363 €
1.6	Temporary personnel (internships) /one by year	0 €	15,000 €	15,000 €	15,000 €
1.7	Rent subsidy (2) (5)	18,000 €	18,000 €	18,000 €	18,000 €
1.8	Assignment Grant* (3) (5)	23,294 €	24,000 €	24,000 €	24,000 €
1.9	Travel Cost* (5)	16,000 €	16,000 €	16,000 €	16,000 €
1.1	Home leave	0 €	400 €	400 €	400 €
1.11	Child studying abroad leave*	3,000 €	3,000 €	3,000 €	3,000 €
1.12	Single Parent/Child allowance *	3,252 €	3,252 €	3,252 €	3,252 €
1.13	Spouse allowance *	4,372 €	4,107 €	4,107 €	4,107 €
1.14	Education grant *	4,000 €	4,000 €	4,000 €	4,000 €
1.15	Pension & health schemes	46,270 €	47,401 €	47,027 €	60,152 €
1.16	Staff development and training	3,000 €	3,000 €	3,000 €	3,000 €
Item 2. Property, Plant and Equipment		9,392 €	11,000 €	11,000 €	11,000 €
2.1	Convention d'hébergement charges (7)	3,392 €	4,000 €	4,000 €	4,000 €
2.2	Maintenance (7)	0 €	0 €	0 €	0 €
2.3	Utilities - Includes electricity, water, gas (7)	0 €	0 €	0 €	0 €
2.4	Office Equipment and furniture	3,000 €	4,000 €	4,000 €	4,000 €
2.5	Consumables - Stationary, printer ink, paper	1,500 €	1,500 €	1,500 €	1,500 €
2.6	Insurance	1,500 €	1,500 €	1,500 €	1,500 €
Item 3. Meeting Support - SC (5 days) & WGs (4 days)		12,000 €	32,500 €	32,500 €	32,500 €
3.1	Venue, catering	0 €	0 €	0 €	0 €
3.2	Secretariat travel and accommodation to meetings	0 €	20,000 €	20,000 €	20,000 €
3.3	Support staff (rapporteur, assistant, tech)	12,000 €	0 €	0 €	0 €
3.4	SC Chairperson Travel and Accommodation*	0 €	12,500 €	12,500 €	12,500 €
Item 4 Meeting Support - MoP (5 days) & CC (3 days)		85,977 €	76,150 €	76,150 €	76,150 €
4.1	Venue, catering	21,150 €	21,150 €	21,150 €	21,150 €
4.2	Secretariat flights, accommodation, allowances	23,488 €	15,000 €	15,000 €	15,000 €
4.3	Support staff (rapporteur, assistant, tech)	12,000 €	15,000 €	15,000 €	15,000 €
4.4	MoP and CC Chairperson Travel and Accommodation	11,339 €	15,000 €	15,000 €	15,000 €
4.5	SC Chairperson Travel and Accommodation	18,000 €	10,000 €	10,000 €	10,000 €
Item 5 Representation		0 €	10,000 €	10,000 €	10,000 €
5.1	Secretariat travel, notably for representation purposes	0 €	10,000 €	10,000 €	10,000 €
Item 6 Administration of Article 13.4		9,482 €	9,482 €	9,482 €	9,482 €
6.1.1	Financial assistance for travel to meetings		4,000 €	4,000 €	4,000 €
6.1.2	Financial assistance for accommodation	9,482 €	5,482 €	5,482 €	5,482 €
6.2	Other activities	0 €	0 €	0 €	0 €
Item 7 Communications and IT		13,500 €	11,800 €	11,800 €	11,800 €
7.1	IT related consumables (Printing, telephone and internet services)	4,000 €	4,400 €	4,400 €	4,400 €
7.2	Database, server management, external IT services and software subscriptions	4,000 €	3,200 €	3,200 €	3,200 €

		2022 ADOPTED	2023 PROPOSED		
		By MoP 8	Scenario 1 (ES+SO+DO+ 1 Expert)	Scenario 2 (ES+SO+CO+2 Experts)	Scenario 3 (ES+SO+DO+CO)
7.3	IT hardware (computers, peripherals, etc.)	5,500 €	4,200 €	4,200 €	4,200 €
Item 8 Financial Services		13,020 €	13,600 €	13,600 €	13,600 €
8.1	Accounts and record keeping	9,020 €	9,300 €	9,300 €	9,300 €
8.2	Audit	2,500 €	2,500 €	2,500 €	2,500 €
8.3	Bank Charges	1,500 €	1,800 €	1,800 €	1,800 €
Item 9 Contracts for Specific Services		79,075 €	90,000 €	115,000 €	80,000 €
9.1	Research Activities	30,000 €	35,000 €	35,000 €	35,000 €
9.2	SC Chairperson (4)	37,575 €	40,000 €	40,000 €	40,000 €
9.3	Consultant - Expert - Service Outsourced (8)	11,500 €	15,000 €	40,000 €	5,000 €
Item 10 Miscellaneous		5,000 €	5,000 €	5,000 €	5,000 €
10.1	Future staffing	0 €	0 €	0 €	0 €
10.2	Miscellaneous	5,000 €	5,000 €	5,000 €	5,000 €
Sub-total		633,846 €	696,915 €	719,407 €	772,532 €
Emergency/contingency fund		10,000 €	10,000 €	10,000 €	10,000 €
INITIAL MOP contribution		643,846 €	706,915 €	729,407 €	782,532 €
Reserve Fund Support		-80,000 €	-95,222 €	-95,222 €	-95,222 €
Excess in N-1 budget (6)		-83,652 €	-44,021 €	-44,021 €	-44,021 €
MOP Contribution		480,194 €	567,672 €	590,164 €	643,289 €

(1)	In the event of involuntary separation from service with the Secretariat, staff member shall be compensated at a rate of one month base pay for each year of service beginning the second year.
(2)	Rent subsidy calculated for 2 Professional Staff in 2023, 3 in 2024 (If new ES), 4 in 2025 if recruitment of a full time 4th Staff
(3)	Assignment grant assessed if arrival of a new ES or DO in 2023 and of a new DO or SO in 2024
(4)	Please note that in the budget 2024 and 2025, no payment is planned for a SC Chairperson
(5)	The increasing of the budget in 2024 and 2025 is due to some eventual terminations of contracts, and to some additional expenses linked to the move of Secretariat
(6)	The excess in N-1 budget is composed of the :
	a) remain of the Reserve Fund support not used (80 000€ initially planned to be used to offset the one-off costs associated with recruitment – effective cost) = 44 021 €
	b) remaining budget of the previous year. (Normally calculated at the end of the year N).
(7)	This provisional doesn't plan to move before the end of 2023. If the Secretariat must move in 2023, it should be necessary to add the following expense. Layout of the premise : 25 000 € - Maintenance 5000 € - Utilities 5000 € (Total 35 000€) [Reserve Funds]
(8)	If the DO (Scenario 1) is competent in IT and management of Website, an outcome expert in Compliance should be usefull (1 or 2 month/year) and eventually a VMS expert. If the CO (Scenario 2) has no competence in IT and management of Website, it is necessary to plan outcome services in IT Webmaster and and eventually a VMS expert.
(*)	These exceptional expenses are suggested to be paid with the Reserve Fund

2023 CONTRIBUTIONS

	Scenario 1	Scenario 2	Scenario 3
	567,672 €	590,164 €	643,289 €
Australia	24,934 €	25,922 €	28,256 €
China (Popular Repu	37,562 €	39,050 €	42,566 €
Cook Islands	135,360 €	140,723 €	153,391 €
European Union	81,444 €	84,671 €	92,293 €
France (OT)	22,301 €	23,185 €	25,272 €
Japan	68,767 €	71,492 €	77,927 €
Korea (Rep. Of South	17,827 €	18,534 €	20,202 €
Mauritius	10,932 €	11,365 €	12,388 €
Seychelles	8,236 €	8,562 €	9,333 €
Taipei (Chinese Taip	118,624 €	123,324 €	134,426 €
Thailand	41,683 €	43,335 €	47,236 €
Total	567,672 €	590,164 €	643,289 €