

Proposed Budget for 2021

Submitted by:	Secretary-General
Executive Summary:	This paper provides the proposed budget for 2021 for the approval of the Council on behalf of the Member States.

References

- A. A-2 PRO 1.7 3-year Work Programme and Budget 2021-2023
- B. M-3, IHO Resolution 2/2018 as amended – *Procedure for Considering the Annual Financial Statement and Recommendations, and the Forthcoming Budget Estimate and Work Programme.*

Introduction

1. Article VI(g)(iii) of the Convention on the IHO stipulates that the Council ...coordinate during the inter-Assembly period the activities of the Organization within the framework of the strategy, work programme and financial arrangements, as decided by the Assembly.
2. Decision 24.c of the first IHO Assembly... confirmed that the Council is empowered to approve the financial statements and any recommendations for the previous year and the budget estimates and the associated annual work programme for each forthcoming year.

Discussion

3. The proposed budget estimates for 2021 are presented at Annex A. They are based on the first year of the proposed three-year Work Programme (2021-2023) submitted to the 2nd Session of the IHO Assembly (Reference A), but propose two variations. Taking note that the Finance Committee will meet prior to the A-2 on 12 November, it cannot be ruled out that some further adjustments to the following proposals might be reported in session at C-4 (Reference B, paragraph 4 in particular, refers).
4. The variations between the detailed budget estimates originally submitted to the Assembly within the 3-years budget estimates and those being presented now to the Council take the actual increases in national tonnage figures reported by several Member States into account. The increases in national tonnage figures provides for an additional 32 shares which raises the planned income by 128.778 €.
5. For the allocation of the additional planned income, the following adaptations are proposed for the budget estimates for 2021:
 - a. to keep the planned expenditure for the several budget items unchanged;
 - b. to increase the provision for bad debts by 50.000 € to cover potential arrears of Member States that may occur due to the ongoing pandemic situation;
 - c. to compensate by 80.000 € for the historic low interest rates of the Retirement fund planned for 2021.
6. The budget estimates for 2021 remain balanced with an expected surplus of about 4% of the real budget by end of the year.

Action Required of the Council

7. The Council is invited to:
 - a. **Approve** the budget estimates for 2021 provided in Annex A to this submission, and
 - b. **Take any other actions** that may be required.

PROPOSED IHO BUDGET DETAILS FOR 2021

TABLE 1
PROPOSED IHO BUDGET DETAILS FOR
2021
SUMMARY

TABLEAU 1
PROJET DETAILLE DE BUDGET DE L'OHI POUR
2021
RECAPITULATIF

3-Year Budget (2021)	Chapters and Items	Proposed budget 2021	Difference
<i>Budget triennial</i>	<i>Chapitres et postes budgétaires</i>	<i>Budget révisé</i>	<i>Différence</i>
818	Number of shares - <i>Nombre de parts</i>	859	41
-7	Provision for suspended Member States <i>Provision pour Etats membres suspendus</i>	-16	
811	Final number of shares <i>Nombre de parts définitif</i>	843	32
<hr/>			
<u>(Euros)</u>		<u>(Euros)</u>	<u>(Euros)</u>
3 498 724	Income - <i>Revenus</i>	3 627 502	128 778
3 495 700	Net Expenditure - <i>Dépenses nettes</i>	3 625 700	130 000
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3 024	Budget Excess/Deficit - <i>Excédent/Déficit budgétaire</i>	1 802	
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3 024	Effect on capital - <i>Effet sur le capital</i>	1 802	
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TABLE 2
INCOME

TABLEAU 2
REVENUS

3-Year Budget (2021) <i>Budget triennial</i>	Chapters and Items <i>Chapitres et postes budgétaires</i>	Proposed budget 2021 <i>Budget révisé</i>	Difference
(Euros)		(Euros)	(Euros)
3 263 724	CONTRIBUTIONS	3 392 502	128 778
	<i>Contributions</i>		
42 000	INTEREST ON BANK ACCOUNTS <i>Intérêts sur comptes en banques</i>	42 000	0
193 000	INTERNAL TAX <i>Imposition interne</i>	193 000	0
----- 3 498 724 =====		----- 3 627 502 =====	

TABLE 3
DETAILED EXPENDITURE

TABLEAU 3
DETAIL DES DEPENSES

3-Year Budget (2021) <i>Budget triennal</i>	Chapters and Items <i>Chapitres et postes budgétaires</i>	Proposed budget 2021 <i>Budget révisé</i>	Difference
(Euros)		(Euros)	(Euros)
	<u>Chapter 1 - Personnel Costs</u>		
	<u>Chapitre 1 - Dépenses de personnel</u>		
518 000	Salaries - Directing Committee - <i>Salaires - Comité de direction</i>	518 000	0
622 000	- Category A - <i>Personnel de catégorie A</i>	622 000	0
232 000	- Translators - <i>Personnel de traduction</i>	232 000	0
540 000	- General Services (B & C) - <i>Services généraux (B & C)</i>	540 000	0
10 000	Overtime for B & C Categories - <i>Heures supplémentaires pour les catégories B et C</i>	10 000	0
	<u>Costs dependent on Salaries - Coûts liés aux salaires</u>		
50 000	Annual Bonus (B & C Categories) - <i>Gratification annuelle (catégories B & C)</i>	50 000	0
410 000	Payment to Retirement schemes - <i>Cotisation patronale de retraite</i>	410 000	0
15 000	Insurances based on wages - <i>Assurances assises sur salaires</i>	15 000	0
302 000	Medical (CIGNA premiums) - <i>Primes médicales versées à CIGNA</i>	302 000	0
17 000	Family Allowances - <i>Allocations familiales</i>	17 000	0
12 000	Education Grants - <i>Allocations pour frais d'études</i>	12 000	0
	<u>Costs independent of Salaries - Autres charges indépendantes des salaires</u>		
6 000	Home rental - <i>Indemnité de logement</i>	6 000	0
12 000	Home Leave - <i>Congés dans les foyers</i>	12 000	0

3 000	Miscellan. Personnel Expenses - <i>Autres dépenses de personnel</i>	3 000	0
<u>Controllable Personnel costs - Coûts de personnel modulables</u>			
1 000	Salaries - Temporary staff - <i>Personnel temporaire</i>	1 000	0
7 000	IHO Secretariat Staff training - <i>Formation du personnel du Secrétariat de l'OHI</i>	7 000	0
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2 757 000	TOTAL CHAPTER I - TOTAL CHAPITRE I	2 757 000	0

3-Year Budget (2021)	Chapters and Items	Proposed budget 2021	Difference
<i>Budget triennal</i>	<i>Chapitres et postes budgétaires</i>	<i>Budget révisé</i>	<i>Différence</i>
	<u>Chapter II - Current Operating Costs</u>		
	<u>Chapitre II - Dépenses de gestion courante</u>		
	<u>Maintenance, communications, etc - Entretien, communications, etc</u>		
(Euros)		(Euros)	(Euros)
43 000	Maintenance of building - <i>Entretien des locaux</i>	43 000	0
4 000	Multirisk insurance - <i>Assurance multi-risques</i>	4 000	0
55 000	Maintenance of IT equipment - <i>Entretien des équipements</i>	55 000	0
11 000	Office Stationery - <i>Fournitures de bureau</i>	11 000	0
32 000	Postage, telephone, telefax - <i>Courrier, télécommunications</i>	32 000	0
1 500	Local Travel - <i>Déplacements locaux</i>	1 500	0
6 000	Bank Charges - <i>Frais bancaires</i>	6 000	0
10 000	Contract support - <i>Support contractuel</i>	10 000	0
15 000	Administrative support for Council - <i>Support administratif pour le conseil</i>	15 000	0
10 000	Auditors fees - <i>Honoraires du commissaire aux comptes</i>	10 000	0
20 000	Public Relations - <i>Relations publiques</i>	20 000	0
1 000	Miscellan. Operating Expenses - <i>Autres charges d'exploitation</i>	1 000	0
	<u>Travel costs - Frais de déplacements</u>		
250 000	Long Distance - <i>Grands déplacements</i>	250 000	0

<u>Publications costs - Frais de publications</u>			
10 000	I.H. Review - <i>Revue hydrographique internationale</i>	10 000	0
1 000	Other publications - <i>Autres publications</i>	1 000	0
			0
20 000	Provision for bad debts - <i>Provisions pour créances douteuses</i>	70 000	50 000
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489 500	TOTAL CHAPTER II - TOTAL CHAPITRE II	539 500	50 000

3-Year Budget	Chapters and Items	Proposed budget	Difference
(2021)		2021	
Budget triennial	Chapitres et postes budgétaires	Budget révisé	Différence
	<u>Chapter III - Capital Expenditure</u>		
	<u>Chapitre III - Dépenses d'équipement</u>		
<u>(Euros)</u>		<u>(Euros)</u>	<u>(Euros)</u>
10 000	Purchase of IT equipment - <i>Equipements informatiques</i>	10 000	0
5 000	Furniture & other equipment - <i>Mobilier et autres équipements</i>	5 000	0
1 000	Purchase Publications & Binding - <i>Reliures et publications</i>	1 000	0
15 000	Depreciation of fixed assets - <i>Dépréciation des immobilisations</i>	15 000	0
31 000	<u>TOTAL CHAPTER III - TOTAL CHAPITRE III</u>	31 000	0
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3 277 500	Annual Operating Costs - Coût opérationnel annuel	3 327 500	2 934 038
=====	=====	=====	
	<u>Chapter IV - Asset Allocation</u>		
	<u>Chapitre IV - Immobilisations</u>		
<u>(Euros)</u>		<u>(Euros)</u>	<u>(Euros)</u>
15 000	Purchase of IT equipment - <i>Equipements informatiques</i>	15 000	0
10 000	Furniture & other equipment - <i>Mobilier et autres équipements</i>	10 000	0
25 000		25 000	31 235
	<u>Chapter V Allocation to Funds</u>		

Chapitre V**Dotations aux fonds dédiés**

<u>(Euros)</u>		<u>(Euros)</u>	<u>(Euros)</u>
8 200	GEBCO Fund - <i>Fonds pour la GEBCO</i>	8 200	0
10 000	GEBCO SCUFN Gazetter	10 000	0
0	Renovation and Enhancement Fund - <i>Fonds de rénovation et d'amélioration</i>	0	0
20 000	Conference Fund - <i>Fonds pour les conférences</i>	20 000	0
	Relocation Fund - <i>Fonds pour les déménagements</i>		0
125 000	Capacity Building Fund - <i>Fonds pour le renforcement des capacités</i>	125 000	0
30 000	Special Project Fund - <i>Fonds pour les projets spéciaux</i>	30 000	0
0	IBSC Fund - Fonds IBSC	0	0
	Internal Retirement Fund - <i>Fonds de Retraite Interne</i>	80 000	80 000
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193 200	TOTAL CHAPTER V - TOTAL CHAPITRE V	273 200	3 014 038
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3 495 700	TOTAL EXPENDITURE - Dépense totale	3 625 700	
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TABLE 3A
SUMMARY OF EXPENDITURE

TABLEAU 3A
RECAPITULATIF DES DEPENSES

3-Year Budget	Chapters and Items	Proposed budget	Difference
(2021)		2021	
<i>Budget triennial</i>	<i>Chapitres et postes budgétaires</i>	<i>Budget révisé</i>	<i>Différence</i>
<u>(Euros)</u>		<u>(Euros)</u>	<u>(Euros)</u>
	PERSONNEL COSTS		
	<i>DEPENSES DE PERSONNEL</i>		
2 757 000	Salaries Directing Committee - <i>Salaires Comité de direction</i>	2 757 000	0
	Salaries Other staff - <i>Salaires autres membres du personnel</i>		
	Social charges - <i>Charges sociales</i>		
	Benefits and Pensions - <i>Prestations de retraite</i>		
	Controllable Personnel cost - <i>Coûts de personnel modulables</i>		

489 500	CURRENT OPERATING COSTS	539 500	50 000
	<i>DEPENSES DE GESTION COURANTE</i>		
	Maintenance, communications, etc.. - <i>Entretien et communications</i>		
	Contract support - <i>Support contractuel</i>		
	Travels - <i>Déplacements</i>		
	Publications - <i>Publications</i>		
31 000	CAPITAL EXPENDITURE	31 000	0
	<i>DEPENSES DE CAPITAL</i>		
25 000	ASSET ALLOCATION	25 000	0
	<i>IMMOBILISATIONS</i>		
	ALLOCATIONS TO FUNDS		
	<i>DOTATIONS AUX FONDS DEDIES</i>		
8 200	GEBCO Fund - <i>Fonds pour la GEBCO</i>	8 200	0
10 000	GEBCO SCUFN Gazetter	10 000	0
0	Renovation and Enhancement Fund - <i>Fonds de rénovation et d'amélioration</i>	0	0
20 000	Conference Fund - <i>Fonds pour les conférences</i>	20 000	0
	Relocation Fund - <i>Fonds pour les déménagements</i>		0
125 000	Capacity Building Fund - <i>Fonds pour le renforcement des capacités</i>	125 000	0
30 000	Special Projects Fund - <i>Fonds pour les projets spéciaux</i>	30 000	0
0	IBSC Fund - Fonds IBSC	0	0
	Internal Retirement Fund - <i>Fonds de Retraite Interne</i>	80 000	80 000
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3 495 700	Net Expenditure - Dépenses nettes	3 625 700	130 000