



Memorandum of Understanding on the
Conservation and Management of Marine Turtles and
their Habitats of the Indian Ocean and South-East Asia

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23 July 2008

FIFTH MEETING OF THE SIGNATORY STATES
Bali, Indonesia, 20-23 August 2008

FINANCIAL AND ADMINISTRATIVE MATTERS

Status of voluntary contributions

1. The Convention on Migratory Species (CMS) and the UNEP Division of Environmental Conventions provided initial seed money for the establishment of the IOSEA Marine Turtle MoU Secretariat in Bangkok in 2003. Voluntary contributions from the Governments of Australia, South Africa, United Kingdom and United States have sustained the operations of the MoU since its inception. The Government of France (not yet a Signatory) and the Western Pacific Regional Fishery Management Council have also provided occasional funding.
2. In-kind contributions have been received in the past from the Government of Australia, in the form of volunteer “Youth Ambassadors”; and the Secretariat has also recruited occasional interns and volunteers. Members of the IOSEA Advisory Committee offer their services without remuneration and, in some cases, their host organisations or Governments have covered their expenses to attend meetings. All of these contributions of financial and in-kind support are gratefully acknowledged.
3. The UNEP Regional Office for Asia and the Pacific (UNEP/ROAP) provides office space and administrative support, and is absorbing some of the Secretariat’s basic operating costs. The affiliated UNEP Regional Resource Centre for Asia and the Pacific (RRCAP) hosts the IOSEA website (www.ioseaturtles.org), and has always been responsive whenever basic maintenance is required. In 2007, the Secretariat negotiated with UNEP headquarters to obtain the services of a Team Assistant mostly paid for by programme support costs that would otherwise be retained by UNEP-Nairobi. This arrangement has served to enhance the IOSEA Secretariat’s productivity and provides essential back-stopping during missions and leave. In general, the Secretariat would not have been able to function effectively without this additional in-kind support from UNEP, which deserves special recognition.
4. The Secretariat continues to advertise its internship programme on the IOSEA website (and also through the CMS website), but there have been few expressions of interest over the last year or so. Formal submissions made by the Secretariat to the UNEP-administered Junior Professional Officer programme have so far not met with success.
5. The table at Annex 1 summarises the status of contributions that have been received over the years towards the operation of the IOSEA MoU Secretariat and related activities. The most recent statement from the United Nations Office at Nairobi (UNON) of the Trust Fund Status for the biennium ending 31 December 2007 is attached at Annex 2.
6. So far in 2008, the United States and South Africa have provided funding totalling approximately USD 124,000, about a third of which has been earmarked for the present meeting of Signatory States, alongside contributions of WWF-Indonesia and the Indonesian Ministry of Marine Affairs and Fisheries. As of the time of writing, Australia was not in a position to confirm its voluntary contribution for 2008 and beyond, but has given an informal undertaking to at least match the level of support of 2007. Nonetheless, Australia has pledged USD 25,000 toward the cost of organising the present meetings in Bali. The United Kingdom, also a traditional IOSEA sponsor, has not yet confirmed its pledge for 2008 or 2009.

7. The relationship of contributions received/pledged to anticipated expenditures is discussed below. One can already make the general observation that the Trust Fund balance has gradually eroded over time, as the available income has not kept pace with required expenditures. The present financial arrangement – which has not provided for much, if any, year-end reserve – is not sustainable over the longer term. Indeed, without additional contributions in the coming months it is projected that the IOSEA Trust Fund will be exhausted by around October 2008.

Statement of expenditure for 2006-2007

8. Annex 3 is an unofficial statement of expenditure for 2006-2007, based on information provided by the local administration in Bangkok (UNESCAP) and UNON, set against the budget estimates that were presented to the Fourth Meeting of the Signatory States in March 2006. (Some adjustments may be necessary to the figures after reviewing all of the data from these two sources.) The accompanying notes for certain budget lines are meant to be self-explanatory; however a few specific comments may be helpful.

9. The depreciation of the United States dollar against many world currencies, including the Thai Baht, in recent years has impacted operational costs, especially salaries, because the UN system automatically adjusts salaries to try to maintain parity. Travel costs were kept to a minimum, partly by combining missions with work undertaken on behalf of CMS, and by purchasing tickets below standard United Nations entitlements. Nevertheless, it was impossible to avoid completely the significantly higher cost of airfares. The decision to defer the organisation of the Fifth Meeting of the Signatory States from 2007 to 2008 was mainly a consequence of financial circumstances, as essential funding was not confirmed until May 2008.

Budget estimates for 2008-2010

10. Annex 4 contains an indicative budget that provides for basic Secretariat operating costs, minor consultancies and the organisation of meetings of the Signatory States and Advisory Committee. As noted above, according to current projections of income from all sources, there is insufficient funding to cover the core operating costs of the Secretariat beyond October 2008.

11. If additional contributions are received later in the year, operations could continue into the first few months of 2009. However, additional funds would still need to be raised for ongoing operating costs for the balance of the year, as well as the organisation of meetings of the Signatory States and Advisory Committee in the first half of 2010, assuming that the interval between meetings is set at 18-24 months.

12. Continuation of the IOSEA MoU programme as it currently exists into 2009 is contingent on: (1) existing donors continuing to provide voluntary contributions, and pledging those funds well in advance of 2009; (2) some or all of those donors increasing the funding they provide in support of secretariat operations, meetings and related activities; and (3) identification of new sources of funding (e.g. especially from existing Signatory States that have yet to make a voluntary contribution; new Signatory States; private sector, foundations, funds earmarked through special legislation etc.)

13. Whereas the IOSEA MoU is likely to be funded through voluntary contributions for the foreseeable future, it may be helpful to provide guidance as to the level of contributions that would be assessed if the official United Nations Scale of Assessments or some variant of this were applied. (This scale is agreed by the United Nations General Assembly and is periodically updated to reflect, as far as possible, the actual ability of countries to contribute to UN programmes.)

14. The table in Annex 5a calculates the level of voluntary contribution of each IOSEA Signatory State, assuming a hypothetical annual budget of USD 300,000. If one compares this with the table in Annex 1, one sees that some Signatory States have pledged support at levels significantly above the indicative amounts indicated in Annex 5a – possibly reflecting the significance of their marine turtle populations and the importance attached to their conservation. These tables highlight the fact that some countries with regionally important turtle populations have never contributed financially to the operations of the IOSEA MoU, despite being considered by the General Assembly to have the means

to do so. Finally, Annex 5a reveals that close to half of the IOSEA membership is comprised of developing countries, which are unlikely to be in a position to offer substantial support for MoU activities in the near future – meaning that it falls to other more affluent countries to fill the gap.

15. There has never been any discussion within the IOSEA MoU of assessing obligatory contributions as long as it remains a non-binding instrument, but it must be recognised that the Memorandum of Understanding requires a more stable source of funding and that all Signatory States have a responsibility to assure its long-term viability. As a starting point for discussion, it may be helpful to present a hypothetical scenario that is more representative of the present and foreseeable financial situation.

16. In Annex 5b, the indicative voluntary contributions of four consistent donors – Australia, South Africa, United Kingdom and United States – have been artificially fixed at levels close to their historic levels; while the contributions of 13 least developed Signatory States have been set at zero. As a consequence of these deviations from the standard UN scale, the voluntary contributions of ten Signatory States that have yet to contribute to the Trust Fund would increase proportionally. The countries concerned are: Bahrain, India, Indonesia, Islamic Republic of Iran, Oman, Pakistan, Philippines, Saudi Arabia, Thailand, and United Arab Emirates. Virtually all of the countries listed have a long-standing interest in conserving marine turtles, and many have increasing levels of revenue to allocate at the discretion of their Governments. It is hoped that this demonstration will encourage at least some of these countries to re-examine their ability to contribute financially to the work of the IOSEA Marine Turtle MoU, and thereby assume a more equitable share of responsibility for assuring the long-term viability of this cooperative programme.

17. The hypothetical income scenario outlined above would really only serve to stabilise the present tenuous financial situation. It would not provide for additional funding of collective, cooperative actions that might be identified by the Signatory States as priorities to take forward over the next two to three years. And even this modest proposal will not succeed unless a substantial number of the “Group of 10” actually step forward and contribute according to their means.

18. Having examined the contribution side of the equation, it is worth looking at what might be done on the expenditure side. Already, arrangements are in place to reduce salary costs by having CMS pay a portion of the Coordinator’s salary in exchange for senior advisory services. It will not be known until the CMS Conference of the Parties in December 2008 whether this arrangement will continue, perhaps at a somewhat reduced level. CMS is also exploring the possibility of strengthening its regional presence in Bangkok, in the form of an additional programme officer. If this plan materialises, it may have some positive implications for IOSEA. Ongoing discussions with *Environment Agency – Abu Dhabi* (U.A.E.) in relation to broader migratory species secretariat arrangements might also bring some relief. In any case, the arrangement whereby a substantial portion of the 13% UNEP programme support costs revert to IOSEA to fund a Team Assistant should continue, as long as a sufficient level of expenditure is maintained.

19. The discussion above does not take into account the funds required at a national level for implementation of the Memorandum of Understanding within each of the Signatory States, nor the funds required for broader collective initiatives, such as the establishment of the network of sites of importance for marine turtles.

Action requested / Expected outcome:

Signatory States are invited to note the report on financial and administrative matters; to seek clarification of any points requiring further explanation; and to consider, prior to the meeting, further means of providing financial or in-kind support for the implementation of the Memorandum of Understanding and the operation of the Secretariat, with a view to assuring continuity beyond 2008.

Signatory States may wish to consider and decide, at the meeting, whether it would be helpful for the Secretariat to circulate officially an Indicative Table of Voluntary Contributions and, if so, agree on its contents.

**Status of Contributions as at 31 July 2008
(in United States dollars)**

Annex 1

Technical Cooperation Trust Fund on the Conservation and Management of
Marine Turtles and their Habitats of the Indian Ocean and South East Asia

Countries/Organisations	Year in which contribution was received							
	2002	2003	2004	2005	2006	2007	2008	Total
Australia	32,394	18,519	23,529	65,161	22,206	65,784	25,000	252,593
France	-	37,240	-	-				37,240
United Kingdom	20,000	39,850	37,900	94,782	68,709	39,334		300,575
United States of America	89,800	49,998	-	132,000	60,000	43,545	98,866	474,209
Western Pacific Fishery Council (USA)	-	-	15,000	10,000	10,000			35,000
South Africa					25,000	25,000	25,000	75,000
Subtotal	142,194	145,607	76,429	301,943	185,915	173,663	148,866	1,174,617
Convention on Migratory Species (CMS)	-	50,000	25,000	-	26,400	26,339	31,273	159,012
CMS - IOSEA Meeting support	-	22,500	22,500	27,500	5,000			77,500
CMS - YoT Support					7,886			7,886
UNEP/DEC	-	25,000	-	-				25,000
Interest Income	2,237	5,978	5,497	8,547	7,489	15,197		44,945
Grand Total	144,431	249,085	129,426	337,990	232,690	215,199	180,139	1,488,960
Cumulative Total	144,431	393,516	522,942	860,932	1,093,622	1,308,821	1,488,960	

Notes

Australia: amount in 2007 reflects advance pledge for 2008; USD 25,000 contribution in 2008 is for IOSEA + Dugong meetings (via CMS)

United States: includes USD 40,000 from USFWS (Marine Turtle Conservation Act).

Convention on Migratory Species (2006-08): reflects € 21,203 annual payment in exchange for advisory services

Interest income: estimate only for 2007

Not reflected: Australia: in-kind contribution of staff in 2004, 2005, 2006; support for Advisory Committee participation of Dr Limpus

UNEP/ROAP provision of office space, miscellaneous office expenses, administrative support

UNEP/DELCA/WCMC: Contribution of USD 23,000 made in two installments, in 2006 and 2007, for activities within the scope of the "Knowledge Management" project.

Updated: 22/07/2008

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UNITED NATIONS ENVIRONMENT PROGRAMME

Programme des Nations Unies pour l'environnement Programa de las Naciones Unidas para el Medio Ambiente

Программа Организации Объединенных Наций по окружающей среде برنامج الأمم المتحدة للبيئة

联合国环境规划署



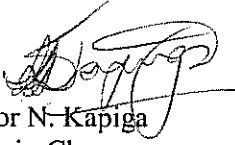
MEMORANDUM

To: Mr. Douglas Hykle
Co-ordinator/Senior CMS Advisor
IOSEA Marine Turtle MOU Secretariat

Date: 14 July 2008

Thru:

Reference: MR

From: 
Theodor N. Kapiga
Officer-in-Charge
Corporate Services Section

Subject: *BIENNIUM ACCOUNTS – MR TRUST FUND*

Attached please find the financial statement and the status of contributions for the biennium 2006-2007 ended 31 December 2007, related to:

Technical Cooperation Trust Fund on the Conservation and Management of Marine Turtles and their Habitats of the Indian Oceans and South East Asia (MR).

Kindly ensure that these accounts are transmitted, through you, to the members of the relevant bodies.

For your ample information, we are also sending you a copy of the Certified Financial Report and Accounts for the biennium.

Thank you.

Technical Co-operation TF on the Conservation and Management of Marine Turtles and their Habitats of the Indian Oceans and South East Asia

I. Statement of income and expenditure and changes in reserves and fund balances for the twelve months period of the biennium 2006-2007 ended 31 December 2007

Income	USD
Voluntary contributions	359,578
Interest income	22,686
Programme support income	-
Billings	-
Deferred income	-
Miscellaneous income	-
Royalties	-
Sale of publications	-
Total Income	382,264
Expenditure	
Staff and other personnel costs	251,113
Contractual services	99,966
Travel	25,981
Operating expenses	32,986
Acquisitions	1,727
Fellowships, grants and contributions	-
Programme support costs	53,530
Total Expenditure	465,303
Excess/(shortfall) of income over expenditure	(83,039)
Transfer to Other Funds	-
Prior period adjustments	-
Net excess/(shortfall) of income over expenditure	(83,039)
Provisional savings on or cancellation of prior periods' obligations	-
Refund to Donors	-
Reserves and fund balances, beginning of period	191,993
Reserves and fund balances, end of period	108,954

II. Statement of assets, liabilities, reserves and fund balances as at 31 December 2007

Assets	
Cash and term deposits	-
Cash pool - Euro	-
Cash pool - Dollar	275,629
Accounts Receivable	-
Voluntary contributions receivable	-
Interfund balances	-
Inventory	-
Other	-
Other assets	-
Imprest advance/replenish	-
Total assets	275,629
Liabilities	
Unliquidated obligations	-
Accounts Payable	-
Interfund balances	127,087
Other	39,588
Other liabilities	-
Total liabilities	166,675
Net assets/(liabilities)	108,954
Reserves and fund balances	
Cumulative surplus	108,954
Total reserves and fund balances	108,954
Total liabilities, reserve and fund balance	275,629

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Jeremiah Aduke
Jeremiah Aduke
Chief



United Nations Office at Nairobi
ACCOUNTS SECTION
Budget and Financial
Management Service

ACCOUNTS SECTION

MRL

BUDGET AND FINANCIAL MANAGEMENT SERVICE, UNON

17/07/2008

Unofficial statement of expenditure for 2006 - 2007 (in US Dollars)

Annex 3

Budget line	2006		2007	
	Budget	Actual	Budget	Actual
10 Personnel				
1100 Professional Staff				
1101 Co-ordinator / Senior CMS Advisor	140,000	146,213	142,500	157,639
1201 Consultancies (YoT-related)	21,000	10,625	0	0
1202 Consultancies (Leatherback-tsunami, etc.)	38,000	17,925	0	0
1220 Unspecified consultancies	10,000	600	30,000	0
1300 Administrative Support				
1301 Secretarial/administrative support				
1321 Temporary assistance	10,000		5,000	0
1600 Travel on official business				
1601 Secretariat staff	20,000	10,146	20,000	16,338
1999 Personnel Subtotal	239,000	185,509	197,500	173,977
20 Sub-contracts				
2201 YoT-related (unspecified)	65,000	70,815	0	0
30 Meetings				
3301 Meetings of Signatory States + Advisory Committee	40,000	25,000	60,000	0
3999 Meetings Subtotal	40,000	25,000	60,000	0
40 Equipment and Premises				
4100 Expendable equipment				
4101 Miscellaneous supplies (if not from UNEP/ROAP)	500	0	500	71
4200 Non-expendable equipment				
4201 Office equipment (computers, peripherals)	1,000	169	4,000	1,487
4300 Premises				
4301 Rent, maintenance costs (covered by UNEP/ROAP)	0	0	0	0
4999 Equipment and Premises Subtotal	1,500	169	4,500	1,558
50 Miscellaneous Costs				
5100 Operation and Maintenance				
5101 Operation/maintenance computers (UNEP/ROAP)	0		0	0
5102 Operation/maintenance of copier/fax (UNEP/ROAP)	0		0	0
5200 Reporting Costs				
5201 External production of info material (if not from UNEP/ROAP)	7,500	-3,531	2,500	348
5300 Sundry				
5301 Telephone and Fax (UNEP/ROAP)	0		0	0
5302 Postage and miscellaneous (UNEP/ROAP)	15,000	9,835	0	0
5303 Contingency	2,000	313	2,000	1,021
5999 Miscellaneous Costs Subtotal	24,500	6,617	4,500	1,369
SUBTOTAL	305,000	288,110	301,145	176,904
6000 UNEP programme support costs (13%)	39,650	37,454	34,645	22,998
GRAND TOTAL	344,650	325,564	335,790	199,902

**IOSEA Marine Turtle Memorandum of Understanding
Budget Estimates for 2008 - 2010 (in US Dollars)**

Budget line	2008	2009	2010	Total
10 Personnel				
1100 Professional Staff				
1101 Co-ordinator / Senior CMS Advisor (1)	165,000	170,000	175,000	510,000
1220 Unspecified consultancies	5,000	25,000	25,000	55,000
1300 Administrative Support				
1321 Team Assistant - balance from IOSEA (2)	8,000	9,000		17,000
1600 Travel on official business				
1601 Secretariat travel	15,000	20,000	20,000	55,000
1999 Personnel Subtotal	193,000	224,000	220,000	637,000
30 Meetings				
3301 Meetings of Signatory States + Advisory Committee (3)	60,000	0	110,000	170,000
3302 Strategic planning session (3)	0	25,000	0	25,000
3999 Meetings Subtotal	60,000	25,000	110,000	195,000
40 Equipment and Premises				
4100 Expendable equipment				
4101 Miscellaneous supplies (if not from UNEP/ROAP)	500	500	500	1,500
4200 Non-expendable equipment				
4201 Office equipment (computers, peripherals)	500	3,000	3,000	6,500
4300 Premises				
4301 Rent, maintenance costs (covered by UNEP/ROAP)	0	0	0	0
4999 Equipment and Premises Subtotal	1,000	3,500	3,500	8,000
50 Miscellaneous Costs				
5100 Operation and Maintenance				
5101 Operation/maintenance computers (UNEP/ROAP)	0	0	0	0
5102 Operation/maintenance of copier/fax (UNEP/ROAP)	0	0	0	0
5200 Reporting Costs				
5201 External production of info material (if not from UNEP/ROAP)	5,000	5,000	7,500	17,500
5300 Sundry				
5301 Routine Telephone, Fax, Postage (UNEP/ROAP)	0	0	0	0
5303 Contingency	2,000	2,000	2,000	6,000
5999 Miscellaneous Costs Subtotal	7,000	7,000	9,500	23,500
SUBTOTAL	261,000	259,500	343,000	863,500
6000 UNEP programme support costs (13%)	33,930	33,735	44,590	112,255
GRAND TOTAL	294,930	293,235	387,590	975,755

(1) CMS contributes € 21,103 towards salary cost in exchange for CMS work and advisory services, through 2008.

(2) Funded from UNEP programme support costs, up to USD 24,500 p.a.; balance from IOSEA (as necessary)

(3) To be funded entirely from extra-ordinary voluntary contributions

Indicative scale of contributions, assuming USD 300,000 budget, for illustration purposes only

Scenario 1: Unmodified UN Scale, applied to current 27 Signatory States

No.	Signatory State	Current UN scale %	Scale adjusted to 100 %	Indicative Voluntary Contribution
1	Australia	1.787	5.40042	16,201
2	Bahrain	0.033	0.09973	299
3	Bangladesh	0.010	0.03022	91
4	Cambodia	0.001	0.00302	9
5	Comoros	0.001	0.00302	9
6	Eritrea	0.001	0.00302	9
7	India	0.450	1.35993	4,080
8	Indonesia	0.161	0.48655	1,460
9	Iran (Islamic Republic of)	0.180	0.54397	1,632
10	Jordan	0.012	0.03626	109
11	Kenya	0.010	0.03022	91
12	Madagascar	0.002	0.00604	18
13	Mauritius	0.011	0.03324	100
14	Myanmar	0.005	0.01511	45
15	Oman	0.073	0.22061	662
16	Pakistan	0.059	0.17830	535
17	Philippines	0.078	0.23572	707
18	Saudi Arabia	0.748	2.26050	6,782
19	Seychelles	0.002	0.00604	18
20	South Africa	0.290	0.87640	2,629
21	Sri Lanka	0.016	0.04835	145
22	Thailand	0.186	0.56210	1,686
23	United Arab Emirates	0.302	0.91266	2,738
24	United Kingdom	6.642	20.07253	60,218
25	United Republic of Tanzania	0.006	0.01813	54
26	United States of America	22.000	66.48534	199,456
27	Viet Nam	0.024	0.07253	218
	Total	33.090	100.00000	300,000

Indicative scale of contributions, assuming USD 300,000 annual budget, for illustration purposes on

Scenario 2: Scale modified to reflect historical contributions of major donors, and enhanced contributions from "Group of 10"

No.	Signatory State	Current UN scale %	Scale adjusted to 100 %	Amended scale adjusted to 100 %	Indicative Voluntary Contribution
1	Australia	1.787	5.40042	25.00000	75,000
2	Bahrain	0.033	0.09973	0.21806	654
3	Bangladesh	0.010	0.03022	0.00000	0
4	Cambodia	0.001	0.00302	0.00000	0
5	Comoros	0.001	0.00302	0.00000	0
6	Eritrea	0.001	0.00302	0.00000	0
7	India	0.450	1.35993	2.97357	8,921
8	Indonesia	0.161	0.48655	1.06388	3,192
9	Iran (Islamic Republic of)	0.180	0.54397	1.18943	3,568
10	Jordan	0.012	0.03626	0.00000	0
11	Kenya	0.010	0.03022	0.00000	0
12	Madagascar	0.002	0.00604	0.00000	0
13	Mauritius	0.011	0.03324	0.00000	0
14	Myanmar	0.005	0.01511	0.00000	0
15	Oman	0.073	0.22061	0.48238	1,447
16	Pakistan	0.059	0.17830	0.38987	1,170
17	Philippines	0.078	0.23572	0.51542	1,546
18	Saudi Arabia	0.748	2.26050	4.94273	14,828
19	Seychelles	0.002	0.00604	0.00000	0
20	South Africa	0.290	0.87640	8.33333	25,000
21	Sri Lanka	0.016	0.04835	0.00000	0
22	Thailand	0.186	0.56210	1.22907	3,687
23	United Arab Emirates	0.302	0.91266	1.99559	5,987
24	United Kingdom	6.642	20.07253	18.33333	55,000
25	United Republic of Tanzania	0.006	0.01813	0.00000	0
26	United States of America*	22.000	66.48534	33.33333	100,000
27	Viet Nam	0.024	0.07253	0.00000	0
	Total	33.090	100.00000	100.00000	300,000

* United States: combined contribution from State Dept, NOAA, and USFWS (Marine Turtle Conservation Act)