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**United Nations  
Environment  
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**Conference of the Parties to the  
Minamata Convention on Mercury  
Third meeting**  
Geneva, 25–29 November 2019  
Item 7 of the provisional agenda\*  
**Programme of work and budget**

**Programme of work and budget: proposed operational budgets  
for the two funding scenarios**

**Note by the secretariat**

**Addendum**

1. The present addendum to document UNEP/MC/COP.3/INF/11 is being issued to provide additional information on the proposed operational budgets for the two funding scenarios (see annex).<sup>1</sup>
2. Table 1 of the annex sets out a year-by-year overview of the operational budget scenarios for the general trust fund and the special trust fund for the biennium 2020–2021. Additional information is provided in the footnote to the table on the proposed budget for the effectiveness evaluation.
3. Table 2 of the annex provides an overview of the estimated cash balance projection of the general trust fund as at 31 December 2019.

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\* UNEP/MC/COP.3/1.

<sup>1</sup> The annex to the present addendum has not been formally edited.

## Annex

Table 1

## Comparison of the two scenarios for 2020-2021 for the General Trust Fund and the Special Trust Fund (per year) – in USD

Activity Number	Activity	Executive Secretary's scenario (General Trust Fund)			Executive Secretary's scenario (Special Trust Fund)			Zero nominal growth scenario (General Trust Fund)			Zero nominal growth scenario (Special Trust Fund)		
		2020	2021	Total 2020-2021	2020	2021	Total 2020-2021	2020	2021	Total 2020-2021	2020	2021	Total 2020-2021
	<b>A. Conferences and meetings</b>	<b>111,000</b>	<b>1,274,000</b>	<b>1,385,000</b>		<b>1,006,905</b>	<b>1,006,905</b>	<b>111,000</b>	<b>1,219,000</b>	<b>1,330,000</b>		<b>845,000</b>	<b>845,000</b>
1	Fourth meeting of the Conference of the Parties	85,000	1,195,000	1,280,000		1,006,905	1,006,905	85,000	1,140,000	1,225,000		845,000	845,000
2	Bureau of the Conference of the Parties	26,000	26,000	52,000				26,000	26,000	52,000			
3	Implementation and compliance committee		53,000	53,000					53,000	53,000			
	<b>B. Capacity-building and technical assistance</b>				<b>615,000</b>	<b>650,000</b>	<b>1,265,000</b>				<b>615,000</b>	<b>650,000</b>	<b>1,265,000</b>
4	Capacity-building and technical assistance programme of the Minamata Convention				615,000	650,000	1,265,000				615,000	650,000	1,265,000
	<b>C. Scientific and technical activities</b>	<b>200,000</b>	<b>705,000</b>	<b>905,000</b>	<b>830,000</b>	<b>580,000</b>	<b>1,410,000</b>	<b>154,000</b>	<b>134,000</b>	<b>288,000</b>	<b>830,000</b>	<b>1,130,000</b>	<b>1,960,000</b>
5	Scientific support to the States parties to the Minamata Convention				680,000	580,000	1,260,000				680,000	580,000	1,260,000
6	Effectiveness evaluation and global monitoring plan*	130,000	680,000	810,000	150,000		150,000	114,000	114,000	228,000	150,000	550,000	700,000
7	National reporting under the Minamata Convention	70,000	25,000	95,000				40,000	20,000	60,000			
	<b>D. Knowledge and information management, and outreach</b>	<b>145,000</b>	<b>120,000</b>	<b>265,000</b>	<b>25,000</b>		<b>25,000</b>	<b>110,000</b>	<b>90,000</b>	<b>200,000</b>	<b>55,000</b>	<b>30,000</b>	<b>85,000</b>
8	Publications	60,000	50,000	110,000				25,000	20,000	45,000	30,000	30,000	60,000
9	Communication, outreach and public awareness	85,000	70,000	155,000	25,000		25,000	85,000	70,000	155,000	25,000		25,000
	<b>E. Overall management</b>	<b>2,718,476</b>	<b>2,795,230</b>	<b>5,513,706</b>				<b>2,316,711</b>	<b>2,381,713</b>	<b>4,698,424</b>			
10	Executive direction and management	2,718,476	2,795,230	5,513,706				2,316,711	2,381,713	4,698,424			
11	International cooperation and coordination												
12	Financial resources and mechanism												
	<b>F. Legal and policy activities</b>	<b>120,000</b>	<b>114,000</b>	<b>234,000</b>							<b>120,000</b>	<b>114,000</b>	<b>234,000</b>
13	Legal and policy activities	120,000	114,000	234,000							120,000	114,000	234,000
	<b>G. Office maintenance and services</b>	<b>193,000</b>	<b>170,000</b>	<b>363,000</b>				<b>180,000</b>	<b>170,476</b>	<b>350,476</b>			
14	Office maintenance and services	135,000	120,000	255,000				125,000	120,476	245,476			
15	Information technology services	58,000	50,000	108,000				55,000	50,000	105,000			
	<b>Total direct costs (excluding Programme Support Costs)</b>	<b>3,487,476</b>	<b>5,178,230</b>	<b>8,665,706</b>	<b>1,470,000</b>	<b>2,236,905</b>	<b>3,706,905</b>	<b>2,871,711</b>	<b>3,995,189</b>	<b>6,866,900</b>	<b>1,620,000</b>	<b>2,769,000</b>	<b>4,389,000</b>
	Programme Support Costs (13%)	453,372	673,170	1,126,542	191,100	290,798	481,898	373,322	519,375	892,697	210,600	359,970	570,570
	<b>Grand total</b>	<b>3,940,848</b>	<b>5,851,400</b>	<b>9,792,248</b>	<b>1,661,100</b>	<b>2,527,703</b>	<b>4,188,803</b>	<b>3,245,033</b>	<b>4,514,564</b>	<b>7,759,597</b>	<b>1,830,600</b>	<b>3,128,970</b>	<b>4,959,570</b>

\* For effectiveness evaluation, as this is a newly-costed activity, the following funds are budgeted for the 2020-2021 biennium

(in the general trust fund in the Executive Secretary's (ES) scenario and in the special trust fund in the zero nominal growth scenario; unless otherwise stated):

- USD 350K for the development of a monitoring and modelling report (2 meetings of experts; thereof USD 150K for an agreement with a partner to analyse the monitoring data to be covered by the special trust fund) - the ES scenario;
- USD 338K in the zero nominal growth scenario (USD 12K less in the general trust fund compared to the ES scenario; of total amount, USD 150K to be covered by the special trust fund)
- USD 250K for the development of an emission and release report by an agreement with an implementing partner such as AMAP including relevant expert meetings
- USD 150K for the development of a supply, demand and trade report by an agreement with experts such as those involved in the UNEP 2017 report
- USD 30K for the compilation and assessment of party submissions undertaken by an expert in the ES scenario; USD 20K to be covered by the general trust fund in the zero nominal growth scenario
- USD 30K for the preparation of an integrated report by an expert in the ES scenario; USD 20K to be covered by the general trust fund in the zero nominal growth scenario

Table 2

**Estimated cash balance projection as of 31 December 2019 (general trust fund) – in USD**

<b>Cash Balance as at 1 January 2019</b>	<b>2,288,091</b>
Add Estimated cash receipts for 2019*	3,583,151
<b>Total Cash before anticipated expenses</b>	<b>5,871,242</b>
Less deferred income	-534,544
Less established working capital reserve (15%)	-587,479
Estimated expenditure up to 31.12.2019**	-3,843,074
Anticipated liabilities***	-130,000
3 months' salary net cash retention	-541,678
<b>Projected cash balance as at 31.12.2019****</b>	<b>234,467</b>

*Footnotes*

\* Estimated receipts of assessed contributions in 2019 for 2018-2019 and 60% of host country contribution

\*\* It is estimated that the full budget for 2019 will be spent

\*\*\* Retroactive salary payments, in line with judgement of UN Dispute Tribunal expected later this year. Installation of new Executive Secretary

\*\*\*\* The working capital reserve needs to be adjusted to 15% of the approved budget, which implies up to an additional USD 146,940, in case the ES budget scenario is approved.