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Item 3 (b) (i) of the provisional agenda

Activities and administration of the TIR Executive Board:

Administration of the TIR Executive Board and the TIR secretariat:

Status report on the accounts for 2017

Approval of the final accounts for the year 2017

Note by the secretariat

I. Introduction

1. The present document is submitted pursuant to Annex 8, Article 11, paragraph 4 of the TIR Convention, 1975, which stipulates that the TIR Executive Board (TIRExB) “shall report on its activities, including the submission of audited accounts, to the Administrative Committee at least once a year or at the request of the Administrative Committee.”

II. Final accounts for the year 2017

2. The total budget and cost plan for the TIR Executive Board (TIRExB) and the TIR secretariat for the year 2017 including the programme support costs (13 per cent of total budget), amounted to US\$ 1,598,950 (i.e., cost plan US\$ 1,415,000 plus 13 per cent programme support costs US\$ 183,950) (ECE/TRANS/WP.30/AC.2/2016/17).
3. The final accounts for the year 2017, prepared by the competent Finance Services of the United Nations, were transmitted to the TIR secretariat on 10 August 2018.
4. According to these final accounts, TIRExB and the TIR secretariat had operating expenditures in 2017 in the order of US\$ 1,141,626 and programme support costs (13 per cent of operating expenditures) in the amount of US\$ 148,411 total expenditures of US\$ 1,290,037. The leftover for the year 2017 amounts to US\$ 308,913 (see the following table).

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Table 1
Final accounts for the year 2017

Local Technical Cooperation Trust Fund Transport International Routier – TIR
 Allotment Account No: E211-ECE-TN-213 (M1-32ECE-000062)

<i>Object of expenditure</i>	<i>2017 Released</i>	<i>Expenditures as of</i>	<i>Leftover as at</i>
	<i>budget</i>	<i>31-Dec-17</i>	<i>31-Dec-17</i>
	<i>US\$</i>	<i>US\$</i>	<i>US\$</i>
	<i>(1)</i>	<i>(2)</i>	<i>(3) = (1)-(2)</i>
Staff and personnel costs	1 248 000	1 096 977	151 023
Travel (official travel of staff, travel of meeting participants)	110 000	43 846	66 154
Operating and other direct costs (e.g. staff training, communication costs, pouches, postage, hospitality etc.)	22 000	10 216	11 784
Contractual services	25 000	-9 413	34 413
Equipment, vehicles and furniture	10 000	0	10 000
Sub-Total	1 415 000	1 141 626	273 374
Programme Support Cost (approx. 13% of Total)	183 950	148 411	35 539
Grand Total	1 598 950	1 290 037	308 913

5. The following summary table shows the fund statement as at 31 December 2017.

Table 2
Fund statement as at 31 December 2017

Local Technical Cooperation Trust Fund on "Transport International Routier" (TIR)
 Allotment Account No: E211 ECE-TN-213 (M1-32ECE-000062)

	<i>Currency</i>	<i>US\$</i>
Unencumbered balance as of 31 December 2016		1 048 329
Reserve early termination UNECE/IRU Agreement		305 000
Actual fund balance at 31 December 2016 ¹		1 353 329
2017 Contribution received in 2016 (transferred by the IRU by 14/11/2016)		1 045 089
Total unencumbered balance and fund reserve as at 31 December 2016		2 398 418
Less: Direct Expenditures 2017	1 141 626	
Less: Programme support costs for 2017	<u>148 411</u>	
Less: Total Expenditures for 2017		1 290 037
Plus:		
Interest income and other miscellaneous income 2017	<u>24 738</u>	
Plus: Total contribution/income received in 2017 ²		24 738
Actual fund balance at 31 December 2017³		1 133 119

¹ See document ECE/TRANS/WP.30/AC.2/2017/20

² Exclusive of the 2018 contribution received in 2017.

³ Inclusive of: Provision for termination UNECE/IRU Agreement, Provision for Installation and Separation Costs, operation Cash Reserve that are forwarded year-to-year. Exclusive of the 2018 contribution received in 2017.