



**Economic and Social
Council**

Distr.
GENERAL

TRANS/WP.30/AC.2/2003/7
16 July 2003

Original: ENGLISH

ECONOMIC COMMISSION FOR EUROPE

Administrative Committee for the TIR Convention, 1975

(Thirty-fifth session, 25 and 26 September 2003,
agenda item 3 (b) (ii))

ACTIVITIES AND ADMINISTRATION OF THE TIR EXECUTIVE BOARD (TIRExB)

Administration of the TIRExB

Budget of the TIRExB and the TIR secretariat for the year 2003

Note by the TIR Secretary

1. The budget and cost plan for the TIR Executive Board (TIRExB) and the TIR secretariat for the year 2003, including Programme support (13% of total budget) and Operating Reserve Fund (15% of total budget and Programme support) amounted to US\$ 1,248,170.
2. As of 30 June 2003 approximately 62% of the total net allotment for the year 2003 (total budget net of programme support and operating reserve) has been utilized.
3. The TIR Secretary presents below a detailed report on the financial situation of the TIRExB and the TIR secretariat as of 30 June 2003. Allotments refer to the resources estimated in 2002 and available in 2003. Expenditures cover disbursements made and obligations already undertaken as of 30 June 2003.

4. A complete financial report for the year 2003 will be prepared for approval by the Administrative Committee at its forthcoming session in spring 2004. The budget and cost plan for the operation of the TIRExB and the TIR secretariat for the year 2003, as approved by the Administrative Committee on 25 October 2002 (TRANS/WP.30/AC.2/67, para. 28), is contained in document TRANS/WP.30/AC.2/2002/5.

5. The Administrative Committee may wish to take note of the present status report.

United Nations Economic Commission for Europe, Transport Division

Programme: TIR Executive Board (TIRExB) and TIR secretariat

Title of Trust Fund: "Transport International Routier - TIR" Account No.: ZL-RER-8001

Status report as of 30 June 2003 (in US\$)

<u>Budget line</u>	<u>Object of expenditure</u>	<u>Allotment</u>	<u>Expenditures</u> (Obligations + Disbursements)	<u>Balance</u>
1100	Project Personnel	695,700	439,081	256,619
1301	Admin. Support Personnel	152,800	149,306	3,494
1501	Travel on Official Business	30,000	3,245	26,755
1601	Mission costs	15,000	5,675	9,325
2101	Sub-contract	5,000	0	5,000
4301	Premises	25,000	0	25,000
4501	Local procurement	20,000	4,570	15,430
5101	Equipment maintenance	2,000	0	2,000
5301	Sundry	15,000	121	14,879
Total net allotment		960,500	601,998	358,502
Programme Support (13% of Total)		124,865		
Operating Reserve Fund (15% of Total + Programme Support)		162,805		
Grand total		1,248,170		

Specification of expenditures (as of 30 June 2003)

Project Personnel (1100)

Four experts recruited on fixed-term appointments.

Administrative Support Personnel (1301)

Recruitment of administrative personnel for secretarial support, data entry of information into the International TIR Data Bank and updating of the TIR web site.

Travel on Official Business (1501)

Participation of the TIR secretariat at the third session of the Informal ad hoc Expert Group on the Conceptual and Technical Aspects of Computerization of the TIR Procedure (Budapest, 1-2 September 2003).

Mission costs (1601)

Participation of TIRExB members at the seventeenth session of the TIRExB (Geneva).

Sub-contract (2101)

No cost occurred so far under this budget line.

Premises (4301)

No cost occurred so far under this budget line.

Local procurement (4501)

Computer equipment (3 computers) and software have been purchased.

Operation and maintenance of equipment (5101)

No cost occurred so far under this budget.

Sundry (5301)

Miscellaneous administrative expenses (software manuals).
