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and Environment**Steering Committee on Transport, Health
and Environment Pan-European Programme****Thirteenth session**

Geneva, 17–18 November 2015

Item 7 (d) of the provisional agenda

Managing THE PEP: Financial matters**Status of THE PEP Trust Fund****Note by THE PEP secretariat****I. Introduction**

1. THE PEP secretariat provides below information on the use of financial resources available in 2014 and 2015 with the UNECE and the WHO/Europe secretariats. Detailed information for 2013 and 2014 has been made available in document ECE/AC.21/SC/2014/5-EUDCE1206040/1.9/SC12/5.

2. This note does not include the in-kind contributions provided by several Member States and Partners to the implementation of THE PEP programme of work, in terms of person-time; mobilization of technical expertise, hosting of meetings and workshops, engagement of consultants.

II. Financial resources received and used by UNECE and WHO/Europe

A. UNECE Summary of contributions and expenditures for 2014 and estimates for 2015 (as of 6 November 2015)

<i>Contributions 2014 (USD)</i>			
Austria	12 December 2014	EUR 40,000	50,063
Total contributions in 2014			50,063
Total available in 2014			225,510 (a)
<i>Expenditures 2014 (USD)</i>			
Total direct expenditures in 2014			74,542
13 % Programme support cost			9,690
Total expenditures for 2014			84,232 (b)
Total unencumbered net fund balance as of 31.12.2014 (a) – (b)			141,278 (c)
<i>Contributions 2015 (USD)</i>			
Switzerland	14 January 2015	CHF 30,000	30,395
Austria	29 May 2015	EUR 40,000	44,248
Total contributions in 2015			74,643 (d)
<i>Expected expenditures 2015 (USD) (estimates)</i>			
Consultants			15,000
Travel of staff (Statutory meetings; Workshops, Meetings)			10,000
Travel of Experts (Workshop Irkutsk; Symposium Geneva)			5,000
Travel of participants (Statutory meetings; Workshop Irkutsk)			10,000
Non-expendable equipment (Clearing House search engine)			5,000
External Printing			1,000
Telecommunications			1,000
Miscellaneous			1,000
Total expected expenditures			48,000
13 % Programme Support Costs			6,240
15 % Operating Reserve			7,200
Total expected expenditures for 2015			61,440 (e)
Expected balance at 31.12.2015 (c)+(d)-(e)			154,481

B. WHO/Europe Summary of contributions and expenditures for 2014 and estimates for 2015 (as of 5 November 2015)

<i>Contributions 2014 (USD)</i>			
Switzerland	February 2014	CHF 10,000	11,023
Switzerland	December 2014	CHF 10,763	10,994
Serbia	May 2014	EUR 2,000	2,710
France	September 2014	EUR 20,000	25,413
Austria	September 2014	EUR 40,000	50,826
Total contributions in 2014			100,966
Total available in 2014			187,254 (a)
<i>Expenditures 2014 (USD)</i>			
Travel of staff (Relay race workshop, statutory meetings, 4HLM)			30,300
Meeting participants and experts (Relay race workshop, statutory meetings, 4HLM)			20,237
Meeting costs (workshops, statutory meetings)			2,500
Consultant			1,000
Publications (for 4HLM)			32,536
Other costs (general operating costs)			131
Total direct expenditures for 2014			86,704
13 % Programme Support Costs on received contributions			13,125
Total expenditures for 2014			99,829 (b)
Total unencumbered net fund balance as of 31.12.2014 (a) – (b)			87,425 (c)
<i>Contributions 2015 (USD)</i>			
Switzerland	June 2015	CHF 9,843	9,879
France	July 2015	EUR 20,000	21,738
Austria	August 2015	EUR 40,000	43,476
Total contributions in 2015			75,093 (d)
<i>Expected expenditures 2015 (USD) (estimates)</i>			
Travel of staff (statutory meetings, relay race workshop)			14,131
Travel of meeting participants and experts (statutory meetings, relay race workshop)			30,588
Meeting costs (statutory meetings, relay race workshop)			1,142
Consultants and staff			50,217
Publications			15,272
Other costs (general operating costs)			1,755
Total direct expected expenditures for 2015			113,105
13 % Programme Support Costs on received contributions			9,762
Total expected expenditures for 2015			122,867 (e)
Expected balance at 31.12.2015 (c)+(d)-(e)			39,651

III. Guidelines for the transfer of contributions to THE PEP

3. The secretariat provides bank information for the transfer of contributions to UNECE and WHO/Europe to ensure the effective implementation of the work plan of THE PEP and the adequate participation of experts from EECCA countries in its meetings. Contributions should be transmitted to the UNECE THE PEP Trust Fund and/or to WHO/Europe.

4. For administrative reasons, funds for personnel and IT infrastructure for THE PEP Clearing House should be made available to the UNECE Trust Fund, while support for additional services to be provided by the Clearing House can be made available to either organization. In general, resources made available through the UNECE Trust Fund would mainly support activities that have a strong transport and environment component. Funds promoting primarily health-related objectives could be directed to WHO/Europe.
