



**OPCW**

**Executive Council**

Seventy-First Session  
19 – 22 February 2013

EC-71/DG.14  
C-18/DG.2  
5 February 2013  
Original: ENGLISH

**NOTE BY THE DIRECTOR-GENERAL**

**TRANSFERS OF FUNDS DURING 2012**

Financial Regulation 4.6 states that the Director-General shall notify the Executive Council (hereinafter “the Council”) of any transfers of appropriated funds between subprogrammes within a budget programme. In pursuance of this Financial Regulation, the Director-General in this Note informs the Council that, during the period from 1 January to 31 December 2012, none of the transfers made between subprogrammes exceeded 15% of the original appropriation for the subprogramme to which the transfers were made. A summary of such transfers is presented in the annex to this Note.

Furthermore, Financial Regulation 4.5 states that the Director-General shall notify the Council of any transfers of appropriated funds between programmes within a budget chapter. In pursuance of this Financial Regulation, the Director-General in this Note also informs the Council that, during the period from 1 January to 31 December 2012, no such transfers were made.

Recalling that the Programme and Budget for 2012 (C-16/DEC.12, dated 2 December 2011) was approved at the subprogramme level, a number of the transfers listed in the annex to this Note were inevitable. The Technical Secretariat will review these transfers in 2013, to ensure that lessons learned are incorporated into the 2014 budget-preparation process. In fact, these transfers, together with the aspect of under-utilisation of resources, will be subject to analysis as part of the 2012 programme-performance report, to be submitted to the Council at its Seventy-Third Session.

Annex: Transfers of Appropriated Funds Between Subprogrammes Within a Budget Programme, 1 January to 31 December 2012



**Annex**

**TRANSFERS OF APPROPRIATED FUNDS BETWEEN SUBPROGRAMMES  
WITHIN A BUDGET PROGRAMME  
1 JANUARY TO 31 DECEMBER 2012**

<b>Transferred From</b>	<b>Transferred To</b>	<b>Amount (In Euros)</b>	<b>Note</b>
Policy and Review Branch	Industry Verification Branch	50,000	1
OPCW Laboratory	Industry Verification Branch	20,000	1
OPCW Laboratory	Chemical Demilitarisation Branch	80,000	2
Operations and Planning Branch	Inspection Team Leaders and Personnel	70,000	3
Media and Public Affairs Branch	Protocol and Visa Branch	60,000	4
Media and Public Affairs Branch	Government Relations and Political Affairs Branch	10,000	5
Health and Safety Branch	Office of the Director-General	34,200	6
Health and Safety Branch	Office of Special Projects	12,000	7
Health and Safety Branch	Office of Confidentiality and Security	40,000	8
Information Services Branch	Human Resources Branch	83,000	9
Training, Development and Results-Based Management Branch	Human Resources Branch	80,000	9
Office of the Director, Administration	Human Resources Branch	15,000	9
Office of the Director, Administration	Budget, Planning and Control Branch	5,000	10

**Explanation of notes:**Note 1

The transfer of funds from the Policy and Review Branch (EUR 50,000) and the OPCW Laboratory (EUR 20,000) to the Industry Verification Branch amounting to EUR 70,000 was carried out in order to cover salaries and common staff costs that proved to be higher than the budgeted standard costs as well as consultancy and contractual services. The funds became available during the financial year and the transfer took place without detriment to the approved activities of the aforementioned subprogrammes.

Note 2

The transfer of funds from the OPCW Laboratory to the Chemical Demilitarisation Branch amounting to EUR 80,000 was carried out in order to cover salaries and common staff costs that proved to be higher than the budgeted standard costs, as well as consultancy and contractual services. The funds became available during the financial year and the transfer took place without detriment to the approved activities of the OPCW Laboratory.

Note 3

The transfer of funds from the Operations and Planning Branch to the Inspection Team Leaders and Personnel amounting to EUR 70,000 was carried out in order to cover salaries and common staff costs to cover for the extension of 13 P-3 inspectors for six months. The funds became available during the financial year and the transfer took place without detriment to the approved activities of the Operations and Planning Branch.

Note 4

The transfer of funds from the Media and Public Affairs Branch to the Protocol and Visa Branch amounting to EUR 60,000 was carried out in order to cover salaries and common staff costs that proved to be higher than the budgeted standard costs, as well as consultancy and contractual services. The funds became available during the financial year and the transfer took place without detriment to the approved activities of the Media and Public Affairs Branch. Reference is made to EC-70/DG.13, dated 18 September 2012.

Note 5

The transfer of funds from the Media and Public Affairs Branch to the Government Relations and Political Affairs Branch amounting to EUR 10,000 was carried out in order to cover travel expenses and consultancy and contractual services that were higher than budgeted. The funds became available during the financial year and the transfer took place without detriment to the approved activities of the Media and Public Affairs Branch.

Note 6

The transfer of funds from the Health and Safety Branch to the Office of the Director-General amounting to EUR 34,200 was necessary in order to cover salaries and common staff costs, as well as other staff costs that were higher than budgeted. The funds became available during the financial year and the transfer took place without detriment to the approved activities of the Health and Safety Branch.

Note 7

The transfer of funds from the Health and Safety Branch to the Office of Special Projects amounting to EUR 12,000 was carried out in order to cover salaries and common staff costs that proved to be higher than the standard costs. The funds became available during the financial year and the transfer took place without detriment to the approved activities of the Health and Safety Branch. Reference is made to EC-70/DG.13.

Note 8

The transfer of funds from the Health and Safety Branch to the Office of Confidentiality and Security amounting to EUR 40,000 was carried out in order to cover salaries and common staff costs that proved to be higher than the standard costs. The funds became available during the financial year and the transfer took place without detriment to the approved activities of the Health and Safety Branch.

Note 9

The transfer of funds from the Information Services Branch (EUR 83,000), Training, Development and Results-Based Management Branch (EUR 80,000) and Office of the Director, Administration (EUR 15,000) to the Human Resources Branch amounting to EUR 178,000 was carried out in order to cover other staff costs and consultancy and

contractual services that proved to be higher than budgeted. The funds became available during the financial year and the transfers took place without detriment to the approved activities of the aforementioned subprogrammes.

Note 10

The transfer of funds from the Office of the Director, Administration to the Budget, Planning and Control Branch amounting to EUR 5,000 was carried out in order to cover salaries and common staff costs for temporary staff that proved to be higher than budgeted. The funds became available during the financial year and the transfer took place without detriment to the approved activities of the Office of the Director, Administration.

- - - 0 - - -