



100th Session
5 – 8 July 2022

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NOTE BY THE DIRECTOR-GENERAL

TRANSFERS OF FUNDS DURING 2021

1. Financial Regulation 4.5 states that the Director-General shall notify the Executive Council (hereinafter “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 informs the Council that, during the period from 1 January to 31 December 2021, none of the transfers made between programmes exceeded 10% of the original appropriation for the programme to which the transfers were made. A summary of such transfers is presented in Annex 1 to this Note.
2. Financial Regulation 4.6 states that the Director-General shall notify the Council of any transfers of appropriated funds between subprogrammes within a budget programme. 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 Annex 2 to this Note.
3. Recalling that the Programme and Budget for 2021 (C-25/DEC.7, dated 1 December 2020) was approved at the subprogramme level, the transfers listed in both annexes to this Note were processed to cover budget shortfalls and to fund new programme activities. All transfers that occurred throughout 2021 are without detriment to the approved activities of the respective programmes. The Technical Secretariat will review the utilisation of resources as part of the 2021 programme performance review and any lessons learned will be considered when formulating the Programme and Budget for 2024 and 2025. The programme performance report for 2021 (S/2068/2022, dated 15 June 2022) will be submitted to the Council at its 100th Session.

Annexes:

- Annex 1: Transfers of Appropriated Funds Between Programmes, 1 January to 31 December 2021
- Annex 2: Transfers of Appropriated Funds Between Subprogrammes Within a Budget Programme, 1 January to 31 December 2021



Annex 1**TRANSFERS OF APPROPRIATED FUNDS BETWEEN PROGRAMMES
1 JANUARY TO 31 DECEMBER 2021**

Transferred from	Transferred to	Amount (in Euros)	Note
International Cooperation and Assistance Programme	Administration Programme	60,338	1
Executive Management Programme	Administration Programme	51,099	2
Support to the Policy-Making Organs Programme	Administration Programme	145,000	3

Explanation of notes:Note 1

The transfer of funds from the International Cooperation and Assistance Programme to the Administration Programme (EUR 60,338) was to cover consultancy costs for the Human Resources Branch.

Note 2

The transfer of funds from the Executive Management Programme to the Administration Programme (EUR 51,099) was to cover staff costs (EUR 21,845) and consultancy costs (EUR 24,254) for the Human Resources Branch, and other supplies and material (EUR 5,000) for the Office of the Director, Administration.

Note 3

The transfer of funds from the Office of the Director, Secretariat for the Policy-Making Organs to the Administration Programme (EUR 145,000) was to cover staff costs for the Budget and Finance Branch.

The transfers were executed primarily late in year and without detriment to the performance of the programme.

Annex 2

**TRANSFERS OF APPROPRIATED FUNDS BETWEEN SUBPROGRAMMES
WITHIN A BUDGET PROGRAMME
1 JANUARY TO 31 DECEMBER 2021**

Transferred from	Transferred to	Amount (in Euros)	Note
<i>Inspections Programme</i>			
Capacity-Building and Contingency-Planning Cell	Operations and Planning Branch	10,000	1
Demilitarisation Inspection Cell	Operations and Planning Branch	259,000	2
Industry Inspection Cell	Safety and Analytical Chemistry Cell	560,000	3
<i>External Relations Programme</i>			
Public Affairs Branch	Office of the Director, External Relations Division	28,000	4
Public Affairs Branch	Political Affairs and Protocol Branch	84,000	5
<i>Executive Management Programme</i>			
Office of the Legal Adviser	Office of the Deputy Director-General	9,000	6
Office of the Legal Adviser	Office of Confidentiality and Security	62,500	7
Office of Strategy and Policy	Office of Confidentiality and Security	185,000	8
Office of Strategy and Policy	Health and Safety Branch	3,000	9
Office of Internal Oversight	Health and Safety Branch	13,000	10
<i>Administration Programme</i>			
Office of the Director of Administration	Budget and Finance Branch	13,000	11
Office of the Director of Administration	Human Resources Branch	25,908	12
Information Services Branch	Budget and Finance Branch	62,000	13

Explanation of notes:

Note 1

The transfer of funds within the Inspections Programme from the Capacity-Building and Contingency-Planning Cell to the Operations and Planning Branch (EUR 10,000) was to cover staff costs.

Note 2

The transfer of funds within the Inspections Programme from the Demilitarisation Inspection Cell to the Operations and Planning Branch (EUR 259,000) was to cover inspection and laboratory equipment costs.

Note 3

The transfer of funds within the Inspections Programme from the Industry Inspection Cell to the Safety and Analytical Chemistry Cell (EUR 560,000) was to cover staff costs.

Note 4

The transfer of funds within the External Relations Programme from the Public Affairs Branch to the Office of the Director, External Relations Division (EUR 28,000) was to cover staff costs.

Note 5

The transfer of funds within the External Relations Programme from the Public Affairs Branch to the Political Affairs and Protocol Branch (EUR 84,000) was to cover staff costs.

Note 6

The transfer of funds within the Executive Management Programme from the Office of the Legal Adviser to the Office of the Deputy Director-General (EUR 9,000) was to cover staff costs.

Note 7

The transfer of funds within the Executive Management Programme from the Office of the Legal Adviser to the Office of Confidentiality and Security (EUR 62,500) was to cover other contractual services.

Note 8

The transfer of funds within the Executive Management Programme from the Office of Strategy and Policy to the Office of Confidentiality and Security (EUR 185,000) was to cover staff costs.

Note 9

The transfer of funds within the Executive Management Programme from the Office of Strategy and Policy to the Health and Safety Branch (EUR 3,000) was to cover staff costs.

Note 10

The transfer of funds within the Executive Management Programme from the Office of Internal Oversight to the Health and Safety Branch (EUR 13,000) was to cover staff costs.

Note 11

The transfer of funds within the Administration Programme from the Office of the Director of Administration to the Budget and Finance Branch (EUR 13,000) was to cover staff costs.

Note 12

The transfer of funds within the Administration Programme from the Office of the Director of Administration to the Human Resources Branch (EUR 25,908) was to cover staff costs.

Note 13

The transfer of funds within the Administration Programme from the Information Services Branch to the Budget and Finance Branch was to cover consultancy costs (EUR 22,000) and other general operating expenses (EUR 40,000).