



103rd Session  
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### **NOTE BY THE DIRECTOR-GENERAL**

#### **TRANSFERS OF FUNDS DURING 2022**

1. Regulation 4.5 of the OPCW Financial Regulations and Rules 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 2022, 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 2022–2023 (C-26/DEC.11, dated 1 December 2021) 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 2022 are without detriment to the approved activities of the respective programmes. The Technical Secretariat will review the utilisation of resources as part of the 2022 programme performance review and any lessons learned will be considered when formulating the biennium Programme and Budget for 2024–2025. The programme performance report for 2022 (S/2176/2023, dated 31 May 2023) will be submitted to the Council at its 103rd Session.

#### Annexes:

Annex 1: Transfers of Appropriated Funds Between Programmes, 1 January to 31 December 2022

Annex 2: Transfers of Appropriated Funds Between Subprogrammes Within a Budget Programme, 1 January to 31 December 2022



**Annex 1**

**TRANSFERS OF APPROPRIATED FUNDS BETWEEN PROGRAMMES  
1 JANUARY TO 31 DECEMBER 2022**

<b>Transferred from</b>	<b>Transferred to</b>	<b>Amount (in Euros)</b>	<b>Note</b>
External Relations Programme	Programme for the Support to the Policy-Making Organs	24,000	1
Executive Management Programme	Administration Programme	145,954	2
Administration Programme	Executive Management Programme	139,000	3

**Explanation of notes:**

Note 1

The transfer of funds from the External Relations Programme to the Programme for the Support to the Policy-Making Organs (EUR 24,000) was to cover staff costs for the Language Services Branch.

Note 2

The transfer of funds from the Executive Management Programme to the Administration Programme (EUR 145,954) was to cover maintenance of premises and utilities costs (EUR 125,000) for the Office of the Director, Administration and consultancy costs (EUR 20,954) for the Human Resources Branch.

Note 3

The transfer of funds from the Administration Programme to the Executive Management Programme (EUR 139,000) was to cover staff costs for the Office of the Deputy Director-General (EUR 34,000), the Office of Internal Oversight (EUR 39,000), and the Office of the Legal Adviser (EUR 66,000).

The transfers were executed primarily late in the 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 2022**

<b>Transferred from</b>	<b>Transferred to</b>	<b>Amount (in Euros)</b>	<b>Note</b>
<b><i>Verification Programme</i></b>			
Office of the Director	Declarations Branch	37,200	1
Declarations Branch	Industry Verification Branch	106,000	2
<b><i>Inspections Programme</i></b>			
Operations and Planning Branch	Office of the Director	73,500	3
Operations and Planning Branch	Safety and Analytical Chemistry Cell	277,000	4
Capacity-Building and Contingency-Planning Cell	Safety and Analytical Chemistry Cell	68,000	5
Demilitarisation Inspection Cell	Safety and Analytical Chemistry Cell	272,000	6
Industry Inspection Cell	Safety and Analytical Chemistry Cell	751,000	7
<b><i>International Cooperation and Assistance Programme</i></b>			
Office of the Director	Implementation Support Branch	27,361	8
<b><i>Programme for the Support to the Policy-Making Organs</i></b>			
Office of the Director	Language Services Branch	138,000	9
<b><i>External Relations Programme</i></b>			
Public Affairs Branch	Office of the Director	13,500	10
Public Affairs Branch	Political Affairs and Protocol Branch	36,000	11
<b><i>Executive Management Programme</i></b>			
Office of the Director-General	Office of Confidentiality and Security	51,000	12
Office of the Director-General	Office of the Deputy Director-General	15,000	13
Office of the Director-General	Health and Safety Branch	25,000	14
Office of Strategy and Policy	Health and Safety Branch	17,000	15
<b><i>Administration Programme</i></b>			
Human Resources Branch	Office of the Director	72,000	16
Information Services Branch	Budget and Finance Branch	55,000	17
Information Services Branch	Office of the Director	75,000	18

**Explanation of notes:**

Note 1

The transfer of funds within the Verification Programme from the Office of the Director to the Declarations Branch (EUR 37,200) was to cover information and communications technology services.

Note 2

The transfer of funds within the Verification Programme from the Declarations Branch to the Industry Verification Branch (EUR 106,000) was to cover staff costs.

Note 3

The transfer of funds within the Inspections Programme from the Operations and Planning Branch to the Office of the Director (EUR 73,500) was to cover staff costs.

Note 4

The transfer of funds within the Inspections Programme from the Operations and Planning Branch to the Safety and Analytical Chemistry Cell (EUR 277,000) was to cover staff costs.

Note 5

The transfer of funds within the Inspections Programme from the Capacity-Building and Contingency-Planning Cell to the Safety and Analytical Chemistry Cell (EUR 68,000) was to cover staff costs.

Note 6

The transfer of funds within the Inspections Programme from the Demilitarisation Inspection Cell to the Safety and Analytical Chemistry Cell (EUR 272,000) was to cover staff costs.

Note 7

The transfer of funds within the Inspections Programme from the Industry Inspection Cell to the Safety and Analytical Chemistry Cell (EUR 751,000) was to cover staff costs.

Note 8

The transfer of funds within the International Cooperation and Assistance Programme from the Office of the Director to the Implementation Support Branch (EUR 27,361) was to cover non-staff travel (EUR 20,000) and consultancy costs (EUR 7,361).

Note 9

The transfer of funds within the Programme for the Support to the Policy-Making Organs from the Office of the Director to the Language Services Branch (EUR 138,000) was to cover staff costs.

Note 10

The transfer of funds within the External Relations Programme from the Public Affairs Branch to the Office of the Director (EUR 13,500) was to cover staff costs.

Note 11

The transfer of funds within the External Relations Programme from the Public Affairs Branch to the Political Affairs and Protocol Branch (EUR 36,000) was to cover staff costs.

Note 12

The transfer of funds within the Executive Management Programme from the Office of the Director-General to the Office of Confidentiality and Security (EUR 51,000) was to cover staff costs.

Note 13

The transfer of funds within the Executive Management Programme from the Office of the Director-General to the Office of the Deputy Director-General (EUR 15,000) was to cover staff costs.

Note 14

The transfer of funds within the Executive Management Programme from the Office of the Director-General to the Health and Safety Branch (EUR 25,000) was to cover staff costs.

Note 15

The transfer of funds within the Executive Management Programme from the Office of Strategy and Policy to the Health and Safety Branch (EUR 17,000) was to cover staff costs.

Note 16

The transfer of funds within the Administration Programme from the Human Resources Branch to the Office of the Director (EUR 72,000) was to cover staff costs.

Note 17

The transfer of funds within the Administration Programme from the Information Services Branch to the Budget and Finance Branch (EUR 55,000) was to cover staff costs.

Note 18

The transfer of funds within the Administration Programme from the Information Services Branch to the Office of the Director was to cover staff costs (EUR 75,000).