

**NOTE BY THE DIRECTOR-GENERAL****TRANSFERS OF FUNDS DURING 2017**

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 2017, 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. Furthermore, 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 2017 (C-21/DEC.6, dated 1 December 2016) 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 2017 are without detriment to the approved activities of the respective programmes. The Technical Secretariat will review the utilisation of resources as part of the 2017 programme performance review, and any lessons learned will be considered when formulating the 2019 Programme and Budget. The 2017 programme performance report will be submitted to the Council at its Eighty-Eighth Session.

Annexes:

- Annex 1: Transfers of Appropriated Funds between Programmes, 1 January to 31 December 2017
- Annex 2: Transfers of Appropriated Funds between Subprogrammes within a Budget Programme, 1 January to 31 December 2017



Annex 1**TRANSFERS OF APPROPRIATED FUNDS BETWEEN PROGRAMMES
I JANUARY TO 31 DECEMBER 2017**

Transferred From	Transferred To	Amount (In Euros)	Note
Inspections Programme	Verification Programme	261,000	1
International Cooperation and Assistance Programme	Programme for the Support to the Policy-Making Organs	260,000	2
Administration Programme	Executive Management Programme	493,000	3

Explanation of notes:Note 1

The transfer of funds from the Inspections Programme to the Verification Programme (EUR 261,000) was to cover staff costs (EUR 221,000) and the purchase of laboratory equipment (EUR 40,000).

Note 2

The transfer of funds from the International Cooperation and Assistance Programme to the Programme for the Support to the Policy-Making Organs (EUR 260,000) was to cover staff costs.

Note 3

The transfer of funds from the Administration Programme to the Executive Management Programme (EUR 493,000) was to cover staff costs.

Annex 2

**TRANSFERS OF APPROPRIATED FUNDS BETWEEN SUBPROGRAMMES
WITHIN A BUDGET PROGRAMME
1 JANUARY TO 31 DECEMBER 2017**

Transferred From	Transferred To	Amount (In Euros)	Note
<i>Verification Programme</i>			
Declarations Branch	OPCW Laboratory	164,000	1
<i>Inspections Programme</i>			
Demilitarisation Inspections Cell	Industry Inspections Cell	530,000	2
Safety and Analytical Chemistry Cell	Operations and Administration Branch	136,620	3
Demilitarisation Inspections Cell	Operations and Administration Branch	54,000	4
Capacity-Building and Contingency-Planning Cell	Operations and Administration Branch	58,500	5
Safety and Analytical Chemistry Cell	Industry Inspections Cell	23,380	6
Office of the Director	Operations and Administration Branch	46,000	7
Demilitarisation Inspections Cell	Operations and Administration Branch	65,000	8
<i>International Cooperation and Assistance Programme</i>			
Implementation Support Branch	Assistance and Protection Branch	143,000	9
<i>Programme for the Support to the Policy-Making Organs</i>			
Office of the Director	Language Services Branch	249,500	10
<i>Administration Programme</i>			
Human Resources Branch	General Services and Procurement Branch	25,000	11
Budget, Planning and Control Branch	General Services and Procurement Branch	40,000	12
Budget, Planning and Control Branch	Information Services Branch	15,000	13

Explanation of notes:Note 1

The transfer of funds within the Verification Programme from the Declarations Branch to the OPCW Laboratory (EUR 164,000) was to cover the purchase of laboratory equipment.

Note 2

The transfer of funds within the Inspections Programme from the Demilitarisation Inspections Cell to the Industry Inspections Cell (EUR 530,000) was to cover inspection travel (EUR 380,000) and interpretation and translation costs (EUR 150,000).

Note 3

The transfer of funds within the Inspections Programme from the Safety and Analytical Chemistry Cell to the Operations and Administration Branch (EUR 136,620) was to cover cargo-related expenditures.

Note 4

The transfer of funds within the Inspections Programme from the Demilitarisation Inspections Cell to the Operations and Administration Branch (EUR 54,000) was to cover cargo-related expenditures.

Note 5

The transfer of funds within the Inspections Programme from the Capacity-Building and Contingency-Planning Cell to the Operations and Administration Branch (EUR 58,500) was to cover cargo-related expenditures.

Note 6

The transfer of funds within the Inspections Programme from the Safety and Analytical Chemistry Cell to the Industry Inspections Cell (EUR 23,380) was to cover staff costs.

Note 7

The transfer of funds within the Inspections Programme from the Office of the Director to the Operations and Administration Branch (EUR 46,000) was to cover staff costs.

Note 8

The transfer of funds within the Inspections Programme from the Demilitarisation Inspections Cell to the Operations and Administration Branch (EUR 65,000) was to cover staff costs.

Note 9

The transfer of funds within the International Cooperation and Assistance Programme from the Implementation Support Branch to the Assistance and Protection Branch (EUR 143,000) was to cover travel costs (EUR 50,000) and staff costs (EUR 93,000).

Note 10

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 249,500) was to cover staff costs.

Note 11

The transfer of funds within the Administration Programme from the Human Resources Branch to the General Services and Procurement Branch (EUR 25,000) was to cover staff costs.

Note 12

The transfer of funds within the Administration Programme from the Budget, Planning and Control Branch to the General Services and Procurement Branch (EUR 40,000) was to cover staff costs.

Note 13

The transfer of funds within the Administration Programme from the Budget, Planning and Control Branch to the Information Services Branch (EUR 15,000) was to cover staff costs.

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