

## Proposed Budget for 2022

<b>Submitted by:</b>	Secretary-General
<b>Executive Summary:</b>	This paper provides the proposed budget for 2022 for the approval of the Council on behalf of the Member States.

### References

- A. A-2 PRO 1.7 3-year Work Programme and Budget 2021-2023
- B. M-3, IHO Resolution 2/2018 as amended – *Procedure for Considering the Annual Financial Statement and Recommendations, and the Forthcoming Budget Estimate and Work Programme.*

### Introduction

1. Article VI(g)(iii) of the Convention on the IHO stipulates that the Council ...coordinate during the inter-Assembly period the activities of the Organization within the framework of the strategy, work programme and financial arrangements, as decided by the Assembly.
2. Decision 24.c of the first IHO Assembly... confirmed that the Council is empowered to approve the financial statements and any recommendations for the previous year and the budget estimates and the associated annual work programme for each forthcoming year.

### Discussion

3. The proposed budget estimates for 2022 are presented at Annex A. They are based on the second year of the proposed three-year Work Programme (2021-2023) submitted to the 2<sup>nd</sup> Session of the IHO Assembly (Reference A), but propose four variations. The variations between the detailed budget estimates originally submitted to the Assembly within the 3-years budget estimates and those being presented now to the Council for the forthcoming year take into account the actual increases in national tonnage figures reported by several Member States, the historic low interest rates and required contractual rearrangements of the Secretariat's retirement scheme.
4. The increases in national tonnage figures provide for an additional 37 shares which raise the planned income by 148 900 €. Temporal savings are envisioned on personnel costs, but increased payments have to be covered for the retirement scheme in place for local staff.
5. The following allocation of the additional planned income, planned savings and increases in payment are proposed for the budget estimates for 2022:
  - a. to increase the allocation for retirement schemes by 53.000 € to supplement the capital needed to pay the pensions to future retirees;
  - b. to increase the provision for bad debts by 30.000 € to cover potential arrears of Member States that may occur due to the ongoing pandemic situation;
  - c. to compensate for the historic low interest rates of the Retirement Fund planned for 2022 by 150.000 €;
  - d. to increase the Capacity Building Fund from 85.000 € to 100.000 € and the Special Projects Fund from 30.000 € to 80.000 €.

6. The budget estimates for 2022 remain balanced with an expected surplus of about .08% of the real budget by end of the year.

#### Action Required of the Council

7. The Council is invited to:
- a. **Approve** the budget estimates for 2022 provided in Annex A to this submission, and
  - b. **Take any other actions** that may be required.

**PROPOSED BUDGET FOR 2022  
PROJET DE BUDGET POUR 2022**

**TABLE 1  
PROPOSED IHO BUDGET DETAILS FOR 2022  
SUMMARY**

**TABLEAU 1  
PROJET DETAILLE DE BUDGET DE L'OHI POUR 2022  
RECAPITULATIF**

3-Year Budget (2022)	Chapters and Items	Proposed budget 2022	Difference
<i>Budget triennal</i>	<i>Chapitres et postes budgétaires</i>	<i>Budget révisé</i>	<i>Différence</i>
817	Number of shares - <i>Nombre de parts</i>	855	38
-6	Provision for suspended Member States <i>Provision pour Etats membres suspendus</i>	-7	
811	Final number of shares <i>Nombre de parts définitif</i>	848	37
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<u>(Euros)</u>		<u>(Euros)</u>	<u>(Euros)</u>
3 494 724	Income - <i>Revenus</i>	3 643 623	148 900
3 493 700	Net Expenditure - <i>Dépenses nettes</i>	3 640 700	147 000
----- 1 024	Budget Excess/Deficit - <i>Excédent/Déficit budgétaire</i>	----- 2 923	
----- 1 024	Effect on capital - <i>Effet sur le capital</i>	----- 2 923	
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**TABLE 2**  
**INCOME**

3-Year Budget (2022) <i>Budget triennal</i>	Chapters and Items	Proposed budget 2022 <i>Budget révisé</i>	Difference  <i>Différence</i>
(Euros)	<i>Chapitres et postes budgétaires</i>	(Euros)	(Euros)
3 263 724	CONTRIBUTIONS	3 412 623	148 900
	<i>Contributions</i>		
35 000	INTEREST ON BANK ACCOUNTS	35 000	0
	<i>Intérêts sur comptes en banques</i>		
196 000	INTERNAL TAX	196 000	0
	<i>Imposition interne</i>		
----- <b>3 494 724</b> =====		----- <b>3 643 623</b> =====	

**TABLE 3**  
**DETAILED EXPENDITURE**

3-Year Budget (2022)	Chapters and Items	Proposed budget 2022	Difference
<i>Budget triennal</i>	<i>Chapitres et postes budgétaires</i>	<i>Budget révisé</i>	<i>Différence</i>
Chapter 1 - Chapitre 1 - (Euros)	<b><u>Personnel Costs</u></b> <b><u>Dépenses de personnel</u></b>	(Euros)	(Euros)
528 000	Salaries - Directing Committee - <i>Salaires - Comité de direction</i>	505 000	-23 000
636 000	- Category A - <i>Personnel de catégorie A</i>	580 000	-56 000
238 000	- Translators - <i>Personnel de traduction</i>	135 000	-103 000
540 000	- General Services (B) - <i>Services généraux (B)</i>	580 000	40 000
10 000	Overtime for B Category - <i>Heures supplémentaires pour la catégorie B</i>	10 000	0
	<b><u>Costs dependent on Salaries - Coûts liés aux salaires</u></b>		
50 000	Annual Bonus (B Category) - <i>Gratification annuelle (catégorie B)</i>	50 000	0
417 000	Payment to Retirement schemes - <i>Cotisation patronale de retraite</i>	470 000	53 000
15 000	Insurances based on wages - <i>Assurances assises sur salaires</i>	15 000	0
310 000	Medical (CIGNA premiums) - <i>Primes médicales versées à CIGNA</i>	300 000	-10 000
17 000	Family Allowances - <i>Allocations familiales</i>	20 000	3 000
5 000	Education Grants - <i>Allocations pour frais d'études</i>	0	-5 000
			0
	<b><u>Costs independent of Salaries - Autres charges indépendantes des salaires</u></b>		0
6 000	Home rental - <i>Indemnité de logement</i>	0	-6 000
12 000	Home Leave - <i>Congés dans les foyers</i>	15 000	3 000
3 000	Miscellan. Personnel Expenses - <i>Autres dépenses de personnel</i>	3 000	0
	<b><u>Controllable Personnel costs - Coûts de personnel modulables</u></b>		
1 000	Salaries - Temporary staff - <i>Personnel temporaire</i>	1 000	0
7 000	IHO Secretariat Staff training - <i>Formation du personnel du Secrétariat de l'OHI</i>	7 000	0
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<b>2 795 000</b>	<b>TOTAL CHAPTER I - TOTAL CHAPITRE I</b>	<b>2 691 000</b>	<b>-104 000</b>

3-Year Budget (2022) <i>Budget triennal</i>	Chapters and Items <i>Chapitres et postes budgétaires</i>	Proposed budget 2022 <i>Budget révisé</i>	Difference <i>Différence</i>
Chapter II - Chapitre II -	<b>Current Operating Costs</b> <b><i>Dépenses de gestion courante</i></b> <b><u>Maintenance, communications, etc - Entretien, communications, etc</u></b>		
(Euros)		(Euros)	(Euros)
43 000	Maintenance of building - <i>Entretien des locaux</i>	43 000	0
4 000	Multirisk insurance - <i>Assurance multi-risques</i>	4 000	0
55 000	Maintenance of IT equipment - <i>Entretien des équipements</i>	45 000	-10 000
11 000	Office Stationery - <i>Fournitures de bureau</i>	8 000	-3 000
32 000	Postage, telephone, telefax - <i>Courrier, télécommunications</i>	25 000	-7 000
1 500	Local Travel - <i>Déplacements locaux</i>	1 500	0
6 000	Bank Charges - <i>Frais bancaires</i>	7 000	1 000
10 000	Contract support - <i>Support contractuel</i>	10 000	0
15 000	Administrative support for Council - <i>Support administratif pour le conseil</i>	15 000	0
10 000	Auditors fees - <i>Honoraires du commissaire aux comptes</i>	10 000	0
20 000	Public Relations - <i>Relations publiques</i>	20 000	0
1 000	Miscellan. Operating Expenses - <i>Autres charges d'exploitation</i>	1 000	0
	<b><u>Travel costs - Frais de déplacements</u></b>		
250 000	Long Distance - <i>Grands déplacements</i>	250 000	0
	<b><u>Publications costs - Frais de publications</u></b>		
10 000	I.H. Review - <i>Revue hydrographique internationale</i>	10 000	0
1 000	Other publications - <i>Autres publications</i>	1 000	0
			0
20 000	Provision for bad debts - <i>Provisions pour créances douteuses</i>	50 000	30 000
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<b>489 500</b>	<b>TOTAL CHAPTER II - TOTAL CHAPITRE II</b>	<b>500 500</b>	<b>11 000</b>

3-Year Budget (2022) Budget triennial	Chapters and Items <i>Chapitres et postes budgétaires</i>	Proposed budget 2022 Budget révisé	Difference  Différence
Chapter III - Chapitre III - (Euros)	<b><u>Capital Expenditure</u></b> <b><u>Dépenses d'équipement</u></b>	(Euros)	(Euros)
10 000	Purchase of IT equipment - <i>Equipements informatiques</i>	10 000	0
5 000	Furniture & other equipment - <i>Mobilier et autres équipements</i>	5 000	0
1 000	Purchase Publications & Binding - <i>Reliures et publications</i>	1 000	0
15 000	Depreciation of fixed assets - <i>Dépréciation des immobilisations</i>	20 000	5 000
----- <b>31 000</b>	<b><u>TOTAL CHAPTER III - TOTAL CHAPITRE III</u></b>	----- <b>36 000</b>	<b>5 000</b>
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<b>3 315 500</b>	<b>Annual Operating Costs - <i>Coût opérationnel annuel</i></b>	<b>3 227 500</b>	2 934 038
=====	=====	=====	=====
Chapter IV - Chapitre IV - (Euros)	<b><u>Asset Allocation</u></b> <b><u>Immobilisations</u></b>	(Euros)	(Euros)
15 000	Purchase of IT equipment - <i>Equipements informatiques</i>	15 000	0
10 000	Furniture & other equipment - <i>Mobilier et autres équipements</i>	10 000	0
<b>25 000</b>		<b>25 000</b>	
Chapter V Chapitre V (Euros)	<b><u>Allocation to Funds</u></b> <b><u>Dotations aux fonds dédiés</u></b>	(Euros)	(Euros)
8 200	GEBCO Fund - <i>Fonds pour la GEBCO</i>	8 200	0
10 000	GEBCO SCUFN Gazetter	10 000	0
0	Renovation and Enhancement Fund - <i>Fonds de rénovation et d'amélioration</i>	20 000	20 000
20 000	Assembly Fund - <i>Fonds pour les assemblées</i>	20 000	0
0	Relocation Fund - <i>Fonds pour les déménagements</i>		0
85 000	Capacity Building Fund - <i>Fonds pour le renforcement des capacités</i>	100 000	15 000
30 000	Special Project Fund - <i>Fonds pour les projets spéciaux</i>	80 000	50 000
0	IBSC Fund - <i>Fonds IBSC</i>	0	0
0	Internal Retirement Fund - <i>Fonds de Retraite Interne</i>	150 000	150 000
----- <b>153 200</b>	<b><u>TOTAL CHAPTER V - TOTAL CHAPITRE V</u></b>	----- <b>388 200</b>	
----- <b>3 493 700</b>	<b>TOTAL EXPENDITURE - <i>Dépense totale</i></b>	----- <b>3 640 700</b>	<b>3 134 038</b>
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**TABLE 3A  
SUMMARY OF EXPENDITURE**

3-Year Budget (2022)	Chapters and Items	Proposed budget 2022	Difference
<i>Budget triennal</i>	<i>Chapitres et postes budgétaires</i>	<i>Budget révisé</i>	<i>Différence</i>
<u>(Euros)</u>		<u>(Euros)</u>	<u>(Euros)</u>
2 795 000	<b>PERSONNEL COSTS - DEPENSES DE PERSONNEL</b> Salaries Directing Committee - <i>Salaires Comité de direction</i> Salaries Other staff - <i>Salaires autres membres du personnel</i> Social charges - <i>Charges sociales</i> Benefits and Pensions - <i>Prestations de retraite</i> Controllable Personal cost - <i>Coûts de personnel modulables</i>	2 691 000	-104 000
489 500	<b>CURRENT OPERATING COSTS</b> <i>DEPENSES DE GESTION COURANTE</i> Maintenance, communications, etc.. - <i>Entretien et communications</i> Contract support - <i>Support contractuel</i> Travels - <i>Déplacements</i> Publications - <i>Publications</i>	500 500	11 000
31 000	<b>CAPITAL EXPENDITURE</b> <i>DEPENSES DE CAPITAL</i>	36 000	5 000
25 000	<b>ASSET ALLOCATION</b> <i>IMMOBILISATIONS</i>	25 000	0
	<b>ALLOCATIONS TO FUNDS</b> <i>DOTATIONS AUX FONDS DEDIES</i>		
8 200	GEBCO Fund - <i>Fonds pour la GEBCO</i>	8 200	0
10 000	GEBCO SCUFN Gazetter	10 000	0
0	Renovation and Enhancement Fund - <i>Fonds de rénovation et d'amélioration</i>	20 000	20 000
20 000	Conference Fund - <i>Fonds pour les conférences</i>	20 000	0
0	Relocation Fund - <i>Fonds pour les déménagements</i>	0	0
85 000	Capacity Building Fund - <i>Fonds pour le renforcement des capacités</i>	100 000	15 000
30 000	Special Projects Fund - <i>Fonds pour les projets spéciaux</i>	80 000	50 000
0	IBSC Fund - <i>Fonds IBSC</i>	0	0
0	Internal Retirement Fund - <i>Fonds de Retraite Interne</i>	150 000	150 000
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<b>3 493 700</b>	<b>Net Expenditure - Dépenses nettes</b>	<b>3 640 700</b>	<b>147 000</b>

