

## Proposed Budget for 2025

<b>Submitted by:</b>	Secretary-General
<b>Executive Summary:</b>	This paper provides the proposed budget for 2025 for the approval of the Council on behalf of the Member States.
<b>Reference A:</b>	<i>M-7 Staff Regulations, Edition 9.0.0, July 2023</i> <i>Decisions of the 3<sup>rd</sup> IHO Assembly</i> <i>3 years' Budget Estimates 2024 - 2026</i>

### 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 3<sup>rd</sup> Session of the Assembly approved the 3 years' budget 2024 – 2026 (A3/D26). The approved budget was calculated on the values of Member States contribution shares in place at the time of the submission of the budget estimates 2024 – 2026 endorsed by C6 in July 2022.
4. A3 also approved an increase of the value of the Member States contribution share by 3% to 4,145.05 Euro, an increase of 120 Euro per share, in one step taking effect in 2024 (A3/D27) and tasked the Council to adapt the budget estimates 2024 – 2026 (A3/D28).
5. The proposed budget for 2025 is based on the second year of the three-year budget 2024 – 2026 approved by the 3<sup>rd</sup> Session of the IHO Assembly (A3/D2) but suggests several variations (Annex A).
6. The variations of the IHO budget for 2025, compared to the approved estimate, result from changes in the reported national tonnage and the increase of the value of the contribution share by 3% as explained under paragraph 4. The resulting total increase of about 13% of the proposed budget for 2025 compared to the approved budget estimates (A3/D26) aims to cover the increase in all operational costs induced by the ongoing local inflation.
7. The proposed budget for 2025 remain balanced with no expectation of a surplus resulting from the real budget by end of the year. It should be noted that the proposed budget for 2025 is based on the simulation of receipt of all due Member States contributions.

### Action Required of the Council

8. The Council is invited to:
  - a. **Approve** the budget for 2025 provided in Annex A to this submission, and
  - b. **Take any other actions** that may be required.

**PROPOSED BUDGET FOR 2025**  
**PROJET DE BUDGET POUR 2025**

**TABLE 1**  
**PROPOSED IHO BUDGET DETAILS FOR 2025**  
**SUMMARY**

**TABLEAU 1**  
**PROJET DETAILLE DE BUDGET DE L'OHI POUR 2025**  
**RECAPITULATIF**

3-Year Budget (2025) <i>Budget triennial</i>	Chapters and Items <i>Chapitres et postes budgétaires</i>	Proposed budget 2025 <i>Budget révisé</i>	Difference <i>Différence</i>
868	Number of shares - <i>Nombre de parts</i>	888	20
-6	Provision for suspended Member States <i>Provision pour Etats membres suspendus</i>	-7	
862	Final number of shares <i>Nombre de parts définitif</i>	881	19
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<u>(Euros)</u>		<u>(Euros)</u>	<u>(Euros)</u>
3.703.964	Income - <i>Revenus</i>	3.951.789	247.825
3.496.700	Net Expenditure - <i>Dépenses nettes</i>	3.949.900	453.200
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207.264	Budget Excess/Deficit - <i>Excédent/Déficit budgétaire</i>	1.889	
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207.264	Effect on capital - <i>Effet sur le capital</i>	1.889	
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**TABLE 2**  
**INCOME**

**TABLEAU 2**  
**REVENUS**

<b>3-Year Budget</b>	<b>Chapters and Items</b>	<b>Proposed budget</b>	<b>Difference</b>
<b>(2025)</b>		<b>2025</b>	
<b>Budget triennial</b>	<b>Chapitres et postes budgétaires</b>	<b>Budget révisé</b>	<b>Différence</b>
<b>(Euros)</b>		<b>(Euros)</b>	<b>(Euros)</b>
3.468.964	CONTRIBUTIONS - new value of a share: 4145,05 Euro	3.651.789	182.825
	<i>Contributions - Nouvelle Valeur de la part : 4145,05 Euro</i>		
35.000	INTEREST ON BANK ACCOUNTS	40.000	5.000
	<i>Intérêts sur comptes en banques</i>		
200.000	INTERNAL TAX	260.000	60.000
	<i>Imposition interne</i>		
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<b>3.703.964</b>		<b>3.951.789</b>	
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**TABLE 3**  
**DETAILED EXPENDITURE**

**TABEAU 3**  
**DETAIL DES DEPENSES**

3-Year Budget  (2025) <i>Budget triennal</i>	Chapters and Items  <i>Chapitres et postes budgétaires</i>	Proposed budget 2025 <i>Budget révisé</i>	Difference  <i>Différence</i>
	<b><u>Chapter 1 -Personnel Costs</u></b>		
	<b><u>Chapitre 1 -Dépenses de personnel</u></b>		
(Euros)		(Euros)	(Euros)
540.000	Salaries - Secretary-General and Directors - <i>Salaires - Secrétaire Général et Directeurs</i>	615.000	75.000
650.000	- Assistant Director and Finance Officer - <i>Adjoint aux Directeurs et Responsable Finance</i>	715.000	65.000
243.000	- Translators - <i>Personnel de traduction</i>	100.000	-143.000
550.000	- Permanent Member of Staff - <i>Membre du personnel permanent</i>	760.000	210.000
10.000	Overtime for Permanent Staff - <i>Heures supplémentaires pour le personnel permanent</i>	10.000	0
	<b><u>Costs dependent on Salaries - Coûts liés aux salaires</u></b>		
51.000	Annual Bonus (Permanent Staff) - <i>Gratification annuelle (Personnel permanent)</i>	51.000	0
427.000	Payment to Retirement schemes - <i>Cotisation patronale de retraite AG2R+GAN VIE</i>	420.000	-7.000
0	Provision External retirement GAN VIE Premium - <i>Provision Retraite Externe GAN VIE</i>	150.000	150.000
16.000	Insurances based on wages - <i>Assurances assises sur salaires</i>	16.000	0
310.000	Medical (CIGNA premiums) - <i>Primes médicales versées à CIGNA</i>	310.000	0
17.000	Family Allowances - <i>Allocations familiales</i>	22.000	5.000
5.000	Education Grants - <i>Allocations pour frais d'études</i>	34.000	29.000
	<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>	10.000	-2.000
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>	5.000	4.000
7.000	IHO Secretariat Staff training - <i>Formation du personnel du Secrétariat de l'OHI</i>	5.000	-2.000
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<b>2.848.000</b>		<b>3.226.000</b>	<b>378.000</b>
	<b>TOTAL CHAPTER I - TOTAL CHAPITRE I</b>		

3-Year Budget (2025) Budget triennial	Chapters and Items  Chapitres et postes budgétaires	Proposed budget 2025 Budget révisé	Difference  Différence
<b>Chapter II -Current Operating Costs</b>			
<b>Chapitre II -Dépenses de gestion courante</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>	4.700	700
55.000	Maintenance of IT equipment - <i>Entretien des équipements</i>	60.000	5.000
11.000	Office Stationery - <i>Fournitures de bureau</i>	8.000	-3.000
32.000	Postage, telephone, telefax - <i>Courrier, télécommunications</i>	32.000	0
1.500	Local Travel - <i>Déplacements locaux</i>	1.500	0
6.000	Bank Charges - <i>Frais bancaires</i>	6.000	0
10.000	Contract support - <i>Support contractuel</i>	30.000	20.000
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>	32.500	12.500
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
0	Provision for bad debts - <i>Provisions pour créances douteuses</i>		0
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<b>469.500</b>		<b>504.700</b>	<b>35.200</b>
	<b>TOTAL CHAPTER II - TOTAL CHAPITRE II</b>		

3-Year Budget (2025) Budget triennial	Chapters and Items <i>Chapitres et postes budgétaires</i>	Proposed budget 2025 <i>Budget révisé</i>	Difference <i>Différence</i>
<b><u>Chapter III - Capital Expenditure</u></b>			
<b><u>Chapitre III - Dépenses d'équipement</u></b>			
<u>(Euros)</u>		<u>(Euros)</u>	<u>(Euros)</u>
10.000	Purchase of IT equipment under 762 € - <i>Equipements informatiques inférieur à 762 €</i>	10.000	0
5.000	Furniture & other equipment under 762 € - <i>Mobilier et autres équipements inférieur à 762 €</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>	15.000	0
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<b>31.000</b>	<b><u>TOTAL CHAPTER III - TOTAL CHAPITRE III</u></b>	<b>31.000</b>	<b>0</b>
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<b>3.348.500</b>	<b>Annual Operating Costs - <i>Coût opérationnel annuel</i></b>	<b>3.761.700</b>	413.200
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3-Year Budget (2025) Budget triennal	Chapters and Items Chapitres et postes budgétaires	Proposed budget 2025 Budget révisé	Difference Différence
<b>Chapter IV -</b>	<b><u>Asset Allocation</u></b>		
<b>Chapitre IV -</b>	<b><u>Immobilisations</u></b>		
(Euros)		(Euros)	(Euros)
15.000	Purchase of IT equipment over 762 € - <i>Equipements informatiques supérieur à 762 €</i>	15.000	0
10.000	Furniture & other equipment over 762 € - <i>Mobilier et autres équipements supérieur à 762 €</i>	10.000	0
<b>25.000</b>		<b>25.000</b>	<b>0</b>
<b>Chapter V</b>	<b><u>Allocation to Funds</u></b>		
<b>Chapitre V</b>	<b><u>Dotations aux fonds dédiés</u></b>		
(Euros)		(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>	0	0
20.000	Assembly Fund - <i>Fonds pour l'Assemblée</i>	60.000	40.000
0	Relocation Fund - <i>Fonds pour les déménagements</i>		0
65.000	Capacity Building Fund - <i>Fonds pour le renforcement des capacités</i>	45.000	-20.000
20.000	Special Project Fund - <i>Fonds pour les projets spéciaux</i>	40.000	20.000
0	Internal Retirement Fund - <i>Fonds de Retraite Interne</i>		0
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<b>123.200</b>		<b>163.200</b>	<b>413.200</b>
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<b>3.496.700</b>	<b>TOTAL EXPENDITURE - <i>Dépense totale</i></b>	<b>3.949.900</b>	
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TABLE 3A  
SUMMARY OF EXPENDITURE

TABLEAU 3A  
RECAPITULATIF DES DEPENSES

3-Year Budget (2025) Budget triennial (Euros)	Chapters and Items  Chapitres et postes budgétaires	Proposed budget 2025 Budget révisé (Euros)	Difference  Différence (Euros)
	<b>PERSONNEL COSTS</b>		
	<i>DEPENSES DE PERSONNEL</i>		
2.848.000	Salaries Secretary-General and Directors - <i>Salaires Secrétaire Général et Directeurs</i>	3.226.000	378.000
	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>		
469.500	<b>CURRENT OPERATING COSTS</b>	504.700	35.200
	<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>		
31.000	<b>CAPITAL EXPENDITURE</b>	31.000	0
	<i>DEPENSES DE CAPITAL</i>		
25.000	<b>ASSET ALLOCATION</b>	25.000	0
	<i>IMMOBILISATIONS</i>		
	<b>ALLOCATIONS TO 7 FUNDS</b>		
	<b>DOTATIONS AUX FONDS DEDIES</b>		
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>	0	0
20.000 Assembly Fund - <i>Fonds pour l'Assemblée</i>	60.000	40.000
0 Relocation Fund - <i>Fonds pour les déménagements</i>		0
65.000 Capacity Building Fund - <i>Fonds pour le renforcement des capacités</i>	65.000	0
20.000 Special Projects Fund - <i>Fonds pour les projets spéciaux</i>	20.000	0
0 Internal Retirement Fund - <i>Fonds de Retraite Interne</i>		0
<b>3.496.700 Net Expenditure - <i>Dépenses nettes</i></b>	<b>3.949.900</b>	<b>453.200</b>