

THREE YEAR REPORT 2017-2019

TABLE 1
INCOME 2017- 2019 (Euros)

	2017	2018	2019	Total of period
Number of shares of contribution	779,0	816,0	817,5	
New Member States	11,0	37,0	6,5	
Variation of tonnages				
Yearly Unit value of the share of contribution	4 024,32	4 024,32	4 024,32	
CONTRIBUTIONS FOR THE YEAR				
(a) Received	2 801 943	3 092 051	3 053 639	8 947 633
(b) Remaining due at end of year	333 003	191 794	236 242	761 039
	<u>3 134 945</u>	<u>3 283 845</u>	<u>3 289 882</u>	<u>9 708 672</u>
INTEREST ON MONIES IN BANKS	96 604	115 753	67 628	279 986
INTERNAL TAX	193 845	196 890	191 893	582 627
TOTAL INCLUDING CONTRIBUTIONS DUE	<u><u>3 425 394</u></u>	<u><u>3 596 488</u></u>	<u><u>3 549 403</u></u>	<u><u>10 571 285</u></u>
Annual budget presented	3 359 678	3 571 845	3 489 724	10 421 246
<u>EXTRAORDINARY INCOME</u>				
Interest on overdue contributions	2 869			2 869
Administration fees CBF	9 809	9 889	5 742	25 440
Other extraordinary income	79 019	18 523	303	97 846
	<u>3 517 091</u>	<u>3 624 901</u>	<u>3 555 448</u>	<u>10 599 594</u>

2017 2018 2019 Total of period
TABLE 2
EXPENDITURE 2017- 2019 (Euros)

I - PERSONNEL COSTS

a) Salaries - Directing Committee	493 540	484 853	494 151	1 472 544
b) Salaries - Category A	578 360	591 603	604 392	1 774 355
- Translators	209 666	213 559	217 648	640 873
- Category B	467 834	487 452	506 378	1 461 664
- Overtime	6 981	10 056	8 225	25 262
c) Annual Bonus	42 932	44 808	41 168	128 908
d) Payment to Retirement Funds	370 110	380 901	389 130	1 140 140
e) Insurances based on staff wages	13 895	14 393	15 082	43 370
f) Medical GAN premiums	111 422	112 942	200 214	424 578
g) Family Allowances	22 662	16 328	15 652	54 641
h) Education Grants	20 420	24 077	8 842	53 339
i) Medical claims paid	259 114	194 165	101 575	554 854
j) Medical claims - refunds from GAN	-209 172	-144 890	-36 307	-390 369
k) Home Rental	6 070	5 875	5 405	17 349
l) Home Leave	7 190	12 423		19 614
m) Miscellaneous Personnel Expenses	989	809	1 064	2 862
n) Salaries - Temporary staff	161	176	13 005	13 342
o) Training	0	3 598	2 509	6 107
Total Actual Chapter I	2 402 171	2 453 129	2 588 132	7 443 433
Total approved Budget for Chapter I	2 417 500	2 452 000	2 452 000	7 321 500

	2017	2018	2019	Total of period
<u>II - CURRENT OPERATING COSTS</u>				
a) Maintenance of building	37 858	39 034	40 099	116 991
b) Multirisk Insurance	3 219	3 740	3 678	10 637
c) Maintenance of IT equipments	47 284	42 388	58 671	148 342
d) Office Stationery	11 349	10 530	10 847	32 726
e) Postage, telephone, telefax	29 801	31 000	29 707	90 508
f) Local Travel	567	1 167	815	2 550
g) Bank Charges	7 360	5 241	7 429	20 029
h) Contract support	942	25 252	26 426	52 620
i) Administrative support for the Council		26 658	10 113	
i) Auditor's fees	8 000	7 400	8 500	23 900
j) Public Relations	6 072	7 054	14 663	27 789
k) Miscellaneous Operating Expenses	1 426	660	454	2 540
l) Technical Assistance	45 547			45 547
m) Long Distance Travel	244 150	264 792	229 781	738 723
n) I.H. Review	10 000	10 000	5 000	25 000
o) Other publications	1 074	895	348	2 317
p) Provision for bad debts	28 170	40 243	108 657	177 070
Total Chapter II	482 818	516 054	555 187	1 554 059
Total approved Budget for Chapter II	587 400	610 700	610 700	1 808 800
<u>III - CAPITAL EXPENDITURE</u>				
a) Purchase of IT equipments	11 852	8 642	7 101	27 595
b) Purchase of furniture & other equipments	2 316	3 796	4 119	10 231
c) Depreciation of fixed assets	21 186	24 252	19 111	64 549
d) Purchase Publications & binding	109	422		531
Total Chapter III	35 463	37 112	30 331	102 906
Total approved Budget for Chapter III	36 000	36 000	36 000	108 000
Total Operating Costs	2 920 452	3 006 295	3 173 650	9 100 398
Total approved Budget for Operating Costs	3 040 900	3 098 700	3 098 700	9 238 300

	2017	2018	2019	Total of period
- GEBCO	8 200	38 200	38 200	84 600
- I.H.O ASSEMBLY FUND	20 000	20 000	20 000	60 000
- RELOCATION OF DIRECTORS ALLOCATION	5 000	5 000	5 000	15 000
- SPECIAL PROJECTS FUND	30 000	50 000	60 000	140 000
- IBSC FUND		10 000	5 000	
- CAPACITY BUILDING ALLOCATION	160 000	206 000	116 000	482 000
- INTERNAL RETIREMENT FUND	65 000	70 000	70 000	205 000
	3 208 652	3 405 495	3 487 850	10 101 998
Total approved Budget per year	3 329 100	3 497 900	3 412 900	10 239 900
EXTRA EXPENDITURES AND LOSSES	21 887	5 796	3	27 686
GRAND TOTAL	3 230 539	3 411 292	3 487 853	10 129 684

2017
TABLE 3

2018

2019

Total of period

NET EFFECT ON CAPITAL 2017- 2019 (Euros)

APPROVED EXPENDITURE LEVEL	3 329 100	3 497 900	3 412 900	10 239 900
TOTAL EXPENDITURE	-3 230 539	-3 411 292	-3 487 853	-10 129 684
TOTAL INCOME	3 517 091	3 624 901	3 555 448	10 697 440
Surplus on yearly Budget	286 552	213 609	67 595	567 756
WORKING CAPITAL AT YEAR'S END	2 402 379	2 800 574	2 724 899	
EMERGENCY RESERVE FUND	259 725	264 517	271 208	
TOTAL FUNDING AT YEAR'S END	<u>2 662 104</u>	<u>3 065 090</u>	<u>2 996 108</u>	

2017 2018 2019 Total of period

TABLE 4

COMPARISON OF BALANCE SHEETS

(as of 31st December 2017 - 2019)

	I - ASSETS (Euros)		
	2017	2018	2019
CASH INVESTED FOR RETIREMENT FUND			
- Retirement Cash invested (IRF)	2 886 213	2 721 956	2 573 030
- Long term guaranty from IHO funds	844 745	603 352	813 123
- Retirement Cash invested (External Pension Plans)	374 629	519 375	634 568
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	4 105 588	3 844 683	4 020 720
VARIOUS DEBTORS			
- Purchases made in advance	5 766	7 145	6 417
- Outstanding bills	30 561	43 783	
- Advance to staff	31 147	46 795	45 289
- Interest to be received	69 287	88 004	8 833
- Claim for refunding of VAT	61 666	36 213	38 448
- Various debtors			
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	198 427	221 940	98 987
OUTSTANDING CONTRIBUTIONS			
- Contributions for the year	344 706	171 672	236 242
- Contributions for previous years	72 961	38 276	34 306
- Contributions for suspended Member States	32 748	93 113	201 769
- Interest due	-1 132	-1 132	-1 132
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	449 283	301 929	471 186
FURNITURES AND INSTRUMENTS			
- Value of purchases	325 094	353 694	361 598
- Depreciation	-281 384	-305 636	-324 747
- Library	36 664	36 664	36 664
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	80 374	84 722	73 515
CASH IN BANK AND ON HAND			
- Bank current accounts	1 685 706	1 071 078	1 441 837
- Bank deposit accounts	4 975 492	5 555 162	5 164 996
- Petty cash	5 278	960	2 557
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	6 666 477	6 627 200	6 609 390
ASSETS GRAND TOTAL	-----	-----	-----
	11 500 149	11 080 474	11 273 798

	2017	2018	2019	Total of period
II - LIABILITIES (Euros)				
STAFF INTERNAL RETIREMENT FUND				
- Internal Retirement fund	1 308 006	1 277 982	1 237 250	
- Provision to ensure pensions to retired staff	2 422 953	2 047 326	2 148 903	
Net IRF Liability	<u>3 730 959</u>	<u>3 325 308</u>	<u>3 386 153</u>	
- Rights for External Pension Plans	373 659	539 806	640 821	
VARIOUS CREDITORS				
- Guaranty to the IRF	844 745	603 352	813 123	
- Pension plans NSM				
- Provision for doubtful contributions	70 073	96 969	205 626	
- A.M.R.R Complementary Retirement Scheme	16 550	17 254	19 282	
- Accruals (outstanding bills...)	96 281	118 635	206 483	
- Travel claims & wages	130	636	925	
- Deposits received for Conference (stand)		9 335	16 325	
- Various creditors		5 393		
I.H.O FUNDS				
- Organization of IH Assemblies	252 085	272 085	292 085	
- Relocation of Directors and Ads	231 114	236 114	241 114	
- Ablos Conference fund	8 424	8 424	17 106	
- GEBCO fund	881 154	664 716	747 740	
- Capacity Building fund	1 145 818	862 581	386 839	
- Special Projects Fund	90 512	42 783	122 278	
- Renovation Fund	79 292	64 908	60 993	
- Presentation Library Fund	40 002	45 502	48 002	
- IBSC Fund	24 676	63 357	58 346	
CONTRIBUTIONS RECEIVED IN ADVANCE				
- Received in advance or in excess	952 572	1 038 227	1 014 450	
	<u>5 107 087</u>	<u>4 690 076</u>	<u>4 891 538</u>	

	2017	2018	2019	Total of period
II - LIABILITIES (Continuation)				
CAPITAL				
- Emergency Reserve Fund	259 725	264 517	271 208	
- Reserves to be distributed			110 000	
- Provisions for risks (IRF & suspended MS)	-2 460 308	-2 083 930	-2 185 508	
- Net yearly result	286 552	213 609	67 595	
- Net Members States funds	4 576 134	4 670 895	4 732 812	
Permanent funding	2 662 104	3 065 090	2 996 108	
LIABILITIES GRAND TOTAL	11 500 149	11 080 474	11 273 798	
Cash reserve to continue operations (Fin. Regs Art 18)				
- IHO Cash balances	6 666 477	6 627 200	6 609 390	
- Advance contributions for next year	-952 572	-1 038 227	-1 014 450	
- Emergency reserve fund	-259 725	-264 517	-271 208	
- Special purpose reserves and funds	-2 753 077	-2 260 471	-2 084 502	
- Guaranty to the IRF	-844 745	-603 352	-813 123	
Operating Cash Reserve	1 856 357	2 460 635	2 426 106	
Total Actual Operation costs	2 920 452	3 006 295	3 173 650	
Total Budget for future operations	3 116 700	3 098 700	3 254 500	
Number of weeks of operations	33,1	42,6	39,8	
Minimal Requirements (3 months - 13 weeks)	779 175	774 675	813 625	

2017

2018

2019

Total of period

TABLE 5
INTERNAL RETIREMENT FUND (IRF) EVOLUTION

Situation of the fund on 1st January	3 726 557	3 730 959	3 325 308
Contributions received (Secretariat & Staff)	13 350	13 619	17 378
Interest received on investments	43 827	42 133	68 588
Pensions paid	-203 914	-205 775	-196 699
Support from previous year's result	50 000	50 000	
Provision	65 000	70 000	70 000
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Sub-total	3 694 820	3 700 935	3 284 575
Provision for liability			
- at 1st January of the year	-2 386 814	-2 422 953	-2 047 326
- at 31 December of the year	2 422 953	2 047 326	2 148 903
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Net variation for the year	36 139	-375 627	101 577
Situation of the fund on 31st December	3 730 959	3 325 308	3 386 153