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**Framework Convention  
for the Protection of the Marine  
Environment of the Caspian Sea**

Distr.: General  
22 July 2011

Original: English

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Third Meeting of the Conference of the Parties  
10-12 August 2011  
Aktau, Kazakhstan  
Items 5 and 13 of the provisional agenda

**DRAFT PROGRAMME OF WORK AND BUDGET**

Introduction

Attached is the draft Programme of Work and related budget for 2011-2012. The POW has been prepared by the TCIS in close consultation with the PCMU of the CaspEco project and integrates the activities of Component 2 and some of Component 1 of this project. Its content has been reviewed by the government experts including the NCLOs and NCPOs in various meetings throughout 2010, lastly during the Preparatory Meeting 16-17 September 2010, in Almaty, Kazakhstan.

The POW is presented with an indication of the costs of implementation and sources of funding (total amount of \$ 768,000): CaspEco project (\$ 272,000); EU (\$ 196,000); UNEP (\$ 60,000); country contributions (\$ 240,000). According to the footnote to the POW the costs of implementation do not include costs related to the management and coordination of the Secretariat (staff; accommodation; travel; communications; etc) and administrative overhead claims. Annex I provides for an overview of these costs as made in 2009-2010 (\$ 602,400) and estimated to be made in 2011-2012 (\$ 744,500), while specifying their source of funding.

Annex II to the POW contains an overview of the income and expenditures from country contributions recorded in 2009-2010 and expected in 2011-2012. On the income side it shows that: Azerbaijan and Kazakhstan were able to start making the agreed annual contribution of \$ 72,000 to the budget of the convention already in 2009; the Islamic Republic of Iran and Turkmenistan managed to start contributing in 2010; and that in the Russian Federation the related procedures could only be completed in 2011. This means that by the end of 2012 a total amount of \$ 1.152,000 in contributions will have been received. Annex 2 specifies that out of these contributions \$ 149,500 was spent in 2009-2010 while \$ 574,000 will be spent in 2011-2012.

Based on the above, the income and expenditures made in 2009-2010 and projected for 2011-2012 together will by end of 2012 result in savings up to an amount of \$ 428,500.

These savings will be integrated in the POW and budget planning for 2013-2014, for consideration and decision by COP4.

Including and topping up the budget for 2013-2014 with the expected savings will assist considerably in meeting the future financial challenges related to the implementation of the Tehran Convention and its protocols. In preparing the budget proposals for COP4 due account will have to be taken of the required increase in the cost of secretariat services due to the closure of the PCMU and an increase in the workload related to protocol implementation. The projections for 2013 and beyond will furthermore be influenced by the results of the discussions on the location and administration of the permanent secretariat. External donor support may help to offset the inescapable raise in costs.

Originally the POW and related budget should have been considered and approved by COP before the beginning of the biennium 2011-2012. However, it was decided to postpone COP3 to take place in August 2011; therefore the approval by the COP of the POW has to be done in the understanding that with the consent of the designated government representatives, its implementation has already started.

#### Suggested Action

The Conference of the Parties may wish to:

Adopt the Programme of Work and Budget of the Tehran Convention for 2011-2012 including the projected expenditures from country contributions, in the understanding that its implementation has already started.

**DRAFT PROGRAMME OF WORK <sup>1</sup>**

1 January 2011 – 31 December 2012

<b>№</b>	<b>Timeframe</b>	<b>Description of activity</b>	<b>Expected outputs</b>	<b>Implementati</b>
1.	Jan. 2011- Dec. 2012	Support to the established network of NCLOs	Adequate network of NCLOs allowing for effective implementation and ownership of the Convention PoW	TCIS and national governments
2.	Jan. 2011- Dec. 2012	Finalization of administrative and financial arrangements for the TC	Financial arrangements fully operational, institutional arrangements for the operation of the permanent Secretariat in place, contributions by Contracting Parties and external sources secured	TCIS, UNEP and national governments
3.	Jan. 2011- Dec. 2012	Support to finalization of National Convention Action Plans	NCAPs developed and endorsed, including specific chapters on: <ul style="list-style-type: none"> <li>- mainstreaming Caspian concerns in overall national development policy and planning;</li> <li>- short, medium and long-term budget requirements;</li> <li>- stakeholders involvement, public information and outreach.</li> </ul>	national governments with support of TCIS and CaspEco PCI
4.	Jan. 2011 – Mar 2012	Support to ratification and implementation of two Protocols	<p>- Protocol on Environmental Impact Assessment Transboundary Context ratified and entered into force; regional implementation strategy developed; implementation related national needs assessment finalized; joint training programme for EIA Protocol with UNECE adopted.</p> <p>- Protocol on Regional Preparedness, Response and Cooperation in Combating Oil Pollution Incidents ratified and entered into force; Regional and National Protocol Implementation Plans for Oil Spills developed; joint training programme for Oil Spills Protocol with IMO adopted.</p>	national governments supported by TCIS  national governments supported by TCIS

<sup>1</sup> The budget of the POW reflects the resources required for the implementation of the activities contained therein. It does not include costs related to the management and coordination work of the Secretariat and administrative overhead claims.

5.	Jan. 2012 – Dec. 2012	Support to two protocols	<p>Protocols on:</p> <ul style="list-style-type: none"> <li>- The Protection of the Caspian Sea against Pollution from Land based sources and Activities</li> <li>- Biodiversity Conservation</li> </ul> <p>ready for adoption and signature at COPIV; ratification underway and regional implementation plans developed</p>	national governments supported by TCIS
6.	March 2011 – Dec. 2012	Support to the elaboration of other priority areas (bio-resources protection, climate change and sea level fluctuation) into protocols or other forms of regional cooperation	<p>Support to CAB for intergovernmental agreement on fisheries</p> <p>Support to development of GEF project on climate change</p> <p>Main elements of a possible new Protocol on environmental monitoring</p>	<p>TCIS and CaspE PCMU</p> <p>TCIS and PCMU support governments</p> <p>national governments with support of TCIS and PCMU</p>
7.	March 2011 – Dec. 2012	Development of programme on monitoring of the state of environment and measures in selected priority areas for the TC	<ul style="list-style-type: none"> <li>- Standard reporting format operational</li> <li>- Priority areas and indicators for monitoring defined and monitoring format developed</li> <li>- Available capacity; needs and requirements for monitoring identified</li> <li>- Database for receiving; sharing and handling SOE related information established, as part of CIC.</li> </ul>	TCIS supported by national governments and expert organizations
8.	Jan. 2011 – Dec. 2012	Targeted campaign towards sponsorship by oil and gas and shipping industry of the TC process	Enhanced cooperation between the TC process and the private sector, in particular, the oil industry	TCIS and national governments
9.	Jan. 2011 – Dec. 2012	<p>Outreach and stakeholder involvement:</p> <ul style="list-style-type: none"> <li>- Implementation of the National Public Participation Strategies as a part of NCAP</li> <li>- Establishment of Caspian Web-based Information Centre</li> <li>- Facilitate adequate NGO involvement in the TC process</li> <li>- Initiate preparation of</li> </ul>	<ul style="list-style-type: none"> <li>- National PPS (including list of stakeholders) endorsed and launched (at Caspian Day)</li> <li>- CIC established and operational</li> <li>- Regional stakeholders network established and 2 meetings linked to Caspian Day</li> <li>- Caspian Day in five Caspian countries</li> <li>- Update SOE1 + outline SOE2</li> <li>- Biodiversity Atlas</li> </ul>	<p>national governments with TCIS support</p> <p>PCMU with TCIS support</p> <p>TCIS and PCMU</p> <p>National governments with TCIS support</p> <p>TCIS and governments</p>

		second "Report on the Caspian Sea environment" Preparation of a "Caspian Biodiversity Atlas"		TCIS
10.	2012	Regional Preparatory Meeting for the fourth Meeting of the Conference of the Parties	Agenda and major documents for the fourth Meeting of the Conference of the Parties developed and reviewed, including <ul style="list-style-type: none"> <li>● Programme of work and budget for 2013-2014</li> <li>● Report on arrangements for the Convention permanent Secretariat, and other institutional matters</li> <li>● Protocols ready for adoption and signing</li> <li>● Progress report on other priority areas for cooperation</li> <li>● Reports of the Contracting Parties prepared in accordance with the Reporting Formats adopted by COPIII</li> </ul>	TCIS
11.	2012	Fourth Meeting of the Conference of the Parties	Adoption of Protocols on Biodiversity and LBSA  Decisions on, <i>inter alia</i> , standard setting, institutional arrangements, Convention Programme of work and budget, development of new protocols	TCIS and Host Governmen

### Management and Coordination of the TCIS

	Source of Funding	PoW Biennium 2009-2010		PoW Biennium 2011-2012	
		2009	2010	2011	2012
Staff	Country Contributions	23'800	2'800	35'700	186'300
	CaspEco	145'000	135'000	140'000	0
	EU	0	0	0	53'700
	UNEP	60'000	60'000	60'000	45'000
<b>Subtotal</b>		<b>228'800</b>	<b>197'800</b>	<b>235'700</b>	<b>285'000</b>
Travel	Country Contributions	0	0	45'000	25'000
	CaspEco	5'000	57'000	11'500	0
	EU	10'000	0	0	38'600
	UNEP	25'000	0	0	0
<b>Subtotal</b>		<b>40'000</b>	<b>57'000</b>	<b>56'500</b>	<b>63'600</b>
Accommodation and communication	Country Contributions	0	6'200	7'000	7'000
	UNEP	30'000	24'000	24'000	24'000
<b>Subtotal</b>		<b>30'000</b>	<b>30'200</b>	<b>31'000</b>	<b>31'000</b>
Administrative Support Costs	Country Contributions	5'500	11'000	14'000	14'000
	EU (7%)	700	1'400	13'700	0
<b>Subtotal</b>		<b>6'200</b>	<b>12'400</b>	<b>27'700</b>	<b>14'000</b>
<b>TOTAL</b>		<b>305'000</b>	<b>297'400</b>	<b>350'900</b>	<b>393'600</b>

Detailed Income	Biennium		Biennium		Total
	2009	2010	2011	2012	
Azerbaijan	72'000	72'000	72'000	72'000	<b>288'000</b>
I.R. Iran	0	72'000	72'000	72'000	<b>216'000</b>
Kazakhstan	72'000	72'000	72'000	72'000	<b>288'000</b>
Russian Federation	0	0	72'000	72'000	<b>144'000</b>
Turkmenistan	0	72'000	72'000	72'000	<b>216'000</b>
<b>TOTAL</b>	<b>144'000</b>	<b>288'000</b>	<b>360'000</b>	<b>360'000</b>	<b>1'152'000</b>

Detailed Expenditures	Biennium		Biennium		Total
	2009	2010	2011	2012	
<b>Personnel</b>					
NCLOs	12'000	48'000	60'000	60'000	180'000
TCIS	23'800	2'800	35'700	186'300	248'600
Travel	0	0	45'000	25'000	70'000
<b>Subtotal</b>	<b>35'800</b>	<b>50'800</b>	<b>140'700</b>	<b>271'300</b>	<b>498'600</b>
<b>Activities</b>					
Consultants	0	0	3'000	6'000	9'000
Meetings/Conferences	13'700	11'500	36'000	50'000	111'200
Caspian Day	0	15'000	0	25'000	40'000
<b>Subtotal</b>	<b>13'700</b>	<b>26'500</b>	<b>39'000</b>	<b>81'000</b>	<b>160'200</b>
<b>Miscellaneous</b>					
Office Support	0	6'200	7'000	7'000	20'200
<b>Subtotal</b>	<b>0</b>	<b>6'200</b>	<b>7'000</b>	<b>7'000</b>	<b>20'200</b>
<b>Direct Cost, Total</b>	<b>49'500</b>	<b>83'500</b>	<b>186'700</b>	<b>359'300</b>	<b>679'000</b>
<i>Support Cost</i>	<i>5'500</i>	<i>11'000</i>	<i>14'000</i>	<i>14'000</i>	<i>44'500</i>
<b>TOTAL</b>	<b>55'000</b>	<b>94'500</b>	<b>200'700</b>	<b>373'300</b>	<b>723'500</b>

**Total Income**                    **144'000**   **288'000**        **360'000**   **360'000**        **1'152'000**

**Total Expenditures**           **55'000**   **94'500**        **200'700**   **373'300**        **723'500**

**Total left available**           **89'000**   **282'500**        **441'800**   **428'500**        **428'500**

**Country Contributions: Income and Expenditures**