



JOINT FAO/WHO FOOD STANDARDS PROGRAMME

CODEX ALIMENTARIUS COMMISSION

Forty-second Session

CICG, Geneva, Switzerland, 07 - 12 July 2019

CODEX BUDGETARY AND FINANCIAL MATTERS: PROGRESS REPORT 2018-19

(Prepared by the Codex Secretariat)

1. INTRODUCTION

1. In accordance with Rule XIII.1 of the Commission's Rules of Procedure, the Secretariat reports on the expenditure for the biennium 2018-19, which is based on past expenditure and on the proposed programme of work of the Commission and its subsidiary bodies.

2. The present document contains, in its first part, a report on expenditure for the calendar year 2018. The second part provides the estimate of expenditure for 2019 based on the work plan presented in 2018.

3. This report is focused on the regular budget for the Codex Alimentarius Commission (in charge of implementing the Joint FAO/WHO Food Standards Programme). However, the Codex system additionally relies on:

- (i) The provision of scientific advice from expert bodies of FAO and WHO;¹
- (ii) FAO and WHO capacity building projects and events related to Codex at national and regional levels;
- (iii) The FAO and WHO Project and Fund for Enhanced Participation in Codex (CTF);
- (iv) Members providing staff secondments to the Codex Secretariat;
- (v) Members acting as hosts for Codex Committees, Task Forces and working groups (providing venues, interpretation, translation, Chair and a local secretariat);
- (vi) Members operating their national Codex structure (Codex Contact Points and National Codex Committees) and bearing the cost of the participation of their delegates, and where relevant the cost of elected officials (Chair and vice-chair of the CAC and CCEXEC, members of the CCEXEC and designated regional coordinators) in Codex meetings; and
- (vii) Contributions by FAO and WHO to Codex work and work management, including technical guidance and legal and communication services.

4. A budget proposal for the biennium 2020-21 has been provided previously in document CX/CAC 18/24/14, which also notes that any new cost-intensive activities foreseen under the Codex Strategic Plan 2020 – 2025 currently under development, may have to be accommodated under the budget for the biennium 2022 – 2023.

¹ The FAO/WHO financial report on scientific support to Codex is contained in CX/CAC 19/42/15.

2. REPORT ON EXPENDITURE in 2018

2.1 Programme expenditure 2018

5. Overall 52 percent of the 2018-19 budget was spent in 2018. **Table 1** shows a detailed breakdown of the adjusted budget for the biennium 2018–19 and the Secretariat's regular programme expenditure in 2018 broken down by cost type.

Table 1: Regular programme budget and expenditure 2018 by cost type (USD '000)

Cost Type	Budget 2018–19	Expenditure 2018	Estimate of Expenditure 2019
(1) STAFF COSTS	4,280	2,007 (47%)	2,273
(2) CONTINGENCY	180	-	180
(3) OTHER HUMAN RESOURCES ²	1,141	953 (84%)	193
(4) INTERNAL COMMON SERVICES ³	1,700	729 (43%)	971
(5) OTHER OPERATING EXPENSES ⁴	780	504 (65%)	271
(6) TRAVEL	750	376 (50%)	374
TOTAL	8,831	4,569 (52%)	4,262

6. The discrepancy between the planned and actual expenditure for 2018 can be accounted for as follows:

- An advance payment of USD 300,000 made towards the organization of the 77th Session of Executive Committee (CCEXEC77) and of the 42nd Session of Codex Alimentarius Commission (CAC42) to be held in 2019. This payment contributes towards the costs for interpretation, translation, printing services and contracts for consultants (accounted for under *Other human resources* and *Other operating expenses*) associated with these two meetings.
- The implementation of additional Codex workshops and related activities at the regional level in 2018. With savings made under staff and other operating expenses in 2017⁵, the Secretariat programmed a series of regional workshops on Codex web tools which were not part of the initial work plan and budget for 2016-17. Following their success, in order to extend the geographical coverage, two additional workshops, one for CCASIA and one for CCEURO, were financed with the budget programmed for the biennium 2018-19. The costs for these workshops (i.e. contracts with external service providers) are accounted for under *Other human resources* and *Other operating expenses*.

² Including consultants, interns, contracts with external service providers and overtime of general service staff.

³ Including translations, interpretation, and printing serviced by FAO headquarters.

⁴ Including data processing equipment, furniture, stationery, costs for rental of external premises, general overhead expenses, and operating costs.

⁵ See CX/CAC 18/41/14

3. ESTIMATE OF EXPENDITURE IN 2019

7. Changes in the planned activities and outputs mentioned in the Codex Work Plan and Budget 2018-19 are foreseen for the calendar year 2019.

8. (1) *Staff* (including salaries of professional and general service staff): One P4 staff on a fixed term contract to assist the Secretariat with information systems development retired in March 2019. Duties have been taken up by a consultant (included under *Other human resources*) and a new G3 staff member who has filled a previously vacant position since January 2019. One G5 post has been filled by promoting a G4 staff to the position of Programme Assistant. In the second semester of 2019, as part of the four-year APO Programme, a P2 staff will be co-financed under this budget line.

9. (2) *Contingency*: resources under this line will be used at the end of the biennium to cover budget deficiency.

10. (3) *Other human resources*: This budget line is expected to show a negative balance. As mentioned in para. 12 a consultant has been hired to fill a vacant budgeted P4 position. In addition, other consultants will assist in short term projects as needed (including communication projects and training); external services related to Codex Databases and the Online Commenting System (including hosting, maintenance, workshops and training material) will be charged in 2019; overtime of general service staff is expected to occur for the meetings of the Executive Committee and of the Commission in 2019.

11. (4) *Internal common services*: A significant higher expenditure than in 2018 is expected as more sessions of subsidiary bodies of the Commission, including the RCCs (2018: 15 Committee sessions; 2019: 20 Committee sessions) will take place.

12. The Regional Coordinating Committees have different needs with regards to interpretation and translation. e.g.: CCAFRICA uses three languages, namely English, French and Portuguese: although not being a UN official language, Portuguese has been added to CCAFRICA for interpretation on an ad-hoc basis depending on budget availability considering that a number of countries in the region use Portuguese and that regional WHO conferences for Africa also follow this approach. Moreover, as agreed upon by CAC40⁶, Russian-language translation services for CCEURO will be covered from the Codex regular budget⁷.

13. (5) *Other operating expenses*: Lower expenditure than in 2018 is expected due to the implementation of only one additional event (meeting of the sub-committee meeting of the CCEXEC).

14. (6) *Travel*: Higher expenditure than in 2018 is expected as more sessions of subsidiary bodies, including the RCCs, will take place.

⁶ REP17/CAC para 154-158 For CCEURO31 cost of translation of working documents into Russian will be covered by the Codex budget and cost of interpretation into Russian will be covered by the Regional coordinator (Kazakhstan).

⁷ The FAO/WHO Coordinating Committee for Europe will further discuss its language policies at its Thirty-first Session.