



**AGENCY FOR THE PROHIBITION OF NUCLEAR WEAPONS
IN LATIN AMERICA AND THE CARIBBEAN**

**XXII Regular Sessions of the General Conference
Mexico City, 17 November 2011.**

CG/646

**Financial Year 2012 Draft Budget and Scale of Contributions
for OPANAL's Expenses**

FINANCIAL YEAR 2012 DRAFT BUDGET
(American Dollars)

DRAFT BUDGET
2012

GENERAL EXPENSES

01	SALARIES	160,070.00
02	FEEES	8,300.00
03	CONTRIBUTIONS AND SOCIAL BENEFITS	<u>65,690.00</u>

Estimated credits: **234,060.00**

ADMINISTRATIVE EXPENSES

04	LEASES AND SERVICES	48,800.00
05	ACQUISITION AND MAINTENANCE OF EQUIPMENT,	8,300.00
06	TRAVEL AND MOVING EXPENSES OF THE SECRETARY GENERAL	0.00
07	OFFICE EXPENSES	14,140.00
08	MISCELLANEOUS EXPENSE	<u>1,450.00</u>

Estimated credits: **72,690.00**

GENERAL CONFERENCE, OFFICIAL REPRESENTATIONS AND OTHER EXPENSES

09	GENERAL CONFERENCE	0.00
10	OFFICIAL REPRESENTATIONS	14,250.00
11	OTHER ACTIVITIES	<u>3,000.00</u>

Estimated credits: **17,250.00**

TOTAL CREDITS **324,000.00**

FINANCIAL YEAR 2012 DRAFT BUDGET
(American Dollars)

		DRAFT BUDGET
		2012
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01	SALARIES	
01-01	OFFICIALS	
01-01-01	Secretary General	84,000.00
01-02	EMPLOYEES	
01-02-01	ICT and Administrative Matters Officer	26,000.00
01-02-02	International Relations Officer	21,600.00
01-02-03	Officer (*)	18,000.00
01-02-04	Driver and Office Assistant	10,470.00
	ESTIMATED CREDITS:	<hr/> 160,070.00
02	FEES	
02-01	SPECIAL REMUNERATIONS	
02-01-01	External Auditor	3,500.00
02-01-02	Extra fees	-----
02-01-03	Special services	-----
02-01-04	External Accountant Service	4,800.00
	ESTIMATED CREDITS:	<hr/> 8,300.00
03	CONTRIBUTIONS AND SOCIAL BENEFITS	
03-01	OF THE SECRETARY GENERAL	
03-01-01	Representation allowance	2,400.00
03-01-02	Accommodation allowance	25,200.00
03-01-03	Social Security Expenses	7,000.00
03-01-04	Annual bonus	7,000.00
	Estimated credits:	<hr/> 41,600.00
03-02	OF THE PERSONNEL	
03-02-01	Mexican Social Security Institute (IMSS) dues	6,700.00
03-02-02	AFORE-INFONAVIT dues	9,000.00
03-02-03	Annual bonus	6,340.00
03-02-04	Vacation wages	1,600.00
03-02-05	Seniority Premium	450.00
	Estimated credits:	<hr/> 24,090.00
	ESTIMATED CREDITS:	<hr/> 65,690.00

(*) For Financial Year 2012, this account could be executed in contracting a full time professional or two part-time members of staff, according to the evaluation of the Secretary General, in order to achieve a higher benefit of the Agency's resources.

**DRAFT BUGET
2012**

04 LEASES AND SERVICES

04-01 RENT OF THE AGENCY'S HEADQUARTERS

04-01-01	Rent of the Agency's Headquarters	40,800.00
04-01-02	Maintenance of the Headquarters	5,000.00
	Estimated credits:	45,800.00

04-02 SERVICES

04-02-01	Electricity	0.00
04-02-02	Water	0.00
04-02-03	Gas	0.00
04-02-04	Headquarters expenses	3,000.00
	Estimated credits:	3,000.00

ESTIMATED CREDITS: 48,800.00

05 ACQUISITION AND MAINTENANCE OF EQUIPMENT, FURNITURE AND OTHERS

05-01 ACQUISITION OF EQUIPMENT

05-01-01	Acquisition and renovation of IT	0.00
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05-02 ACQUISITION OF FURNITURE

05-02-01	Acquisition and renovation	0.00
	Estimated credits:	0.00

05-03 MAINTENANCE

05-03-01	Copyprinter	3,000.00
05-03-02	Computers	500.00
05-03-03	Other equipment	100.00
	Estimated credits:	3,600.00

05-04 VEHICLE

05-04-01	Insurance	1,200.00
05-04-02	Maintenance and repairs	1,000.00
05-04-03	Fuel	2,500.00
	Estimated credits:	4,700.00

ESTIMATED CREDITS: 8,300.00

DRAFT BUGET
2012

06	TRAVEL AND MOVING EXPENSES OF THE SECRETARY GENERAL	
06-01	FARES	
06-01-01	Assuming position (to Headquarters)	0.00
06-01-02	End of position (country of origin)	0.00
	Estimated credits:	<u>0.00</u>
06-02	INSTALLATION EXPENSES	
06-02-01	Effects cargo (to and from the country of origin)	0.00
	Estimated credits:	<u>0.00</u>
	ESTIMATED CREDITS:	<u>0.00</u>
07	OFFICE EXPENSES	
07-01	COMMUNICATIONS	
07-01-01	Postal service	600.00
07-01-02	Telephone	2,500.00
07-01-03	Fax	1,500.00
07-01-04	Celular	2,000.00
07-01-05	Courrier service	300.00
	Estimated credits:	<u>6,900.00</u>
07-02	OFFICE MATERIALS	
07-02-01	Office materials	1,200.00
	Estimated credits:	<u>1,200.00</u>
07-03	PRINTING AND TRANSLATION OF DOCUMENTS	
07-03-01	Materials for document reproduction	1,000.00
07-03-02	Printing (bookbinding)	600.00
07-03-03	Translation of documents	2,500.00
	Estimated credits:	<u>4,100.00</u>
07-04	SERVICES AND MATERIAL INFORMATION	
07-04-01	Annual rent of the Web Site Server	400.00
07-04-02	Acquisition of books and subscription to specialized publications	800.00
07-04-03	Newspapers and magazines	740.00
	Estimated credits:	<u>1,940.00</u>
	ESTIMATED CREDITS:	<u>14,140.00</u>

**DRAFT BUDGET
2012**

08	MISCELLANEOUS EXPENSE	
08-01	Hosting expenses	
08-01-01	Unforeseen expenses	950.00
08-01-02	Council Sessions and other bodies	500.00
	ESTIMATED CREDITS:	1,450.00
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09	GENERAL CONFERENCE	
09-01	SESSION OF THE GENERAL CONFERENCE (1)	
09-01-01	Fares (3 officers)	0.00
09-01-02	Per diem (3 officers)	0.00
09-01-03	Documents	0.00
09-01-04	Welcome Cocktail	0.00
09-01-05	Miscellaneous expenses	0.00
09-01-06	Translation of documents	0.00
09-01-07	Simultaneous Interpretation	0.00
	ESTIMATED CREDITS:	0.00
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10	OFFICIAL REPRESENTATIONS	
10-01	Fares on official missions	4,100.00
10-02	Per diem allowances on official missions	10,150.00
	ESTIMATED CREDITS:	14,250.00
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11	OTHER ACTIVITIES	
11-01	SEMINARS AND CONFERENCES	
11-01-01	Academics activities	1,000.00
11-01-01	Seminar	2,000.00
	Estimated credits:	3,000.00
11-02	ANNUAL AWARDS	
11-02-01	Treaty of Tlatelolco Award	0.00
	Estimated credits:	0.00
	ESTIMATED CREDITS:	3,000.00
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	GRAND TOTAL OF ESTIMATED CREDITS	324,000.00
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(1) Applicable when the General Conference takes place overseas.

**FINANCIAL YEAR 2012 DRAFT SCALE OF CONTRIBUTIONS
FOR THE AGENCY'S EXPENSES**

O P A N A L

Member States	Scale %	General Fund 2012
ANTIGUA AND BARBUDA	0.37	1,198.80
ARGENTINA	16.00	51,840.00
BAHAMAS	1.00	3,240.00
BARBADOS	0.37	1,198.80
BELIZE	0.37	1,198.80
BOLIVIA	0.37	1,198.80
BRAZIL	20.55	66,582.00
CHILE	5.00	16,200.00
COLOMBIA	5.00	16,200.00
COSTA RICA	0.75	2,430.00
CUBA	0.83	2,689.20
DOMINICA	0.37	1,198.80
DOMINICAN REP.	1.00	3,240.00
ECUADOR	1.20	3,888.00
EL SALVADOR	0.40	1,296.00
GRENADA	0.37	1,198.80
GUATEMALA	1.00	3,240.00
GUYANA	0.37	1,198.80
HAITI	0.37	1,198.80
HONDURAS	0.37	1,198.80
JAMAICA	0.37	1,198.80
MEXICO	22.50	72,900.00
NICARAGUA	0.37	1,198.80
PANAMA	1.00	3,240.00
PARAGUAY	0.75	2,430.00
PERU	2.60	8,424.00
SAINT LUCIA	0.37	1,198.80
SAINT KITTS AND NEVIS	0.37	1,198.80
SAINT VICENT AND THE GRENADINES	0.37	1,198.80
SURINAME	0.37	1,198.80
TRINIDAD Y TOBAGO	2.03	6,577.20
URUGUAY	1.40	4,536.00
VENEZUELA	11.44	37,065.60
TOTAL	100.00	324,000.00