

ANNEX 1 TO DECISION 5 (Rev. Guadalajara, 2010)

FINANCIAL PLAN FOR 2012 - 2015: REVENUES AND EXPENSES

	Budget 2008-09	Budget 2010-11	Budget 2008-11	Forecast	2012- 2015	
					Variance	%
REVENUE						
A. Assessed contributions						
A.1 Members State contributions	217,194	221,328	438,522	431,367	-7,155	-1.6%
A.2 Sector Member contributions	36,833	35,162	71,995	62,932	-9,063	-12.6%
A.3 Associates	2,867	3,358	6,225	6,428	203	3.3%
Total assessed contributions	256,894	259,848	516,742	500,727	-16,015	-3.1%
B. Cost recovery						
B.1 Project support costs	2,000	2,700	4,700	7,000	2,300	48.9%
B.2 Sales of publications	24,000	30,000	54,000	69,000	15,000	27.8%
B.3 ITU TELECOM	7,452	6,285	13,737	10,000	-3,737	-27.2%
B.4 Satellite network filings	14,000	16,000	30,000	28,000	-2,000	-6.7%
B.5 Others (registrars...)	1,149	698	1,847	2,000	153	8.3%
Total cost recovery	48,601	55,683	104,284	116,000	11,716	11.2%
C. Revenue from interest	5,000	5,000	10,000	12,000	2,000	20.0%
D. Other revenue	2,000	2,000	4,000	3,280	-720	-18.0%
E. Reserve Account	10,108	10,108	20,216	0	-20,216	n/a
TOTAL REVENUE	322,603	332,639	655,242	632,007	-23,235	-3.5%
EXPENSES *						
1 Staff costs	206,351	206,093	412,444	389,032	-23,412	-5.7%
2 Other staff costs	58,330	67,310	125,640	126,519	879	0.7%
3 Travel on duty	10,060	10,674	20,734	20,734	0	0.0%
4 Contractual services	11,634	14,142	25,776	27,770	1,994	7.7%
5 Rental & maintenance	13,051	11,065	24,116	22,013	-2,103	-8.7%
6 Materials & supplies	4,045	3,454	7,499	6,779	-720	-9.6%
7 Acquisitions	7,121	6,799	13,920	13,430	-490	-3.5%
8 Public utilities	6,564	5,979	12,543	11,728	-815	-6.5%
9 Audit & miscellaneous	5,447	7,123	12,570	14,002	1,432	11.4%
TOTAL EXPENSES	322,603	332,639	655,242	632,007	-23,235	-3.5%

* Expense projection to 2012-2015 includes inflation of 1.5 per cent per annum

ANNEX 2 TO DECISION 5 (Rev. Guadalajara, 2010)

Measures for reducing expenditure

- 1) Identification and elimination of possible duplications (functions, activities, workshops, seminars), and centralization of finance and administrative tasks.
- 2) Coordination and harmonization of seminars and workshops organized by the General Secretariat or the three Sectors in order to avoid duplication of the subjects covered and to optimize secretariat attendance.
- 3) Coordination with regional organizations with a view to sharing the available resources of the regional organizations and minimizing the costs of participation (workshops, seminars, preparatory meetings for world conferences).
- 4) Possible savings from attrition, the redeployment of staff and the review and possible reduction of grades of vacant posts.
- 5) New or additional activities are to be implemented through staff redeployment.
- 6) Reduction in the cost of documentation of conferences and meetings by:
 - a) requesting at the time of registration whether paper copies are required;
 - b) setting of a maximum number of copies by the Plenipotentiary Conference or by the Council for all Union conferences, assemblies and meetings;
 - c) setting of a maximum of two sets per delegation;
 - d) reducing the number of paper copies sent to administrations from the current five to a maximum of two.
- 7) Consideration of savings in languages (translation, interpretation) for study group meetings and publications, without prejudice to the goals of Resolution 154 (Rev. Guadalajara, 2010).
- 8) Implementation of WSIS activities through the redeployment of staff responsible for such activities within the existing resources and, as appropriate, through cost recovery and voluntary contributions.
- 9) Review of the costs of study groups and other relevant groups.
- 10) Limitation of the number of study group meetings and their duration.
- 11) Limitation of the number of days of meetings for the advisory groups to three days per year maximum with interpretation.
- 12) Reduction of the number and duration of physical meetings of working groups of the Council, where possible.
- 13) Incorporation of the first preparatory meeting for the [2015] [2016] world radiocommunication conference within the conference period.
- 14) Identification of the level of achievement of the different programmes with a view to utilizing resources for other new activities.

- 15) For new programmes or those having additional financial resource implications, a "value-added impact statement" should justify how the proposed programmes differ from current and/or similar programmes in order to avoid overlap and duplication.
- 16) Sound consideration of the resources allocated to regional initiatives, programmes and assistance to members, to the regional presence both in the regions and at headquarters, as well as those resulting from the outcome of WTDC and the Hyderabad Action Plan, and financed directly as activities from the Sector budget.
- 17) Reduction of the cost of travel on duty, by limiting time on mission as well as through joint representation in meetings, and benefiting from reductions in air fares.
- 18) Taking into account No. 145 of the Convention, a full range of electronic working methods needs to be explored to possibly reduce the costs, number and duration of the Radio Regulations Board meetings in the future, e.g. reduction of the number of meetings in one calendar year from four to three.
- 19) Introduce incentive programmes, such as efficiency taxes, innovation funds and other methods in order to address innovative cross-cutting means of improving the Union's productivity.
- 20) Move, to the extent practicable, from present communications by fax between the Union and Member States to modern electronic communication methods.
- 21) Any additional measures adopted by the Council.

