

5 where it does not cover the expenses itself, the inviting government shall advance the necessary funds for the renting and preparation of premises, the reproduction and distribution of documents, the payment of salaries of the Secretariat personnel recruited locally, the purchase of supplies, the purchase or renting of office equipment and any other equipment, deemed necessary for the work of the conference or meeting;

6 these expenses shall be refunded as soon as possible to the inviting government by the General Secretariat of the Union;

7 the inviting government shall bear the expenses pertaining to a Reception Committee and, if the occasion arises, the entertainments and other diversions organized for the delegates;

8 for all other expenses, the Secretary-General shall also endeavour to obtain the advance of the necessary funds from the inviting government; these funds shall be refunded as soon as possible by the General Secretariat;

9 no conference or meeting may be held under Nos. 107 to 109 of the Nairobi Convention, 1982, unless the Council has provided the appropriate credits for the year or years in question. As far as possible, when the Council authorizes such credits, it shall be in possession of the agreement entered into with the inviting government but, in exceptional circumstances, it may authorize these credits subject to the later conclusion of this agreement by the Secretary-General. The provisions of the agreement and the amount of the credits available must always be brought to the notice of the Budget Control Committee referred to in Nos. 475 to 479 of the Convention, at the first meeting of this Committee;

10 for conferences and meetings organized under No. 115 of the Nairobi Convention, 1982, the agreement and draft budget shall be submitted to the Council if the Council holds a session before the conference or meeting begins. If it holds no session, approval must be given by the budget control committee at its first meeting, at the same time as the agreement and draft budget are referred to it;

11 the agreement with the inviting government must contain provisions covering cases where conferences or meetings are cancelled or postponed, or their meeting place is changed, as a result of a decision by the Union, adopted by its competent organs:

11.1 in general, it shall be clearly established that in such an eventuality the Union shall be responsible to the inviting government only for its commitments or actual expenditure in preparation for the conference – provided the government has not agreed to bear such expenses itself – and only in so far as they are indispensable and cannot be cancelled or reduced;

11.2 if the cost of preparing premises to house the conference is to be borne by the Union, the agreement shall stipulate the details of the work to be done and its cost, and the maximum economy shall be sought compatible with satisfactory organization of the conference;

11.3 except in very special cases, the reservation of accommodation for delegates, staff, etc., must not entail any financial commitment for the Union;

12 if the inviting government, instead of convening the conference or meeting, announces that it cannot receive the conference at the agreed place or time, the Union shall not be responsible for the expenses incurred by the inviting government in preparation for the conference or meeting;

13 on request by the inviting government, and if exchange conditions are suitable, contributions owed to the Union by that government may be accepted in local currency in such a proportion as will enable the conference expenses to be settled in that currency to be met.