

Additional information to the Budget

Chapter 1 and Chapter 8a

The salaries of ICCAT Secretariat staff are broken down into the following budget chapters:

Chapter 1 – Includes the salaries of 22 staff members: the Executive Secretary (1), the Compliance Department (6), the Publications and Translation Department (7) and the Financial Administrative Department (8). The cost estimate for 2025 is as follows:

Category	No. Staff	Salaries (€)	Contribution to Vanbreda/CIGNA Pension Plan (€)	Social Security (€)	Total (€)
D1	1	151,731.09	70,059.76		221,790.85
P4	2	202,244.62	95,076.67		297,321.28
P3	5	441,929.12	197,028.06		638,957.19
P2	6	414,625.18	185,335.88		599,961.05
GS7	1	68,325.89		24,696.00	93,021.89
GS5	2	91,791.63		47,376.00	139,167.63
GS4	2	94,631.54		49,392.00	144,023.54
GS3	2	78,067.21		42,840.00	120,907.21
GS1	1	25,493.33		15,120.00	40,613.33
Total	22	1,568,839.61	547,500.37	179,424.00	2,295,763.97

Expenses also include:

- Taxes for members in the General Services category: €136,607.92. Professional category personnel are exempt from paying taxes;
- School subsidy for internationally recruited staff: €26,775.00;
- Training and management expenses: €19,710.02;
- Translation outsourcing: €43,039.78.

Chapter 8 – Includes the salaries of 11 staff members: the Assistant Executive Secretary (1), the Science Department (3), the Statistics Department (4), the Department of Translation and Publications (1) and the Department of Information Technology (IT)(2).

The cost estimate for 2025 is as follows:

Category	No. Staff	Salaries (€)	Contribution to Vanbreda/CIGNA Pension Plan (€)	Social Security (€)	Total (€)
P5	2	238,133.07	120,353.83		358,486.90
P4	4	395,626.14	187,093.80		582,719.94
P2	2	152,493.26	67,301.89		219,795.15
P1	1	46,854.49	22,210.45		69,064.94
GS6	1	60,252.07		24,696.00	84,948.07
GS5	1	54,203.69		24,696.00	78,899.69
Total	11	947,562.71	396,959.97	49,392.00	1,393,914.68

Expenses also include:

- Taxes for members in the General Services category: €48,104.50. Professional category personnel are exempt from paying taxes;
- The school subsidy for internationally recruited staff: €29,610.00;
- Training expenses: €6,011.08.

Chapter 14.a – Includes the salaries of 4 staff members: Statistics Department (4).

The cost estimate for 2025 is as follows:

<i>Category</i>	<i>No. Staff</i>	<i>Salaries (€)</i>	<i>Contribution to Vanbreda/CIGNA Pension Plan (€)</i>	<i>Social Security (€)</i>	<i>Total (€)</i>
P2	4	257,636.23	124,689.76		382,325.99
Total	4	257,636.23	124,689.76		382,325.99

eBCD System Fund – Includes the salary of 1 staff member – the Compliance Department (1).

The cost estimate for 2025 is as follows:

<i>Category</i>	<i>No. Staff</i>	<i>Salaries (€)</i>	<i>Contribution to Vanbreda/CIGNA Pension Plan (€)</i>	<i>Social Security (€)</i>	<i>Total (€)</i>
GS7	1	58,543.25		24,696.00	83,239.25
Total	1	58,543.25		24,696.00	83,239.25

Expenses also include:

- Taxes for members in the General Service category: €26,869.07.

Strategic Research Program – Includes the salary of 2 staff members: ICCAT Research and Data Collection Programs (2).

The cost estimate for 2025 is as follows:

<i>Category</i>	<i>No. Staff</i>	<i>Salaries (€)</i>	<i>Contribution to Vanbreda/CIGNA Pension Plan (€)</i>	<i>Social Security (€)</i>	<i>Total (€)</i>
P2	2	149,100.59	65,634.88		214,735.47
Total	2	149,100.59	65,634.88		214,735.47

Trust funds

Financial Regulation 8 provides that the Executive Secretary may accept voluntary contributions on behalf of the Commission, in cash or otherwise, from Contracting Parties or other sources, provided that the purposes assigned to such contributions are consistent with the rules, purposes and activities of the Commission.

There are currently 20 Trust funds under management.

Trust Funds	Available 01/01/2024	Incomes	Expenses	Available 11/10/2024	Expected expenditures up to 31/12/2024	Available 31/12/2024	
ICCAT Integrated Online Management System (IOMS) Fund	35,097.81 €	6,207.06 €	19,422.37 €	21,882.50 €	0.00 €	21,882.50 €	The expense corresponding to the 20% IOMS Flux of the EU will be charged
Separation of Service Fund	415,402.63 €	65,468.14 €	139,389.71 €	341,481.06 €		341,481.06 €	
ICCAT Regional Observer Programme for At-Sea Transshipments (GBYP)	194,506.89 €	557,290.68 €	227,696.36 €	524,101.21 €		524,101.21 €	Contract signed until April 2025. The expense is charged as deployments are completed
	1,125,113.65 €	722,390.25 €	981,382.28 €	866,121.62 €	388,144.89 €	477,976.73 €	
ICCAT Regional Observer Programme for Eastern Atlantic and Mediterranean Bluefin Tuna (ROP-BFT)	3,302,766.53 €	3,056,286.05 €	3,010,027.17 €	3,349,025.41 €		3,349,025.41 €	Contract signed until April 2025. The expense is charged as deployments are completed
Special Data Fund - People's Republic of China	163,383.14 €	16,187.50 €	7.40 €	179,563.24 €		179,563.24 €	Expenditure is charged as required by China
Special Meeting Participation Fund (MPF)	308,692.94 €	250,000.00 €	366,318.35 €	192,374.59 €	82,272.14 €	110,102.45 €	
Special Data Fund - United States	385,169.52 €	219,736.00 €	45,880.89 €	559,024.63 €	58,187.31 €	500,837.32 €	
United States Fund for Capacity Building	329,689.88 €	184,107.40 €	77,193.67 €	436,603.61 €		436,603.61 €	The expense is charged as required by the USA
Morocco's Fund to Support National Capacity for Participation in Commission Meetings	197,594.12 €	19,303.18 €	84,128.83 €	132,768.47 €		132,768.47 €	The expenditure is charged as required by Morocco
ICCAT Regional Observer Programme for Tropical Tunas (ROP-TROP)	20,121.61 €		0.00 €	20,121.61 €	0.00 €	20,121.61 €	
Scientific Capacity Building Fund (SCBF)	0.00 €		0.00 €	0.00 €	0.00 €	0.00 €	
Special Monitoring, Control and Surveillance Fund (MCSF)	52,582.21 €		0.00 €	52,582.21 €		52,582.21 €	
Tunisia Fund for Participation in the Meetings of the Commission	12,537.09 €		0.00 €	12,537.09 €		12,537.09 €	The expenditure is charged as required by Tunisia
Strategic Research Program	1,569,354.80 €	715,646.28 €	729,974.30 €	1,555,026.78 €	486,099.48 €	1,068,927.30 €	
United States Fund for Tropical Tunas	84,688.60 €		0.00 €	84,688.60 €	22,000.00 €	62,688.60 €	
Remote Electronic Monitoring System (REM) Fund	110,580.02 €		42,541.82 €	68,038.20 €	32,713.99 €	35,324.21 €	
ABNJ-II Fund	137,789.72 €	115,056.00 €	123,338.30 €	129,507.42 €	24,450.00 €	105,057.42 €	
United States Fund for Caribbean Deepwater Horizon Restoration	259,292.00 €		8,764.88 €	250,527.12 €		250,527.12 €	
Contract EU to develop the IOMS Vessel Manager Module	22,502.80 €	5,903.52 €	28,406.32 €	0.00 €		0.00 €	
Contract EU to integrate the UN/FLUX System	105,000.00 €		55,686.93 €	49,313.07 €	14,805.63 €	34,507.44 €	

Chapter 3

The list of meetings for 2025 is included in items 16 and 19 of the Agenda of the Plenary sessions. The ICCAT Secretariat shall notify the Chairman of the Commission of the request to submit the document on the first day of the meeting. It should be noted that the ICCAT Secretariat is not responsible for determining the format of the meetings.

Chapter 9

This new chapter was created in 2020 to cover those services that may require specialized external consultations, such as legal advice, quality management projects, etc.

Due to the excessive tasks of the ICCAT Secretariat, some of which would require legal advice, it is intended to improve, inter alia, the legal aspects of contracts, the preparation of procedural manuals, etc., in order to make the Commission more protected.

The expense under this chapter covers an external legal advisor, as well as the expenses of developing ICCAT's IT security policy.

Chapter 3

This chapter includes only the expenses of the ICCAT Annual meeting, whose expenses are around €1,000,000.00. The ICCAT budget for 2024 and 2025 has €350,000 for this item alone, so a large part of it must be assumed by the CPCs that invite (€650,000.00). For this reason, STACFAD has been pointing out for years the need for this chapter to be regularized so that the budget can assume the expense of the Annual meeting, or at least ensure that most of the necessary funds are covered. This point is currently being addressed by the ICCAT Virtual Working Group on a Sustainable Financial Position (VWG-SF) (VWG-SF Report is available [here](#)). Since 2010, intersessional meetings held in the headquarters or outside the headquarters that require extraordinary funding have been funded through the Working Capital Fund. The extraordinary expenses for 2024 for Intersessional meetings of the Commission have been €339,448.29, of which 2 have been held outside from the ICCAT Secretariat headquarters.

Meetings held at the Secretariat headquarters:

Expenses: interpretation + coffees + cocktail

Meetings held outside the headquarters:

Expenses: interpretation + coffees + cocktail (Panels/IMM) + room rental + interpreters/Secretariat staff travel.

The SCRS intersessional meetings are also mostly held at the Secretariat headquarters, with the exception of the Species Groups and Plenary meetings. The costs of interpreting the same are charged to Chapter 8.h and the exception to Chapter 8.g.

Chapter 13.a.

Chapter 13.a. lists the travel expenses of the Chairman of the ICCAT Commission and the SCRS Chair.

Chairman of the Commission: the expenses for the meeting of the Commission and a meeting in Madrid to coordinate with the Secretariat will be charged to this chapter.

SCRS Chair: ICCAT has held 16 SCRS Intersessional meetings this year, of which 11 are face-to-face and 5 online. The Chair of the SCRS has participated in person in 10 of them, in addition to attending 2 workshops and 3 Intersessional meetings of the Commission (Panel 1, Panel 2, Electronic Monitoring Systems (EMS)/Catch Document Scheme (CDS)/Integrated Monitoring Measures (IMM)) and will participate in the annual one. Most of the intersessional meetings of the SCRS are held at Secretariat headquarters, so the president of the SCRS (USA) has to travel to Madrid practically every month, and in some months there are up to three consecutive weeks of meetings. It should be noted that the Chair of the SCRS has traveled so far in economic class although his trips are transoceanic.

This chapter was created in 2018 to include all these trips, since it is a regular expense and therefore had to be included in the budget. During 2020 and 2021 travel was disrupted by COVID, but the chapter is currently in line with the number of ICCAT meetings. The evolution between the budget and the expenditure has been as follows:

<i>Year</i>	<i>Budget (€)</i>	<i>Expenses (€)</i>
2018	18,500.00	49,103.70
2019	18,500.00	42,969.46
2020	50,000.00	1,060.00
2021	25,750.00	4,496.24
2022	25,750.00	32,874.72
2023	51,500.00	42,001.88
2024	60,000.00	53,187.34

Includes what is planned until the end of the year.

Integrated Online Management System (IOMS)

Regarding chapter 14, it should be noted that the surplus of this item goes directly to the ICCAT Working Capital Fund since it is a budgetary chapter.

On the other hand, there is a Trust fund, Integrated Online Management System (IOMS) Fund that contains the remainder (€21,882.50 as of 11 October 2024) of the IOMS before the creation of the budget chapter. This Fund has mainly covered the expenses corresponding to 20% of the contracts signed with the EU of IOMS in recent years.

At the 2024 meeting, the Online Reporting Technology Working Group (WG-ORT) adopted the following roadmap for the production of the Vessel Manager and Form Manager modules:

Date	Event	Environment
2024-04-01	Vessel Manager available in Sandbox (https://sandbox-ioms.iccat.int)	Testing
2024-04-30	Vessel Manager training/workshop session (1st session)	Testing
2024-06-01	Form Manager available in Sandbox (https://sandbox-ioms.iccat.int)	Testing
2024-06-24	Form Manager workshop sessions	Testing
2024-08-31	Have ready one-way migration of the Vessels DB from SQL Server (intranet) to MariaDB (IOMS)	Production
2024-10-09	Vessel Manager training/workshop session (2nd session)	Testing
2025-01-01	Form Manager into production (https://ioms.iccat.int)	Production
2025-01-01	Vessel Manager into production (https://ioms.iccat.int) including FLUX	Production
2025-04-01	Form Manager only way to submit the CP01 form	Production
2025-04-01	Vessel Manager only way to edit vessel characteristics and authorizations online	Production

The workplan is as follows:

Phase	Priority / Task	Module Description	Data requirements	Dev. Status	Date Start	Date End	Phase end	Budget	Remarks
1	1	Module	IOMS core/database	n/a	COMPLETE	2019-06-01	2021-08-01	2	COM-18
1	2	Module	IOMS Annual Report (Part II/Section 3, Part I/Annex 1)	S:GEN01, M:GEN01	COMPLETE	2019-06-01	2021-08-01	2	COM-18
1	3	Task	IOMS in production		COMPLETE	2019-06-01	2021-08-01	2	COM-18
1	1	Task	Training/workshop sessions (Phase 1)		COMPLETE	2022-04-28	2022-09-01	2	COM-18 Two sessions (4 hours each)
1	1	Task	Maintenance (including improvements & error fixing)		Ongoing	2019-06-01	n/a	n/a	COM-18 Continuous task (maintenance)
2	1	Module	Dynamic Help system (module)	n/a	COMPLETE	2021-03-31	2022-03-31	2	CPC (EU)
2	1	Task	Adjustments to the new roles definition	n/a	COMPLETE	2022-02-15	2022-03-15	2	COM-19 Adopted by WG-ORT 2022
2	1	Module	ICCAT Vessel Manager	Up to 21 data requirements (Vessel registration, 11 authorisation lists, carriers, chartering arrangements, transshipment authorizations, previous year activity)	Ongoing	2021-03-01	2024-10-31	4	COM-19 & CPC(EU) Development extended to Phase 3 (10 additional months) jointly with UN/FLUX integration. Partially covered by EU voluntary contributions (2021, 2022, 2023, 2024)
2	1	Task	UN/FLUX integration into Vessel Manager	All requirements of Vessel registration and authorizations (11 lists)	Ongoing	2022-04-01	2024-10-31	4	CPC (EU) EU contribution (2021, 2022, 2023, 2024)
2	2	Module	Enhancements to Dynamic Help system (generalization)	n/a	COMPLETE	2022-04-01	2023-03-31	3	CPC (EU)
2	1	Task	Vessels training/workshop session (1st session)	n/a	Planned	2024-04-29		4	COM-19 IOMS users preliminary tests on Vessel module
2	1	Task	Vessels training/workshop session (2nd session)	n/a	Planned	2024-10-09		4	COM-19 IOMS users preliminary tests on Vessel module (optional)
2	1	Task	Maintenance (including improvements & error fixing)	n/a	Planned	2020-06-01	n/a	n/a	COM-19 Continuous task (maintenance)
3	1	Module	Form Manager	Module to upload and manage all ICCAT forms (ST, CP, TG)	Ongoing	2023-07-01	2024-09-30	4	COM-21 Includes improvements from workshops
3	1	Task	Form Manager workshop sessions	n/a	Planned	2024-07-04	TBD	4	COM-21
3	1	Task	Maintenance (including improvements & error fixing)		Ongoing	2022-06-01	n/a	n/a	COM-21 Continuous task (maintenance)
4	1	Module	Port Manager	M:GEN11, M:GEN12, M:BFT20, M:BFT21, M:SWO10	Planned	2024-11-01	TBD	4	COM-21
4	1	Module	Sharks/billfishes check-sheets Manager	M:SHK05, M:BIL01	Planning	2024-12-01	TBD	4	COM-21 Not possible to reuse AR code. Requires big structural changes.
4	1	Task	Sharks/billfish check-sheets training/workshop sessions	n/a	Planned	TBD	TBD	4	COM-21
4	3	Module	T1NC (Task 1 nominal catches) Manager	S:GEN03	Planned	TBD	TBD		COM-23 Start may change (pending study on time required)
4	1	Task	Sharks/billfish check-sheets training/workshop sessions	n/a	Planned	TBD	TBD	4	COM-21
4	3	Module	T1NC (Task 1 nominal catches) Manager	S:GEN03	Planned	TBD	TBD		COM-23 Start may change (pending study on time required)
4	4	Module	Compliance tables (COCT) Manager	M:GEN03	Planned	TBD	TBD		COM-23 Start may change (pending study on time required)
4	1	Task	T1NC/COCT training/workshop sessions	n/a	Planned	TBD	TBD		COM-23
4	1	Task	Maintenance (including improvements & error fixing)	n/a	Planned	TBD	TBD		COM-23
5	1	Module	SDP programs (SWO, BET)	M:TRO06, M:SWO01	Planning	TBD			COM-25
5	2	Module	Bluefin tuna (BFT) weekly and monthly reports Manager	M:BFT22, M:BFT23, M:TRO14 weekly BET	Planning	TBD			COM-25
5	3	Module	Task 2 - Catch and effort	S:GEN04	Planning	TBD			COM-25
5	1	Task	Maintenance (including improvements & error fixing)		Planning	TBD			COM-25

Complementary information on IOMS Phases:

Phase	Start	End	Budget (months)	COM meeting	Budget Year	Budget Type
Phase 1	2019-06-01	2020-05-31	12	annual	2018	Extraordinary
Phase 2	2020-06-01	2022-05-31	24	biennial	2019	Regular
Phase 3	2022-06-01	2024-05-31	24	biennial	2021	Regular
Phase 4	2024-06-01	2026-05-31	25	biennial	2023	Regular

The report of the WG-ORT meeting can be found [here](#).

Meeting Participation Fund (MPF)

The per diem is calculated in accordance with the United Nations Daily Subsistence Allowance (DSA) and covers the period from departure from the place of origin to arrival back at origin. The DSA tables are published monthly by the International Civil Service Commission (ICSC), and include accommodation, meals, tips, and other expenses for travelers. Due to the high number of trips, the ICCAT Secretariat reimburses 100% of the DSA and it is the participants who manage the hotel, as the ICCAT Secretariat does not have the human resources to carry out this management.

As for lunches, as a rule, they are only offered during the Annual meeting of the Commission. Due to the fact that some participants due to scheduling reasons, etc., cannot attend these lunches, 100% of the DSA is refunded and they are the ones who manage it.