

BUDGET FOR THE FOURTH FINANCIAL PERIOD 1966/67; STAFF ESTABLISHMENT
RESOLUTION A.101 (IV) adopted on 24 September 1965

INTER-GOVERNMENTAL MARITIME
CONSULTATIVE ORGANIZATION



I M C O



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BUDGET FOR THE FOURTH FINANCIAL PERIOD 1966/67;
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THE ASSEMBLY,

TAKING NOTE of Article 16 of the Convention and in
particular paragraph (f) thereof,

NOTING FURTHER Article 40 and Article 25 regarding budget
estimates,

NOTING IN ADDITION Article III of the Financial
Regulations,

HAVING CONSIDERED the recommendation of the Council,

RESOLVES that

1. For the financial period 1966/67 appropriations are voted
for the following purposes:

| | |
|------------------------------------|--------------------|
| I Meetings | \$482,000 |
| II Personnel and Personal Services | 939,540 |
| III General Services | 277,950 |
| IV Printing and Publications | 42,000 |
| V Other Budgetary Provisions | <u>3,002</u> |
| | <u>\$1,744,492</u> |

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2. The appropriations voted in paragraph 1 above shall be financed by contributions from Member States after adjustment as provided in the Financial Regulations; for this purpose miscellaneous income is estimated at \$4,100.

3. Transfer of credits between sections of the budget for a calendar year and transfers of uncommitted balances of appropriations from one calendar year to the ensuing calendar year, other than those authorized in Article IV of the Financial Regulations, can only be carried out with prior concurrence of the Council.

4. The estimates for each of the calendar years 1966 and 1967 covered by the financial period are indicated under relevant headings, as shown in Annex I to this Resolution. The manning table for the fourth financial period is shown in Annex II to this Resolution,

INVITES the Council to comply with the above-mentioned provisions,

INSTRUCTS the Secretary-General to ensure their application while endeavouring to effect the maximum economies on the budget.

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ANNEX I

Distribution by calendar year of the budget approved
 for the fourth financial period 1966/1967

| <u>Section</u> | <u>1966</u> \$ | <u>1967</u> \$ | <u>Total</u> \$ |
|--|-------------------|-------------------|--------------------|
| I <u>IMCO Meetings</u> | | | |
| (1) Conferences, Assembly, Council, MSC, committees and working groups | 265,750 | 166,750 | 432,500 |
| (2) Travel of IMCO staff to meetings; consultants' travel | 28,000 | 21,500 | 49,500 |
| | <u>293,750</u> | <u>188,250</u> | <u>482,000</u> |
| II <u>Personnel and Personal Services</u> | | | |
| (1) Salaries and wages | 327,495 | 334,655 | 662,150 |
| (2) Post adjustments and other salary items | 8,000 | 17,360 | 25,360 |
| (3) Temporary assistance | 22,200 | 15,000 | 37,200 |
| (4) Recruitment and termination expenses of staff and dependants | 23,800 | 13,800 | 37,600 |
| (5) Staff benefits and allowances | 82,380 | 90,450 | 172,830 |
| (6) Representation allowance (Secretary-General) | 1,500 | 1,500 | 3,000 |
| (7) Contribution to administrative expenses of the UN Joint Staff Pension Fund or other UN bodies | 700 | 700 | 1,400 |
| | <u>466,075</u> | <u>473,465</u> | <u>939,540</u> |

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| | <u>1966</u> | <u>1967</u> | <u>Total</u> |
|---|----------------|----------------|------------------|
| | \$ | \$ | \$ |
| III <u>General Services</u> | | | |
| (1) Hospitality | 2,250 | 2,350 | 4,600 |
| (2) Duplicating paper, stationery and office supplies | 39,750 | 40,500 | 80,250 |
| (3) Office equipment and machines: purchase, rental, maintenance | 16,500 | 17,500 | 34,000 |
| (4) Library, books, subscriptions | 2,500 | 2,700 | 5,200 |
| (5) Communications, freight, cartage and express | 16,000 | 17,500 | 33,500 |
| (6) Rental of premises, cleaning, insurance, heating, lighting, water and rates | 55,400 | 56,500 | 111,900 |
| (7) Other supplies and services | 4,000 | 4,500 | 8,500 |
| | <u>136,400</u> | <u>141,550</u> | <u>277,950</u> |
| IV <u>Printing and Publications</u> | | | |
| (1) Printing | 24,000 | 14,000 | 38,000 |
| (2) Public information | 2,000 | 2,000 | 4,000 |
| | <u>26,000</u> | <u>16,000</u> | <u>42,000</u> |
| V <u>Other Budgetary Provisions</u> | | | |
| (1) External Audit | 1,500 | 1,500 | 3,000 |
| (2) Unforeseen and extra- ordinary expenses | 1 | 1 | 2 |
| | <u>1,501</u> | <u>1,501</u> | <u>3,002</u> |
| | <u>923,726</u> | <u>820,766</u> | <u>1,744,492</u> |
| <u>Miscellaneous income</u> | | | |
| Interest | <u>1,400</u> | <u>2,700</u> | <u>4,100</u> |

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ANNEX II

Manning Table for the
 Fourth Financial Period 1966/67

| | <u>Grade</u> | | <u>Grade</u> |
|---|--------------|--|--------------|
| SECRETARY-GENERAL | Uncl. | ADMINISTRATIVE DIVISION | |
| 1 Secretary | G.6 | 1 Director of Admini- stration and External Relations | P.5 |
| DEPUTY SECRETARY-GENERAL AND SECRETARY OF THE MARITIME SAFETY COMMITTEE | Uncl. | 1 Secretary | G.6 |
| 1 Assistant | P.2 | <u>External Relations and</u> <u>Legal Matters</u> | |
| 1 Secretary | G.6 | 1 Head of Section | P.4 |
| 1 Secretary | G.4 | 1 Member of Section | P.3 |
| TECHNICAL DIVISION | | 1 Member of Section | P.2 |
| <u>Ship Construction Section</u> | | <u>General Service Staff</u> | |
| 1 Head of Section | P.4 | 1 Secretary | G.4 |
| 2 Members of Section | P.3 | 2 Secretaries | G.3 |
| <u>General Service Staff</u> | | <u>Finance, Personnel and</u> <u>Miscellaneous Services</u> | |
| 1 Assistant | G.5 | 1 Head of Section | P.3 |
| 1 Secretary | G.4 | 1 Personnel Officer | P.2 |
| 2 Secretaries | G.3 | <u>General Service Staff</u> | |
| <u>Navigation Section</u> | | 1 Accountant | G.6 |
| 1 Head of Section | P.4 | 1 Internal Audit Assistant | G.6 |
| 1 Member of Section | P.3 | 1 Librarian | G.6 |
| <u>General Service Staff</u> | | 1 Finance Assistant | G.5 |
| 1 Assistant | G.5 | 1 Registry Officer | G.5 |
| 1 Secretary | G.4 | 1 Library Assistant | G.4 |
| 1 Secretary | G.3 | 2 Secretaries | G.4 |
| <u>Cargoes and Related Matters Section</u> | | 1 Registry Assistant | G.3 |
| 1 Head of Section | P.4 | 1 Telephonist | G.3 |
| 2 Members of Section | P.3 | 1 Messenger (clerk/ mailing assistant) | G.3 |
| <u>General Service Staff</u> | | 1 Messenger | G.2 |
| 1 Assistant | G.5 | | |
| 1 Secretary | G.4 | | |
| 2 Secretaries | G.3 | | |

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| | <u>Grade</u> |
|---|--------------|
| <u>Languages, Documents and Conference Services</u> | |
| 1 Head of Section | P.4 |
| 1 Conference Officer | P.2 |
| 1 Translator, Public Information Officer | P.2 |
| 3 Translators | P.2 |
| <u>General Service Staff</u> | |
| 1 Documents Officer | G.7 |
| 1 Conference Assistant | G.5 |
| 1 Distribution Officer | G.5 |
| 1 Editor/Proofreader | G.5 |
| 2 Pool Supervisors | G.5 |
| 2 Senior Typists | G.4 |
| 1 Reference Assistant (Languages Services) | G.4 |
| 2 Assistants (Documents) | G.4 |
| 1 Secretary | G.4 |
| 3 Typists | G.3 |
| 1 Secretary | G.3 |
| 1 Roneo Operator | G.4 |
| 1 Roneo Operator | G.3 |
| 1 Messenger | G.2 |

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