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GENERAL AGREEMENT ON
TARIFFS AND TRADE

BUDGET ESTIMATES

FOR

THE FINANCIAL YEAR 1980

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BUDGET ESTIMATES FOR THE FINANCIAL YEAR 1980

Introduction

1. The Director-General hereby submits his budget proposals concerning the expenses and income of the secretariat for the financial year 1980.
2. The proposals have been established taking into account the additional tasks which will devolve upon the secretariat. Chief among these tasks is the implementation of the results of the Multilateral Trade Negotiations, in particular the various multilateral agreements which will constitute for the GATT new fields of activities and accrued responsibilities. New tasks also stem from increased involvement of GATT in the major efforts in support of developing countries being undertaken by all existing international organizations.
3. The section included in past years' budgets covering 27 posts in 1979 and other expenditure in connexion with the Multilateral Trade Negotiations has been deleted. On the other hand, the creation of new posts has been provided for in the Manning Table to enable the secretariat to cope with the tasks deriving from the results of the negotiations. In order to maintain the number of new posts at the essential strict minimum, some adaptation in the structure of the secretariat as well as some redeployment of available staff resources has been foreseen.
4. Some flexibility has been provided for in the estimates in order to allow the secretariat to adapt gradually to its new tasks in the light of experience.
5. Total expenditure for 1980 is estimated at SwF 41,030,000, representing an increase, including GATT's contribution to the International Trade Centre UNCTAD/GATT, of SwF 2,283,000 or 5.89 per cent over 1979.
6. The proposed Manning Table for 1980 provides for 279 permanent posts (238 in 1979). The main features of the proposed structure of the secretariat are:
 - (a) to maintain 2 Deputy Director-General posts to provide for the necessary overall leadership of, and responsibility for, the operational Divisions and to reinforce the participation of GATT in external activities and meetings of major importance;
 - (b) to add a post of D1 to meet the growing demands of Inter-Agency Affairs caused by the increasing involvement in economic and development matters of all the organizations of the UN family;

- (c) to re-establish the post of Head of Department of Conference Affairs, Administration and Languages, a function which had been temporarily taken over by the Director-General's office during the transitional period of the transfer of the secretariat to its new headquarters building;
- (d) to add a post of Director of Common System Affairs to enable GATT to meet its responsibilities, as a member of the UN Common System, in the increasingly lengthy and intricate activities of the International Civil Service Commission, Pension Board and other relevant bodies dealing with administrative, personnel and budgetary matters;
- (e) to provide a number of new posts to man the Divisions dealing with the implementation of the results of the Multilateral Trade Negotiations;
- (f) to provide a number of new posts to face up to the logistic requirements stemming from these new or increased activities.

7. Provision is made for 31 Temporary Assistance posts (48 in 1979), amounting to SwF 1,610,000, with contracts of 6 months or longer duration. These concern tasks which either are temporary by nature or for which it is preferable to maintain flexibility in order to allow time to show how things develop. For temporary assistance of shorter duration and of an ad hoc nature, an amount of SwF 1,723,000 has been provided.

8. The increase in temporary assistance over 1979 represents mainly provision for temporary technical consultants for short-term technical assistance missions for developing countries, which, upon request, the GATT secretariat must be in a position to provide, in particular with regard to the implementation of the results of the Tokyo Round as well as during the forthcoming trade negotiations among developing countries. Provision has also been made for the recruitment of short-term consultants or experts in the field of, for example, non-tariff barriers. These additional resources are required in order to provide the necessary flexibility to ensure that the secretariat can efficiently face up to its new tasks.

9. As can be seen from the Schedule of Established Posts for 1980 (page 16), the staffing structure has been somewhat modified in order to adapt it to the new circumstances. Redeployment of staff has been provided for, which has entailed ipso facto a certain number of regradings of posts. Notwithstanding these provisions, the Manning Table is considered as a framework to be filled, through external vacancy notices, as and when the needs of the implementation of the work programme demand.

10. In addition to the structural changes referred to above the Director-General requests the authority to regrade three D1 posts to D2. This request is made with a view to providing the Director-General with the necessary flexibility for coping with the secretariat's new and additional tasks and responsibilities to put him in a position to adjust D1 gradings should circumstances warrant it.

11. It is the intention of the Director-General to submit separately an organizational chart setting out as far as possible the departmental and divisional responsibilities together with staff requirements for 1980.

12. The additional budgetary requirements relating to staff resources amount to SwF 675,000. Other major budgetary increases include an amount of SwF 600,000 to cover the printing of the loose-leaf consolidated tariff schedules and concessions in their post-negotiations form. Further, under the heading for common services, the provision for cables, telex and telephone communications has been increased by SwF 100,000 to cover costs in connexion with the increased notification requirements for some of the multilateral agreements. Inflationary and other unavoidable increases amount to SwF 682,000, and the increase in the contribution to the International Trade Centre to SwF 240,000. These figures are partially offset by decreases.

13. The item for unforeseen expenditure, which has remained virtually unchanged since 1967, has been proposed at the level of SwF 400,000 in view of the need for additional flexibility in 1980. There is great uncertainty as to the possible impact of the results of the trade negotiations on the 1980 budget and the amount provided for unforeseen expenditure in the 1979 budget would not offer an adequate safety margin in relation to the tasks to be undertaken.

14. On the basis of the proposed expenditure for 1980, an amount of SwF 40,200,000 is to be assessed on contracting parties in the form of contributions. This amount takes into account an estimate for miscellaneous income of SwF 830,000.

ANNEX ASUMMARY OF 1980 EXPENDITURE ESTIMATES

		<u>SwF</u>	<u>SwF</u>
	PART I: <u>MEETINGS</u>		
<u>Section</u>			
1	Thirty-Sixth session of the CONTRACTING PARTIES	50,000	
2	Meetings of the Council and other meetings	<u>714,000</u>	
	Total Part I:		764,000
	PART II: <u>SECRETARIAT</u>		
3	Salaries and wages and official travel	21,490,000	
4	Common staff costs	4,734,000	
5	Common services	4,297,000	
6	Printing	1,040,000	
7	Representation and hospitality	90,000	
8	Public information	5,000	
9	Permanent equipment	320,000	
10	Contribution to a Staff Assistance Fund	<u>20,000</u>	
	Total Part II:		31,996,000
	PART III: <u>UNFORESEEN EXPENDITURE</u>		
11	Unforeseen expenditure		400,000
	PART IV: <u>COMMERCIAL POLICY TRAINING COURSES</u>		
12	Commercial Policy Training Courses		<u>600,000</u>
	Sub-total		33,760,000
	PART V: <u>INTERNATIONAL TRADE CENTRE UNCTAD/GATT</u>		
13	Contribution to the International Trade Centre UNCTAD/GATT		<u>7,270,000</u>
	GRAND TOTAL		<u>41,030,000</u>

ANNEX B

DETAILED SCHEDULES OF 1980 EXPENDITURE ESTIMATES

	<u>1978</u> <u>Expenditure</u> <u>SwF</u>	<u>1979</u> <u>Budget</u> <u>SwF</u>	<u>1980</u> <u>Estimates</u> <u>SwF</u>	
PART I: <u>MEETINGS</u>				
Section 1 - <u>Thirty-Sixth Session of the</u> <u>CONTRACTING PARTIES</u>				
(i)	Temporary assistance (including overtime)	19,500	85,000	43,000
(ii)	Travel and subsistence of temporary staff	2,000	5,000	2,000
(iii)	Rental of meeting rooms and additional office space	2,500	8,000	4,000
(iv)	Other services	<u>293</u>	<u>2,000</u>	<u>1,000</u>
	Total Section 1:	<u>24,293</u>	<u>100,000</u>	<u>50,000</u>
Section 2 - <u>Meetings of the Council</u> <u>and other Meetings</u>				
(i)	Temporary assistance (including overtime)	347,157	500,000	700,000
(ii)	Travel and subsistence of temporary staff	8,000	10,000	10,000
(iii)	Rental of meeting rooms and additional office space	-	-	-
(iv)	Other services	<u>12,950</u>	<u>4,000</u>	<u>4,000</u>
	Total Section 2:	<u>368,107</u>	<u>514,000</u>	<u>714,000</u>
	Total Part I:	<u>392,400</u>	<u>614,000</u>	<u>764,000</u>

	<u>1978</u> <u>Expenditure</u> <u>SwF</u>	<u>1979</u> <u>Budget</u> <u>SwF</u>	<u>1980</u> <u>Estimates</u> <u>SwF</u>	
PART II: <u>SECRETARIAT</u>				
Section 3 - <u>Salaries and Wages and Official Travel</u>				
(i)	Established posts	14,302,100	15,766,000	18,600,000
(ii)	Temporary assistance (including overtime) and consultants	2,134,781	1,697,000	2,590,000
(iii)	Travel on official business	<u>183,544</u>	<u>300,000</u>	<u>300,000</u>
	Total Section 3:	<u><u>16,620,425</u></u>	<u><u>17,763,000</u></u>	<u><u>21,490,000</u></u>
Section 4 - <u>Common Staff Costs</u>				
(i)	Installation grants	10,800	38,000	40,000
(ii)	Travel and removal expenses of staff and their dependants	88,984	100,000	100,000
(iii)	Separation payments	41,821	60,000	60,000
(iv)	Contribution to the United Nations Joint Staff Pension Fund	2,420,632	2,742,000	3,004,000
(v)	Repatriation grants	47,818	80,000	80,000
(vi)	Travel on home leave	157,650	195,000	240,000
(vii)	Family allowances, education grants and related travel:			
	(a) Family allowances	389,132	423,000	450,000
	(b) Education grants and related travel	202,284	264,000	280,000
(viii)	Joint services	124,937	140,000	130,000
(ix)	Other common staff costs	<u>317,874</u>	<u>338,000</u>	<u>350,000</u>
	Total Section 4:	<u><u>3,801,992</u></u>	<u><u>4,380,000</u></u>	<u><u>4,734,000</u></u>

	<u>1978</u> <u>Expenditure</u> <u>SwF</u>	<u>1979</u> <u>Budget</u> <u>SwF</u>	<u>1980</u> <u>Estimates</u> <u>SwF</u>	
Section 5 - <u>Common Services</u>				
(i)	Cables, telex and telephone communications	60,982	60,000	160,000
(ii)	Freight and cartage	6,030	7,000	7,000
(iii)	Books and information material	65,774	78,000	83,000
(iv)	Rental and maintenance of premises and equipment:			
	(a) Rent	1,296,508	1,300,000	1,300,000
	(b) Electricity	120,040	120,000	120,000
	(c) Water supply	6,732	15,000	12,000
	(d) Heating	48,088	90,000	160,000
	(e) Telephone and telex (rental)	123,826	125,000	125,000
	(f) Insurance premiums	105,863	150,000	120,000
	(g) Cleaning materials	2,621	3,000	3,000
	(h) Maintenance expenditure	339,766	326,000	364,000
	(i) Casual labour	452,700	450,000	500,000
	(j) Maintenance of service cars	10,453	12,000	13,000
(v)	Postal services	206,314	220,000	300,000
(vi)	Stationery and office supplies	140,417	100,000	110,000
(vii)	Reproduction and distribution of documents	338,879	300,000	405,000
(viii)	External audit	28,650	35,000	35,000
(ix)	Other services and miscellaneous expenditure	407,468	440,000	480,000
	Total Section 5:	<u>3,761,111</u>	<u>3,831,000</u>	<u>4,297,000</u>
Section 6 - <u>Printing</u>		<u>249,396</u>	<u>295,000</u>	<u>1,040,000</u>
Section 7 - <u>Representation and Hospitality</u>		<u>79,451</u>	<u>80,000</u>	<u>90,000</u>
Section 8 - <u>Public Information</u>		<u>1,338</u>	<u>5,000</u>	<u>5,000</u>

	<u>1978</u> <u>Expenditure</u> <u>SwF</u>	<u>1979</u> <u>Budget</u> <u>SwF</u>	<u>1980</u> <u>Estimates</u> <u>SwF</u>
Section 9 - <u>Permanent Equipment</u>	329,952	350,000	320,000
Section 10 - <u>Contribution to a Staff Assistance Fund</u>	20,000	20,000	20,000
Total Part II:	24,863,665	26,724,000	31,996,000
 PART III: <u>UNFORESEEN EXPENDITURE</u>			
Section 11 - <u>Unforeseen Expenditure</u>	-	200,000	400,000
 PART IV: <u>COMMERCIAL POLICY TRAINING COURSES</u>			
Section 12 - <u>Commercial Policy Training Courses</u>	18,000	600,000	600,000
 <u>TRADE NEGOTIATIONS</u>			
(i) Temporary assistance (including overtime)	3,489,829	2,518,000	-
(ii) Common staff costs	570,388	655,000	-
(iii) Travel	22,041	40,000	-
(iv) Rental of meeting rooms and additional office space	7,156	-	-
(v) General expenses	354,835	360,000	-
(vi) Hospitality	5,177	6,000	-
	4,449,426	3,579,000	-
<u>BUILDING FUND</u>	460,000	-	-
Sub-Total	30,183,491	31,717,000	33,760,000
 PART V: <u>INTERNATIONAL TRADE CENTRE UNCTAD/GATT</u>			
Section 13 - <u>Contribution to the International Trade Centre UNCTAD/GATT</u>	6,671,651	7,030,000	7,270,000
<u>GRAND TOTAL</u>	36,855,142	38,747,000	41,030,000

ANNEX C

EXPLANATORY NOTES ON 1980 EXPENDITURE ESTIMATES

PART I: MEETINGS

Section 1 - Thirty-Sixth Session of the

CONTRACTING PARTIES SwF 50,000

1979 Budget	:	(two-week session)	SwF 100,000
1978 Expenditure	:	(two-day session)	SwF 24,293
1977 Expenditure	:	(three-day session)	SwF 11,513

The estimate provides for a one-week session of the CONTRACTING PARTIES in 1980 on the assumption that it will be held at the Palais des Nations in Geneva. The decrease in 1980 is accounted for by the fact that the 1979 budget includes provision to enable the CONTRACTING PARTIES to deal with matters arising from the conclusions of the Multilateral Trade Negotiations.

(i) Temporary assistance (including overtime) - SwF 43,000

1979 Budget	:	SwF 85,000
1978 Expenditure	:	SwF 19,500
1977 Expenditure	:	SwF 7,633

The estimate provides for salaries and wages of temporary conference servicing staff to assist the permanent personnel during the session. It is assumed that the following staff will have to be recruited: interpreters (40 man/days), revisers and translators (60 man/days), and stenographers, transcribers, typists, messengers and drivers (150 man/days). The estimate also includes overtime and night differential payments to staff entitled to such payments under the Staff Rules.

(ii) Travel and subsistence of temporary staff - SwF 2,000

1979 Budget	:	SwF 5,000
1978 Expenditure	:	SwF 2,000
1977 Expenditure	:	SwF -

The estimate provides for the payment of travel expenses, subsistence allowances and other incidental expenses of non-locally recruited temporary staff engaged specially for the session of the CONTRACTING PARTIES. No expenditure was incurred in 1977 due to the possibility of recruiting staff locally and of transferring temporary staff from other areas of the budget.

(iii) Rental of meeting rooms and additional office space - SwF 4,000

1979 Budget	:	SwF 8,000
1978 Expenditure	:	SwF 2,500
1977 Expenditure	:	SwF 2,500

The estimate provides for the rental of conference and committee rooms equipped for simultaneous interpretation, and of additional office space for the secretariat. It includes charges for sound and recording operators, conference room attendants and messengers. The estimate is based on the rates applied by the United Nations for such services.

(iv) Other services - SwF 1,000

1979 Budget	:	SwF 2,000
1978 Expenditure	:	SwF 293
1977 Expenditure	:	SwF 1,380

The estimate provides for the payment of miscellaneous expenses incurred in connexion with the session, such as the printing of admission cards, placards, casual labour, etc.

Section 2 - Meetings of the Council and other Meetings SwF 714,000

Although it is not possible at present to establish a final programme of meetings for 1980, the provision for temporary assistance has been increased by SwF 200,000 to take account of the greater number of meetings that it is anticipated will be held in connexion with the implementation of the results of the Multilateral Trade Negotiations. Details are as follows:

	<u>1977</u>	<u>1978</u>	<u>1979</u>	<u>1980</u>
	<u>Expenditure</u>	<u>Expenditure</u>	<u>Budget</u>	<u>Estimates</u>
	<u>SwF</u>	<u>SwF</u>	<u>SwF</u>	<u>SwF</u>
(i) Temporary assistance (including overtime)	305,840	347,157	500,000	700,000
(ii) Travel and subsistence of temporary staff	7,954	8,000	10,000	10,000
(iii) Rental of meeting rooms and additional office space	59,732	-	-	-
(iv) Other services	3,964	12,950	4,000	4,000
	<u>377,490</u>	<u>368,107</u>	<u>514,000</u>	<u>714,000</u>
	=====	=====	=====	=====

PART II: SECRETARIAT

Section 3 - Salaries and Wages and Official Travel SwF 21,490,000

(i) Established posts - SwF 18,600,000

1979 Budget : SwF 15,766,000
1978 Expenditure : SwF 14,302,100
1977 Expenditure : SwF 13,869,159

The total number of posts proposed for 1980 is 279, of which 3 are ungraded, 120 are professional and above and 156 are general service posts. (See Manning Table on page 16).

The estimate provides for the following payments:

Ungraded and professional posts:

Director-General's and Deputy Directors-General's remuneration as set by the CONTRACTING PARTIES effective from 1 January 1977 (Appendix III, page 40);

Salaries for professional category and above as per salary scales effective from 1 January 1977 (Appendix III, page 40);

Post adjustment classification for Geneva at Class 17/+3 at the rate of SwF 1.74/US\$1 (Appendix IV, page 41).

General service category posts:

Salaries as per salary scales effective from 1 January 1978 (Appendix V, page 42).

Personal transitional allowance payable from 1 January 1978 to staff in post on 31 December 1977.

Language allowance payable in accordance with Staff Rules.

Non-resident's allowance (SwF 1,800 per annum) for each non-locally recruited staff member.

The increase of SwF 2,834,000 as compared with the 1979 approved credit of SwF 15,766,000 is accounted for by:

	<u>SwF</u>
(a) provision for movements in 1980 of the index governing the post adjustment system for the professional staff	100,000
(b) the regular salary increments	300,000
(c) 4 new professional and 1 new general service category posts	419,000
(d) the consolidation of 1 professional and 9 general service category posts from temporary assistance credits (SwF 454,000), and the consolidation of 13 professional and 13 general service category posts from the Multilateral Trade Negotiations credits (SwF 1,622,000)	2,076,000
(e) the regrading of 23 professional and 10 general service category posts	170,000
(f) provision for vacant posts and for posts filled at a lower level than provided for in the budget	(231,000)
	<u>2,834,000</u> =====

SCHEDULE OF ESTABLISHED POSTS FOR 1980

	Professional Category and above										General Service Category				
	DG/DDG	D2	D1	P5	P4	P3	P2/1	Sub-total	G7	G6	G5	G4/1	Sub-total	Total	
Office of the Director-General	1	1	-	-	-	-	-	2	-	-	-	-	-	2	
Executive Office of the Director-General	-	1	-	2	-	-	1	4	-	1	1	-	2	6	
Inter-Agency Affairs	-	-	1	-	-	-	-	1	-	-	-	-	-	1	
External Relations and Information Division	-	-	1	-	-	-	-	1	-	1	-	-	1	2	
(a) External Relations and Information	-	-	-	-	2	-	-	2	-	-	2	1	3	5	
(b) Library	-	-	-	-	-	1	-	1	-	1	1	3	5	6	
Training Section	-	-	-	1	1	2	-	4	-	-	1	1	2	6	
Registry	-	-	-	-	-	-	1	1	1	1	-	-	2	3	
Operational Departments	2	-	1	-	-	-	-	3	2	-	2	-	4	7	
Tariff Division	-	-	1	1	1	-	-	3	1	-	2	-	3	6	
Non-Tariff Measures Division	-	-	1	1	1	1	-	4	-	-	2	-	2	6	
Division of Quantitative and Technical Barriers to Trade	-	-	1	1	1	1	-	4	-	-	2	-	2	6	
Agriculture Division	-	-	1	1	2	2	-	6	-	-	3	-	3	9	
Development Division	-	-	1	1	4	3	1	10	-	1	1	2	4	14	
Data Base Unit	-	-	-	1	-	-	1	2	-	1	-	-	1	3	
Technical Co-operation Division	-	-	1	2	2	3	-	8	-	2	2	2	6	14	
Research and Statistics Division	-	-	2	2	1	3	1	9	-	1	-	-	1	10	
(a) Statistics and Tariff Study	-	-	-	1	1	3	1	6	-	3	2	1	6	12	
(b) Electronic Data Processing	-	-	-	-	1	1	1	3	-	-	1	1	2	5	
Special Projects Section	-	-	-	1	-	-	1	2	-	-	1	-	1	3	
Department of Conference Affairs and Administration	-	1	-	-	-	-	-	1	-	1	-	-	1	2	
Conference Affairs Division	-	-	1	-	-	-	-	1	-	-	1	-	1	2	
(a) Conference Section	-	-	-	-	-	2	-	2	-	1	-	-	1	3	
(b) Interpretation Section	-	-	-	-	3	2	-	5	-	-	-	-	-	5	
(c) Legal Affairs, Archives and Monitoring Section	-	-	-	-	1	1	-	2	-	-	-	-	-	2	
(d) Documents Control Section	-	-	-	-	-	1	-	1	-	-	-	2	2	3	
(e) Technical Services	-	-	-	-	-	1	-	1	-	3	6	5	14	15	

	3	3	15	23	30	39	10	123	8	30	38	80	156	279
Administrative and Financial Division														
(a) Personnel Section	-	-	1	-	-	-	-	1	-	-	-	-	1	2
(b) Budget and Control Section	-	-	-	1	1	-	1	3	2	1	2	2	7	10
(c) Finance and Accounts Section	-	-	-	1	1	2	-	4	-	1	1	1	3	7
(d) Documents Reproduction and Distribution Section	-	-	-	-	1	2	1	4	-	2	-	1	3	7
(e) Stenographic and Typing Section	-	-	-	-	-	1	-	1	-	1	-	11	12	13
(i) English Pool	-	-	-	-	-	1	-	1	-	-	-	-	1	2
(ii) French Pool	-	-	-	-	-	-	-	-	-	1	1	8	10	10
(iii) Spanish Pool	-	-	-	-	-	-	-	-	-	1	1	9	11	11
(f) Internal Services	-	-	-	-	-	-	-	-	-	1	1	4	6	6
(g) Procurement Services	-	-	-	-	-	1	-	1	-	1	1	21	23	24
(h) Travel and Insurance Office	-	-	-	-	-	-	-	-	2	-	2	4	4	5
Languages Division														
(a) French Translation Section	-	-	1	-	-	-	-	1	-	-	1	-	1	2
(b) Spanish Translation Section	-	-	-	1	5	4	-	10	-	-	-	-	-	10
(c) English Translation Section	-	-	-	1	2	1	-	4	-	-	-	-	-	4
(d) Reference and Indexing Unit	-	-	-	1	-	-	-	1	-	-	-	-	-	1
Common System Affairs														
	-	-	1	-	-	-	-	1	-	-	-	-	-	1
Total 1980 proposed establishment	3	3	15	23	30	39	10	123	8	30	38	80	156	279
Approved 1979 establishment	3	3	12	19	20	30	18	105	7	27	26	73	133	238
New posts	-	-	2	-	1	1	-	4	-	1	-	-	1	5
Transfer from Temporary Assistance	-	-	-	-	-	1	-	1	-	-	1	8	9	10
Transfer from MTN	-	-	-	3	2	8	-	13	-	2	4	7	13	26
Reclassifications	(-	1	2	9	8	-	20	1	1	8	-	9	29
	(-	-	(1)	(2)	(9)	(8)	(20)	-	(1)	(1)	(8)	(9)	(29)
Total 1980 proposed establishment	3	3	15¹	23	30	39	10	123	8	30	38	80	156	279

¹/ The budget proposals include a request for additional regradings of 3 D1 posts to D2.

(ii) Temporary assistance (including overtime) and consultants - SwF 2,590,000

1979 Budget : SwF 1,697,000

1978 Expenditure : SwF 2,134,781

1977 Expenditure : SwF 2,008,535

The provision for temporary assistance has been calculated on the basis of current needs and estimated requirements in 1980. The details, with comparative figures, are set out in the Schedule of Temporary Assistance (Appendix II, page 39).

The provision of SwF 2,590,000 proposed for 1980 can be further analyzed:

(a) SwF 955,000 representing 3,060 man/days for Consultants and other professional assistance as follows:

- Experts in the field of non-tariff barriers, etc., and technical consultants required for short-term technical assistance missions which might have to be carried out in 1980 for developing countries in respect of the implementation of MTN results and trade negotiations among developing countries - 1,620 man/days;
- Chairman, Textiles Surveillance Body and his assistant, and Textiles Consultant - 1,080 man/days;
- Correspondent to be at the Director-General's disposal for temporary special missions at capitals and consultants required for the training courses on Commercial Policy - 360 man/days.

The increased provision in 1980 is mainly due to the additional consultancy services in respect of assistance to be provided to developing countries.

(b) SwF 1,635,000 to cover the salaries payable to staff employed on a temporary basis to supplement the regular staff and to provide assistance in areas of transient very heavy workload. It also covers replacements for regular staff on sick leave, maternity leave or annual leave. The amount includes a provision for overtime payments to regular and temporary staff and covers payment of accrued annual leave to eligible temporary staff whose salaries are charged against this item. The increase over the 1979 credit is mainly in respect of salaries of translators and revisers and secretaries, clerks and typists required in connexion with the implementation of the results of the Multilateral Trade Negotiations.

(iii) Travel on official business - SwF 300,000

1979 Budget : SwF 300,000
1978 Expenditure : SwF 183,544
1977 Expenditure : SwF 232,433

The estimate provides for the payment of travel expenses, subsistence allowances, and other incidental expenses relating to missions of staff members travelling on official business, including in particular representation of GATT at meetings and conferences of other organizations outside Geneva, consultations with government officials, lectures given by GATT staff members, missions in connexion with the programme of studies on the economic development of various countries, etc. Provision is also made for travel expenses, subsistence allowances and other incidental expenses relating to missions of technical assistance experts and consultants or of GATT staff members travelling on technical assistance missions, including research missions for studies and expanded consultations, travel by staff accompanying on study tours the trainees participating in GATT Commercial Policy training courses, etc.

Travel in connexion with pension fund affairs of the representative or alternate representative of the CONTRACTING PARTIES on the ICITO/GATT Pension Committee is also covered by this estimate.

In exceptional cases and by special authorization of the Director-General, transportation costs and/or subsistence allowance in respect of the Chairman of the CONTRACTING PARTIES may be charged to this credit when travel is undertaken exclusively on behalf of and in the interest of the CONTRACTING PARTIES as a whole.

Section 4 - Common Staff Costs SwF 4,734,000

(i) Installation grants - SwF 40,000

1979 Budget : SwF 38,000
1978 Expenditure : SwF 10,800
1977 Expenditure : SwF 12,285

The estimate provides for the payment of installation grants to newly recruited non-local staff members and their dependants at statutory rates laid down by the Staff Rules. Existing rules provide for payment of fifteen days' subsistence allowance (SwF 124 per day) to staff members without dependants, and of thirty days' to staff members with dependants; in respect of each dependant, payments amount to one-half of such allowance (SwF 62 per day) for thirty days.

(ii) Travel and removal expenses of staff and their dependants - SwF 100,000

1979 Budget : SwF 100,000
1978 Expenditure : SwF 88,984
1977 Expenditure : SwF 157,854

The estimate provides for travel expenses and subsistence allowances payable in accordance with the Staff Rules in respect of staff members and their families on appointment and separation and of candidates brought to Geneva for interviews in connexion with vacant posts. In addition, it provides for the cost of removal of furniture and household effects for eligible staff.

(iii) Separation payments - SwF 60,000

1979 Budget : SwF 60,000
1978 Expenditure : SwF 41,881
1977 Expenditure : SwF 46,121

The estimate provides for accrued annual leave as well as a token provision for the statutory indemnity due when an appointment is terminated by the organization. It also covers payment of the statutory grant on death.

(iv) Contribution to the United Nations Joint Staff Pension Fund - SwF 3,004,000

1979 Budget : SwF 2,742,000
1978 Expenditure : SwF 2,420,632
1977 Expenditure : SwF 2,470,086

The estimate is based on payment of 14 per cent of pensionable remuneration for all participants.

The basic level of pensionable remuneration is the gross salary rate applicable to the participant's grade and step (Appendices III and V, pages 40 and 42). In the case of staff in the general service category, any personal transitional allowance, non-resident's allowance and language allowance which may be payable to the staff member are to be added to this base pensionable remuneration.

In the case of staff in the professional and higher categories, pensionable remuneration is gross salary plus 25 per cent with effect from 1 January 1979. United Nations Staff Rule 103.16(b) provides that, when the weighted average of post adjustment at Headquarters and main Regional Offices of organizations participating in the United Nations Joint Staff Pension Fund has increased by 5 per cent or multiples thereof as from 1 March or 1 September, the level of pensionable remuneration is to be increased by 5 per cent or multiples thereof from the following 1 July or 1 January respectively. The requirement for a 25 per cent adjustment was met in September 1978.

The principal factors which have caused the increase of SwF 258,000 in the estimate for 1980 are:

	<u>SwF</u>
(a) regular salary increments	73,000
(b) new posts	82,000
(c) regradings	11,000
(d) transfer of posts from Multilateral Trade Negotiations	170,000
(e) provision for vacant posts, for posts filled at a lower level than provided for in the budget and recruitment of staff not entitled to participation in the Pension Fund	(74,000)
	<u>262,000</u> =====

(v) Repatriation grants - SwF 80,000

1979 Budget	: SwF 80,000
1978 Expenditure	: SwF 47,818
1977 Expenditure	: SwF 33,789

The estimate provides for the payment of repatriation grants on separation to non-locally recruited staff in accordance with the Staff Rules.

(vi) Travel on home leave - SwF 240,000

1979 Budget	: SwF 195,000
1978 Expenditure	: SwF 157,650
1977 Expenditure	: SwF 182,059

The estimate covers travel expenses and subsistence allowances for non-locally recruited staff members and their families eligible for home leave in 1980.

Staff members are entitled to home leave every two years counting as from the year of their appointment.

The estimate is based on current travel rates and on presently authorized modes and standards of accommodation and includes a provision of SwF 38,000 in respect of home leave entitlements in respect of posts proposed for consolidation from the Multilateral Trade Negotiations credits.

(vii) Family allowances, education grants and related travel - SwF 730,000

(a) Family allowances - SwF 450,000

1979 Budget	:	SwF 423,000
1978 Expenditure	:	SwF 389,132
1977 Expenditure	:	SwF 374,495

The estimate for this sub-item provides for family allowances payable to both professional and general service category staff in accordance with the Staff Rules. The provision is based on current rates applicable to eligible staff and, in the case of staff in the professional category and above, the dollar-based allowances are subject to an exchange rate floor of SwF 2.55/US\$1. The estimate has been increased by SwF 27,000 to take account of the proposed new posts (SwF 6,000) and the proposals for the consolidation of Multilateral Trade Negotiations posts (SwF 21,000).

(b) Education grants and related travel - SwF 280,000

1979 Budget	:	SwF 264,000
1978 Expenditure	:	SwF 202,284
1977 Expenditure	:	SwF 214,228

The estimate provides for the education grants and related travel costs payable to non-locally recruited staff members under the Staff Rules. The dollar-based allowances are subject to an exchange-rate floor of SwF 2.44/US\$1. The increased provision takes account of proposed new posts and the transfer of Multilateral Trade Negotiations posts.

(viii) Joint Services - SwF 130,000

1979 Budget : SwF 140,000
1978 Expenditure : SwF 124,937
1977 Expenditure : SwF 103,487

The estimate provides for GATT's share in the cost of the Joint Medical Service, the CCAQ Staff Office and the International Civil Service Commission. It also covers GATT's share in the cost of language courses organized by the United Nations.

The estimate for these services is based on provisional budgets established by the responsible organizations.

(ix) Other common staff costs - SwF 350,000

1979 Budget : SwF 338,000
1978 Expenditure : SwF 317,874
1977 Expenditure : SwF 289,003

The estimate provides for the organization's contribution to the United Nations Sickness Insurance Society. The organization's share of the total contribution due is set at the same level as the share paid by the staff members. The estimate includes provision for a contribution to the administrative costs of the Society and for expenditure in connexion with medical examinations required on appointment of new staff members.

The increased provision takes account of the amounts payable in respect of new posts and the posts proposed for consolidation from the Multilateral Trade Negotiations credits.

Section 5 - Common Services SwF 4,297,000

(i) Cables, telex and telephone communications - SwF 160,000

1979 Budget : SwF 60,000
1978 Expenditure : SwF 60,982
1977 Expenditure : SwF 31,931

The estimate provides for the cost of official cables and local and international telex and telephone communications. An amount of SwF 100,000 is included to cover the intensive use of the telex network which will result from the increased notification requirements under some of the multilateral agreements resulting from the Multilateral Trade Negotiations.

(ii) Freight and cartage - SwF 7,000

1979 Budget : SwF 7,000
1978 Expenditure : SwF 6,030
1977 Expenditure : SwF 5,862

The estimate provides for charges payable to transport agencies on delivery of material ordered by the secretariat and for freight charges in respect of consignments of GATT publications.

(iii) Books and information material - SwF 83,000

1979 Budget : SwF 78,000
1978 Expenditure : SwF 65,774
1977 Expenditure : SwF 64,621

The estimate provides for the purchase of books, periodicals and newspapers which are considered necessary for their value as sources of information and reference material. It also provides for the purchase of dictionaries and of documentation on microfiches from other organizations (SwF 5,000). The higher estimate takes account of increased information material requirements.

(iv) Rental and maintenance of premises and equipment - SwF 2,717,000

The details are as follows:

	<u>1978</u>	<u>1979</u>	<u>1980</u>
	<u>Expenditure</u>	<u>Budget</u>	<u>Estimates</u>
	<u>SwF</u>	<u>SwF</u>	<u>SwF</u>
(a) <u>Rent</u>	1,296,508	1,300,000	1,300,000

The estimate provides for the rent of GATT headquarters at Centre William Rappard. Its level is fixed on the basis of FIPOI's total investment in the building. Provision is also included to cover the rent of car parks and a contribution towards the maintenance costs of the surrounding gardens.

	<u>1978</u> <u>Expenditure</u> <u>SwF</u>	<u>1979</u> <u>Budget</u> <u>SwF</u>	<u>1980</u> <u>Estimates</u> <u>SwF</u>
(b) <u>Electricity</u>	120,040	120,000	120,000

The estimate provides for the cost of electricity for the GATT premises.

(c) <u>Water supply</u>	6,732	15,000	12,000
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The estimate provides for the cost of the water supply for the GATT premises. The decrease of Swf 3,000 over the provision for 1979 is based on present expenditure.

(d) <u>Heating</u>	48,088	90,000	160,000
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Fuel is purchased on a joint basis with the United Nations and other international organizations established in Geneva in order to obtain the most favourable conditions of price and quality. The 1980 provision has been based on expected consumption at the GATT headquarters building, taking into account current fuel prices which have sharply increased in recent months.

(e) <u>Telephone and telex (rental)</u>	123,826	125,000	125,000
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The estimate provides for the rental of telephone installations, including a switchboard and a telex installation. The estimate has been calculated at current rates payable in Geneva for rental of such installations.

	<u>1978</u> <u>Expenditure</u> <u>SwF</u>	<u>1979</u> <u>Budget</u> <u>SwF</u>	<u>1980</u> <u>Estimates</u> <u>SwF</u>
(f) <u>Insurance premiums</u>	105,863	150,000	120,000
<p>The estimate provides for premiums for insurance of the GATT premises and of all furniture and equipment against fire and water damage; third party insurance; insurance of service cars; insurance against the organization's liabilities under Appendix D of the Staff Rules in respect of both GATT and ITC staff (24 hours coverage). Since the ITC budget does not provide for such staff insurance, this estimate includes GATT's 50% share in respect of the ITC staff. The decrease of SwF 30,000 over the provision for 1979 is due to a no-claim bonus in respect of Annex D liability insurance.</p>			
(g) <u>Cleaning materials</u>	2,621	3,000	3,000
<p>The estimate provides for the cost of all cleaning materials used for the upkeep of furniture and equipment.</p>			
(h) <u>Maintenance expenditure</u>	339,766	326,000	364,000
<p>The estimate covers continuing charges for maintenance and repairs to GATT premises and office equipment. The increase is accounted for mainly by an additional provision for the maintenance of electronic equipment.</p>			
(i) <u>Casual labour</u>	452,700	450,000	500,000
<p>The estimate provides for cleaning of the GATT premises. The increased provision reflects the higher cost of contractual cleaning services.</p>			
(j) <u>Maintenance of service cars</u>	10,453	12,000	13,000
<p>The estimate provides for the maintenance and repairs, including petrol and oil, of service cars.</p>			
	<u>2,506,597</u>	<u>2,591,000</u>	<u>2,717,000</u>

(v) Postal services - SwF 300,000

1979 Budget : SwF 220,000
1978 Expenditure : SwF 206,314
1977 Expenditure : SwF 177,438

The estimate provides for the cost of postage on correspondence, documents and GATT publications, through the secretariat's own mailing system. It takes account of recent trends of expenditure and of the additional activities which arise from the impact of the result of the Multilateral Trade Negotiations.

(vi) Stationery and office supplies - SwF 110,000

1979 Budget : SwF 100,000
1978 Expenditure : SwF 140,417
1977 Expenditure : SwF 100,186

The estimate which provides for the purchase of stationery, stencils and other general office supplies, has been increased slightly to take account of current requirements.

(vii) Reproduction and distribution of documents - SwF 405,000

1979 Budget : SwF 300,000
1978 Expenditure : SwF 338,879
1977 Expenditure : SwF 383,168

The estimate provides for the cost of reproduction (inclusive of paper) and distribution of GATT documents as well as material for reproduction and photocopying. The increase of the estimate by SwF 105,000 as compared with the 1979 budget is mainly due to the rental payable for additional reproduction and photocopying machines and work in connexion with the additional activities which arise from the implementation of the results of the Multilateral Trade Negotiations.

(viii) External audit - SwF 35,000

1979 Budget : SwF 35,000
1978 Expenditure : SwF 28,650
1977 Expenditure : SwF 28,800

The estimate provides for the fees (including travel expenses) payable to the external auditor in respect of the external audit of the accounts. The fee covers an interim audit in the course of the financial year and the final audit of the 1979 accounts.

(ix) Other services and miscellaneous expenditure - SwF 480,000

1979 Budget : SwF 440,000
1978 Expenditure : SwF 407,468
1977 Expenditure : SwF 394,396

The estimate provides for miscellaneous expenditure as follows:

	<u>SwF</u>
(a) Electronic Data Processing:	
Use of a computer, rental of terminals, cost of magnetic tapes, discs, paper, software packages, etc.	280,000
(b) Rental/purchase of accounting machine and rental of special magnetic data-storage, text processing typewriters	180,000
(c) Contribution to the United Nations common purchase service, rental of stamp distributor, bank charges, fees for issuance of visas, laissez-passer and passports, etc.	<u>20,000</u>
	<u>480,000</u> =====

The increase of SwF 40,000 over the 1979 provision covers the rental of additional special typewriters and rental/purchase of additional equipment for the accounting machine.

Section 6 - Printing SwF 1,040,000

1979 Budget : SwF 295,000
1978 Expenditure : SwF 249,396
1977 Expenditure : SwF 212,070

The estimate, which takes into account the lowest quotations presently offered by the printing firms, provides for the printing cost (inclusive of paper) of the following publications, based on the expected number of pages to be reproduced:

		<u>SwF</u>
<u>Current programme</u>		
BISD - Twenty-Sixth Supplement (EFS) ¹	70,000	
International Trade 1979/80 (EFS)	70,000	
Status of Legal Instruments of the GATT (EF)	15,000	
GATT Activities in 1979 (EFS)	15,000	
GATT, What it is (EFSG)	15,000	
Comparative Tabulations resulting from the Tariff Study (A)	40,000	
2 Studies in International Trade (EFS)	40,000	
List of Publications, revised edition (EFS)	5,000	
Printing paper, reprints, information papers, protocols of accession, miscellaneous legal instruments, binding of documents, etc.	<u>80,000</u>	350,000

Additional programme

Reprint and up-dating of Anti-Dumping and Countervailing Duty Legislations (EFS) 20,000

The reprinting of "Anti-Dumping Legislation" and "Countervailing Duty Legislation" is necessary as a consequence of changes in national legislations due to the respective codes.

Quarterly Statistical Textile Bulletin (A) 20,000

A provision for a quarterly Statistical Textiles Bulletin of some 50-100 pages has been made on the assumption that the Textiles Committee will request a circulation of statistics submitted under the textiles reporting scheme.

¹A = Authentic text. E = English text. F = French text.
S = Spanish text. G = German text.

SwF

GATT Bulletin (EFS)	50,000	
Provision has been made to publish a GATT Bulletin, in bi-monthly issues between annual editions of "GATT Activities", in order to update the information contained in the annual publication and to replace certain special studies produced within the current publishing programme.		
Loose-leaf system of Tariff Schedules (EFS)	<u>600,000</u>	690,000

After each new round of trade negotiations and as a result of rectifications and modifications, the GATT schedules of tariff concessions, which are legal instruments forming part of the General Agreement, are spread over many instruments (the total at present exceeds 40). This estimate provides for a loose-leaf system for the consolidation of schedules of concessions.

1,040,000
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Section 7 - Representation and Hospitality SwF 90,000

1979 Budget	:	SwF 80,000
1978 Expenditure	:	SwF 79,451
1977 Expenditure	:	SwF 77,387

The estimate under this section provides for the following:

- (a) SwF 45,000 payable to the Director-General in respect of representation allowance fixed by the CONTRACTING PARTIES in 1973;
- (b) SwF 20,000 payable to the two Deputy Directors-General in respect of the representation allowance fixed by the CONTRACTING PARTIES in 1973;

- (c) SwF 25,000 for all official hospitality rendered in the course of their functions by staff members of the secretariat not entitled to a personal representation allowance. Hospitality expenditure is authorized in advance in each case by or on behalf of the Director-General and reimbursement is made in accordance with United Nations rates, rules and procedure. In view of the special nature of their duties, the Chairman, Textiles Surveillance Body (Assistant Director-General), the Special Assistant to the Director-General, the Director, External Relations and Information, and the Director, Inter-Agency Affairs obtain full reimbursement. The credit also covers expenses resulting from hospitality rendered on behalf of the secretariat as a whole, including welcoming and farewell receptions for the trainees who come to the GATT on Commercial Policy Courses. In addition, expenses resulting from hospitality extended by the Chairman of the CONTRACTING PARTIES may, in exceptional cases and by special authorization of the Director-General, be charged to this credit.

The additional amount of SwF 10,000 has been proposed in view of additional expenses which will result from the administration of the Codes and Framework Agreement as well as additional requirements for the Chairman, Textiles Surveillance Body.

Section 8 - Public Information SwF 5,000

1979 Budget : SwF 5,000

1978 Expenditure : SwF 1,338

1977 Expenditure : SwF 1,317

The provision under this section is intended to cover miscellaneous expenditure arising from a programme of public information designed to make the aims and activities of the GATT more widely known, mainly through regular contacts with representative groups of journalists.

Section 9 - Permanent Equipment SwF 320,000

1979 Budget : SwF 350,000

1978 Expenditure : SwF 329,952

1977 Expenditure : SwF 269,973

The estimate of SwF 320,000 provides for additions to and replacements of the following equipment:

	<u>Replacements</u> SwF	<u>Additions</u> SwF
Office furniture	6,000	42,000
Conference room furniture	-	20,000
Sound recorders	140,000	
Recording centre	-	30,000
Calculating machines	5,000	2,000
Electric typewriters	24,000	-
Documents reproduction equipment	5,000	26,000
Miscellaneous	-	20,000
	<u>180,000</u> =====	<u>140,000</u> =====

Replacement of the totality of the present stock of some 140 sound recorders in use by the secretariat's translators, secretaries, etc. is foreseen as they have been in service since 1973/75 and are now in need of extensive and costly servicing to maintain them in adequate working order. Any machine that is still in working order will be sold at the time of replacement.

Section 10 - Contribution to a Staff Assistance Fund ... SwF 20,000

1979 Budget	: SwF 20,000
1978 Expenditure	: SwF 20,000
1977 Expenditure	: SwF 20,000

The provision under this section is to enable the Director-General to pay into a Staff Assistance Fund an amount of SwF 20,000.

The purpose of the Fund is to make payments on an ex gratia basis, implying no legal entitlement, to present and former GATT officials, or the survivors of former GATT officials whose present financial situation is causing hardship. The provision for 1980 has been made in view of the particular effect that monetary fluctuations continue to have on pensions of retired staff members or their dependants.

PART III: UNFORESEEN EXPENDITURE

Section 11 - Unforeseen Expenditure SwF 400,000

1979 Budget : SwF 200,000
1978 Expenditure : SwF -
1977 Expenditure : SwF -

In accordance with the recommendation made by the Committee on Budget, Finance and Administration at its meeting on 10 May 1967 (document L/2799, paragraph 4) credits have been included under this heading since 1967 to cover expenditure unforeseen at the time when the budget is prepared and which by its very nature could vary widely from year to year. The credit is not available for extraordinary expenditure, such as new activities, except in rare cases where the amounts are small.

When the amount was set in 1967, the provision represented 1.64 per cent of the total expenditure budget. It has remained virtually unchanged through several years of inflation and budgetary growth and in the 1979 approved budget the provision represented 0.52 per cent. The estimate for 1980 has been raised to SwF 400,000, or about 1 per cent, in order to approximate closer to its former level and to provide additional flexibility in view of the uncertainty regarding the possible impact of the results of the trade negotiations in 1980.

The provision for unforeseen expenditure is included in a separate part of the budget and the utilization of the funds is subject to approval by the CONTRACTING PARTIES or the Council. It should also be noted that such savings as may arise under this item cannot be transferred to cover expenditures on other parts of the budget without the authorization of the CONTRACTING PARTIES or the Council.

PART IV: COMMERCIAL POLICY TRAINING COURSES

Section 12 - Commercial Policy Training Courses SwF 600,000

1979 Budget	:	SwF 600,000
1978 Expenditure	:	SwF 18,000
1977 Expenditure	:	SwF -

Since 1955, GATT has organized courses in commercial policy twice a year at Geneva for English-speaking and French-speaking participants respectively. The courses are open to officials from all developing countries who have, or may have in the future, responsibilities in the formulation and conduct of foreign trade policy in their countries.

The financing of these courses was provided until 1975 entirely by UNDP. However, due to financial restraints, UNDP was unable to provide full financing in 1976 and again in 1978 and amounts were therefore provided from the GATT budget and from voluntary contributions.

In view of UNDP's decision to finance the courses as from 1979 from country programming funds rather than as previously from inter-regional projects, which could have led to a deterioration in the high standards of quality and the balanced selection of candidates for the courses, their financing has been assumed entirely by GATT with effect from 1979.

The programme for 1980 comprises two four-and-a-half-month regular courses, each for 20 trainees to be financed by GATT and two special three-week courses, each for 25 to 30 officials of least-developed countries, to be financed from voluntary contributions.

The funds to cover these latter courses, which have been developed in order to help the least-developed countries assess the benefits stemming from the Tokyo Round of Multilateral Trade Negotiations, have been assured by the Nordic countries (Finland, Norway and Sweden). The courses will cover an introduction to GATT, the results of the Tokyo Round negotiations and their implications for the countries participating in the courses.

The cost of the GATT-financed courses is estimated as follows:

	<u>Each four-and-a- half month course</u>	<u>Total</u> (two courses)
Subsistence allowance	195,000	390,000
Travel	95,000	190,000
Miscellaneous	10,000	20,000
	<u>300,000</u>	<u>600,000</u>
	=====	=====

PART V: INTERNATIONAL TRADE CENTRE UNCTAD/GATT

Section 13 - Contribution to the International
Trade Centre UNCTAD/GATT SwF 7,270,000

1979 Budget : SwF 7,030,000
1978 Expenditure : SwF 6,671,651
1977 Expenditure : SwF 6,438,939

The provision made under this Section covers the GATT cash contribution to the operation of the International Trade Centre UNCTAD/GATT which was established in accordance with the Decision taken by the CONTRACTING PARTIES on 22 November 1967 (document SR.24/14) and the Resolution 2297 (XXII) adopted by the General Assembly of the United Nations on 12 December 1967, effective 1 January 1968, to be operated jointly by UNCTAD and the GATT on a continuing basis and in equal partnership.

The estimates of expenditure of the International Trade Centre for the biennium 1980-1981 amount to US\$17,148,200 (1980: US\$8,546,200; 1981: US\$8,602,000). Miscellaneous income is estimated at US\$270,400 (1980: US\$83,800; 1981: US\$186,600) and a transfer to be made from surplus to the 1980 budget amounts to US\$57,600. The accounting rate used for the preparation of the budget was SwF 1.73/US\$1. The net amount to be provided for equally in the budgets of GATT and the United Nations for 1980 is US\$8,404,800, representing a GATT share of SwF 7,270,000 at the rate of SwF 1.73/US\$1.

ANNEX D

INCOME BUDGET ESTIMATES FOR 1980

Summary

1. It is proposed that the 1980 budget be financed as follows:

	<u>SwF</u>
(a) Contribution assessed on contracting parties	40,200,000
(b) Miscellaneous income	830,000
	<u>41,030,000</u>
	=====

Contribution assessed on contracting parties

2. On the basis of the proposed expenditure budget for 1980 an amount of SwF 40,200,000 is to be assessed on the contracting parties in the form of contributions. The draft scale of contributions for 1980, which is reproduced in Appendix VI, is based on the foreign trade figures of the last three available years (1976-1978). In accordance with the Decision of the CONTRACTING PARTIES in 1966 and 1967, the scale contains a single minimum contribution of 0.12 per cent for contracting parties and associated governments whose share in the total trade of the contracting parties and associated governments is 0.12 per cent or less.

Miscellaneous income

3. Miscellaneous income is estimated at SwF 830,000 for 1980 compared with an amount of SwF 758,122 for 1979. The details are as follows:

	<u>1977</u> <u>Actual</u> <u>SwF</u>	<u>1978</u> <u>Actual</u> <u>SwF</u>	<u>1979</u> <u>Budget</u> <u>SwF</u>	<u>1980</u> <u>Estimates</u> <u>SwF</u>
(a) Interest on investment	252,159	137,222	200,000	150,000
(b) Sale of publications	52,809	72,978	60,000	150,000
(c) Profit or loss on exchange	43,142	(80,307)	-	-
(d) Savings on previous year's outstanding obligations	81,822	169,659	50,000	50,000
(e) Refund of the Organization's contribution to the United Nations Joint Staff Pension Fund in respect of participant withdrawals	41,966	26,078	50,000	30,000

	<u>1977</u> <u>Actual</u> <u>SwF</u>	<u>1978</u> <u>Actual</u> <u>SwF</u>	<u>1979</u> <u>Budget</u> <u>SwF</u>	<u>1980</u> <u>Estimates</u> <u>SwF</u>
(f) Refund of staff costs for staff employed at Centre William Rappard on behalf of other occupants	-	323,214	335,000	340,000
(g) Overhead for special training courses	-	-	-	70,000
(h) Rental of meeting rooms and office space at Centre William Rappard to others	5,550	8,650	20,000	15,000
(i) Miscellaneous	41,119	100,995	43,122	25,000
	<u>518,567</u>	<u>758,489</u>	<u>758,122</u>	<u>830,000</u>

4. The estimate for 1980 income on investments takes into account the recent trend of interest rates obtainable on short-term Swiss franc deposit accounts. An amount of SwF 150,000 has been estimated in respect of income from sales of publications, including anticipated sales of the Geneva (1979) Protocol to the GATT and of loose-leaf Tariff Schedules. Although income of some SwF 300,000 is expected for sales of the loose-leaf schedules, representing 50 per cent of the total cost, they are not expected to go on sale until towards the end of 1980 and therefore part of the income will be deferred. An amount of SwF 70,000 will be forthcoming in 1980 for overheads accruing in respect of two special voluntary-financed training courses for officials of least-developed countries to be held within the training programme.

APPENDIX I
ANALYSIS OF INCREASES OF 1980 ESTIMATES OVER 1979 APPROPRIATIONS

(in Swiss francs)

Section	1979 appropriations	Increased/ (decreased) cost of maintaining 1979 level	Additional staff requirements/ (deletions) for 1980	Other real growth/ (decrease) for 1980	Total increase/ (decrease)	Total 1980 estimate
1	100,000	-	(42,000)	(8,000)	(50,000)	50,000
PARTIES						
2	514,000	-	200,000	-	200,000	714,000
3	17,763,000	339,000	3,388,000	-	3,727,000	21,490,000
4	4,380,000	52,000	302,000	-	354,000	4,734,000
5	3,831,000	236,000	-	230,000	466,000	4,297,000
6	295,000	55,000	-	690,000	745,000	1,040,000
7	80,000	-	-	10,000	10,000	90,000
8	5,000	-	-	-	-	5,000
9	350,000	-	-	(30,000)	(30,000)	320,000
10	20,000	-	-	-	-	20,000
11	200,000	-	-	200,000	200,000	400,000
-	3,579,000	-	(3,173,000)	(406,000)	(3,579,000)	-
12	600,000	-	-	-	-	600,000
	31,717,000	682,000	675,000	686,000	2,043,000	33,760,000
SUB-TOTAL						
13	7,030,000	-	-	240,000	240,000	7,270,000
Contribution to the International Trade Centre UNCTAD/GATT						
	38,747,000	682,000	675,000	926,000	2,283,000	41,030,000
TOTAL						
	100.00	1.76	1.74	2.39	5.89	

APPENDIX II

SCHEDULE OF TEMPORARY ASSISTANCE

	1979 budget		Consolidation of temporary assistance into established posts in 1980		Additional requirements/(deletions) for 1980		1980 estimates		Total 1978 expenditure	
	Man/days	SwF	Man/days	SwF	Man/days	SwF	Man/days	SwF	Man/days	SwF
Consultants & others	1,300	399,000	(360)	(52,000)	2,120	608,000	3,060	955,000	1,173	310,663
Interpreters	530	180,000	-	-	70	33,000	600	213,000	292	102,768
Revisers, Translators	1,440	364,000	-	-	2,000	394,000	3,440	758,000	2,490	475,419
Secretaries, Clerks, Typists, etc.	7,810	876,000	(2,520)	(336,000)	4,050	510,000	9,340	1,050,000	8,012	883,415
Messengers, Guards, Manual Workers	3,030	279,000	(720)	(66,000)	(430)	(40,000)	1,880	173,000	5,997	556,095
Editors/Proof-readers	-	36,000	-	-	-	-	-	36,000	-	30,887
Overtime	-	148,000	-	-	-	-	-	148,000	-	142,191
Sub-total	14,110	2,282,000	(3,600)	(454,000)	7,810	1,505,000	18,320	3,333,000	17,964	2,501,438
<u>Trade Negotiations</u>										
Professional staff and Consultants	5,040	1,188,000	(4,680)	(1,093,000)	(360)	(95,000)	-	-	7,725	1,543,002
Clerical assistance	4,680	529,000	(4,680)	(529,000)	-	-	-	-	6,630	736,090
Interpreters	300	100,000	-	-	(300)	(100,000)	-	-	992	311,421
Translators, Revisers	1,450	366,000	-	-	(1,450)	(366,000)	-	-	1,730	415,500
Typists, etc.	2,600	285,000	-	-	(2,600)	(285,000)	-	-	3,029	304,751
Overtime	-	50,000	-	-	-	(50,000)	-	-	-	179,065
Sub-total	14,070	2,518,000	(9,360)	(1,622,000)	(4,710)	(896,000)	-	-	20,106	3,489,829
TOTAL	28,180	4,800,000	(12,960)	(2,076,000)	3,100	609,000	18,320	3,333,000	38,070	5,991,267

Provision has been made under temporary assistance items in the following sections:

Part I - Section 1 - Thirty-sixth session of the CONTRACTING PARTIES	SwF 43,000
- Section 2 - Meetings of the Council and other meetings	SwF 700,000
Part II - Section 3 - Salaries and wages and official travel	SwF 2,590,000
	=====
	SwF 3,333,000

APPENDIX III

SALARY SCALES FOR THE PROFESSIONAL CATEGORY AND ABOVE SHOWING
ANNUAL GROSS AND NET SALARIES AFTER APPLICATION OF STAFF ASSESSMENT
EFFECTIVE 1 JANUARY 1977

(in US dollars)

Step		Grade							
		P.1	P.2	P.3	P.4	P.5	D.1	D.2	Ungraded
I	Gross	14,300	19,040	23,910	29,940	38,190	43,890	52,650	67,430 ^{1/}
	Net-D	11,917	15,096	18,193	21,756	26,299	29,245	33,552	40,269
	-S	11,215	14,149	16,978	20,209	24,298	26,931	30,756	36,661
II	Gross	14,900	19,710	24,760	30,910	39,340	45,320	54,160	77,100 ^{2/}
	Net-D	12,331	15,539	18,706	22,309	26,897	29,960	34,277	44,344
	-S	11,602	14,555	17,444	20,709	24,833	27,567	31,398	40,220
III	Gross	15,510	20,390	25,620	31,880	40,460	46,760	55,700	99,350 ^{3/}
	Net-D	12,752	15,976	19,222	22,862	27,479	30,680	35,002	53,200
	-S	11,994	14,954	17,913	21,208	25,354	28,208	32,039	48,079
IV	Gross	16,120	21,070	26,460	32,860	41,530	48,190	57,300	
	Net-D	13,169	16,404	19,726	23,420	28,036	31,395	35,738	
	-S	12,383	15,345	18,371	21,713	25,851	28,845	32,687	
V	Gross	16,750	21,760	27,300	33,860	42,600	49,650		
	Net-D	13,585	16,839	20,230	23,964	28,592	32,112		
	-S	12,764	15,742	18,829	22,202	26,349	29,481		
VI	Gross	17,380	22,440	28,170	34,860	43,690	51,070		
	Net-D	14,001	17,267	20,747	24,504	29,145	32,794		
	-S	13,145	16,133	19,298	22,687	26,842	30,085		
VII	Gross	18,020	23,130	29,060	35,850	44,790	52,450		
	Net-D	14,423	17,702	21,254	25,039	29,695	33,456		
	-S	13,532	16,530	19,756	23,167	27,332	30,671		
VIII	Gross	18,640	23,820	29,940	36,840	45,890			
	Net-D	14,832	18,137	21,756	25,574	30,245			
	-S	13,907	16,927	20,209	23,647	27,821			
IX	Gross	19,260	24,530	30,760	37,880	47,000			
	Net-D	15,242	18,568	22,223	26,135	30,800			
	-S	14,282	17,319	20,631	24,152	28,315			
X	Gross	19,860	25,250	31,580	38,930	48,110			
	Net-D	15,638	19,000	22,691	26,684	31,355			
	-S	14,645	17,711	21,054	24,642	28,809			
XI	Gross		25,970	32,400	39,980				
	Net-D		19,432	23,158	27,230				
	-S		18,104	21,476	25,131				
XII	Gross			33,230	40,980				
	Net-D			23,624	27,750				
	-S			21,897	25,596				
XIII	Gross			34,080					
	Net-D			24,083					
	-S			22,309					

Notes: D = Rate of net salary applicable to staff members with a dependent spouse or child.

S = Rate of net salary applicable to staff members with no dependent spouse or child.

^{1/}ADG ^{2/}DDG ^{3/}DG

APPENDIX IV
SCHEDULE OF POST ADJUSTMENTS
(AMOUNT PER INDEX POINT)
EFFECTIVE 1 JULY 1978
(in US dollars)

Step		Grade							
		P.1	P.2	P.3	P.4	P.5	D.1	D.2	Ungraded
I	D	106.20	133.40	160.60	191.40	228.80	249.80	276.80	332.20 ^{1/}
	S	99.80	125.20	149.80	177.80	211.40	230.00	253.80	304.40
II	D	109.80	137.40	165.20	195.80	232.60	254.40	282.80	366.00 ^{2/}
	S	103.20	128.60	154.00	181.80	214.80	234.20	259.00	332.00
III	D	113.40	141.00	169.40	200.20	236.20	258.80	288.80	440.00 ^{3/}
	S	106.60	132.00	157.80	185.80	218.00	238.00	264.40	397.60
IV	D	117.00	144.80	173.40	204.40	239.80	263.40	294.80	
	S	110.00	135.40	161.40	189.60	221.20	242.00	269.60	
V	D	120.60	148.60	177.80	209.20	243.80	267.80		
	S	113.40	139.00	165.40	193.80	224.80	245.80		
VI	D	124.20	152.40	182.20	213.00	247.20	272.40		
	S	116.60	142.40	169.40	197.20	227.60	249.80		
VII	D	128.00	156.20	186.80	216.80	251.20	276.80		
	S	120.00	145.80	173.60	200.60	231.20	253.80		
VIII	D	131.20	159.80	191.20	220.60	255.00			
	S	123.00	149.20	177.60	204.00	234.60			
IX	D	134.60	163.60	195.00	224.60	258.80			
	S	126.20	152.60	181.00	207.60	237.80			
X	D	138.00	167.40	198.60	229.40	262.40			
	S	129.20	156.00	184.20	211.80	241.20			
XI	D		171.00	202.40	234.00				
	S		159.40	187.80	216.00				
XII	D			206.00	238.40				
	S			191.00	220.00				
XIII	D			210.00					
	S			194.60					

Notes: For each index point by which the cost of living at the duty station is above the base level, the amounts of post adjustment shall be added to base salaries of professional category staff and above, subject to an increase of 5 per cent over the previous index level.

D = Rate of post adjustment applicable to staff members with a dependent spouse or child.

S = Rate of post adjustment applicable to staff members with no dependent spouse or child.

^{1/}ADG ^{2/}DDG ^{3/}DG

APPENDIX V

SALARY SCALES FOR GENERAL SERVICE CATEGORY SHOWING
ANNUAL GROSS AND NET SALARIES AFTER APPLICATION
OF STAFF ASSESSMENT EFFECTIVE 1 JANUARY 1978

(in Swiss francs)

Step		Grade						
		G.1	G.2	G.3	G.4	G.5	G.6	G.7
I	Gross	32,144	34,782	37,615	40,711	44,889	49,718	56,235
	Net	24,511	26,226	28,068	30,080	32,796	35,861	39,771
II	Gross	33,392	36,189	39,222	42,563	46,938	52,160	59,218
	Net	25,323	27,141	29,112	31,284	34,128	37,326	41,561
III	Gross	34,642	37,597	40,828	44,415	49,050	54,602	62,202
	Net	26,135	28,056	30,156	32,488	35,460	38,791	43,351
IV	Gross	35,891	39,005	42,434	46,268	51,270	57,043	65,264
	Net	26,947	28,971	31,200	33,692	36,792	40,256	45,141
V	Gross	37,140	40,412	44,040	48,120	53,490	59,485	68,518
	Net	27,759	29,886	32,244	34,896	38,124	41,721	46,931
VI	Gross	38,389	41,820	45,646	50,117	55,710	61,927	71,773
	Net	28,571	30,801	33,288	36,100	39,456	43,186	48,721
VII	Gross	39,638	43,228	47,252	52,123	57,930	64,373	75,027
	Net	29,383	31,716	34,332	37,304	40,788	44,651	50,511
VIII	Gross	40,888	44,635	48,910	54,130	60,150	67,036	78,282
	Net	30,195	32,631	35,376	38,508	42,120	46,116	52,301
IX	Gross	42,137	46,043	50,650	56,137	62,370	69,700	81,650
	Net	31,007	33,546	36,420	39,712	43,452	47,581	54,091
X	Gross	43,386	47,451	52,390	58,143	64,615	72,364	85,230
	Net	31,819	34,461	37,464	40,916	44,784	49,046	55,881
XI	Gross	44,635	48,910	54,130	60,150	67,036	75,027	88,810
	Net	32,631	35,376	38,508	42,120	46,116	50,511	57,671

APPENDIX VI

DRAFT SCALE OF CONTRIBUTIONS FOR 1980

(0.12% minimum)

Country	Percentage	1980 Contributions SwF	1979 Contributions SwF
<u>Contracting Parties</u>			
Argentina	0.40	160,800	158,700
Australia	1.40	562,800	555,600
Austria	1.23	494,500	449,800
Bangladesh	0.12	48,200	45,400
Barbados	0.12	48,200	45,400
Belgium	3.73	1,499,500	1,390,900
Benin	0.12	48,200	45,400
Brazil	1.30	522,600	525,400
Burma	0.12	48,200	45,400
Burundi	0.12	48,200	45,400
Cameroon	0.12	48,200	45,400
Canada	4.40	1,768,800	1,734,900
Central African Empire	0.12	48,200	45,400
Chad	0.12	48,200	45,400
Chile	0.24	96,500	83,100
Congo, People's Republic of	0.12	48,200	45,400
Cuba	0.39	156,800	151,100
Cyprus	0.12	48,200	45,400
Czechoslovakia	1.16	466,400	446,000
Denmark	1.22	490,500	472,400
Dominican Republic	0.12	48,200	45,400
Egypt, Arab Republic of	0.34	136,700	124,700
Finland	0.77	309,600	309,900
France	7.21	2,898,500	2,732,800
Gabon	0.12	48,200	45,400
Gambia	0.12	48,200	45,400
Germany, Federal Republic of	11.41	4,586,900	4,229,600
Ghana	0.12	48,200	45,400
Greece	0.50	201,000	188,900
Guyana	0.12	48,200	45,400
Haiti	0.12	48,200	45,400
Hungary	0.63	253,300	264,500
Iceland	0.12	48,200	45,400
India	0.64	257,300	234,300

Country	Percentage	1980 Contributions SwF	1979 Contributions SwF
Indonesia	0.84	337,700	317,500
Ireland	0.51	205,100	177,600
Israel	0.45	180,900	181,400
Italy	4.85	1,949,700	1,810,500
Ivory Coast	0.15	60,300	52,900
Jamaica	0.12	48,200	45,400
Japan	7.83	3,147,700	2,929,300
Kenya	0.12	48,200	45,400
Korea, Republic of	1.10	442,200	366,600
Kuwait	0.73	293,500	260,800
Luxembourg	0.32	128,700	120,900
Madagascar	0.12	48,200	45,400
Malawi	0.12	48,200	45,400
Malaysia	0.56	225,200	200,300
Malta	0.12	48,200	45,400
Mauritania	0.12	48,200	45,400
Mauritius	0.12	48,200	45,400
Netherlands, Kingdom of the	4.94	1,985,900	1,908,800
New Zealand	0.34	136,700	132,300
Nicaragua	0.12	48,200	45,400
Niger	0.12	48,200	45,400
Nigeria	1.07	430,200	347,700
Norway	1.05	422,100	423,300
Pakistan	0.20	80,400	75,600
Peru	0.18	72,400	75,600
Poland	1.42	570,900	574,500
Portugal	0.37	148,800	143,800
Rhodesia	0.12	48,200	45,400
Romania	0.65	261,300	253,200
Rwanda	0.12	48,200	45,400
Senegal	0.12	48,200	45,400
Sierra Leone	0.12	48,200	45,400
Singapore	0.68	273,400	249,400
South Africa	0.62	249,300	279,700
Spain	1.46	587,000	574,500
Sri Lanka	0.12	48,200	45,400
Suriname	0.12	48,200	45,400
Sweden	2.02	812,100	820,200
Switzerland	1.90	763,800	672,800
Tanzania	0.12	48,200	45,400
Togo	0.12	48,200	45,400
Trinidad and Tobago	0.20	80,400	83,100
Turkey	0.36	144,700	151,100
Uganda	0.12	48,200	45,400

Country	Percentage	1980 Contributions SwF	1979 Contributions SwF
United Kingdom of Great Britain and Northern Ireland	7.53	3,027,100	2,789,500
United States of America	14.55	5,849,100	5,450,400
Upper Volta	0.12	48,200	45,400
Uruguay	0.12	48,200	45,400
Yugoslavia	0.72	289,500	287,200
Zaire	0.12	48,200	45,400
<u>Associated Governments</u>			
Colombia	0.23	92,500	68,000
Kampuchea, Democratic	0.12	48,200	45,400
Philippines	0.38	152,800	143,600
Tunisia	0.14	56,300	52,900
	100.00	40,200,000	37,798,000