

Report to Donors

Delegates supported to attend Regional Meetings prior to the

10th Conference of the Parties



REPORT TO DONORS REGIONAL MEETINGS PREPARATORY TO THE 10TH MEETING OF THE CONFERENCE OF THE PARTIES TO THE RAMSAR CONVENTION

We are pleased to report on the use of the funds generously donated to enable delegates from developing countries to attend Regional Meetings preparatory to the 10th Meeting of the Conference of the Parties to the Ramsar Convention. To this end, we are enclosing a statement of account, giving details of each meeting and the costs of the sponsored delegates. We hope that this will meet your reporting requirements and would be pleased to provide further details, if so required.

We were most gratified to have raised a total of CHF 477,111 in financial assistance, which allowed the Secretariat to sponsor 179 delegates. You should be aware that:

- all delegates were informed prior to the meetings that only their airfare, hotel accommodation, reduced DSAs and any unavoidable costs en route would be covered
- the travel agent, MKA Travel sought bids from several airlines and obtained the best possible economy-class airfares. In several cases delegates were asked to purchase local air tickets at a greatly reduced price; and were reimbursed in cash
- stopover costs were only incurred when delegates had a flight stopover connection the following day
- hotel accommodation in each of the venues was paid on behalf of the delegates by the travel agency and they each received only a sufficient daily allowance to cover meals and miscellaneous expenses
- in an attempt to save money, delegates were encouraged to share a room by being offered an incentive of \$150
- some cancellation costs were incurred in the case of last-minute cancellations of air tickets because of the penalty clauses pertaining to cheap air fares.

Kindly note that your country's contribution was duly acknowledged at the meetings and is reflected in the Regional Meeting Report, which is on our website.

Without the participation of delegates from developing countries and countries with economies in transition, the Regional Meetings would have been very unbalanced and decisions taken would not have reflected the viewpoints of all Contracting Parties. We are therefore much obliged to you for your support.

Our accounts will be audited early in 2009 and if there are any modifications to this project, the adjusted figures would be sent to you.

We trust that we may look forward to your help once again for COP11 in Romania in 2012.

Paulette Kennedy Finance Officer

Ramsar pre-COP Regional Meetings

Meeting	Dates	Venue	
IV Panamerican Ramsar Regional Meeting	18-21 September 2007	Mérida, Venezuela	
5th Pan-African Regional Meeting in preparation for COP10	26-30 November 2007	Yaoundé, Cameroon	
Asian Regional Preparatory Meeting for COP10	14-18 January 2008	Bangkok, Thailand	
Caribbean Regional Meeting on the implementation of the Convention	8-10 April 2008	Havana, Cuba	
4th Oceania Regional Meeting for the Ramsar Convention	10-11 April 2008	Apia, Samoa	
6th European Regional Meeting	3-7 May 2008	Stockholm, Sweden	

For full meeting reports, lists of attendees and photos please go to:

http://www.ramsar.org/index_cop10_e.htm

INCOME	COP10	REGIONAL MEETINGS								
	Proj. #	Region (#) Participants	Location	Dates	BUDGET CHF	Actual SPENT	Counterpart	Funding Received / Pledged CHF	Funded by	
	7130-									
AMERICAS	500	Western Hemisphere	Merida, Venezuela	18-21 September 2007	121,000	84,723		48,695	•	
		(56 sponsored)						25,833	US Wildlife Without Borders	
		(110 participants)						10,008		
									84,535	
AFRICA	400	Africa	Yaoundé, Cameroon	26-30 November 2007	241,401	243,320		22,909	DELC/UNEP \$20K	
AIRIOA	700	46 CPs	radunac, Camerdon	20-30 November 2007	241,401	240,020		81,500	SGA 2007	
		(53 sponsored)						105,814		
		(106 participants)						13,367	ATEN	
		(100 participants)					19,728	10,007	Star Alliance 07	
							10,720		243,318	
ASIA	600	Asia	Bangkok, Thailand	14-18 January 2008	133,936	61,791		41,791	Sweden, SIDA 07	
		(53 sponsored)					20,000		Star Alliance 08	
		(100 participants)							61,791	
FUDODE	700		0: 11 1 0 1	11	100 700	07.100	45.050		0 1 0504 (1 1)	
EUROPE	700	Pan-European	Stockholm, Sweden	3-7 May 2008	166,700	87,466	15,250		Sweden, SEPA (Host)	
		(25 sponsored)					20,000	45.000	Star Alliance 08	
		(150 participants)						15,809	Germany Eur10k	
								20,207	Sweden, SIDA 07	
								16,200	Hungary EUR 10K 87,466	
-							74,978	402,132		
							7 4,570	702,102	- Cub i Ciulo	
TOTAL					663,037	477,300	Total: CH	F 477,111	INCOME	

FINA	ICIAL	viss Francs REPORT ON REGIONAL MEETINGS RY TO COP10					7130-X00
PKEP!	AKATO	KT TO COPTU	AMERICAS	AFRICA	ASIA	EUROPE	
		Category	Actual Amount	Actual Amount	Actual Amount	Actual Amount	TOTAL
			CHF	CHF	CHF	CHF	CHF
	INCOME	RECEIVED	84,536	223,590	41,791	52,216	
	IN-KIND	SERVICES RECEIVED		19,728	20,000	35,250	
		TOTAL	84,536	243,318	61,791	87,466	477,111
1.0		SPONSORED DELEGATES	56	53	53	25	187
	1.1	International travel & stopovers	37,372	69,232			106,604
-		International travel through Star Alliance		19,728	20,000	20,000	59,728
	1.2	Transport - Airport to meeting site, visas		2,919		2,826	5,745
	1.3	Hotel	22,422	36,769	30,280	32,470	121,941
	1.4	Per diems	14,390	32,822		3,532	50,744
	1.5	Lunches & Coffee breaks, reception		-		5,780	5,780
2.0	0.4	SIMULTANEOUS INTERPRETATION	050	40.000			14.000
	2.1	Interpreter's fees	652	10,680			11,332
	2.2	Rental of interpretation equipment	4.005	5 400			0.575
	2.3	Written translations	1,085	5,490			6,575
3.0		MATERIALS & COMMUNICATIONS					
	3.1	Materials, poster panels, stationery, supplies	1,750	2,250			4,000
	3.2	Photocopies, Courier, postage, etc.	117	598	872	230	1,817
	3.3	Media coverage, Speech Writer		3,778		2,400	6,178
4.0		MEETING COOTS					
4.0		MEETING COSTS					
	4.1 4.2	Rental of projection equipment		0.004		2 207	40.400
		Local transport Rental of conference hall		8,901		3,297	12,198
	4.3			16,783		2.400	16,783
	4.4 4.5	Local Excursion costs		3,057		3,400	6,457 20,247
	4.5	Local admin support Hospitality		15,146 10,681	20	5,101	10,701
	4.0	Поѕрітанту		10,061	20		10,701
5.0		RAMSAR SECRETARIAT PARTICIPATION					
	5.1	Planning meeting on site					
	5.2	International travel (3 Staff) by Star Alliance	5,879		8,744	2,585	17,208
	5.3	Per Diems (Hotel & Meals)	799	1,605	1,785	3,182	7,371
	5.4	Other costs - visas, consultant	257	629	90	2,663	3,639
		Missellensens		0.050			0.050
6.0		Miscellaneous		2,252			2,252
		TOTAL	84,723	243,320	61,791	87,466	477,300
							CHF

	IATED	viss Francs & US Dollars BUDGETS REGIONAL MEETINGS					7130-x00
REP	ARATO	RY TO COP10	AFRICA	AMERICAS	ASIA	EUROPE	1.20434
		Category	Budgetted Amount	Budgetted Amount	Budgetted Amount	Budgetted Amount	TOTAL Estimate
			CHF	CHF	CHF	CHF	CHF
	EXPEND	DITURE ESTIMATES					
4.0		000100050 051 504 750	50	44		0.5	470
1.0	4.4	SPONSORED DELEGATES	53	44	57	25	179
	1.1	International travel & stopovers Transport - Airport to meeting site	99,102 1,650	67,671	77,192	25,000	268,965 1,650
	1.3	Hotel	31,000	14,467	20,244	35,700	101,41
	1.4	Per diems	14,840	11,381	16,525	35,700	42,746
	1.5	Lunches & Coffee breaks	15,000	11,301	6,596		21,596
	1.0	Lundies & Colleg Dieaks	13,000		0,590		21,390
2.0		SIMULTANEOUS INTERPRETATION					
	2.1	Interpreter's fees	20,318	18,065			38,38
	2.2	Rental of interpretation equipment	20,0.0	10,000			33,33
	2.3	Written translations		1,927			1,92
3.0		MATERIALS & COMMUNICATIONS					
	3.1	Materials, poster panels, stationery, supplies	6,450	2,409		2,000	10,859
	3.2	Photocopies					
	3.3	Media coverage	2,000				2,000
		11557110 00070					
4.0	1.4	MEETING COSTS					
	4.1	Rental of projection equipment	0.050				0.05
	4.2	Local transport Rental of conference hall	6,050				6,050
	4.4	Local Excursion costs	2,000			2,000	4,000
	4.5	Local admin support	24,095			2,000	24,000
	7.0	Local damin support	24,000				24,000
5.0		RAMSAR SECRETARIAT PARTICIPATION					
	5.1	Planning meeting on site				2,000	2,000
	5.2	International travel (3 Staff)	5,996	1,632	4,961	3,300	15,889
	5.3	Per Diems (Hotel & Meals)	900	1,008	2,378	5,700	9,986
	5.4	Other costs - visas					
6.0		Miscellaneous - 5%	12,000		6,040	1,300	19,340
		ТОТАІ	241,401	118,559	133,936	77,000	570,89 CHF