



ORGANIZATION OF AMERICAN STATES
Inter-American Council for Integral Development
Inter-American Committee on Ports



**VIII MEETING OF THE
INTER-AMERICAN
COMMITTEE ON PORTS (CIP)**
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CIP BUDGET 2014

(Approved during the third plenary session held September 13, 2013)

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INTRODUCTION

The Inter-American Committee on Ports (CIP) is required to approve the budget for the year period 2014.

Accordingly, at the instruction of the Executive Committee, the CIP Secretariat has drawn up the draft proposal offered hereunder.

In drafting this document, it has taken into account the following guidelines:

- i. Include as income, in addition to the contributions of the member countries, any contribution that is recorded in the accounts of the CIP for operations.
- ii. Include a detailed breakdown of expenditure items.
- iii. Use as a reference the same expenditure items as used by the OAS General Secretariat, such as personnel, travels, equipment and materials, documents, personnel contracts and others.
- iv. Take into consideration the General OAS Rules for this document.

Amounts in the CIP Budget Proposal for 2014 are in United States dollars.

Table No. 1: Budget Proposal 2014

Income

The total amount of income budgeted for 2014 is \$293,300, which will come from the following sources:

1. *Member countries*, contributions of \$6,000 per year each from the 34 Member Countries, total: \$204,000.
2. *CIP Magazine*, fees to be collected from the publishing company for producing the magazine, \$5,000 per year, total: \$5,000.
3. *Meetings* of the Committee and the Executive Committee, contribution of \$25,000 from the Host Country.
4. *Other income*, from CTCs [Technical Advisory Groups] per organization and from holding their annual meetings, \$10,000.
5. *OAS*, contribution from its Regular Fund to the CIP project, for its operations, total: \$5,000. (This amount is subject to approval of the 2014 budget of the organization by the OAS General Assembly).
6. *Cooperating agencies*, contribution from the Fundación Valenciaport for scholarships for Master's Degree Program on Port Management and Multimodal Transportation, total: \$5,700.
7. *CIP Port Program*, special appropriation from the balance of the Port Program Account, total: \$38,600.

Expenditures

The total amount of expenditures budgeted for 2014 is \$293,300, which will be divided among three areas: Office of the Secretariat, Meetings and Technical Cooperation, as follows:

Office of the Secretariat, as the permanent organ of the CIP, it requires resources to conduct its everyday business over the 12 months of the year. For 2014, it is allocated \$135,800, or 46.3% of the budget, and it will make the following expenditures:

1. *Salaries*, one administrative position for 12 months, total: \$58,800.
2. *Travel*, of Secretariat staff to participate in the requisite OAS meetings; in port institution meetings and events (airline tickets, per diem, ground transportation); and to participate in cooperation activities of the CIP and other cooperating entities (training and technical assistance), total: \$10,000.
3. *Equipment and supplies*, procurement of office equipment and supplies, total: \$3,600.

4. *Documents*, production of reports and studies, copying and printing costs, total: \$3,600.
5. *Contracting professions* for technical assistance, to support the work of the Secretariat in all areas, total: \$55,000.
6. *Other outlays*, telephone, fax, Internet, communications, transportation and miscellaneous, total: \$4,800.

Meetings are events lasting for short periods of time in order for Inter-American port dialogue to take place and to strengthen hemispheric cooperation of the CIP. For 2014, the budget allocation for this item is \$44,000, or 15% of the budget, and expenditures are broken down as follows:

1. *Travel* of Secretariat staff (airline tickets, per diem and ground transportation) to participate in the meetings of the Committee and the Executive Committee, total: \$25,000.
2. *Equipment and supplies*, procurement of office equipment and supplies, total: \$500.
3. *Documents*, production of reports and studies, copying and printing costs, total: \$500.
4. *Short-term contracts*, for technical consultants, assistants and translators, total: \$17,000.
5. *Others*, telephone, fax, Internet, communications, transportation and miscellaneous, total: \$1,000.

Technical Cooperation is the support services provided by the CIP benefitting the port community of the Member Countries and regional and international agencies, such as training and education, CIP Magazine, electronic portal, port outreach and promotion and specialized technical assistance. For 2014, the budget allocation for this item is \$113,500, or 38.7% of the budget, and the expenditures break down as follows:

1. *Training*, travel (airplane tickets, living expense support and admission fees) of port scholarship holders from the member countries and of instructors for seminars, courses and other cooperation activities conducted by the CIP, total: \$64,000.
2. *Equipment and supplies*, procurement of support materials for those cooperation activities, total: \$3,500.
3. *Documents*, production of reports and studies, copying and printing costs, total: \$1,500.

4. *Short-term contracts*, for assistants to the Secretariat (cooperation, training/magazine, computer assistance and administration), total: \$43,800.
5. *Others*, telephone, fax, Internet, communications and miscellaneous, total: \$700.

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COMISION INTERAMERICANA DE PUERTOS / INTER-AMERICAN COMMITTEE ON PORTS
 CUADRO No. 1 PROYECTO DE PRESUPUESTO 2014 / TABLE No. 1 BUDGET PROPOSAL 2014
 (MILES US DOLARES) / (THOUSAND OF DOLLARS)

INGRESOS / INCOME		No.	\$	%
1. Países miembros / Member States	Contribuciones / Contributions	34	6.0	204.0
2. Revista CIP / CIP Magazine	Derechos / Royalties	1	5.0	5.0
3. Reuniones / Meetings	Comisión y Comité Ejecutivo / Committee and Executive Board	1	25.0	25.0
4. Otros ingresos / Other income	Aportes CTC / Contribution CTC	5	2.0	10.0
5. OEA / OAS (*)	Fondo Regular Proyecto CIP / Regular Found CIP Project	1	5.0	5.0
6. Agencias cooperantes / Cooperative Agencies	Valenciaport	1	5.7	5.7
7. CIP Programa Portuario / Port Program	Apropiación especial / Specials appropriation	1	38.6	38.6
TOTAL			293.3	100.0
EGRESOS / EXPENDITURE		No.	\$	%
I. Oficina de la Secretaría / Office of the Secretariat				
1. Nómina / Salary	Posición / Position	1	58.8	58.8
2. Viajes / Travels		5	2.0	10.0
3. Equipo y Suministros / Equipment and Supplies	Materiales / Materials	12	0.3	3.6
4. Documentos / Documents	Reproducción, imprenta / Reproduction, print	12	0.3	3.6
5. Contratos / Contracts	Asesoría técnica / Technical advisors	1	55.0	55.0
6. Otros / Others	Comunicaciones, transporte y misceláneos / Communication, transport and miscellaneous	12	4.8	4.8
II. Reuniones / Meetings				
1. Viajes a Comisión y Comité Ejecutivo / Committee and Executive Board Meeting	IX CIP/XV CECIP	1	25.0	25.0
2. Equipos y Suministros / Equipment and supplies	Materiales / Materials	1	0.5	0.5
3. Documentos / Documents	Reproducción, imprenta, copias / Reproduction, print, copies	1	0.5	0.5
4. Contratos / Contracts			17.0	
(i) Asesores Técnicos / Technical Advisors	2 consultores/consultants x 4 días/days = \$0.5 p/día	2	2.0	4.0
	1 consultor / consultant, 2 meses/months, \$ 5 m/m	1	2	5.0
(ii) Traductores / Translator	2 traductor/tranlator = \$1.5 p/trad	2	1.5	3.0
5. Otros / Others	Comunicaciones, transporte y misceláneos / Communications, transport and miscellaneous	1	1.0	1.0
III. Cooperación Técnica / Technical Cooperation				
1. Capacitación / Training			64.0	
(i) Becas-premios / Fellowships	Derechos y viajes a cursos / Admission and travel to courses	26	2.0	52.0
(ii) Instructores-coordinador / Instructors - coordinator	3 eventos/events, 2 instructores/instructors = \$2.0-evento/event	3	4.0	12.0
2. Equipo y Suministros / Equipment and Supplies			3.5	
(i) Equipo / Equipment		1	2	2.0
(ii) Suministros / Supplies		3	0.5	1.5
3. Documentos / Documents	Reproducción, imprenta, copias / Reproduction, print, copies	3	0.5	1.5
4. Contratos / Contracts			43.8	
(i) Cómputo-Portal / Computation-Web	1 consultor / consultant, 12 meses/months, \$ 3.4 m/m	1	12	34
	1 consultor / consultant, 1 mes/months, \$ 3.0 m/m	1	1	3.0
5. Otros / Others			0.7	
(i) Comunicaciones, transporte y misceláneos / Communication, transport and miscellaneous		3	0.5	1.5
(ii) Imprevistos / Unexpected			0.2	0.0
TOTAL			293.3	100.0

(*) Sujeto a la aprobación del presupuesto 2014 de la Organización por parte de la Asamblea General de la OEA.