



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



**NINTH MEETING OF THE
INTER-AMERICAN
COMMITTEE ON PORTS (CIP)**

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CIP BUDGET 2015^{1/}

(Approved during the First Plenary Session held June 20, 2014)

¹ This budget proposal includes the funding for the Specific Fund Special Port Program and the Technical Advisory Groups of the CIP.

INTRODUCTION

The Inter-American Committee on Ports (CIP) is required to approve the budget for the two-year period 2015.

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 2015 are in United States dollars.

Table No. 1: Budget Proposal 2015

Income

The total amount of income budgeted for 2015 is \$299,700, 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: \$10,000.
3. *Meetings* of the Committee and the Executive Committee, contribution of \$25,000 from the Host Country.
4. *Other income*, from TAGs [Technical Advisory Groups] per organization and from holding their annual meetings, \$12,500.
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: \$37,500.

Expenditures

The total amount of expenditures budgeted for 2015 is \$299,700, 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 2015, it is allocated \$134,800, or 45% 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: \$3,000.

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: \$4,400.

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 2015, the budget allocation for this item is \$44,000, or 14.7% 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 benefiting 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 2015, the budget allocation for this item is \$120,900, or 40.3% 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: \$72,000.
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: \$43,200.
5. *Others*, telephone, fax, Internet, communications and miscellaneous, total: \$700.

Table No. 2 Income Comparison

This table shows budgeted income for 2015, and for reference includes the amount budgeted for 2014 and 2013.

Income budgeted for 2015 increases by 2.2% over 2014.

The largest source of income is the contributions of the 34 Member countries, which totals \$204,000 per year (\$6,000 per year each), accounting for 68.1% of total income budgeted for 2015. In 2014 it represented 69.6% of total income budgeted. It must be noted that actual income received over the past two years (2012 to August 2013) as contributions of the countries has averaged 70%.^{2/}

The second largest source of income in the budget is the item labeled “special appropriation” stemming from the *CIP Port Program* project, which in 2013 was \$15,831. For 2015, the projected special appropriation is \$37,500 (12.4% of total budgeted income).

Another significant source of income is the contributions received by the Secretariat to hold *meetings* of the CIP and *other events such as conferences, courses and seminars*. The budgeted amount of income for 2015 for this source totals \$25,000 (8.3%) and is the same amount for 2014.

Projected resources generated by the *CIP Magazine* are \$10,000 (3.3%) for the 2015 budget.

Contributions of *cooperating agencies*, such as the Fundación Valenciaport, are \$5,700 for 2015, and represents 1.9% of the budgeted income.

Lastly, there is the category of *other income*, which includes the contributions of the TAGs to finance their meetings, and any income raised from guests and at receptions, as well as the *OAS* contribution, and all together add up to \$12,500 and \$5,000 for 2015 and represent 3.3% and 1.7% of the income budget.

Table No. 3: Comparison of Expenditures by section

This table shows budgeted expenditure for 2015 by similarly grouped items, and uses for reference the expenditure amount budgeted for the same items in 2013 and 2014.

Total budgeted expenditure for 2015 is \$299,700, which is 2.2% higher than in 2014.

^{2/} The total debt from contributions of Member Countries as of mat 21, 2014 totals \$365.4 mil.

For these years, expenditure is broken down into the following seven sections of outlays:

1. Salaries. The amount budgeted for 2015 totals \$58,800 (19.6% of total expenditure). In comparative terms, even though the amount remains the same it represents a reduction of 0.4% from the total budget for 2015. This can be compared with the increase of 22.5% from 2013 to 2014.
2. Travel and Scholarships. The budget in this area for 2015 is \$107,000 mil (35.7% of total expenditures). The budgeted amount for this item in 2015 represents an increase of 8.1% (\$8,000) given that the amount for 2014 was \$99,000. This contrasts with the decrease of 9.2 % that had this item between the years 2014 and 2013.
3. Equipment and supplies. The budgeted amount is \$7,000 (2.3% of total expenditure) for 2015. There is a reduction in the budgeted amounts of 7.9% for 2015 compared to the budgeted amounts for 2013 and 2014.
4. Documents. For 2015 the amount budgeted is \$5,600 (1.9% of total expenditure). There is no change in this item between the amount budgeted in 2015 and 2014 or between 2014 and 2013.
5. Contracts. The budgeted amount for 2015 is \$115,200 (38.4% of total expenditure). The budget for this item in 2015 decreased by 0.5% (\$600) over 2014, when the amount was \$115,800. This contrasts with the budget of 2014 that reflected an increase of 23.2 % (\$21.8 mil) with respect to the 2013.
6. Others. For 2015 the amount budgeted is \$6,100 (2.0%). There is a reduction of 6.2% between 2015 and 2014 and between 2014 and 2013 there was a reduction of 0.4%.

COMISION INTERAMERICANA DE PUERTOS / INTER-AMERICAN COMMITTEE ON PORTS
 CUADRO No. 1 PROYECTO DE PRESUPUESTO 2015 / TABLE No. 1 BUDGET PROPOSAL 2015
 (MILES US DOLARES) / (THOUSAND OF DOLLARS)

		INGRESOS / INCOME							
		No.	\$	No.	\$				%
1. Países miembros / Member States	Contribuciones / Contributions	34	6.0		204.0				68.1
2. Revista CIP / CIP Magazine	Derechos / Royalties	2	5.0		10.0				3.3
3. Reuniones / Meetings	Comisión y Comité Ejecutivo / Committee and Executive Board	1	25.0		25.0				8.3
4. Otros ingresos / Other income	Aportes CTC / Contribution CTC	5	2.5		12.5				4.2
5. OEA / OAS (*)	Fondo Regular, Proyecto CIP / Regular Found CIP Project	1	5.0		5.0				1.7
6. Agencias cooperantes / Cooperative Agencies	Valenciaport - Otros	1	5.7		5.7				1.9
7. CIP Programa Portuario / Port Program	apropiación especial / Special appropriation	1	37.5		37.5				12.4
	TOTAL				299.7				99.9
EGRESOS / EXPENDITURE									
I. Oficina de la Secretaría / Office of the Secretariat									
1. Nómina / Salary	Posición / Position	1	12	4.9	58.8				134.8
2. Viajes / Travels		5	2.0	10.0					45.0
3. Equipo y Suministros / Equipment and Supplies	Materiales / Materials	10	0.3	3.0					
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	11	0.4	4.4					
II. Reuniones / Meetings									
1. Viajes a Comisión y Comité Ejecutivo / Committee and Executive Board Meeting		1	25.0	25.0					44.0
2. Equipos y Suministros / Equipment and supplies	Materiales / Materials	1	0.5	0.5					14.7
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 \$ 2 x 4 dias/days = \$0.5 p/día	2	2.0	4.0					
(ii) Traductores / Translator	1 consultor/consultant 2 meses/months = \$ 5 m/m	1	5.0	10.0					
	2 traductor/translator. = \$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				72.0					120.9
(i) Becas / Fellowships	Derechos y viajes a cursos / Admission and travel to courses	30	2.0	60.0					40.3
(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	2.0	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				43.2					
Cómputo-Portal / Computation-Web	1 consultor / consultant, 10 meses/months, \$ 3.2 m/m	1	12	3.4	40.2				
	1 consultor / consultant, 1 mes/month, \$ 3.0 m/m	1	1	3.0	3.0				
5. Otros / Others				0.7					
(i) Comunicaciones, transporte y misceláneos / Communication, transport and miscellaneous		1	0.5	0.5					
(ii) Improvisatos / Unexpected				0.2					
	TOTAL				299.7				100.0

(*) Sujeto a la aprobación del presupuesto 2013 de la Organización por parte de la Asamblea General de la OEA

COMISION INTERAMERICANA DE PUERTOS / INTER-AMERICAN COMMITTEE ON PORTS PROYECTO DE PRESUPUESTO 2015 / PROPOSAL OF BUDGET 2015											
CUADRO No. 3 INGRESOS:COMPARATIVO / TABLE No. 2 INCOME: COMPARATIVE (MILES US DOLARES) / (THOUSAND OF DOLLARS)											
	2013		2014		2015		Var (14/13)%	Var (15/14)%			
	\$	%	\$	%	\$	%			\$	%	\$
INGRESOS / INCOME											
1. Paisas miembros / Member States	204.0	75.4	204.0	69.6	204.0	68.1	0.0	0.0	204.0	68.1	0.0
2. Revista CIP / CIP Magazine	15.0	5.5	5.0	1.7	10.0	3.3	-66.7	100.0	10.0	3.3	0.0
3. Reuniones / Meetings	25.0	9.2	25.0	8.5	25.0	8.3	0.0	0.0	25.0	8.3	0.0
4. Otros ingresos / Other income	10.0	3.7	10.0	3.4	12.5	4.2	0.0	25.0	12.5	4.2	0.0
5. CIP programa Portuario / CIP Port Program	0.0	0.0	38.6	13.2	37.5	12.5	n.a	-2.8	37.5	12.5	-2.8
6. OEA / OAS	8.0	3.0	5.0	1.7	5.0	1.7	-37.5	0.0	5.0	1.7	-37.5
7. Agencias cooperantes / Cooperative Agencies	8.7	3.2	5.7	1.9	5.7	1.9	-34.5	0.0	5.7	1.9	-34.5
	270.7	100.0	293.3	100.0	299.7	100.0		8.3	299.7	100.0	2.2
TOTAL											
2. Revista CIP / CIP Magazine	10.0	0.0%	0.0	1.7%	0.0	0.0%	100.0%	100.0%	0.0	0.0%	0.0
3. Reuniones / Meetings	25.0	9.2%	25.0	8.5%	25.0	8.4%	0.0%	0.0%	25.0	8.4%	0.0%
4. Otros ingresos / Other income	10.0	3.7%	10.0	3.4%	10.0	3.3%	0.0%	0.0%	10.0	3.3%	0.0%
5. OEA / OAS	8.0	3.0%	5.0	1.7%	5.0	1.7%	-37.5%	0.0%	5.0	1.7%	-37.5%
6. Agencias cooperantes / Cooperative Agencies	8.7	3.2%	5.7	1.9%	5.7	1.9%	-34.5%	0.0%	5.7	1.9%	-34.5%
7. CIP (Programa Portuario)	0.0	0.0%	38.6	13.2%	39.0	13.1%	1.0%	1.0%	39.0	13.1%	1.0%
	270.7	100.0%	293.3	100.0%	298.7	100.0%	8.3%	1.8%	298.7	100.0%	8.3%
TOTAL											
Derechos / Royalties	10.0	0.0%	0.0	1.7%	0.0	0.0%	100.0%	100.0%	0.0	0.0%	0.0
Comisión y Comité Ejecutivo / Committee and Executive Board	25.0	9.2%	25.0	8.5%	25.0	8.4%	0.0%	0.0%	25.0	8.4%	0.0%
Aportes CTC y otros / Contribution CTC and other	10.0	3.7%	10.0	3.4%	10.0	3.3%	0.0%	0.0%	10.0	3.3%	0.0%
Fondo Regular Proyecto CIP / Regular Found CIP Project	8.0	3.0%	5.0	1.7%	5.0	1.7%	-37.5%	0.0%	5.0	1.7%	-37.5%
Valenciaport - Otros, other	8.7	3.2%	5.7	1.9%	5.7	1.9%	-34.5%	0.0%	5.7	1.9%	-34.5%
Apropiación especial / Specials appropriation	0.0	0.0%	38.6	13.2%	39.0	13.1%	1.0%	1.0%	39.0	13.1%	1.0%
	270.7	100.0%	293.3	100.0%	298.7	100.0%	8.3%	1.8%	298.7	100.0%	8.3%

COMISION INTERAMERICANA DE PUERTOS / INTER-AMERICAN COMMITTEE ON PORTS											
PROYECTO DE PRESUPUESTOS 2015 / PROPOSAL OF BUDGET 2015											
CUADRO No. 3A EGRESOS: COMPARATIVO POR PARTIDAS DE GASTO /											
No. 3A EXPENDITURE: COMPARISON BY SECTION OF EXPENDITURE											
(MILES DE DOLARES Y PORCENTAJE) / (THOUSANDS OF DOLLARS & PERCENTAGE)											
EGRESOS / EXPENDITURE	2013		2014		2015		VAR 14/13		VAR 15/14		TABLE
	\$	%	\$	%	\$	%	\$	%	\$	%	
Nómina / Salary	48.0	17.7	58.8	20.0	58.8	19.6	10.8	22.5	0.0	0.0	0.0
Viajes-Becas / Travel-Scholarship	109.0	40.3	99.0	33.8	107.0	35.7	-10.0	-9.2	8.0	8.1	8.1
Equipo y Suministros / Equipment and Supplies	7.6	2.8	7.6	2.6	7	2.3	0.0	0.0	-0.6	-7.9	-7.9
Documentos / Documents	5.6	2.1	5.6	1.9	5.6	1.9	0.0	0.0	0.0	0.0	0.0
Contratos / Contracts	94.0	34.7	115.8	39.5	115.2	38.4	21.8	23.2	-0.6	-0.5	-0.5
Otros / Other	6.5	2.4	6.5	2.2	6.1	2.0	0.0	0.0	-0.4	-6.2	-6.2
TOTAL	270.7	100.0	293.3	100.0	299.7	100.0	22.6	8.3	6.4	2.2	2.2
CUADRO No. 3B EGRESOS: COMPARATIVOS POR PROYECTOS /											
No. 3B EXPENDITURE: COMPARISON BY PROJECT											
(MILES DE DOLARES Y PORCENTAJE) / (THOUSANDS OF DOLLARS & PERCENTAGE)											
PROYECTOS / PROJECTS	2013		2014		2015		VAR 14/13		VAR 15/14		TABLE
	\$	%	\$	%	\$	%	\$	%	\$	%	
OFICINA DE LA SECRETARIA / OFFICE OF THE SECRETARIAT	127	46.9	135.8	46.3	134.8	45.0	8.8	6.9	-1.0	-0.7	-0.7
REUNIONES / MEETINGS	34.0	12.6	44	15.0	44.0	14.7	10.0	29.4	0.0	0.0	0.0
COOPERACION TECNICA / TECHNICAL COOPERATION	109.7	40.5	113.5	38.7	120.9	40.3	3.8	3.5	7.4	6.5	6.5
TOTAL	270.7	100.0	293.3	100.0	299.7	100.0	22.6	8.3	6.4	2.2	2.2

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