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Page: 1/38

Committee on Budget, Finance and Administration

**2020-2021 BUDGET PROPOSAL
BY THE
DIRECTOR-GENERAL¹**

Revision

¹ Due to rounding of figures in various tables and summary charts, minor difference can result between subtotals and totals.

TABLE OF CONTENTS

1 INTRODUCTION BY THE DIRECTOR-GENERAL	5
2 BUDGET PROPOSALS 2020-2021	6
2.1 Miscellaneous Income	10
2.2 Assessed Contributions from Members	10
3 BUDGET PROPOSALS BY SECTION	15
3.1 WTO SECRETARIAT	15
3.1.1 Part A - Staffing Resources	15
3.1.2 Part B - Other Resources	18
3.1.3 Part C - Operating Funds & ITC	22
3.2 APPELLATE BODY AND ITS SECRETARIAT	23
3.2.1 Part A - Staffing Resources	23
3.2.2 Part B - Other Resources	23
3.2.3 Part C - Operating Funds	24
4 BUDGET PROPOSALS BY THEMATIC BUDGETARY AREAS	24
4.1 Information Technology.....	24
4.2 Technical Assistance	25
4.3 Security	26
4.4 Conferences.....	26
4.5 Dispute Settlement	27
4.6 Document Reproduction	28
4.7 Human Resources Training Program.....	29
5 BUDGET BY OUTPUT CHAPTER.....	30
5.1 2020-2021 Budget Proposals by Output Chapter	30
5.2 Facilitating Negotiations	30
5.3 Administering Agreed WTO Rules.....	30
5.4 Monitoring Trade Policies	30
5.5 Settling Disputes	30
5.6 Capacity Building.....	30
5.7 Assisting Accessions.....	31
5.8 Conducting Research	31
5.9 Reaching Out	31
6 KEY ORGANIZATIONAL EVOLUTION SINCE 1995	32
6.1 Budgetary Evolution.....	32
6.2 Evolution of Contributions.....	32
6.3 Staff Evolution	33
6.4 Regular Posts per Division	34
7 WORKLOAD INDICATORS.....	35

7.1 Translation and Documentation	35
7.2 Meetings	35
7.3 Dispute Settlement Expenditure	36
8 PROJECTED BUDGET PERFORMANCE 2019	37
8.1 Part A - Staffing Resources	38
8.2 Part B - Other Resources	38
8.3 Part C - Operating Funds & ITC	38

TABLES AND FIGURES

TABLE 1 2020-2021 BUDGET ESTIMATES.....	6
TABLE 2 2020-2021 PROPOSED CONSOLIDATED WTO BUDGET	7
TABLE 3 2020-2021 PROPOSED BUDGET FOR THE WTO SECRETARIAT	8
TABLE 4 2020-2021 PROPOSED BUDGET FOR THE APPELLATE BODY AND ITS SECRETARIAT	9
TABLE 5 2020-2021 MISCELLANEOUS INCOME BUDGET	10
TABLE 6 SCALE OF CONTRIBUTIONS FOR 2020	11
TABLE 7 SECTION 1: STAFF EXPENDITURE	15
TABLE 8 STAFF PENSION AND POST-EMPLOYMENT BENEFITS	15
TABLE 9 STAFF HEALTH AND INVALIDITY INSURANCE.....	16
TABLE 10 STAFF FAMILY AND INTERNATIONAL BENEFITS	16
TABLE 11 OTHER STAFF EXPENDITURE.....	17
TABLE 12 SECTION 2: TEMPORARY ASSISTANCE	17
TABLE 13 SHORT-TERM STAFF.....	17
TABLE 14 CONSULTING	18
TABLE 15 PANELLISTS	18
TABLE 16 SECTION 3: GENERAL SERVICES	19
TABLE 17 SECTION 4: TRAVEL AND HOSPITALITY.....	20
TABLE 18 SECTION 5: IMPLEMENTING PARTNERS.....	21
TABLE 19 SECTION 6: CAPITAL EXPENDITURE.....	21
TABLE 20 SECTION 7: FINANCIAL EXPENDITURE	22
TABLE 21 SECTION 8: CONTRIBUTIONS TO ITC AND SPECIAL RESERVES	22
TABLE 22 PART A - STAFFING RESOURCES	23
TABLE 23 PART B - OTHER RESOURCES.....	23
TABLE 24 CONTRIBUTIONS TO SPECIAL RESERVES	24
TABLE 25 INFORMATION TECHNOLOGY BUDGET	24
TABLE 26 TECHNICAL ASSISTANCE RELATED TRAINING COURSES BY EXPENDITURE LINE	25
TABLE 27 SECURITY BUDGET	26
TABLE 28 CONFERENCE EQUIPMENT AND MAINTENANCE	26
TABLE 29 DISPUTE SETTLEMENT BUDGET – PANELS	27
TABLE 30 DISPUTE SETTLEMENT BUDGET – APPEALS.....	28
TABLE 31 DOCUMENT REPRODUCTION AND DISTRIBUTION BUDGET	28

TABLE 32 HUMAN RESOURCES TRAINING BUDGET	29
TABLE 33 BUDGET PROPOSALS 2020-2021 BY OUTPUT CHAPTER	30
FIGURE 1 EVOLUTION OF BUDGET 1995-2021	32
FIGURE 2 EVOLUTION OF CONTRIBUTIONS 1995-2021	32
TABLE 34 STAFF EVOLUTION 1995-2021	33
TABLE 35 REGULAR POSTS PER DIVISION AUGUST 2019.....	34
FIGURE 3 TRANSLATION AND DOCUMENTATION: NUMBER OF WORDS IN ORIGINAL LANGUAGE FOR TRANSLATION	35
FIGURE 4 MEETINGS: NUMBER OF FORMAL, INFORMAL AND PRIVATE MEETINGS.....	35
FIGURE 5 MEETINGS: DAYS OF FREELANCE INTERPRETERS.....	36
FIGURE 6 DISPUTE SETTLEMENT - EXPENDITURE	36
TABLE 36 PROJECTED CONSOLIDATED PERFORMANCE AGAINST BUDGET 2019	37

1 INTRODUCTION BY THE DIRECTOR-GENERAL

1.1. The WTO budget is prepared every biennium, depicting the budget for the two consecutive financial periods, representing each year of the biennium.

1.2. Through this document, the Director-General is presenting the budget of the WTO for the 2020-2021 biennium.

1.3. Based on expenditure trends relating to the previous two biennia, and incorporating projections for the next two years, the 2020-2021 budget retains the zero nominal growth budget approach that has been in place since 2011. However, the extent of services and support that Members will require and request from the WTO Secretariat is anticipated to increase.

1.4. In order to maintain a zero nominal growth budget while facing increasing demands for services, the secretariat is not able to operate all the posts that are within the structure. It is obliged to maintain a given rate of vacant posts. This has been complemented by other measures such as the implementation of a reconstituted structure for personnel, through the replacement of staff on high-graded posts by staff on lower grades. This effort which commenced in 2013, has stabilized. The intended outcome of reshaping the grade profile from an inverted pyramid is being achieved. This has attained the corollary effect of the Secretariat producing more, at a lower comparable cost.

1.5. As in previous periods, the financial situation will continue to be closely assessed and necessary measures taken to exercise prudent and diligent management and stewardship of the Secretariat.

2 BUDGET PROPOSALS 2020-2021

2.1. The Director-General hereby submits his budget-proposals for the income and expenditure of the World Trade Organization (WTO) for the biennium 2020-2021. The budget proposal has been prepared in accordance with the Financial Regulations of the WTO (WT/L/156/Rev.3). The biennium consists of two consecutive financial periods.

2.2. As a continuation from the 2011 budget, the 2020-2021 proposal reflects a zero nominal growth budget. Therefore, 2020 and 2021 represent the tenth and the eleventh consecutive years with a zero nominal growth budget.

Table 1 2020-2021 Budget Estimates

(in thousand Swiss Francs)

Secretariat	Budget 2019	Budget 2020	Budget 2021	Inc/Dec 2020	Inc/Dec 2021
WTO	178,961	178,961	178,961	0	0
ITC	18,243	18,243	18,243	0	0
Grand Total	197,204	197,204	197,204	0	0

Income	Budget 2019	Budget 2020	Budget 2021	Inc/Dec 2020	Inc/Dec 2021
Contributions from WTO Members	195,500	195,500	195,500	0	0
Miscellaneous Income	1,704	1,704	1,704	0	0
Grand Total	197,204	197,204	197,204	0	0

2.3. The proposed financing of the budget amount of CHF 197,203,900, for 2020 and 2021, respectively, is as follows:

- a. contributions from Members amounting to CHF 195,500,000; and
- b. miscellaneous income estimated at CHF 1,703,900.

2.4. Members' contributions are assessed on the basis of annually updated trade statistics, in accordance with Financial Regulation 12. Contributions from Members are considered due and payable in full on 1 January of the respective budget year.

Table 2 2020-2021 Proposed Consolidated WTO Budget

(in thousand Swiss Francs)

Part	Section	Line	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
A Staffing Resources	1. Staff Expenditure	i) Staff Remuneration	88,530	88,530	88,520	0	-10
		ii) Staff Pension & Post-Employment Benefits	22,110	22,910	23,230	800	320
		iii) Staff Health & Invalidity Insurance	5,944	6,394	6,794	450	400
		iv) Staff Family & International Benefits	13,021	11,371	10,971	-1,650	-400
		v) Other Staff Expenditure	1,810	2,210	1,900	400	-310
	1. Staff Expenditure Total		131,415	131,415	131,415	0	0
	2. Temporary Assistance	i) Short-Term Staff	9,033	9,850	9,850	817	0
		ii) Consulting	6,641	5,818	5,818	-823	0
		iii) Panellists & Appellate Body Member Fees	1,606	1,606	1,606	0	0
	2. Temporary Assistance Total		17,281	17,275	17,275	-6	0
A Staffing Resources Total			148,696	148,690	148,690	-6	0
B Other Resources	3. General Services	i) Telecommunication & Post	831	641	641	-190	0
		ii) Contractual Services & Maintenance	11,123	11,163	11,163	40	0
		iii) Energy & Supplies	2,251	2,066	2,066	-185	0
		iv) Documentation & Publication	1,479	1,458	1,458	-21	0
		v) Other / Miscellaneous	88	48	48	-40	0
	3. General Services Total		15,773	15,376	15,376	-396	0
	4. Travel & Hospitality	i) Travel	7,234	7,393	7,393	159	0
		ii) Hospitality	216	214	214	-2	0
	4. Travel & Hospitality Total		7,450	7,607	7,607	157	0
	5. Implementing Partners	i) Implementing Partners	213	213	213	0	0
	5. Implementing Partners Total		213	213	213	0	0
	6. Capital Expenditure	i) Procurement of Fixed Assets	1,430	1,455	1,455	25	0
		ii) Rental & Leasing of Equipment	920	640	640	-280	0
	6. Capital Expenditure Total		2,350	2,095	2,095	-255	0
	7. Financial Expenditure	i) Bank & Interest Charges	80	580	580	500	0
		ii) Building Loan Reimbursement	1,200	1,200	1,200	0	0
	7. Financial Expenditure Total		1,280	1,780	1,780	500	0
B Other Resources Total			27,065	27,071	27,071	6	0
C Operating Funds and ITC	8. Contributions to ITC & Special Reserves	i) Contribution to ITC	18,243	18,243	18,243	0	0
		ii) Appellate Body Operating Fund	2,000	2,000	2,000	0	0
		iii) Ministerial Conference Operating Fund	600	600	600	0	0
		iv) Building Renovation Fund	600	600	600	0	0
	8. Contributions to ITC & Special Reserves Total		21,443	21,443	21,443	0	0
C Operating Funds and ITC Total			21,443	21,443	21,443	0	0
Grand Total			197,204	197,204	197,204	0	0

2.5. Any unspent balance in the Appellate Body Operating Fund will be included in the overall annual budgetary result. The Appellate Body Operating Fund will be replenished by CHF 2 million in 2020 and 2021, respectively.

Table 3 2020-2021 Proposed Budget for the WTO Secretariat

(in thousand Swiss Francs)

Part	Section	Line	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
A Staffing Resources	1. Staff Expenditure	i) Staff Remuneration	85,269	85,269	85,259	0	-10
		ii) Staff Pension & Post-Employment Benefits	21,380	22,180	22,500	800	320
		iii) Staff Health & Invalidity Insurance	5,765	6,215	6,615	450	400
		iv) Staff Family & International Benefits	12,661	11,011	10,611	-1,650	-400
		v) Other Staff Expenditure	1,767	2,167	1,857	400	-310
	1. Staff Expenditure Total		126,842	126,842	126,842	0	0
	2. Temporary Assistance	i) Short-Term Staff	8,978	9,795	9,795	817	0
		ii) Consulting	6,616	5,793	5,793	-823	0
		iii) Panellists	815	815	815	0	0
	2. Temporary Assistance Total		16,409	16,403	16,403	-6	0
A Staffing Resources Total			143,252	143,245	143,245	-6	0
B Other Resources	3. General Services	i) Telecommunication & Post	822	631	631	-190	0
		ii) Contractual Services & Maintenance	11,105	11,145	11,145	40	0
		iii) Energy & Supplies	2,231	2,046	2,046	-185	0
		iv) Documentation & Publication	1,469	1,448	1,448	-21	0
		v) Other / Miscellaneous	87	47	47	-40	0
	3. General Services Total		15,713	15,317	15,317	-396	0
	4. Travel & Hospitality	i) Travel	7,184	7,343	7,343	159	0
		ii) Hospitality	215	213	213	-2	0
	4. Travel & Hospitality Total		7,398	7,556	7,556	157	0
	5. Implementing Partners	i) Implementing Partners	213	213	213	0	0
	5. Implementing Partners Total		213	213	213	0	0
	6. Capital Expenditure	i) Procurement of Fixed Assets	1,405	1,430	1,430	25	0
		ii) Rental & Leasing of Equipment	920	640	640	-280	0
	6. Capital Expenditure Total		2,325	2,070	2,070	-255	0
	7. Financial Expenditure	i) Bank & Interest Charges	80	580	580	500	0
		ii) Building Loan Reimbursement	1,200	1,200	1,200	0	0
	7. Financial Expenditure Total		1,280	1,780	1,780	500	0
B Other Resources Total			26,929	26,935	26,935	6	0
C Operating Funds and ITC	8. Contributions to ITC & Special Reserves	i) Contribution to ITC	18,243	18,243	18,243	0	0
		iii) Ministerial Conference Operating Fund	600	600	600	0	0
		iv) Building Renovation Fund	600	600	600	0	0
	8. Contributions to ITC & Special Reserves Total		19,443	19,443	19,443	0	0
C Operating Funds and ITC Total			19,443	19,443	19,443	0	0
Grand Total			189,624	189,624	189,624	0	0

Table 4 2020-2021 Proposed Budget for the Appellate Body and its Secretariat

(in thousand Swiss Francs)

Part	Section	Line	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021	
A Staffing Resources	1. Staff Expenditure	i) Staff Remuneration	3,261	3,261	3,261	0	0	
		ii) Staff Pension & Post-Employment Benefits	730	730	730	0	0	
		iii) Staff Health & Invalidity Insurance	179	179	179	0	0	
		iv) Staff Family & International Benefits	361	361	361	0	0	
		v) Other Staff Expenditure	43	43	43	0	0	
	1. Staff Expenditure Total		4,573	4,573	4,573	0	0	
	2. Temporary Assistance	i) Short-Term Staff	55	55	55	0	0	
		ii) Consulting	25	25	25	0	0	
		iii) Appellate Body Member Fees	791	791	791	0	0	
	2. Temporary Assistance Total		871	871	871	0	0	
	A Staffing Resources Total		5,444	5,444	5,444	0	0	
	B Other Resources	3. General Services	i) Telecommunication & Post	10	10	10	0	0
			ii) Contractual Services & Maintenance	18	18	18	0	0
			iii) Energy & Supplies	20	20	20	0	0
			iv) Documentation & Publication	10	10	10	0	0
			v) Other / Miscellaneous	2	2	2	0	0
		3. General Services Total		59	59	59	0	0
4. Travel & Hospitality		i) Travel	50	50	50	0	0	
		ii) Hospitality	1	1	1	0	0	
4. Travel & Hospitality Total		51	51	51	0	0		
6. Capital Expenditure		i) Procurement of Fixed Assets	25	25	25	0	0	
	ii) Rental & Leasing of Equipment	0	0	0	0	0		
	6. Capital Expenditure Total		25	25	25	0	0	
B Other Resources Total		136	136	136	0	0		
C Operating Funds and ITC	8. Contributions to ITC & Special Reserves	i) Appellate Body Operating Fund	2,000	2,000	2,000	0	0	
	8. Contributions to ITC & Special Reserves Total		2,000	2,000	2,000	0	0	
C Operating Funds and ITC Total			2,000	2,000	2,000	0	0	
Grand Total			7,580	7,580	7,580	0	0	

2.1 Miscellaneous Income

Table 5 2020-2021 Miscellaneous Income Budget

(in thousand Swiss Francs)

Item	2019	2020	2021	Inc/Dec 2020	Inc/Dec 2021
Contributions of Observer Countries	600	600	600	0	0
Sale of Publications & Royalties	250	270	250	20	-20
Trust Fund - Allocation form Program Support Fund	180	190	190	10	0
Refund of prior year's expenditure	150	180	200	30	20
Rental of meeting rooms & office space	125	125	125	0	0
Other	399	339	339	-60	0
Total	1,704	1,704	1,704	0	0

2.6. With respect to the biennium 2020-2021, only minor changes to Miscellaneous Income are projected. The receipts under Sale of Publications are projected to slightly increase in 2020 due to the Ministerial Conference in June. They are accordingly adjusted downwards in 2021. The receipts under Trust Funds are also expected to be slightly higher than in 2019 due to several new Trust Funds. The allocation under Refund of Prior Year's Expenditure is revised upwards. The projected receipts under 'Other' are revised downwards, as this mainly comprises of revenue for renting out space for the UBS branch. The branch is in the process of being relocated from the WTO premises.

2.2 Assessed Contributions from Members

2.7. The proposed assessed contributions from Members amount to CHF 195,500,000 for 2020. The following draft scale of contributions has been prepared based on a minimum contribution of 0.015% as per Financial Regulation 12.

Table 6 Scale of Contributions for 2020

(in Swiss Francs)

Member	2019 Contribution CHF	2019 Contribution %	2020 Contribution CHF	2020 Contribution %
Afghanistan	46,920	0.024%	44,965	0.023%
Albania	41,055	0.021%	41,055	0.021%
Angola	428,145	0.219%	379,270	0.194%
Antigua and Barbuda	29,325	0.015%	29,325	0.015%
Argentina	733,125	0.375%	719,440	0.368%
Armenia	37,145	0.019%	39,100	0.020%
Australia	2,594,285	1.327%	2,553,230	1.306%
Austria	1,911,990	0.978%	1,917,855	0.981%
Bahrain, Kingdom of	246,330	0.126%	238,510	0.122%
Bangladesh	338,215	0.173%	365,585	0.187%
Barbados	29,325	0.015%	29,325	0.015%
Belgium	3,646,075	1.865%	3,663,670	1.874%
Belize	29,325	0.015%	29,325	0.015%
Benin	29,325	0.015%	29,325	0.015%
Bolivia, Plurinational State of	103,615	0.053%	101,660	0.052%
Botswana	74,290	0.038%	72,335	0.037%
Brazil	2,394,875	1.225%	2,287,350	1.170%
Brunei Darussalam	72,335	0.037%	62,560	0.032%
Bulgaria	310,845	0.159%	318,665	0.163%
Burkina Faso	33,235	0.017%	33,235	0.017%
Burundi	29,325	0.015%	29,325	0.015%
Cabo Verde	29,325	0.015%	29,325	0.015%
Cambodia	105,570	0.054%	129,030	0.066%
Cameroon	70,380	0.036%	68,425	0.035%
Canada	4,922,690	2.518%	4,838,625	2.475%
Central African Republic	29,325	0.015%	29,325	0.015%
Chad	39,100	0.020%	39,100	0.020%
Chile	731,170	0.374%	703,800	0.360%
China	19,737,680	10.096%	20,142,365	10.303%
Colombia	563,040	0.288%	531,760	0.272%
Congo	78,200	0.040%	70,380	0.036%
Costa Rica	152,490	0.078%	158,355	0.081%
Côte d'Ivoire	109,480	0.056%	109,480	0.056%
Croatia	220,915	0.113%	230,690	0.118%
Cuba	136,850	0.070%	129,030	0.066%
Cyprus	121,210	0.062%	123,165	0.063%
Czech Republic	1,388,050	0.710%	1,405,645	0.719%
Democratic Republic of the Congo	105,570	0.054%	113,390	0.058%
Denmark	1,517,080	0.776%	1,515,125	0.775%
Djibouti	29,325	0.015%	29,325	0.015%
Dominica	29,325	0.015%	29,325	0.015%
Dominican Republic	164,220	0.084%	168,130	0.086%
Ecuador	228,735	0.117%	218,960	0.112%
Egypt	496,570	0.254%	490,705	0.251%
El Salvador	78,200	0.040%	80,155	0.041%
Estonia	175,950	0.090%	175,950	0.090%
Eswatini	29,325	0.015%	29,325	0.015%
European Union ²	0	0.000%	0	0.000%

² The European Union is not subject to contributions. However, its current 28 members are assessed individually. The total share of members of the European Union represents 33.94% of the total assessed contributions for 2020.

Member	2019 Contribution CHF	2019 Contribution %	2020 Contribution CHF	2020 Contribution %
Fiji	29,325	0.015%	29,325	0.015%
Finland	877,795	0.449%	862,155	0.441%
France	7,440,730	3.806%	7,466,145	3.819%
Gabon	60,605	0.031%	66,470	0.034%
The Gambia	29,325	0.015%	29,325	0.015%
Georgia	70,380	0.036%	70,380	0.036%
Germany	13,882,455	7.101%	13,976,295	7.149%
Ghana	166,175	0.085%	168,130	0.086%
Greece	608,005	0.311%	631,465	0.323%
Grenada	29,325	0.015%	29,325	0.015%
Guatemala	146,625	0.075%	148,580	0.076%
Guinea	29,325	0.015%	29,325	0.015%
Guinea-Bissau	29,325	0.015%	29,325	0.015%
Guyana	29,325	0.015%	29,325	0.015%
Haiti	29,325	0.015%	29,325	0.015%
Honduras	76,245	0.039%	76,245	0.039%
Hong Kong, China	5,427,080	2.776%	5,548,290	2.838%
Hungary	991,185	0.507%	1,008,780	0.516%
Iceland	76,245	0.039%	80,155	0.041%
India	4,445,670	2.274%	4,455,445	2.279%
Indonesia	1,722,355	0.881%	1,673,480	0.856%
Ireland	2,361,640	1.208%	2,619,700	1.340%
Israel	842,605	0.431%	856,290	0.438%
Italy	5,096,685	2.607%	5,075,180	2.596%
Jamaica	52,785	0.027%	50,830	0.026%
Japan	7,896,245	4.039%	7,673,375	3.925%
Jordan	168,130	0.086%	168,130	0.086%
Kazakhstan	570,860	0.292%	508,300	0.260%
Kenya	127,075	0.065%	125,120	0.064%
Korea, Republic of	5,777,025	2.955%	5,669,500	2.900%
Kuwait, the State of	645,150	0.330%	594,320	0.304%
Kyrgyz Republic	41,055	0.021%	37,145	0.019%
Lao People's Democratic Republic	37,145	0.019%	46,920	0.024%
Latvia	160,310	0.082%	160,310	0.082%
Lesotho	29,325	0.015%	29,325	0.015%
Liberia	29,325	0.015%	29,325	0.015%
Liechtenstein	64,515	0.033%	64,515	0.033%
Lithuania	316,710	0.162%	322,575	0.165%
Luxembourg	930,580	0.476%	999,005	0.511%
Macao, China	256,105	0.131%	258,060	0.132%
Madagascar	31,280	0.016%	33,235	0.017%
Malawi	29,325	0.015%	29,325	0.015%
Malaysia	1,966,730	1.006%	1,923,720	0.984%
Maldives	29,325	0.015%	29,325	0.015%
Mali	31,280	0.016%	35,190	0.018%
Malta	136,850	0.070%	148,580	0.076%
Mauritania	29,325	0.015%	29,325	0.015%
Mauritius	58,650	0.030%	56,695	0.029%
Mexico	3,720,365	1.903%	3,802,475	1.945%
Moldova, Republic of	37,145	0.019%	35,190	0.018%
Mongolia	54,740	0.028%	54,740	0.028%
Montenegro	29,325	0.015%	29,325	0.015%
Morocco	353,855	0.181%	361,675	0.185%
Mozambique	70,380	0.036%	66,470	0.034%

Member	2019 Contribution CHF	2019 Contribution %	2020 Contribution CHF	2020 Contribution %
Myanmar	115,345	0.059%	127,075	0.065%
Namibia	50,830	0.026%	48,875	0.025%
Nepal	44,965	0.023%	50,830	0.026%
Netherlands	5,745,745	2.939%	5,732,060	2.932%
New Zealand	459,425	0.235%	465,290	0.238%
Nicaragua	54,740	0.028%	56,695	0.029%
Niger	29,325	0.015%	29,325	0.015%
Nigeria	656,880	0.336%	586,500	0.300%
North Macedonia	52,785	0.027%	56,695	0.029%
Norway	1,411,510	0.722%	1,348,950	0.690%
Oman	383,180	0.196%	365,585	0.187%
Pakistan	346,035	0.177%	357,765	0.183%
Panama	263,925	0.135%	252,195	0.129%
Papua New Guinea	62,560	0.032%	62,560	0.032%
Paraguay	111,435	0.057%	113,390	0.058%
Peru	418,370	0.214%	416,415	0.213%
Philippines	719,440	0.368%	768,315	0.393%
Poland	2,142,680	1.096%	2,228,700	1.140%
Portugal	772,225	0.395%	787,865	0.403%
Qatar	793,730	0.406%	746,810	0.382%
Romania	688,160	0.352%	725,305	0.371%
Russian Federation	3,937,370	2.014%	3,657,805	1.871%
Rwanda	29,325	0.015%	29,325	0.015%
Saint Kitts and Nevis	29,325	0.015%	29,325	0.015%
Saint Lucia	29,325	0.015%	29,325	0.015%
Saint Vincent and the Grenadines	29,325	0.015%	29,325	0.015%
Samoa	29,325	0.015%	29,325	0.015%
Saudi Arabia, Kingdom of	2,326,450	1.190%	2,162,230	1.106%
Senegal	46,920	0.024%	48,875	0.025%
Seychelles	29,325	0.015%	29,325	0.015%
Sierra Leone	29,325	0.015%	29,325	0.015%
Singapore	4,774,110	2.442%	4,744,785	2.427%
Slovak Republic	768,315	0.393%	780,045	0.399%
Slovenia	303,025	0.155%	310,845	0.159%
Solomon Islands	29,325	0.015%	29,325	0.015%
South Africa	973,590	0.498%	936,445	0.479%
Spain	3,663,670	1.874%	3,714,500	1.900%
Sri Lanka	173,995	0.089%	181,815	0.093%
Suriname	29,325	0.015%	29,325	0.015%
Sweden	2,068,390	1.058%	2,056,660	1.052%
Switzerland	3,710,590	1.898%	3,687,130	1.886%
Chinese Taipei	3,384,105	1.731%	3,286,355	1.681%
Tajikistan	29,325	0.015%	29,325	0.015%
Tanzania	95,795	0.049%	93,840	0.048%
Thailand	2,404,650	1.230%	2,404,650	1.230%
Togo	29,325	0.015%	29,325	0.015%
Tonga	29,325	0.015%	29,325	0.015%
Trinidad and Tobago	117,300	0.060%	107,525	0.055%
Tunisia	199,410	0.102%	191,590	0.098%
Turkey	2,011,695	1.029%	2,009,740	1.028%
Uganda	54,740	0.028%	52,785	0.027%
Ukraine	627,555	0.321%	561,085	0.287%
United Arab Emirates	3,071,305	1.571%	3,102,585	1.587%
United Kingdom	7,446,595	3.809%	7,399,675	3.785%

Member	2019 Contribution CHF	2019 Contribution %	2020 Contribution CHF	2020 Contribution %
United States of America	22,660,405	11.591%	22,855,905	11.691%
Uruguay	144,670	0.074%	138,805	0.071%
Vanuatu	29,325	0.015%	29,325	0.015%
Venezuela, Bolivarian Republic of	570,860	0.292%	568,905	0.291%
Viet Nam	1,401,735	0.717%	1,583,550	0.810%
Yemen	89,930	0.046%	80,155	0.041%
Zambia	86,020	0.044%	86,020	0.044%
Zimbabwe	54,740	0.028%	52,785	0.027%
TOTAL	195,500,000	100.000%	195,500,000	100.000%

3 BUDGET PROPOSALS BY SECTION

3.1. The Budget is divided into three parts: Part A - Staffing Resources; Part B - Other Resources; and Part C - Operating Funds & the International Trade Centre (ITC). which comprises of the WTO's contribution to the budget of the ITC as well as funding of the Ministerial Conference Operating Fund, Building Renovation Fund, and Appellate Body Operating Fund.

3.1 WTO SECRETARIAT

3.1.1 Part A - Staffing Resources

3.2. Part A of the budget comprises the expenditure for staff funded through the regular budget. This includes salary, pension, health insurance, death and invalidity insurance, staff benefits and expenditure related to travel on recruitment or separation, removal and installation. Expenditure for short-term staff, consultants and panellists also falls into this part of the budget.

3.1.1.1 Staff Expenditure

Table 7 Section 1: Staff Expenditure

(in thousand Swiss Francs)

Section	Line	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
1. Staff Expenditure	i) Staff Remuneration	85,269	85,269	85,259	0	-10
	ii) Staff Pension & Post-Employment Benefits	21,380	22,180	22,500	800	320
	iii) Staff Health & Invalidity Insurance	5,765	6,215	6,615	450	400
	iv) Staff Family & International Benefits	12,661	11,011	10,611	-1,650	-400
	v) Other Staff Expenditure	1,767	2,167	1,857	400	-310
1. Staff Expenditure Total		126,842	126,842	126,842	0	0

3.1.1.1.1 Staff Remuneration

3.3. Staff Remuneration covers the expenditure for salaries of regular staff as well as overtime paid to fixed-term staff and outstanding leave payments at separation from service.

3.4. Under Staff Remuneration no changes are projected for 2020 and a slight change is foreseen for 2021. The change for 2021 relates to the reduction of the allocation for overtime. Based on the established salary methodology (WT/GC/M/63) and the provision for the Performance Appraisal System (WT/GC/M/80) amounting to 2% of the budgeted base salary, a minimum vacancy rate of 6% of overall posts is required in order to stay within budget. Several years ago, the structure of the posts at the WTO Secretariat was an inverted pyramid. In view of this, a considered approach was put in place whereby higher graded staff were replaced by staff on lower grades. Savings of up to CHF 500,000 per year have been achieved through this systematic replacement. The prospect of any further savings is now diminished.

3.1.1.1.2 Staff Pension and Post-Employment Benefits

Table 8 Staff Pension and Post-Employment Benefits

(in thousand Swiss Francs)

Line	Account Description	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
ii) Staff Pension & Post-Employment Benefits	Staff / Pension	18,625	18,625	18,625	0	0
	Retiree Health Insurance	2,755	3,555	3,875	800	320
Grand Total		21,380	22,180	22,500	800	320

3.5. Staff Pension and Post-Employment Benefits relates to the WTO's pension contribution for regular staff as well as to the health insurance contributions for retired staff. The WTO pension contributions amount to 23.7% of the pensionable remuneration. Of this, staff members contribute 7.9% and Members contribute 15.8%.

3.6. With respect to the premiums for retirees, it is projected that the WTO health insurance premiums will increase by 15% in 2020 and by another 7% in 2021. This results in an augmentation of CHF 800,000 in 2020 and an additional CHF 320,000 in 2021. The allocation for 2020 is also adjusted to reflect the expenditure projected for 2019. The evolution of the health insurance premiums for retirees is driven by the actual increase of the premium and the increase in the number of retirees.

3.1.1.1.3 Staff Health and Invalidation Insurance

Table 9 Staff Health and Invalidation Insurance

(in thousand Swiss Francs)

Line	Account Description	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
iii) Staff Health & Invalidation Insurance	Staff / Health Insurance	5,280	5,730	6,130	450	400
	Death and Invalidation Insurance	485	485	485	0	0
Grand Total		5,765	6,215	6,615	450	400

3.7. Staff Health and Invalidation Insurance relates to the health insurance contributions for fixed-term staff and their dependents; death and invalidity insurance premiums; and insurance premiums for service-incurred accidents.

3.8. Due to the above-mentioned projected increase of the health insurance premiums by 15% in 2020 and 7% in 2021, the projected additional budget allocation amounts to CHF 450,000 for 2020 and another CHF 400,000 for 2021. The amount for 2020 includes the expenditure level projected for 2019.

3.1.1.1.4 Staff Family and International Benefits

Table 10 Staff Family and International Benefits

(in thousand Swiss Francs)

Line	Account Description	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
iv) Staff Family & International Benefits	Staff / Child Allowance	4,536	3,336	3,186	-1,200	-150
	Staff / Spouse Allowance	2,041	1,591	1,541	-450	-50
	Staff / Secondary Dependence Allowance	390	390	340	0	-50
	Staff / Education Grant	3,758	3,958	3,958	200	0
	Staff / Home Leave	1,638	1,438	1,288	-200	-150
	Staff / Rental Subsidy	297	297	297	0	0
Grand Total		12,661	11,011	10,611	-1,650	-400

3.9. Staff Family and International Benefits comprises child allowance, spouse allowance and secondary dependence allowance rental subsidy, home leave and education grant for eligible staff members.

3.10. The budget for dependency allowances for 2020 and 2021 is in line with the relevant staff regulation. The allocation for Education Grant is has been adjusted to take the evolution of the staff profile into account. This is funded by a reduction under Home Leave. The allocation of Home Leave is further adjusted in 2021 based on trends for the second year of the biennium.

3.1.1.2 Other Staff Expenditure**Table 11 Other Staff Expenditure**

(in thousand Swiss Francs)

Line	Account Description	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
v) Other Staff Expenditure	Staff / Travel and Removal	365	465	465	100	0
	Staff / Installation Grant & Medical Examinations	362	362	262	0	-100
	Staff / Separation Grant	540	690	640	150	-50
	Staff / Negotiated Termination Indemnity	300	300	140	0	-160
	Staff / US Taxes	200	350	350	150	0
Grand Total		1,767	2,167	1,857	400	-310

3.11. Other Staff Expenditure includes the following elements for eligible staff: installation grant; negotiated termination indemnities; separation grants; expenditure for travel and removal at appointment and termination; and the expenditure linked to unreimbursed US taxes for staff liable to US taxes.

3.12. For 2020, the allocations under Travel and Removal and Separation Grant are revised upwards, as a higher number of retirements is expected. The allocation for US Taxes is also revised based on recent expenditure.

3.13. For 2021, the allocations for Installation Grant, Separation Grant and Negotiated Termination Indemnity are reduced, as lower expenditure is projected under these items.

3.1.1.3 Temporary Assistance**Table 12 Section 2: Temporary Assistance**

(in thousand Swiss Francs)

Section	Line	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
2. Temporary Assistance	i) Short-Term Staff	8,978	9,795	9,795	817	0
	ii) Consulting	6,616	5,793	5,793	-823	0
	iii) Panellists' Fees	815	815	815	0	0
2. Temporary Assistance Total		16,409	16,403	16,403	-6	0

3.1.1.3.1 Short-Term Staff**Table 13 Short-term Staff**

(in thousand Swiss Francs)

Line	Account Description	2019	2020	2021	Inc/ Dec 2020	Inc /Dec 2021
i) Short-Term Staff	Short-Term Staff / Salary	2,198	2,191	2,191	-6	0
	Short-Term Staff / Pension	725	725	725	0	0
	Short-Term Staff / Health Insurance	200	200	200	0	0
	Translators / Daily and Monthly	2,000	2,434	2,434	434	0
	Translators / Special Service Contract	1,640	2,029	2,029	389	0
	Interpreters	1,755	1,755	1,755	0	0
	Interns	461	461	461	0	0
Grand Total		8,978	9,795	9,795	817	0

3.14. Under Short-Term Staff, the gross salary of temporary staff as well as related pension and health contributions, untaken leave at termination and overtime are accounted for. Furthermore, translators, interpreters and interns are under the same category.

3.15. For the biennium 2020-2021, the main impact on temporary assistance represents the re-organization of the management of translations. The overall budget for translations includes translators paid on a daily/monthly contract, translators paid under special service contracts and external translators (accounted under Consulting). The overall budget for translation remains at the same level, but an allocation of CHF 823,000 under Consulting is moved to short-term contracts for translators. This budget move reflects the trend of previous years in order to give preference to translators who can work at the premises of the WTO relative to external consultants situated outside the WTO.

3.1.1.4 Consulting

Table 14 Consulting

(in thousand Swiss Francs)

Line	Account Description	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
ii) Consulting	Consulting Firms & Employment Agencies	2,563	2,628	2,628	65	0
	Special Service Agreement	1,074	1,009	1,009	-65	0
	Translators / External Translator Contract	2,979	2,156	2,156	-823	0
Grand Total		6,616	5,793	5,793	-823	0

3.16. Consulting includes temporary assistance provided by companies such as employment agencies and consulting firms, special service agreements with individuals and external translator contractors paid by the word translated.

3.17. The allocation to Consulting Firms & Employment Agencies mainly includes the budget for IT consultants, the allocation for the Human Resources Training Program and Technical Assistance Related Activities. The reduction under External Translator Contracts relates to the above-mentioned shift under the overall translation budget. The increase under Consulting Firms relates to a shift of CHF 65,000 from Special Service Agreements for Technical Assistance related training courses.

3.18. The appropriation under Special Service Agreement mainly includes individual consultants for Technical related training courses, the Human Resources Training courses and medical consultants.

3.1.1.5 Panellists

Table 15 Panellists

(in thousand Swiss Francs)

Line	Account Description	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
iii) Panellists	Panellist Fees	815	815	815	0	0
Grand Total		815	815	815	0	0

3.19. The budget for Panellist Fees includes special service agreements with panellists and related experts. It remains at the same level as in 2019.

3.1.2 Part B - Other Resources

3.20. Part B of the budget relates to expenditure for general services, travel and hospitality, activities jointly funded by the WTO and third parties, as well as capital and financial expenditure.

3.1.2.1 General Services

Table 16 Section 3: General Services

(in thousand Swiss Francs)

Section	Line	Account Description	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
3. General Services	i) Telecommunication & Post	Telecommunication	324	324	324	0	0
		Post & Freight	498	307	307	-190	0
	ii) Contractual Services & Maintenance	Contractual Services	7,146	7,496	7,496	350	0
		Equipment Maintenance	2,312	2,012	2,012	-300	0
		Building Maintenance	1,428	1,428	1,428	0	0
		Insurance	194	194	194	0	0
		Rental of Premises	25	15	15	-10	0
	iii) Energy & Supplies	Electricity	595	570	570	-25	0
		Water	54	54	54	0	0
		Gas & Fuel	461	461	461	0	0
		Supplies	1,121	961	961	-160	0
	iv) Documentation & Publication	Books	40	5	5	-35	0
		Subscriptions	350	385	385	35	0
		Printing	140	140	140	0	0
		Publications	639	618	618	-21	0
		Media & Public Relations	300	300	300	0	0
	v) Other / Miscellaneous	Membership and Registration Fees	35	15	15	-20	0
		Advertising	40	20	20	-20	0
		Other / Miscellaneous	12	12	12	0	0
3. General Services Total			15,713	15,317	15,317	-396	0

3.1.2.2 Telecommunication and Post

3.21. Telecommunication and Post includes expenditure relating to fixed and mobile phones and postal and freight services. Due to the savings realized under post and freight over previous years, the allocation to the 2020 budget has been reduced by CHF 190,000.

3.1.2.3 Contractual Services and Maintenance

3.22. Contractual Services refers to outsourced service contracts, related to buildings, plant and equipment. the cleaning contract (CHF 0.9 million), the contract for the outsourced security provider (CHF 3.6 million), the contribution to the International Computing Centre (CHF 1.9 million) and the IT Service Desk (CHF 1.1 million). The proposed increase includes an increase of CHF 200,000 for the IT Service Desk and an increase of CHF 150,000 for the International Computing Centre.

3.23. Equipment maintenance refers to all maintenance and repair expenditure that is not related to the building such as IT equipment, security equipment, conference equipment and documents reproduction equipment. Part of the allocation for the maintenance of the conference equipment is moved to the Section Capital Expenditure in order to fund the replacement of outdated audio-visual conference equipment.

3.24. Building maintenance relates to the contracts for the maintenance and servicing of installations (maintenance of lifts, cooling units, fire detection etc.), various repair work such as painting, flooring, plumbing, the maintenance and servicing of the heating system and the electrical installations, and the maintenance of the green spaces within the WTO security perimeter.

3.25. Insurance includes all building, vehicle, IT equipment, inventory and third-party insurance expenditure.

3.26. The line rental of premises, relates to the rental of offices, conference rooms and storage facilities. Due to savings realized under archiving, the allocation is reduced by CHF 10,000.

3.1.2.4 Energy and Supplies

3.27. This line includes electricity, gas, fuel, water expenditure and supplies for documents reproduction, IT and office supplies. The allocation under electricity is reduced by CHF 25,000. In addition, the allocation under supplies, mainly relating to IT supplies, is reduced by CHF 160,000.

3.1.2.5 Documentation and Publications

3.28. Documentation and Publications relates to the purchase of books, subscriptions to magazines and newsfeed, the outsourced printing arrangements for publications, the cost of sales for publications and expenditure linked to the rental of photography and filming services. This budget line only includes a shift of CHF 35,000 from books to subscriptions, as considerably fewer books are purchased than previously and services are consulted online. In the area of publications, the budget for technical assistance activities is reduced by CHF 21,000 to reflect the shift from books to the distribution of material in electronic format.

3.1.2.6 Other/Miscellaneous

3.29. Other/Miscellaneous includes expenditure for advertising for recruitment, membership and registration fees for staff training events and other expenditure of a general nature. The allocation for Membership fees is reduced by CHF 20,000.

3.1.2.7 Travel and Hospitality

Table 17 Section 4: Travel and Hospitality

(in thousand Swiss Francs)

Section	Line	Account Description	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
4. Travel & Hospitality	i) Travel	Air & Rail Transportation	4,728	4,828	4,828	100	0
		Other Travel Related Expenditure / Out of Pocket	2,236	2,295	2,295	59	0
		Accommodation / Hotel / Meeting Facilities	0	0	0	0	0
		Insurance / Participants	220	220	220	0	0
	ii) Hospitality	Hospitality & Meeting Refreshments	215	213	213	-2	0
4. Travel & Hospitality Total			7,398	7,556	7,556	157	0
Grand Total			7,398	7,556	7,556	157	0

3.30. Travel includes the cost of transportation, per diem and travel insurance for official missions, technical missions, trade-related technical assistance, as well as travel related to the Human Resources Training Program, travel for panellists, recruitment and external auditors.

3.31. The allocation under Air & Rail Transportation is increased by CHF 100,000 in order to augment the mission budgets of some divisions as well as to provide funds for the payment of visas. The allocation under Other Travel Related Expenditure is increased by CHF 59,000 and represents a shift inside the budget of the technical assistance related training courses.

3.32. Insurance/Participants relates to the travel insurance for WTO staff on mission.

3.33. Hospitality covers the divisional hospitality budget as well as hospitality related to technical assistance training courses and the Human Resources Training Program. The allocation reflects a slight adjustment in the budget for technical assistance.

3.1.2.8 Implementing Partners

Table 18 Section 5: Implementing Partners

(in thousand Swiss Francs)

Section	Line	Account Description	2019	2020	2021	Inc/ Decr 2020	Inc/ Decr 2021
5. Implementing Partners	i) Implementing Partners	Implementing Partners	213	213	213	0	0
5. Implementing Partners Total			213	213	213	0	0

3.34. Implementing Partners covers activities or events partly or jointly funded by the WTO and executed by a third-party organization. Examples are the WTO's contribution to the running costs of the International Labour Organization Administrative Tribunal, the International Service for Remunerations and Pensions of the Coordinated Organizations and the UN Joint Purchasing Unit, the International Organization for Standardization (ISO) for the publishing of the ISO/WTO Directory of Standardizing Bodies Accepting the WTO Code of Good Practice, certain professional networks, the WTO Essay award and the contribution to the WTO Staff Assistance Fund.

3.1.2.9 Capital Expenditure

Table 19 Section 6: Capital Expenditure

(in thousand Swiss Francs)

Section	Line	Account Description	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
6. Capital Expenditure	i) Procurement of Fixed Assets	Office Furniture and Equipment	60	60	60	0	0
		Computing Hardware	820	620	620	-200	0
		Computing Software	300	300	300	0	0
		Audio Visual & Telecommunication Equipment	50	250	250	200	0
		Security Equipment	155	180	180	25	0
		Reproduction Equipment	0	0	0	0	0
		Vehicles	20	20	20	0	0
	ii) Rental & Leasing of Equipment	Rental and Leasing of Equipment	920	640	640	-280	0
6. Capital Expenditure Total			2,325	2,070	2,070	-255	0

3.35. Capital Expenditure comprises the purchase of audio-visual and telecommunication equipment, computing hardware and software, office furniture and other equipment, security equipment, vehicles and reproduction equipment.

3.36. The allocation for Computing Hardware is reduced by CHF 200,000 and used to fund the increase in the budget for the International Computing Centre within the IT budget. The allocation under Audio Visual and Telecommunication Equipment is increased in order to provide for the necessary replacement of outdated audio-visual conference equipment.

3.37. The allocation for Security Equipment is slightly increased to provide for the replacement of necessary equipment throughout the biennium.

3.38. The item Rental and Leasing of Equipment primarily includes the rental of reproduction equipment, security equipment for fire protection, photocopiers and other equipment. The allocation under Rental and Leasing of Equipment is reduced by CHF 280,000 as considerable savings have been achieved through a new call for tender and the still ongoing re-organization of this area.

3.1.2.10 Financial Expenditure

Table 20 Section 7: Financial Expenditure

(in thousand Swiss Francs)

Section	Line	Account Description	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
7. Financial Expenditure	i) Bank & Interest Charges	Bank charges	80	580	580	500	0
	ii) Building Loan Reimbursement	Building Loan Reimbursement	1,200	1,200	1,200	0	0
7. Financial Expenditure Total			1,280	1,780	1,780	500	0

3.39. Financial Expenditure includes bank fees and charges as well as the reimbursement of the building loan.

3.40. With respect to bank charges, the negative interest introduced by the banks in 2015 is projected to be charged for at least the next four to five years. Due to these market conditions, the negotiated thresholds with banks are small, and the interest charge is estimated at around CHF 600,000 per year of the biennium. Therefore, the budgetary allocation is adjusted by CHF 500,000.

3.41. The allocation for the Building Loan Reimbursement remains unchanged. The original interest-free loan from the Swiss Government was CHF 60 million and is payable over 50 years.

3.1.3 Part C - Operating Funds & ITC

3.42. Part C of the WTO Secretariat budget is related to the contributions to the International Trade Centre, the Ministerial Conference Operating Fund and the Building Renovation Fund.

Table 21 Section 8: Contributions to ITC and Special Reserves

(in thousand Swiss Francs)

Line	Account Description	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
i) Contribution to ITC	Contribution to ITC	18,243	18,243	18,243	0	0
iii) Ministerial Conference Operating Fund	Ministerial Conference Operating Fund	600	600	600	0	0
iv) Building Renovation Fund	Building Renovation Fund	600	600	600	0	0
Grand Total		19,443	19,443	19,443	0	0

3.43. The allocation to the budget of the International Trade Centre UNCTAD/WTO is in accordance with a decision taken by the contracting parties on 22 November 1967 (SR.24/14) and Resolution 2297 (XXII) adopted by the United Nations General Assembly on 12 December 1967, effective 1 January 1968, to the effect that the ITC would be operated jointly by UNCTAD and GATT on a continuing basis. The WTO has since assumed the responsibilities of the GATT in this respect (WT/GC/M/3, item 6). Details of the ITC budget proposal for 2020-2021 are prepared by the ITC and considered separately by the Committee on Budget, Finance and Administration.

3.44. As of the biennium 2020-2021 the ITC is operating under an annual budget, therefore the allocations for 2021 might require adjustment during the Mid-term Review.

3.45. The Ministerial Conference Operating Fund (MOF) was established in 1999 (WT/BFA/44) to even out the budget allocation for costs associated with a Ministerial Conference. The yearly allocation of CHF 600,000 has remained unchanged since 2005.

3.46. The Building Renovation Fund (BRF) was established at the end of 2015 in order to provide for the renovation costs for buildings and infrastructure over the medium- and long- term. The necessary annual allocation estimated by the FIPOI (Fondation des Immeubles pour les Organisations Internationales) amounts to CHF 2.5 million. The annual budget for the biennium 2020-2021 remains at CHF 600,000.

3.2 APPELLATE BODY AND ITS SECRETARIAT

3.2.1 Part A - Staffing Resources

3.47. No changes are projected for the 2020 and 2021 budget for the Appellate Body and its Secretariat. The detailed allocation for Part A, B and C are shown in Tables 22, 23 and 24 below.

Table 22 Part A - Staffing Resources

(in thousand Swiss Francs)

Section	Line	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
1. Staff Expenditure	i) Staff Remuneration	3,261	3,261	3,261	0	0
	ii) Staff Pension & Post-Employment Benefits	730	730	730	0	0
	iii) Staff Health & Invalidity Insurance	179	179	179	0	0
	iv) Staff Family & International Benefits	361	361	361	0	0
	v) Other Staff Expenditure	43	43	43	0	0
1. Staff Expenditure Total		4,573	4,573	4,573	0	0
2. Temporary Assistance	i) Short-Term Staff	55	55	55	0	0
	ii) Consulting	25	25	25	0	0
	iii) Appellate Body Members Fees	791	791	791	0	0
2. Temporary Assistance Total		871	871	871	0	0
Grand Total		5,444	5,444	5,444	0	0

3.2.2 Part B - Other Resources

Table 23 Part B - Other Resources

(in thousand Swiss Francs)

Section	Line	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
3. General Services	i) Telecommunication & Post	10	10	10	0	0
	ii) Contractual Services & Maintenance	18	18	18	0	0
	iii) Energy & Supplies	20	20	20	0	0
	iv) Documentation & Publication	10	10	10	0	0
	v) Other / Miscellaneous	2	2	2	0	0
3. General Services Total		59	59	59	0	0
4. Travel & Hospitality	i) Travel	50	50	50	0	0
	ii) Hospitality	1	1	1	0	0
4. Travel & Hospitality Total		51	51	51	0	0
6. Capital Expenditure	i) Procurement of Fixed Assets	25	25	25	0	0
	ii) Rental & Leasing of Equipment	0	0	0	0	0
6. Capital Expenditure Total		25	25	25	0	0
Grand Total		136	136	136	0	0

3.2.3 Part C - Operating Funds

Table 24 Contributions to Special Reserves

(in thousand Swiss Francs)

Part	Section	Line	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
C Operating Funds	8. Special Reserves	i) Appellate Body Operating Fund	2,000	2,000	2,000	0	0
C Operating Funds Total			2,000	2,000	2,000	0	0

4 BUDGET PROPOSALS BY THEMATIC BUDGETARY AREAS

4.1. This part provides an additional view on direct costs on some main budgetary areas and excludes staff costs for regular staff linked to these areas.

4.1 Information Technology

Table 25 Information Technology Budget

(in thousand Swiss Francs)

Section	Line	Account Description	2019	2020	2021	Inc/ Decr 2020	Inc/ Decr 2021
2. Temporary Assistance	i) Short-Term Staff	Short-Term Staff / Salary	40	40	40	0	0
		Interns	0	0	0	0	0
	ii) Consulting	Consulting Firms & Employment Agencies	1,763	1,763	1,763	0	0
2. Temporary Assistance Total			1,803	1,803	1,803	0	0
3. General Services	i) Telecommunication & Post	Telecommunication	324	324	324	0	0
	ii) Contractual Services & Maintenance	Contractual Services	2,570	2,920	2,920	350	0
		Equipment Maintenance	1,625	1,625	1,625	0	0
	iii) Energy & Supplies	Supplies	270	120	120	-150	0
3. General Services Total			4,789	4,989	4,989	200	0
4. Travel & Hospitality	i) Travel	Air & Rail Transportation	15	15	15	0	0
	ii) Hospitality	Hospitality & Meeting Refreshments	1	1	1	0	0
4. Travel & Hospitality Total			16	16	16	0	0
6. Capital Expenditure	i) Procurement of Fixed Assets	Computing Hardware	830	630	630	-200	0
		Computing Software	300	300	300	0	0
		Audio Visual & Telecommunication Equipment	30	30	30	0	0
	ii) Rental & Leasing of Equipment	Rental and Leasing of Equipment	132	132	132	0	0
6. Capital Expenditure Total			1,292	1,092	1,092	-200	0
Grand Total			7,900	7,900	7,900	0	0

4.2. The IT budget remains stable between the 2018-2019 biennium and the 2020-2021 biennium. The shift of CHF 350,000 from hardware and supplies to contractual service reflects the choice to use external companies to deliver services considered as utility services while the Secretariat's staff focusses on topics requiring specialized WTO knowledge. It also reflects an increase for the use of services for cybersecurity.

4.3. 75% of the Information Technology budget (CHF 5.9 million per year) relate to costs for keeping the existing services running, where the biggest items are the cost for hosting a large number of services at the International Computing Centre and outsourcing the service desk (CHF 2.9 million), licensed software and custom developed software and hardware maintenance (CHF 1.6 million), hardware and software acquisitions (CHF 0.93 million) as well as telecommunication (CHF 0.3 million).

4.4. This leaves 25% of the budget (CHF 2.1 million per year) to focus on projects. Over the biennium 2020-2021, the IT Steering Committee will prioritize among the multiple projects aimed at optimizing the functioning of the WTO. One of the priorities will be to reduce the exposure for cybersecurity risks. Another priority will be transitioning services to the Cloud which will incur one-off transition costs before benefitting the operational costs.

4.2 Technical Assistance

Table 26 Technical Assistance Related Training Courses by Expenditure Line

(in thousand Swiss Francs)

Section	Line	Account Description	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
2. Temporary Assistance	i) Short-Term Staff	Short-Term Staff / Salary	6	0	0	-6	0
	ii) Consulting	Consulting Firms & Employment Agencies	0	65	65	65	0
		Special Service Agreement	305	240	240	-65	0
2. Temporary Assistance Total			311	305	305	-6	0
3. General Services	i) Telecommunication & Post	Post & Freight	67	47	47	-20	0
	ii) Energy & Supplies	Supplies	20	10	10	-10	0
	iii) Documentation & Publication	Publications	31	10	10	-21	0
3. General Services Total			118	67	67	-51	0
4. Travel & Hospitality	i) Travel	Air & Rail Transportation	1,854	1,854	1,854	0	0
		Other Travel Related Expenditure / Out of Pocket	2,216	2,275	2,275	59	0
	ii) Hospitality	Hospitality & Meeting Refreshments	50	48	48	-2	0
4. Travel & Hospitality Total			4,119	4,177	4,177	57	0
5. Implementing Partners	i) Implementing Partners	Implementing Partners	0	0	0	0	0
5. Implementing Partners Total			0	0	0	0	0
Grand Total			4,548	4,548	4,548	0	0

4.5. The Regular Budget dedicated to TA stood at CHF 4.5 million per year during the last two biennia. The TA Plan has been prepared under the assumption that this part of the Regular Budget will remain stable. As was the case for the previous TA Plan, the Secretariat will continue with the practice of redirecting savings registered on any of the activities during the year to finance other TA programmes included in the TA Plan and identified as priorities by Members and Observers.

4.6. To preserve the minimum level of flexibility required to make the best possible use of the approved budget, the Regular Budget for TA will continue to be grouped in four (4) main envelopes:

- a. Geneva-based activities for generalists: These will include the ATPC, the Introductory Trade Policy Course for LDCs, Geneva Week for non-residents, specific activities for Geneva-based delegates and any other training activity with a general scope held in Geneva. The TA Plan intends to allocate CHF 1.8 million to these activities per year.

- b. Geneva-based thematic activities: These will include, among others, the current activities in the field of dispute settlement, the thematic advanced courses held in Geneva and thematic activities for LDCs. Some Geneva-based symposia or workshops organized by WTO Committees in relation to aspects of their work may also be financed as part of this envelope. It is proposed to allocate CHF 1.8 million to these activities per year.
- c. National activities: The TA Plan proposes to set the budget for this envelope at CHF 0.7 million.
- d. Miscellaneous: This will include the funding of consultants performing the advisory role under Article 27.2 of the Dispute Settlement Understanding and of external consultants on the implementation of RBM and eLearning courses. Some outreach activities for non- governmental audiences will also be funded under this envelope. Limited funds will be set aside to purchase WTO publications to be donated to universities and distributed at outreach events. Altogether, it is proposed to set aside CHF 0.2 million for these various purposes.

4.3 Security

Table 27 Security Budget

(in thousand Swiss Francs)

Section	Line	Account Description	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
3. General Services	i) Contractual Services & Maintenance	Building Maintenance	225	225	225	0	0
		Contractual Services	3,603	3,603	3,603	0	0
		Equipment Maintenance	250	250	250	0	0
	ii) Energy & Supplies	Supplies	25	25	25	0	0
3. General Services Total			4,103	4,103	4,103	0	0
4. Travel & Hospitality	i) Travel	Insurance / Participants	220	220	220	0	0
4. Travel & Hospitality Total			220	220	220	0	0
6. Capital Expenditure	i) Procurement of Fixed Assets	Security Equipment	155	180	180	25	0
6. Capital Expenditure Total			155	180	180	25	0
Grand Total			4,478	4,503	4,503	25	0

4.7. The additional allocation of CHF 25,000 is intended to fund the cost of enhancement to badges and additional security features on some doors.

4.4 Conferences

Table 28 Conference equipment and maintenance

(in thousand Swiss Francs)

Section	Line	Account Description	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
3. General Services	i) Contractual Services & Maintenance	Equipment Maintenance	352	52	52	-300	0
		Rental of Premises	0	0	0	0	0
	ii) Energy & Supplies	Supplies	17	17	17	0	0
3. General Services Total			369	69	69	-300	0
6. Capital Expenditure	i) Procurement of Fixed Assets	Audio Visual & Telecommunication Equipment	20	220	220	200	0
6. Capital Expenditure Total			20	220	220	200	0
Grand Total			389	289	289	-100	0

4.8. In the area of conferences, a budget was allocated during the biennium 2018-2019 for a partial upgrade/replacement of conference rooms equipment. Due to budget limitations the amount allocated was only enough to cover the replacement/upgrade of the screens, projectors, interface and programming, as well as re-cabling of the S Rooms.

4.9. The project is being carried out in stages and staggered over three years due to budget constraints. As some of the equipment was upgraded, there are issues with compatibility with the remaining outdated equipment and this has to be covered under the 2020/2021 budget and with this gradual upgrade it is hoped that at the end of 2021, the rooms will be entirely equipped with up to date equipment.

4.5 Dispute Settlement

Table 29 Dispute Settlement Budget – Panels

(in thousand Swiss Francs)

Section	Line	Account Description	2019	2020	2021	Inc/Dec 2020	Inc/Dec 2021
2. Temporary Assistance	iii) Panellists	Panellist Fees	790	790	790	0	0
2. Temporary Assistance Total			790	790	790	0	0
3. General Services	iv) Telecommunication & Post	Post & Freight	10	10	10	0	0
3. General Services Total			10	10	10	0	0
4. Travel & Hospitality	Travel	Air & Rail Transportation	730	730	730	0	0
4. Travel & Hospitality Total			730	730	730	0	0
Grand Total			1,530	1,530	1,530	0	0

4.10. As foreshadowed in last year's mid-term budget review, the workload of the Legal Affairs and Rules Divisions has intensified in 2019. The large number of complaints filed by WTO Members in 2018 led to the composition of 31 new panels³ and two arbitrators, pursuant to Article 22.6 of the DSU, between September 2018 and mid-August 2019. Therefore, as of mid-August 2019, there were 36 ongoing panel and arbitration proceedings, compared to 20 such proceedings at the time of the previous budgetary proposal, namely in mid-August 2017. Where the new disputes have concerned identical or similar measures, the Secretariat has sought to reduce resulting costs, for instance by allocating the same personnel to assist in these proceedings.

4.11. Despite these efforts, the increased number of proceedings has had an impact on expenditures for panellists and on the availability of staff. The ratio of non-governmental officials serving as panellists has increased since 2018⁴. Another consideration is that the Steel and Aluminium disputes, as well as the Additional Duties disputes, will call for approximately 50 additional days of panel meetings in September and October 2019. As regards staff allocation, as of mid-August 2019, four composed panels remained unstaffed.

4.12. Among the ongoing disputes, a large proportion of panels is not expected to conclude their work before the end of 2020, including the disputes mentioned in the previous paragraph. Moreover, as of mid-August 2019 nine panels were in the composition process and could reasonably be expected to commence working in late 2019 or early 2020. These cases will affect the workload of the Legal Affairs and Rules Divisions during the next 18 months. Furthermore, since the beginning of 2019, Members have requested consultations in twelve new cases. While this figure is lower than that in the corresponding period in 2018, it remains above the number of cases initiated within a similar time-period in 2017, 2016 and 2015⁵.

³ This figure includes compliance panels under Article 21.5 of the DSU.

⁴ In 2019, the ratio of non-governmental to governmental officials serving as panellists increased to approximately 72% to 28%, from a ratio of 50% to 50% in 2018.

⁵ In each of these years WTO Members initiated respectively 10, 8 and 9 new disputes. These numbers do not include requests for consultations in compliance proceedings under Article 21.5 of the DSU.

4.13. In light of the number of ongoing and new proceedings alone, the level of dispute settlement activity will remain high in 2020, even if the most recent slowing of consultation requests continues. Indeed, taking into account the number of ongoing disputes at their early stage and the number of complaints filed by WTO Members by mid-August 2019, there is no indication that the level of dispute settlement activity will diminish in the 2020-2021 period.

Table 30 Dispute Settlement Budget – Appeals

(in thousand Swiss Francs)

Section	Line	Account Description	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
2. Temporary Assistance	Appellate Body Members Fees	Appellate Body Member Fees	791	791	791	0	0
2. Temporary Assistance Total			791	791	791	0	0
3. General Services	Telecommunication & Post	Post & Freight	10	10	10	0	0
		Telecommunication	0	0	0	0	0
3. General Services Total			10	10	10	0	0
8. Contributions to ITC & Special Reserves	Appellate Body Operating Fund	Appellate Body Operating Fund	2,000	2,000	2,000	0	0
8. Contributions to ITC & Special Reserves Total			2,000	2,000	2,000	0	0
Grand Total			2,801	2,801	2,801	0	0

4.14. The continuing high level of the dispute settlement activity has also been reflected in the workload of the Appellate Body Secretariat. Currently thirteen appeals are pending before the Appellate Body. These include the two appeals filed by Honduras and the Dominican Republic in Australia – Plain Packaging of Tobacco, which is the largest case in dispute settlement history (The panel record includes more than 1,300 exhibits). Five appeals can currently be staffed.

4.15. The waiting period between the filing of an appeal and the time when it could be staffed was more than half a year and the period between the filing of an appeal and the hearing has risen to around nine months. As at September 2019, five appeals have been filed.

4.16. In light of the activity indicated in paragraphs 4.10 and 4.11 above, a number of panel reports is anticipated to be finalized in the coming year. These too can be appealed, in addition to the thirteen appeals that are already pending.

4.6 Document Reproduction

Table 31 Document Reproduction and Distribution Budget

(in thousand Swiss Francs)

Section	Line	Account Description	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
2. Temporary Assistance	i) Short-Term Staff	Short-Term Staff / Salary	200	200	200	0	0
2. Temporary Assistance Total			200	200	200	0	0
3. General Services	i) Contractual Services & Maintenance	Equipment Maintenance	60	60	60	0	0
	ii) Energy & Supplies	Supplies	524	524	524	0	0
3. General Services Total			584	584	584	0	0
6. Capital Expenditure	i) Procurement of Fixed Assets	Reproduction Equipment	0	0	0	0	0
	ii) Rental & Leasing of Equipment	Rental and Leasing of Equipment	740	460	460	-280	0
6. Capital Expenditure Total			740	460	460	-280	0
Grand Total			1,524	1,244	1,244	-280	0

4.17. Since the beginning of 2019, the area of Document Reproduction is under review. A new tender for the replacement of the document reproduction machines is expected to generate approximately CHF 280,000 of savings during the upcoming biennium.

4.7 Human Resources Training Program

Table 32 Human Resources Training Budget

(in thousand Swiss Francs)

Section	Line	Account Description	2019	2020	2021	Inc/ Dec 2020	Inc/ Dec 2021
2. Temporary Assistance	ii) Consulting	Consulting Firms & Employment Agencies	825	825	825	0	0
		Special Service Agreement	250	250	250	0	0
2. Temporary Assistance Total			1,075	1,075	1,075	0	0
3. General Services	v) Other / Miscellaneous	Membership and Registration Fees	0	0	0	0	0
3. General Services Total			0	0	0	0	0
4. Travel & Hospitality	i) Travel	Air & Rail Transportation	220	220	220	0	0
	ii) Hospitality	Hospitality & Meeting Refreshments	76	76	76	0	0
4. Travel & Hospitality Total			296	296	296	0	0
Grand Total			1,371	1,371	1,371	0	0

4.18. The Human Resources Learning Service continues to promote on-the-job learning initiatives with a view to ensuring that Secretariat staff have the requisite knowledge and skills to deliver the WTO's priorities. Tailored corporate initiatives such as a 2018 e-learning program, based on the organization's policy: "The Right to Work in an Environment Free from Discrimination, Harassment and Abuse of Authority", are aimed at standardizing behaviour and performance expectations of staff across the Secretariat.

4.19. In the coming biennium, on-going emphasis will be placed on clearly articulating corporate expectations of staff. Initiatives will include a blended learning program on "Ethics" and a revision of the Secretariat's Competency Framework. The latter involves a review of the core skills to be demonstrated by all staff as well as the management skills necessary to drive staff performance. The revised Competency Framework will, in the final analysis, underpin the Secretariat's HR processes such as recruitment, reward and recognition, staff training, leadership development, staff deployment, talent review and succession planning.

4.20. Furthermore, a soon-to-be-released revised policy on Performance Management will trigger extensive training and coaching of management and staff in 2020 and beyond. In addition to coaching, other methods of on-the job learning such as action learning/peer coaching, mentoring, on-line training and learning networks will continue to be promoted to ensure that learning is sustained and that it ultimately enhances day-to-day staff performance.

5 BUDGET BY OUTPUT CHAPTER

5.1 2020-2021 Budget Proposals by Output Chapter

5.1. Members may recall that the budget 2020-2021 represents the third biennium budget presented by Output Charter.

5.2. The expenditure for the 8 main Output Chapters is projected as follows:

Table 33 Budget Proposals 2020-2021 by Output Chapter

(in thousand Swiss Francs)

Output Chapter	Budget 2020	% of total	Budget 2021	% of total
1 Facilitating Negotiations	10,000	5%	9,500	5%
2 Administering Agreed WTO Rules	45,000	23%	44,500	23%
3 Monitoring Trade Policies	28,000	14%	28,000	14%
4 Settling Disputes	39,000	20%	39,000	20%
5 Capacity building	42,000	21%	42,000	21%
6 Assisting Accessions	5,000	3%	5,000	3%
7 Conducting Research	15,000	8%	15,500	8%
8 Reaching out	13,204	7%	13,704	7%
Grand Total	197,204	100%	197,204	100%

5.2 Facilitating Negotiations

5.3. This output chapter includes all committees and negotiating groups related to Negotiations such as the Trade Negotiations Committee and other negotiating bodies. The projected expenditure amounts to CHF 10 million for 2020 and to CHF 9.5 million for 2021. As a Ministerial Conference is scheduled for 2020, the expenditure for 2020 is projected to be CHF 0.5 million higher than for 2021.

5.3 Administering Agreed WTO Rules

5.4. This output chapter includes the Ministerial Conference, all committees related to the General Council and its Bodies, committees related to the Council for Trade in Goods and its Bodies, Committees related to the Council for Trade in Services and its bodies, and the Council for Trade-Related Aspects of Intellectual Property. The expenditure is estimated at CHF 45 million for 2020 and at CHF 44.5 million for 2021. As under Output Facilitating Negotiations, the expenditure for 2020 is projected to be higher than for 2021, as 2020 is a Ministerial Conference year, in which the expenditure on that item is traditionally higher.

5.4 Monitoring Trade Policies

5.5. This output chapter mainly comprises of expenditure related to the WTO Trade Policy Review Body, Trade Policy Reviews and Trade Policy Monitoring, as well as Notifications on WTO Agreements. The expenditure is projected to be CHF 28 million for 2020 and 2021, respectively.

5.5 Settling Disputes

5.6. This output chapter includes the Dispute Settlement Body, as well as pre-dispute activities, panels, appeals and arbitrations. The expenditure is estimated at CHF 39 million for each year of the biennium.

5.6 Capacity Building

5.7. This output chapter comprises all activity related to capacity building courses and training, the Aid for Trade work program, trade and gender activities, the development and monitoring of the TA Plan. In addition, the contribution to the International Trade Centre is included under this chapter. The expenditure is estimated at CHF 42 million for each year of the biennium.

5.7 Assisting Accessions

5.8. This output chapter includes all activities related to accessions. The expenditure is estimated at CHF 5 million for each year of the biennium.

5.8 Conducting Research

5.9. This output chapter relates to the WTO's publications such as the World Trade Report, the WTO Annual Report and other kinds of research reports and papers produced, trade statistics and monitoring, as well as the support of WTO publications. The projected expenditure is CHF 15 million for 2020 and to CHF 15.5 million for 2021.

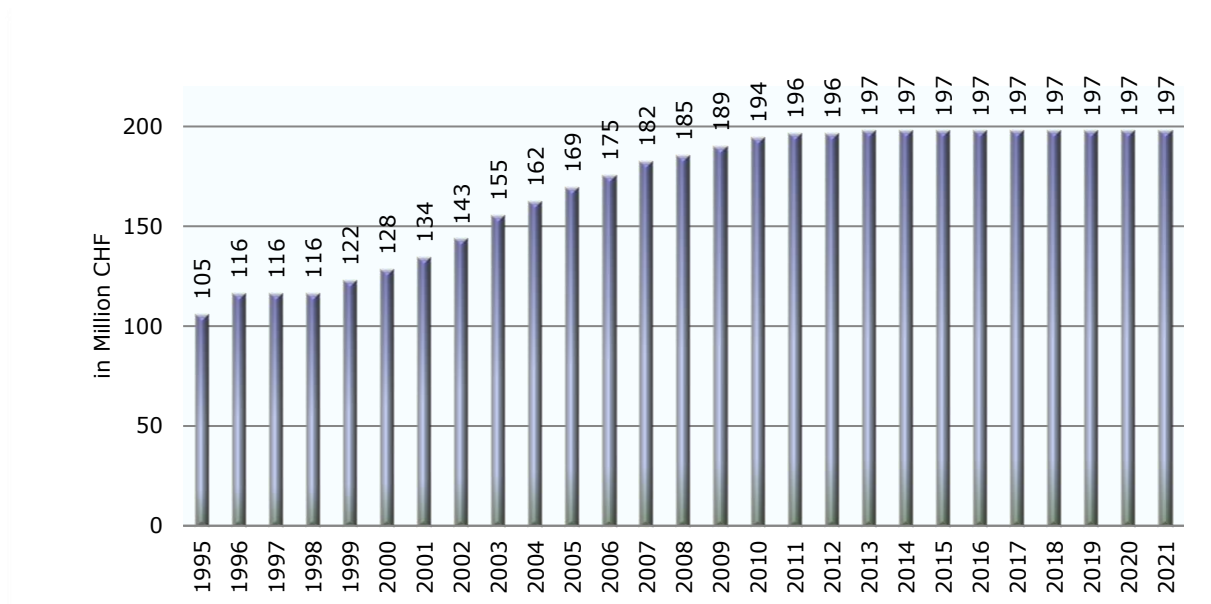
5.9 Reaching Out

5.10. This output chapter includes all outreach activities of the WTO, such as general press relations, general outreach to Members and the private sector, key outreach events such as the Public Forum and the Open Day and work done with other international organizations. The expenditure is projected to be CHF 13.2 million for 2020 and CHF 13.7 million for 2021.

6 KEY ORGANIZATIONAL EVOLUTION SINCE 1995

6.1 Budgetary Evolution

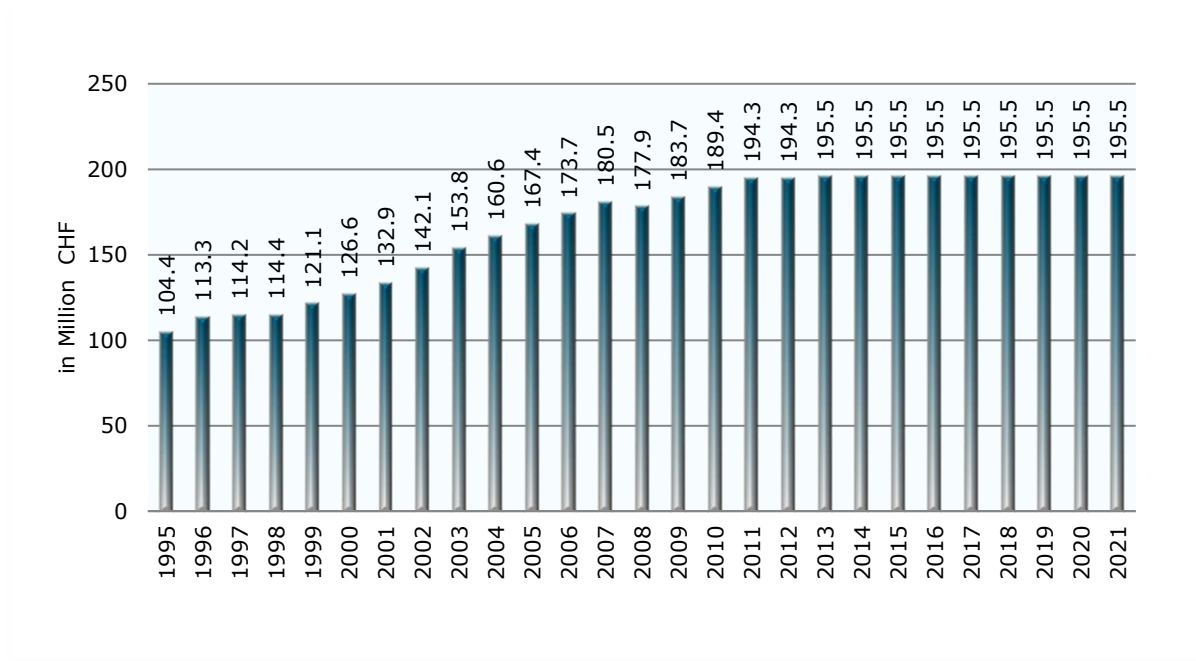
Figure 1 Evolution of Budget 1995–2021



6.2 Evolution of Contributions

Figure 2 Evolution of Contributions 1995-2021

(In million CHF)



6.3 Staff Evolution

Table 34 Staff Evolution 1995-2021

Year	Regular Posts		Total	% change
	WTO	AB		
1995	445	0	445	
1996	513	0	513	15.3%
1997	507	6	513	0.0%
1998	507	6	513	0.0%
1999	524	9	533	3.9%
2000	530	9	539	1.1%
2001	539	13	552	2.4%
2002	547	13	560	1.4%
2003	577	13	590	5.4%
2004	594	14	608	3.1%
2005	594	15	609	0.1%
2006	621	15	636	4.4%
2007	623	15	638	0.3%
2008	625	15	640	0.3%
2009	625	15	640	0.0%
2010	627	15	642	0.3%
2011	631	15	646	0.6%
2012	632	17	649	0.5%
2013	631	15	646	-0.5%
2014	628	18	646	0.0%
2015	628	18	646	0.0%
2016	621	25	646	0.0%
2017	620	26	646	0.0%
2018	620	26	646	0.0%
2019	620	26	646	0.0%
2020	621	25	646	0.0%
2021	621	25	646	0.0%

6.4 Regular Posts per Division

Table 35 Regular Posts⁶ per Division August 2019

(In work-years, as at 31 August 2019)

Secretariat	Division	Grades 1 - 10	Grades 11 - 12	Senior Management	Grand Total
WTO	Senior Management incl. Office of the Director-General	17	1	5	23
	Accessions Division	7	1	0	8
	Administration and General Services Division	61	1	0	62
	Agriculture and Commodities Division	18	1	0	19
	Council and TNC Division	12	1	0	13
	Development Division	20	1	0	21
	Economic Research and Statistics Division	38	1	0	39
	Human Resources Division	26	1	0	27
	Legal Affairs Division	35	2	0	37
	Market Access Division	19	1	0	20
	Rules Division	32	1	0	33
	Trade and Environment Division	13	1	0	14
	Trade Policies Review Division	50	2	0	52
	Information and External Relations Division	30	1	0	31
	Languages, Documentation and Information Management Division	117	1	0	118
	Information Technology Solutions Division	40	1	0	41
	Institute for Training and Technical Cooperation	30	1	0	31
	Office of Internal Oversight	2	0	0	2
	Intellectual Property, Government Procurement and Competition Division	15	1	0	16
	Trade in Services and Investment Division	15	1	0	16
Sub-Total WTO		595	21	5	621
Appellate Body	Appellate Body Secretariat	24	1	0	25
Grand Total		619	22	5	646

⁶ Posts rounded to nearest full number.

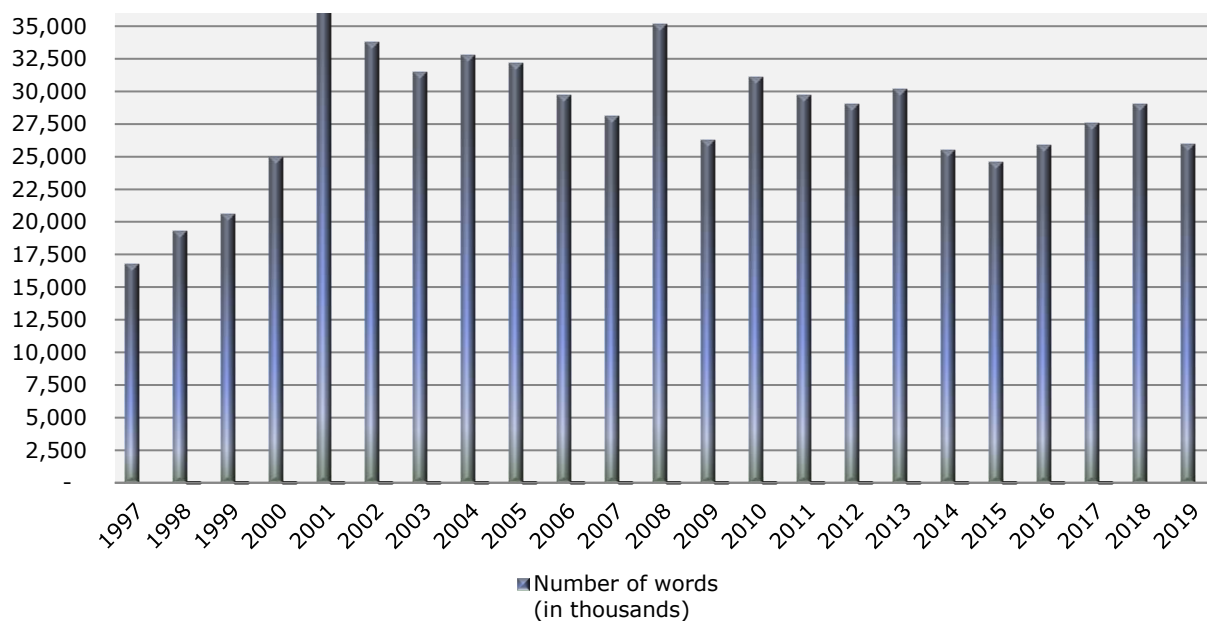
7 WORKLOAD INDICATORS

7.1. The following graphs indicate the evolution of workload in several key areas of the WTO activities financed under the regular budget.

7.1 Translation and Documentation

Figure 3 Translation and Documentation: Number of Words in Original Language for Translation

(January - August)



7.2 Meetings

Figure 4 Meetings: Number of Formal, Informal and Private Meetings

(January - August)

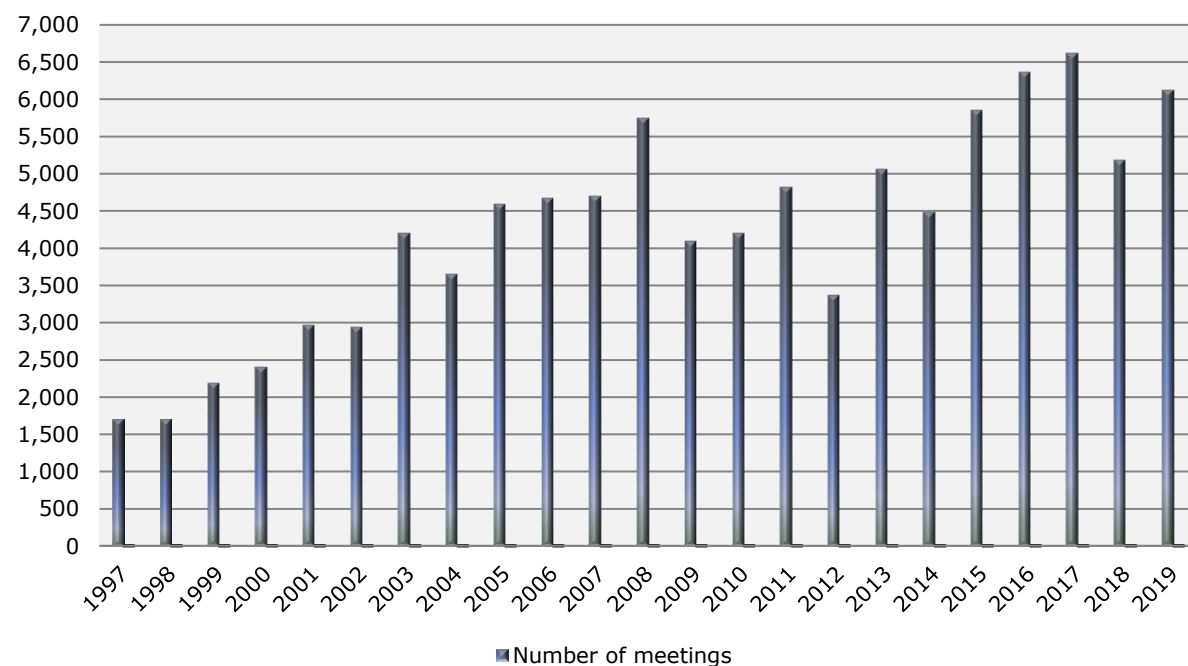
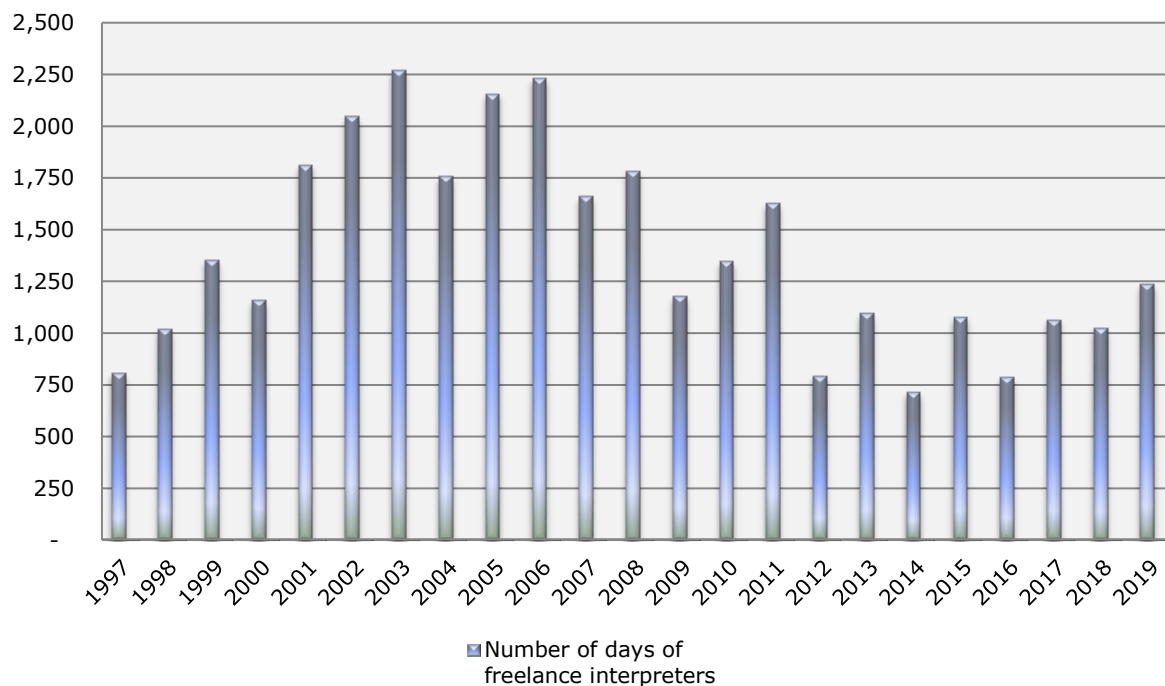
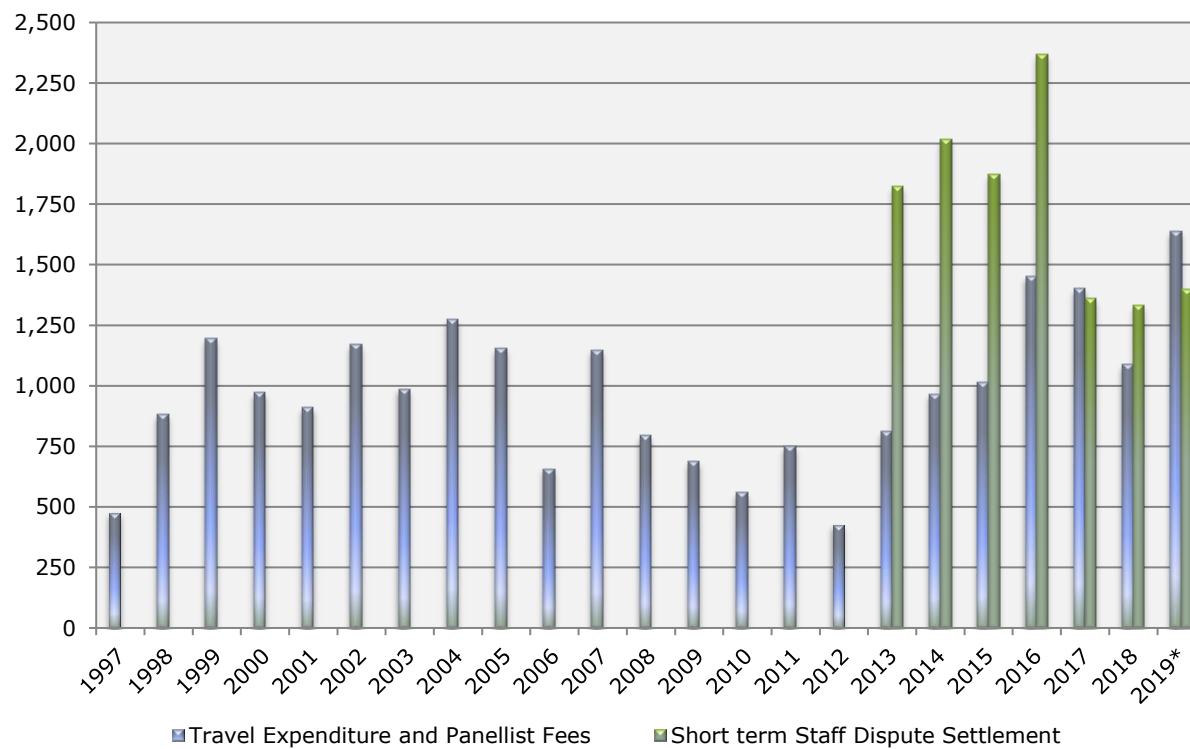


Figure 5 Meetings: Days of Freelance Interpreters

(January - August)

**7.3 Dispute Settlement Expenditure****Figure 6 Dispute Settlement - Expenditure**

(January - December)



* Estimate based on actual expenditure as at 31 August 2019.

8 PROJECTED BUDGET PERFORMANCE 2019**Table 36 Projected Consolidated Performance against Budget 2019**

(in thousand Swiss Francs)

Part	Section	Line	Budget	Projected Expenditure to 31/12/2019	Projected Balance	% Exp to Budget
A Staffing Resources	1. Staff Expenditure	i) Staff Remuneration	88,530	84,663	3,866	95.6%
		ii) Staff Pension & Post-Employment Benefits	22,110	20,833	1,277	94.2%
		iii) Staff Health & Invalidity Insurance	5,944	5,937	8	99.9%
		iv) Staff Family & International Benefits	13,021	11,058	1,963	84.9%
		v) Other Staff Expenditure	1,810	2,375	-565	131.2%
	2. Temporary Assistance	vi) Short-Term Staff	9,033	14,991	-5,958	166.0%
		vii) Consulting	6,641	5,979	662	90.0%
		viii) Panellists & Appellate Body Member Fees	1,606	1,426	180	88.8%
A Staffing Resources Total			148,696	147,263	1,433	99.0%
B Other Resources	3. General Services	i) Telecommunication & Post	831	694	137	83.5%
		ii) Contractual Services & Maintenance	11,123	11,743	-620	105.6%
		iii) Energy & Supplies	2,251	1,884	367	83.7%
		iv) Documentation & Publication	1,479	1,460	19	98.7%
		v) Other / Miscellaneous	88	56	32	63.9%
	4. Travel & Hospitality	i) Travel	7,234	7,432	-198	102.7%
		ii) Hospitality	216	185	31	85.6%
	5. Implementing Partners	i) Implementing Partners	213	320	-107	150.4%
	6. Capital Expenditure	i) Procurement of Fixed Assets	1,430	2,084	-654	145.8%
		ii) Rental & Leasing of Equipment	920	538	381	58.5%
	7. Financial Expenditure	i) Bank & Interest Charges	80	679	-599	848.7%
		ii) Building Loan Reimbursement	1,200	1,200	0	100.0%
B Other Resources Total			27,065	28,276	-1,211	104.5%
C Operating Funds and ITC	8. Contributions to ITC & Special Reserves	i) Contribution to ITC	18,243	18,243	0	100.0%
		ii) Appellate Body Operating Fund	2,000	2,000	0	100.0%
		iii) Ministerial Conference Operating Fund	600	600	0	100.0%
		iv) Building Renovation Fund	600	600	0	100.0%
C Operating Funds and ITC Total			21,443	21,443	0	100.0%
Grand Total			197,204	196,982	222	99.9%

8.1. At the end of 2019, the overall expenditure rate for the consolidated budget of the WTO is estimated at 99.9%. The projection is based on the available information as at the end of August 2019.

8.1 Part A - Staffing Resources

8.2. Under Section Staff Remuneration, the projected savings are mainly due to the high number of vacant posts during the first half of 2019. As from August 2019, recruitments are accelerating. Since the beginning of the year until end of August, a total of 44 posts have been filled.

8.3. The projected savings under Staff Pension and Post-Employment Benefits relate to the staff pension contributions which is due to the same elements as mentioned under salaries. This saving is partially offset by an expected overspending of approximately, CHF 280,000 under the insurance premiums for the WTO retirees.

8.4. Under Other Staff Expenditure, the projected over-expenditure consists of an estimated deficit under Travel & Removal due to the number of retirements/separations in 2019, a deficit under Separation Grant due to the same reasons and a deficit under US Taxes.

8.5. The overall saving under Section Staff Expenditure is nearly offset by an over-expenditure under Temporary Assistance. This is mainly due to the fact that a number of short-term staff has been hired to replace staff who have separated or are on leave without pay.

8.2 Part B - Other Resources

8.6. Under Telecommunication and Post, a saving is expected under postal expenditure, which is partly offset by an overspending on telephone communications.

8.7. Under Contractual Services and Maintenance, the overspending is mainly due to the increased expenditure linked to the IT Service Desk as well as the increase for the contribution to the International Computing Centre. An overspending under Building maintenance is also expected due to several necessary building maintenance works.

8.8. Under Energy and Supplies, a saving is anticipated under electricity, as well as under IT and office supplies.

8.9. Expenditure under Documentation and Publication, which also includes the account for media and public relations, is projected to be on track.

8.10. Under Travel and Hospitality, the travel budget which includes all expenditure for official missions, technical missions, trade-related technical assistance as well as travel related to the Human Resources Training Program, recruitment, external auditors and dispute settlement travel, is expected to be slightly overspent. This is mainly due to the very tight divisional budgets, as well as the full spending under all other areas of the travel budget.

8.11. Under Implementing Partners, the projected overspending is mainly due to the overspending on the WTO Essay Award and an estimated provision for cases at the ILO Administrative Tribunal. The overspending on the WTO Essay Award is due to the fact that in 2019, there were two winners compared to usually only one.

8.12. The budget for Procurement and Fixed Assets is estimated to be overspent due to the necessary replacement of outdated office furniture for a part of the WTO building, as well as the continuation of the replacement of the audio-visual equipment, which started in 2018. This overspending is partly offset by a saving under Rental and Leasing of Equipment.

8.13. Financial Expenditure includes bank charges and the reimbursement of the loan for the new administrative building over 50 years. Due to the negative interest charged by the WTO's main banks, an over-expenditure of approximately CHF 600,000 is expected.

8.3 Part C - Operating Funds & ITC

8.14. This item comprises of the contribution to the International Trade Centre (ITC), which will be fully expensed at the end of the year. It also includes the annual replenishment of the Appellate Body Operating Fund (ABOF), the Ministerial Operating Fund (MOF) and the Building Renovation Fund (BRF).
