



INTERNATIONAL TROPICAL TIMBER COUNCIL

Distr.
GENERAL

ITTC(LIX)/15
17 November 2023

Original: ENGLISH

FIFTY-NINTH SESSION
13-17 November 2023
Pattaya, Thailand

DECISION 4(LIX)

MANAGEMENT OF THE ADMINISTRATIVE BUDGET

The International Tropical Timber Council,

Appreciating the continuing efforts made by the Executive Director and her staff in exercising cost savings in the expenditures from the Administrative Budget for the year 2023 and the long-term efforts to maintain zero real increases in the overall budget;

Noting with concern the insufficient receipts of contributions to-date from Members to the Administrative Budget for 2023;

Further noting the recommendations made by the virtual intersessional working group established under Decision 3(LVII) and extended for one year by Decision 3(LVIII) contained in its report (Document ITTC(LIX)/4) discussed during the 59th Council Session;

Taking into account the serious difficulties faced by some producer members in paying their assessed contributions to the Administrative Budget and/or arrears, and noting the urgency to explore ways to find a sustainable solution to this ongoing challenge;

Recalling Decision 3(LVIII) which authorizes the Executive Director to transfer, if necessary, such as in emergency situations, an amount not exceeding 15% of the approved budget from the Working Capital Reserve annually to the current account in the Administrative Account to meet the shortfall of funds to implement the work programme of the Organization, as well as arrear payments received within the financial biennium;

Decides to:

1. Request members to pay as early as possible, and in full, their contributions to the Administrative Budgets, including for 2023 and 2024, as well as all arrears in contributions from previous years;
2. Adopt a trial measure that allows members that are ineligible to submit project or pre-project proposals or concept notes, in accordance with ITTA, 2006, Art. 19.8 and Decision 4(LVI), to be allowed to submit, in close collaboration with the Secretariat, one project proposal or one concept note for every two years of arrears paid provided that a payment plan for the total arrears owed is submitted at the same time;
3. Abolish the provisions contained in Decision 7(XXXIII), Annex 1, Part C – Measures Regarding the Arrears to the Administrative Account;
4. Write-off interest incurred on late payments for assessed contributions imposed under the ITTA, 1983;
5. Request the Secretariat to implement this trial measure from 1 January 2024 for a 4-year period and report on the progress of the implementation of this trial measure to each Council Session during this period; and

6. Urge the Secretariat to continue to undertake appropriate cost saving and efficiency measures in accordance with ITTO rules, regulations, policies and decisions in relation to current and future Administrative Budgets.

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