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**United Nations
Environment
Programme**

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**Intergovernmental negotiating committee to develop
an international legally binding instrument on plastic
pollution, including in the marine environment
First session**

Punta del Este, Uruguay, 28 November – 02 December 2022

Budget overview for the period 2022 – 2025

Note by the secretariat

The present note provides a brief overview of the resources required for the implementation of the mandate of the resolution, with specific focus on operative paragraphs within resolution 5/14 that make a direct request to the UNEP Executive Director in the implementation of the mandate. The figures of the budget are for illustration purposes only. They are inclusive of 13% programme support costs. They do not include possible host country contributions in the hosting of sessions of the intergovernmental negotiating committee. It is to be noted that funding related to these requests to the UNEP Executive Director are not covered through core contributions within the biennium programme of work. As this is a new mandate, new funding would be required, inter alia, in the organisation and convening of the sessions of the intergovernmental negotiating committee through preparatory work undertaken by the Secretariat of the INC.

I. Budget Overview

The INC budget is based on the following preliminary assumptions:

1. Secretariat Requirements

- i) *Staff & Personnel:* In line with section 3 of this document, the estimates provide for 13 staff positions and 1 international UNV deployed in Nairobi.
- ii) *Consultants:* In addition to the regular staff members, the Secretariat, from time to time, may require subject matter experts. Accordingly, the initial provisions provide for 10 consultants at levels “B” or “C” over a span of two years, with 6-month duration contracts per year.
- iii) *Operational:* The cost is based on an average of \$5,500 per staff member to cover office operational costs; including rent, utility, etc.
- iv) *Travel:* The provision provides for an average of \$5k for at least 2 travel trips per professional and above staff members year.
- v) *Other:* The estimate covers unforeseen costs as well as other activities, website, and stakeholders’ engagements

2. INC meetings, regional consultations & Diplomatic Conference

- i) *Number of meetings:*
 - a. One open-ended working group (OEWG) provisioned for in 2022
 - b. One multistakeholder forum provisioned for in 2022, in conjunction with INC 1
 - c. Five INC meetings (LAC/2022; NA/2023; AP/2023; EUR/2024; Africa/2025)
 - d. One diplomatic conference in 2025
- ii) *Location:* It is premature to identify the exact location of each meeting apart from INC 1. The assumption is for the 5 meetings to be held in the 5 regions, taking into account hosting offers from Member States. This is for illustration purposes only.
- iii) *Format:* it is anticipated that the INC meetings will take place in a partly hybrid format. Updated figures can be provided should future INC meetings be organized as in-person only. The INC meetings are provisioned for interpretation in 5 languages, for 6 days (5 days INC + 1-day Regional Consultation {excl 1.5 days standalone} & Technical briefings).
- iv) *Travel for in-person participants:* Estimates provide for the travel costs (tickets, DSA, and terminal) of 160 participants eligible for UN funding support. This estimate considers funding for only 1 participant per delegation. Funding support for two participants per eligible delegation would be significantly higher.
- v) *Travel of UN Staff:* Estimates provide for 40 staff/personnel providing direct support ranging from conference services, translation, logistical support, security, and other areas, and may include personnel from UN Office in Nairobi, UN Department for Safety and Security, alongside UNEP.
- vi) *Venue:* The provision caters for the rental of premises (including separate rooms for regional consultations, stakeholders, bilateral and break-out rooms for informal consultations and contact groups), equipment supplies, virtual meeting platform (interactio) and virtual meeting rooms set up for all hybrid parts of the meeting, catering, local meeting support, transportation, logistics and other venue support services. The onsite capacity is based on approximately 600 attendees including representatives from 150 countries, 100 Major Groups, 40 UN personnel, and 400 other attendees. This cost will vary depending on the host country contributions.
- vii) *Documentation and translation:* The estimates provide for translation in 5 languages for pre-, in-, and post-session working documentation as well as report writing.

- viii) *Interpretation*: The provision includes the costs of the interpreters as well as the Remote Simultaneous Interpretation (RIS) platform.
- ix) *Conference Support*: This includes, but not limited to, services related to communication, medical, security, IT, and other costs not covered by the Host Country Agreement.
- x) *Regional Consultations*: The provision provides for 1.5-day stand-alone regional consultations to be held in advance of each INC to cover costs, where applicable, for regional meetings held by UN regional groups that include African States, Asia-Pacific States, Eastern European States, and Latin American and Caribbean States.

Overall Budget 2022- 2025 and Expenditures as of October 2022.

Expenditure Category	2022	2023	2024	2025	Total	Expenditures as of October 2022	2022 Variance G=(A-F)
	A	B	C	D	E	F	G
Secretariat Annual Requirements							
Staff and other personnel costs	1,197,825	2,395,650	2,395,650	1,197,825	7,186,950	200,993	996,832
Consultants	360,000	720,000	720,000	360,000	2,160,000	102,816	257,184
Operational cost	38,500	77,000	77,000	38,500	231,000	23,527	14,973
Travel	50,000	100,000	100,000	50,000	300,000	10,398	39,602
Other costs	133,500	267,000	267,000	133,500	801,000	1,450	132,050
<i>PSC Total</i>	<i>231,377</i>	<i>462,755</i>	<i>462,755</i>	<i>231,377</i>	<i>1,388,264</i>	<i>11,228</i>	<i>220,149</i>
Sub-total	2,011,202	4,022,405	4,022,405	2,011,202	12,067,214	350,412	1,660,791
INC Meetings							
OEWG Dakar*	1,204,247				1,204,247	1,204,247	-
INC Meetings (5)	1,785,722	3,964,803	3,864,963		9,615,488	831,075	954,648
Diplomatic Conference				1,835,137	1,835,137		-
Multistakeholder Forum	430,055				430,055	113,901	316,153
Regional Consultations	571,520	571,520	1,143,040		2,286,080		571,520
<i>PSC Total</i>	<i>518,901</i>	<i>589,722</i>	<i>651,040</i>	<i>238,568</i>	<i>1,998,231</i>	<i>106,179</i>	<i>412,722</i>
Sub-total	4,510,445	5,126,045	5,659,043	2,073,705	17,369,238	2,255,402	2,255,043
Total	6,521,647	9,148,449	9,681,448	4,084,908	29,436,452	2,605,814	3,915,833

* *OEWG*: the figure indicates the actual expenditures for the meeting were (USD. 1,204,247). Out of this total expenditure for the meeting, there is a total balance of USD 423,318 in unsecured funds.

** *Expenses* are expected to increase in the month of November 2022 due to the upcoming INC 1 meeting in Uruguay.

II. Status of Contributions

Following table indicates formal pledges as received by the UN Environment Programme in support of the mandate, as of 10 November 2022. Some of the pledges were received in the original currency and have been indicated below in USD as per the UN exchange rate. The Secretariat is currently in initial consultations with Canada, Denmark, European Union, and the United Kingdom for forthcoming or potential contributions.

Member States	Unpaid Pledge (USD)	Received (USD)
Finland	-	48,193
France	-	102,394
Germany	1,502,457	99,308
Ireland	484,496	
Japan**	90,000	
Netherlands	410,000	
Norway	-	2,174,168
Spain	70,281	-
Sweden	-	339,583
Switzerland	350,000	323,729
USA	-	1,500,000
Total	1,404,777	4,587,374

**Excludes France's in-kind contribution through the provision of a Junior Professional Officer to the INC Secretariat.*

***Redeployment of existing funds from Japan towards INC.*