

D. Major Programme IV: Secretariat of the Assembly of States Parties

Introduction

604. The Secretariat provides the Assembly and its Bureau and subsidiary bodies with administrative and technical assistance in the discharge of their functions under the Statute. The conference-servicing functions of the Secretariat include the planning, preparation and coordination of the meetings of the Assembly and its subsidiary bodies, and receiving, translating, reproducing and distributing their documents, reports and decisions.

605. In addition, it provides substantive servicing of the Assembly and its subsidiary bodies. The substantive servicing functions include providing legal and substantive secretariat services, such as the provision of documentation, reports and analytical summaries, and supplying advice within the Secretariat on legal and substantive issues relating to the work of the Assembly. Other functions include advising on the Financial Regulations and Rules and preparing draft resolutions on financial and budgetary needs.

606. The 2014 proposed budget for Major Programme IV foresees an overall decrease of 3.9 per cent, primarily due to lower costs incurred by the annual session of the Assembly, which is due to be held at United Nations Headquarters in New York. The Secretariat will continue to strive to reduce its overall costs through further efficiency measures, especially in the area of translation and reproduction of documentation, and by making use of the flexibility granted by the Assembly in its use of GTA posts to service short-term needs.

607. In the report of the Advisory Committee on Nominations of Judges on the work of its first meeting⁶³ the Advisory Committee recommended that all costs relating to its meetings should be borne by the Assembly as of 2014. The tentative costs for convening a one-day meeting in The Hague is estimated at an amount of €22,834, which would cover the travel costs of the Advisory Committee members to The Hague. The Advisory Committee is expected to submit a more elaborate detailed budget after its 18 October 2013 meeting. Pending the submission of that detailed budget, the provisional estimate of the costs of the Advisory Committee meeting are reflected in annex VIII and are thus not part of the proposed budget for Major Programme IV until the Assembly makes a decision to that effect.

Objectives

1. Organize quality conferences for the thirteenth session of the Assembly in New York, and two sessions of the Committee on Budget and Finance in The Hague. In addition, the Secretariat will service meetings of a number of subsidiary bodies of the Assembly, in particular, meetings of The Hague Working Group of the Bureau, the Oversight Committee for the permanent premises and of the Advisory Committee on Nominations of Judges.

2. Enable the Assembly and its subsidiary bodies to carry out their mandate more effectively by: providing them with quality servicing and support, such as planning and coordinating conference services; preparing, coordinating and submitting documentation; monitoring the compliance of various organs of the Court with regulations governing the timely preparation and submission of documents; identifying and acquiring additional resources to enable the Secretariat to carry out its mandate effectively and efficiently; and ensuring that States Parties have access to conference and documentation services in accordance with the Statute. The Secretariat is also entrusted with assisting the Assembly in attaining the objectives set out in its Plan of action.

3. Research and prepare analytical studies on the application and interpretation of the provisions of the Statute relating to the Assembly and its subsidiary bodies.

4. Enable effective dissemination of documentation and information to States Parties and other interested organizations, inter alia via the Internet.

⁶³ ICC-ASP/12/23.

Table 103: Objectives, performance indicators and target 2014

<i>Expected results</i>	<i>Performance indicators</i>	<i>Target 2014</i>
Objective 1 Conference held as planned.	<ul style="list-style-type: none"> - Meetings run smoothly, end on time and adopt reports; - All agenda items are considered; - Participants are supported substantively and logistically at meetings, including with registration, provision of documentation and language services; and - Session participants are satisfied with the arrangements and information provided. 	n/a
Objective 2 Quality edited and translated documents released for processing, production and distribution in a timely manner.	<ul style="list-style-type: none"> - States are provided and satisfied with quality conference services and with the editing, translation and timely issuance of documents, in four official languages,⁶⁴ which fully support them in their functions; and - States are assisted as required, in particular with the provision of information and documentation regarding the Assembly and Court. 	n/a
Objective 3 Quality legal advice provided to the Assembly and its subsidiary bodies.	<ul style="list-style-type: none"> - States are provided with substantive legal services, especially in the form of documentation, which facilitate and support their work; and - Members of the Assembly and relevant bodies are satisfied with the sessions. 	n/a
Objective 4 Effective dissemination of documentation and information to States Parties via, inter alia, the Internet.	<ul style="list-style-type: none"> - Website and Assembly, CBF and Oversight Committee Extranets are used frequently; and - Information and documentation can be accessed without delays. 	n/a

Staff resources

Basic resources

General temporary assistance

608. One P-2 Associate Legal Officer (recurrent; continued from last year). The workload of substantive servicing of the Assembly and its subsidiary bodies has increased considerably since the Secretariat was established in 2004. There are new bodies, never envisioned in the original framework considered by the Preparatory Commission in 2003, and the number of meetings of these bodies has increased considerably beyond what had been expected. Such bodies include the Bureau, and its Hague and New York Working Groups, the Oversight Committee on permanent premises, and as of 2013, the Advisory Committee on the Nominations of Judges. The length of the sessions of the Committee on Budget and Finance has also increased by one day compared with 2013. It should be noted that, although it is based in The Hague, the Secretariat provides substantive servicing of the Presidency of the Assembly, the Bureau and its New York Working Group, via the preparation of pre-session and post-session documentation. This post allows the Secretariat to provide better support to the Assembly and its subsidiary bodies.

609. One GS-OL Web Developer Assistant (recurrent; continued from last year). The Web Developer Assistant post will allow the Secretariat to continue to post documents, papers and publications on the web, and to maintain an Extranet for the Assembly, the Committee on Budget and Finance, and the Oversight Committee, as well as to ensure timely posting of information regarding elections, complementarity developments, press releases, etc.

610. One P-2 Special Assistant to the President (recurrent; continued from last year). This post helps to support the increased activities of the President of the Assembly and the need to support the President and the Bureau for the triennium 2011-2014, as the President cannot rely on the resources of her United Nations Mission. The Special Assistant assists

⁶⁴ As of 2009 official documents for the Assembly are issued in four official languages: Arabic, English, French and Spanish only.

the President with, *inter alia*, the preparation of official communications such as notes verbales, letters, memoranda, speaking notes, background papers, etc..., coverage of Assembly-related issues at United Nations Headquarters; and continuous engagement with observer States to promote the universality of the Rome Statute. Furthermore, the staff member provides substantive servicing to the Bureau and the New York Working Group, as well as to sessions of the Assembly, under the direction of the Secretariat of the Assembly. Technical servicing of the Bureau and New York-based subsidiary bodies of the Assembly will continue to be undertaken by the Liaison Office.

611. Special Assistants (recurrent, continued from last year). The Secretariat will require Special Assistants during the months leading up to and including the annual session of the Assembly. Special Assistants will assist the Director with all the logistical aspects of the meetings of the Assembly, including determining space requirements and equipment needs, registration of delegations and NGO representatives and communicating with delegates.

612. IT support staff (recurrent, continued from last year). GS-OL support covers the IT needs for the translation teams servicing the Assembly's session, and ensures that the annual session of the Assembly is properly serviced in terms of the Court's IT equipment and software, which has to be installed at the venue of the session, as well as ensuring that there are personnel on call to resolve any problem which may arise.

613. Legal officers (recurrent, continued from last year). Substantive servicing of the Assembly and its working groups (preparation of pre-session and in-session documentation/papers and draft reports) is provided for a limited number of days by a Senior Legal Officer (P-5) and a Legal Officer (P-4); these additional officers supplement the two legal officers in the Secretariat's core staff.

614. The Secretariat of the Assembly of States Parties expects the same amount of documents in 2014 as in 2013. The preparation of the documentation will require the editing, translation and revision of official documents for the Assembly and the Committee on Budget and Finance.⁶⁵ The number of FTE for translation and editing per language is two (one translator and one reviser).⁶⁶ The Secretariat will continue its endeavour to increase efficiencies, *inter alia* through the outsourcing of translations.

⁶⁵ *Official Records ... Seventh session ... 2008* (ICC-ASP/7/20), vol. II, part B.2, para. 96.

⁶⁶ The timely issuance of official documentation by the Secretariat of the Assembly is contingent upon the staggered and orderly submission of draft documents by the Court in accordance with the annual timetable prepared by the Secretariat pursuant to the Manual of Procedures adopted by the Bureau of the Assembly.

Table 104: Workload indicators for the Secretariat of the Assembly of States Parties

<i>Item</i>	<i>Number of pages in 2012⁽¹⁾</i>	<i>Expected workload 2013</i>	<i>Expected % increase in 2013</i>	<i>Anticipated workload 2014</i>	<i>Expected % increase in 2014</i>	<i>Number of FTE⁽²⁾ 2013</i>	<i>Number of FTE⁽²⁾ 2014</i>
Official documents and informal papers (English) received for editing, translation and/or revision	3,704	4,521	-	4,521	-	-	-
Official documents and papers edited, revised and/or translated into three other official languages (Arabic, French, Spanish) ⁽³⁾	6,042	6,603	-	6,603	-	8	8
Other publications ⁽⁴⁾ (English) edited, translated and/or revised	184	184	-	184	-	-	-
Other publications ⁽⁴⁾ edited, revised and/or translated into three languages (Arabic, French, Spanish)	552	552	-	552	-	-	-
Total	10,482	11,860	-	11,860	-	8	8

⁽¹⁾ Number of words per page is 300.

⁽²⁾ Translator and reviser per language - commencing full time in July/August and in November/December each year. During the other months the Secretariat relies on outsourcing.

⁽³⁾ As of 2009 official documents are translated into Arabic, French and Spanish only.⁶⁷

⁽⁴⁾ In addition to the session documents and official records, a number of publications have been planned and produced: plan of action seminar booklets; the updated Selected Basic Documents related to the International Criminal Court, the Assembly Newsletter; and the Assembly Fact Sheet.

Temporary assistance for meetings

615. There is a decrease of 52.2 per cent in temporary assistance for meetings in comparison to the 2013 approved budget, resulting from transferring part of this requirement to contractual services, which gives the Secretariat greater flexibility in providing resources to service, enabling significant efficiency gains. Temporary assistance is required in particular for the translation of official documentation of the Assembly and its subsidiary bodies, as well as registration of delegates, issuance of passes, photocopying of documents on a large scale and their distribution, etc., and generally facilitating delegates' attendance at the session in New York.

Overtime

616. Overtime is paid to General Service staff hired on a short-term basis who are required to provide the assistance mentioned in paragraphs 611 and 612 above and must necessarily work beyond the normal working hours, including weekends, during and in relation to the session of the Assembly and the sessions of the Committee on Budget and Finance.

Non-staff resources

Basic resources

Travel

617. The travel budget reflects the cost of travel of members of the Committee on Budget and Finance to their sessions, the trips envisioned for the Committee's members to attend sessions with The Hague Working Group and Court officials. This budget item also covers the cost of travel of the Office of the President of the Assembly, including regular visits to the seat of the Court and trips to Addis Ababa and other African destinations. An increase of 23.9 per cent or €70,000 is mainly due to the travel of the Secretariat staff to service the thirteenth session of the Assembly in New York, and the travel of a few members of the Committee to the field offices.

⁶⁷ *Official Records ... Seventh session ... 2008* (ICC-ASP/7/20), vol. I, part III, ICC-ASP/7/Res.6 and ICC-ASP/7/Res.7.

Hospitality

618. Hospitality has a minimal increase of €1,000 in comparison to the 2013 approved budget.

Contractual services

619. Despite the additional resources required as a result of the partial transfer of requirements of €240,000 from temporary assistance for meetings, as described in paragraph 615 above, there is a net decrease of 1.4 per cent in contractual services by comparison with the 2013 approved budget, as a result of efficiency gains and the saving of some €250,000 by holding the Assembly's thirteenth session at United Nations Headquarters in New York.

620. This budget line also includes the cost of translation and printing of documentation.

Training

621. Training is used to keep staff members updated in their specific fields of work, and remains at the same level as in the 2013 approved budget.

General operating expenses

622. This covers the expenditures for mailing documents, notes verbales and publications to States Parties, to the members of the Committee on Budget and Finance as well as members of the Advisory Committee on Nominations of Judges and occasionally to seminars to promote universality of the Rome Statute, either using regular post, registered mail or courier services.

Supplies and materials

623. The supplies and materials cover cost of office supplies, including stationery used by the staff of the Secretariat (paper, toners, pens, memo pads, folders etc.). This includes stationery for the two sessions of the Committee on Budget and Finance, for the meetings of the Advisory Committee on Nominations of Judges and the annual session of the Assembly, as well as for the regular meetings of The Hague Working Group.

Furniture and equipment

624. The Secretariat has managed to increase efficiency through the use of USB flash drives, which are distributed to delegates attending the Assembly session. These contain pre-session official documents in the official languages, resulting in the saving of some €60,000 in the cost of printing, transporting, storing and distributing paper copies of such documents.

Table 105: Major Programme IV: Proposed budget for 2014

Programme IV Secretariat of the Assembly of States Parties	Expenditure 2012 (thousands of euro)				Approved Budget 2013 (thousands of euro)			Proposed Budget 2014 (thousands of euro)			Resource growth 2014 vs 2013		
	Basic	Situation- related	Total	Cont. Fund	Total incl.CF	Basic	Situation- related	Total	Basic	Situation- related	Total	Amount	%
Professional staff						605.7		605.7	636.2		636.2	30.5	5.0
General Service staff						285.1		285.1	290.7		290.7	5.6	2.0
Subtotal staff	768.2		768.2		768.2	890.8		890.8	926.9		926.9	36.1	4.1
General temporary assistance	306.3		306.3		306.3	517.1		517.1	544.5		544.5	27.4	5.3
Temporary assistance for meetings	277.5		277.5		277.5	460.0		460.0	220.0		220.0	-240.0	-52.2
Overtime	61.0		61.0		61.0	38.0		38.0	38.0		38.0		
Consultants													
Subtotal other staff	644.8		644.8		644.8	1,015.1		1,015.1	802.5		802.5	-212.6	-20.9
Travel	282.1		282.1		282.1	293.8		293.8	363.9		363.9	70.1	23.9
Hospitality	6.2		6.2		6.2	5.0		5.0	6.0		6.0	1.0	20.0
Contractual services	894.0		894.0		894.0	693.0		693.0	683.0		683.0	-10.0	-1.4
Training						9.9		9.9	9.9		9.9		
General operating expenses	24.7		24.7		24.7	24.4		24.4	24.4		24.4		
Supplies and materials	13.7		13.7		13.7	14.7		14.7	14.7		14.7		
Furniture and equipment	1.8		1.8		1.8	5.0		5.0	5.0		5.0		
Subtotal non-staff	1,222.5		1,222.5		1,222.5	1,045.8		1,045.8	1,106.9		1,106.9	61.1	5.8
Total	2,635.5		2,635.5		2,635.5	2,951.7		2,951.7	2,836.3		2,836.3	-115.4	-3.9
Distributed maintenance	27.2		27.2		27.2	33.4		33.4	9.2	5.6	9.2	-24.2	-72.5

Table 106: Major Programme IV: Proposed staffing for 2014

Secretariat of the Assembly of States Parties		USG	ASG	D-2	D-1	P-5	P-4	P-3	P-2	P-1	Total P-staff and above	GS-PL	GS-OL	Total GS-staff	Total staff
Existing	Basic				1	1	1	1	1		5	2	2	4	9
	Situation-related														
	<i>Subtotal</i>				<i>1</i>	<i>1</i>	<i>1</i>	<i>1</i>	<i>1</i>		<i>5</i>	<i>2</i>	<i>2</i>	<i>4</i>	<i>9</i>
New/ Converted	Basic														
	Situation-related														
	<i>Subtotal</i>														
Redeployed/ Reclassified/ Returned	Basic														
	Situation-related														
	<i>Subtotal</i>														
Total					1	1	1	1	1		5	2	2	4	9

Table 107: Sub-programme 4100: Conference

4100 Conference	Expenditure 2012 (thousands of euro)					Approved Budget 2013 (thousands of euro)			Proposed Budget 2014 (thousands of euro)			Resource growth 2014 vs 2013	
	Basic	Situation- related	Total	Cont. Fund	Total incl. CF	Basic	Situation- related	Total	Basic	Situation- related	Total	Amount	%
Professional staff													
General Service staff													
<i>Subtotal staff</i>	4.9		4.9		4.9								
General temporary assistance	157.9		157.9		157.9	270.7		270.7	274.5		274.5	3.8	1.4
Temporary assistance for meetings	277.5		277.5		277.5	460.0		460.0	160.0		160.0	-300.0	-65.2
Overtime	23.6		23.6		23.6	20.0		20.0	20.0		20.0		
Consultants													
<i>Subtotal other staff</i>	459.0		459.0		459.0	750.7		750.7	454.5		454.5	-296.2	-39.5
Travel	192.7		192.7		192.7	180.4		180.4				-180.4	-100.0
Hospitality													
Contractual services	894.0		894.0		894.0	681.0		681.0	591.0		591.0	-90.0	-13.2
Training													
General operating expenses	24.7		24.7		24.7	24.4		24.4	24.4		24.4		
Supplies and materials	6.1		6.1		6.1	10.0		10.0	10.0		10.0		
Furniture and equipment													
<i>Subtotal non-staff</i>	1,117.5		1,117.5		1,117.5	895.8		895.8	625.4		625.4	-270.4	-30.2
Total	1,581.4		1,581.4		1,581.4	1,646.5		1,646.5	1,079.9		1,079.9	-566.6	-34.4

625. Sub-programme 4100 (Conference) shows conference costs, inter alia for the Assembly, the two sessions of the Committee on Budget and Finance except those major costs reflected in Sub-programme 4300, and costs for the meetings of the Advisory Committee on Nominations of Judges, as well as for the regular meetings of The Hague Working Group. Such costs also include temporary assistance for meetings and travel costs.

Table 108: Sub-programme 4200: Secretariat of the Assembly

4200 Secretariat of the Assembly	Expenditure 2012 (thousands of euro)					Approved Budget 2013 (thousands of euro)			Proposed Budget 2014 (thousands of euro)			Resource growth 2014 vs 2013	
	Basic	Situation- related	Total	Cont. Fund	Total incl. CF	Basic	Situation- related	Total	Basic	Situation- related	Total	Amount\	%
Professional staff	763.3		763.3		763.3	605.7		605.7	486.9		486.9	-118.8	-19.6
General Service staff						285.1		285.1	290.7		290.7	5.6	2.0
<i>Subtotal staff</i>	763.3		763.3		763.3	890.8		890.8	777.6		777.6	-113.2	-12.7
General temporary assistance	148.4		148.4		148.4	246.4		246.4	165.1		165.1	-81.3	-33.0
Temporary assistance for meetings													
Overtime	37.4		37.4		37.4	18.0		18.0	18.0		18.0		
Consultants													
<i>Subtotal other staff</i>	185.8		185.8		185.8	264.4		264.4	183.1		183.1	-81.3	-30.7
Travel	89.4		89.4		89.4	113.4		113.4	67.2		67.2	-46.2	-40.7
Hospitality	6.2		6.2		6.2	5.0		5.0	6.0		6.0	1.0	20.0
Contractual services						12.0		12.0				-12.0	-100.0
Training						9.9		9.9	9.9		9.9		
General operating expenses													
Supplies and materials	7.6		7.6		7.6	4.7		4.7	4.7		4.7		
Furniture and equipment	1.8		1.8		1.8	5.0		5.0	5.0		5.0		
<i>Subtotal non-staff</i>	105.0		105.0		105.0	150.0		150.0	92.8		92.8	-57.2	-38.1
Total	1,054.1		1,054.1		1,054.1	1,305.2		1,305.2	1,053.5		1,053.5	-251.7	-19.3

626. Sub-programme 4200 (Secretariat of the Assembly), reflects the resources for the Secretariat including those for the office of the President of the Assembly, costs relating to services and work on behalf of the Assembly's Bureau, the Working Groups of the Bureau (The Hague Working Group and New York Working Group), the Oversight Committee on permanent premises, the Advisory Committee on Nominations of Judges and the Committee on Budget and Finance, except those major costs reflected in Sub-programme 4300.

Table 109: Sub-programme 4300: Committee on Budget and Finance

4300 Committee on Budget and Finance	Expenditure 2012 (thousands of euro)				Approved Budget 2013 (thousands of euro)			Proposed Budget 2014 (thousands of euro)			Resource growth 2014 vs 2013		
	Basic	Situation- related	Total	Cont. Fund	Total incl.CF	Basic	Situation- related	Total	Basic	Situation- related	Total	Amount\	%
Professional staff									149.3		149.3	149.3	
General Service staff													
Subtotal staff									149.3		149.3	149.3	
General temporary assistance													
Temporary assistance for meetings									60.0		60.0	60.0	
Overtime													
Consultants													
Subtotal other staff									60.0		60.0	60.0	
Travel									262.6		262.6	262.6	
Hospitality													
Contractual services									80.0		80.0	80.0	
Training													
General operating expenses													
Supplies and materials													
Furniture and equipment													
Subtotal non-staff									342.6		342.6	342.6	
Total									551.9		551.9	551.9	

627. Sub-programme 4300 (Committee on Budget and Finance) includes the direct costs related to the Committee on Budget and Finance, such as interpretation costs, which is reflected under temporary assistance for meetings, the translation costs, which is reflected under contractual services, travel costs of the members of the Committee and the post of the Executive Secretary to the Committee. However, other related costs such as temporary staff hired to assist during the sessions, printing and mailing costs and others are reflected under Sub-programmes 4100 and 4200.

Table 110: Sub-programme 4400: Office of the President of the Assembly

4400 Office of the President of the Assembly	<i>Expenditure 2012</i> <i>(thousands of euro)</i>					<i>Approved Budget 2013</i> <i>(thousands of euro)</i>			<i>Proposed Budget 2014</i> <i>(thousands of euro)</i>			<i>Resource growth</i> <i>2014 vs 2013</i>	
	<i>Basic</i>	<i>Situation-related</i>	<i>Total</i>	<i>Cont. Fund</i>	<i>Total incl. CF</i>	<i>Basic</i>	<i>Situation-related</i>	<i>Total</i>	<i>Basic</i>	<i>Situation-related</i>	<i>Total</i>	<i>Amount\</i>	<i>%</i>
Professional staff													
General Service staff													
<i>Subtotal staff</i>													
General temporary assistance									104.9		104.9	104.9	
Temporary assistance for meetings													
Overtime													
Consultants													
<i>Subtotal other staff</i>									104.9		104.9	104.9	
Travel									34.1		34.1	34.1	
Hospitality													
Contractual services									12.0		12.0	12.0	
Training													
General operating expenses													
Supplies and materials													
Furniture and equipment													
<i>Subtotal non-staff</i>									46.1		46.1	46.1	
Total									151.0		151.0	151.0	

628. Sub-programme 4400 (Office of the President of the Assembly) includes the direct costs related to the Office of the President of the Assembly, such as the travel costs of the President to The Hague, Europe and Africa, the post of the Special Assistant to the President and contractual services to cover meetings with diplomats and high officials.

E. Major Programme V: Interim Premises

629. Since 2013, Major Programme V Interim Premises has been reinstated in the proposed programme budget of the Court to provide stakeholders with a clear overview of the Court's resource requirements with regards to the costs of rental and maintenance of its interim premises in The Hague until the Court moves to its permanent premises.

630. The total budget proposal for this major programme is €5,900,700. Of the proposed total cost the host State will contribute to the rent of the interim premises of the Court in the amount of 50 per cent, up to a maximum of €3 million per year, for the years 2013, 2014 and 2015.⁶⁸

Programme 5100: Interim Premises

Introduction

631. Without suitable premises, the Court cannot function properly. The Interim Premises programme is thus linked to, and has an important influence on, all of the Court's strategic objectives.

Objectives

1. Effective resources management and identification and implementation of possible further efficiency measures (SO 2.1.1).

Table 111: Expected results, performance indicators and target for 2014

<i>Expected Results</i>	<i>Performance Indicators</i>	<i>Target 2014</i>
Objective 1		
Implementation of improved efficiency strategy.	Offices in accordance with standard international organization practices: number of staff working in conditions corresponding to international standards, divided by total number of staff; and	100%.
	New housing needs are addressed within agreed time frame and budget: number of supported new housing needs, divided by the number of housing requests.	95%.

Basic Resources

General operating expenses

632. The rental costs presented in this budget proposal are based on those negotiated with the various owners of the interim premises and include an estimated two per cent CPI. The maintenance costs are based on known, 2013 costs as of mid-2013 and also include a CPI increase of two per cent.

Table 112: Breakdown of estimated 2014 costs

Rental of Haagse Arc	2,855,439
Rental of Haagseveste	1,550,111
Rental of Saturnusstraat 20	270,016
Rental of sundry land	93,491
ApparaatskostenRgd (RGD margin)	226,254
Owner's asset service costs @ €10/sq.m. LFA	278,835
Maintenance of Premises by RGD	626,552
Total Cost under this Major Programme	5,900,700

⁶⁸ *Official Records ... Eleventh session ...* (ICC-ASP/11/20), Advance version, vol. I, part III.A, Resolution ICC-ASP/11/Res.1, Section C.

Table 113: Major Programme V: Proposed budget for 2014

5100 Rent and Maintenance (Interim Premises)	Expenditure 2012 (thousands of euro)			Approved Budget 2013 (thousands of euro)			Proposed Budget 2014 (thousands of euro)			Resource growth 2014vs 2013			
	Basic	Situation- related	Total	Cont. Fund	Total incl.CF	Basic	Situation- related	Total	Basic	Situation- related	Total	Amount	%
Professional staff													
General Service staff													
Subtotal staff													
General temporary assistance													
Temporary assistance for meetings													
Overtime													
Consultants													
Subtotal other staff													
Travel													
Hospitality													
Contractual services													
Training													
General operating expenses						5,901.5		5,901.5	5,900.7		5,900.7	-0.8	0.0
Supplies and materials													
Furniture and equipment													
Subtotal non-staff						5,901.5		5,901.5	5,900.7		5,900.7	-0.8	0.0
Total						5,901.5		5,901.5	5,900.7		5,900.7	-0.8	0.0

F. Major Programme VI: Secretariat of the Trust Fund for Victims

Introduction and Objectives

633. The Trust Fund for Victims (“the Fund” or “TFV”) supports activities which address the harm resulting from crimes under the jurisdiction of the Court by assisting victims to return to a dignified and contributory life within their communities. The Fund fulfills two mandates: (1) administering reparations ordered by the Court against a convicted person,⁶⁹ and (2) using other resources for the benefit of victims in accordance with the provisions of article 79 of the Rome Statute.⁷⁰ Both mandates provide support to victims of genocide, crimes against humanity and war crimes committed since 1 July 2002.⁷¹

634. The budget assumptions in respect of the Fund’s activities in 2014 have been included in annex III to the Proposed Programme Budget setting out the Court’s assumptions. The main priorities of the Fund in 2014 include: improving resource-mobilization and fund-raising results; strengthening and extending activities under the Fund’s assistance mandate in the Democratic Republic of the Congo, northern Uganda and the Central African Republic, as part of its development of the global programme framework; undertaking a follow-up survey of the 2010 victim impact assessment; preparing for and implementing reparations if ordered by the Court; and carrying out assessment studies for activities in other situation-countries, including Kenya and possibly Côte d’Ivoire, depending on the availability of programme resources. On 26 March 2013, the Fund decided to suspend, until further notice, its activities in CAR due to the deterioration of the security situation in that country. Pending the above-mentioned assessment studies and considering the current uncertainties concerning the security situation in CAR, the Fund is not in a position to confirm whether it is able to carry out its assistance project in this country at the date of the current submission.

635. These activities are likely to result in an increased workload for the Fund’s small Secretariat, and it is essential that it be given the necessary resources to ensure sufficient capacity to manage and implement these priorities, and to maintain programme impact and effectiveness across multiple situations.

636. As regards implementation of Court-ordered reparations, the precise resource needs of the Fund’s Secretariat remain to be assessed, pending the outcome of the reparations phase in the *Lubanga* case. It should be noted that in the decision of Trial Chamber I in this case on the principles and procedures for reparations,⁷² the Court assigned to the Trust Fund significant roles and responsibilities in the development and implementation of appropriate reparations awards. Pending the outcome of the appeals proceedings in the case, the costs for the Fund Secretariat associated with its mandate to implement Court-ordered reparations awards cannot yet be addressed or quantified.

637. At its Annual Meeting in March 2013, the Fund’s Board of Directors approved the extension of the Fund’s 2009-2012 Strategic Plan through to the end of 2013, as well as the process for developing a new Strategic Plan covering the period 2014-2017. This Plan will be presented for approval to the Board at their meeting in March 2014. The Fund’s goals for 2014 as outlined below are thus indicative only, while remaining closely related to the budgetary goals formulated for 2013 and to the outcomes to be discussed at the Board’s annual meeting in March 2014. The goals include: (i) mandate-driven impact and results; (ii) improved institutional visibility and (iii) effective governance and well-balanced organizational development; and (iv) financial sustainability (assessed and voluntary contributions). They can also be related to the Court’s strategic goals (2013-2017) as follows:

⁶⁹ Rule 98(2), (3) and (4) of the Rules of Procedure and Evidence.

⁷⁰ Rule 98(5) of the Rules of Procedure and Evidence. For more information on the Fund’s legal basis, see <http://trustfundforvictims.org/legal-basis>.

⁷¹ As defined in articles 6, 7 and 8 of the Rome Statute.

⁷² See Decision of Trial Chamber I of 7 August 2012 establishing the principles and procedures to be applied to reparations.

Table 114: TFB Goals

<i>TFB goals (MP VI budget 2014)</i>	<i>Court's strategic goals 2013-2017</i>
Mandate-driven impact and results (assistance and reparations).	Meaningful reparations, successful implementation of reparations orders (1.7).
Improved institutional visibility and recognition.	Further develop world-wide support by strengthening the trust, cooperation and commitment of States, international and regional organizations, NGOs and others (3.2).
Effective governance and well-balanced organizational development.	Coherent governance and efficient, responsive management practice (2.1); Integrity, professionalism and diversity (2.2); Adequate human resources; (2.4) and a healthy and enabling human resource development environment (2.5); and Adequate security for staff and other stakeholders (2.8).
Financial sustainability (Secretariat; voluntary contributions; awards, fines and forfeitures).	Further develop systems to plan and budget strategically, including management of risk and performance (2.6).

638. The goals of the Fund highlight the strategic importance that the TFB Board attaches to programme and management performance, visibility and recognition, effective and efficient organizational development, and financial sustainability in order to ensure that the Fund matures as envisaged by the States Parties.

639. While the strategies of the Court and the Fund are directly related, the Fund's goals are specific to its dual mandate of delivering assistance and reparations to victims under the jurisdiction of the Court and within a particular governance framework. Furthermore, the Fund's victim support projects are not financed out of assessed contributions, but primarily through voluntary contributions and private donations; and in the case of reparations, by such awards, fines and forfeitures as may be ordered by the Court.

640. The following table presents the expected results and performance indicators for the Fund and its Secretariat ("STFV") in 2014.

Table 115: Expected Results and Performance Indicators

<i>TFV Goal</i>	<i>Expected results</i>	<i>Performance indicators / targets</i>	<i>Observations</i>
Mandate-driven impact and results (assistance and reparations).	Assistance mandate: replicating, scaling-up and strengthening of TFV interventions.	TFV effectively implements assistance programmes in 3-4 ICC situation countries, supporting approx. 100,000 direct victim beneficiaries.	Expansion dependent on strengthening of STFV and on revenue from voluntary contributions.
	Reparations mandate: initiation and effective design and implementation of reparations awards.	TFV develops and implements reparation plans related to 1-2 ICC cases.	Dependent on outcome of judicial proceedings, including reparations phase and possible appeals.
Improved institutional visibility and recognition.	TFV stands out and is recognized as an effective instrument of reparative justice in the context of international criminal law.	TFV is referenced in public domain (media, conferences) in a positive and constructive manner [qualitative target].	TFV outreach capability is limited, and the TFV is not formally integrated into the Court's outreach strategy.
		Impact survey results (assistance and reparations mandates) demonstrate positive appreciation by victims and communities [qualitative target].	Dependent on availability of resources to carry out impact surveys.
		TFV benefits from matching resources and partnerships (public, civil society, private sector) to support visibility and fundraising.	
Effective governance and well-balanced organizational development.	TFV Board is fully and transparently accountable to the Assembly, donors and victim beneficiaries for the management of the Fund and its resources; as well as to the Court for the management and use of reparations awards, fines and forfeitures.	TFV Strategic Plan (2014-2017) is in place; SOP(s) with the Court on implementation of reparations awards.	
	STFV is adequately financed through assessed contributions, and its structure and composition reflect organizational needs.	TFV is responsive to requirements of both the assistance and reparations mandates.	Non-attainment will risk STFV overload – or non-satisfaction of core functionality of STFV in view of demands of both assistance and reparations mandates.
		Positions adequately reflect responsibilities. GTA conversions to established posts and review of staff levels as needed. Performance management system in place at organizational and staff levels.	Review of job descriptions, work surveys and conversion of GTA positions staffed beyond three years requires consultation with Court and approval by Assembly.
Financial sustainability	Voluntary contributions: revenue from States is consolidated; diversification to private donors	States (Parties) and other donors will contribute €million or more, in voluntary contributions	Dependent on economic and financial outlook of key donors
		TFV receives private donations from both institutional and individual donors.	Dependent on capacity of STFV to develop marketing and fundraising capacity outside of existing core capacity, vetting procedure for donations over USD 5,000 is in place, including due diligence policy approved by the Board.
		TFV benefits from matching contributions and partnerships (public, civil society, private sector) to support marketing and fund-raising.	
		Maximized results from awards, fines, forfeitures for use in the implementation of Court-ordered reparations.	Dependent on ability of Court – in cooperation with States Parties - to seize, freeze assets for the purpose of reparations; and to collect fines imposed on convicted persons.

Staff resources

Basic resources

General temporary assistance

641. One Legal Adviser (P-4, recurrent): to provide the Fund Board and Secretariat with expert legal advice regarding the development and implementation of the Fund's assistance and reparations mandates. This includes, but is not limited to, the preparation of legal filings with the Court, external representation of the Fund in legal matters and advice on the legal dimension of implementing Court-ordered reparations awards.

642. One Administrative Assistant (The Hague, recurrent). This position serves to strengthen the support capacity within the Secretariat in relation to the increased workload related to the Fund's programme administration and field operational support needs.

Situation-related resources

General temporary assistance

643. Field Programme Assistants (DRC, CAR). These positions ensure the field-based monitoring and guidance of the Fund's implementing partners and are of importance to guarantee the quality and appropriateness of activities implemented on behalf of the Fund. The positions are recurrent.

Non-staff resources

Basic resources

Travel

644. Recurrent. Including Board-member travel, fund-raising activities, meetings with donors, partners, UN agencies and other stakeholders and attendance at sessions of the Assembly.

Hospitality

645. Recurrent. For events, receptions and donor meetings aimed at increasing the visibility of the fund, and for resource-mobilization initiatives.

Contractual services

646. The following contractual services are foreseen:

- (a) External Auditors;
- (b) Fund Board meeting (venue, events, services);
- (c) Support to the further development of the Fund's SAP Grants Management module, including in view of adaptation to modifying SAP GM according to IPSAS requirements, and facilitating resources and asset management related to the implementation of Court-ordered reparations awards; and
- (d) Development of tools and media to support and increase the Fund's public visibility and outreach capacity.

647. The following consultancy services are foreseen: Assistance with communication and marketing activities related to the resource development of the Fund, including the diversification of revenues towards private donations and the engagement of Goodwill Ambassadors.

Training

648. Recurrent. For training of staff in programme and project reporting, including monitoring and evaluation (M&E).

General operating expenses

649. Recurrent. To cover communications and miscellaneous expenses.

Supplies and materials

650. Recurrent. For basic office supplies and other expendable office materials.

Furniture and equipment

651. Recurrent. Equipment required for meetings and workshops, including for the annual Board meeting.

652. Recurrent. Including Board-member travel, fund-raising activities, meetings with donors, partners, UN agencies and other stakeholders, attendance at sessions of the Assembly.

Situation-related resources*Travel*

653. Recurrent. For mandate-related travel by both Headquarters and field staff, including visiting projects and partners to support project planning, monitoring, evaluation and reporting, as well as staff meetings in the field, and annually at Headquarters.

Contractual services

654. The following contractual services are foreseen:

- (a) Follow-up survey on the Fund victims impact research study (2010), to assess changes and developments in perceptions of justice, assistance and reparations amongst the original survey's target group;
- (b) Vehicle rentals in CAR, Kenya, Uganda and DRC; and

655. The following consultancy services are foreseen:

- (c) Specialized technical assistance with programme development in existing (DRC, Uganda, CAR) and new (Kenya) Fund programmes.

Training

656. Recurrent. For training of staff in programme and project reporting, including monitoring and evaluation (M&E).

General operating expenses

657. To cover logistical expenditures, as the Fund's staff is operating in remote, high-risk locations, where basic infrastructure is absent or deficient.

Supplies and materials

658. Recurrent. For basic office supplies and other expendable office materials.

Furniture and equipment

659. Recurrent. Equipment required for meetings and workshops in the field.

Table 116: Major Programme VI: Proposed budget for 2014

6100 Secretariat of the Trust Fund for Victims	Expenditure 2012 (thousands of euro)				Approved Budget 2013 (thousands of euro)			Proposed Budget 2014 (thousands of euro)			Resource growth 2014 vs 2013		
	Basic	Situation- related	Total	Cont. Fund	Total incl.CF	Basic	Situation- related	Total	Basic	Situation- related	Total	Amount	%
Professional staff						169.1	445.9	615.0	171.3	437.5	608.8	-6.2	-1.0
General Service staff						63.2	63.2	126.4	64.5	64.5	129.0	2.6	2.1
Subtotal staff	217.6	588.0	805.6		805.6	232.3	509.1	741.4	235.8	502.0	737.8	-3.6	-0.5
General temporary assistance	128.0	58.8	186.8		186.8	208.9	68.3	277.2	213.6	69.1	282.7	5.5	2.0
Temporary assistance for meetings													
Overtime													
Consultants		12.9	12.9		12.9	40.0	60.0	100.0		110.0	110.0	10.0	10.0
Subtotal other staff	128.0	71.7	199.7		199.7	248.9	128.3	377.2	213.6	179.1	392.7	15.5	4.1
Travel	38.1	38.7	76.8		76.8	97.8	130.7	228.5	106.6	126.0	232.6	4.1	1.8
Hospitality	2.2		2.2		2.2	2.5		2.5	2.5		2.5		
Contractual services	167.4	73.2	240.6		240.6	118.0	50.0	168.0	100.0	80.0	180.0	12.0	7.1
Training	1.3	1.1	2.4		2.4	4.5	22.9	27.4	6.0	15.6	21.6	-5.8	-21.2
General operating expenses						5.0	17.0	22.0	5.0	10.0	15.0	-7.0	-31.8
Supplies and materials	0.5		0.5		0.5	3.0		3.0	3.0		3.0		
Furniture and equipment							10.0	10.0	5.0	5.0	10.0		
Subtotal non-staff	209.5	113.0	322.5		322.5	230.8	230.6	461.4	228.1	236.6	464.7	3.3	0.7
Total	555.1	772.7	1,327.8		1,327.8	712.0	868.0	1,580.0	677.5	917.7	1,595.2	15.2	1.0
Distributed maintenance	6.1	20.0	26.1		26.1	5.6	19.3	24.9	9.2	5.6	14.8	-10.1	-40.6

Table 117: Major Programme VI: Proposed staffing for 2014

Secretariat of the Trust Fund for Victims		USG	ASG	D-2	D-1	P-5	P-4	P-3	P-2	P-1	Total P-staff and above	GS-PL	GS-OL	Total GS-staff	Total staff
Existing	Basic				1							1		1	2
	Situation-related					1		3				4		1	5
	<i>Subtotal</i>				<i>1</i>	<i>1</i>		<i>3</i>				<i>5</i>		<i>2</i>	<i>7</i>
New	Basic														
	Situation-related														
	<i>Subtotal</i>														
Redeployed/ Returned	Basic														
	Situation-related														
	<i>Subtotal</i>														
Total					1	1		3				5		2	7

G. Major Programme VII-1 and VII-2: Permanent premises project

660. Major Programme VII-1 consists of two sub-programmes, namely 7110 and 7120. Sub-programme 7130 has been removed from the annual budget.

661. Sub-programme 7110 comprises the Project Director's Office and will during 2014 continue to focus on the administration and management of the general contractor's contract and related tasks. The project will continue in the construction phase throughout 2014.

662. In 2014, following the joint decision of the Registrar and the Oversight Committee of 5 July 2013 on revised governance, a unified project now includes both construction and transition activities under the leadership of the Project Director. The Project Director's Office has been expanded to incorporate the staff of the former Registry Permanent Premises Office (RPPO formerly POPP), which has been removed from the Registry budget (MPIII-3770, formerly 3160) in order to simplify both the management structure and reporting lines of the project and the transparency of the financial impact for States Parties, as well as providing efficiency savings by removing any possible duplication of resources and costs and ensuring maximum coordination.

663. Sub-programme 7120 relates to crucial support provided to the project by sections of the Court. The Project Director makes funds available to those sections heavily involved in supporting the Permanent Premises Project, in order to enhance their support capacity. In 2014 this support has been expanded to incorporate the necessary requirements of the Transition Project, and similar agreements have been put in place to cover this increase in activities as efficiently as possible.

664. Major Programme VII-2 manages the payment of interest on the host State loan, which in 2014 is required to be received and paid to the host State no later than 1 February 2014.

665. The Project Director is also responsible for control of the construction budget, being tasked with ensuring that in total it does not exceed €190 million. It is proposed that this multi-year budget (including 2gv) be expanded to €195 million to incorporate the transition activities, thus enabling savings made on the construction project to partially offset the costs of those activities. The financing of this additional €5 million is subject to further decision of the Oversight Committee and the Assembly through the Committee on Budget and Finance. The combined construction and transition budget is reported on separately in the Court's Financial Statements.

1. Major Programme VII-1: Project Director's Office (permanent premises)

Table 118: Major Programme VII-1: Proposed budget for 2014

7100 Project Office of the Permanent Premises	Expenditure 2012 (thousands of euro)				Approved Budget 2013 (thousands of euro)			Proposed Budget 2014 (thousands of euro)			Resource growth 2014 vs 2013		
	Basic	Situation- related	Total	Cont. Fund	Total incl.CF	Basic	Situation- related	Total	Basic	Situation- related	Total	Amount	%
Professional staff						293.8		293.8	532.4		532.4	238.6	81.2
General Service staff						63.2		63.2	64.5		64.5	1.3	2.1
Subtotal staff	352.3		352.3		352.3	357.0		357.0	596.9		596.9	239.9	67.2
General temporary assistance	34.2		34.2		34.2								
Temporary assistance for meetings													
Overtime	3.1		3.1		3.1								
Consultants													
Subtotal other staff	37.3		37.3		37.3								
Travel	6.4		6.4		6.4	9.7		9.7	18.0		18.0	8.3	85.6
Hospitality	4.2		4.2		4.2	2.5		2.5	2.5		2.5		
Contractual services	148.0		148.0		148.0	616.3		616.3	661.0		661.0	44.7	7.3
Training	36.5		36.5		36.5	3.2		3.2	3.2		3.2		
General operating expenses						2.5		2.5	4.0		4.0	1.5	60.0
Supplies and materials						1.5		1.5	1.5		1.5		
Furniture and equipment	1.9		1.9		1.9	4.0		4.0	2.0		2.0	-2.0	-50.0
Subtotal non-staff	197.0		197.0		197.0	639.7		639.7	692.2		692.2	52.5	8.2
Total	586.6		586.6		586.6	996.7		996.7	1,289.1		1,289.1	292.4	29.3
Distributed maintenance	15.2		15.2		15.2	14.9		14.9	23.0		23.0	8.1	54.1

Table 119: Major Programme VII-1: Proposed staffing for 2014

7100 Project Office of the Permanent Premises											Total P-staff and above	GS-PL	GS-OL	Total GS-staff	Total staff
	USG	ASG	D-2	D-1	P-5	P-4	P-3	P-2	P-1						
Existing	Basic			1	1	1		1			4		1	1	5
	Situation-related														
	<i>Subtotal</i>			<i>1</i>	<i>1</i>	<i>1</i>		<i>1</i>			<i>4</i>		<i>1</i>	<i>1</i>	<i>5</i>
New/ Converted	Basic														
	Situation-related														
	<i>Subtotal</i>														
Redeployed/ Reclassified/ Returned	Basic														
	Situation-related														
	<i>Subtotal</i>														
Total				1	1	1		1			4		1	1	5

(a) **Sub-programme 7110: Project Director's Office****Introduction**

666. The objective of the Project Director's Office (PDO) is to provide the Court with the necessary permanent premises, fully complete and operational. In 2009, the activities of the PDO started with the architectural design competition and selection. The final design was completed on 1 November 2011. The year 2012 focused on the successful completion of the tendering procedure for the general contractor and the start of the construction works, which have been continued in 2013. The year 2014 will also focus on the continuation of the construction works. 2014 will for the first time include the integration of all the necessary transition activities to ensure the smooth transition to full operation of the permanent premises by the end of 2015.

Table 120: Expected results, performance indicators and target for 2014

<i>Expected results</i>	<i>Performance indicators</i>	<i>Target 2014</i>
Objective 1 To provide the Court with the necessary permanent premises to meet the Organization's strategic goals and objectives.	Project performs in line with the agreed budget and outperforming where possible.	100%.
	Project in line with agreed timeline.	100%.
	Construction of the permanent premises continued and on schedule.	100%.
Objective 2 To ensure the smooth, efficient and timely transition of the Court from the interim premises to the permanent premises.	Project incorporates all of the necessary activities to ensure the achievement of the objectives.	100%.
	Project in line with agreed timeline.	100%.
	Ensure new operating policies and procedures are all identified and all necessary preparation work is in progress.	100%.
Objective 3 To ensure the most cost-effective, efficient and timely return of the interim premises to the host State.	Ensure the transfer from the interim premises to the permanent premises is aligned as cost-effectively as possible, with minimum overlap.	100%.

Basic assumption

667. The assumption is a zero nominal growth budget compared to the 2013 approved budget. The 2013 budget serves as the baseline. Where certain 2014 proposed budget lines show an increase against the 2013 approved budget, the increase is offset by efficiency savings in other budget lines.

668. This assumption applies also to the incorporation of the former Registry Office of the Permanent Premises (MPIII-3770) into MP VII and the expansion of Court staff support activities to include those necessary for the transition.

Table 121: Project Director's Office-Comparative budgets

Budget line	Approved 2011 budget (€000)	Approved 2012 budget (€000)	Approved 2013 budget (baseline), zero nominal growth (€000)	Proposed 2014 budget (€000)	Difference (€000)	Intended outcome of the difference
Professional staff (PDO)	274.8	274.8	293.8	299.0	+ 5.2	.
<i>Professional staff (RPPO)</i>	<i>220.4</i>	<i>220.4</i>	<i>233.0</i>	<i>233.4</i>	<i>+ 0.4</i>	
General Services staff	60.6	60.6	63.2	64.5	+ 1.3	
General temporary assistance	16.8	15.5	0.0	0.0	0.0	NA
Travel (PDO)	26.2	9.6	9.7	15.2	+ 5.5	Difference due to location of Assembly being New York and not The Hague.
<i>Travel (RPPO)</i>	<i>12.4</i>	<i>5.2</i>	<i>5.8</i>	<i>2.8</i>	<i>- 3.0</i>	
Hospitality	5.0	2.5	2.5	2.5	0.0	NA
Contractual services (PDO)	81.0	110.0	80.0	65.5	-14.5	Saving
<i>Contractual services (RPPO)</i>	<i>171.8</i>	<i>194.3</i>	<i>100.0</i>	<i>0.0</i>	<i>- 100.0</i>	<i>Saving</i>
Training	6.2	3.2	3.2	3.2	0.0	NA
General operating expenses (PDO)	9.8	10.0	2.5	2.5	0.0	NA
<i>General operating expenses (RPPO)</i>	<i>5.0</i>	<i>5.0</i>	<i>3.0</i>	<i>1.5</i>	<i>- 1.5</i>	<i>Saving</i>
Supplies and materials (PDO)	1.9	1.9	1.5	1.5	0.0	NA
Furniture and equipment	10.0	5.0	4.0	2.0	-2.0	Saving
<i>Furniture and equipment (RPPO)</i>	<i>10.0</i>					
Total / (PDO / RPPO) Difference compared to baseline	492.2	493.1	Baseline: 460.4	455.9	-4.5	Saving
	419.6	424.9	Baseline: 341.8	237.7	- 104.1	Saving
Total	911.8	918.0	Baseline: 802.2	693.6	- 108.6	Saving (13.5%)

*Includes figures from former MP III-3770 for comparative purposes.

Basic resources

Staff resources

Established posts

669. The functions of the Project Director's Office were defined in resolution ICC-ASP/6/Res.1 annex IV.⁷³ Its mandate is to ensure that the permanent premises of the Court

⁷³ Official Records ... Sixth session ... 2007 (ICC-ASP/6/20), vol. I, part III.

are built on time, within cost and to specifications and quality. The Project Director has final responsibility for the overall management of the project and is responsible for meeting the project's goals, timelines and costs and quality requirements.

670. The staff resources of the Project Director's Office are further detailed in annex V to the aforesaid resolution. They consist of one Project Director D-1, one Deputy Project Director P-4 and one GS-OL Office Assistant.

671. For 2014, following the decision of the Registrar and the Oversight Committee in July 2013 (see paragraph 662 above) to modify the project governance structure, the two Professional staff members of the former Permanent Premises Office (MPIII-3770), namely one P-5 and one P-2, have been reassigned to the Project Director's Office under the direct leadership of the Project Director. This is to ensure the close management and full integration of all the transition activities necessary to ensure that the Court's move to the new premises is conducted with maximum speed, coordination and efficiency, and that the new premises are fully operational by the end of 2015.

672. The Project Director's Office will remain in place until after completion of the construction project, and the Court's successful transition to the new premises in late 2015, and the full establishment of its new operations in early 2016.

673. Prior to this addition of Professional staff, a re-organization of the Project Director's office was implemented during 2012 to better shape the team to the challenges ahead. The details of this re-organization and the staffing consequences were further covered in annex VII to the "Approved Programme Budget for 2013 of the International Criminal Court".⁷⁴ One post is still pending re-classification following implementation of the revised Court re-classification policy. The financial consequence of this is not included in this budget submission.

674. The established posts that were formerly part of the Registry Permanent Premises Office and reallocated to the Project Director's Office will inter alia provide the crucial support necessary to ensure that the move from the interim premises and ICT migration and, generally, all policies and procedures for permanent premises operations, are fully developed, co-ordinated and agreed with all necessary sections within the timelines required.

Non-staff resources

Travel

675. Recurrent. On the assumption that the Assembly session in 2014 will take place in New York, the cost of travel to New York is incorporated in the budget. The proposed travel budget is significantly lower than the approved travel budget in 2011, when the Assembly session was also held in New York.

676. The travel budget is also intended to cover visits to the general contractor and visits to reference projects, which create the potential for significant savings. As an illustration, the Project Director's Office undertook a one-day visit to Paris in order to find solutions for the Court's proposed tower façade. The result of the visit was a saving for the project of €1 million.

677. The PDO also intends to visit materials and service vendors in order to assure an appropriate selection of materials (façades, floor finishes, tiles, etc.) for the new premises and select suitable service vendors. A breakdown of costs is shown in the table below. Costs are conditioned by number of visits and destination.

⁷⁴ *Official Records ... Eleventh session ... 2012* (ICC-ASP/11/20), vol. II, part A.

Table 122: Breakdown of PDO travel costs

Purpose	Destination	Number of visits/ persons travelling	Cost (thousands of euros)
Assembly session in New York	New York	2 x 7 days	8.4
Reference projects	Europe	3 x 1 day	3.4
Materials/ service vendors	Europe	3 x 1 day	3.4
Materials/ service vendors (transition activities)	Europe	2 x 1 day	2.8
Total			18.0

Hospitality

678. Recurrent. The hospitality budget is a requirement for the Project Director's Office. The Project Director and the project team meet regularly with external partners, including on-site, and thus need to be in a position, as a matter of courtesy, to offer basic refreshments. For this service, the in-house caterer of the Court is used.

Contractual services

679. Recurrent. A reduced budget provision for contractual services is required to cover the following essential services:

- Translation: Since the Court's in-house translation capacity is not sufficient to cover the PDO's translation requirements, external translation services are to be procured. These services are for the purpose of translating letters from the host State and other project documents from Dutch into English and translating certain documents (such as newsletters, Internet texts and Intranet texts) from English into French. Vendors are chosen from those recommended by the Court's Interpretation and Translation Section.

Table 123: Translation of documents

Type of document	Source language	Target language	Pages	Cost (thousands of euros)
Technical documents (ground survey reports, soil investigation reports, reports i.r.t. permit requirements, etc.).	Dutch English	English Dutch	350	21.0
Newsletter, information leaflets, Internet and Intranet texts, press releases, etc.	English	French	25	1.5
Official correspondence from host State.	Dutch	English	50	3.0
Total				25.5

- External printing services: in order to assess and review contractor's technical drawings and documents, hard copies are required. Due to the size and format of the materials, external services are to be procured.
- Representational material: to ensure appropriate communication on the project and its progress, visual material is required. This consists of updates of existing material and new material (e.g. time lapse movie, progress movie, etc.).
- Telephone services: during the construction period, the PDO will also have a small-capacity office on the construction site. In order for the office to be able to function remotely, internet access is a prerequisite. Mobile data contracts therefore need to be procured.

Training

680. Recurrent. Staff need to have the proper knowledge and tools to adapt to the construction industry's particularly fast-changing environment, Costs include a course to further develop NEC contracting methodology, a course in project management for building projects and a course in managerial leadership.

General operating expenses

681. Recurrent. This budget line includes costs related to exhibition of the design, and transport costs related to external communication events.

Supplies and materials

682. Recurrent. This concerns costs related to the purchase of technical books, publications and subscriptions such as NEC subscription and construction information services subscription. This covers both print material as well as electronic subscriptions.

Furniture and equipment

683. Recurrent. This cost covers specialist project management software such as Autocad, Indesign, Vector works, Photoshop, etc. The remote office on-site and the need for the PDO staff to be partly located there also requires software and other miscellaneous equipment as necessary to meet the demands of the project.

Table 124: Major Programme VII-1: Proposed budget for 2014

Table 12 - Project Programme VII - Proposed budget for 2014													
7110 Project Director's Office for Permanent Premises	Expenditure 2012 (thousands of euro)				Approved Budget 2013 (thousands of euro)			Proposed Budget 2014 (thousands of euro)			Resource growth 2014 vs 2013		
	Basic	Situation- related	Total	Cont. Fund	Total incl.CF	Basic	Situation- related	Total	Basic	Situation- related	Total	Amount	%
Professional staff						293.8		293.8	532.4		532.4	238.6	81.2
General Service staff						63.2		63.2	64.5		64.5	1.3	2.1
<i>Subtotal staff</i>	<i>352.3</i>		<i>352.3</i>		<i>352.3</i>	<i>357.0</i>		<i>357.0</i>	<i>596.9</i>		<i>596.9</i>	<i>239.9</i>	<i>67.2</i>
General temporary assistance	12.7		12.7		12.7								
Temporary assistance for meetings													
Overtime													
Consultants													
<i>Subtotal other staff</i>	<i>12.7</i>		<i>12.7</i>		<i>12.7</i>								
Travel	5.0		5.0		5.0	9.7		9.7	18.0		18.0	8.3	85.6
Hospitality	4.2		4.2		4.2	2.5		2.5	2.5		2.5		
Contractual services	45.7		45.7		45.7	80.0		80.0	65.5		65.5	-14.5	-18.1
Training						3.2		3.2	3.2		3.2		
General operating expenses						2.5		2.5	4.0		4.0	1.5	60.0
Supplies and materials						1.5		1.5	1.5		1.5		
Furniture and equipment	1.9		1.9		1.9	4.0		4.0	2.0		2.0	-2.0	-50.0
<i>Subtotal non-staff</i>	<i>56.8</i>		<i>56.8</i>		<i>56.8</i>	<i>103.4</i>		<i>103.4</i>	<i>96.7</i>		<i>96.7</i>	<i>-6.7</i>	<i>-6.5</i>
Total	421.8		421.8		421.8	460.4		460.4	693.6		693.6	233.2	50.7
Distributed maintenance	15.2		15.2		15.2	14.9		14.9	23.0		23.0	8.1	54.1

(b) Sub-programme 7120: Court Staff Resources**Introduction**

684. Sub-programme 7120 relates to the crucial support functions required by the project from the Court's sections. In 2012 this concerned mainly support for procurement of a general contractor for the largest and most complex contract ever entered into by the Court. In 2013 ongoing support is required for management of the contract. The need for that support will continue through 2014 and beyond, over the lifespan of the project.

685. This sub-programme has been crucial to the successful achievement of all milestones of the project over the last few years. For 2014, it has been expanded to cover the crucial transition activities necessary for the Court to prepare the new premises for full operational use and to return the interim premises to the host State.

686. Service agreements with the key sections of the Court involved in both the construction project and the transition activities have been formalized by the PDO, outlining what is expected from them with regard to input into the project and specifying the payment they are to receive from the programme for their services, while leaving the sections involved free to decide on how to use these funds to cover the staff time required. Normal practice is for the sections concerned to create a temporary post to cover day-to-day activities, enabling a key experienced member of staff to work full-time on the project. This provides the expertise necessary to ensure that the new premises are designed for future operation in the most functional and efficient way possible.

687. Court staff resources will be required for the duration of the Permanent Premises Project and for the transition of the Court to the new premises. The current estimated cash flow over the next three years is as follows:

Table 125: Court staff resources

€ million	2013 (current Year)	2014	2015	2016	Total
Sub-programme 7120	0.4	0.6	0.6	0.3	1.9

<i>Expected results</i>	<i>Performance indicators</i>	<i>Target 2014</i>
Objective 1		
<ul style="list-style-type: none"> To provide the Permanent Premises Project with the necessary crucial support functions to meet its strategic goals and objectives. 	<ul style="list-style-type: none"> Permanent Premises Project receives from the Court good quality input in a timely manner; and Permanent Premises Project benefits to the greatest extent possible from expertise and experience existing within the Court. 	100%. 100%.
Objective 2		
<ul style="list-style-type: none"> To provide the necessary crucial support functions to the transition activities required to successfully move the Court to the new premises and make them fully operational. 	<ul style="list-style-type: none"> Permanent Premises Project receives from the Court good quality input for transition activities in a timely manner; and The transition activities benefit to the greatest extent possible from expertise and experience existing within the Court. 	100%. 100%.

Staff resources**Basic resources***Contractual services*

688. Following the establishment of service agreements with the relevant sections of the Court, a fixed fee for the services rendered has been agreed for the next three years. This fixed fee will be used by each of the relevant sections as they see fit. For clarity of reporting, the amounts have been taken out from the GTA line and the reference to a

financial equivalent of a post has been omitted. The fixed fee appears in the contractual services budget line.

689. The specific budgeted costs for 2014 for each of the service agreements indicated are detailed in the table below.

Table 126: Service agreements costs

<i>Elements</i>	<i>2014 budget requested</i>
Service agreement FMU	€183,600
Service agreement SSS	€1,800
Service agreement ICTS	€183,600
Services from other sections (e.g. Audit, Procurement, etc.)	€36,500
Court staff total	€595,500

690. The support from the Court's sections is crucial to both the construction project and the transition activities. In order to give the sections concerned enough flexibility to organize their responsibility in the project, while continuing the delivery of services in support of the Court's operations, they are provided with fixed financial support, which they are free to use, at their own discretion, to contract services or to establish temporary support posts to cover the staff time required.

Table 127: Programme 7120: Proposed budget for 2014

7120 ICC Staff Resource and Management Support for the Permanent Premises	Expenditure 2012 (thousands of euro)				Approved Budget 2013 (thousands of euro)			Proposed Budget 2014 (thousands of euro)			Resource growth 2014 vs 2013		
	Basic	Situation- related	Total	Cont. Fund	Total incl.CF	Basic	Situation- related	Total	Basic	Situation- related	Total	Amount	%
Professional staff													
General Service staff													
Subtotal staff													
General temporary assistance	21.5		21.5		21.5								
Temporary assistance for meetings													
Overtime	3.1		3.1		3.1								
Consultants													
Subtotal other staff	24.6		24.6		24.6								
Travel	1.4		1.4		1.4								
Hospitality													
Contractual services	87.9		87.9		87.9	386.3		386.3	595.5		595.5	209.2	54.2
Training													
General operating expenses													
Supplies and materials													
Furniture and equipment													
Subtotal non-staff	89.3		89.3		89.3	386.3		386.3	595.5		595.5	209.2	54.2
Total	113.9		113.9		113.9	386.3		386.3	595.5		595.5	209.2	54.2

2. Major Programme VII-2: Permanent Premises Project - Interest

Introduction

691. In 2008, the Assembly accepted the host State's offer of a loan for the Permanent Premises Project of up to a maximum of €200 million, to be repaid over a period of 30 years at an interest rate of 2.5 per cent.⁷⁵

692. In response to requests from the Committee and the Assembly, in its proposed budget for 2011 the Court established Major Programme VII-2 to report on the interest expected to be paid on the loan amounts received by the Court for the Permanent Premises Project.⁷⁶

693. The financial implications of Major Programme VII-2 are only applicable to those States Parties that did not opt for a one-time payment.⁷⁷

694. The loan agreement signed between the host State and the Court stipulates that the interest due from the Court to the State over a particular calendar year is to be paid by the Court on the due date (namely on or before 1 February of the following calendar year).⁷⁸

695. In 2013, the Court estimates it will need to access €8.2 million from the loan. Interest on the outstanding loan for 2013 will amount to approximately €170,300, which is due on 1 February 2014 under the host State loan agreement.

696. In 2014, the Court estimates that a further amount of €3.2 million will be drawn from the loan. Interest on the outstanding loan for 2014 will amount to approximately €2,075,000, which will be due in January 2015.

697. With the assistance of the host State, the project has been able to negotiate an agreement with the Dutch tax office waiving the project from VAT on purchases from the major Dutch vendors for the project. Given the fact that the selected general contractor is a Dutch firm, the project will save approximately €160,000 in loan interest payments, as the loan does not need to be accessed to pre-finance the VAT.

698. To minimize the interest paid by States Parties who did not opt for a one-time payment, the draw-down of the loan is done on a monthly basis. At the latest on the tenth day of each calendar month the Court informs each State in writing of its financing requirements under the loan for the following calendar month. A careful estimation of cash-flow needs will minimize the number of days interest is accrued.

699. A further reduction to the accrued interest is being obtained by extending the possibility for States Parties to opt for a one-time payment throughout the construction period until mid-2015.

700. The project intends to continue to draw down from the host State loan up to August 2015, so that interest will continue to be due from the Court to the host State until that time.

⁷⁵ Resolution ICC-ASP/7/Res. 1, para. 2 and annex II.

⁷⁶ *Official Records ... Ninth session ... 2010* (ICC/ASP/9/20), vol. II, part A, section G.

⁷⁷ Resolution ICC-ASP/7/Res. 1, annex III.

⁷⁸ Loan agreements between State of the Netherlands (Ministry of Foreign Affairs) and International Criminal Court, dated 23 March 2009, para. 6.1.

Table 128: Accrual and payment impact over the next years

<i>In euros (*)</i>	2013	2014	2015	2016	2017 (**)	...	2046
1. Interest							
1a. Accrual	170,257	2,075,015	3,589,626	916,562	-		
1b. Payment (latest 1 Feb)	-	170,257	2,075,015	3,589,626	916,562		
2. Repayment of the loan							
2a. Accrual	-	-		5,008,948	6,678,598	6,678,598	6,678,598
2b. Payment (latest 1 Feb each year)	-	-	-	-	5,008,948	6,678,598	6,678,598
Total accrual	170,257	2,075,015	3,589,626	5,925,510	6,678,598	6,678,598	6,678,598
Total payment (latest 1 February)	-	170,257	2,075,015	3,589,626	5,925,510	6,678,598	6,678,598

(*) estimated figures– subject to change.

(**) From 2017 and onwards (30 years).

701. To fulfill its legal obligations vis-à-vis the host State the Court is due to pay the interest following the access to the loan. On the advice of the Committee, it was decided that the interest was to be zero funding for 2013. The funding will follow the cash flow, which determines that the funds are payable to the host State by latest 1 February 2014. On the same logic, the interest accrued in 2014 is payable by latest 1 February 2015.

702. A Note Verbale is intended to go out in November 2013 to each State Party indicating its contribution to the interest accrued in 2013, with a payment date of 20 January 2014. The Working Capital Fund will be required in case the contributions are not received in time to pay the host State by 1 February 2014. The same will apply to the interest accrued in 2014.

Table 129: Programme 7200: Proposed budget for 2014

7200 Accrued Interest, Host State	Expenditure 2012 (thousands of euro)			Approved Budget 2013 (thousands of euro)			Proposed Budget 2014 (thousands of euro)			Resource growth 2014 vs 2013			
	Basic	Situation- related	Total	Cont. Fund	Total incl.CF	Basic	Situation- related	Total	Basic	Situation- related	Total	Amount	%
Professional staff													
General Service staff													
Subtotal staff													
General temporary assistance													
Temporary assistance for meetings													
Overtime													
Consultants													
Subtotal other staff													
Travel													
Hospitality													
Contractual services													
Training													
General operating expenses									170.3		170.3	170.3	
Supplies and materials													
Furniture and equipment													
Subtotal non-staff									170.3		170.3	170.3	
Total									170.3		170.3	170.3	

H. Major Programme VII-5: Independent Oversight Mechanism

Introduction

703. Major Programme VII-5, the Independent Oversight Mechanism (IOM), was established by the Assembly at its eighth session in accordance with article 112, paragraph 4, of the Rome Statute to provide independent, effective and meaningful oversight of the Court. The envisioned scope of the IOM's activities includes investigation, evaluation and inspection. The Assembly decided at its eleventh session that it would consider these mandates comprehensively at its twelfth session.⁷⁹

704. At present, pursuant to ICC-ASP/9/Res.5, the staffing of the office only reflects that required for its investigative mandate.⁸⁰ As explained above, the issue of whether the IOM will also be mandated to perform inspections and/or evaluations will be determined at the Assembly's twelfth Session. In line with the Assembly's conclusion in ICC-ASP/9/Res.5 that additional staffing would be reviewed in light of additions to the IOM's mandate, this budget reflects only those posts which have been established to carry out the IOM's investigative mandate and the operating expenses anticipated to support the investigative activities of the office. Proposals relating to the additional staff and operating budget required should the Assembly resolve to establish the inspection and/or evaluation functions of the IOM are set out separately in annex VII.

705. Due to the delay in bringing the IOM into full operation, resources currently allocated under the line items of contractual services and furniture and equipment have not been spent. It is anticipated that they will be required in 2014 when the office becomes fully operational, with its full complement of staff.

Staff resources

706. The Independent Oversight Mechanism currently envisages two posts, both Professional staff (one P-4 and one P-2). The P-4 post (Head) is temporarily held by a staff member of the United Nations Secretariat on the basis of a reimbursable loan. Due to the delay in operationalizing the IOM's investigative functions, the P-2 has not yet been recruited and was not budgeted for in 2013. There are no General Service posts to provide administrative support to the office.

Non-staff resources

Contractual services

707. Contractual expenses are required to support specific investigation activities requiring the use of external resources. It is further envisioned that additional contractual expenses might be incurred during the initial phases of the IOM's operations in developing secured work-flow and content management systems and electronic case archives.

Travel

708. The funds provide for travel to field offices to conduct investigations as requested by the Court and to undertake programme evaluation activities relating to field services. Travel expenses are also required to permit the Head of the IOM to travel to participate in the meeting of the Assembly, which is due to take place in New York in 2014.

Training

709. There is a need for professional staff of the office to participate in training to upgrade their substantive skills and, in particular, to ensure that they are conversant with international best practices in their area of expertise. Prices for these courses range from

⁷⁹ *Official Records ... Eleventh session ... 2012* (ICC-ASP/11/20), vol. I, part III, ICC/ASP/11/Res. 4, para. 3.

⁸⁰ *Official Records ... Ninth session ... 2010* (ICC-ASP/9/20), vol. I, part III, ICC-ASP/9/Res.5, paragraph 1 of which states that the IOM "shall perform only its investigative function and consist of two staff members, i.e. one staff member who will head the office at the P-4 level and one further staff member at the P-2 level. If the Assembly decides to operationalize the inspection and evaluation functions of the Independent Oversight Mechanism, it shall also review, as it deems necessary, the staffing capacity and grade of the head and other staff members."

€2500 to €5000 depending on the topic and the number of days involved (three days is an average).

Supplies and materials

710. As the office is in the process of being established, funding is required for the acquisition of supplies and materials to support office activities. Funds are also requested for the acquisition of furniture and equipment.

Table 130: Major Programme VII-5: Proposed budget for 2014

7500 Independent Oversight Mechanisms	Expenditure 2012 (thousands of euro)				Approved Budget 2013 (thousands of euro)			Proposed Budget 2014 (thousands of euro)			Resource growth 2014 vs 2013		
	Basic	Situation- related	Total	Cont. Fund	Total incl.CF	Basic	Situation- related	Total	Basic	Situation- related	Total	Amount	%
Professional staff						124.7		124.7	127.8		127.8	3.1	2.5
General Service staff													
Subtotal staff	0.4		0.4		0.4	124.7		124.7	127.8		127.8	3.1	2.5
General temporary assistance	128.0		128.0		128.0								
Temporary assistance for meetings													
Overtime													
Consultants													
Subtotal other staff	128.0		128.0		128.0								
Travel						4.7		4.7	4.8		4.8	0.1	2.1
Hospitality													
Contractual services						40.0		40.0	40.0		40.0		
Training	11.4		11.4		11.4	6.5		6.5	6.5		6.5		
General operating expenses													
Supplies and materials						10.0		10.0	10.0		10.0		
Furniture and equipment						20.0		20.0	20.0		20.0		
Subtotal non-staff	11.4		11.4		11.4	81.2		81.2	81.3		81.3	0.1	0.1
Total	139.8		139.8		139.8	205.9		205.9	209.1		209.1	3.2	1.6
Distributed maintenance	6.1		6.1		6.1	5.6		5.6	9.2		9.2	3.6	64.0

Table 131: Major Programme VII-5: Proposed staffing for 2014

Independent Oversight Mechanism											Total P-staff and above	GS-PL	GS-OL	Total GS-staff	Total staff
	USG	ASG	D-2	D-1	P-5	P-4	P-3	P-2	P-1						
Existing	Basic					1		1			2				2
	Situation-related														
	<i>Subtotal</i>					<i>1</i>		<i>1</i>			<i>2</i>				<i>2</i>
New/ Converted	Basic														
	Situation-related														
	<i>Subtotal</i>														
Redeployed/ Reclassified/ Returned	Basic														
	Situation-related														
	<i>Subtotal</i>														
Total						1		1			2				2