



WHO FRAMEWORK CONVENTION  
ON TOBACCO CONTROL

## Conference of the Parties to the WHO Framework Convention on Tobacco Control

Fifth session  
Seoul, Republic of Korea, 12–17 November 2012

17 November 2012

# DECISION

### FCTC/COP5(19) Workplan and budget for the financial period 2014–2015

The Conference of the Parties,

Reaffirming its decision FCTC/COP1(9) on the adoption of the Financial Rules of the Conference of the Parties to the WHO Framework Convention on Tobacco Control;

Recalling its decision FCTC/COP4(20) on the workplan and budget for the financial period 2012–2013;

Having considered the workplan and budget for the financial period 2014–2015 submitted by the Convention Secretariat (document FCTC/COP/5/23),

DECIDES:

(1) to adopt the budget for the financial period 2014–2015 as follows:

	US\$ thousand
1. Activity costs, including:	
1.1 Conference of the Parties	1 830
1.2 Protocols, guidelines and other possible instruments for the implementation of the Convention	1 665
1.3 Reporting arrangements under the Convention	285
1.4 Assistance to Parties in implementation of the Convention, with particular focus on developing country Parties and Parties with economies in transition	2 830
1.5 Coordination with international and regional intergovernmental organizations and bodies	370
1.6 Administration and management, and other arrangements and activities	295
Subtotal	7 275
2. Staff costs	8 026
3. Programme support costs (13%)	1 989
<b>Total</b>	<b>17 290</b>

- (2) to adopt the workplan for the financial period 2014–2015, as indicated in the Annex to this decision, taking into account the decisions taken by the Conference of the Parties at its fifth session;
- (3) to establish the total amount of voluntary assessed contributions of Parties for the financial period 2014–2015 at the level of US\$ 9 100 000;
- (4) to request the Secretariat, in coordination with the Bureau, to communicate the scale of assessment of voluntary assessed contributions for 2014–2015 to Parties by 1 April 2013 following adoption of the scale of assessment by the United Nations General Assembly in late 2012;<sup>1</sup>
- (5) to authorize the Secretariat to request the payment of voluntary assessed contributions, including from countries that may become a Party to the Convention between the fifth and sixth sessions of the Conference of the Parties, in line with the scale of assessment as indicated in paragraph 4 of this decision;
- (6) to request the Head of the Secretariat to implement the budget and workplan adopted by the Conference of the Parties, and to submit to the Conference of the Parties:
  - (a) an interim performance report on the workplan and budget for the financial period 2014–2015, along with a final performance report on the workplan and budget for the financial period 2012–2013, at its sixth session; and
  - (b) a final performance report on the workplan and budget for the financial period 2014–2015 at its seventh session;
- (7) to authorize the Secretariat to seek and receive voluntary extrabudgetary contributions for activities in line with the workplan;
- (8) to encourage Parties to the Convention to provide extrabudgetary contributions for meeting the objectives of the workplan;
- (9) to adopt the proposed efficiency measures to facilitate the work of the Convention in relation to official communication and documentation, as contained in paragraphs 6, 13 and 22 of Annex 2 of document FCTC/COP/5/23;
- (10) to call on the Head of the Secretariat to keep the Bureau regularly updated on the status of budgets and workplans agreed by the Conference of the Parties.

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<sup>1</sup> Based on the corresponding WHO scale of assessment for 2014–2015 and taking into account the difference of membership of WHO and that of the Convention.

## ANNEX

## WORKPLAN AND BUDGET FOR THE FINANCIAL PERIOD 2014–2015

Area of work*		Activity cost (in US\$ thousand)		Main components/activities	Expected results and indicators
		Covered by voluntary assessed contributions	Covered by extrabudgetary funds		
<b>1. Conference of the Parties<sup>1</sup></b>					
1.1	Sixth session of the Conference of the Parties (COP6)	1 560	130	(a) Preparing and convening COP6 (b) Finalizing and disseminating decisions and other post-session documentation	COP6 prepared and convened on time Decisions and other post-session documents sent to Parties within four months of the session
1.2	Work of the Bureau of the COP	140		(a) Preparing and convening the Bureau meetings (b) Following up on decisions of the Bureau	Up to three intersessional meetings of the Bureau prepared and convened, along with meetings immediately before and during COP6 and video/teleconferences as required
<b>Subtotal for Area of work 1</b>		1 700	130		
<b>2. Protocols, guidelines and other possible instruments for implementation of the Convention<sup>2</sup></b>					
2.1	Protocol to eliminate illicit trade in tobacco products – work required for preparing the entry into force of the protocol (i) Technical assistance and reports in preparation of entry into force and the first Meeting of the Parties (MOP1)		700	(a) Providing technical assistance through intercountry workshops (four face-to-face and two online workshops, potentially back-to-back with WHO FCTC implementation workshops), country-specific missions, and expert papers for use globally on selected provisions of the protocol (b) Establishing coordination with and engaging the potential of relevant international organizations with specific expertise on protocol-related matters	Technical assistance provided, cooperation with relevant international organizations established and the reports and studies developed as per the guidance provided by COP5

<sup>1</sup> In line with Article 23 and Article 24.3(a), and relevant decisions of the COP.

<sup>2</sup> In line with Article 7, Article 23.5(f) and (h), Article 24.3(a) and (g) and Article 33, and relevant decisions of the COP.

Area of work*	Activity cost (in US\$ thousand)		Main components/activities	Expected results and indicators
	Covered by voluntary assessed contributions	Covered by extrabudgetary funds		
(ii) First Meeting of the Parties	345		(c) Promoting the use of studies on the requirements of the future tracking and tracing system and the global information sharing point, including analysis of best practices in Parties and scoping the needs for technical assistance to and capacity building in developing country Parties Preparing and convening MOP1 (immediately before or immediately after COP6)	MOP1 convened as decided by COP5
2.2 Intergovernmental working groups				
(i) Working group on Articles 9 and 10 ( <i>Regulation of the contents and disclosures of tobacco products</i> )	65	15	One meeting of Key Facilitators, and up to two representatives per region, in combination with intersessional work of the Convention Secretariat and online communication with the members of the working group	Report of the working group submitted to COP6
(ii) Working group on economically sustainable alternatives to tobacco growing (Articles 17 and 18)	115	15	One meeting of the working group, in combination with intersessional work of Key Facilitators and the Convention Secretariat	Report of the working group submitted to COP6
(iii) Working group on sustainable implementation of the WHO FCTC		260	Two meetings of the working group, in combination with intersessional work of Key Facilitators and the Convention Secretariat	Report of the working group submitted to COP6
2.3 Expert group				
(ii) Expert group on Article 19 ( <i>Liability</i> )	75	75	Two meetings of the expert group along with technical support by the Convention Secretariat as requested	Report to COP6 on mandated activities
<b>Subtotal for Area of work 2</b>	600	1 065		

	Area of work*	Activity cost (in US\$ thousand)		Main components/activities	Expected results and indicators
		Covered by voluntary assessed contributions	Covered by extrabudgetary funds		
<b>3. Reporting arrangements under the Convention<sup>1</sup></b>					
3.1	Reports of Parties and global progress reports on implementation of the Convention	25	40	(a) Receiving and analysing the periodic reports of Parties on implementation of the Convention; maintaining and updating the web-based database of reports; and providing feedback to Parties on reports (b) Preparing the 2014 global progress report based on analysis of Parties' reports (c) One expert meeting to support the process	Increased proportion of reports received on time and in compliance with the reporting instrument  Global progress report prepared and submitted on time
3.2	Support to Parties in fulfilling their reporting obligations		170	(a) Organizing training on the reporting instrument and preparation of reports, and developing a web-based training tool <sup>2</sup> (b) Providing advice and assistance to individual Parties on request (c) Developing the WHO FCTC Indicator Compendium (d) Further promoting the use by Parties of the web-based information platform currently under development	At least 6 training sessions organized to cover all regions in conjunction with relevant regional events, and a web-based training tool developed and operational  Technical assistance provided to Parties upon request  The Compendium finalized and made available to Parties  The impact of the information platform on improving information exchange under the WHO FCTC, and feedback by Parties, reflected in the 2014 global progress report
3.3	Expert group nominated by Parties to facilitate the review of Parties' implementation reports by the COP.	50		One meeting of the expert group (two representatives per region)	Report submitted to the COP.
<b>Subtotal for Area of work 3</b>		75	210		

<sup>1</sup> In line with Article 20.5, Article 21, Article 23.5 (a), (b) and (d), and Article 24.3(b) and (c), and relevant decisions of the COP.

<sup>2</sup> Including, if possible, training for WHO regional surveillance focal points.

Area of work*		Activity cost (in US\$ thousand)		Main components/activities	Expected results and indicators
		Covered by voluntary assessed contributions	Covered by extrabudgetary funds		
<b>4. Assistance to Parties in implementing specific provisions of the Convention, with particular focus on developing country Parties and Parties with economies in transition<sup>1</sup></b>					
4.1	Advice and support on compilation and communication of information on treaty matters, and promotion of transfers of expertise and technology		950	<p>(a) Strengthening of regional/subregional networks and institutions to assist Parties with information exchange and the transfer of expertise and technology in treaty implementation matters</p> <p>(b) Organizing intercountry workshops to identify achievements, challenges and best practices to enhance cooperation in treaty implementation within and between regions</p> <p>(c) Providing advice on treaty-specific matters</p> <p>(d) Disseminating and raising awareness of treaty instruments, through workshops and country-specific advice as required</p> <p>(e) Promoting transfer of expertise and technology between the Parties, in line with Article 22</p> <p>(f) Supporting Parties in preparations for COP6 with the provision of necessary information and by facilitating information exchange on the COP6 agenda, documentation and proceedings</p>	<p>Cooperation mechanisms among networks and institutions operationalized to facilitate transfer of expertise and technology</p> <p>At least 6 intercountry treaty implementation workshops organized covering all regions</p> <p>Parties assisted with advice and information upon request</p> <p>Parties assisted with transfer/receipt of expertise and technology through appropriate cooperation and assistance mechanisms upon request</p> <p>Upon request of Parties, agreements / exchanges of letters with or among Parties facilitated, and provision of expertise and technology achieved</p> <p>Support provided as requested, and feedback by Parties analysed and utilized in the next intersessional period</p>

<sup>1</sup> In line with Article 22.2, Article 23.5(e), Article 24.3(c) and (g) and Article 26.5, and relevant decisions of the COP.

Area of work*		Activity cost (in US\$ thousand)		Main components/activities	Expected results and indicators
		Covered by voluntary assessed contributions	Covered by extrabudgetary funds		
				(g) Studies and publications covering issues pertinent to treaty instruments, international multisectoral cooperation, technical support and best practices, and region-specific studies based on the outcomes of intercountry workshops	Studies and publications accomplished and disseminated among Parties. At least 4 global and 4 region-specific studies and publications, and 4 best practice packages accomplished
4.2	Needs assessments and promotion of access to available resources and mechanisms of assistance, with a view to promoting harmonization and alignment of tobacco-control policies at country level		1 880	<p>(a) Needs assessments and related implementation assistance to strengthen country capacity and multisectoral implementation mechanisms in meeting obligations under the Convention</p> <p>(b) Preparing country-specific assistance profiles to advise developing country Parties on appropriate and feasible funding/assistance options</p> <p>(c) Assist developing country Parties in meeting needs identified in relation to Articles 5.1 and 5.2 given the overarching potential of those provisions to achieve full implementation<sup>1</sup></p> <p>(d) Integrating WHO FCTC implementation within national development and health strategies and within the UN Development Assistance Framework (UNDAF) at country level in line with the principles of aid effectiveness, harmonization and alignment and national ownership<sup>1</sup></p> <p>(e) Updating and disseminating the database on resources available internationally for implementation of the Convention</p>	<p>At least 20 Parties identified upon request and needs assessment missions (with a multisectoral component) undertaken</p> <p>At least 20 Parties supported in meeting immediate needs as well as preparing project and programme proposals for funding from existing donor and development sources in view of expected larger and/or longer-term needs for further assistance</p> <p>At least 30 developing country Parties provided with assistance upon request</p> <p>At least 30 Parties assisted to align WHO FCTC implementation with national development and health strategies/policies, including, where appropriate, through the UNDAF</p> <p>The database is regularly updated and disseminated for Parties' use</p>
<b>Subtotal for Area of work 4</b>			2 830		

<sup>1</sup> Emerging area of priority that will require additional extrabudgetary contributions and fundraising.

	Area of work*	Activity cost (in US\$ thousand)		Main components/activities	Expected results and indicators
		Covered by voluntary assessed contributions	Covered by extrabudgetary funds		
<b>5. Coordination with international and regional intergovernmental organizations and other bodies<sup>1</sup></b>					
5.1	Establishment and extension of cooperation and coordination with relevant international and regional intergovernmental organizations and other bodies	110		<p>(a) Operationalization of action plan of cooperation with members of the UN Ad Hoc Interagency Task Force on Tobacco Control (IATF) in accordance with the report of the Secretary-General and ECOSOC resolution<sup>2</sup></p> <p>(b) Concluding cooperation arrangements with intergovernmental organizations and bodies with technical expertise and potential to support implementation of the WHO FCTC</p> <p>(c) Supporting the convening of annual meetings of the IATF in supporting implementation of the Convention</p> <p>(d) Further consolidating the Secretariat's work in establishing a multisectoral framework for WHO FCTC implementation at country, regional and global levels, in accordance with the guidance provided by the COP on international cooperation and coordination</p>	<p>Cooperation with members of the IATF resulting in achievement of multisectoral support to the Parties, through mechanisms such as needs assessments, intercountry workshops, technical support at country level and publication of technical tools</p> <p>At least 5 cooperation arrangements concluded with relevant international organizations</p> <p>Report on the outcome of the meeting of the Task Force prepared and submitted to COP6, and feedback provided to ECOSOC through contribution to the Secretary-General's report on IATF activities to ECOSOC</p> <p>Overall consolidation of work related to integration of WHO FCTC implementation within the UNDAF at country level; progress demonstrated through increasing number of UNDAFs incorporating treaty implementation</p>

<sup>1</sup> In line with Article 23.5(g), Article 24.3(e) and Article 25, and relevant decisions of the COP.

<sup>2</sup> Document E/2012/70 and resolution E/2012/L.18, respectively.



Area of work*		Activity cost (in US\$ thousand)		Main components/activities	Expected results and indicators
		Covered by voluntary assessed contributions	Covered by extrabudgetary funds		
				(e) Strengthening cooperation with relevant treaty bodies of the UN system, including human rights treaties, to strengthen the legal dimension in implementation of the Convention in response to the needs of vulnerable groups such as children, young girls and women <sup>1</sup>	Country-level response integrated into national policies and strengthened through contribution of relevant treaty bodies and UN entities, such as UNWOMEN
5.2	Promotion of South–South cooperation in the exchange of scientific, technical and legal expertise as relevant to the implementation of the Convention		260	(a) Convening a stakeholder meeting to review achievements and experience gained and to develop recommendations for strengthening this area of work beyond COP6 (b) Interested South–South frameworks and institutions assisted in utilizing their potential in regard to WHO FCTC implementation and strengthening South–South and triangular cooperation, where appropriate (c) Review of demonstration projects implemented thus far (at least 3), followed by relevant publications and further demonstration projects (d) Prospecting and mobilizing resources from interested development partners from South and North with a view to promoting triangular cooperation	Stakeholder meeting convened and recommendations prepared and made available to Parties  South–South and triangular cooperation framework for WHO FCTC implementation identified and a matrix/action plan for potential cooperation developed and presented to Parties at COP6  Needs emerging from demonstration projects identified and met. Further demonstration projects identified and implemented (at least 3)  Report submitted on progress in this area of work to COP6
5.3	Review of accreditation of nongovernmental organizations in line with Rule 31.3 of the Rules of Procedure of the COP			Conducting the review and presenting the outcome to the COP, through the Bureau of the COP	Report submitted on time to COP6
<b>Subtotal for Area of work 5</b>		110	260		

<sup>1</sup> Emerging area of priority that will require additional extrabudgetary contributions and fundraising.

Area of work*		Activity cost (in US\$ thousand)		Main components/activities	Expected results and indicators
		Covered by voluntary assessed contributions	Covered by extrabudgetary funds		
<b>6. Administration and management, and other arrangements and activities<sup>1</sup></b>					
6.1	General administration and management	135		<p>(a) General administration, staff and finance management</p> <p>(b) Providing updates to the Bureau on the status of implementation of the workplan and budget for the biennium, development of the workplan and budget for the subsequent biennium to be submitted for adoption by the COP</p> <p>(c) Resource mobilization</p> <p>(d) Preparing and submitting to the COP the Secretariat's report on its activities</p>	<p>Workplans and administrative arrangements customized and run within WHO's global management system</p> <p>Payment of voluntary assessed contributions facilitated with the aim of close to 100% collection by the end of the biennium</p> <p>Fund-raising mechanism in the Convention Secretariat further advanced, and extrabudgetary contributions for fulfilling the 2014–2015 workplan promoted and received</p> <p>Report of the Secretariat prepared and submitted on time</p>
6.2	Advocacy, communication, participation in professional meetings	85	75	<p>(a) Communication activities to ensure increased public and political awareness of the Convention, particularly in relation to meetings of the COP and its subsidiary bodies, and key developments such as adoption of protocol and guidelines, and global progress reports</p> <p>(b) Issuing and disseminating publications on treaty instruments and implementation, and providing relevant information through the WHO FCTC web site</p>	<p>Awareness of the treaty and treaty work increased internationally</p> <p>Decisions of the COP, as well as documents of particular technical importance, such as the global progress reports and implementation guidelines, published in all 6 languages and actively disseminated</p> <p>Web site of the Convention is up to date</p>

<sup>1</sup> In line with Article 24.3(d), (f) and (g), and relevant decisions of the COP.

Area of work*		Activity cost (in US\$ thousand)		Main components/activities	Expected results and indicators
		Covered by voluntary assessed contributions	Covered by extrabudgetary funds		
				(c) Holding meetings with permanent missions of the Parties in Geneva and government officials; producing the Secretariat's Newsletter (d) Participating in and presenting at key professional meetings to promote treaty awareness and implementation internationally	On average 2 meetings per year held with permanent missions of Parties in Geneva, and on average 3 issues of the Newsletter per year published and disseminated Presentations in at least 6 international meetings during the biennium
6.3	Coordination with relevant departments and offices of WHO			Holding regular technical coordination meetings, and reviewing and promoting cooperation with relevant departments of WHO, maintaining regular communication with focal points in WHO regional offices	Coordination within WHO for promoting the Convention further strengthened. Cooperation with relevant departments of WHO across at least 4 clusters, including for NCDs and health systems, and all regional offices
<b>Subtotal for Area of work 6</b>		220	75		
<b>Total activity costs for all areas of work<sup>1</sup></b>		<b>2 705</b>	<b>4 570</b>		

\* This includes associated tasks.

<sup>1</sup> Total costs for implementing the workplan, which, in addition, include staff costs and programme support costs (13%, payable to WHO), are presented in the Appendix.

## APPENDIX

## Total budget (US\$ thousand)

	Covered by voluntary assessed contributions	Covered by extrabudgetary funds	Total
<b>1. Activity costs</b>	<b>2 705</b>	<b>4 570</b>	<b>7 275</b>
<i>Regular</i>	2 360	3 870	6 230
<i>Protocol-related</i>	345	700*	1 045
<b>2. Salary costs</b>	<b>5 348</b>	<b>2 678</b>	<b>8 026</b>
<i>Regular</i>	5 153	1 209	6 362
<i>Protocol-related</i>	195	1 469*	1 664
<b>3. Total direct costs (1+2)</b>	<b>8 053</b>	<b>7 248</b>	<b>15 301</b>
<i>Regular</i>	7 513	5 079	12 592
<i>Protocol-related</i>	540	2 169	2 709
<b>4. Programme support costs (13%)</b>	<b>1 047</b>	<b>942</b>	<b>1 989</b>
<i>Regular</i>	977	660	1 637
<i>Protocol-related</i>	70	282	352
<b>5. Grand total (3+4)</b>	<b>9 100<sup>1</sup></b>	<b>8 190</b>	<b>17 290</b>
<i>Regular</i>	8 490	5 739	14 229
<i>Protocol-related</i>	610	2 451	3 061

\* Indicative cost subject to availability of extrabudgetary funds.

(Fourth plenary meeting, 17 November 2012)

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<sup>1</sup> Including an additional contribution of US\$ 300 000 as a one-time exception. This is to facilitate funding for projected expenditure through additional voluntary assessed contributions.