

Disclaimer: unless otherwise agreed by the Council of UPOV, only documents that have been adopted by the Council of UPOV and that have not been superseded can represent UPOV policies or guidance.

This document has been scanned from a paper copy and may have some discrepancies from the original document.

Avertissement: sauf si le Conseil de l'UPOV en décide autrement, seuls les documents adoptés par le Conseil de l'UPOV n'ayant pas été remplacés peuvent représenter les principes ou les orientations de l'UPOV.

Ce document a été numérisé à partir d'une copie papier et peut contenir des différences avec le document original.

Allgemeiner Haftungsausschluß: Sofern nicht anders vom Rat der UPOV vereinbart, geben nur Dokumente, die vom Rat der UPOV angenommen und nicht ersetzt wurden, Grundsätze oder eine Anleitung der UPOV wieder.

Dieses Dokument wurde von einer Papierkopie gescannt und könnte Abweichungen vom Originaldokument aufweisen.

Descargo de responsabilidad: salvo que el Consejo de la UPOV decida de otro modo, solo se considerarán documentos de políticas u orientaciones de la UPOV los que hayan sido aprobados por el Consejo de la UPOV y no hayan sido reemplazados.

Este documento ha sido escaneado a partir de una copia en papel y puede que existan divergencias en relación con el documento original.

(UPOV)

C/XI/4

ORIGINAL: English

DATE: September 28, 1977

# INTERNATIONAL UNION FOR THE PROTECTION OF NEW VARIETIES OF PLANTS

GENEVA

## COUNCIL

Eleventh Ordinary Session Geneva, December 6 to 9, 1977

DRAFT PROGRAM AND BUDGET FOR 1978

presented by the Secretary General

## The Present Document

- 1. The present document contains an introduction and two chapters followed by  ${\tt Annexes.}$
- (i) The <u>Introduction</u> contains, in particular, a comparison by budget heading of the expenditure and income proposed for 1978 with the 1977 budget as adopted.
- (ii) Chapter I (Summary of Budget) contains a summary of income and expenditure proposed for 1978 as compared with the budget adopted for 1977, and also gives the actual figures for 1976.
- iii)  $\underline{\text{Chapter II}}$  (Program and Expenses) describes each activity proposed and gives its cost wherever applicable.
  - (iv) Annex A contains a description of the budget headings.
- (v) Annex B shows the contribution payable by each member State on the assumption that the total amount of contributions proposed in the present budget is adopted and on the basis of (a) the present membership of UPOV and (b) the hypothetical membership if a new member State, contributing one unit, were to deposit its instrument of accession before December 1, 1977.

#### INTRODUCTION

- 2. The program is to a great extent a continuation of the work done in previous years. However, one extraordinary and one new activity are foreseen for 1978, while at least one activity is expected to be enlarged in 1978.
- (i) The extraordinary activity is the holding of a <u>Diplomatic Conference</u> in October 1978 for the revision of the UPOV Convention and its Additional Act. Such a conference is the cause of relatively high expenses in relation to the total budget of UPOV. The cost of the Diplomatic Conference itself (not counting the cost of any preparatory work for the Conference and of the UPOV and WIPO staff who will work on the Conference) is estimated at 70,000 francs\* which represents 6.2% of the budget proposed for 1978.
- (ii) The new activity is the preparation of a draft <u>UPOV Model Law for Plant Variety Protection</u>. The elaboration of this Model Law, proposed by several non-member States from different parts of the world, would help States intending to become members of UPOV to adopt legislation compatible with the UPOV Convention. It should speed up the preparation of national legislation and facilitate discussions with national interested circles and before national parliaments. Furthermore, it may lead to a certain harmonization of the national laws of future member States. The Model Law would be drafted by the Office of the Union with the advice of a Committee of Experts. Since several States, particularly in Latin America, seem to be waiting for such a model law, work on it should start as soon as possible.
- (iii) The activity which is expected to be enlarged in 1978 is the  $\frac{\text{harmonization}}{\text{increase}}$  as cooperation in the examination of varieties becomes more important.
- 3. If the Diplomatic Conference leads to the adoption of a revised text of the UPOV Convention, a number of new activities will be initiated and some present activities enlarged. Since the Diplomatic Conference is scheduled to take place late in October 1978, no special budgetary provisions are made for them in the draft budget for 1978. They are nevertheless mentioned in the following subparagraphs in order to call attention to the fact that they will have an impact on the budgets for the years following 1978.
- (i) The Diplomatic Conference will be followed by the usual activities to communicate its results to the public: the Office of the Union will prepare the minutes of the Conference and will submit them to the participants for comment; the Office of the Union will also prepare the Records of the Diplomatic Conference (Actes de la Conférence), which will include the preparatory documents and the minutes; these records should, unlike the Records of the Diplomatic Conferences of 1957 to 1961 and 1972, be published in more than one language. The editing, translation and final checking of all manuscripts and printers' proofs will have to be performed or supervised by the Office of the Union. This activity will extend over several years.
- (ii) It will be the responsibility of all bodies of UPOV, and of the Office of the Union in particular, to take the necessary measures to assist States in activating ratification of or accession to the revised text; such measures will include assistance to States which wish to adapt their laws to the revised text of the Convention, the review of drafts of legislative texts and, in general, intensified contacts with member States, non-member States and international and national non-governmental organizations in the field of plant breeding and the seed trade. The number of interested States is expected to be much higher than it was after the previous Diplomatic Conference.
- (iii) Some of the amendments in the UPOV Convention as revised by the Diplomatic Conference will make it necessary to revise UPOV documents issued in the past years in connection with the application and implementation of the UPOV Convention at the national level, and, in any case, the brochures published in several languages will have to be revised and republished.

<sup>\*</sup> In this document, "francs" means Swiss francs.

- (iv) It is quite possible that the Diplomatic Conference will not resolve all the questions at issue, and that the negotiation of special agreements among some of the member States will be necessary. Such negotiations would entail a considerable amount of work also for the Office of the Union.
- (v) In view of the important role plant breeding can play in the development of agriculture, which is a paramount problem for most developing countries, and in view of the fact that it is only natural for an intergovernmental organization to devote attention to the needs of such countries, it is likely that in the years following 1978 activities of special interest to developing countries will have to be initiated or intensified.
- 4. The workload of the Office of UPOV is constantly increasing and is expected to continue to increase in 1978 and beyond. A larger number of member States and non-member States interested in UPOV will have to be serviced (statistics, surveys and studies will have to cover more States and also more climatic regions; more correspondence will have to be dealt with; documents will have to be made in more languages). The present staff of UPOV will not be able to cope with the increased workload. The employment of an additional professional asssistant and an additional secretary-typist is the strict minimum required and is provided for in the present draft budget. The corresponding expenses would be 96,000 francs for 1978, account being taken of a four-month period for recruitment of the assistant and a two-month period for the secretary.
- 5. The total proposed budget would lead to an increase of 6.6% in the contribution unit if membership remains as it is today, and to an increase of 2.4% if one additional country, contributing one unit, were to deposit its instrument of accession to the UPOV Convention before December 1, 1977—as indeed it may. It is to be noted, however, that these very low percentages of increase are partly due to the fact that the value of the unit in the 1978 budget is influenced by the two member States (totalling 3½ units) which have joined the Union since January 1, 1977.

#### Budgét Headings

6. The budget headings (described in Annex A) are the same as in the budget of 1977.

## Comparison of the Draft Budget for 1978 with the 1977 Budget as Adopted

## 7. Expenses in General

						<u> 1977</u>		<u>1978</u>
In thousands of francs .		•	•		•	926		1138
Percentage above previous	year		•			-	+	22.9%

The reasons for the increase are explained in detail in paragraph 9 below.

## 8. Expenses According to Objects of Expenditure

These are taken in the order in which they appear in the table in Chapter I.

## A. Salaries and Common Staff Costs\*

	1977	1978
In thousands of francs	485	588
Percentage above previous year	_	+ 21.2%

<sup>\*</sup> Heading abbreviated to "Staff" in budget tables.

The net increase of 103,000 francs is due to the following factors:

## (a) Factors Causing Increases

- (i) Provision for within-grade increases (due to seniority) for staff continuing in service (except the Secretary-General, who does not receive such an increase): 7,000 francs or 1.4%.
- (ii) Provision for possible promotions, increases in post adjustments and General Service salary scales: 15,000 francs or 3.1%.
- (iii) Provision for two additional posts (one for 8 months and one for ten months): 96,000 francs or 19.7%.
- (iv) Increased provision in staff costs, other than salaries, due to recruitment of additional staff, in particular recruiting expenses, installation grant, moving expenses and education grant: 11,000 francs or 2.3%.

The total of the factors in (i) to (iv) above is 129,000 francs or 26.5%.

## (b) Factors Causing a Decrease

26,000 francs or 5.3% represents overcosting in the 1977 budget, since the inflation factor incorporated in the 1977 budget did not materialize fully (for instance, no increase in salary has been received by staff in the Professional and higher categories).

The net increase is therefore (129,000-26,000=)103,000 francs or 21.2%.

## B. Travel on Official Business\*

	<u> 1977</u>	<u> 1978</u>
In thousands of francs	25	31
Percentage above previous year	-	+ 24.0%

The increase of 6,000 francs is due to an increased number of missions, including some to the United States of America, which might be necessary in connection with the preparation of the Diplomatic Conference.

## C. Contractual Services

## (a) Conferences

	1977	1978
In thousands of francs	40	118
Percentage above previous year	-	+ 195.0%

The increase of 78,000 francs is due mainly to the cost of simultaneous interpretation and other conference expenses relating to the Diplomatic Conference of Revision (70,000 francs) and to the first session of the proposed Committee of Experts for the UPOV Model Law for Plant Variety Protection (13,000 francs).

#### (b) Printing

	<u> 1977</u>	<u>1978</u>
In thousands of francs	17	6
Percentage below previous year		- 64.7%

The decrease of 11,000 francs is due mainly to the fact that the publication or republication of the General Information brochure in most languages has taken or will take place in 1977, in a quantity which will cover a large part of the demand in 1978.

<sup>\*</sup> Heading abbreviated to "Travel" in budget tables.

+1,000%

(c) Other

								<u>1977</u>	1978
Ιn	thousands	of	francs					-	3

This amount covers fees for translators (other than WIPO translators) who will be required for translating into Spanish an edition of the General Information brochure.

# D. General Operating Expenses

In the present draft budget of expenses proper to UPOV, this heading includes only one subhead:

## Rental of premises

	<u> 1977</u>	1978
In thousands of francs	27	27
Percentage above previous year	_	+0%
Supplies and Materials		
	1977	1978
In thousands of francs	2	2
Percentage above previous year	-	+0%
Furniture and Equipment		
	1977	1978
In thousands of francs	1	11

The increase of 10,000 francs is due mainly to the necessity of furnishing offices for the proposed two additional staff members.

Percentage above previous year . . . .

## G. Other Expenses

Ε.

F.

## (a) <u>Unforeseen</u>

	<u>1977</u>	<u>1978</u>
In thousands of francs	. 6	8
Percentage above previous year		+33.3%

The figure of  $8,000\,\mathrm{francs}$  corresponds to roughly 1% of the sum of the above-mentioned budget items, as was the case in the preceding budget.

# (b) Common Expenses

	<u>1977</u> <u>1978</u>	
In thousands of francs	. 323 344	
Percentage above previous year	• +6.5%	

It is to be noted that whereas the proposed budget for 1978 is 22.9% above the 1977 adopted budget, the increase in common expenses is only 6.5%; thus, the share of common expenses in the proposed budget is 30.2%, instead of 34.9% as it was in 1977. Consequently, the share of common expenses in the total budget proposed decreases by 13.5%. In other words, if the same percentage were applied as in the previous year, the total of common expenses would be 425,000 francs, an increase of 102,000 francs, or 31.5%, instead of the 21,000 francs or 6.5% proposed.

This important reduction is due mainly to the fact that if, as proposed, the Office has two more staff members, the WIPO common services will have to contribute

<sup>\*</sup> Heading abbreviated to "Operating Expenses" in budget tables.

somewhat less work to the UPOV Office. Should the proposed new posts, or one of them, not be included in the 1978 budget, the common expenses for 1978 would have to be increased.

#### 9. Income

## A. Miscellaneous

	<u>1977</u>	<u> 1978</u>
In thousands of francs	. 31	25
Percentage above previous year		-19.4%

The decrease of 6000 francs is due mainly to the fact that UPOV income from the rental of WIPO premises will diminish since it is now expected that the rental value of the said premises will be less than was expected a year ago (see WIPO document AB/VIII/2, paragraph 77).

## B. Contributions

<u>1977</u>	1978
In thousands of francs 895	1113
Percentage above previous year	+24.4%

Since the budget proposed for 1978 totals 1,138,000 francs, and only 25,000 francs will come from miscellaneous income, the remaining 1,113,000 francs will have to be covered from contributions. The amount each country will be called upon to pay, if the draft present budget is adopted, is shown in Annex B and is calculated on the basis of two alternatives, one alternative being that, at the end of 1977, UPOV will comprise nine member States, the other one that it will have one more member State contributing one unit.

10. The Council is invited to adopt the program and budget of the Union for 1978.

# C/XI/4 page **7**

# CHAPTER I

# SUMMARY OF BUDGET AND COMPARISONS (expressed in thousands of francs)

1976 Actual	1977 Adopted Budget	INCOME	1978 Proposed Budget
774	895	Contributions	1,113
		Miscellaneous Income	
1 9	7 24	- Publications - Other	7 18
784 ===	926		1,138
		EXPENDITURE	
439	485	UV.15 Salaries and Common Staff Costs	588
15	25	Travel on Official Business:	31
			11 20
		Contractual Services:	
44	40	- Conferences  UV.01 - Council  UV.02 - Consultative Committee  UV.03 - Diplomatic Conference  UV.04 - Technical Steering Committee  UV.05 - Technical Working Parties  UV.06 - Committee of Experts on International  Cooperation in Examination  UV.07 - Committee of Experts on the Interpretation and Revision of the Convention  UV.10 - UPOV Model Law for Plant Variety Protection	118 7 10 70 1 1 1 1 15 13
3	17	- Printing	
-	-	UV.11 - Information and Documentation - Other	6
		UV.11 - Information and Documentation	3
25	27	UV.16 Operating Expenses	27
1	2	UV.16 Supplies and Materials	2
2	1	UV.16 Furniture and Equipment	11
	<u> 6</u>	UV.16 Other Expenses (Unforeseen)	8
529	603	Sub-Total: Expenses Proper to UPOV	794
296	323	UV.17 Common Expenses	344
825	926	TOTAL EXPENSES	1,138

UV.02

## CHAPTER II - PROGRAM AND EXPENSES

(amounts expressed in thousands of Swiss francs)

	(amounts expressed in thousands of Swiss francs)
UV.01	COUNCIL
T i	he Council will meet once for three days at Geneva to exercise its functions as provided n the UPOV Convention. No interpretation will be provided for the last day of the session.
S w	hould need arise for extraordinary Council sessions, they could be held either in conjunction ith a session of the Consultative Committee or of the Committee of Experts for the Interpretation

and Revision of the Convention so that no or only small extra costs will arise.

			Man/	Months	Tr	avel		Contractual	Services		Operating	Supplies &	Furniture	Premises	Fellow- ships	Other
	TOTAL	Staff	(P & Sp.)	(G)	Missions	3rd. Party	Conferences	Consult.	Printing	Other		Materials	& Equip.		ships	Expenses
UV.01	7						7									

The Consultative Committee, consisting of delegates from all member States, will meet twice in Geneva for a total of three days, in the exercise of its functions, as a consultative body of the Council.

			Man/	Months	Tra	ivel		Contractual	Services		Operating	Supplies &	Furniture	Premises	Fellow- ships	Other
	TOTAL	Staff	(P & Sp.)	(G)	Missions	3rd. Party	Conferences	Consult.	Printing	Other	Expenses	Materials	& Equip.		ships	Expenses
UV.02	10						10									ř

UV.03 DIPLOMATIC CONFERENCE 1978

CONSULTATIVE COMMITTEE

A Diplomatic Conference on the Revision of the International Convention for the Protection of New Varieties of Plants will be held in October 1978. The number of participants is expected to be around 100. Interpretation will be provided for in English, French and German and costs have been calculated assuming a duration of 14 to 17 days. During and for two months after the Conference three additional secretaries will be employed: during the Conference, for typing documents and other texts; after the Conference, to transcribe the tapes containing interventions of participants in the Conference in order to save the employment of minute writers during the Conference. The social program will comprise (i) a reception, (ii) a dinner to the heads of delegations and the members of the Council and (iii) a vin d'honneur at the signing ceremony.

			Man/	Months	Tra	vel		Contractual	Services		Operating	Supplies &	Furniture	Premises	Fellow- ships	Other
	TOTAL	Staff	(P & Sp.)	(G)	Missions	3rd. Party	Conferences	Consult.	Printing	Other	Expenses	Materials	& Fquip.		ships	Expenses .
UV.03	70						70									

UV.04 TECHNICAL STEERING COMMITTEE

Though the tasks of the Technical Steering Committee will considerably increase due to the growing cooperation in examination between member States, it will not be possible to convene a greater number of sessions than in the previous years. The Committee will therefore meet twice, for up to three days each time, to study and make proposals concerning the possibility for adopting uniform methods, procedures and standards for the examination of varieties, to supervise under the guidance of the Council the work of the Technical Working Parties and to approve the test guidelines elaborated by these Working Parties as well as to give advice to the Council in all questions of a technical nature within UPOV. No interpretation will be provided for in these sessions.

			M /	Months	T-0	ual .		Contractual	Caminas		0					
	*******		man/	Months	111	vel	, , , , , , , , , , , , , , , , , , ,					Supplies &	Furniture	Premises	Fellow-	Other
	TOTAL	Staff	(P & Sp.)	(G)	Missions	3rd. Party	Conferences	Consult.	Printing	Other	Expenses	Materials	& Equip.		ships	Expenses
UV.04	1		i i				١, ١									
00.04	-						+									
							L									

UV.05 TECHNICAL WORKING PARTIES

The five Technical Working Parties for

- (i) Agricultural Crops,
- (ii) Vegetables,
- (iii) Fruit Crops
- (iv) Ornamental Plants, and
- (v) Forest Trees,

will each meet once or twice for two or three days. On the whole, seven sessions are foreseen at a national Office and one at the headquarters of UPOV. The Working Parties will work on the drawing up of guidelines for the conduct of tests of new varieties and standard forms for technical information requested from breeders applying for protection. No interpretation will be provided for these meetings.

			Man/l	Months	Tra	vel	(	Contractual	Services		Operating	Supphes &	Furniture	Premises	Fellow- ships	Other
	TOTAL	Staff	(P & Sp.)	(G)	Missions	3rd. Party	Conferences	Consult.	Printing	Other	Expenses	Materials	& Equip.		ships	Expenses
UV.05	12				11		1							-		-

UV.06 COMMITTEE OF EXPERTS ON INTERNATIONAL COOPERATION IN EXAMINATION

This Committee will meet once in Geneva for three days. Its task is to promote the distribution of the work of testing new varieties of plants among National Offices, the exchange of test results between such Offices and the search for other possibilities of technical cooperation between these Offices. As in the previous years, but still as an exceptional measure, no interpretation will be provided for in these meetings.

			Man/	Months	Tra	vel		Contractual	Services		Operating	Supplies &	l-urniture	Premises	Fellow- ships	Other
	TOTAL	Staff	(P & Sp.)	(G)	Missions	3rd. Party	Conferences	Consult.	Printing	Other	Expenses	Materials	& Fquip.		ships	Expenses
			1 1													
UV.06	1						1					-				•
l		l	1		1											

	t .										
UV.07	COMMITTEE	OF	EXPERTS	ON	THE	INTERPRETATION	AND	REVISION	OF	THE	CONVENTION

This Committee will meet once for five days to consider the suggestions made by States and organizations invited to be represented in the Diplomatic Conference and to have a final exchange of views before that Conference (see document C(Extr.)/III/4, Annex II). Interpretation will be provided for the five days.

			Man/	Months	Tra	ivel		Contractual	Services		Operating	Supplies &	Furniture	Premises	Fellow- ships	Other
	TOTAL	Staff	(P & Sp.)	(G)	Missions	3rd. Party	Conferences	Consult.	Printing	Other	Expenses	Materials	& Equip.		ships	Expenses
UV.07	15						15									
era en la companya de la companya d							ll					L				

# UV.08 WORKING GROUP ON VARIETY DENOMINATIONS

This Working Group will concentrate on questions of concern for the Diplomatic Conference. It will hold a short session jointly or in connection with the session of the Committee of Experts on the Interpretation and Revision of the Convention. Consequently, no extra expenses arise.

			Man/	Months	Tra	vel		Contractual	Services		Operating	Supplies &	Furniture	Premises	Fellow-	Other
	TOTAL.	Staff	(P & Sp.)	(G)	Missions	3rd. Party	Conferences	Consult.	Printing	Other	Expenses	Materials	& Equip.		ships	Expenses
UV.08	No e	ktra c	osts													
Application of the second	100						,									

## UV.09 FEE HARMONIZATION WORKING PARTY

This Working Party will meet, if necessary, jointly or in connection with the session of the Committee of Experts on International Cooperation in Examination. Consequently, no extra expenses arise.

Ì				Man/	Months	Tra	ivel		Contractual	Services		Operating	Supplies &	l'urniture	Premises	Fellow- ships	Other
ı		TOTAL	Staff	(P & Sp.)	(G)	Missions	3rd, Party	Conferences	Consult.	Printing	Other		Materials	& Equip.		ships	Expenses
	UV.09	No e	extra d	osts		i											

UV.10

UPOV MODEL LAW FOR PLANT VARIETY PROTECTION

The Office of the Union will prepare a draft UPOV Model Law for Plant Variety Protection in order to assist States, particularly those intending to become members of UPOV, in adopting legislation compatible with the UPOV Convention. The draft will be examined by a committee of experts to be established for this purpose. This committee of experts will meet once for four days in 1978. (Further meetings will be necessary in 1979.) Interpretation will be provided in English, French and German.

			Man/	Months	Tra	ivel		Contractual	Services		Operating	Supplies &	Furniture	Premises	Fellow- ships	Other
	TOTAL	Staff	(P & Sp.)	(G)	Missions	3rd. Party	Conferences	Consult.	Printing	Other	Expenses	Materials	& Equip.		ships	Expenses
UV.10	13						13									

# UV.11

INFORMATION AND DOCUMENTATION

The Office of the Union will:

- (i) continue to collect legislative texts of member States and non-member States and information on the implementation, in practice, of plant breeders' rights systems in various countries;
- (ii) publish, when present stocks are exhausted, new editions of the General Information Brochure on UPOV in the three working languages and, in addition, in other languages; outside translators will be necessary;
- (iii) continue the publication of an Information Newsletter; recipients will in general be charged a fee for the copies they receive so as to cover part of the costs; outside translators will be necessary;
- (iv) continue the publication and printing of brochures containing the UPOV Convention and Additional Act in a number of languages when present stocks are exhausted and as far as such brochures are still needed before the entering into force of the revised text of the Convention.

(The cost of printing of the new text of the Convention and of the Records of the Diplomatic Conference will appear in the draft budget for 1979 and beyond).

			Man/	Months	Tra	ivel		Contractual	Services		Operating	Supplies &	Furniture	Premises	Fellow- ships	Other
	TOTAL		(P & Sp.)	(G)	Missions	3rd. Party	Conferences	Consult.	Printing	Other	Expenses Materials	Materials	& Equip.		ships	Expenses
UV.11	9								6	3						

UV.12 EXCHANGE OF VARIETY DENOMINATIONS

By decision of the Council, implementation of Article 13(6) of the Convention on the exchange of variety denominations through the Office of the Union has been postponed. As in previous years, and so also for 1978, the Office of the Union will not carry out the tasks provided for under the said Article (see documents UPOV/C/V/33 and UPOV/C/VII/5 Rev., paragraph 11).

			Man/	Months	Tr	avel		Contractual		,				Premises	Fellow- ships	Other
	TOTAL	Staff	(P & Sp.)	(G)	Missions	3rd. Party	Conferences	Consult.	Printing	Other	Expenses	Materials	& Equip.			Expenses
UV.12	no e	ktra c	osts													-

### UV.13 ADVICE TO GOVERNMENTS

The Office of the Union will, as in former years, be available—if so requested—to give advice and information on the application of the UPOV Convention to the Governments of member States as well as to the Governments of States not yet members of UPOV which are contemplating the possibility of acceding to the UPOV Convention. It will especially give advice to States preparing national laws for the protection of plant varieties and comment on the compatibility of such laws with the UPOV Convention. This latter activity is constantly and considerably increasing (see also paragraph 3 (ii) and paragraph 4 above). Provision for any necessary mission is made under item UV.14, below.

			Man/	Months	Tra	ivel		Contractual	Services		Operating	Supplies &	Furniture	Premises	Fellow- ships	Other
	TOTAL	Staff	(P & Sp.)	(G)	Missions	3rd. Party	Conferences	Consult.	Printing	Other		Materials	& Equip.		ships	Expenses
UV.13	no e:	tra co	sts													

#### UV.14

CONTACTS WITH GOVERNMENTS, INTERGOVERNMENTAL AND NON-GOVERNMENTAL ORGANIZATIONS

The Office of the Union will maintain contacts with Governments of both member States and non-member States, with interested intergovernmental organizations, particularly the Food and Agriculture Organization of the United Nations (FAO), the Organization for Economic Co-operation and Development (OECD) as well as the European Economic Community (EEC) and the European Free Trade Association (EFTA), with the International Seed Testing Association (ISTA) and with the main international non-governmental organizations working in the field of plant breeding and the seed trade or in related fields such as the AIPH, the ASSINSEL, the CIOPORA, the EUCARPIA, the FIS and the International Commission for Nomenclature of Cultivated Plants of the International Union of the Biological Sciences and, finally, with international organizations having a general competence in the field of intellectual property rights such as AIPPI and ICC, in order to

- (i) inform them, and discuss with them on, the objectives and activities of UPOV, especially on the items which will be the subject of the Diplomatic Conference;
- (ii) learn about their activities and their position regarding UPOV and envisaged amendments of the UPOV Convention;
- (iii) institute, where appropriate, exchange of publications, mutual attendance of certain meetings, and other means of cooperation;
- (iv) hear the views of such organizations as to the priorities that ought to be fixed in the field of international cooperation concerning plant breeders' rights and as to other questions of mutual interest;
- (v) establish and maintain contacts with non-member States envisaging accession to the UPOV Convention.

The Office of the Union will also try to establish contacts with an organization representing the interests of users of plant varieties.

			Man/	Months	Tra	ivel		Contractual	Services	Operating	Supplies &	Furniture	Premises	Fellow- ships	Other
-	TOTAL	Staff	(P & Sp.)	(G)	Missions	3rd. Party	Conferences	Consult.	Printing		Materials	& Fquip.		ships	Expenses
UV.14	20				20										

# UV.15

SALARIES AND COMMON STAFF COSTS

The Office of the Union consisted so far of the Secretary-General, the Vice Secretary-General (D.2), and four staff members (P.3, P.2, G.5, G.4). As explained in the introduction to this document (see paragraphs 2 to 4 above) it is believed to be necessary to employ another officer of the professional category (P.2 or P.3 according to the professional experience of the candidate) and another secretary (G.3 or G.4 according to the professional experience of the candidate).

			Man/	Months	Tra	vei	(	Contractual	Services		Operating	Supplies &	Furniture	Premises	Fellow- ships	Other
	TOTAL	Staff	(P & Sp.)	(G)	Missions	3rd. Party	Conferences	Consult.	Printing	Other	Expenses	Materials	& Equip.	.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	ships	Expenses
UV.15	588	588	(44)*	(34)	·											

<sup>\*</sup> excluding the Secretary-General

UV.16 OTHER ADMINISTRATIVE AND PROGRAM SUPPORT EXPENSES Operating Expenses: Rental of premises: The Office of the Union will continue to occupy space in the WIPO buildings. Supplies and Materials: Stationery and office supplies, subscriptions to periodicals, purchase of dictionaries, technical literature, etc., for the exclusive use of the Office of the Union. Furniture and Equipment: Cost of office furniture and equipment, purchased for the exclusive use of the Office of the Union. Other Expenses: Unforeseen expenses: As in previous years, approximately one percent of the total expenses proper to UPOV is budgeted for expenses not specifically provided for in this Chapter or for unforeseen expenses.

			Man/	Months	Tr	avel		Contractual	Services		Operating	Supplies &	Furniture	Premises	Fellow- ships	Other
	TOTAL	Staff	(P & Sp.)	(G)	Missions	3rd. Party	Conferences	Consult.	Printing	Other	Expenses	Materials	& Equip.		ships	Expenses
UV.16	48										27	2	11			8

UV.17 COMMON EXPENSES

> UPOV's share in the common expenses is, where possible, based on a calculation of the services actually rendered by WIPO; otherwise, it is based on an estimation of the value of such ser-Reference is made to WIPO document AB/VIII/2 of June 24, 1977 (available in English and French only), where specifications and explanations are given. The attention of the Council is drawn, in particular, to paragraph 7 of the said document and to items MG.01, ER.01, ER.02, ER.03, ER.04, ER.05, SA.01, SA.02, SA.03, SA.04, SA.05, SA.06, SA.07, SA.08, SA.09, SA.10, SA.11, SA.12, SA.13, SA.14, SA.15, BL.01, the "Comparative Table of Income" Table I of Annex C and Table I on page 21. It is to be noted that, in estimating the percentage allocated to UPOV in item MG.01, the indemnity of the Secretary-General of UPOV was not taken into account. Summary details of these expenses are as follows:

1976 Actual	1977 Budget		1978 Draft Budget
226	234	Salaries and Common Staff Costs	233
		Contractual Services	
-	1	Printing	2
-	4	Other	5
		General Operating Expenses etc.	
}	44	Maintenance of Premises	47
19 }	8	Rental of Premises (other than those of the UPOV Office)	11
21	21	Communications	31
29	15	Supplies and Materials; Furniture & Equipment	12
-	3	Other Expenses (Unforeseen)	3
-	<b>-</b> 7	Less Reduction (document C/X/11, paragraph 28	) -
295	323		344
=====	=====		=====

	TOTAL	Staff		Months		ivel		Contractual			Operating			Premises	Fellow- ships	Other Expenses
	TOTAL	Start	(P & Sp.)	(G)	Missions	3rd. Party	Conferences	Consult.	Printing	Other	Expenses	Materials	& F.quip.			Expenses
UV.17	344															344

0083

#### ANNEX A

C/XI/4

#### BUDGET HEADINGS AND DEFINITIONS

## A. INCOME

## "Contributions"

Mandatory contributions payable by member States under Article 26 of the UPOV Convention.

## "Miscellaneous"

All other income including bank interest and sales of brochures and newsletters; accounting adjustments (credits) in respect of prior years.

#### B. OBJECTS OF EXPENDITURE

#### "Salaries & Common Staff Costs"

Basic salaries, post adjustments, non-resident allowances, dependency and language allowances, education grants, employer's contribution towards Pension Fund, participation in sickness and accident insurance scheme, recruitment costs, installation and removal expenses, and any other payments made to or on behalf of staff members under the Staff Rules and Regulations.

## "Travel on Official Business"

Missions: travel expenses and daily subsistence allowances for the staff of the Office of the Union on official missions.

Third Party Travel: travel expenses and daily subsistence allowances (DSA) for persons other than the staff of the Office of the Union (except trainees whose travel and DSA are included under "Fellowships," below; except also travel of consultants, interpreters, etc., see below).

## "Contractual Services"

<u>Conferences</u>: interpreters; translators; minute writers; renting of premises, offices, and simultaneous interpretation equipment; translation, reproduction and printing of documents made under contract; cost of engaging supernumeraries (telephonists, secretaries, ushers, and others); cost of carriage of documents; refreshments and receptions; other expenses connected with conferences. Travel of interpreters, translators, or other persons engaged specifically for a conference.

<u>Consultants</u>: All expenses connected with the employment of consultants, in particular: honorarium, travel and DSA.

<u>Printing</u>: Printing and binding outside WIPO, in particular: (i) reviews: paper and printing; (ii) other printing: reprints of articles published in reviews; brochures; treaties; collections of texts; manuals; working forms and other miscellaneous printed material.

Other: All other contractual services, in particular: fees of authors and translators of articles appearing in publications, fees of translators of documents (except those concerning conferences), rental of computer time and fees for producing computer software.

# "General Operating Expenses"

Rental of premises: Rental value of premises which are used exclusively by the Office of the Union. (This item does not include the contribution of UPOV to the WIPO common expenses for the space occupied by the Common Services).

#### C/XI/4

## Annex A, page 2

<u>Maintenance of premises</u>: cleaning; repairs; building insurance; upkeep of park; supervision of installations; wages and insurance of cleaning staff; heating; lighting; water.

Rental and Maintenance of Equipment and Furniture: rental and maintenance of all equipment and furniture, in particular: office furniture and machines; reproduction equipment; data processing equipment; transportation equipment including petrol and lubricants.

Communications: cost of telephone, telegrams, telexes and mail, including installation, upkeep and rental of telephone equipment and sets; installation, upkeep and rental of telex machines; postage; carriage of documents (other than those concerning conferences).

Other: all general operating expenses not described above, in particular: hospitality; bank charges; interest on bank and other loans (except building loans); exchange losses; audit fees and expenses connected thereto.

## "Supplies and Materials"

All supplies and materials, in particular: stationery and office supplies; internal reproduction supplies (offset, microfilms, etc.); library books and subscriptions to reviews and periodicals; uniforms; data processing supplies (magnetic tapes, cards, etc.).

## "Acquisition of Furniture and Equipment"

Purchases of furniture and equipment, in particular: office furniture and office machines; data processing equipment; conference servicing and reproducing equipment; transportation equipment.

## "Acquisition and Improvement of Premises"

 $\underline{\underline{\text{New Buildings}}}\colon$  expenses directly connected with the acquisition or construction of buildings not covered by building loans. Includes, in particular: additions to existing premises and purchase of land.

Improvements to Premises: expenses connected with the alterations, improvements or major maintenance of existing buildings not covered by building loans.

Amortization of Loans: repayment of loans originally obtained for New Buildings or Improvments as defined above, including interest on such loans.

## "Fellowships"

Includes, in particular: travel, DSA and other expenses in connection with trainees.

## "Other Expenses"

Expenses not specifically provided for above, unforeseen expenses and accountin adjustments (debits) in respect of prior years; expenses payable to WIPO for services rendered to UPOV.

(Annex B follows)

ANNEX B
YEARLY CONTRIBUTIONS OF MEMBER STATES
(expressed in francs)

C/XI/4

1976	1977	Member States	Num of U	ber nits		ed Budget 178
			(a)	(b)	(a)	(b)
-	42,619	Belgium	1	1	45,428	43,647
58,050	63,929	Denmark	1½	1½	68,143	65,471
193,500	213,095	France	5	5	227,143	218,235
193,500	213,095	Germany, Federal Republic of	5	5	227,143	218,235
-	-	Italy	2	2	90,857	87,294
77,400	85,238	Netherlands	2	2	90,857	87,294
58,050	63,929	Sweden	1½	1½	68,143	65,471
-	-	Switzerland	1½	1½	68,143	65,471
193,500	213,095	United Kingdom	5	5	227,143	218,235
-	-	new member State	-	1	-	43,647
774,000	895,000		24½	25½	1,113,000	1,113,000
======	======		===	===	=======	=======

[End of Annex B and of document]

<sup>(</sup>a) Present membership.

<sup>(</sup>b) Hypothetical membership, if one country contributing one unit deposited its instrument of accession to the UPOV Convention before December 1, 1977.