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UPOV/C/V/4

Original: French

Date: July 1, 1971

UPOV

INTERNATIONALER VERBAND
ZUM SCHUTZ VON
PFLANZENZÜCHTUNGEN

UNION INTERNATIONALE
POUR LA PROTECTION
DES OBTENTIONS VÉGÉTALES

INTERNATIONAL UNION
FOR THE PROTECTION OF
NEW PLANT VARIETIES

COUNCIL

Fifth Session

Geneva, October 14 and 15, 1971

REPORT ON THE AUDITING OF THE UPOV ACCOUNTS
FOR THE 1970 FINANCIAL YEAR

This document contains a letter from the Federal Political Department and a report on the auditing of the UPOV accounts for the 1970 financial year, drawn up by the Federal Finance Control Board in accordance with Article 24 of the Convention.

LETTER DATED JULY 1, 1971, FROM THE FEDERAL
POLITICAL DEPARTMENT TO UPOV

We have the honor to submit to you herewith two copies of the report on the auditing of the accounts of the International Union for the Protection of New Plant Varieties for the 1970 financial year; this report was drawn up by the Federal Finance Control Board in accordance with Article 24 of the Paris Convention of December 2, 1961.

As you will observe, the report finds the financial documents to be accurate and requires no special comment.

We should be much obliged if you would forward one of the copies to the Council of UPOV for its information.

Annexes: Report in duplicate

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FEDERAL FINANCE CONTROL BOARD

No. 933.4.1

R E P O R T

on the Auditing of the Accounts of
the International Union for the Protection of
New Plant Varieties

(UPOV)

for the 1970 Financial Year

Effectuated in Geneva

from May 25 to 27, 1971

To the Head of the International Organizations
Division of the Political Department in Berne

Pursuant to Article 24 of the Convention for the Protection of New Plant Varieties of December 2, 1961, which entered into force on August 10, 1968, we have the honor to send you herewith four copies of our report on the auditing of the accounts for the 1970 financial year.

Two of these copies are to be sent by you to the competent bodies of UPOV.

We are pleased to note that the report finds the financial documents to be accurate and calls for no special comment.

3003 Berne, June 29, 1971

FEDERAL FINANCE CONTROL BOARD

Baumann
Acting Director

I. GENERAL

1. Mandate

In accordance with Article 24 of the Convention for the Protection of New Varieties of Plants of December 2, 1961, which entered into force on August 10, 1968, we carried out the auditing of the accounts for the 1970 financial year at the headquarters of the Office of the International Union for the Protection of New Plant Varieties (hereinafter UPOV) in Geneva.

2. Information and Talks

Mr. A. Jaccard, Head of the Finance Section of the World Intellectual Property Organization (WIPO/BIRPI), who is also responsible for the UPOV accounts, obligingly supplied us with all the necessary information. Moreover, on May 27, 1971, Mr. Werner Frei, Section Head, had the opportunity of discussing the results of our audit with Mr. Bodenhausen, Secretary General of UPOV and Director General of WIPO.

3. Member States of the Union

On December 31, 1970, as in 1969, the following four States constituted the member States of UPOV: Denmark, Germany (Federal Republic), the Netherlands and the United Kingdom. The four other States which signed the Convention, namely Belgium, France, Italy and Switzerland, have not yet deposited their instruments of ratification.

II. 1970 BUDGET AND ACCOUNTS

1. 1970 Budget and Results of the 1970 Financial Year

The budget for expenditure for the 1970 financial year amounted to 310,000 francs. It was approved, at the same time as the budget for the 1969 financial year, by the Council of UPOV at its third session (CPV Doc. 20, paragraph 34). The budget for receipts provided for contributions in an amount equal to total expenditure (310,000 francs), distributed among the four member States according to their respective classes (Article 26 of the Paris Convention for the Protection of New Varieties of Plants).

The results of the financial year were as follows:

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Receipts	316,623.30 francs
Expenditure	<u>215,909.70 francs</u>
Surplus of Receipts	100,713.60 francs =====

Pursuant to Article 5(a) of the Financial Regulations, the latter amount was entirely transferred to the Reserve Fund; this is shown in the balance sheet as of December 31, 1970.

2. Profit and Loss Account (Annex 1)

2.1 Receipts

Receipts for the 1970 financial year consisted primarily in the payment of contributions by the four member States, which totalled 310,000 francs. Each member State paid its contribution according to the number of units of the class chosen by it and according to the budget calculations (see above, page 4, Chapter II, paragraph 1), in accordance with Article 26 of the Convention. We verified the accuracy of the calculation of contributions due, the payments effected by the four member States and the accounting entries relating to those payments. We noted that all contributions due for the 1970 financial year were paid before December 31, 1970.

We also examined the interest paid by the bank, amounting to 6,456.30 francs, and found it to be in agreement with the bank statements submitted to us. The interest rates applied by the Swiss Bank Corporation in 1970 were $\frac{1}{2}\%$ for the current account and $5\frac{1}{2}\%$ for the fixed-term account.

2.2 Expenditure

The figures appearing in the profit and loss account for the 1970 financial year agree with those revealed by the accounts. We verified all payments effected and all the accounting entries relating to such payments. Expenditure includes, in particular, payment of the sum of 110,000 francs to WIPO/BIRPI as a contribution to the services rendered by that Organization, in accordance with the 1970 budget. This indemnification of WIPO/BIRPI is based on Article 8 of the Rules on the Procedures for Technical and Administrative Cooperation Between UPOV and the Unions Administered by WIPO/BIRPI. In terms of the detailed calculation of the contribution which was made at the end of the financial year, there remained a balance of 725 francs in favor of WIPO/BIRPI on December 31, 1970. This sum is posted to Creditors in the balance sheet.

3. Balance Sheet as of December 31, 1970 (Annex 2)

We verified the balance sheet as of December 31, 1970, which is annexed to this report. We found it to be in agreement with the figures revealed by the accounts. We have the following comments to make on the various items it contains:

ASSETS

3.1 Banks

We satisfied ourselves that the balances of the accounts appearing in the balance sheet were in conformity with the bank statements. In addition, we obtained an attestation from the Swiss Bank Corporation, dated May 12, 1971, to the effect that the balances of the UPOV accounts on its books were fully disposable and that there were no reservations in favor of third parties. We also checked all bank operations.

3.2 Transitional Accounts

The transitional accounts are divided into two parts, namely "Advance Salary Payments" and "Active Transitional Account."

(a) Advance Salary Payments

The amount of 6,000 francs represents the balance outstanding at December 31, 1970, on an advance salary payment of 12,000 francs granted on September 2, 1970, to Mr. Skov, Vice Secretary General of UPOV. This advance was regularly repaid at the rate of 2,000 francs per month. We noted that it had thus been fully repaid by the end of March 1971.

(b) Active Transitional Account

This concerns 1970 withholding tax, amounting to 1,936.85 francs, withheld by the bank and owed by the Federal Tax Administration (Administration fédérale des contributions). The refund request was duly submitted to the latter body in 1971, and the amount of 1,368.65 francs was refunded to UPOV on April 15, 1971.

LIABILITIES

3.3 Creditors

An amount of 2,307.80 francs represents, on one hand, two invoices from the Imprimerie Coopérative in Berne which were paid in January 1971, and, on the other hand, the balance

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of 725 francs, owed to WIPO/BIRPI, of the contribution to services rendered, referred to in this report under 2.2.

Another amount, 4,955 francs, represents the rent owed by UPOV to WIPO/BIRPI for offices occupied from August 1, 1970, onwards by the Vice Secretary General and his secretary. This amount corresponds to the one which appears in the profit and loss account. It was paid to WIPO/BIRPI in 1971.

3.4 Reserve Fund

On December 31, 1969, this Fund amounted to	18,060.25 francs
Pursuant to Article 5(a) of the Financial Regulations, the surplus of receipts for 1970 was credited to it, in the amount of	100,713.60 francs
Thus, on December 31, 1970, the Reserve Fund amounted to	<div style="border-top: 1px solid black; display: inline-block; width: 100px;"></div> 118,773.85 francs <div style="border-top: 1px solid black; display: inline-block; width: 100px;"></div>

3.5 Working Capital Fund

The Working Capital Fund was constituted in 1969, following a decision by the Council of UPOV and in accordance with the provisions of the Financial Regulations. In order that the name of the countries having contributed to the constitution of the Working Capital Fund might appear in the balance sheet, an account was opened for each one of them in 1970. The share of each member State in the Fund was calculated on the same basis as the ordinary contributions paid for 1969.

III. CONCLUSIONS

As a result of our examination, we are in a position to certify:

- (a) that the financial documents reproduced in the annexes to this report are in conformity with the UPOV accounts;
- (b) that the entries in the 1970 accounts agree with the supporting documents;
- (c) that the financial operations recorded in the accounts were carried out in accordance with applicable provisions;

(d) that the funds deposited at the bank have been certified by that bank;

(e) that the accounts have been carefully maintained and the supporting documents kept in orderly fashion.

Berne, June 29, 1971

R. Küttel

G. Noël

for the

FEDERAL FINANCE CONTROL BOARD

Enclosures:

1. Profit and Loss Account for the 1970 financial year
2. Balance sheet as of December 31, 1970

Profit and loss of the Union for the Protection of New Plant Varieties
for the 1970 Financial Year

Annex 1

EXPENDITURE

710-719	Salaries	75,786.45
720	Missions	2,379.50
722	Conferences	9,231.90
731	Translators	3,850.55
741	Printing	1,892.05
754	Rent	4,955.00
760	Supplies	7,053.30
770	Bank charges	35.95
773	WIPO Services	110,725.00
		<hr/>
	Surplus of	215,909.70
	receipts	100,713.60
		<hr/>
		316,623.30
		=====

RECEIPTS

780	Contributions	310,000.00
783	Miscellaneous	
	receipts	167.00
788	Interest	6,456.30
		<hr/>
		316,623.30
		=====

December 31, 1970

Secretary General:

G.H.C. Bodenhausen

Controller:

B.A. Armstrong

Balance Sheet as of December 31, 1970, of the
Union for the Protection of New Plant Varieties
 (after approval of the accounts by the Council)

ASSETS

Bank

Current Account	34,308.80	
Fixed-term Account	<u>213,791.00</u>	248,099.80
Transitional Account		<u>7,936.85</u>
		<u>256,036.65</u>
		=====

LIABILITIES

Creditors 7,262.80

Reserve Fund

credit brought forward		
January 1, 1970	18,060.25	
surplus of receipts		
1970	<u>100,713.60</u>	118,773.85

Working Capital Fund

Denmark	10,833.00	
Germany (Fed. Rep.)	54,167.00	
Netherlands	10,833.00	
United Kingdom	<u>54,167.00</u>	<u>130,000.00</u>
		<u>256,036.65</u>
		=====

December 31, 1970

Secretary General:

G.H.C. Bodenhausen

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