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UPOV

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INTERNATIONALER VERBAND
ZUM SCHUTZ VON
PFLANZENZÜCHTUNGEN

UNION INTERNATIONALE
POUR LA PROTECTION
DES OBTENTIONS VÉGÉTALES

INTERNATIONAL UNION
FOR THE PROTECTION OF
NEW PLANT VARIETIES

COUNCIL

Seventh Ordinary Session

Geneva, October 10 to 12, 1973

DRAFT PROGRAM AND BUDGET FOR 1974

presented by the Secretary General

SUMMARY

This document contains the draft program and budget of UPOV for 1974.

The proposed budget provides for expenses amounting to 640,000 Swiss francs.

This document also proposes that the amount of a contribution unit to be paid by member States for 1974 be fixed at 26,000 Swiss francs.

PART I: PROGRAM

1. The program for 1974 shall be a continuation of the work done in the preceding years and, consequently, consist of the following activities:
 2. Council. The Council will probably meet once for two or three days to exercise its functions as provided in the UPOV Convention.
 3. The Consultative Working Committee, consisting of the delegates from all member States, will meet for two or three days in the exercise of its functions as a consultative body to the Council.
 4. The Technical Steering Committee will meet at least once for two or three days to study and make proposals concerning the possibilities of adopting uniform methods, procedures and standards for the examination of varieties, uniform administrative procedures in that field and the exchange of results of examinations between national authorities. No language interpretation will be provided by UPOV.
 5. The five Technical Working Parties for
 - (i) Agricultural Crops,
 - (ii) Vegetables,
 - (iii) Fruit Crops,
 - (iv) Ornamental Plants,
 - (v) Forest Trees,
- will probably each meet once for one or two days, at a national office or at the headquarters of UPOV, to draw up guidelines for the conduct of tests of new varieties and standard forms for technical information from breeders applying for protection. No language interpretation will be provided.
6. The Secretariat will assist, as far as possible, the Technical Steering Committee and the Chairmen of the Technical Working Parties in the preparation and organization of the meeting of the Working Parties.
 7. The Working Group on Variety Denominations will meet once for two days to study and elaborate proposals on questions related to the denomination of new plant varieties.
 8. The Fee Harmonizing Working Party will probably meet once for one day to discuss problems relating to the question of fees to be paid by breeders.
 9. Joint Trial Arrangements. The Secretariat will collaborate with the national authorities of member States with a view to the joint utilization of services entrusted with the examination of new varieties under Articles 7 and 30(2) of the Convention so as to reduce the costs of trials and to establish a division of labor between member States. Besides the work to be done by the Technical Steering Committee and the Technical Working Parties for the harmonization of trials, practical solutions will depend on the harmonization of trial fees, agreements on reference collections, exchange of information and plant material directly between national services. The Secretariat will study these problems and discuss them with the national authorities.
 10. Information and Documentation Service. The Secretariat will:
 - (i) publish collections of legislative texts of the member States and of non-member States;
 - (ii) collect information regarding plant breeders' rights systems in various countries;
 - (iii) establish a vocabulary of UPOV terms in English, French and German;
 - (iv) continue the work on the publication of the Acts of the 1961 Paris Conference and of the 1972 Revision Conference.

As decided by the Council, the costs for the preparation of the publication mentioned in subparagraph (iv) above, estimated at 40,000 Swiss francs, is to be borne by the Reserve Fund (see document UPOV/C/VI/13, paragraph 24).

11. Exchange of Variety Denominations. By decision of the Council the implementation of Article 13(6) of the Convention on the exchange of variety denominations through the Secretariat has been postponed, and for the time being the Secretariat will not carry out the tasks provided for under Article 13(6) (see document UPOV/C/V/33).

12. Advice to Governments. The Secretariat will--if so required--be available to give advice and information concerning 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 ratifying or acceding to the Convention or of following the work of UPOV.

13. Contacts with Governments, Intergovernmental and Non-Governmental Organizations. The Secretariat will maintain contacts both with Governments, with interested intergovernmental organizations, particularly the Food and Agriculture Organization (FAO), the Organization for Economic Cooperation and Development (OECD), with semigovernmental organizations such as the International Seed Testing Organizations (ISTA) and with private (professional) international organizations such as ASSINSEL, CIOPORA, FIS, AIPPI and ICC in order to:

- (i) inform them of the objectives and activities of UPOV;
- (ii) learn about their activities;
- (iii) examine the desirability of establishing regular contacts between UPOV and such organizations in the form of exchanges of publications, mutual attendance of certain meetings, and other appropriate means;
- (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.

14. Symposium. At its sixth session the Consultative Working Committee decided that, instead of the Symposium which had been planned to be held in the United Kingdom in 1973 but which had to be postponed, UPOV should organize in 1974 a Symposium or a small meeting for lectures and discussions, either in Cambridge or in conjunction with the 1974 Council meeting. The final decision will have to be taken during the Council meeting in October 1973. In view of the fact that no decision so far has been taken, the draft budget contains no provision for the said Symposium or meeting in 1974. Unless, after a decision has been taken, the cost appears to be minimal, it is proposed that it be borne by the Reserve Fund in the light of the principle already accepted in connection with the 1973 Symposium (see document UPOV/C/VI/13, paragraph 24).

PART II: BUDGET

15. General. The presentation of the budget is the same as that used in the previous year. The attached Annexes, which are not part of the budget, contain details and explanations.

16. Expenses (in thousands of Swiss francs)

A. Expenses proper to UPOV

Personnel	
(Secretary General,	
Vice Secretary General,	
1 Administrative and Technical	
Assistant (P.2/3)	
1 Administrative Assistant (G.6)	
1 Secretary (G.4))	349
Missions	19
Conferences	23
Contracts	5
Printing	4
Rental	20
Equipment and Supplies	5
Library	3
Unforeseen	4
<u>Total of proper expenses</u>	<u>432</u>
	===

B. Common expenses

Personnel	166
Rental (share in the rental value of the premises used by the Common Services)	4
Building maintenance	9
Equipment and supplies	15
Postage	9
Telephone	3
Unforeseen	2

Total of common expenses 208
===

Total expenses:

Proper expenses	432
Common expenses	208
	640
	===

17. Income (in thousands of Swiss francs)

Contributions from member States

(value of one unit: 26,000 Swiss francs)

Denmark	1½ units	39
France	5 units	130
Germany (Federal Republic of)	5 units	130
Netherlands	2 units	52
United Kingdom	5 units	130
Sweden	1½ units	39

Total contributions 520

Miscellaneous 15

Total income 535
===

18. Deficit to be borne by the Reserve Fund (see paragraph 13 of Annex I):

Expenses	640
Income	535
Deficit	105

19. The Council is invited:

(i) to adopt the budget of a total
expenditure of 640,000 Swiss francs;

(ii) to fix the amount of a contri-
bution unit at 26,000 Swiss francs and the
contributions from member States accordingly
as set forth in paragraph 17 above;

(iii) to approve the budgetary deficit
of 105,000 Swiss francs to be covered by the
Reserve Fund.

/Annexes follow/

I. GENERAL REMARKS

1. The figures given below in the four columns headed 1972, 1973, 1974 and 1975 correspond to the latest accounts (1972), the approved budget for the current year (1973), the proposed budget for next year (1974) and an estimate for the following year (1975). With respect to the figures for 1975 it should be noted that they have not been subject to any detailed calculation and that they have been established on the basis of unchanged activities as compared with 1974. The reasons for the differences in the 1972 expenditure against the 1972 budget are given in document UPOV/C/VII/3.

II. PROPER EXPENSES

2. Personnel

Expenses consist of basic salary, post adjustments, non-resident allowances, dependency and language allowances, education grants, employer's contribution towards Pension Fund, insurance premiums (sickness and professional accident), recruitment costs, and any other payments made to or on behalf of staff members under the Staff Rules and Regulations.

<u>1972</u>	<u>1973</u>		<u>1974</u>	<u>1975</u>
18	21	Secretary General	23	25
113	123	Vice Secretary General	132	139
-	77	Administrative and Technical Assistant (P.2/3)	68	80
36	41	Administrative Assistant (Secretary) (G.5/6)	44	48
-	36	Secretary (G.4)	38	42
-	4	Temporary help/overtime	1	1
4	-	Recruitment costs (P.2)	-	-
-	-	Recruitment, moving and repatriation costs (Vice Secretary General)	41	-
2	-	Other personnel costs	2	2
<u>173</u>	<u>302</u>		<u>349</u>	<u>337</u>
===	===		===	===

The salaries foreseen for 1974 include an estimated increase due to cost of living and within-grade increases.

3. Missions

Expenses consist of the cost of travel, per diem allowances and incidentals of the Secretary General, and the staff of the UPOV Department.

<u>1972</u>	<u>1973</u>	<u>1974</u>	<u>1975</u>
9	16	19	21

The item for 1974 includes missions of the Vice Secretary General or the Assistant to meetings of the Technical Working Parties, missions of the Vice Secretary General to OECD meetings, the ASSINSEL Congress in Madrid and to visits to two member States, one long-distance mission and a mission to Eastern Europe.

4. Conferences

Expenses consist of the interpreters' fees, operators of simultaneous interpretation equipment, refreshments and receptions and translators.

<u>1972</u>	<u>1973</u>	<u>1974</u>	<u>1975</u>
24	21	23	26

352

The proposed amount includes the cost of a three-day Council meeting (6,900) and a three-day meeting of the Consultative Working Committee (6,900), a two-day meeting of the Working Group on Variety Denominations (5,000) and a one-day meeting of the Fee Harmonization Working Party (2,000), as well as provisions for other meetings as necessary (2,200). (It should be noted that the expenditure for 1972 includes the costs of the Diplomatic Conference held in November 1972.)

5. Contracts

Fees for outside translators for translating documents and publications which neither the Secretariat nor the Common Services of WIPO can handle (mainly from and into German).

<u>1972</u>	<u>1973</u>	<u>1974</u>	<u>1975</u>
2	7	5	6

Considering the expenditure incurred in the past, it would be justified to propose for 1974 a smaller amount than previously forecast.

6. Printing

Expenses consist of the cost of paper, printing and binding of reviews, manuals and other publications when such work is done outside WIPO.

<u>1972</u>	<u>1973</u>	<u>1974</u>	<u>1975</u>
-	4	4	4

No expenditure was incurred in 1972 due to the fact that it was not possible to print the official translation of the Convention in English. Arrangements for this printing in 1973 or 1974 are in hand.

7. Rental

The item includes only the rental value of premises which are used exclusively by the UPOV Department. With respect to the share of UPOV in the common expenses for the space occupied by the Common Services, see paragraph 11 below.

<u>1972</u>	<u>1973</u>	<u>1974</u>	<u>1975</u>
12	16	20	22

8. Equipment and supplies

Expenses include furniture, office machines, supplies and other materials specially purchased for the exclusive use of the UPOV Department.

<u>1972</u>	<u>1973</u>	<u>1974</u>	<u>1975</u>
4	7	5	5

9. Library

Expenses include subscriptions for periodicals, dictionaries and technical literature for the exclusive use of the UPOV Department.

<u>1972</u>	<u>1973</u>	<u>1974</u>	<u>1975</u>
1	3	3	3

10. Unforeseen

The item, calculated as 1% of the total budget for 1973 is, in the light of experience, calculated at 1% of the expenses proper to UPOV.

<u>1972</u>	<u>1973</u>	<u>1974</u>	<u>1975</u>
-	6	4	4

III. COMMON EXPENSES

11. The share of UPOV in the common expenses is, where possible, based on a calculation of the services rendered by WIPO or else on an estimation. Reference is made to WIPO document AB/IV/2 (available in English and French only) where specifications and explanations are given. In particular: tables DC.01, DC.04, DC.05, DC.06, DC.07, DC.08, DC.09, DC.10, DC.12, DC.25, DC.26, DC.28, DC.29, DC.31, DC.32, DC.33; and the summary tables of Expenses on pages 44 and 45. Attention is also drawn to paragraph 2 of the said document as well as to paragraph 5, which also applies to UPOV. It is to be noted that, in estimating the percentage of UPOV in table DC.01, WIPO Director General's salary (approximately 26% of the total staff cost shown in this table) was not taken into consideration.

These expenses include contributions towards (a) the cost of staff rendering common services, (b) the cost of premises used by the Common Services, (c) the maintenance of the office buildings, (d) equipment and supplies for the Common Services, (e) postage, telephone and unforeseen.

12. Annex II gives, in tabular form, comparative details by subhead of expenses incurred for 1972, budgeted for 1973, proposed in this document for 1974 and forecast tentatively for 1975.

IV. INCOME

13. In assessing the amount to be covered by contributions from member States, the following considerations have been taken into account:

- (i) a proposed total expenditure of 640,000 Swiss francs;
- (ii) the existence of a Reserve Fund which amounts to 305,271 Swiss francs as at the end of 1972;
- (iii) the Council has already decided that the following expenses will be met from the Reserve Fund:
 - Special salary increase for Secretary General 20,500
 - Preparation of Acts of the 1961 Paris Conference (for these two items see document UPOV/C/VI/13, paragraph 24) 40,000
 - Mission of Council delegation to USA - (approx.) 20,000 (see document UPOV/C(Extr.)/VII/3)*.

When account is taken of these estimated expenses, the balance remaining in the Reserve Fund will amount to approximately 225,000 Swiss francs.

/End of Annex I;
Annex II follows/

* To be changed to UPOV/C(Extr.)/I/3

Table of Recapitulation and ComparisonI. Expenditure (in thousands of Swiss francs)A. Expenses proper to UPOV

Actual 1972	Budget 1973	Subhead	Proposed Budget 1974	Tentative Forecast 1975
173	302	Personnel	349	337
9	16	Missions	19	21
15	21	Conferences	23	26
9	-	Revision conference	-	-
2	7	Contracts	5	6
-	4	Printing	4	4
12	16	Rental	20	22
4	7	Equipment and supplies	5	5
1	3	Library	3	3
-	6	Unforeseen	4	4
225	382		432	428
===	===		===	===

B. Common Expenses

115	157	Personnel	166	199
5)	4	Rental	4	6
5)	9	Building maintenance	9	9
9	8	Equipment and supplies	15	15
5	8	Postage	9	10
-	1	Library	-	-
2	2	Telephone	3	3
1	2	Unforeseen	2	3
137	191		208	245*
===	===		===	===

C. Total Expenses

362	573	640	673
===	===	===	===

* Total included in WIPO document AB/IV/2 (page 48) published in April 1973 (see paragraphs 2 and 5 of that document).

II. Income (in thousands of Swiss francs)

A. Contributions (figures in brackets represent number of units)

Actual 1972	Budget 1973			Proposed Budget 1974	Tentative* Forecast 1975
38,775	39,000	Denmark	(1½)	39,000	49,500
129,250	130,000	France	(5)	130,000	165,000
129,250	130,000	Germany (Fed. Rep. of)	(5)	130,000	165,000
51,700	52,000	Netherlands	(2)	52,000	66,000
38,775	39,000	Sweden	(1½)	39,000	49,500
129,250	130,000	United Kingdom	(5)	130,000	165,000
517,000 =====	520,000 =====		(20) =====	520,000 =====	660,000 =====

B. Miscellaneous

8,700	13,000	Interest		15,000	13,000
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C. Total

525,700	533,000			535,000	673,000
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*
Based on the amount necessary to obtain a
"balanced" budget in 1975 on the basis of
tentative expenditure forecast for that
year shown in the present document.

/End of Annex II
and of document/