

PROPOSED BUDGET SECRETARIAT FOR CONFERENCES AND MEETINGS

PRO/PTO No.: **PPT-REV.768-2001-1D-INGLES**

DATE:

MEETING: ONE PLENARY SESSION MODEL		
HEADQUARTERS: WASHINGTON DC		
INTERPRETATION: 4 LANGUAGES	TRANSLATION: 4 LANGUAGES	DATE OF MEETING:
ACCOUNT:		DURATION: 1 DAY
CONF.SPECIALIST:	COOR.A.TEC.:	COMM.SECR.:
OBSERVATIONS: \$8,500 for documents is an estimate.		
Travel fares, terminal expensess, and perdiem allowances are not paid		
Audio-visual equipment (projectors, screens, etc.)		

COST PER OBJECT OF EXPENDITURE							
Obj.2 - OVERTIME							
Overtime	30	x	32	hours	960	960	960
Obj.5 - DOCUMENTS							
Documents					8,500	8,500	8,500
Obj.6 - EQUIPMENT AND SUPPLIES							
Equipment and supplies					350	350	350
Obj.8 - CONTRACTS							
8 Interpreters (*)	8	x	430	x	1	day	3,440
4 Transtalors/reviewers	4	x	300	x	1	day	1,200
1 Register and acreditations	1	x	120	x	1	day	120
2 Room attendants	2	x	80	x	1	day	160
1 Control operator	1	x	86	x	1	day	86
							5,006
							5,006
							14,816
Obj.9 - OTHER COSTS							
Communications							100
Unforeseen expensess- 5% sub-total							746
							846
							846
							846
							15,662
TOTAL BUDGET							<u>15,662</u>
(*) Shift = 6 hours							

PROPOSED BUDGET SECRETARIAT FOR CONFERENCES AND MEETINGS

PRO/PTO No.: **PPT-REV.768-2001-2D-INGLES**

DATE:

MEETING: ONE PLENARY SESSION MODEL		
HEADQUARTERS: WASHINGTON DC		
INTERPRETATION: 4 LANGUAGES	TRANSLATION: 4 LANGUAGES	DATE OF MEETING:
ACCOUNT:		DURATION: 2 DAY
CONF.SPECIALIST:	COOR.A.TEC.:	COMM.SECR.:
OBSERVATIONS: \$9,600 for documents is an estimate.		
Travel fares, terminal expenses, and per diem allowances are not paid		
Audio-visual equipment (projectors, screens, etc.)		

COST PER OBJECT OF EXPENDITURE							
Obj.2 - OVERTIME							
Overtime	30 x	64 hours		1,920	1,920	1,920	
Obj.5 - DOCUMENTS							
Documents				9,600	9,600	9,600	
Obj.6 - EQUIPMENT AND SUPPLIES							
Equipment and supplies				500	500	500	
Obj.8 - CONTRACTS							
8 Interpreters (*)	8 x	430 x	2 day	6,880			
4 Transtalors/reviewers	4 x	300 x	2 day	2,400			
1 Register and acreditations	1 x	120 x	1 day	120			
2 Room attendants	2 x	80 x	2 day	320			
1 Control operator	1 x	86 x	2 day	172	9,892	9,892	21,912
Obj.9 - OTHER COSTS							
Communications				100			
Unforeseen expenses- 5% sub-total				1,101	1,201	1,201	1,201
TOTAL BUDGET							<u>23,113</u>
(*) Shift = 6 hours							

PROPOSED BUDGET SECRETARIAT FOR CONFERENCES AND MEETINGS

PRO/PTO No.: **PPT-REV.768-2001-3D-INGLES**

DATE:

MEETING: ONE PLENARY SESSION MODEL		
HEADQUARTERS: WASHINGTON DC		
INTERPRETATION: 4 LANGUAGES	TRANSLATION: 4 LANGUAGES	DATE OF MEETING:
ACCOUNT:		DURATION: 3 DAYS
CONF.SPECIALIST:	COOR.A.TEC.:	COMM.SECR.:
OBSERVATIONS: \$10,700 for documents is an estimate. Travel fares, terminal expensess, and perdiem allowances are not paid Audio-visual equipment (projectors, screens, etc.)		

COST PER OBJECT OF EXPENDITURE							
Obj.2 - OVERTIME							
Overtime	30 x	96 hours		2,880	2,880	2,880	
Obj.5 - DOCUMENTS							
Documents				10,700	10,700	10,700	
Obj.6 - EQUIPMENT AND SUPPLIES							
Equipment and supplies				600	600	600	
Obj.8 - CONTRACTS							
8 Interpreters (*)	8 x	430 x	3 days	10,320			
4 Transtalors/reviewers	4 x	300 x	3 days	3,600			
1 Register and acreditations	1 x	120 x	1 days	120			
2 Room attendants	2 x	80 x	3 days	480			
1 Control operator	1 x	86 x	3 days	258	14,778	14,778	28,958
Obj.9 - OTHER COSTS							
Communications				100			
Unforeseen expensess- 5% sub-total				1,453	1,553	1,553	1,553 30,511
TOTAL BUDGET							<u>30,511</u>
(*) Shift = 6 hours							

Excel : PPT-REV.768-2001-3D-INGLES