

ILO STAFF UNION

Publication:

[link](#)

SU/AGM/2022/2/D.3

13 October 2022

ANNUAL GENERAL MEETING **SECOND SESSION**

13 October 2022

Financial Report of the Committee **For the period 1 January 2021 – 31 December 2021**

1. Staff Union members are invited to take note of the following documents attached to this report, covering the above-mentioned period. The Auditor's report is given in a separate document SU/AGM/2021/2/D.3/Add.
 - a) Income and expenditure statement;
 - b) Detailed statement of income and expenditure in relation to the approved budget;
 - c) Statement of expenditure;
 - d) Balance sheet as at 31 December 2021.
2. Points for discussion and adoption by the Annual General Meeting:
 - Financial report for the period 1 January – 31 December 2021.
 - Redistribution of Reserve Funds.

Comments on selected lines from the financial statements

3. Income: The total revenues amount to around CHF 760,000, and reflect a significant increase from the amount estimated in the budget for the year 2021.
- 4.
5. Field retention: This item corresponds to a portion of the membership fees deducted under decentralized payroll systems – as provided for in Article 24(a)(iii) of the Staff Union Rules. This corresponds to the share of membership dues deducted under the decentralized payroll systems, in accordance with the provisions of Article 24(a)(iii) of the Rules of the Staff Union. They are increasing, also reflecting an increase in the number of our members in the field
6. Secretariat expenses: This item covers the cost for one secretary (part-time, 80%).
7. Legal Adviser: This item covers the cost for one full-time Legal Adviser.
8. Expenditure planned for the two regional meeting was of course severely impacted by the fact that they took place virtually.
9. Due to the compulsory teleworking arrangements and the return to the Office,

many operational and running costs were also kept to a minimum (missions, hospitality).

10. **Reserve Fund:** The total of the Reserve Fund shows an increase which is due to the profit for the current year. This increase has been credited to the Action Fund.

**Statutory requirements/Reserve Fund
(Article 33(a) of the Staff Union Rules)**

Fund	Maximum - Definition	Maximum CHF	Actual 31/12/2021
Emergency Fund	½ annual average expenditure over the three preceding financial periods	316,668.10	295,720.65
Action Fund	Twice annual average expenditure over the three preceding financial periods	1,266,672.39	1,794,405.60
Legal Defence Fund	½ annual average expenditure over the three preceding financial periods	316,668.10	427,793.21
TOTAL		1,900,008.58	2,517,919.46

Summary of Results and Total of Reserve Fund for the previous years

Year	Benefit / Deficit	Total of Reserve Fund
2018	-101,260.76	1,941,902.42
2019	165,717.08	2,141,932.63
2020	104,441.49	2,280,635.07

INCOME AND EXPENDITURE
for the period 1 January 2021 - 31 December 2021
(Swiss francs)

EXPENDITURE

Secretariat expenses	112,434.00
Salary – Legal Adviser	242,817.75
Missions (HQ / Field)	13,944.38
Regional Meeting	0.00
Field retention	118,628.63
Training (centralized at HQ)	3,141.35
Communication & <i>UNION</i> magazine	24,092.23
Staff Union Assistance Fund	0.00
Russian Solidarity Fund	2,500.00
External collaboration	0.00
Translation / Interpretation	16,612.69
Hospitality	1,641.66
Bank charges	1,289.25
International Affiliations	15,595.70
Miscellaneous	4,817.76
Telephone / Video conference charges	455.87

557,971.27

INCOME

Membership fees:	
Centralized Payroll	711,463.56
ILO Turin Centre	30,000.00
Bank interest	13,827.03
Other Incomes	4,391.89
Surplus of incomes	-207,711.21

557,971.27

ANNEX 1

DETAILED STATEMENT OF INCOME AND EXPENDITURE

**In relation to the approved budget
for the period 1 January 2021 - 31 December 2021
(Swiss francs)**

	Approved budget	Actual	Balance +(-)
INCOME:			
Membership fees	650,000.00	711,463.56	61,463.56
ILO Turin Centre	10,000.00	30,000.00	20,000.00
Investment and bank interest	9,000.00	13,827.03	4,827.03
Recuperation of tax			0.00
Reimbursements		4,391.89	
	<u>669,000.00</u>	<u>759,682.48</u>	<u>90,682.48</u>
EXPENDITURE:			
Secretariat	110,000.00	112,434.00	2,434.00
Salary – Legal Adviser	250,000.00	242,817.75	-7,182.25
Missions (HQ/Field)	10,000.00	13,944.38	-3,944.38
Regional Meeting – Europe and Arab States	15,000.00	0.00	-15,000.00
Regional Meeting Asia and Pacific	45,000.00	0.00	-45,000.00
Mission/Training Titular Africa	5,500.00	0.00	-5,500.00
Mission/Training Titular America	5,500.00	0.00	-5,500.00
Mission/Training Titular Asia	5,500.00	0.00	-5,500.00
Mission/Training Titular Europe & Arab States	5,500.00	0.00	-5,500.00
Field revenues	100,000.00	118,628.63	18,628.63
Training (centralized at HQ)	10,000.00	3,141.35	-6,858.65
Communication and UNION Magazine	20,000.00	24,092.23	4,092.23
Staff Union Assistance Fund	10,000.00	0.00	-10,000.00
Russian Solidarity Fund	2,500.00	2,500.00	0.00
External collaboration	2,000.00	0.00	-2,000.00
Translation/Interpretation	15,000.00	16,612.69	1,612.69
Hospitality	1,000.00	1,641.66	641.66
Bank charges	1,000.00	1,289.25	289.25
International affiliations	18,000.00	15,595.70	-2,404.30
Miscellaneous	4,500.00	4,817.76	317.76
Telephone/Video conference charges		455.87	455.87
Surplus of incomes		201,711.21	201,711.21
	<u>636,000.00</u>	<u>759,682.48</u>	<u>123,682.48</u>

STATEMENT OF EXPENDITURE
for the period 1 January 2021 to 31 December 2021
(Swiss francs)

	Payments by the ILO	Payments through the BCGE	Payments through petty cash	Total
Secretariat expenses	112,434.00			112,434.00
Salary – Legal Adviser	242,817.75			242,817.75
Missions (HQ / Field)	13,944.38			13,944.38
Regional Meeting Europe & Arab States				0.00
Regional Meeting Asia				0.00
Field retentions	114,374.91			114,374.91
Training (centralized at HQ)		3,141.35		3,141.35
Communication & <i>UNION</i> magazine		24,089.33	2.90	24,092.23
Staff Union Assistance Fund				0.00
Russian Solidarity Fund	2,500.00			2,500.00
External collaboration				0.00
Translation / Interpretation	6,136.29	10,476.40		16,612.69
Hospitality		1,633.86	7.80	1,641.66
Bank charges		1,289.25		1,289.25
International affiliations	848.70	14,747.00		15,595.70
Miscellaneous	2,031.26	2,786.50		4,817.76
Telephone / Video conference charges	455.87			455.87
	495,543.16	58,163.69	10.70	553,717.55
TOTAL	495,543.16	58,163.69	10.70	553,717.55

ANNEX 3

BALANCE SHEET AS AT 31 DECEMBER 2021

(Swiss francs)

<u>ASSETS</u>			<u>LIABILITIES</u>		
Current Assets:			Reserves & Surpluses:		
Cash in hand	253.10		Emergency Fund	295,720.65	295,720.62
Cash at bank	132,039.95				
MEC Accounts	1,010,939.15	1,143,232.20			
Investments as at 31.12.2021			Staff Union Action Fund	1,794,405.60	1,996,116.81
Deposit portfolio securities	746,341.49	746,341.49	Surplus of incomes	201,711.21	
			Legal Defence Fund	427,793.21	427,793.21
Amount due to Staff Union		858,977.29	Gain on Investments		28,920.34
		<u>2,748,550.98</u>			<u>2,748,550.98</u>

ANNEX 4