

ILO STAFF UNION

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SU/AGM/2023/2/D.3

5 October 2023

ANNUAL GENERAL MEETING

SECOND SESSION

5 October 2023

Financial Report of the Committee

For the period 1 January 2022 – 31 December 2022

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/2023/2/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 2022.
2. Points for discussion and adoption by the Annual General Meeting:
 - Financial report for the period 1 January – 31 December 2022.
 - Redistribution of Reserve Funds.

Comments on selected lines from the financial statements

3. Income: The total revenues amount to around CHF 747,000, reflecting an increase from the amount estimated in the 2022 budget.
4. Field retention: This item corresponds to the share of dues deducted under decentralized remuneration systems, in accordance with the provisions of Art. 24(a)(iii) of the Staff Union Rules. They are increasing, also reflecting an increase in the number of our members in the field.
5. Secretariat expenses: This item covers the cost for one secretary at 100%.
6. Legal Adviser: This item covers the cost for one full-time Legal Adviser.

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

Fund	Maximum - Definition	Maximum CHF	Actual 31/12/2022
Emergency Fund	½ annual average expenditure over the three preceding financial periods	284,589.20	295,720.65
Action Fund	Twice annual average expenditure over the three preceding financial periods	1,138,356.80	1,814,723.99
Legal Defence Fund	½ annual average expenditure over the three preceding financial periods	284,589.20	427,793.21
TOTAL		1,707,535.20	2,538,237.85

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	2,280,634.07
2021	201,711.21	2,517,919.46

INCOME AND EXPENDITURE
for the period 1 January 2022 - 31 December 2022
(Swiss francs)

EXPENDITURE

Secretariat	108,078.84
Salary – Legal Adviser	120,607.07
Missions (HQ / Field)	45,663.15
Regional Meeting Africa	101,627.44
Regional Meeting – Americas	25,441.03
Regional Meeting Asia and Pacific	0.00
Regional Meeting Europe and Arab stat	0.00
Field retention	119,983.43
Training (centralized at HQ)	471.95
Communication & UNION magazine	2,449.35
Staff Union Assistance Fund	10,000.00
Russian Solidarity Fund	1,666.80
External collaboration	37,919.60
Translation / Interpretation	16,416.31
Hospitality	3,462.70
Bank charges	521.00
International Affiliations	14,783.32
Miscellaneous	8,944.11
Telephone / Video conference charges	1,377.34

619,413.44

INCOME

Membership fees	711,328.10
ILO Turin Centre	15,000.00
Investment and bank interest	6,094.30
Other incomes	14,558.00
Surplus of incomes	-127,566.96

619,413.44

ANNEXE 1

DETAILED STATEMENT OF INCOME AND EXPENDITURE
In relation to the approved budget
for the period 1 January 2022 - 31 December 2022
(Swiss francs)

	Approved budget	Actual	Balance +(-)
INCOME:			
Membership fees	715,000.00	711,328.10	-3,671.90
ILO Turin Centre	10,000.00	15,000.00	5,000.00
Investment and bank interest	7,000.00	6,094.30	-905.70
Recuperation of tax			0.00
Reimbursements		14,558.00	
	<u>732,000.00</u>	<u>746,980.40</u>	<u>14,980.40</u>
EXPENDITURE:			
Secretariat	115,000.00	108,078.84	-6,921.16
Salary – Legal Adviser	280,000.00	120,607.07	-159,392.93
Missions (HQ / Field)	25,000.00	45,663.15	20,663.15
Regional Meeting Africa	60,000.00	101,627.44	41,627.44
Regional Meeting – Americas	40,000.00	25,441.03	-14,558.97
Regional Meeting Asia and Pacific		0.00	0.00
Regional Meeting Europe and Arab states	0.00	0.00	0.00
Mission/Training Titular Africa	5,500.00	---	-5,500.00
Mission/Training Titular America	5,500.00	---	-5,500.00
Mission/Training Titular Asia	5,500.00	---	-5,500.00
Mission/Training Titular Europe & Arab States	5,500.00	---	-5,500.00
Field retention	135,000.00	119,983.43	-15,016.57
Training (centralized at HQ)	10,000.00	471.95	-9,528.05
Communication & UNION magazine	11,000.00	2,449.35	-8,550.65
Staff Union Assistance Fund	10,000.00	10,000.00	0.00
Russian Solidarity Fund	2,500.00	1,666.80	-833.20
External collaboration	2,000.00	37,919.60	35,919.60
Translation / Interpretation	15,000.00	16,416.31	1,416.31
Hospitality	1,000.00	3,462.70	2,462.70
Bank charges	1,000.00	521.00	-479.00
International Affiliations	18,000.00	14,783.32	-3,216.68
Miscellaneous	6,500.00	8,944.11	2,444.11
Telephone / Video conference charges		1,377.34	1,377.34
Surplus of incomes		127,566.96	127,566.96
	<u>754,000.00</u>	<u>746,980.40</u>	<u>-7,019.60</u>

ANNEXE 2

STATEMENT OF EXPENDITURE
for the period 1 January 2022 - 31 December 2022
(Swiss francs)

	Payments by the ILO	Payments by the BCGE	Payments by petty cash	Total
Secretariat	108,078.84			108,078.84
Salary – Legal Adviser	120,607.07			120,607.07
Missions (HQ / Field)	45,663.15			45,663.15
Regional Meeting Africa	101,627.44			101,627.44
Regional Meeting – Americas	25,441.03			25,441.03
Regional Meeting Asia and Pacific				0.00
Regional Meeting Europe and Arab states				0.00
Field retention	119,983.83			119,983.83
Training (centralized at HQ)	0.00	471.95		471.95
Communication & UNION magazine		2,449.35		2,449.35
Staff Union Assistance Fund		10,000.00		10,000.00
Russian Solidarity Fund	1,666.80			1,666.80
External collaboration		37,919.60		37,919.60
Translation / Interpretation	9,860.91	6,555.40		16,416.31
Hospitality		3,462.70		3,462.70
Bank charges		521.00		521.00
International Affiliations		14,783.32		14,783.32
Miscellaneous	2,662.01	6,259.36	22.74	8,944.11
Telephone / Video conference charges	1,377.34			1,377.34
TOTAL	536,968.42	82,422.68	22.74	619,413.84

ANNEXE 3

BALANCE SHEET AS AT 31 DECEMBER 2022

(Swiss francs)

	<u>ASSETS</u>		<u>LIABILITIES</u>	
Current Assets:			Reserves & Surpluses:	
Cash in hand	230.36		Emergency Fund	295,720.65
Cash at bank	168,674.38			
MEC Accounts	1,040,339.15	1,209,243.89		
Investments as at 31.12.2022			Staff Union Action Fund	1,794,405.60
			Surplus of incomes	127,566.96
Deposit portfolio securities	663,106.59	663,106.59	Provision on shares	-83,234.90
			Provision on receivables ILO	-24,013.67
			Net profit	20,318.39
ILO Receivables		665,887.37	Legal Defence Fund	427,793.21
		<u>2,538,237.85</u>		

ANNEXE 4

295,720.65

1,814,723.99

427,793.21

2,538,237.85