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**ECONOMIC COMMISSION FOR EUROPE**

MEETING OF THE PARTIES TO THE CONVENTION ON  
ACCESS TO INFORMATION, PUBLIC PARTICIPATION  
IN DECISION-MAKING AND ACCESS TO JUSTICE IN  
ENVIRONMENTAL MATTERS

Third meeting  
Riga, 11–13 June 2008  
Agenda item 7 (c)  
Programme of work and operation of the Convention:  
Work programme for 2009–2011

**DRAFT DECISION III/9**

**WORK PROGRAMME FOR 2009–2011**

**Draft decision prepared by the Bureau**

*The Meeting of the Parties,*<sup>2</sup>

*Recalling* its decision I/11 on the procedures for the preparation, adoption and monitoring of work programmes,

*Having regard to* the long-term strategic plan of the Convention adopted through decision III/8,

*Having regard also to* the scheme of financial arrangements adopted through decision III/7,

1. *Adopts* the work programme for 2009–2011 as set out in annex I to this decision;
2. *Agrees upon* the indicative allocation of resources and the resulting estimated costs set out in annex II, subject to annual review and, as appropriate, revision by the Working Group of

the Parties on the basis of annual reports provided by the secretariat pursuant to paragraph [8][6] of decision III/7 on financial arrangements;

3. [Notes that the expected contribution of Parties according to decision III/7 on financial arrangements is as set out in annex III;]<sup>1</sup>

4. *Decides* to give general priority<sup>2</sup> to issues related to compliance and implementation, including capacity-building;

5. *Also decides* to give particular priority to the following substantive issues:

(a) Pollutant release and transfer registers, up until the first session of the Meeting of the Parties to the Protocol on Pollutant Release and Transfer Registers;

(b) Access to justice;

(c) Public participation;

(d) Application of the principles of the Convention in international forums;

(e) Electronic tools and the clearinghouse mechanism;

6. *Calls on* the Parties and invites Signatories, other States and relevant intergovernmental, regional and non-governmental organizations to contribute actively to the activities contained in the work programme;

7. *Requests* the secretariat to prepare a draft work programme for the intersessional period following the fourth meeting of the Parties, including a detailed breakdown of estimated costs, for consideration and further elaboration by the Working Group of the Parties at the latest three months before the fourth meeting of the Parties with a view to possible adoption at that meeting.

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<sup>1</sup> This paragraph is linked with option 1 of the draft decision on financial arrangements (ECE/MP.PP/2008/L.9) and is thus in square brackets. It reflects the request by some Parties that there should be a clear connection between the content and estimated cost of the work programme and the expected contributions. Annex III would present the result of applying the United Nations scale of assessments to the estimated cost (under “core” and “overall” scenarios) of the work programme. Having such an annex might make it redundant to have an annex to the decision on financial arrangements, or might point to that annex being restricted to indicating the proportions falling to each Party under the United Nations scale of assessments.

<sup>2</sup> The primary function of the prioritization indicated in these paragraphs, apart from explaining and reflecting the proposed allocation of resources in the annexes, is to provide guidance in a situation in which there is a significant discrepancy between the actual income and the estimated financial requirement. If there is a significant shortfall in resources, then savings need to be made, and the prioritization provides guidance as to where those savings should be made. If there are surplus resources that are not earmarked, then the prioritization provides guidance as to how that surplus may be used. If the resources available closely match the estimated requirements set out in the annex, the resources can simply be applied as indicated in the annexes, i.e. there is no need for any further exercise of prioritization.

## Annex I

### Work programme for the Convention 2009–2011

Activity	Objective and expected outcome	Lead country, body or organization	Method of work	Annual Subtotal US\$ (Core)	Annual Subtotal US\$ (Overall)
<b>I. Compliance mechanism</b>	Monitor and facilitate the implementation of and compliance with the Convention	Compliance Committee	Compliance Committee to review submissions, referrals and communications on cases of possible non-compliance; prepare decisions and reports; undertake fact-finding missions; secretariat to publicize the mechanism, develop database of cases and service the Committee	<b>202,628</b>	<b>244,983</b>
<b>II. Capacity-building activities</b>	Coordination of capacity-building activities to assist countries in the effective implementation of the Convention; implementation of capacity-building measures at the subregional level	Secretariat, in close cooperation with other relevant stakeholders	Annual inter-agency coordination meetings, training workshops and technical assistance, mostly separately funded	<b>67,543</b>	<b>173,454</b>
<b>III. Awareness-raising and promotion of the Convention and the Protocol on PRTRs<sup>3</sup>, including through communications strategy</b>	Raise public awareness of the Convention and the Protocol on PRTRs throughout the UNECE region and beyond, increase the number of Parties to the Convention, support regional and global initiatives on principle 10 of the Rio Declaration on Environment and Development	Secretariat [Expert group on a communication strategy] [Working Group of the Parties]	Participation in key regional and international events and processes; development and implementation of a communication strategy; support to workshops, seminars and conferences organized by others; preparation of leaflets, publications, news bulletins and other material, including updated version of the implementation guide; Web management; writing and reviewing articles and media kits on the Convention and the Protocol on PRTRs	<b>98,012</b>	<b>155,938</b>

<sup>3</sup> Protocol on Pollutant Release and Transfer Registers.

Activity	Objective and expected outcome	Lead country, body or organization	Method of work	Annual Subtotal US\$ (Core)	Annual Subtotal US\$ (Overall)
<b>IV. Pollutant release and transfer registers</b>	Facilitate the ratification, entry into force and implementation of the Protocol on PRTRs up to the point when the Meeting of the Parties to the Protocol is in a position to take over this responsibility	Working Group on PRTRs <sup>4</sup>	Meetings of the Working Group and expert groups; capacity-building activities; development of technical and legal guidance and other information tools to support development of national PRTRs; participation in other expert groups and interagency meetings as appropriate (e.g. International PRTR Coordinating Group, OECD <sup>5</sup> Task Force on PRTRs)	<b>135,888</b>	<b>201,014</b>
<b>V. Electronic information tools and clearinghouse mechanism</b>	Implementation of recommendations on the more effective use of electronic information tools, facilitating information flow on good practices, policy and practical guidance for the clearing-house mechanism; monitoring technical developments in information and communication technologies; appropriate follow up to the World Summit on the Information Society  Use the Aarhus Clearinghouse for Environmental Democracy to facilitate the collection, dissemination and exchange of information related to the national implementation of the Convention and relevant global and regional developments on principle 10 of the Rio Declaration	Task Force on Electronic Information Tools Secretariat, enlisting technical support as necessary	Task Force meetings; review of policies and practices in the use of information and communication technologies for the implementation of the Convention; collection of good practices; capacity-building workshops and activities; support for the implementation of pilot projects, e.g. through coordinating fund-raising; development of online reporting systems and e-learning courses; participation in other relevant regional e-initiatives as appropriate  Central node information management, coordination of national nodes of the clearing-house, development of electronic tools to support reporting, information-sharing and collection of good practices; provision of technical assistance to national and information nodes of the clearinghouse mechanism; project development and management	<b>105,086</b>	<b>149,605</b>

<sup>4</sup> Upon entry into force of the Protocol on Pollutant Release and Transfer Registers, the Working Group on PRTRs will conclude its mandate. It is expected that this body will be succeeded by the Working Group of the Parties to the Protocol, a subsidiary body of the Meeting of the Parties to the Protocol (ECE/MP.PP/AC.1/2007/L.14).

<sup>5</sup> Organisation for Economic Co-operation and Development.

Activity	Objective and expected outcome	Lead country, body or organization	Method of work	Annual Subtotal US\$ (Core)	Annual Subtotal US\$ (Overall)
<b>VI. Public participation</b>	Coordinate information-sharing, including through the collection of good practice examples in implementation of articles 6, 7 and 8; prepare draft guidance on implementation of articles 6, 7 and 8 or parts thereof	[Secretariat] [Task Force on Public Participation] <sup>6</sup> [Ad hoc expert group]	[Task Force meetings,] workshops, electronic exchange of information, expert studies, compendium of good practices  Explore synergies and possibilities for cooperation with relevant bodies under the Convention on Environmental Impact Assessment in a Transboundary Context and its Protocol on Strategic Environmental Assessment	<b>92,148</b>	<b>147,680</b>
<b>VII. Access to justice</b>	Implementation of recommendations adopted at the second meeting of the Parties; exchange of information on good practices; raising awareness of the access to justice provisions of the Convention and building capacity among key groups of stakeholders such as the judiciary and other legal professionals	Task Force on Access to Justice	Task Force meetings, development of information and guidance material, case-study collection and examination, capacity-building workshops and seminars, identification of further activities	<b>102,345</b>	<b>143,711</b>

<sup>6</sup> The reference to a task force has been included to reflect the position of a significant minority of delegations at the ninth meeting of the Working Group of the Parties which supported establishing such a task force. Some of those delegations indicated their intention to raise the matter at the meeting of the Parties. The reference has been included within square brackets taking into account the fact that a majority of delegations was opposed to the establishment of such a task force. Having reviewed a draft of the synthesis report, the Bureau remains convinced that sustained activities in this area are required in order to support implementation of the second pillar of the Convention.

Activity	Objective and expected outcome	Lead country, body or organization	Method of work	Annual Subtotal US\$ (Core)	Annual Subtotal US\$ (Overall)
<b>VIII.</b> <b>Genetically modified organisms</b>	Support the implementation of the Convention in this area and the application of the Guidelines on genetically modified organisms, inter alia, by promoting exchange of information on good practices; promote the entry into force of the amendment to the Convention adopted through decision II/1	Secretariat, in close cooperation with other stakeholders	Use of the clearinghouse to facilitate exchange of information on good practices Expert workshop/seminar Cooperation with the relevant bodies under the Cartagena Protocol on Biosafety	<b>18,136</b>	<b>41,151</b>
<b>IX.</b> <b>Promotion of Almaty Guidelines and other interlinkages with relevant international bodies and processes</b>	Further the application of the principles of the Convention in the context of relevant international bodies and processes, inter alia, through the promotion of recommendations on electronic information tools and guidelines on public participation in international forums and monitoring of their implementation	Secretariat Task Force on the Application of the Principles of the Convention in International Forums	Participation in workshops relevant to the Convention, joint activities with other conventions and multilateral processes	<b>30,000</b>	<b>50,000</b>
<b>X.</b> <b>Coordination and oversight of intersessional activities</b>	Coordination and oversight of the activities under the Convention Preparation of substantive outcomes of the fourth meeting of the Parties (e.g. drafting the future work programme, reviewing the long-term strategic plan with a view to possible adjustment)	Working Group of the Parties and the Bureau of the Meeting of the Parties	Working Group meetings (1 per year), meetings of the Bureau as necessary and consultations among bureau members electronically	<b>40,000</b>	<b>43,333</b>
<b>XI.</b> <b>Fourth ordinary meeting of the Parties</b>	See article 10 of the Convention	Meeting of the Parties	Meetings of the Parties	<b>21,000</b>	<b>35,000</b>

Activity	Objective and expected outcome	Lead country, body or organization	Method of work	Annual Subtotal US\$ (Core)	Annual Subtotal US\$ (Overall)
<b>XII. Reporting mechanism</b>	Production of full set of national implementation reports and synthesis reports in accordance with decision I/8 and II/10	Secretariat Compliance Committee	Preparation and processing of national implementation reports Analysis of reports and preparation of synthesis report Adjustment of guidance on reporting requirements	<b>37,283</b>	<b>43,950</b>
<b>XIII. Horizontal support areas</b>	Overall support that covers multiple substantive areas of the work programme.	Secretariat	Secretarial support, staff training, equipment.	<b>40,567</b>	<b>57,850</b>
<b>Total</b>				<b>990,635</b>	<b>1,487,669</b>
<b>Programme support costs (13%)</b>				<b>128,783</b>	<b>193,397</b>
<b>Grand total</b>				<b>1,119,418</b>	<b>1,681,066</b>

## Annex II

### Estimated costs of the activities proposed in the Work Programme 2009 - 2011 to be covered from sources other than the United Nations regular budget <sup>(a)</sup>

Activity	Description	Estimated costs in US\$ per year (b)								Notes
		2009		2010		2011		2009-2011 average per year		
		Core	Overall	Core	Overall	Core	Overall	Core	Overall	
<b>I. Compliance mechanism</b>										
Staff time	Professional support (L-3): 0.6 (core), 0.65 (overall)	97,628	104,983	97,628	104,983	97,628	104,983	97,628	104,983	(c)
Travel, DSA (Experts/participants)	Committee members, other participants (4 meetings of Compliance Committee per year)	70,000	80,000	70,000	80,000	70,000	80,000	70,000	80,000	
Travel, DSA (Staff)	Expert missions	5,000	10,000	5,000	10,000	5,000	10,000	5,000	10,000	
Subcontracts	Consultancy (Translation outside UN, expert advice)	30,000	50,000	30,000	50,000	30,000	50,000	30,000	50,000	
<b>Subtotal</b>		<b>202,628</b>	<b>244,983</b>	<b>202,628</b>	<b>244,983</b>	<b>202,628</b>	<b>244,983</b>	<b>202,628</b>	<b>244,983</b>	
<b>II. Capacity-building activities</b>										(d)
Staff time	Professional support (L-3): 0.20 (core), 0.30 (overall)	32,543	48,454	32,543	48,454	32,543	48,454	32,543	48,454	(c)
Travel, DSA (Experts/participants)	Eligible participants (Annual meeting of capacity-building partners)	0	5,000	0	5,000	0	5,000	0	5,000	
Travel, DSA (Staff)	Workshops, seminars, trainings	5,000	10,000	5,000	10,000	5,000	10,000	5,000	10,000	
Subcontracts	Consultancy (Capacity-building activities, materials, studies)	30,000	110,000	30,000	110,000	30,000	110,000	30,000	110,000	
<b>Subtotal</b>		<b>67,543</b>	<b>173,454</b>	<b>67,543</b>	<b>173,454</b>	<b>67,543</b>	<b>173,454</b>	<b>67,543</b>	<b>173,454</b>	
<b>III. Awareness raising and promotion of the Convention and the Protocol on PRTRs, including through communications strategy</b>										
Staff time	Professional support (L-3): 0.25 (core), 0.40 (overall)	40,679	64,605	40,679	64,605	40,679	64,605	40,679	64,605	(c)
Travel, DSA (Experts/Participants)	Experts meeting	6,000	12,000	11,000	22,000	0	0	5,667	11,333	
Travel, DSA (Staff)	Travel, DSA for participation at relevant events where no other funding is available	30,000	40,000	30,000	40,000	30,000	40,000	30,000	40,000	
Subcontracts	Consultancy (Studies, Publications, Materials)	30,000	55,000	20,000	40,000	15,000	25,000	21,667	40,000	(e)
<b>Subtotal</b>		<b>106,679</b>	<b>171,605</b>	<b>101,679</b>	<b>166,605</b>	<b>85,679</b>	<b>129,605</b>	<b>98,012</b>	<b>155,938</b>	
<b>IV. Pollutant Release and Transfer Registers (PRTRs)</b>										
Staff time	Professional support (L-3): 0.45 (core), 0.45 (overall)	73,221	72,680	73,221	72,680	73,221	72,680	73,221	72,680	(c)
Travel, DSA (Experts/Participants)	Eligible participants (Meetings of the Parties, Working Group, expert group)	56,000	100,000	31,000	65,000	56,000	100,000	47,667	88,333	
Travel, DSA (Staff)	Travel, DSA for capacity building for the Protocol and participation in international events	5,000	10,000	5,000	10,000	5,000	10,000	5,000	10,000	
Subcontracts	Consultancy (Preparation of guidance material)	10,000	30,000	10,000	30,000	10,000	30,000	10,000	30,000	
<b>Subtotal</b>		<b>144,221</b>	<b>212,680</b>	<b>119,221</b>	<b>177,680</b>	<b>144,221</b>	<b>212,680</b>	<b>135,888</b>	<b>201,014</b>	
<b>V. Clearinghouse mechanism and electronic tools</b>										
Staff time	Professional support (L-3): 0.40 (core), 0.40 (overall)	65,086	64,605	65,086	64,605	65,086	64,605	65,086	64,605	(c)
Travel, DSA (Experts/Participants)	Eligible participants (1 Task Force meeting per year)	15,000	25,000	15,000	25,000	15,000	25,000	15,000	25,000	
Travel, DSA (Staff)	Travel, DSA	0	5,000	0	5,000	0	5,000	0	5,000	
Subcontracts	Consultancy (Technical assistance for maintenance and upgrading, training of national experts; Collection and examination of case studies)	25,000	55,000	25,000	55,000	25,000	55,000	25,000	55,000	
<b>Subtotal</b>		<b>105,086</b>	<b>149,605</b>	<b>105,086</b>	<b>149,605</b>	<b>105,086</b>	<b>149,605</b>	<b>105,086</b>	<b>149,605</b>	



Activity	Description	Estimated costs in US\$ per year (b)								Notes
		2009		2010		2011		2009-2011 average per year		
		Core	Overall	Core	Overall	Core	Overall	Core	Overall	
<b>VI. Public participation</b>										
Staff time	Professional support (L-3): 0.30 (core), 0.45 (overall)	48,814	72,680	48,814	72,680	48,814	72,680	48,814	72,680	(c)
Travel, DSA (Experts/Participants)	Eligible participants (1 meeting of expert group or international workshop per year; Workshop on articles 7 and 8)	15,000	20,000	40,000	80,000	15,000	20,000	23,333	40,000	
Travel, DSA (Staff)	Travel, DSA	5,000	10,000	5,000	10,000	5,000	10,000	5,000	10,000	
Subcontracts	Consultancy (Material, and expert studies)	30,000	50,000	10,000	15,000	5,000	10,000	15,000	25,000	
<b>Subtotal</b>		<b>98,814</b>	<b>152,680</b>	<b>103,814</b>	<b>177,680</b>	<b>73,814</b>	<b>112,680</b>	<b>92,148</b>	<b>147,680</b>	
<b>VII. Access to Justice</b>										
Staff time	Professional support (L-3): 0.25 (core), 0.25 (overall)	40,679	40,378	40,679	40,378	40,679	40,378	40,679	40,378	(c)
Travel, DSA (Experts/Participants)	Eligible participants (1 Task Force meeting per year and 1 capacity building workshop)	40,000	70,000	20,000	30,000	20,000	30,000	26,667	43,333	
Travel, DSA (Staff)	Expert missions	5,000	10,000	5,000	10,000	5,000	10,000	5,000	10,000	
Subcontracts	Consultancy (Collection and examination of case studies)	30,000	50,000	30,000	50,000	30,000	50,000	30,000	50,000	
<b>Subtotal</b>		<b>115,679</b>	<b>170,378</b>	<b>95,679</b>	<b>130,378</b>	<b>95,679</b>	<b>130,378</b>	<b>102,345</b>	<b>143,711</b>	
<b>VIII. Genetically Modified Organisms (GMOs)</b>										
Staff time	Professional support (L-3): 0.05 (core), 0.10 (overall)	8,136	16,151	8,136	16,151	8,136	16,151	8,136	16,151	(c)
Travel, DSA (Experts/Participants)	Eligible participants (Workshop)	0	0	15,000	45,000	0	0	5,000	15,000	
Subcontracts	Consultancy (Expert studies)	5,000	10,000	10,000	20,000	0	0	5,000	10,000	
<b>Subtotal</b>		<b>13,136</b>	<b>26,151</b>	<b>33,136</b>	<b>81,151</b>	<b>8,136</b>	<b>16,151</b>	<b>18,136</b>	<b>41,151</b>	
<b>IX. Promotion of Almaty guidelines and other interlinkages with relevant international bodies and processes</b>										
Travel, DSA (Experts/Participants)	Eligible participants (1 meeting of Task Force per year, international workshop)	15,000	20,000	15,000	35,000	15,000	20,000	15,000	25,000	
Subcontracts	Consultancy (Material, studies)	30,000	50,000	10,000	15,000	5,000	10,000	15,000	25,000	
<b>Subtotal</b>		<b>45,000</b>	<b>70,000</b>	<b>25,000</b>	<b>50,000</b>	<b>20,000</b>	<b>30,000</b>	<b>30,000</b>	<b>50,000</b>	
<b>X. Coordination and oversight of intersessional activities</b>										
Travel, DSA (Experts/Participants)	Eligible participants (Meetings of Working Group of the Parties , Bureau meetings)	30,000	40,000	55,000	55,000	35,000	35,000	40,000	43,333	
<b>Subtotal</b>		<b>30,000</b>	<b>40,000</b>	<b>55,000</b>	<b>55,000</b>	<b>35,000</b>	<b>35,000</b>	<b>40,000</b>	<b>43,333</b>	
<b>XI. Fourth ordinary meeting of the Parties</b>										
Travel, DSA (Experts/Participants)	Eligible participants (MOP-4)	0	0	0	0	42,000	84,000	14,000	28,000	
Travel, DSA (Staff)	Travel, DSA for MOP-4	0	0	0	0	21,000	21,000	7,000	7,000	
<b>Subtotal</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>63,000</b>	<b>105,000</b>	<b>21,000</b>	<b>35,000</b>	

Activity	Description	Estimated costs in US\$ per year (b)								Notes	
		2009		2010		2011		2009-2011 average per year			
		Core	Overall	Core	Overall	Core	Overall	Core	Overall		
<b>XII. Reporting mechanism</b>											
	Subcontracts	Consultancy (Technical assistance, processing of National Reports, Synthesis Report)	0	0	25,000	35,000	35,000	45,000	20,000	26,667	
	Secretarial Support (G-5)	Assist processing of reports	0	0	25925	25925	25925	25925	17,283	17,283	
	<b>Subtotal</b>		<b>0</b>	<b>0</b>	<b>50,925</b>	<b>60,925</b>	<b>60,925</b>	<b>70,925</b>	<b>37,283</b>	<b>43,950</b>	
<b>XIII. Horizontal Support Areas</b>											
	Equipment	PC, printer	6,000	6,000	6,000	6,000	0	0	4,000	4,000	
	Secretarial support (G-5)	General support	25,925	51,850	25,925	51,850	51,850	51,850	34,567	51,850	(f)
	Training of staff	Various training activities to enhance staff skills	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	
	<b>Subtotal</b>		<b>33,925</b>	<b>59,850</b>	<b>33,925</b>	<b>59,850</b>	<b>53,850</b>	<b>53,850</b>	<b>40,567</b>	<b>57,850</b>	
	<b>Total</b>		<b>962,710</b>	<b>1,471,385</b>	<b>993,635</b>	<b>1,527,310</b>	<b>1,015,560</b>	<b>1,464,310</b>	<b>990,635</b>	<b>1,487,669</b>	
	Programme support costs 13%		125,152	191,280	129,173	198,550	132,023	190,360	128,783	193,397	
	<b>GRAND total</b>		<b>1,087,863</b>	<b>1,662,665</b>	<b>1,122,808</b>	<b>1,725,861</b>	<b>1,147,583</b>	<b>1,654,671</b>	<b>1,119,418</b>	<b>1,681,066</b>	

(a) Figures are rounded up. They may change in accordance with United Nations administrative regulations.

(b) The estimated costs shown here are limited to those intended to be covered by voluntary contributions made under the Convention's scheme of financial arrangements, either through its trust fund or in kind. They do not include costs that are expected to be covered by the United Nations regular budget or other sources. The "overall" figures are based on the supposition of three professional staff financed through the Convention's trust fund. The "core" figures are based on the supposition of two-and-a-half professional staff financed through the Convention's trust fund. It will be the policy of the secretariat to use resources in such a way as to maintain a steady level of staffing and to increase the numbers of extrabudgetary staff only if it considers that the higher staffing level can be sustained for a significant period.

(c) Professional staff costs are estimated by multiplying expected staff time in each activity area by the projected collective annual salary costs for the core and overall scenarios. These collective salary costs are estimated at \$406,785 and \$484,535 under the core and overall scenario respectively. These estimates are based on projections on salary levels of two existing L3 staff and on a generic L3 salary at 50 per cent for the core scenario (\$77,750) and 100 per cent for the overall scenario (\$155,500).

(d) This category of activities encompasses activities that build capacity in areas that relate to the Convention as a whole. Capacity-building activities relating to a specific topic under the Convention (e.g. electronic information tools, access to justice) are covered under those activity areas.

(e) In line with past practice, it is anticipated that some publications will be funded from the United Nations regular budget.

(f) The extrabudgetary secretarial support at G-5 level in both "overall" and "core" scenarios is calculated using the following formula: Core scenarios in non-MOP years assume secretarial support at 25 per cent and in MOP years at 50 per cent. Overall scenarios assume secretarial support at 50 per cent throughout the triennium. The generic annual salary level of \$103,700 is used as the basis for core and overall scenarios.

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