

REVIEW MECHANISM FOR THE  
UNITED NATIONS CONVENTION  
AGAINST CORRUPTION

PRELIMINARY COST ESTIMATES

## **A. Key Assumptions**

In order to prepare the requested cost estimates of the UNCAC Implementation Review Mechanism, a few key assumptions had to be made in the absence of decisions of the Working Group on these matters.

The below preliminary cost estimates are based on the following parameters:

1. The Review Mechanism is following a four-year cycle
2. 40 States Parties are to be reviewed per year.
3. Translation of the self-assessment checklist responses, as well as supporting documentation, is required for 15 of the 40 countries
4. One annual meeting of the Implementation Review Group with a duration of ten days, including funding for participation of LDC's in this meeting.
5. Voluntary country visits in 20 countries per year, including funding the participation of governmental experts from developing countries in these visits.

## **B. Estimated Requirements**

### ***Staffing***

The staffing requirements have been established using the following parameters:

- 40 reviews at 12 staff work weeks each = 480 staff work weeks
- Preparation of 40 reports at 2 weeks each= 80 staff work weeks
- Preparation of aggregate analytical reports = 15 staff work weeks
- Preparation and servicing of the Implementation Review Group = 10 staff work weeks
- 20 country visits at 2 weeks each (including preparation time) = 40 staff work weeks
- Maintenance of expert database and other miscellaneous activities = 15 staff work weeks

On the basis of these parameters, the total number of staff work weeks per year are 640. Based on an average annual figure of 40 effective work weeks per staff member, the total staff required to support the Review Mechanism would be 16 staff members at various levels, including professional and general service staff.

The anticipated new tasks need to be considered in the context of the overall requirements for support to the COSP and the other mandated functions of the Secretariat. Depending on how much of the current requirements for preparing and servicing the COSP and its established Working Groups would be subsumed under the work of the Review Mechanism, it is estimated that approximately 30 to 35 % of the work can be accomplished by the current staff of the Secretariat (including both staff paid from the regular budget as well as staff funded through voluntary contributions). Therefore, it is estimated that the Mechanism will require 10 new posts. It is at this stage difficult to define exactly the level of posts and distribution of functions required to support the implementation review mechanism. Therefore, an average cost of US\$ 110,000 per year per staff member is used as a basic figure.

ITEM	Amount in USD
Staffing (10 staff members at an average US\$ 110,000)	1,100,000

### ***Translation***

As indicated in the key assumptions, the estimated costs included below for translation are based on translation being a requirement for 15 of the 40 countries to be reviewed annually. In addition to the answers to the self assessment checklist and pertinent supporting material, an average of 2000 pages are to be translated from one official language into another official language per year. Standard costs of translation of one page is US\$ 290.

ITEM	Amount in USD
Translation of documentation for individual reviews (2000 pages at US\$ 290 per page)	580,000

In addition, provision would need to be made for the translation into the six official languages of the documentation required for the Implementation Review Group and the CoSP. The figure included here is based on an average of 100 pages of such documentation to be translated into all six official languages each year\*.

ITEM	Amount in USD
Translation of documentation for implementation review group (100 pages at US\$ 290 per page in all 6 languages)	145,000

### ***Implementation Review Group***

One annual meeting of the Implementation Review Group with a duration of ten days (20 meetings) with full interpretation\*:

ITEM	Amount in USD
Implementation Review Group (10 day session with interpretation)	197,000

Funding for participation of LDCs in this meeting

ITEM	Amount in USD
Participation of 31 representatives from LDCs (average ticket costs US\$ 2,000 and 14 days DSA @ rate of US\$ 317)	200,000

### ***Training***

It is proposed that the governmental experts partaking in the review process as part of the review teams are to undergo training. The below annual estimated figure for this training is calculated on the basis of one annual five-day training course for 40 experts organized in Vienna and on the basis of funding requirements for 30 governmental experts from developing countries participating in this training.

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\* On the assumption that this group will be replacing the existing Working Group on Review of Implementation, discussions are underway with Conference Management Services to see whether these costs can be absorbed.

ITEM	Amount in USD
Participation of 30 governmental experts from developing countries (average ticket costs US\$ 2,000 and 6 days DSA @ rate of US\$ 317)	117,000

### ***Country visits***

The two components reflected under this item are travel of experts and of Secretariat staff to participate in country visits. The requirements for these visits are based on a three-day country visit to 20 countries out of 40 reviewed countries. The below estimate is based on averaged travel costs for 5 participants (including costs of travel for governmental experts from developing countries and Secretariat staff), as well as costs for interpretation in 15 country visits.

ITEM	Amount in USD
Country visits (at an average estimated cost of US\$ 15,000)	300,000

### ***Equipment and Communication costs***

Computer maintenance and communication costs per staff member are currently estimated at 2,800 per year per staff member.

In addition conference calls and video conferences are included in the below budget figure using the basis of the secretariat organizing an average of 2 ½ telephone/video conferences for each of the 40 reviews, the total required costs estimated for these communication costs are:

ITEM	Amount in USD
Computer maintenance and communication costs (US\$ 2,800 per staff member)	28,000
Telephone / video conference costs (2.5 per review at average costs of US\$ 300 each)	30,000
Total communication costs	58,000

**TOTAL ESTIMATED ANNUAL COSTS: USD 2,697,000**