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# FUND OF THE

### UNITED NATIONS ENVIRONMENT PROGRAMME

# FINANCIAL REPORT

and

## **AUDITED FINANCIAL STATEMENTS**

for the biennium ended 31 December 1979 and

REPORT OF THE BOARD OF AUDITORS

### **GENERAL ASSEMBLY**

OFFICIAL RECORDS: THIRTY-FIFTH SESSION SUPPLEMENT No. 5F (A/35/5/Add.6)



**UNITED NATIONS** 

# FUND OF THE UNITED NATIONS ENVIRONMENT PROGRAMME

# FINANCIAL REPORT and AUDITED FINANCIAL STATEMENTS for the biennium ended 31 December 1979 and REPORT OF THE BOARD OF AUDITORS

### **GENERAL ASSEMBLY**

OFFICIAL RECORDS: THIRTY-FIFTH SESSION SUPPLEMENT No. 5F (A/35/5/Add.6)



UNITED NATIONS

New York, 1980

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/Original: English/ /14 August 1980/

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### LETTERS OF TRANSMITTAL

31 March 1980

Sir,

Pursuant to financial regulation 11.4 as amended by General Assembly resolution 3192 (XXVIII) of 18 December 1973, I have the honour to transmit the financial report and accounts of the Fund of the United Nations Environment Programme for the biennium 1978-1979 ended 31 December 1979, which I hereby approve.

Copies of these financial statements are also being transmitted to the Advisory Committee on Administrative and Budgetary Questions.

Accept, Sir, the assurances of my highest consideration.

(Signed) Mostafa K. TOLBA Executive Director

The Chairman of the Board of Auditors United Nations New York, N. Y.

Sir,

I have the honour to transmit to you the financial statements of the Fund of the United Nations Environment Programme for the biennium ended 31 December 1979, which were submitted by the Executive Director. These statements have been examined and include the audit opinion of the Board of Auditors.

In addition to the above, I have the honour to present the report of the Board with respect to the accounts of the Fund of the United Nations Environment Programme for the biennium ended 31 December 1979.

Accept, Sir, the assurances of my highest consideration.

(Signed) J. J. MACDONELL

Auditor General of Canada
and Chairman of the United Nations
Board of Auditors

The President of the General Assembly of the United Nations New York, N.Y.

### I. FINANCIAL REPORT FOR THE BIENNIUM ENDED 31 DECEMBER 1979

### Introduction

- 1. The Executive Director of the United Nations Environment Programme (UNEP) has the honour to submit herewith the financial report and the accounts of the Fund of UNEP for the biennium 1978-1979 ended 31 December 1979.
- 2. At its 2325th plenary meeting, on 18 December 1974, 1/ the General Assembly concurred with the recommendation contained in the report of the Advisory Committee on Administrative and Budgetary Questions that "there was no need for the Board of Auditors to submit a formal audit report to the Assembly to cover the first year of a biennium"; instead, the financial report and accounts for the first year of a biennium would be submitted to the Advisory Committee and "if the Board's work in auditing transactions in the first year and certifying the interim accounts revealed situations which should be brought to the attention of Member States, the Board would report them to the Advisory Committee, which, if need be, would apprise the General Assembly". 2/ No such situations were reported by the Board of Auditors in its audit of the financial transactions reflected in the accounts submitted by UNEP for the first year of the biernium 1978-1979.
- 3. The unaudited accounts for the biennium 1978-1979 were presented to the Governing Council at its eighth session prior to the completion of the audit.

### Presentation and format

- 4. The presentation and format of the statements and schedules remain unchanged with the exception of their numbering and sequence. Statement I shows the assets, liabilities and unencumbered fund balance of the Fund of UNEP as at 31 December 1979, statement II the unencumbered fund balance as at 31 December 1979 and statement III the income and expenditure for the biennium 1978-1979. The activities of the Capital Asset Fund are shown under statement IV and those of the Revolving Fund (Information) under statement V. The activities of trust funds for the biennium 1978-1979 are shown under separate statements, namely, statement VI for the UNEP Trust Fund for the International Prize in the Field of Environment, statement VII for the Regional Trust Fund for the Protection and Development of the Marine Environment and the Coastal Areas of Bahrain, Iran, Iraq, Kuwait, Oman, Qatar, Saudi Arabia and the United Arab Emirates, and statement VIII for the UNEP Trust Fund for the Protection of the Mediterranean Sea against Pollution.
- 5. The eight statements are supported, as in previous years, by four schedules which summarize the financial transactions during the biennium 1978-1979. Schedule 1 provides details on investments, schedule 2 on pledges and contributions, schedule 3 on programme and programme reserve activities and schedule 4 on programme and programme support costs.

<sup>1/</sup> Official Records of the General Assembly, Twenty-ninth Session, Supplement No. 31 (A/9631 and Corr.2), p. 136, item 73, subpara. (h).

<sup>2/</sup> Ibid., Supplement No. 8 (A/9608 and Add.1-23), document A/9608/Add.1, para. 14.

### Operation of the Fund of UNEP and its financial position

- 6. The Governing Council, in decision 7/14 C of 3 May 1979, approved appropriations for 1979 in the amounts of \$43.8 million and \$1 million for Fund programme and Fund programme reserve activities respectively. Thus, the total revised final appropriations for the biennium 1978-1979 amounted to \$65,576,624 on Fund programme activities and \$1,125,845 on Fund programme reserve activities, less an allocation of \$104,005 to the Revolving Fund (Information) in accordance with decision 6/13 A of 24 May 1978. These final appropriations for the biennium 1978-1979, comprising actual expenditures of 1978 and the above revised 1979 appropriations, are within the level of appropriations approved by decision 6/13 D of 2½ May 1978 and also in accordance with the Executive Director's proposal contained in document UNEP/GC.7/1½/Rev.l and Corr.l, section V, paragraph 1½, approved by the Governing Council. In decision 7/1½ F of 3 May 1979 the Governing Council appropriated \$15,390,800 for programme and programme support costs.
- 7. The appropriations by the Governing Council for the biennium 1978-1979 were utilized as follows:

	Appropriations	Encumbered	Unencumbered appropriations
	(Uni	ted States dol	lars)
Programme and programme support costs	15,390,800	15,190,449	200,351
Fund programme activities	65,576,624	49,812,926	15,763,698
Fund programme reserve	1,125,845	125,845	1,000,000
	82 093 269	65 129 220	16 964 049
		<del></del>	

- 8. At the close of the biennium, on 31 December 1979, the Fund of UNEP had an unencumbered balance of \$26,952,428 after setting aside \$4,200,000 for the financial reserve (statement I).
- 9. Outstanding commitments on approved projects at 31 December 1979 are summarized as follows:

	United States <u>dollars</u>
Balance of commitments as at 1 January 1979	29,930,060
Add: Additional commitments approved during 1979	39,360,409
Total commitments for 1979 and future years	69,290,469
Less: Expenditures for 1979	27,036,302
Balance of commitments as at 31 December 1979 <u>a</u> /	42,254,167
a/ This balance consists of:	
Unexpended balance of commitments for 1979	6,954,693
Commitments for future years	35,299,474
	42,254,167

The above figure of \$42,254,167 constitutes contingent claims on the resources of the Fund within the levels approved by the Governing Council.

10. The expenditures for the years 1973 to 1979 representing the financial implementation of Fund programme and Fund programme reserve activities are as follows:

Year	Actual expenditure
	(United States dollars)
1973	361,700
1974	4,015,676
1975	13,146,540
1976	15,596,098
1977	21,666,410
1978	22,902,469
1979	27,036,302

### Budgetary matters: programme and programme support costs

11. As shown in schedule 4, total appropriations for the biennium 1978-1979, including additional appropriations of \$385,410 (Governing Council decision 6/13 E) and \$60,510 (Governing Council decision 7/14 F), amounted to \$15,390,800, and expenditures incurred in the biennium against these appropriations were \$15,190,449. An unencumbered balance of \$200,351 in the programme and programme support costs budget remained at the end of the biennium 1978-1979.

### Regular budget of the United Nations

12. The total revised appropriations for the biennium 1978-1979 from the regular budget of the United Nations to meet the costs of the secretariat established under resolution 2997 (XXVII), were \$9,112,000. Total expenditures incurred for the biennium 1978-1979 were \$8,794,157, leaving an unencumbered balance of \$317,843 for the biennium 1978-1979. According to recent information from Headquarters, this unencumbered balance of \$317,843 was transferred to other sections of the regular budget of the United Nations, approved by the Advisory Committee on Administrative and Budgetary Questions. The transactions for UNEP under the regular budget of the United Nations are reflected in the financial report and accounts of the United Nations, under section 13 A in statement I, schedules 1.1, 1.2, 1.3 and 1.4. 3/

### Revolving Fund (Information)

13. The Governing Council, by decision 42 (III), section III, of 30 April and 2 May 1975, established this fund for the purpose of financing, as a self-supporting operation, the preparation, production and distribution of information materials by UNEP. In accordance with Governing Council decision C/13 A, paragraph 6, the Executive Director allocated \$104,005 from the Fund programme reserve to bring the uncommitted balance of the Revolving Fund at 1 January 1979 to the sum of \$200,000. Income from sales of publications during the biennium amounted to \$13,958 and expenditures to \$15,595, leaving an uncommitted balance of \$191,485 at 31 December 1979 (statement V).

### UMEP Trust Fund for International Prize in the Field of Environment

14. This trust fund was set up under General Assembly resolution 3003 (XXVII) of 15 December 1977, which established an international prize in the field of environment. The third such prize, in the amount of \$50,000, was awarded on 5 June 1978. Statement VI shows the financial position of the fund as at 31 December 1979.

Regional Trust Fund for the Protection and Develorment of the Marine Environment and the Coastal Areas of Bahrain, Iran, Iraq, Kuwait, Oman, Qatar, Saudi Arabia and the United Arab Emirates

15. By decision 6/13 D, paragraph 9, of 24 May 1978, the Governing Council approved, under chapter II, article V, of the general procedures governing the operations of the Fund of UNEP, the establishment of the Regional Trust Fund for the Protection

<sup>3/</sup> Ibid., Thirty-fifth Session, Supplement No. 5 (A/35/5), vol. I.

and Development of the Marine Environment and the Coastal Areas of Bahrain, Iran, Iraq, Kuwait, Oman, Qatar, Saudi Arabia and the United Arab Emirates. Contributions totalling \$1,922,198 were received from Governments during the biennium 1978-1979, as shown in statement VII. Details of these contributions are as follows:

Country Contributions paid		
	(United States dollars)	
Bahrain	58,200	
Iran	407,982	
Kuwait	449,883	
Oman	58,200	
Qatar	389,794	
Saudi Arabia	558,138	
	1,922,198	

### Trust Fund for the Protection of the Mediterranean Sea against Pollution

16. By decision 7/14 D of 3 May 1979, the Governing Council approved, under chapter II, article V, of the general procedures governing the operations of the Fund of UNEP, the establishment of the Regional Trust Fund for the Protection of the Mediterranean Sea against Pollution. Contributions totalling \$1,119,790 were received from Governments during the year 1979, as shown in statement VIII. Details of these contributions are as follows:

Country	Amount
	(United States dollars)
Cyprus	2 <b>,</b> 690
France	990,311
Greece	94,220
Israel	15,000
Libyan Arab Jamahiriya	10,350
Malta	2 <b>,</b> 690
Monaco	1,345
Morocco	3,183
	Total 1,119,790

### United Nations accommodation at Nairobi

17. By resolution 32/208 of 21 December 1977, the General Assembly approved in principle the construction of permanent headquarters facilities for UNEP and accommodation for other United Nations offices at Nairobi. The appropriated funds

and expenditures are recorded in a construction account and any unexpended balance will be carried forward until the completion of the project. Appropriations for the biennium 1978-1979 amounted to \$4,024,400, against which expenditures of \$3,699,983 were incurred during the biennium, leaving an unencumbered balance of appropriations of \$324,417 as at 31 December 1979. At its thirty-fourth session, the Assembly, in its resolution 34/233, section XI, approved in principle the construction of additional accommodation for the United Nations Centre for Human Settlements; in the report of the Secretary-General (A/C.5/34/43, para. 46), the total cost was estimated at \$8,360,200. As indicated in that report, the funds appropriated for the additional construction will be added to those appropriated for the basic project authorized by resolution 32/208. Preliminary site works commenced during September 1979, and it is anticipated that the main construction will begin in April 1980, with completion scheduled for late 1982.

Action taken on the observations and recommendations made by the Board of Auditors in its report to the General Assembly at its thirty-third session concerning the accounts of the United Nations Environment Programme for the biennium 1976-1977 ended 31 December 1977

18. The Governing Council, by decision 7/14 B, section I, of 3 May 1979, took note of the Executive Director's comments (UNEP/GC.7/L.1) on the report of the Board of Auditors 4/ and the observations of the Advisory Committee on Administrative and Budgetary Questions (A/33/171, paras. 32-37).

<sup>4/</sup> Ibid., Thirty-third Session, Supplement No. 5F (A/33/5/Add.6), sect. IV.

### II. REPORT OF THE BOARD OF AUDITORS

### Introduction

- 1. As required by General Assembly resolution 74 (I) and article XIV of the Financial Rules of the United Nations Environment Programme (UNEP), the Board of Auditors has audited the accounts of the Fund of the United Nations Environment Programme for the biennium ended 31 December 1979.
- 2. The examination was conducted in accordance with article XII of the Financial Regulations of the United Nations and the annex thereto and with the common auditing standards adopted by the Panel of External Auditors of the United Nations, the Specialized Agencies and the International Atomic Energy Agency. The examination was conducted at the headquarters in Nairobi.
- 3. During the biennium, the Board of Auditors continued its practice of reporting the results of specific audits and issuing management letters containing detailed audit observations to the Administration. This practice has helped us to maintain a continuous dialogue with the Administration and is consistent with the Board's approach of applying systems-based auditing to all the organizations in the United Nations system for which the Board has audit responsibility.
- 4. The following are the most significant matters arising from our audit examination during the biennium. We have discussed these matters with the Administration whose responses are referred to as appropriate.

### Financial function

### Organization

- 5. The organization of the financial function of UNEP consists of a Budget Section and a Finance Section. Our review indicated that the Finance Section had become fragmented by being subdivided into six units. Because all six units reported directly to the Chief of the Section, co-ordination of their activities became difficult and, during the absence of the Chief of Finance, supervision and control were weakened.
- 6. We recommended that, to improve the co-ordination and supervision of the financial function, the Finance Section should be restructured to a workable size and a Deputy Chief of the Finance Section should be designated.
- 7. The Administration concurred with our recommendations and has taken appropriate action to implement them.

### Duties and responsibilities

8. Our review disclosed that the duties and responsibilities of all individuals involved in the financial function had not been adequately documented

and communicated to the officers concerned. Consequently, there was no adequate basis to ensure that the duties of officers were appropriately discharged or performance subsequently assessed. There was a significant turnover of staff and, in certain offices, particularly the office of Chief of Finance and the Project Accounts Unit, new officers assumed duty several months after the departure of the former officers. As a result, financial reports were not issued regularly or promptly.

- 9. To ensure that financial officers are aware of their responsibilities and able to perform their tasks appropriately, we recommended that the duties and responsibilities of the financial officers should be clearly set out in job descriptions and communicated to the officers concerned. We also recommended that, to improve financial reporting, steps should be taken to fill vacant posts promptly in the Finance Section.
- 10. The Administration agreed with our recommendations and has since made efforts to provide job descriptions and a working manual for officers. Recruitment procedures are now under way to fill the vacancies in the Finance Section.

### Project funds

### Submission of financial statements

- 11. In its report for the biennium 1976-1977, 5/ the Board of Auditors commented on the failure of certain implementing organizations to submit statements of account on completed projects to UNEP. The Board recommended that a study of the financial accountability of implementing organizations should be undertaken with a view to formulating policies and procedures to ensure that project funds were properly accounted for on a timely basis by implementing organizations.
- 12. Our current review indicated that there had been a marked improvement in the submission of statements of account by implementing organizations. We noted, however, that a number of implementing organizations failed to submit their year-end financial statements to UNEP within the time stipulated by project agreements.
- 13. Accordingly, we recommended that UNEP should strengthen its monitoring procedures to ensure prompt submission of financial statements by all implementing organizations.

### Project equipment and machinery

14. Under the terms of project agreements, co-operating agencies and supporting organizations are required to maintain records of equipment and machinery purchased with UNEP funds and to submit a list of such equipment and machinery to UNEP on the completion of a project.

<sup>5/</sup> Ibid.

- 15. Our audit showed that project agreements containing an equipment conjuncated did not provide for reporting on final disposal of equipment and machinery. In this connexion we noted instances where, although projects had long been completed and the lists of equipment and machinery had been submitted to UMEP, there had been no reports on the final disposal of the equipment and machinery.
- 16. We recommended that all future project agreements containing an equipment component should also provide clear details concerning disposal of the equipment and machinery upon completion of the project, and that UNEP exercise appropriate monitoring procedures.

### Capital expenditure

- 17. The preliminary site works of the UMEP permanent headquarters have been awarded on contract, the work has begun and the Secretary-General is required to report annually on the status of the project.
- 18. Our review indicated that UNEP had been reporting monthly on the financial status of the project for inclusion in the United Mations accounts. We were of the opinion, however, that financial reporting on the project would improve if UNEP maintained a contract register containing more comprehensive information on contract payments made in connexion with the construction of the permanent headquarters.
- 19. Accordingly, we recommended that UNEP should introduce a contract register. The Administration agreed with our recommendation and has taken action to implement it.

### Use of outside expertise and professional services

- 20. To comply with the principles and guidelines set out by the General Assembly, UNEP follows the administrative instruction of the United Nations which establishes specific policies and procedures for processing, approving, recording, evaluating and accumulating data on the use of outside expertise and professional services (ST/AI/232).
- 21. Our examination revealed that UNEP had not adequately complied with the policies and procedures contained in the administrative instruction for engaging outside expertise and professional services. For example, we noted a number of instances where contracts which UNEP entered into with individual consultants, corporate bodies and institutions were signed after the expiry dates of the contracts. In another instance, a contract was also awarded to a corporate body without prior certification that funds were available for the services to be performed. We also noted a case where the services performed by another corporate body were not evaluated and certified before payments were made. As a result, there was no assurance that adequate control was being exercised over expenditures for consultants and experts or that UNEP was complying with the principles laid down by the General Assembly.
- 22. The Administration has agreed with our recommendation that immediate steps should be taken to enforce the policies and procedures set out in the United Nations administrative instruction.

### Non-convertible currencies

- 23. The equivalent value of accumulated non-convertible currencies at 31 December 1978 and 1979 was \$14,432,568 and \$16,768,490 respectively. The balance of these currencies has again shown a marked increase.
- 24. In response to our inquiries, the Administration stated that it had made and continues to make efforts to utilize and reduce the available non-convertible currencies.
- 25. The Board has taken note of these efforts; however, it is clear that they have not succeeded in reducing the balance of the non-convertible currencies. Accordingly, we urge that greater effort be made to increase the utilization of non-convertible currencies. We continue to believe that the value of the non-convertible currencies depends upon the extent to which they are realized.

# Comments on matters dealt with in the biennium 1976-1977 report

26. Except for the untimely submission of financial statements on completed projects and excessive balances of non-convertible currencies discussed in this report, the Administration has either provided satisfactory explanations or taken appropriate action on the matters raised in the biennium 1976-1977 report.

### Acknowledgement

27. The Board of Auditors wishes to express its appreciation for the co-operation and assistance extended by the Executive Director, his officers and members of their staff.

(Signed) J. J. MACDONELL
Auditor General of Canada

(<u>Signed</u>) Ahenkora OSEI

Auditor General of Ghana

(Signed) Osman Ghani KHAN
Comptroller and Auditor General
of Bangladesh

### III. AUDIT OPINION

We have examined the following appended financial statements, numbered I to VIII; properly identified, and relevant schedules of the Fund of the United Nations Environment Programme for the biennium 1978-1979 ended 31 December 1979. Our examination included a general review of the accounting procedures and such tests of the accounting records and other supporting evidence as we considered necessary in the circumstances. As a result of our examination, we are of the opinion that the financial statements properly reflect the recorded financial transactions for the biennium, which transactions were in accordance with the Financial Regulations and legislative authority, and present fairly the financial position as at 31 December 1979, subject to the observations contained in paragraph 25 of our audit report.

(Signed) J. J. MACDONELL
Auditor General of Canada

(Signed) Ahenkora OSEI
Auditor General of Ghana

(<u>Signed</u>) Osman Ghani KHAN Comptroller and Auditor General of Bangladesh

June 1980

IV. ACCOUNTS FOR THE BIENNIUM ENDED 31 DECEMBER 1979

# STATEMENT OF ASSETS, LIABILITIES AND UNENCUMBERED FUND BALANCE OF THE FUND OF UNEP AS AT 31 DECEMBER 1979

(Expressed in United States dollars)

		1979	9		1977	' a/
Assets						
Cash at banks, on hand and in transit Convertible currency Non-convertible currency	16		607 490	11	80 530	608 753
Investments (Schedule 1)	14	926	103	20	121	438
Advance to co-operating agencies and supporting organizations	3	405	862	1	932	682
Pledged contributions receivable from Governments (Schedule 2)	16	586	348	31	824	748
Accrued interest receivable		276	336		148	537
Accounts receivable		472	101		762	657
Deferred charges	ì	426	243		282	019
Loan to Capital Asset Fund - UNEP temporary building at Gigiri (Statement IV)		370	800		766	800
Due from United Nations funds and interfund accounts		649	128			
Total assets	55	602	018	67	450	242
Liabilities						
Accounts payable		778	341		607	798
Advance by co-operating agencies and supporting organizations	3	266	252		665	359
Unliquidated obligations (Schedules 3 and 4)	14	455	193	2	101	855
Deferred contributions (Schedule 2)	15	041	313	31	405	857
Due to United Nations funds and interfund accounts		908	491	2	730	010
Total liabilities	24	449	590	37	510	879

	STATEMENT I (continue		
	1979	1977	
Unencumbered fund balance			
Fund balance available at 31 December (Statement II)	26 952 428	26 339 363	
Financial reserve	4 200 000	3 600 000	
Total unencumbered fund balance	31 152 428	29 939 363	
Total liabilities and unencumbered fund balance	55 602 018	67 450 242	

 $<sup>\</sup>underline{a}/$  Comparative figures reclassified to conform to current presentation.

### CERTIFIED CORRECT

(Signed) Peter OLTMANNS
Assistant Executive Director
Bureau of the Environment Fund and Administration

### STATEMENT OF UNENCUMBERED FUND BALANCE AS AT 31 DECEMBER 1979

### (Expressed in United States dollars)

	1979	1977 a/
Balance available at 1 January	26 339 363	17 572 741
Add:		
Excess of income over expenditure (Statement III)	1 210 412	6 577 723
Transfer of advance towards construction of temporary headquarters account to loan account	-	1 150 000
Savings effected in liquidating prior years' obligations	139 036	217 416
Adjustment for cash held by agencies and organizations at 1 January 1976 which were reported as Fund programme expenditure during the years 1973-1975	-	2 221 483
	27 688 811	27 739 363
Less:		
Transfer to financial reserve	600 000	1 400 000
Adjustment of opening balance 1 January 1979 of Revolving Fund (Information)	32 378	<u>-</u>
Allocation in 1979 to Revolving Fund (Information)	104 005	•••
	736 383	1 400 000
Balance available at 31 December	26 952 428 ————	26 339 363 ————

a/ Comparative figures reclassified to conform to current presentation.

### CERTIFIED CORRECT

(<u>Signed</u>) Peter OLTMANNS

Assistant Executive Director

Bureau of the Environment Fund and Administration

# STATEMENT OF INCOME AND EXPENDITURE FOR THE BIENNIUM 1978-1979 ENDED 31 DECEMBER 1979

(Expressed in United States dollars)

	1979	<u>1977 a/</u>
Income		
Contributions from Governments (Schedule 2)	61 436 725	52 133 386
Counterpart contributions for specific projects	-	289 563
Public donations	J 603	940
Interest income	3 360 234	2 073 056
Refund of prior years' project expenditures	303 447	97 558
Other income	122 843	190 650
Gain/loss on exchange	1 112 780	530 015
	66 339 632	55 315 168
Expenditure		
Fund programme activities Expenditures and obligations (Schedule 3)	49 812 926	37 002 170
Fund programme reserve activities Expenditures and obligations (Schedule 3)	125 845	260 338
Programme and programme support costs Expenditures and obligations (Schedule 4)	15 190 449	11 474 937
	65 129 220	48 737 445
Excess of income over expenditure (Statement II)	1 210 412	6 577 723

a/ Comparative figures reclassified to conform to current presentation.

### CERTIFIED CORRECT

(<u>Signed</u>) Peter OLTMANNS

Assistant Executive Director

Bureau of the Environment Fund and Administration

### CAPITAL ASSET FUND STATEMENT OF ASSETS AND LIABILITIES AS AT 31 DECEMBER 1979

(Expressed in United States dollars)

1979	1977 a/
1 895 812	1 895 812
1 895 812	1 895 812
370 800	766 800
330 000	160 000
456 096	230 096
738 916	738 916
1 525 012	1 129 012
1 895 812	1 895 812
	1 895 812 1 895 812 370 800 330 000 456 096 738 916 1 525 012

a/ Comparative figures reclassified to conform to current presentation.

### CERTIFIED CORRECT

(Signed) Peter OLTMANNS
Assistant Executive Director
Bureau of the Environment Fund and Administration

# REVOLVING FUND (INFORMATION) STATEMENT OF ASSETS AND LIABILITIES AS AT 31 DECEMBER 1979

(Expressed in United States dollars)

		1979	1977 a/
Assets			
Due from Fund of UNEP		191 485	63 557
Accounts receivable		.•	60
	Total	191 485	63 617
Unencumbered fund balance			
Balance available at 1 January		63 617	86 815
Adjustment pertaining to 1977		25 500	• •
Add: Allocation from Fund of UNEP		104 005	2 302
Income - sales of publications		13 958	
		207 080	89 117
Less: Expenditures		15 595	25 500
Balance available at 31 December		191 485	63 617
	Total	191 485	63 617

a/ Comparative figures reclassified to conform to current presentation.

### CERTIFIED CORRECT

(Signed) Peter OLTMANNS

Assistant Executive Director

Bureau of the Environment Fund and Administration

# UNEP TRUST FUND FOR INTERNATIONAL PRIZE IN THE FIELD OF ENVIRONMENT AS AT 31 DECEMBER 1979

(Expressed	in	United	States	dollars)
------------	----	--------	--------	----------

		1979	<u>1977</u> a/
ı.	Statement of assets, liabilities and unencumbered fund balance as at 31 December 1979		
	Assets		
	Due from Fund of UNEP	3 594	4 644
	Total	3 594	4 644
	<u>Liabilities</u>		
	Unliquidated obligations		2 714
	Unencumbered fund balance		
	Balance available at 1 January	1 930	28 631
	Add: Excess of income over expenditure (see below) Savings effected in liquidating	1 509	(26 701)
	prior years' obligations	155	-
	Balance available at 31 December	3 594	1 930
	Total	3 594	4 644
II.	Statement of income and expenditure for the biennium 1978-1979 ended 31 December 1979		
	Income		
	Contribution from Government Interest income	75 000 602	98 000 1 952
		75 602	99 952
	<u>Less:</u> Expenditures and obligations Prize Other	50 000 24 093	100 000 26 653
		74 093	126 653
	Excess of income over expenditure (see above)	1 509	(26 701)

a/ Comparative figures reclassified to conform to current presentation.

### CERTIFIED CORRECT

(Signed) Peter OLTMANNS
Assistant Executive Director
Bureau of the Environment Fund and Administration

REGIONAL TRUST FUND FOR THE PROTECTION AND DEVELOPMENT OF THE MARINE ENVIRONMENT AND THE COASTAL AREAS OF BAHRAIN, IRAN, IRAQ, KUWAIT, OMAN, QATAR, SAUDI ARABIA AND THE UNITED ARAB EMIRATES AS AT 31 DECEMBER 1979

(Expressed in United States dollars)

		<u>1979</u>
I.	Statement of assets, liabilities and unencumbered fund balance as at 31 December 1979	
	Assets	
	Investments	1 922 198
	Due from Fund of UNEP	211 602
	Total	2 133 800
	Liabilities	
	Reserve for unliquidated obligations	44 224
	Unencumbered fund balance	
	Balance available at 1 January	-
	<pre>Add: Excess of income over expenditure</pre>	2 089 576
	Balance available at 31 December	2 089 576
	Total	2 133 800
II.	Statement of income and expenditure for the biennium 1978-1979 ended 31 December 1979	
	Income	
	Contributions from Governments	1 922 198
	Interest from investment	280 462
		2 202 660
	Less: Expenditures	113 084
	Excess of income over expenditure (see above)	2 089 576

### CERTIFIED CORRECT

(Signed) Peter OLTMANNS
Assistant Executive Director
Bureau of the Environment Fund and Administration

# UNEP TRUST FUND FOR THE PROTECTION OF THE MEDITERRANEAN SEA AGAINST POLLUTION AS AT 31 DECEMBER 1979

(Expressed in United States dollars)

	• •	•	
			<u>1979</u>
I.	Statement of Assets, liabilities and unencu	mbered	
	fund balance as at 31 December 1979	· · · · · · · · · · · · · · · · · · ·	
	Assets:		
	Cash at banks		378 782
	Investments		741 537
		Total	1 120 319
	<u>Liabilities</u>		
	Reserve for unliquidated obligations		43 351
	Due to Fund of UNEP		155 904
	Unencumbered fund balance		
	Balance available at 1 January		-
	Add: Excess of income over expenditur (see below)	e	921 064
	Balance available at 31 December		921 064
		Total	1 120 319
II.	Statement of income and expenditure for the biennium 1978-1979 ended 31 December 1979		
	Contributions from Governments		1 119 790
	Interest from investments		121 787
	Bank interest		493
		Total	1 242 070
	Less: Expenditures		321 006
	Excess of income over expenditure		921 064

### CERTIFIED CORRECT

(<u>Signed</u>) Peter OLTMANNS

Assistant Executive Director

Bureau of the Environment Fund and Administration

# INVESTMENTS AS AT 31 DECEMBER 1979

(Expressed in United States dollars)

		Book va	lue
Chemical Bank			
5 1/4 per cent, savings account		366 o	91
Chemical Bank			
5 1/4 per cent, savings account		9 2	31
Chemical Bank, Nassau			
13 1/4 per cent, 24 hours call		3 170 0	00
Chase Manhattan Bank, Nassau			
15 3/8 per cent, 15 February 1980		3 000 0	00
Mitsubishi Bank, Akasaka			
15 1/8 per cent, 17 April 1980		2 664 4	01
Mitsubishi Bank, Akasaka			
15 per cent, 20 March 1980		1 012 1	87
Mitsubishi Bank, Akasaka			
15 7/16 per cent, 20 February 1980		2 167 5	18
Mitsubishi Bank, Akasaka			
12 1/2 per cent, 31 January 1980		3 801 2	50
Mitsubishi Bank, Akasaka			
12 15/16 per cent, 25 March 1980		1 019 1	60
Mitsui Bank, Tokyo			
14 3/8 per cent, 5 August 1980		380_0	00
	Total	17 589 8	<u>38</u> <u>a</u> /
a/ Investment pertaining to the Fund of			
UNEP (statement I).		14 926 1	03
Investment pertaining to the Trust Fund	for		
the Protection of the Mediterranean Sea against Pollution (statement VIII).		741 5	37
Investment pertaining to the Trust Fund	for		
the Protection and Development of the Marine Environment and Coastal Areas of Bahrain, Iran,			
Iraq, Kuwait, Oman, Qatar, Saudi Arabia and the			
United Arab Emirates (statement VII).		1 922 1	
	Total	17 589 8	38

STATUS OF PLEDGES UNPAID AS AT 31 DECEMBER 1979

dollars)
States
United
xpressed in
<u>ਲ</u>

Unpaid pledges as at 31 December 1979	20 000 210 000 9 047	300 000 2 000	1 266 11 542 19 547	312 500 5 000 5 000 5 000	800 000 1, 000	1 463 414 396 848 2 500 600	31 300 B 000 56 274	150 261 500 000 -
and adjustments during 1979	72 000 490 953 300 000	2 000 1 000 2 945 1 000	20 000 5 714 19 549 1 000 000	2 000 3 000 5 000 3 000	28 736 1 000 400 000 29 649	313 265 1 764 706 1 034 198 424 2 500 600	- - 28 137 6 000	100 062 12 000 - - 49 857
Collections and during 1978	9 995 48 000 500 000 200 000 500	300 000	1 206 20 000 1 029 18 845 1 000 000	3 000 5 000 1 000	28 195 425 000	200 000 1 290 323 91 721 2 265 367	8 700 11 985 25 668 5 500	150 356 14 000 75 013
Pledges for future	10 000 210 000 -	10 000	11 542 19 547	000 1	800 000	1 463 414 396 848 2 500 600	7LZ 95 000 1 -	300 000
adjustments for 1979	10 000 60 000 500 000 300 000	5 000 1 000 300 000 4 945 1 000	1 266 20 000 5 714 19 549 1 000 000	2 000 3 000 312 500 5 000 2 000	28 736 1000 29 649	313 265 1 764 706 1 764 706 1 034 198 424 2 500 600	19 000 2 000 28 137 6 000	150 323 12 000 100 000 - 26 374
Pledges and for 1978	9 995 60 000 500 000 200 000 500	300 000	(2) 20 000 1 029 1 029 1 000 000	3 000	28 195 1 000 185 000 1 000	200 000 1 290 323 91 721 2 365 367	19 000 11 985 2 000 25 668 5 500	50 356 12 000 100 000 75 013 23 483
Umpaid pledges as at 1 January 1978			1 208	1 000	240 000		2 000	100 000 2 000
Countries	Algeria Argentina Australia Austria Bahamas	Bangladesh Barbados Belgium Benin Bhutan	Botswana Brazil Bulgaria Byelorussian Soviet Socialist Republic Canada	Cape Verde Chile China Colombia	Czechoslovakia Democratic Yemen Demmark Dominican Republic Egypt	Finland France Gabon German Democratic Republic Germany, Federal Republic of	Ghana Greece Guinea-Bissau Hungary Iceland	India Indonesia Ira Iraq Ireland

Countries	Umpaid pledges as at 1 January 1978	Pledges and for 1978	adjustments for 1979	Pledges for future	Collections and during 1978	d adjustments during 1979	Unpaid pledges as at 31 December 1979
Israel Italy Jamaica Japan Kenya	20 <b>6</b> 82 - -	10 000 400 000 3 000 000 144 565	15 000 8 000 3 319 660 45 998		10 000 420 682 3 000 000 44 565	15 000 8 000 3 319 660 45 998	1111
Kuwait Lao People's Democratic Republic Lesotho Liberia Libyan Arab Jamahiriya	20 000	50 000 1 000 400 000	100 000 4 000 1 500 400 000		100 000	4 000 1 500 400 000	100 000
Luxembourg Malawi Malaysia Malta Mauritius	1 1 1 1 1	13 258 2 305 1 792 1 000		20 000	13 258 2 305 1 792	10 000 1 000 20 000 1 980	1 439 20 000 5 000
Mexico Netherlands New Zealand Nicaragua Nigeria		100 000 330 000 83 137 32 000	100 000 416 913 87 110	12 000	100 000 330 000 83 137	100 000 416 913 87 110	12 000
Norway Oman Pakistan Panama Peru	1111	556 328 5 000 2 000			556 328	804 085 3 333 2 000 -	2 000 4 000 2 000
Philippines Poland Portugal Republic of Korea	10 000 2 000	12 000 50 201 4 000 10 000 5 000		54 000 135 543 9 000 15 000	12 000 50 201 3 000 10 000	9 000 45 181 3 000 10 000	69 000 135 543 12 000 10 000 15 000
Rwanda Saudi Arabia Senegal Singapore Spain	2 133	2 132 5 000 1 000 200 000	500 000 5 000 1 000 200 000	500 000	4 265 - 1 000 200 000	500 000 1 000 200 000	500 000 10 000 3 000 600 000
Sri Lanka Sudan Sweden Switzerland Syrian Arab Regublic		500 1 500 1 875 000 1,89 476	1 500 1 875 000 592 242 1 000	3 750 000	- 1 875 000 1 489 476	1 000 1 500 1 875 000 592 242 1 000	1 000 3 750 000

	Unpaid pledges			Pledges for			Unpaid rledges
Countries	as at 1978	Pledges and for 1978	adjustments for 1979	future	Collections and adjustment: during 1978 during 197	during 1979	as at 31 December 1979
Thailand	10 000	10 000	10 000	20 000	20 000	10 000	20 000
Turkey	7 623	9	9	18 000	1 1	7 901	966 29 722
Uganda Thurst wight Contolist Domithio	1 2작	1 291	1 326 100 100	2 653	2 525 3.6 2.18	1 0 0	979 5
OKrainian Soviet Socialist Republic	·	0/6 04	40 150	40 150	96 240	40 150	07T 0#
Union of Soviet Socialist Republics	•	3 800 087	3 942 857	3 942 857	3 800 087	3 942 857	3 942 857
United Kingdom of Great Britain and					,		
Northern Ireland	,	1 144 705	341 094	1,	557 621	1 928 178	1,
United Republic of Cameroon	1	1 35	759 17	9 000	5 369	•	6 631
United Republic of Tanzania	ı		5 305	15 915	1	1	26 525
United States of America	1	10 000 000	10 000 000	ı	10 000 000	10 000 000	1
Upper Volta	•	1 000	ı	ı	ī	ı	200,
Venezuela	1	30 000	30 000	•	30 000	3c 00c	ı
Yugoslavia	1 011	35 000	•	ı	•		36 011
Zaire	•	25 000	1		ŧ	25 000	•
	418 891 a/	29 310 190	32 126 535	15 041 313	28 477 392 b/	31 833 189 °/	16 586 348
						٠.	

a/ Adjusted by \$31,405.857 in respect of pledges made for future years at 31 December 1977. b/ Out of which a sum of \$4,106,649 was received in non-convertible currency. c/ Out of which a sum of \$4,306,004 was received in non-convertible currency.

SUMMARY OF AFFROPRIATIONS, ALLCCATIONS ISSUEL, EXPENTITURE INCURRED ANY UNOBLICATED EALANCE OF APPROFRIATIONS AND ALLOCATIONS FOR FUND PROGRAMME AND FUND PROGRAMME RESERVE ACTIVITIES FOR THE BIENNIUM 1978-1979 ENDED 31 DECEMBER 1979

				(Expressed in United States dollars)	States dollars)				
		Appropriations 1978-1979	Allocations issued 1978-1979	Unallocated appropriations	C b 1 1 g a Disbursements 1978-1979	tions In Onliquidated Obligations	c u r r e d Total expenditure	Unobligated balance of allocations	Unobligated balance of appropriations
i.	Fund programme activities								
	Human settlements, human health Support	7 635 350 12 472 112	6 709 026 12 122 112	926 324 350 000	5 218 501 9 964 768	379 115 679 692	5 597 616 10 644 460	1 111 410 1 477 652	2 037 734 1 827 652
	Environment and development Oceans Energy	4 442 231 7 366 428 1 349 160	4 142 231 6 761 963 1 199 160	300 000 604 465 150 000	3 340 338 4 556 967 807 604	222 889 547 535 18 836	3 563 227 5 104 502 826 440	579 004 1 657 461 372 720	879 004 2 26: 926 522 720
	Environmental management and								
	environmental law Ecosystems	2 100 239 13 429 643 105 263	1 204 298 12 544 395 105 128	895 941 885 248	1 011 222 9 783 873	91 568 314 828	102 790 10 10 098 701	101 508 2 445 694 25 815	997 449 3 330 942 3 355 551
	Rachar disasters Earthwatch United Nations	10 795 943	197 420			723 538			
	Habitat and Human Settlements Foundation Environmental data	700 000 1 075 499	700 000 975 499	100 000	700 000 712 675	185 716	700 000 898 391	77 108	177 108
	desertification	3 714 752	2 200 000	1 5.4 752	1 515 209	288 625	1 803 834	396 166	1 910 918
!		65 576 624	58 926 624	9 650 000	176 360 58th	3 452 342	49 812 926	9 113 698	15 763 698
∃	rund programme reserve activities	1 125 845 8/	1 021 840	•	125 845	•	125 845	895 995	1 000 000
		/4 69 <sub>11</sub> 202 99	194 846 65	9 650 000	624 984 94	3 452 342	49 938 773	10 009 693	16 763 698

a/ Out of which an amount of \$104,005 was allocated to the Revolving Fund (Information) in accordance with Governing Council decision 6/13 A, para. 6.
b/Based on 1978 expenditures and Governing Council decision 7/14 C, para. 5.

SUMMARY OF APPROPRIATIONS, ALLOTMENTS ISSUED, EXPENDITURES INCURRED AND UNOBLIGATED BALANCES OF ALLOTMENTS AND APPROPRIATIONS FOR PROGRAMME AND PROGRAMME SUPPORT COSTS FOR THE BIENNIUM 1978-1979 ENDED 31 DECEMBER 1979

(Expressed in United States dollars)

	Revised appropriations 1978-1979	Allotments issued 1978-1979	Unallotted appropriations	Obligat Disbursements	Obligations incurre Unliquidated Tote	urred Total	Unobligated balance of allotments	Unobligated balance of appropriations
Salaries: Established posts	7 121 300	7 121 300	,	429 E66 9	19 973	7 013 647	107 653	107 653
General temporary assistance	653 400	009 049	12 800	694 113	15 128	106 619	(39 307)	(26 507)
travel)	567 300	567 300	1	344 462	460 L6	441 556	125 744	125 744
differential	93 800	004 48	00¶ 6		1 087		(959 ħ)	1/4/2 1
Ad hoc expert groups	146 700	146 700	•		4 147		ty 35t	<b>14</b> 354
Language training	5	35 900	•		11 003		(24 153)	(24 153)
Common staff costs	5 245 500	2546 500	•		\$ 86 86 86		8 25 25 25	20 459
Travel on official business	1 087 500	993 600	93 900	908 749	826 367 376 376 376 376 376 376 376 376 37	999 728	(6 128) 26 8ee	87 772
Contractual services General onerating expenses	210 200	200	• :		100 458		(272 805)	(272 805)
Supplies and materials	돲	541 600	•	325	172 715		43 323	43 323
Furniture and equipment	391 000	391 000	•		115 823		38 175	38 175
Improvement to premises	11 600	11 600		2 971	265	3 236	8 364	49 <del>2</del> 8
Amertization of loan -								-
building	226 000	226 000	1	226 000	•	226 000	ı	•
Fellowships, grants and							,	,
contributions	002 6	9 700		3 327	•	3 327	6 373	6 373
	15 390 800	15 274 700	116 100	14 187 598	1 002 851	15 190 449	84 251	200 351
				1				

### ANNEX

### Notes to the financial statements

### Summary of significant accounting policies

- 1. The following are some of the significant accounting policies of the United Nations and the United Nations Environment Programme:
- (a) The accounts are maintained in accordance with the Financial Regulations of the United Nations as adopted by the General Assembly, the rules formulated by the Secretary-General as required under the regulations, including the Financial Rules of UNEP, specific decisions of the Governing Council of UNEP and administrative instructions, and in conformance with generally accepted government accounting principles.
- (b) The financial period is a biennium and consists of two consecutive calendar years.
- (c) The assets and liabilities and income and expenditure are recorded on the accrual basis of accounting.
- (d) Project expenditures with respect to UNEP projects undertaken by co-operating agencies and supporting organizations are recorded in the UNEP accounts on the basis of actual expenditure of funds remitted to them by UNEP. In 1979, for the first time, UNEP also recognized as expenditures the unliquidated obligations of co-operating agencies. The unspent balances of the remittances held by agencies and organizations are recorded as advances in the UNEP accounts.
- (e) The accounts are presented in United States dollars. Transactions in currencies other than United States dollars are recorded at the United Nations rate of exchange prevailing at the time of the transaction. Differences arising from the conversion of currencies at the United Nations rate of exchange are accounted for as gain or loss on exchange. At year-end, cash, unpaid pledges other than pledges for future years, and accounts receivable and payable in currencies other than United States dollars are retranslated at the applicable United Nations rates of exchange.
- (f) Fixed assets. Furniture, equipment and other non-expendables are not included in the assets of UNEP. Acquisitions are charged against the appropriate budget accounts in the year of purchase.
- (g) Capital assets. The UNEP temporary building is reported at original cost. No depreciation is provided for. Maintenance and repairs are charged against the appropriate budget accounts.
- (h) Contributions. Pledges received for future years are recorded as deferred income.
  - (i) Provision to meet contingent liabilities for compensation payments

under Appendix D of the Staff Rules of the United Nations for personnel financed under trust funds and the Fund of UNEP is calculated on the basis of 1 per cent of net base pay.

### Capital assets: UNEP temporary office premises at Gigiri

2. The capital asset fund account in statement IV shows the total cost of construction in the amount of \$1,895,812 when the premises were completed at the end of 1976, together with the sources of financing. These comprise the sum donated by the Government of Kenya and annual appropriations from the United Nations regular budget and from the programme and programme support costs of the Fund of UNEP. These appropriations are set off against the temporary loan made available by the Fund in 1976 (\$1,150,000), of which a balance of \$370,800 remains at 31 December 1979.

### Utilization of non-convertible currencies

3. Expenditures on Fund programme activities during the biennium 1978-1979 (schedule 3) included expenditures of \$4.5 million in non-convertible currencies made up of:

		in millions States dollars
Expenditures reported by supporting organizations	2	2.3
Expenditures undertaken through co-operating agencies	C	).4
Payments to vendors by UNEP Payments to project staff, reimbursable		· ¼ ) · ¼
	Total 4	5

In addition, there were expenditures in non-convertible currency in connexion with programme and programme support costs staff of \$0.7 million. Total use of non-convertible currencies was therefore \$5.2 million. The currencies involved were USSR roubles, Hungarian forints, Polish zlotys, GDR marks and Chinese yuan.

4. At 31 December 1979, the non-convertible currencies cash balance held in banks for account of UNEP amounted to \$16,768,490 (statement I).

### Financial reporting by co-operating agencies and supporting organizations

5. One co-operating agency holding a cash balance of \$49,929.89 and eight supporting organizations (non-governmental organizations and Government institutions) holding cash advances totalling \$283,048.05 did not report their expenditures as at 31 December 1979.

### Accounts payable and unliquidated obligations

6. Among the liabilities of the Fund of UNEP (statement I) at 31 December 1979 are \$778,341 for accounts payable and \$4,455,193 for unliquidated obligations. The following table is an analysis of the accounts payable:

	United States dollars
Staff members (medical insurance claims) Vendors Others (expected interoffice vouchers from Headquarters)	66,873 26,753
	684,715
Tota	778,341

7. The amounts shown in schedules 3 and 4 for unliquidated obligations include \$1,823,655 set aside for co-operating agencies.

### Deferred charges

8. The table below provides an analysis of the amount shown on statement I as deferred charges as at 31 December 1979:

	Ī	Jnited States dollars
Education grant advance Charges in transit from offices away from Headquarters (interoffice vouchers) Others		67,681
		1,050,582 307,980
	Total	1,426,243

9. The portion of the education grant advance which is assumed to pertain to the scholastic year completed as of the date of the financial statement is shown for balance sheet purposes only.

### Interfund balances

10. The following is the breakdown of interfund balances as at 31 December 1979 appearing in statement I.

### United States dollars

Due from United Nations funds and interfund accounts	
United Lations Habitat and Human Settlements Foundation Trust Fund for the Protection of the	493,224
Mediterranean Sea against Pollution (statement VIII)	155,904
Total	649,128
Due to United Mations funds and interfund accounts	
United Mations General Fund UNEP Trust Fund for the International Prize	501,810
in the Field of Environment (statement VI) Revolving Fund (Information) (statement V) Regional Trust Fund for the Protection and Development of the Marine Environment and Coastal Areas of Bahrain, Iran, Kuwait, Cman, Iraq, Qatar, Saudi Arabia and the	3,594 191,485
United Arab Emirates (statement VII)	211,602
Total	908,491

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