



INTERNATIONAL INSTITUTE FOR THE UNIFICATION OF PRIVATE LAW
INSTITUT INTERNATIONAL POUR L'UNIFICATION DU DROIT PRIVE

ACCOUNTS
Rome, March 2013

UNIDROIT 2013

A C C O U N T S
OF RECEIPTS AND EXPENDITURE FOR THE 2012 FINANCIAL YEAR

AUDITOR'S REPORT OUTTURN OF THE YEAR 2012

1. The budget for the 2012 financial year, approved by the General Assembly at its 69th session on 1st December 2011, provided for actual expenditure of € 2,359,025 to be met by actual receipts of € 2,359,025.00 and an estimated surplus from 2011 of € 30,000,00. The budget also provided for receipts and expenditure in the special accounts to balance at € 6,000.00

2. The statement of account for the 2012 financial year is as follows (in euros):

	Actual	Special accounts	Total
- Receipts	2,210,798.14	2,067,57	2,212,865.71
- Expenditure	<u>2,077,103.72</u>	<u>2,067.57</u>	<u>2,079,171.29</u>
Credit balance	133,694.42 =====	- - =====	133,694.42 =====

3. The financial situation at the close of the 2012 financial year was as follows:

A) *General funds:*

- at the close of the 2011 financial year	-58,484.02	
- credit balance for the 2012 financial year	<u>133,694.42</u>	
- Balance at the close of the 2012 financial year		75,210.40

B) *Working capital fund* (sum deposited at the Unicredit Banca di Roma account n° 400758353 in euros) :

- credit balance at the close of the 2011 financial year	+ 363,804.88	
- increases and reductions in the course of the 2012 financial year:		
- interest (see Chapter 13, Art. 4 of the Institute's budget)	+ 2,067.57	
- payment in respect of Chapter 12 of the Institute's Budget		
- contributions of new member State	<u>- -</u>	
- Credit balance in the fund at the close of the 2012 financial year		+ 365,872.45

C) Excess contributions paid by States during 2012 in respect of the 2013 financial year		<u>179,589.21</u>
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Total credit balance:		<u>620,672.06</u> =====
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CONCLUSIONS

The Auditor:

- having found that the receipts and payments recorded in the Institute's books are in conformity with the supporting vouchers and that they correspond with the balance held in the Institute's bank accounts with the Unicredit Banca di Roma, that is to say euros account n° 400307783, account 400758353 relating to the Working capital fund.
- having ascertained that the funds of the Institute available at the close of the financial year as reflected in the cash situation (APPENDIX A, parts A and B) correspond to those declared by the Unicredit Banca di Roma in respect of each of the above-mentioned bank accounts;
- expresses the opinion that the accounts of receipts and expenditure for the 2012 financial year may be approved.

Rome, March 2013

AUDITOR

**GENERAL FINANCIAL SITUATION AT THE CLOSE OF THE 2012 FINANCIAL YEAR
(in euros)**

	At 31/12/2011	Increases (+) Reductions (-)	At 31/12/2012
a) General funds	<u>-58,484.02</u>	<u>133,694.42</u>	<u>75,210.40</u>
Cash account	-58,484.02	133,694.42	75,210.40
b) Reserve fund for retirement allowances for Categories B and C staff in accordance with Art. 67 of the Regulations			0
c) Payment in respect of chapter 8 art.2 of the Institute's budget for the 2012 financial year			
d) Revolving funds	363,804.88	2,067.57	365,872.45
e) Excess contributions paid by States during 2012 in respect of the 2013 financial year	<u>159,449.42</u>	<u>20,139.79</u>	<u>179,589.21</u>
Overall total	<u>464,770.28</u> =====	<u>155,901.78</u> =====	<u>620,672.06</u> =====

CASH SITUATION AT THE CLOSE OF THE 2012 FINANCIAL YEAR

A) CASH ACCOUNT (including only the general funds)

a) Deposits on euros accounts at the Unicredit Banca di Roma:		
• Credit balance of account n° 400307783 in euros at 28.02.2013 according to the bank's statement dated 28.2.2013		614,728.00
• Transactions carried out between 1 January and 28 February 2013 relating to the 2013 financial year		
- Receipts	862,996.91	
- Payments	-323,479.31	
- Excess contributions paid by States during 2012 in respect of the 2013 financial year	<u>-179,589.21</u>	
- Credit balance		<u>359,928.39</u>
• Credit balance at the close of the 2012 financial year		<u>254,799.61</u>
	carried forward	254,799.61

brought forward 254,799.61

B) WORKING CAPITAL FUND and RESERVE FUNDS

- Working Capital Fund deposited on account n° 400758353 at the Unicredit Banca di Roma:
 - Account balance at 28.2.2013 according to the bank's statement dated 28.2.2013 365,872.45

- Reserve fund for retirement allowances for Categories B and C staff deposited on account no. 6153 at the Banca di Roma:
 - Account balance at 28.2.2013 according to the bank's statement dated 28.2.2013 0 365,872.45

Overall total reflecting the financial situation (A + B)

620,672.06
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CONTRIBUTIONS OF PARTICIPATING GOVERNMENTS

	Sums due in 2012			Sums received		Difference to be carried over to the next financial year	
	For preceding years	For 2012 (ANNEX I to the budget)	Total	For the financial year 2012 (bank charges not deducted)	Total including sums paid in excess in preceding years (Chap. 1/2)	less	more
	1 (-) (+) 2	3	4 (1 + 3)	5	6 (2 + 5)	7 (4 - 5)	8 (6 - 4)
(in euro)							
FRANCE	--	122,500.00	122,500.00	122,500.00	122,500.00	--	--
GERMANY	--	122,500.00	122,500.00	122,500.00	122,500.00	--	--
JAPAN	--	122,500.00	122,500.00	122,500.00	122,500.00	--	--
UNITED KINGDOM	+122,500.00	122,500.00	122,500.00	122,500.00	245,000.00	--	122,500.00
UNITED STATES OF AMERICA	--	122,500.00	122,500.00	122,500.00	122,500.00	--	--
CANADA	--	122,500.00	122,500.00	122,500.00	122,500.00	--	--
CHINA	--	122,500.00	122,500.00	122,500.00	122,500.00	--	--
RUSSIAN FEDERATION	--	53,900.00	53,900.00	53,900.00	53,900.00	--	--
SPAIN	--	53,900.00	53,900.00	53,900.00	53,900.00	--	--
AUSTRALIA	--	44,100.00	44,100.00	88,200.00	88,200.00	--	44,100.00
BELGIUM	--	44,100.00	44,100.00	44,100.00	44,100.00	--	--
KOREA (Republic of)	--	53,900.00	53,900.00	53,900.00	53,900.00	--	--
NETHERLANDS	--	44,100.00	44,100.00	44,100.00	44,100.00	--	--
SWEDEN	--	44,100.00	44,100.00	44,100.00	44,100.00	--	--
SWITZERLAND	--	44,100.00	44,100.00	44,100.00	44,100.00	--	--
BRAZIL	--	44,100.00	44,100.00	44,100.00	44,100.00	--	--
ARGENTINA	--	19,600.00	19,600.00	19,600.00	19,600.00	--	--
AUSTRIA	--	26,950.00	26,950.00	26,950.00	26,950.00	--	--
DENMARK	--	26,950.00	26,950.00	26,950.00	26,950.00	--	--
FINLAND	--	26,950.00	26,950.00	26,950.00	26,950.00	--	--
GREECE	-26,950.00	26,950.00	53,900.00	26,950.00	26,950.00	26,950.00	--
MEXICO	--	31,850.00	31,850.00	31,850.00	31,850.00	--	--
NORWAY	--	26,950.00	26,950.00	26,950.00	26,950.00	--	--

	Sums due in 2012			Sums received		Difference to be carried over to the next financial year	
	For preceding years	For 2012 (ANNEX I to the budget)	Total	For the financial year 2012 (bank charges not deducted)	Total including sums paid in excess in preceding years (Chap. 1/2)	less	more
	1 (-) (+) 2	3	4 (1 + 3)	5	6 (2 + 5)	7 (4 - 5)	8 (6 - 4)
(in euro)							
SAUDI ARABIA	--	26,950.00	26,950.00	26,950.00	26,950.00	--	--
POLAND	--	26,950.00	26,950.00	26,950.00	26,950.00	--	--
PORTUGAL	--	22,050.00	22,050.00			22,050.00	--
SOUTH AFRICA	--	22,050.00	22,050.00	22,050.00	22,050.00	--	--
CZECH REPUBLIC	--	19,600.00	19,600.00	19,600.00	19,600.00	--	--
HUNGARY	--	19,600.00	19,600.00			19,600.00	--
INDIA	--	22,050.00	22,050.00	22,050.00	22,050.00	--	--
INDONESIA	--	19,600.00	19,600.00	19,600.00	19,600.00	--	--
IRELAND	--	22,050.00	22,050.00	22,050.00	22,050.00	--	--
ISRAEL	-19,600.00	19,600.00	39,200.00	39,200.00	39,200.00		--
TURKEY	--	22,050.00	22,050.00	22,050.00	22,050.00		--
VENEZUELA		19,600.00	19,600.00	2,043.93	2,043.93	17,556.07	--
BOLIVIA	-116,385.00	12,250.00	128,635.00	--	--	128,635.00	--
BULGARIA	--	12,250.00	12,250.00	12,250.00	12,250.00		--
CHILE	+12,449.42	19,600.00	19,600.00	7,150.58	19,600.00	--	--
COLOMBIA		19,600.00	19,600.00	19,599.99	19,599.99	0.01	--
CROATIA	--	12,250.00	12,250.00	12,250.00	12,250.00	--	--
CYPRUS	--	12,250.00	12,250.00	12,250.00	12,250.00	--	--
EGYPT	--	12,250.00	12,250.00	12,250.00	12,250.00		--
ESTONIA	--	12,250.00	12,250.00	12,250.00	12,250.00	--	--
IRAN	-12,250.00	19,600.00	31,850.00			31,850.00	
LATVIA	+12,250.00	12,250.00	12,250.00	12,250.00	24,500.00	--	12,250.00
LITHUANIA	+12,250.00	12,250.00	12,250.00		12,250.00	--	--
LUXEMBOURG	--	12,250.00	12,250.00	12,250.00	12,250.00		--
MALTA	--	12,250.00	12,250.00	12,250.00	12,250.00		--
NIGERIA	-36,750.00	12,250.00	49,000.00	49,000.00	49,000.00		--
PAKISTAN	-13,839.00	12,250.00	26,089.00	11,595.36	11,595.36	14,493.64	--
PARAGUAY	-12,825.23	12,250.00	25,075.23	25,814.44	25,814.44		739.21

	Sums due in 2012			Sums received		Difference to be carried over to the next financial year	
	For preceding years 1 (-) (+) 2	For 2012 (ANNEX I to the budget) 3	Total 4 (1 + 3)	For the financial year 2012 (bank charges not deducted) 5	Total including sums paid in excess in preceding years (Chap, 1/2) 6 (2 + 5)	less 7 (4 - 5)	more 8 (6 - 4)
	(in euro)						
ROMANIA	--	19,600.00	19,600.00	12,250.00	12,250.00	7,350.00	--
SERBIA	-24,500.00	12,250.00	36,750.00	24,500.00	24,500.00	12,250.00	--
SLOVAKIA	--	19,600.00	19,600.00	19,600.00	19,600.00	--	--
SLOVENIA	--	12,250.00	12,250.00	12,250.00	12,250.00	--	--
TUNISIA	-12,250.00	12,250.00	24,500.00	24,500.00	24,500.00	--	--
URUGUAY	-12,250.00	12,250.00	24,500.00	12,250.00	12,250.00	12,250.00	--
HOLY SEE	--	2,450.00	2,450.00	2,450.00	2,450.00	--	--
SAN MARINO	--	2,450.00	2,450.00	2,450.00	2,450.00	--	--
TOTAL	+159,449.42 -287,599.23	2,043,300.00	2,330,899.23	2,058,054.30	2,217,503.72	292,984.72	179,589.21
Contributions paid to be brought forward to the 2013 financial year					179,589.21		
Contributions relating to the 2012 financial year					2,037,914.51		

RECEIPTS

RECEIPTS (in euro)

1.

2012		ITEMS	Estimate for 2012	Receipts received	Difference	
Chap.	Art.				more	less
1		Estimated balance on 1 January 2012	30,000.00	-58,484.02		88,484.02
		A) Ordinary receipts:				
		Contributions of participating Governments				
		1 Italian Government	150,000.00	100,000.00		50,000.00
		2 Other participating Governments	2,104,550.00	2,037,914.51		66,635.49
		3 Estimated profits on exchange rate	p.m.	--	--	--
		4 Contributions from new member States	--	--	--	--
		5 Extraordinary contribution of the People's Republic of China		<u>20,000.00</u>	<u>20,000.00</u>	
		Total	2,254,550.00 =====	2,157,914.51 =====	20,000.00 =====	116,635.49 =====
	2		Other receipts			
		1 Interest	5,000.00	602.18	--	4,397.82
		2 Contribution to overhead expenses	15,000.00	12,000.00	--	3,000.00
		3 Sale of publications	54,475.00	<u>18,406.51</u>		<u>36,068.49</u>
		4 Private donation (data bases)	-- =====	-- =====	-- =====	-- =====
		Total ordinary receipts	2,359,025.00 =====	2,130,439.18 =====	20,000.00 =====	248,585.82 =====
	Total carried forward	2,359,025.00	2,130,439.18	20,000.00	248,585.82	

2012		ITEMS	Estimate for 2011	Receipts Received	Difference	
Chap.	Art.				More	Less
		brought forward	2,359,025.00	2,130,439.18	20,000.00	248,585.82
		B) Extraordinary receipts				
3		Various receipts	--	21,874.94	<u>21,874.94</u>	--
		Total extraordinary receipts	--	21,874.94	21,874.94	--
			=====	=====	=====	=====
		Total actual receipts	2,359,025.00	2,152,314.12	41,874.94	248,585.82
			=====	=====	=====	=====
		C) Special accounts				
4		Revolving funds				--
	1	Working Capital Fund	p.m.	--	--	--
	2	Interest on the assets of the Reserve Fund for retirement benefits (Article 67 of the Regulations)	--	--	--	--
	3	Interest on the assets of the Working Capital Fund and contributions of new member States	<u>6,000.00</u>	<u>2,067.57</u>	--	<u>3,932.43</u>
		Total special accounts	6,000.00	<u>2,067.57</u>	--	3,932.43
			=====	=====	=====	=====
		Total actual receipts	2,365,025.00	2,154,381.69	41,874.94	252,518.25
			=====	=====	=====	=====

SUMMARY OF RECEIPTS

ITEMS	Estimate for 2012	Receipts received	Difference	
			more	less
Estimated balance on 1 January 2012	30,000.00 =====	-58,484.02 =====	=====	88,484.02 =====
A) Ordinary receipts	2,329,025.00 =====	2,190,798.14		138,226.86
B) Extraordinary receipts	-- -----	20,000.00 -----	20,000.00 -----	-- -----
Total actual receipts	2,359,025.00 =====	2,152,314.12 =====	20,000.00 =====	226,710.88 =====
C) Special accounts	6,000.00 =====	2,067.57 =====	-- =====	3,932.43 =====
Total receipts	2,365,025.00 =====	2,154,381.69 =====	20,000.00 =====	230,643.31 =====

EXPENDITURE

EXPENDITURE (in euro)

2012		ITEMS	Estimate for 2012	Actual Expenditure	Difference	
Chap.	Art.				Saving	Excess
1		A) Ordinary expenditure				
		Reimbursement of expenses				
	1	Governing Council and Permanent Committee	48,000.00	34,148.45	13,851.55	--
	2	General Assembly	p.m.	--	--	--
	3	Administrative Tribunal	p.m.	--	--	--
	4	Auditor	3,605.00	3,642.20	--	37.20
	5	Committees of experts	60,000.00	52,490.08	7,509.92	--
	6	Travelling and subsistence expenses of representatives, members of staff and collaborators	<u>28,000.00</u>	<u>30,037.53</u>		<u>2,037.53</u>
	Total	139,605.00 =====	120,318.26 =====	21,361.47 =====	2,074.73 =====	
2		Salaries and allowances:				
	1	Salaries of Categories A, B and C staff	1,337,200.00	1,201,894.20	135,305.80	
	2	Remuneration for collaborators and special work (legal research, translations and various studies)	<u>20,000.00</u>	<u>16,310.08</u>	<u>3,689.92</u>	
		Total	1,357,200.00 =====	1,218,204.28 =====	138,995.72 =====	=====
	carried forward	1,496,805.00	1,338,522.54	160,357.19	2,074.73	

2012		ITEMS	Estimate for 2012	Actual Expenditure	Difference	
Chap.	Art.				Saving	Excess
		brought forward	1,496,805.00	1,338,522.54	160,357.19	2,074.73
3		Social security charges				
	1	Insurance for staff against disablement, old-age and sickness	465,450.00	355,545.73	109,904.27	
	2	Insurance for staff against accidents	<u>8,500.00</u>	<u>8,785.40</u>		<u>285.40</u>
		Total	473,950.00 =====	364,331.13 =====	109,904.27 =====	285.40 =====
4		Compensatory payments for retired members of staff	2,500.00 =====	1,860.62 =====	639.38 =====	-- =====
5		Printing costs	31,500.00 =====	31,107.99 =====	392.01 =====	
6		Administrative expenses:				
	1	Stationery and printed matter	21,000.00	13,597.39	7,402.61	
	2	Telephone	21,000.00	26,611.23		5,611.23
	3	Postage and telegrams	15,000.00	18,388.68		3,388.68
	4	Entertainment and representation	4,650.00	3,975.34	674.66	--
	5	Interpreters	27,500.00	25,432.34	2,067.66	
	6	Miscellaneous	<u>6,700.00</u>	<u>4,366.19</u>	<u>2,333.81</u>	<u>--</u>
		Total	95,850.00 =====	92,371.17 =====	12,478.74 =====	8,999.91 =====
		carried forward	2,100,605.00	1,828,193.45	283,771.59	11,360.04

2012		ITEMS	Estimate for 2012	Actual Expenditure	Difference	
Chap.	Art.				Saving	Excess
		brought forward	2,100,605.00	1,828,193.45	283,771.59	11,360.04
7		Maintenance costs				
	1	Electricity	12,500.00	12,369.71	130.29	--
	2	Heating	20,000.00	18,989.19	1,010.81	
	3	Water	7,000.00	5,112.03	1,887.97	--
	4	Insurance of premises	11,500.00	11,543.11		43.11
	5	Office equipment	21,000.00	15,669.81	5,330.19	
	6	Upkeep of building	21,000.00	24,886.49	--	3,886.49
	7	Labour costs	<u>42,420.00</u>	<u>43,115.59</u>	--	<u>695.59</u>
		Total	135,420.00 =====	131,685.93 =====	8,359.26 =====	4,625.19 =====
8		Various reserve funds				
	1	Reserve fund for unforeseen expenditure	--	--	--	--
	2	Reserve fund for retirement allowance for Categories B and C staff	--	--	--	--
	3	Reserve fund for payment of compensation to staff who do not enjoy all the advantages provided for in Article 7 of the Headquarters Agreement	--	--	--	--
		Total	-- =====	-- =====	-- =====	-- =====
9		Library				
	1	Purchase of books	82,000.00	80,868.84	1,131.16	
	2	Binding	9,000.00	4,130.00	4,870.00	--
	3	Software	<u>22,000.00</u>	<u>22,224.62</u>		<u>224.62</u>
		Total	113,000.00 =====	107,223.46 =====	6,001.16 =====	224.62 =====
		Total ordinary expenditure	2,349,025.00 =====	2,067,102.84 =====	298,132.01 =====	16,209.85 =====
		carried forward	2,349,025.00	2,067,102.84	298,132.01	16,209.85

2012		ITEMS	Estimate for 2012	Actual expenditure	Difference	
Chap.	Art.				Saving	Excess
		brought forward	2,349,025.00	2,067,102.84	298,132.01	16,209.85
		B) Extraordinary expenditure				
10		Promotion of UNIDROIT instruments		--		--
11		Legal co-operation programme	10,000.00	10,000.88	--	0.88
12		Working Capital Fund	--	--	--	--
13		Convening of a diplomatic Conference for the adoption of one of the Institute's draft Conventions or a scientific event	--	--	--	--
		Total extraordinary expenditure	10,000.00 =====	10,000.88 =====		-- =====
		Total actual expenditure	2,359,025.00 =====	2,077,103.72 =====	298,132.01 =====	16,210.73 =====
		C) Special accounts				
14		Revolving funds				
	1	Working Capital Fund	p.m.	--	--	--
	2	Expenditure as balanced by receipts	p.m.	--	--	--
	3	Interest on the assets of the Reserve Fund for retirement pay in accordance with Article 67 of the Regulations	--	--	--	--
	4	Interest on Working Capital Fund and contributions of new member States	6,000.00	2,067.57	3,932.43	
	5	Payment of an account of a retirement allowance from the Reserve Fund to the last employee enjoying this allowance	--	--	--	--
		Total special accounts	6,000.00 =====	2,067.57 =====	3,932.43 =====	
		Total expenditure	2,365,025.00 =====	2,079,171.29 =====	302,064.44 =====	16,210.73 =====

SUMMARY OF EXPENDITURE

ITEMS	Estimate for 2012	Actual expenditure	Difference	
			Saving	Excess
A) Ordinary expenditure				
Chap. 1. Reimbursement of expenses	139,605.00	120,318.26	19,286.74	--
Chap. 2. Salaries and allowances	1,357,200.00	1,218,204.28	138,995.72	
Chap. 3. Social security charges	473,950.00	364,331.13	109,618.87	
Chap. 4. Compensatory payments for retired members of staff	2,500.00	1,860.62	639.38	--
Chap. 5. Printing costs	31,500.00	31,107.99	392.01	--
Chap. 6. Administrative expenses	95,850.00	92,371.17	3,478.83	--
Chap. 7. Maintenance costs	135,420.00	131,685.93	3,734.07	
Chap. 8. Various reserve funds	--	--	--	--
Chap. 9. Library	<u>113,000.00</u>	<u>107,223.46</u>	<u>5,776.54</u>	<u>--</u>
B) Extraordinary expenditure				
Chap. 10. Promotion of UNIDROIT instruments		--		--
Chap. 11. Programme of legal assistance to developing countries	10,000.00	10,000.88	--	0.88
Chap. 12. Working Capital Fund	--	--	--	--
Chap. 13. Convening of a diplomatic Conference for the adoption of one of the Institute's draft Convention or a scientific event	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
Total extraordinary expenditure	10,000.00	10,000.88		0.88
	=====	=====	=====	=====
Total actual expenditure	2,359,025.00	2,077,103.72	281,922.16	0.88
	=====	=====	=====	=====
C) Special accounts	6,000.00	2,067.57	3,932.43	--
	=====	=====	=====	=====
Total expenditure	2,365,025.00	2,079,171.29	285,854.59	0.88
	=====	=====	=====	=====

GENERAL SUMMARY OF THE 2012 FINANCIAL YEAR

(in euro)

	Financial year 2012	General funds
A) Cash total at the close of the 2011 financial year		-58,484.02
B) Total actual receipts	2,212,865.71	
C) Total actual expenditure	2,079,171.29 =====	
Overall credit balance for the 2012 financial year		<u>133,694.42</u>
D) Cash total at the close of the 2012 financial year		<u>75,210.40</u>

**WORKING CAPITAL FUND
2012 FINANCIAL YEAR**

(in euro)

	At 31.12.2011	VARIATIONS		At 31.12.2012
		Increases	Reductions	
Sum in hand on 31.12.2011	363,804.88			
Interest on bank account n° 400758353 (Chap.13 - art. 4)		2,067.57		
Reductions in the course of the 2012 financial year				
Total variations	363,804.88 =====	2,067.57 =====		
Sum in hand on 31.12.2012				365,872.45 =====