



5 June 2023

IPHC CIRCULAR 2023-013

SUBJECT: INTERSESSIONAL DECISIONS ID004-ID006 (FOR INFORMATION)

Dear Commissioners,

In accordance with Rule 11, paragraphs 4-10 ‘*Intersessional decision-making*’ of the [IPHC Rules of Procedure \(2023\)](#), I am pleased to provide you with the following intersessional Commission decisions for your information. The decisions were **adopted** by consensus (*In favour=6; Against=0; No response=0*). No further action is required by Commissioners at this time.

CONTRACTING PARTY CONTRIBUTIONS FOR FY2024

IPHC-2023-ID004: The Commission **NOTED** the indicated Contracting Party (CP) contributions for FY2024 prescribed by each CP subsequent to the 13th Special Session of the Commission (SS013) as follows:

Canada: Contribution to the IPHC General Fund would be 3% higher than the amount provided in FY2023 = **US\$927,419.21**

U.S.A.: Contribution to the IPHC General Fund would be 3% higher than the amount provided in FY2023 = **US\$4,282,492.80** (subject to appropriations)

Extra-budgetary funds:

U.S.A.: Contribution to the IPHC Secretariat Headquarters Lease and Maintenance: **US\$513,712.50**

Canada/U.S.A.: **US\$127,848.00** each (for the old IFCPF deficit - voluntary payment)

IPHC-2023-ID005: **NOTING** that the abovementioned contributions equate to **US\$528,812.25** less than the FY2024 budget proposed for adoption at SS013 to maintain the current staffing levels and level of operations of the IPHC Secretariat into FY2024, the Commission **RECOMMENDED** the following budget and associated service reductions:

- i. **-US\$13,500** – removal of the IPHC Interim Meeting from the IPHC Meetings budget line. The meeting shall be held in a fully remote/online format moving forward;
- ii. **-US40,060** – removal of the IPHC MSAB meeting from the IPHC Meetings budget line for FY2024. The meetings scheduled for FY2024 (1 Oct 2023 to 30 Sept 2024) shall be held in a fully remote/online format;
- iii. **-US\$217,456** – removal of 1 x FTE at the level IPHC-GS-13 (Manager) (salary, wages, and benefits);
- iv. **-US257,796** – removal of FTE’s sufficient to match (salary, wages, and benefits)

IPHC-2023-ID006: The Commission **RECOMMENDED** that the IPHC Secretariat provide a revised FY2024 budget with the above-mentioned Contracting Party contributions and reductions for adoption via the Intersessional Decision-making process prescribed in the IPHC Rules of Procedure (2023).

Please consider the date of this IPHC Circular to be the official '*date of notification*' of the decisions detailed above, in accordance with Rule 11, paragraph 10 of the [IPHC Rules of Procedure \(2023\)](#).

Yours sincerely



David T. Wilson, Ph.D.
Executive Director, IPHC

Attachments:

Nil.