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IFAD
INTERNATIONAL FUND FOR AGRICULTURAL DEVELOPMENT
Executive Board – Eighty-Third Session
Rome, 1-2 December 2004

**REPORT OF THE DIRECTOR OF THE OFFICE OF EVALUATION ON THE
UTILIZATION OF THE CONTINGENCY ALLOCATION UNDER THE 2004 BUDGET
OF THE OFFICE OF EVALUATION**

1. At its Eightieth Session (held in December 2003), the Executive Board of IFAD authorized the Director of the Office of Evaluation (OE) to utilize funds allocated under OE's contingency sub-item to meet unforeseen costs that office may incur during 2004. In particular, the Board authorized the utilization of the contingency amount for unforeseen costs related to the management of OE human resources, changes in staff entitlements and salary increases dictated by the United Nations Common System and the work of the Evaluation Committee.
2. When approving the 2004 work programme and budget, the Governing Council in February 2004 requested the Director of OE to report to the Executive Board on the utilization of the contingency amount, providing a summary of activities financed.
3. It will be recalled that the contingency items for unforeseen expenses under the approved 2004 OE budget totalled USD 202 000.
4. The Executive Board is hereby informed that the following allocations, totalling approximately USD 33 157, have been made in 2004 from the contingency allocation:
 - (a) As approved by the Governing Council in February 2004 and following the reclassification undertaken by the Office of Human Resources, one OE staff position was reclassified from the General Service to the Professional category. This has resulted in an increase in OE staff costs in 2004 and onwards of USD 26 500; and
 - (b) Around USD 6 657 has been disbursed for unforeseen costs related to the work of the Evaluation Committee. These funds have been used to cover the travel costs of non-Rome-based committee members to enable their participation in committee sessions, and other minor miscellaneous costs.