TESS-{TESS+}
2019-2020 Budget expenditure analysis

This {TESS+} Service Charter adjusted to the feedback from the IASMN (Interagency Security Management Network) and endorsed in the IASMN 33rd session (January 2021).

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1. Executive Summary

This document provides the detailed breakdown of the 2019 TESS budget expenditure (US$91,000/month) and the breakdown of the optimized 2020 TESS/{TESS+} expenditure (US$62,000/month).

The 2020 budget expenditure optimization was done by:

- Optimizing the DSA (Daily Subsidiary Allowance) for TESS/{TESS+} Core Service Team members on consultancy contracts and on non-mission status (working on remote support, reports, generic support, etc.) are now to be based at home (where DSA is not applicable) rather than to be based at a duty station (where DSA was applicable).
- Re-negotiating the costs of the Core Service Team daily rate with the current service provider (FITTEST).
- Properly implementing WAE (When Actually Employed) contracts for several of the Core Service Team.
- Re-negotiating the costs of the Core Service Team costs for non-active weekend and holiday days while on non-mission status.

Based on these figures we expect the 2021-2022 central/core funding requirement to be US$70,000/month or US$840,000/year.

2. 2019 Budget expenditure breakdown

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2019 breakdown	total amount in USD	%	per month in USD
Program Staffing Costs	126,038.73	11.5%	10,503.23
Technical Staffing Costs	575,154.51	52.7%	47,929.54
Admin Stops/reporting	70,257.26	6.4%	5,854.77
Total Travel Costs	261,820.09	24.0%	21,818.34
Total Equipment and Other Costs	58,977.58	5.4%	4,914.80
Grand total (12 months)	**1,092,248.17**		**91,020.68**

3. Jan-Sept 2020 Budget expenditure breakdown

2020 breakdown	total amount in USD	%	per month in USD
Program Staffing Costs	111,388.38	19.7%	12,376.49
Technical Staffing Costs	316,426.52	55.8%	35,158.50
Admin stops/Reporting	31,287.31	5.5%	3,476.37
Total Travel costs	82,279.97	14.5%	9,142.22
Total Equipment & Other costs	25,187.28	4.4%	2,798.59
Grand total (9 months)	**566,569.46**		**62,952.16**

4. 2019-2020 budget expenditure analysis

The difference between the 2019 and 2020 TESS/{TESS+} budget expenditure is only in a small part due to COVID-19 travel restrictions, which suspended field missions only from April to June. The budget expenditure optimization was mostly done by:

- Optimizing the DSA (Daily Subsidiary Allowance) for TESS/{TESS+} Core Service Team members which are consultancy contracts: While on non-mission status (e.g. working on remote support, reports, generic support, etc.) these consultants are now to be based at home where DSA is not applicable rather than to be based at their duty station, where DSA was applicable;
- Re-negotiating the costs of the Core Service Team daily rates with the current staffing provider (FITTEST);
- Properly implementing WAE (When Actually Employed) contracts for several of the Core Service Team;
- Re-negotiating the costs of the Core Service Team costs for non-active weekend and holiday days while on non-mission status, which are now no longer charged to TESS/{TESS+}.

The analysis shows, contrary to common belief, field missions are only a relatively small part of the total annual expenditure. The findings indicate the following:

- In 2019, the total cost for missions (travel) was only 24% of the total cost, and in 2020 this was only 14.5% of the total cost.
- This travel expenditure included ALL travel, not just assessment and technical support missions, but also all travel for the project/service coordination and all technical field tests (for the TESS streams 2 and 3).
- As such, based on the 2019-2020 budget analysis it is to be concluded that the actual field assessment and support missions only amount to an estimated 10% of the total past budget expenditure and future budget requirements.

As of 2021, further cost reductions will be implemented with the following actions:

- Technical support missions will be cost-recovered from the target countries as much as possible. It should be noted that recovering the cost for technical support missions might include additional risks or complexities: (a) target countries might be unable or unwilling to fund TESS technical missions, even though, according to TESS they need it; (b) target countries might have difficulties or resistance to include the cost of TESS technical missions in their annual LCSSB, which goes through a rigorous and long approval process; (c) for 2021, all LCSSB budgets have already been approved and fixed; (d) Cost recovering missions is administratively complex. While within TESS we have the administrative/financial mechanism to charge target countries via an internal charging mechanism consisting of internal invoicing, in the past we have seen several target countries struggling to find a way to process this internal charging within the limitations of their procurement processes, systems and procedures.
- A more rigorous field training programme will be implemented for both technical personnel as well as security field personnel.
- Several tools and guidance documents will be rolled out, enabling the field UNSMS and technical teams to self-assess their Security Communications Systems (SCS), the suitability of local mobile phone systems as an SCS connectivity tool, and standardizing the maintenance required for field-based radio systems as an SCS tool.

Based on this analysis, the centralized/core budget requirement for 2021 is estimated to be US$70,000/month or US$840,000/year.