

The expenditures on support services, including finance, administration and accommodation, were CHF 2,110,990 in 2005, which was 2 per cent over budget but 18 per cent less than the previous year. The budgeted savings came from reduced staff costs, lower costs for IT maintenance and connectivity, and lower pension costs.

6. Allowance for Doubtful Accounts

For 2005, CHF 27,518 was contributed to the allowance for doubtful accounts versus a budget of CHF 112,000.

The allowance for doubtful accounts is an amount set aside to cover the write-off of outstanding contributions when a membership is suspended. The required amount of the reserve is calculated based upon the age of the outstanding contributions at the end of the year because the longer that an account has been outstanding, the more probable is the eventual write-off. An annual contribution to the allowance ensures that the reserve is fully funded to cover the probable default of some Members. At the end of 2004 the reserve was CHF 235,803. With the addition of the 2005 contribution and the write-off of the debt of Mauritania, where the parliament was dissolved unconstitutionally, the reserve is now CHF 197,221, which is 13 per cent of the total amount receivable from Members.

7. Grants

The annual grant to the Association of Secretaries General of Parliaments was CHF 57,068 as compared to a budget of CHF 100,000. The Union benefited from operational cost savings made by the ASGP.

Gender analysis of expenditures

Women are involved in all of the activities of the Union. However some of the annual operating expenditures are directed specifically towards raising the profile of women in politics and promoting gender partnership. The following tables provide an indication of the representation of women in the Secretariat and of the gender specific programme expenditures in absolute, relative and comparative terms. The results section of the Financial Report (p. 21) provides guidance on how mainstream activities have affected gender equality.

Representation in the Secretariat	2005		2004	
	No.	%	No.	per cent
Women on Staff - General Services	13	87%	16	94%
Women on Staff - Professional	10	48%	8	42%
Women on Staff - Total	23	64%	24	67%
Women recruited during year	2	67%	2	33%
Women promoted during year	5	83%	0	-

Gender Specific Allocations	2005		2004	
	CHF	%	CHF	per cent
Personnel	351,800	4%	450,636	7%
Goods and Services	78,034	3%	73,350	2%
Extra-budgetary funds	93,491	4%	53,091	6%

Financial Audit Report Examples

Daniel F McAuley



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