

**SADIS COST RECOVERY ADMINISTRATIVE GROUP  
(SCRAG)**

**NINETEENTH MEETING**

(London, 30 October 2018)

**Agenda Item 4: Review of estimated SADIS costs and cost shares for the period 1 January to 31 December 2019 and estimated cost for the next 2-5 years**

**2019 ICAO ESTIMATED SADIS ADMINISTRATIVE COSTS**

(Presented by the Secretariat)

**1. Introduction**

- 1.1 The SADIS Agreement stipulates under Article VIII that: “Support services for the SCRAG specifically attributable to administering the SCAR arrangement shall be performed by the Secretary General, the costs of which shall be included in the costs to be shared amongst the Parties participating in the arrangement.”
- 1.2 The estimated ICAO administrative costs for 2019 to be shared amongst the Parties participating in the SADIS Cost Allocation and Recovery (SCAR) arrangement include the costs of the necessary services provided by ICAO to the SCRAG and to the Meteorology Panel (METP) Working Group on Meteorological Operations Group (WG/MOG) for SADIS related work.

**2. Estimated Costs 1 January - 31 December 2019**

- 2.1 The estimated costs attributable to the administrative supporting services provided by ICAO to the SCRAG during the period 1 January to 31 December 2019 are as follows:

	<b>SCRAG CAD</b>	<b>METP- WG/MOG CAD</b>	<b>TOTAL CAD</b>	<b>TOTAL £ *</b>
Personnel costs	15 800	42 500	58 300	33 972
Travel costs	5 000	5 000	10 000	5 826
Total	20 800	47 500	68 300	39 798

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\* Converted at the United Nations exchange rate of 0.5827 (rate for October 2018)

- 2.2 The estimated costs for the year 2019 are based on 20 officer days and 2 secretary days for the administration of the SADIS Agreement. The METP-WG/MOG 2019 service provision estimate is 35.75 officer days and 25.25 secretary which is consistent with the tasks detailed in SCRAG/18-WP/14.
- 2.3 The ICAO administrative costs for the administration of the SADIS Agreement are charged on the basis of the time spent on the administration of the SADIS Agreement and the actual travel costs to attend the SCRAG Meeting. These represent approximately 20 officer days and 2 secretary days per year for the preparation of memos to the SCRAG members and observers, the preparation of the working papers to be presented at the annual SCRAG meeting, the attendance of the annual SCRAG meeting as well as the travel costs, the preparation and distribution of the SCRAG Report, numerous correspondence and reconciliations with the provider of the SADIS service and other parties.
- 2.4 The ICAO administrative costs also include the costs of the services provided to the METP-WG/MOG. The METP-WG/MOG oversees the operation and development of SADIS, addresses technical requirements for its operation, presents proposals to update the SADIS Inventory set out in Annex II and provides reports to the SCRAG. Among other tasks, ICAO has to make available on-line the SADIS operational efficacy questionnaire and prepare an analysis of the replies, distribute the documentation for the METP-WG/MOG meeting, assist in the preparation of the report of the METP-WG/MOG meeting, follow-up on METP-WG/MOG recommendations and conclusions, assist in maintaining the SADIS User Guide, maintain the METP-WG/MOG website and prepare correspondence concerning SADIS.

### **3. Action by the Group**

- 3.1 The Group is invited to note this paper.