## REPORT TO THE

## CONSULTATIVE COMMITTEE OF THE ITC TRUST FUND

(1 JANUARY - 30 SEPTEMBER 2015)

## ITC mission:

ITC enables small business export success in developing and transition countries by providing, with partners, sustainable and inclusive trade development solutions to the private sector, trade support institutions and policymakers.

November 2015
Original: English
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# REPORT TO THE CONSULTATIVE COMMITTEE OF THE ITC TRUST FUND 

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## 1. Introduction

ITC is pleased to submit to the CCITF the following financial report of its budgets, delivery and performance covering the period from 1 January to 30 September 2015.

This report provides information, principally in the form of self-explanatory tables which give an overview of the organization's activities. It focuses on the analysis of ITC's extrabudgetary resources providing a detailed description of the source of funds, their status and use. It also provides an update on programme support and regular budget resources and performance against development results targets for the year.

## 2. Source of ITC Funds

ITC's work is enabled by two sources of funding: the regular budget ( RB ) and extrabudgetary funding (XB), which includes programme support costs (PSC). The RB is approved on a biennial basis by the United Nations General Assembly and the World Trade Organization (WTO) General Council.

Extrabudgetary funds are voluntary contributions to the ITC Trust Fund (ITF). This includes two categories of funds known as windows. Window I (W1) consists of unearmarked and soft-earmarked contributions from donors, while Window II (W2) is composed of bilateral contributions for specific projects and programmes, as well as small amount of income earned through the sales of products and services. PSC is earned via a charge to all extrabudgetary expenditures.

Earmarked funding is used for bilaterally funded projects whose technical cooperation goals and outcomes fall within the scope of a specific Window II agreement and specific reporting requirements. Window I allows for more flexibility in the allocation of funds and more standardised reporting, which facilitates more systematic capturing of results. Soft-earmarking of funds allows donors to reflect their priorities in particular areas of focus for ITC but leaves more flexibility to ITC on how to apply the funds in this area.

### 2.1 Voluntary contributions received to the ITC Trust Fund

Table 1 Extrabudgetary funding from January 1 to September 30, 2015, in \$000 ${ }^{1}$

|  | 2014 (US\$ '000) |  |  | Jan - September 2015 (US\$ '000) |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Donors | W1 | W2 | Total | W1 | W2 | Total |
| Countries and Regional Associations | 17,652 | 22,144 | 39,796 | 12,564 | 19,196 | 31,760 |
| Australia | - | 115 | 115 | - | 902 | 902 |
| Canada | 850 | 1,122 | 1,972 | 749 | 10 | 759 |
| Central European Free Trade Area (CEFTA) | - | - | - | - | 91 | 91 |
| China | 100 | 400 | 500 | 100 | 400 | 500 |
| Denmark | 2,340 | - | 2,340 | 2,125 | - | 2,125 |
| Ecuador | - | 98 | 98 | - | - | - |
| European Union | - | 9,561 | 9,561 | - | 5,621 | 5,621 |
| Finland | 3,294 | 391 | 3,685 | - | 138 | 138 |
| France | 146 | 178 | 324 | - | - | - |
| Germany | 2,541 | 415 | 2,956 | 2,353 | 364 | 2,716 |
| India | 50 | - | 50 | 50 | - | 50 |
| Ireland | 1,144 | - | 1,144 | 900 | - | 900 |
| Japan | - | 56 | 56 | - | 347 | 347 |
| Kuwait | - | 249 | 249 | - | - | - |
| Mali | - | - | - | - | 50 | 50 |
| Namibia | - | 144 | 144 | - | - | - |
| Netherlands | - | 1,542 | 1,542 | - | 1,990 | 1,990 |
| Norway | 2,680 | - | 2,680 | 2,619 | - | 2,619 |
| Republic of Korea | - | 641 | 641 | - | - | - |
| South Africa | - | 105 | 105 | - | - | - |
| Sweden | 4,441 | - | 4,441 | 3,669 | - | 3,669 |
| Switzerland | 56 | 3,597 | 3,653 | - | 2,393 | 2,393 |
| United Kingdom | 10 | 3,530 | 3,540 | - | 6,014 | 6,014 |
| Uruguay | - | - | - | - | 28 | 28 |
| USA | - | - | - | - | 849 | 849 |
| Associations, Banks, Companies, NGOs and International organizations | 30 | 1,607 | 1,637 | 100 | 3,822 | 3,922 |
| Caribbean Export Development Agency | - | 24 | 24 | - | - | - |
| Centre for the Develompent of Enterprise | - | 59 | 59 | - | 88 | 88 |
| DHL | - | - | - | - | 63 | 63 |
| FEFAC | - | - | - | - | 34 | 34 |
| Foundation for the Global Compact | - | - | - | 100 | - | 100 |
| National Graduate Institute for Policy Studies | - | - | - | - | 66 | 66 |
| Humanist Institute for Co-operation with Developing Countries (Hivos) | - | 156 | 156 | - | 78 | 78 |
| ILO | - | - | - | - | 103 | 103 |
| Inter-American Development Bank | - | 60 | 60 | - | - | - |
| International Islamic Trade and Finance Corporation | - | 20 | 20 | - | 550 | 550 |
| Organisation Internationale de la Francophonie | - | 8 | 8 | - | - | - |
| Qatar Development Bank | - | 27 | 27 | - | 411 | 411 |
| Stichting Nedworc | - | - | - | - | 356 | 356 |
| Stichting IDH Sustainable Trade Initiative | - | 37 | 37 | - | - | - |
| Sustainable Agriculture Initiative-Platform | - | - | - | - | 93 | 93 |
| The Mo Ibrahim Foundation | - | 114 | 114 | - | 114 | 114 |
| Trademark East Africa | 10 | - | 10 | - | - | - |
| UNDP | - | 200 | 200 | - | 111 | 111 |
| UNIDO | - | - | - | - | 110 | 110 |
| Confederation on Indian Industry | 20 | - | 20 | - | - | - |
| United Nations Head Quarters - Associate Experts | - | - | - | - | 181 | 181 |
| World Bank | - | 588 | 588 | - | 1,006 | 1,006 |
| WTO | - | 315 | 315 | - | 458 | 458 |
| Grand Total | 17,682 | 23,752 | 41,434 | 12,664 | 23,018 | 35,682 |

[^0]
### 2.2 Breakdown of donor contributions as at 30 September 2015

Figure 1 Donor contributions to the Window I and Window II as at 30 September 2015


Figure 2 Total XB Donor contributions to ITC Trust Fund as at 30 September 2015


## 3. Use and status of ITC funds

### 3.1 ITC delivery against total budget (US\$ million)

ITC's overall budget for 2015 as per Operational Plan amounts to $\$ 100$ million. The regular budget amounts to $\$ 41.3$ million, consisting of contributions in equal parts from the United Nations and the World Trade Organization. Extra-budgetary funds, including the Programme Support Costs (PSC) amount to $\$ 58.7$ million.

The delivery of Extra-budgetary funds and the Regular budget in 2015 is given in table below.

Table 2 ITC budgets and delivery as at 30 September, 2015, \$ million

|  | Budget | Operational plan budget | Delivery as <br> at 30 <br> September <br> 2015 | $\begin{gathered} \text { Delivery/ } \\ \text { Budget } \end{gathered}$ |
| :---: | :---: | :---: | :---: | :---: |
| XB |  | 58.7 | 45.3 | 77\% |
| RB |  | 41.3 | 29.9 | 72\% |
| Total |  | 100.0 | 75.1 | 75\% |

Figure 3 ITC delivery pattern 2008 - Q3 2015, by source of funds


## 4. Regular budget overview and delivery

The regular budget ( RB ) component is allocated to six Focus areas. It is also used to provide better alignment with country needs. The staff working in country offices, as well as a proportionate part of the support services, is allocated to the "Alignment with country needs" area.

Figure 4 Delivery of regular budget by Focus area, as at 30 September 2015, $\$$ million


Table 3 Regular budget and delivery by Focus area, as at 30 September 2015, \$ million

| Focus Area | 2015 RB Budget | 2015 Q1-Q3 <br> Delivery | Delivery/ <br> Budget |
| :--- | :---: | :---: | :---: |
| Providing trade and market intelligence | 6.7 | 4.8 |  |
| Building a conducive business environment | 4.1 | 3.0 |  |
| Strengthening trade and investment support institutions | 5.0 | 3.6 |  |
| Connecting to international value chains | 9.6 | 6.9 |  |
| Promoting and mainstreaming inclusive and green trade | 5.0 | 3.6 |  |
| Supporting regional economic integration and South-South links | 3.0 | $\mathbf{2 . 1}$ |  |
| Alignment with country needs | 7.8 | 5.7 |  |
| Total Focus Areas | $\mathbf{4 1 . 3}$ | $\mathbf{2 9 . 9}$ |  |

Table 4 Biennial regular budget and delivery by cost category, \$million
$\left.\begin{array}{lrrrr}\hline \text { Categories } & \begin{array}{c}\text { Biennium } \\ \text { Budget } \\ \text { 2014/2015 }\end{array} & \begin{array}{rlrl}\text { Expenditure } \\ \text { as at } 30\end{array} & \text { \% Spent } \\ \text { Sept 2015 }\end{array}\right]$

Table 5 Biennial RB budget delivery overview by categories, from 2008 to Q3 2015, in \$ million*

| Categories | Biennium <br> 2008/2009 | Biennium <br> 2010/2011 | Biennium <br> 2012/2013 | Biennium <br> 2014/2015 <br> (up to Q3) |
| :--- | ---: | ---: | ---: | ---: | ---: |
| Staff and other personnel costs | 49.5 | 57.8 | 61.4 | 54.1 |
| Travel | 0.6 | 0.7 | 0.8 | 0.6 |
| Contractual services | 2.5 | 2.9 | 2.7 | 1.4 |
| Operating expenses | 5.5 | 6.3 | 6.3 | 6.9 |
| Acquisitions | 1.9 | 1.6 | 2.1 | 1.4 |
| Other | 2.1 | 2.8 | 3.0 | 2.8 |
| Total | 62.0 | 72.1 | 76.3 | 67.2 |
| Appropriations for a biennium | 62.2 | 73.0 | 79.9 | 79.7 |
| \% of Delivery | $100 \%$ | $99 \%$ | $95 \%$ | $84 \%$ |

## *Notes on regular budget items:

## Operating expenses

General operating expenses include the cost of rental and maintenance of ITC Headquarters premises, rental of internal reproduction equipment, communications, including charges for telephone, mobile technology, insurance etc.

## Acquisitions

This covers the acquisition of furniture and equipment and the continued maintenance and support of business critical information systems, the upgrade of Electronic Data Processing (EDP) equipment, and the replacement of software and EDP equipment to support administration systems at the corporate level.

## Other

This covers audit services and investigative services provided by the Office of Internal Oversight Services (OIOS), ITC's share of joint medical services, ITC's share of joint services provided by the United Nations Office at Geneva (UNOG) mainly in the areas of payroll, treasury, finance and budget through the use of the Integrated Management Information System (IMIS), Services provided by the International Computing Centre (ICC) and the United Nations Office at Geneva (UNOG) concerning e-mail and hosting of servers, including ICC for services relating to e-mail gateway, e-mail anti-spam and anti-virus, and UNOG for services such as hosting ITC's disaster site, internet connectivity and firewall; Security services.

## 5. XB funds overview and delivery

### 5.1 Total extrabudgetary funds

Extrabudgetary funds (XB) are activated through the ITC Trust Fund (ITF). The funds and activities financed from XB are administered by ITC in accordance with applicable United Nations regulations and ITC procedures.

The amount of $X B$ funds depends on agreements reached with donors on an ongoing basis, with project budgets usually covering several years.

The ITF consists of two categories of funds: Window I consists of un-earmarked and soft-earmarked contributions from donors. Window II consists of bilateral contributions for specific projects or programmes as well as a small amount of income earned through revolving funds' sales of products and provision of services.

The 2015 XB budget stands at $\$ 58.7$ million as per Operational Plan. Delivery of projects on extrabudgetary funds as at 30 September 2015 stands at $\$ 45.3$ million. It is further elaborated against ITC's Focus areas and by Window I / Window II in the tables and graphs that follow.

Table 62015 XB budget and delivery, as at 30 September 2015, \$million

|  | 2015 <br> Budget | Delivery | Deliveryl Budget |
| :---: | :---: | :---: | :---: |
| W1 | 18.9 | 14.3 | 75\% |
| W2 | 39.7 | 31.0 | 78\% |
| Total | 58.7 | 45.3 | 77\% |

Table 7 XB budget and delivery by Focus area as at 30 September 2015, \$ million

| Focus area | OP Budget | Total XB Delivery | Delivery/Budget |
| :---: | :---: | :---: | :---: |
| Providing trade and market intelligence | 9.3 | 7.5 | 81\% |
| Building a conducive business environment | 4.2 | 3.1 | 73\% |
| Strengthening trade and investment support institutions | 4.0 | 2.8 | 71\% |
| Connecting to international value chains | 20.2 | 14.7 | 73\% |
| Promoting and mainstreaming inclusive and green trade | 10.7 | 8.3 | 78\% |
| Supporting regional economic integration and South-South links | 7.7 | 7.6 | 99\% |
| Corporate (Evaluation, IT, Visibility and Partnerships) | 1.6 | 1.2 | 78\% |
| Business Development Fund* | 1.1 | - | - |
| Total Focus Areas | 58.7 | 45.3 | 77\% |

*The BDF is allocated to specific projects during the year. BDF delivery is therefore reflected within the relevant Focus areas of each BDF project.

Figure 5 XB delivery by Focus area and Window, as at 30 September 2015, \$ million


Table 8 Extrabudgetary delivery by window and region as at 30 September 2015, in \$ million

| Region | Window I | Window II | Total XB |
| :---: | :---: | :---: | :---: |
| Sub-Saharan Africa | 4.5 | 12.3 | 16.8 |
| Arab States | 0.3 | 3.1 | 3.4 |
| Asia Pacific | 0.5 | 6.8 | 7.3 |
| Eastern Europe - Central Asia | 0.1 | 1.8 | 1.9 |
| Latin America and the Caribbean | 0.7 | 1.3 | 1.9 |
| Global Public Goods | 7.1 | 5.7 | 12.8 |
| Corporate (Evaluation, IT, Visibility and Partnerships) | 1.2 | - | 1.2 |
| Total | 14.3 | 31.0 | 45.3 |

Global Public Goods and Corporate projects are not region-specific. The Global Public Goods target all ITC programme countries. Corporate projects support and enhance the delivery of trade related technical assistance projects.

Figure 6 Extra-budgetary delivery by regions and priority countries, as at 30 September 2015


The region-specific delivery overview shows ITC's dominant engagement in the Sub-Saharan Africa and the Asia - Pacific region. Over $80 \%$ of country-specific technical assistance was provided to ITC's priority countries.

Table 9 Extrabudgetary delivery by window and cost category, January-September 2015, \$million

| Categories | W1 |  | W2 |  | Total |
| :--- | ---: | ---: | ---: | ---: | ---: |
| Technical assistance personnel cost | 11.6 | 21.6 | 33.2 | $73 \%$ |  |
| Travel | 0.2 | 0.5 | 0.7 | $2 \%$ |  |
| Contractual services: subcontracting / grants | 0.9 | 3.4 | 4.3 | $9 \%$ |  |
| Operating expenses | 0.1 | 0.3 | 0.3 | $1 \%$ |  |
| Acquisitions | 0.1 | 1.2 | 1.3 | $3 \%$ |  |
| Other, including group training | 1.5 | 4.1 | 5.5 | $12 \%$ |  |
| Total | 14.3 | 31.0 | 45.3 | $100 \%$ |  |

Table 10 Cash position, January 1 - September 30, 2015, \$million

|  |  | W2 | Total |
| :---: | :---: | :---: | :---: |
| Balance as at 1 January 2015 | 3.9 | 22.4 | 26.4 |
| Add: Contributions received | 12.6 | 23.0 | 35.7 |
| Funds from inter-organisation * | - | 2.4 | 2.4 |
| Income from services rendered | - | 0.6 | 0.6 |
| Sub-total Income | 12.6 | 26.1 | 38.7 |
| Less: Expenditures | 12.6 | 28.0 | 40.6 |
| Programme Support Costs | 1.6 | 3.0 | 4.6 |
| Refund to donors | - | 0.1 | 0.1 |
| Sub-total Expenditure | 14.3 | 31.1 | 45.4 |
| Less: Adjustments from Operating Reserve | 4.4 | 3.5 | 7.9 |
| Balance available as at 30 September 2015 | 6.8 | 20.9 | 27.7 |
| Add: Operating reserves | - | - | 1.3 |
| Total available balance as of 30 September 2015 |  |  | 29.0 |

* EIF, UNDP


### 5.2 Window I funds

### 5.2.1 Criteria for the allocation of Window I funds

Window I funding decisions are taken by the Senior Management Committee (SMC) and are intrinsic to the annual planning process. Decisions are taken during the preparation of the annual Operational Plan. The Operational Plan for 2015 was approved by SMC in December 2014 and shared with the CCITF at the $11^{\text {th }}$ meeting on 15 April, 2015.

Analysis presented in this section focuses on Window I budget decisions as reflected in the Operational Plan. Budgets are adjusted in the course of the year to reflect changes in the operating environment. The factors taken into account in establishing and adjusting W1 budgets include:

1. Client needs;
2. Prioritization of initiatives according to the Strategic plan;
3. Synergies with Window II and PSC-funded components of the overall work programme;
4. Performance in the execution of the work programme;
5. Donor earmarking preferences; and,
6. Actual and forecasted data on donor contributions.

An overview of Window I delivery with regards to focus areas and regions is given below.

Table 11 Window I budget and delivery by Focus area, as at 30 September 2015, in \$ million

| Focus area | OP Budget | W1 Delivery | Delivery/Budget |
| :---: | :---: | :---: | :---: |
| Providing trade and market intelligence | 2.6 | 2.1 | 80\% |
| Building a conducive business environment | 2.5 | 1.8 | 73\% |
| Strengthening trade and investment support institutions | 3.2 | 2.2 | 70\% |
| Connecting to international value chains | 0.6 | 0.7 | 131\% |
| Promoting and mainstreaming inclusive and green trade | 4.4 | 3.7 | 85\% |
| Supporting regional economic integration and South-South links | 2.9 | 2.4 | 82\% |
| Corporate (Evaluation, IT, Visibility and Partnerships) | 1.6 | 1.2 | 78\% |
| Business Development Fund* | 1.1 | - | - |
| Total Focus Areas | 18.9 | 14.3 | 75\% |

${ }^{*}$ The BDF is allocated to specific projects during the year. BDF delivery is therefore reflected within the relevant Focus areas of each BDF project.

The category "Corporate" consists of budgets for evaluation and impact assessment, IT and performance, and visibility and partnerships. Details are attached in Annex 1.

Table 12 Window I budget and delivery by Focus area and Programme, as at 30 September 2015, in \$ million

| Focus Area | Programme | W1 OP <br> Budget | W1 <br> Delivery as at 30 Sep | $\begin{gathered} \text { Delivery/ } \\ \text { Budget } \end{gathered}$ |
| :---: | :---: | :---: | :---: | :---: |
| 1-Providing Trade and Market Intelligence | Competitive Intelligence | 0.24 | 0.21 | 88\% |
|  | Non-Tariff Measures in Goods and Services | 0.00 | 0.01 | - |
|  | Transparency in Trade | 2.36 | 1.86 | 79\% |
| Subtotal |  | 2.60 | 2.07 | 80\% |
| 2-Building a Conducive Business Environment | Trade Development Strategies | 1.35 | 0.92 | 68\% |
|  | Trade Facilitation | 0.47 | 0.38 | 82\% |
|  | Supporting Trade Negotiations and Policy Reform | 0.70 | 0.53 | 76\% |
| Subtotal |  | 2.52 | 1.84 | 73\% |
| 3 - Strengthening Trade and Investment AIM for Results: benchmarking and strengthening Support Institutions (TISIs) TISI impact |  |  |  |  |
|  |  | 3.20 | 2.23 | 70\% |
| Subtotal |  | 3.20 | 2.23 | 70\% |
| 4-Connecting to International Value | Value Added to Trade | 0.56 | 0.70 | 124\% |
| Chains | E-solutions: Linking Business To Markets | 0.00 | 0.04 | - |
| Subtotal |  | 0.56 | 0.74 | 131\% |
| 5-Promoting and Mainstreaming Inclusive and Green Trade | Youth and Trade | 0.17 | 0.11 | 67\% |
|  | Empowering Women to Trade | 1.34 | 1.14 | 85\% |
|  | Empowering Poor Communities to Trade | 1.68 | 1.46 | 87\% |
|  | Trade and Environment | 1.22 | 1.03 | 85\% |
| Subtotal |  | 4.40 | 3.74 | 85\% |
| 6-Supporting Regional Economic | Boosting Regional Trade | 2.68 | 2.21 | 83\% |
| Integration and South-South links | South-South Trade and Investment | 0.26 | 0.19 | 73\% |
| Subtotal |  | 2.95 | 2.40 | 82\% |
| Corporate |  | 1.59 | 1.25 | 78\% |
| Business Development Fund |  | 1.10 | 0.00 | - |
| Total |  | 18.9 | 14.3 | 75\% |

Table 13 Window I budget and delivery by region, as at 30 September 2015, in $\$$ million

| Region | OP Budget | W1 Delivery | Delivery/Budget |
| :---: | :---: | :---: | :---: |
| Sub Saharan Africa | 5.2 | 4.5 | 86\% |
| Arab States | 0.3 | 0.3 | 99\% |
| Asia Pacific | 0.4 | 0.5 | 125\% |
| Eastern Europe - Central Asia | 0.1 | 0.1 | 76\% |
| Latin America and the Caribbean | 0.7 | 0.6 | 88\% |
| Global public goods | 9.5 | 7.1 | 75\% |
| Corporate (Evaluation, IT, Visibility and Partnerships) | 1.6 | 1.2 | 78\% |
| Business Development Fund* | 1.1 | - | - |
| Total | 18.9 | 14.3 | 75\% |

*The BDF is allocated to specific projects during the year. BDF delivery is therefore reflected within the relevant region of each BDF project.

Figure 7 Window I region - specific delivery, as at 30 September 2015


### 5.3 Window II funds

Earmarked XB funding, or Window II funds, are used for bilaterally or multilaterally funded projects whose technical cooperation goals and outcomes fall within the scope of the ITC Strategic Framework.

Some examples of earmarked funding sources are: bilateral agreements with the donors upon a specific technical assistance area or project, technical cooperation partnerships with the European Commission; cooperation within the Aid for Trade framework for Least Developed Countries; partnership with UNDP for implementation of trade-related technical assistance projects; and the agreements on associate experts, where a donor funds the experts' salaries.

Another form of Window II financing are revolving funds. Governed by specific terms of reference, these funds enable the development and management of activities which are of a recurring nature and generate financial income. The income is then credited back to the revolving funds, which allows for their partial self-financing.

All Window II funding sources have in common that ITC's delivery against funding is more narrowly specified than in the case of Window I funds.

Table 14 Window II budget and delivery by Focus area, as at 30 September 2015, in \$ million

| Focus area | OP Budget | W2 Delivery | Delivery/Budget |
| :--- | ---: | ---: | ---: | ---: |
| Providing trade and market intelligence | 6.7 | 5.5 | $82 \%$ |
| Building a conducive business environment | 1.7 | 1.2 | $73 \%$ |
| Strengthening trade and investment support institutions | 0.7 | 0.6 | $80 \%$ |
| Connecting to international value chains | 19.6 | 14.0 | $71 \%$ |
| Promoting and mainstreaming inclusive and green trade | 6.3 | 4.6 | $73 \%$ |
| Supporting regional economic integration and South-South links | 4.7 | 5.2 | $110 \%$ |
| Total Focus Areas | $\mathbf{3 9 . 7}$ | $\mathbf{3 1 . 0}$ | $\mathbf{7 8 \%}$ |

Figure 8 Window II delivery by Focus area, as at 30 September 2015, \$ million


Table 15 Window II budget and delivery by region, as at 30 September 2015, in $\$$ million

| Region | OP Budget | W2 | Delivery | Delivery/Budget |
| :--- | ---: | ---: | ---: | ---: |
| Sub Saharan Africa | 13.1 | 12.3 |  |  |
| Arab States | 6.0 | 3.1 | $5 \%$ |  |
| Asia Pacific | 9.4 | 6.8 | $73 \%$ |  |
| Eastern Europe - Central Asia | 2.5 | 1.8 | $73 \%$ |  |
| Latin America and the Caribbean | 1.9 | 1.3 | $67 \%$ |  |
| Global public goods | 6.7 | 5.7 | $85 \%$ |  |
| Total | $\mathbf{3 9 . 7}$ | $\mathbf{3 1 . 0}$ | $\mathbf{7 8 \%}$ |  |

Figure 9 Window II region - specific delivery, as at 30 September 2015


■ Sub-Saharan Africa

■ Arab States

- Asia Pacific

■ Eastern Europe - Central Asia

- Latin America and the Caribbean


## 6. Programme Support Costs

The charge collected on trust funds or extrabudgetary expenditures is called Programme Support Costs (PSC) and is expressed as a percentage of direct costs (expenditure). The recovery and uses of PSC resources are of central importance to the financing and organization of efficient and effective programme support services.

Table 16 PSC budget and delivery by Focus area, as at 30 September 2015, \$ million

| Focus Area | 2015 PSC <br> budget | 2015 Q1-Q3 <br> Delivery | Delivery/ <br> Budget |
| :--- | :--- | :--- | :--- | :--- |
| Providing trade and market intelligence | 1.2 | 0.8 |  |
| Building a conducive business environment | 0.5 | 0.3 |  |
| Strengthening trade and investment support institutions | 0.5 | 0.3 |  |
| Connecting to international value chains | 2.2 | 1.4 |  |
| Promoting and mainstreaming inclusive and green trade | 1.4 | 0.9 |  |
| Supporting regional economic integration and South-South links | 1.2 | 0.8 |  |
| Alignment with country needs | 0.4 | 0.3 |  |
| Total Focus Areas | $\mathbf{7 . 4}$ | $\mathbf{4 . 7}$ | $\mathbf{6 3 \%}$ |

Table 17 PSC delivery by cost category, \$ million

| Description | Expenditure |
| :--- | ---: |
| Staff and other personnel costs | 4.30 |
| Contractual services | 0.01 |
| Fellowships, grants, other | 0.35 |
| Operating expenses | 0.00 |
| Total | 4.7 |

## 7. ITC's Development results

ITC's mission is to foster inclusive and sustainable growth and development through trade and international business development. The corporate goals and indicators are a building block of the corporate results framework as defined in the Strategic plan 2015-2017.

ITC's corporate results framework is designed to reflect progress against the corporate goals. Outputs and outcomes with their respective key performance indicators track the achievement of the development goals at the corporate level.

### 7.1 ITC's performance against biennium outcome targets (As at June 2015) ${ }^{2}$

ITC's corporate outcomes are captured in the organization's Strategic Framework approved by the United Nations. An overview of outcome targets and results is provided in tables below.
ITC's three strategic goals are outlined in the areas of outcomes (A, B and C). Targets for the 201415 biennium were set in 2013. As of the end of 2014 , ITC has surpassed the halfway mark for its biennium targets in all but one indicator. As a result, outcome targets have been recalibrated upwards for 2015. It reflects greater ambition and growth appetite as compared to what was originally planned.

Table 18 Corporate outcome indicators and progress as at $3 / 4$ of the Biennium

| Indicator | Outcome Indicator - Description | Official Biennium Target | Actual as at Dec 2014 ( $1 / 2$ of the biennium) | New, ambitious biennium Target | Actual, Jun 2015 (3/4 of the biennium) | Actual, to date <br> (Oct 2015) | $\begin{aligned} & \text { \% complete / } \\ & \text { official } \\ & \text { targets } \end{aligned}$ | \% complete / new targets |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| A. Strengthened integration of the business sector into the global economy through trade intelligence and enhanced support to policymakers |  |  |  |  |  |  |  |  |
| A1 | A1 Users of trade related intelligence | 153,000 | 154,863 | 175,000 | 155,000 | 155,000 | 101\% | 89\% |
| A2 | A2 Clients expressing awareness of trading system related activities | 2,000 | 4,023 | 4,200 | 4,647 | 5,451 | 273\% | 130\% |
| A3 | A3 Country negotiating positions have been enriched | 125 | 220 | 235 | 233 | 293 | 234\% | 125\% |
| B. Enhanced trade support institutions and policies for the benefit of exporting enterprises |  |  |  |  |  |  |  |  |
| B1 | B1 TISIs reporting improvements in their managerial performance | 120 | 416 | 520 | 586 | 658 | 548\% | 127\% |
| B2 | B2 TISIs reporting improvements as a result of their membership in networks | 85 | 53 | 203 | 128 | 160 | 188\% | 79\% |
| B3 | B3 TISIs reporting improvements in their country's trade promotion and export development policies | 85 | 48 | 198 | 93 | 177 | 208\% | 89\% |
| C. Strengthened export capacity of enterprises to respond to market opportunities |  |  |  |  |  |  |  |  |
| C1 | C1 SMEs enabled to formulate sound international business strategies | 1,300 | 517 | 1,300 | 570 | 648 | 50\% | 50\% |
| C2 | C2 SMEs enabled to become export-ready | 1,900 | 1,001 | 2,100 | 1,331 | 1,540 | 81\% | 73\% |
| C3 | C3 having met potential buyers and, as a result having transacted business | 1,600 | 957 | 2,000 | 1,036 | 1,147 | 72\% | 57\% |
| C4 | C4 Women-owned enterprises that report improved competency in export-related operations | 700 | 362 | 800 | 613 | 766 | 109\% | 96\% |

All ITC's Trade Related Technical Assistance activities, formulated as programmes and projects, are serving the ITC's mission and development goals. To illustrate what the outcome indicators mean in the context of project results, three examples are given below.

Each one illustrates for one of the three corporate outcome categories, the result behind one of the counts. It should be emphasized that the results presented below are not the only ones achieved within the scope of the below-listed projects.

These examples are selected to demonstrate the impact ITC projects have on the ground.

[^1]
### 7.1.1 Tajikistan case story: Assistance in establishment and operationalization of the National Service Bureau

> Outcome category A: Strengthened integration of the business sector into the global economy through trade intelligence and enhanced support to policymakers

Tajikistan: Implementation of WTO provisions and business awareness of WTO Accession

- Total budget: \$1.19 million
- Duration 2012-2015
- Funded by Switzerland

Case: Assistance in establishment and operationalization of the National Service Bureau
Partners: Chamber of Commerce and Industry, Tajikistan

Background: Tajikistan's WTO accession in 2013 calls for changes in business operations
Task: to enable Tajik companies to fully take advantage of WTO accession and new export opportunities through improved access to information
Action: ITC assists in establishment and operationalization of the National Service Bureau by providing training, expertise and developing Standard Operating Procedures necessary for effective servicing of exporters
Results: A fully operational National Service Bureau within the Chamber of Commerce and Industry, which provides export-related services and information to companies

Project outcome: Strengthened service providers' knowledge of the opportunities and threats of WTO accession and thereby strengthened negotiation capacities of the four service sectors.
7.1.2 Kenya case story: Building capacities of Kenya's women-led IT industry association KITOS

## Outcome category B: Enhanced trade support institutions and policies for the benefit of exporting enterprises

NTF IIII Kenya: Enhancing Export
Competitiveness in the IT-ITES Sector in
Kenya

- Total budget: \$ 1.26 million
- Duration 2014-2017
- Funded by Netherlands

Case: Building capacities of Kenya's women-led IT industry association KITOS

Partners:
Kenya IT and Outsourcing Services Association (KITOS)
Kenyan ICT Authority

Background: Young Kenyan IT industry association needs capacity building and a business model. Task: To create a sustainable business model for the association

Action: Using ITC's Aim for Results methodology, ITC benchmarked the association, proposed a business model and an attractive service portfolio to attract new members and generate revenue

Results: One full-time person and two new interns employed by the association; tripled membership, service portfolio established, association registered in USA and Canada, B2B event organized with Bangladeshi counterparts.
Project outcome: Export competitiveness of the IT/ITES sector in Kenya enhanced

### 7.1.3 India, Kenya case story: SITA, from waste to wealth

| Outcome category C: Strengthened export capacity of enterprises to respond to <br> market opportunities |
| :--- | | Supporting Indian Trade and Investment for |
| :--- | :--- |
| Africa (SITA) |
| - total budget $\$ 23.7$ million |
| - duration 2014-2020 |
| - funded by United Kingdom | | Component I: India and Kenya: From waste to |
| :--- |
| wealth |
| Partners: |
| Ministry of Industrialization and Enterprise |
| Development (MoIED) Kenya |
| Kenya Tanners Association |
| P.Subbaraj \&Company, India |

### 7.2 Key Performance Indicators against biennium targets, as at 30 September 2015

ITC's output categories are in alignment with the UN system generic output categories. During the biennium 2014-2015, ITC is delivering the following outputs through its projects and programmes:

Table 19 Corporate output indicators and progress as at $7 / 8$ of the Biennium

| Output indicator - Description | Official Biennium Target | Actual as at Dec 2014 ( $1 / 2$ of the biennium) | New, ambitious biennium Target | Actual, September 2015 | \% complete / official targets |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Servicing of intergovernmental and expert bodies |  |  |  |  |  |
| Servicing meetings | 10 | 5 | - | 9 | 90\% |
| Parliamentary documentation | 8 | 4 | - | 7 | 88\% |
| Other Substantive Activities (OSA) |  |  |  |  |  |
| Recurrent publications | 16 | 7 | - | 12 | 75\% |
| Non-recurrent publications | 52 | 22 | - | 38 | 73\% |
| Technical materials, miscellaneous, e.g. market analysis tools | 444 | 210 | 460 | 378 | 85\% |
| Enquiry reply service | 270 | 122 | 272 | 167 | 62\% |
| Technical cooperation |  |  |  |  |  |
| Advisory services | 1,600 | 921 | 1,871 | 1,873 | 117\% |
| Group training | 700 | 492 | 992 | 998 | 143\% |
| Number of participants in group training | 21,000 | 23,713 | 48,713 | 38,302 | 182\% |
| Field projects | 135 | 105 | 155 | 121 | 90\% |

## 8. Programmatic Approach

The recent independent evaluations of ITC recommend the organization to focus its initiatives on welldefined priorities in order to maximize impact. In response to this recommendation, ITC made a commitment in its Strategic Plan 2015-2017 to move to a programme-based portfolio built around six Focus areas. The programme-based approach ensures coherence among projects and programmes, strengthens the link between the project portfolio and ITC's strategic objectives, and will contribute to increasing the effectiveness of ITC's work to improve the international competitiveness of SMEs.

In 2015 ITC launched a Programme Development Taskforce to facilitate the transition toward a programme-based approach. The organization agreed a list of 15 programmes within the six focus areas and assigned a Programme Manager and Programme Sponsor to each. During 2015 each Programme Manager has led programme development, supported by the Programme Development Taskforce. Principles guiding the programme development process include: a harmonized results framework at organizational and programme level, a standardised approach to measure results, articulating a clear theory of change, and an inclusive, consultative process involving external stakeholders and staff.

The goal and scope of each of the 15 ITC programmes has been approved by ITC management and a number of tasks are currently in progress toward the finalisation of programme plans in early 2016. Chief among these is the development of programme theories of change. The theories of change form the backbone of each programme plan, linking the programme to the overall ITC results framework. They also provide the blueprint for planning and managing projects results within each programme. A draft theory of change has been developed for each programme. These are being tested and validated through a consultative process, including external stakeholders.

Table 20 Overview of Focus areas and Programmes

| Focus area |  |
| :--- | :--- |
| - Providing Trade and Market Intelligence | Competitive Intelligence |
|  | Non-Tariff Measures in Goods and Services |
| Transparency in Trade |  |
| 3 - Strengthening Trade and Investment Support Institutions (TISIs) | AIM for Results: benchmarking and strengthening TISI <br> impact |
| 4 - Connecting to International Value Chains | Trade Development Strategies |
| 5 - Promoting and Mainstreaming Inclusive and Green Trade | Value Added to Trade |
|  |  |
|  | Boosting Regional Trade |
|  | South-South Trade and Investment |
|  | Empowering Women to Trade |
|  | Trade and Environment |

## 9. Efficiency Measures - "Doing better"

ITC has committed to deliver more transformational impact for every dollar invested. In the independent evaluation of ITC as well as in various project and function-based evaluations conducted internally, five areas of improvement have emerged. The key deliverables outlined below formed part of ITC's commitment in its 2015 Operational plan. They are designed to improve the ITC's efficiency in 2015 and beyond.

Table 21 Progress against key deliverables which contribute to the increase of the corporate efficiency

| Key Deliverables | Progress to date | 2015-2016 Outlook |
| :---: | :---: | :---: |
| 1. Towards a more impact driven organization |  |  |
| Conduct an all-ITC Impact Survey | implemented | The survey was carried over in April 2015. In the first quarter of 2016, reporting functionalities and survey methods will be revised and improved. |
| Develop theories of change for each programme | in progress | Theory of change workshops are being rolled out from September to December 2015, Theories of change will be developed at the programme level by the end of 2015. |
| Revise and improve ITC evaluation policy | implemented | The new Evaluation Policy was adopted in June 2015. It sets the evaluation priorities for the years ahead. |
| Develop and launch a methodology for self-evaluation | in progress | Guidelines to support project managers in conducting selfevaluations to be finalized in H1 2016. |
| 2. Towards a more effective and efficient organization |  |  |
| Launch a new Programme Development Task Force | implemented | Launched in 2015 |
| Develop and launch New Project Portal | implemented | Launched in 2015, further enhancements in 2016 (Phase 2 and 3 of development) |
| Complete and Implement a corporate risk management framework | in progress | Corporate risk management framework to be introduced and endorsed by SMC in January 2016 |
| Better financial management and streamlined administration |  |  |
| Transition to a new Enterprise Resource Planning system | in progress | To become fully implemented by the Umoja launch in November 2015 |
| Complete costing of ITC operations | in progress | Pilot costing in 2015, complete costing in 2016 with new ERP |
| Investment in E-Learning |  |  |
| Expand ITC SME Trade Academy to reach 3,000 online participants | implemented | New growth targets established, SME Academy has 3.667 participants as at Q3 2015. |
| 3. Towards a more expertise-driven organization |  |  |
| Train at least 75 staff in technical skills | implemented | As of Q3 2015, 237 staff is trained in technical skills. |
| Conduct a new staff survey | in progress | To be conducted in December 2015. |
| Roll out 360 degree review for senior staff | in progress | To be conducted in December 2015. |
| 4. Towards an organization based on strategic partnerships |  |  |
| Pursue and strengthen partnerships with international organizations, foundations, private sector and academia, as well as with regional economic communities. | in progress | New partnerships in 2015 include: DHL, The Graduate Institute, WEF, Bain\&Company, as well as maintaining strategic ones on the Programme level (such as SITA partnership platform). |
| 5. Towards a more visible and accessible organization |  |  |
| Doubling the audience in 2015 and expand reach and visibility through web presence, use of social media and ciruclation of publications and active engagement with the media. Contribute with expertise to partner events and platforms (WTO Global Review of Aid for Trade, WTO Ministerial Conference in Kenya and G20 summit in Turkey). | in progress | In 2015, ITC was represented on more than 60 events (e.g, UNGA - New York; WTO Public Forum; Global Aid for Trade Review; 3rd International Conference on Financing for Development, UNWTO General Assembly etc), mostly as key note speaker or speaker. New social media accounts were established to expand outreach. Almost $50 \%$ of growth in followership on the social media accounts as at end September, the 2015 target being $100 \%$ compared to 2014. |

### 9.1 Improvement in quality of project design

The Project Appraisal Committee (PAC) is the body which gives ratings to project designs. PAC provides quality control prior to the submission of projects to the Senior Management Committee for approval. The ratings range from 1 to 4 , Rating 1 being the highest quality rating and Rating 4 being the lowest quality rating.

Projects rated 1 are recommended to SMC for review with minor or no adjustments from the Section which submitted the project.
Projects rated 2 request some work from Section for a second PAC review by circulation before recommendation to SMC.
Projects rated 3 request substantial work from Section, for a second formal submission to PAC before recommendation to SMC.
Projects rated 4 are returned to Section without formal PAC Review meeting. This is the case if the Project Plan is not up to expected quality or not reviewed and approved by Chief and Director.
In 2015, ITC has significantly improved project ratings in the design phase, mainly thanks to continuous support of PAC members to Project Managers, knowledge sharing, and training of project managers (e.g. a new online training in Results-oriented project design).

Table 22 Approved project documents by the Project Appraisal Committee ratings, 2014-2015

| Year | Approved Project documents <br> Project Ideas, Project Plans, Small Project Plans | Total Estimated <br> budgets, \$ million | Average Estimated <br> project budget, \$ <br> million |  | PAC Ratings (\%) |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |

## 10. Additional contributions received in October 2015

Table 23 Additional contributions, in $\$ 000$

| Donor | W1 | W2 | Total |
| :--- | :---: | ---: | :---: |
| Qatar Development Bank | 20.8 | 20.8 |  |
| Total | - | 20.8 | 20.8 |

## Annex 1 List of projects by Focus area and Programme





The International Trade Centre (ITC) is the joint agency of the World Trade Organization and the United Nations.

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International


[^0]:    Excludes contributions received under intra-organizational arrangements and revolving funds which are listed in Section 5, Table 10 of this Report.

[^1]:    ${ }^{2}$ Outcome progress against targets is reported every six months, i.e. 4 reports in Biennium.

