



**INTERNATIONAL CIVIL AVIATION ORGANIZATION**  
**999 ROBERT-BOURASSA BOULEVARD**  
**CANADA**  
**H3C 5H7**

FAX NO.: (514) 954-8382 FINANCE

SENDER: FINANCE/ASG  
TEL NO.: (514) 954-8219 EXT.6354  
FILE REF.: TC9/1.602 (06/801)  
A1/39

DATE: 2018-02-19  
PRIORITY: URGENT

**To:** Mr. Marco Ospina Yopez  
Secretary  
LACAC (CLAC)

**E mail:** CLACSEC@lima.icao.int  
**Fax:** (51 1) 422-8236

**cc:** FAM  
BSU

**From:** Xuemei Liu - Chief Accounting Services Section  
**Subject:** STATEMENT OF FUND BALANCE RLA06801

Attached, please find the Statement of Estimated Fund Balance for the project RLA06801 as at 31 December 2017. The project reports have been automated through ICAO's ERP system and this standard format is now applied to all projects. This format shows separately the Expenses and the Commitments. The Expenses reflect the costs of goods delivered and services rendered from the first day of the calendar year until the last day of the reporting period in accordance with International Public Sector Accounting Standards (IPSAS). The Commitments reflect the outstanding balance of purchase orders and contracts issued before the end of the reporting year. Future Commitments entered beyond the reporting period reflect the amount of purchase orders and contracts entered into after the reporting year. Note that Commitments are subject to modifications as terms are revised.

In addition to the overall summary report, additional schedules have been included to provide more details. Each schedule provides information on both expenses and commitments. The standard schedules are as follows:

- Contributions and Transfer of Funds
- Expert Expenses and Estimated Commitments
- Administrative Support Personnel Expenses and Estimated Commitments
- United Nations Volunteers Expenses and Estimated Commitments
- Travel on Official Business Expenses and Estimated Commitments
- Travel Mission Expenses and Estimated Commitments
- National Professional Expenses and Estimated Commitments
- Subcontracts Expenses and Estimated Commitments
- Fellowship Expenses and Estimated Commitments
- Equipment Expenses and Estimated Commitments
- Sundry Expenses and Estimated Commitments
- Administrative Overhead Expenses and Estimated Commitments

Since 2008, ICAO has applied the International Public Sector Accounting Standards (IPSAS) for expenditure recognition. These replaced the United Nations System Accounting Standards (UNSAS) and changed the way ICAO records some of its financial transactions.

Provided that no adjustments are made during the Organization's 2017 year-end audit review, this statement represents the final figures for 2017.

Yours faithfully,  
Xuemei Liu

## Statement of Estimated Fund Balance

### TECHNICAL ASSISTANCE FOR LACAC Management Service Agreement RLA06801 As at 31 December 2017 (in United States dollars)

#### Financial Status from accounts:

Balance of Surplus (Deficit) as at 1 January 2017	77,533	
Adjustment	-	
Adjusted Balance of Surplus (Deficit) as at 1 January 2017		77,533
<b>Add/(Deduct):</b>		
Contributions Received (Schedule I)	400,140	
Transfer of Funds to/from Other Funds (Schedule I)	500	
Interest Earned and Accrued	1,141	
Foreign Currency Exchange Gain(Loss) and other Income (Note 5)	36	
Refund of Contributions	-	
Interest Expenses	-	
Refund of Interest Earned	-	
	401,818	
		479,351
<b>Deduct Expenses (Note 1):</b>		
Experts (Schedule II)	-	
Administrative Support Personnel (Schedule III)	75,435	
United Nations Volunteers (Schedule IV)	-	
Travel on Official Business (Schedule V)	-	
Mission Costs (Schedule VI)	4,350	
National Professionals (Schedule VII)	129,637	
Subcontracts (Schedule VIII)	-	
Fellowships (Schedule IX)	-	
Equipment (Schedule X)	21,391	
Sundry (Schedule XI)	42,763	
Administrative Overhead (Schedule XII) (Note 2)	9,575	
	283,153	
<b>Fund Balance/(Deficit Balance) as at 31 December 2017</b>		<b>196,198</b>
<b>Deduct outstanding commitments known up to 31 December 2017 (Note 3):</b>		
Experts (Schedule II)	-	
Administrative Support Personnel (Schedule III)	3,407	
United Nations Volunteers (Schedule IV)	-	
Travel on Official Business (Schedule V)	-	
Mission Costs (Schedule VI)	(278)	
National Professionals (Schedule VII)	-	
Subcontracts (Schedule VIII)	-	
Fellowships (Schedule IX)	-	
Equipment (Schedule X)	-	
Sundry (Schedule XI)	11,300	
Administrative Overhead (Schedule XII)	505	
	14,933	
<b>Estimated funds available/(required) (Note 4)</b>		<b>181,264</b>
<b>Future Commitments: beyond 31 December 2017 (Note 3):</b>		5,900
<b>Estimated funds available/ (required) including future commitments beyond 2017 (Note 4)</b>		<b>175,364</b>

Totals may differ due to rounding differences.

**Contributions and Transfer of Funds**

**TECHNICAL ASSISTANCE FOR LACAC  
Management Service Agreement  
RLA06801  
As at 31 December 2017  
(in United States dollars)**

**Contributions**

Date Received	Customer	Currency	Currency Amount	USD Amount	Exchange Rate	Description
2017/01/26		USD	29,880	29,880	1	PERU RLA/06/801
2017/01/26		USD	5,000	5,000	1	PANAMA RLA/06/801
2017/03/08		USD	29,880	29,880	1	PERU RLA/06/801
2017/03/28		USD	17,500	17,500	1	VENEZUELA RLA/06/801
2017/04/12		USD	250	250	1	MEXICO GRUPO AERPORTUARIO DEL PACIFICO - RLA/06/801
2017/04/12		USD	500	500	1	ECUADOR - RLA/06/801
2017/04/25		USD	4,985	4,985	1	DOMINICAN REPUBLIC RLA/06/801
2017/04/25		USD	40,121	40,121	1	MEXICO - RLA/06/801
2017/04/27		USD	13,092	13,092	1	CHILE - RLA/06/801
2017/05/01		CAD	6,670	4,897	1	CUBA - RLA/06/801
2017/05/01		USD	6,963	6,963	1	COLOMBIA - RLA/06/801
2017/05/02		USD	5,000	5,000	1	JAMAICA - RLA/06/801
2017/05/09		USD	5,000	5,000	1	DOMINICAN REPUBLIC - RLA/06/801
2017/05/19		USD	250	250	1	COSTA RICA - RLA/06/801
2017/05/23		USD	5,000	5,000	1	ECUADOR - RLA/06/801
2017/06/02		USD	120,039	120,039	1	PERU - RLA/06/801
2017/06/22		USD	13,092	13,092	1	ARGENTINA - RLA/06/801
2017/08/08		USD	500	500	1	ECUADOR - RLA/06/801
2017/08/25		USD	5,000	5,000	1	ARUBA - RLA/06/801
2017/09/05		USD	250	250	1	BOLIVIA - RLA/06/801
2017/09/05		USD	735	735	1	HONDURAS - RLA/06/801
2017/09/07		USD	250	250	1	PANAMA - RLA/06/801
2017/09/21		USD	5,000	5,000	1	ARUBA - RLA/06/801
2017/09/28		USD	5,000	5,000	1	PARAGUAY - RLA/06/801
2017/10/13		USD	150	150	1	BOLIVIA - RLA/06/801
2017/10/20		USD	150	150	1	DOMINICAN REPUBLIC - RLA/06/801
2017/10/20		USD	135	135	1	HONDURAS - RLA/06/801
2017/10/23		USD	150	150	1	ECUADOR - RLA/06/801
2017/11/16		USD	46,401	46,401	1	BRAZIL - RLA/06/801
2017/11/29		USD	5,000	5,000	1	BOLIVIA - RLA/06/801
2017/12/15		USD	4,985	4,985	1	HONDURAS - RLA/06/801
2017/12/27		USD	24,985	24,985	1	HONDURAS - RLA/06/801
			401,913	400,140		

**Transfer To/From Other Funds**

Date Received	Currency	Currency Amount	USD Amount	Exchange Rate	Description
2017/08/04	USD	500	500	1	Transfer from project BOL17801 to project RLA06801
		500	500		

**Expert Expenses and Estimated Commitments**

**TECHNICAL ASSISTANCE FOR LACAC  
Management Service Agreement  
RLA06801  
(in United States dollars)**

**Financial Status From Accounts as at 31 December 2017**

<b>Purchase Order No.</b>	<b>Resource No.</b>	<b>Expert</b>	<b>Salary</b>	<b>Other Entitlements</b>	<b>Travel Costs</b>	<b>DSA</b>	<b>Total</b>
		<b>Total</b>	-	-	-	-	-

**Commitments outstanding (POs and Contracts) known up to 31 December 2017**

<b>Purchase Order No.</b>	<b>Resource No.</b>	<b>Expert</b>					<b>Total</b>
		<b>Total</b>					-

**Grand Total (Expenses and Commitments)**

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\* Purchases or charges which are not covered by Purchase Orders.

## Administrative Support Personnel Expenses and Estimated Commitments

### TECHNICAL ASSISTANCE FOR LACAC Management Service Agreement RLA06801 (in United States dollars)

Financial Status From Accounts as at 31 December 2017

Resource No.	Expert	Salary	Bonus	Accrued Leave	Medical Insurance	Others	Total
101405	IVAN LA CRUZ ELISES	12,000	915	-	-	-	12,915
101407	LUIS NUNEZ CARION	16,844	1,238	-	-	-	18,081
101556	VERONIKA JANET MEZA RODRIGUEZ	16,200	1,265	-	-	-	17,465
103516	ARLETTE ANTUANET ELIAS GUTIERREZ	9,922	765	-	-	-	10,687
103621	FORTUNATA BARRIENTOS MARQUEZ	4,800	400	-	-	-	5,200
104103	VIVIAN VALERIA PAUCAR CISNEROS	10,200	765	-	-	-	10,965
99999	VARIOUS / OTHERS	-	-	-	-	120	120
<b>Total</b>		<b>69,966</b>	<b>5,349</b>	<b>-</b>	<b>-</b>	<b>120</b>	<b>75,435</b>

Commitments outstanding (POs and Contracts) known up to 31 December 2017

Purchase Order No.	Resource No.	Expert	Total
22703514	101405	IVAN LA CRUZ ELISES	556
22703514	101407	LUIS NUNEZ CARION	556
22704252	101407	LUIS NUNEZ CARION	417
22703514	101556	VERONIKA JANET MEZA RODRIGUEZ	556
22703514	103516	ARLETTE ANTUANET ELIAS GUTIERREZ	556
22704252	103516	ARLETTE ANTUANET ELIAS GUTIERREZ	209
22703514	103621	FORTUNATA BARRIENTOS MARQUEZ	556
<b>Total</b>			<b>3,407</b>
<b>Grand Total (Expenses and Commitments)</b>			<b>78,842</b>

\* Purchases or charges which are not covered by Purchase Orders.

## United Nations Volunteers Expenses and Estimated Commitments

### TECHNICAL ASSISTANCE FOR LACAC

#### Management Service Agreement

RLA06801

(in United States dollars)

Financial Status From Accounts as at 31 December 2017

Purchase Order No.	Resource No.	Expert	Total
			-
	<b>Total</b>		-

Commitments outstanding (POs and Contracts) known up to 31 December 2017

Resource No.	Expert	Total
		-
	<b>Total</b>	-
	<b>Grand Total (Expenses and Commitments)</b>	-

\* Purchases or charges which are not covered by Purchase Orders.

**Travel on Official Business Expenses and Commitments**

**TECHNICAL ASSISTANCE FOR LACAC  
Management Service Agreement  
RLA06801  
(in United States dollars)**

**Financial Status From Accounts as at 31 December 2017**

<b>TA No.</b>	<b>Resource No.</b>	<b>Expert</b>	<b>DSA</b>	<b>Terminal Allowance</b>	<b>Travel cost</b>	<b>Others</b>	<b>Total</b>
		<b>Total</b>	-	-	-	-	-

**Commitments outstanding (POs and Contracts) known up to 31 December 2017**

<b>TA No.</b>	<b>Resource No.</b>	<b>Expert</b>	<b>DSA</b>	<b>Terminal Allowance</b>	<b>Travel cost</b>	<b>Others</b>	<b>Total</b>
		<b>Total</b>	-	-	-	-	-
<b>Grand Total (Expenses and Commitments)</b>							<b>-</b>

\* Purchases or charges which are not covered by Purchase Orders.

## Travel Mission Expenses and Estimated Commitments

### TECHNICAL ASSISTANCE FOR LACAC Management Service Agreement RLA06801 (in United States dollars)

#### Financial Status From Accounts as at 31 December 2017

TA No.	Resource No.	Expert	DSA	Terminal Allowance	Travel cost	Others	Total
201932	101407	LUIS NUNEZ CARION	(78)	(152)	-	-	(230)
201974	101407	LUIS NUNEZ CARION	(99)	(152)	(105)	-	(356)
202132	101556	VERONIKA JANET MEZA RODRIGUEZ	(1,165)	(152)	-	-	(1,317)
200945	44507	MARCO OSPINA YÉPEZ	(739)	-	-	-	(739)
202133	44507	MARCO OSPINA YÉPEZ	(2,084)	(228)	-	-	(2,312)
202544	44507	MARCO OSPINA YÉPEZ	(2,151)	(304)	431	-	(2,025)
204144	44507	MARCO OSPINA YÉPEZ	1,561	228	1,064	-	2,853
204145	44507	MARCO OSPINA YÉPEZ	1,747	304	1,723	-	3,774
204328	44507	MARCO OSPINA YÉPEZ	1,492	152	1,460	-	3,104
204329	44507	MARCO OSPINA YÉPEZ	1,364	152	866	-	2,382
28770	44507	MARCO OSPINA YÉPEZ	-	-	(784)	-	(784)
<b>Total</b>			<b>(152)</b>	<b>(152)</b>	<b>4,655</b>	<b>-</b>	<b>4,350</b>

#### Commitments outstanding (POs and Contracts) known up to 31 December 2017

TA No.	Resource No.	Expert	DSA	Terminal Allowance	Travel cost	Others	Total
29339	103516	ARLETTE ANTUANET ELIAS GUTIERREZ	-	-	(278)	-	(278)
<b>Total</b>			<b>-</b>	<b>-</b>	<b>(278)</b>	<b>-</b>	<b>(278)</b>

#### Grand Total (Expenses and Commitments)

**4,072**

\* Purchases or charges which are not covered by Purchase Orders.



## National Professional Expenses and Estimated Commitments

### TECHNICAL ASSISTANCE FOR LACAC Management Service Agreement RLA06801 (in United States dollars)

#### Financial Status From Accounts as at 31 December 2017

Resource No.	Expert	Salary	Bonus	Accrued Leave	Medical Insurance	Others	Total
44507	MARCO OSPINA YÉPEZ	129,618	-	-	-	-	129,618
99999	VARIOUS / OTHERS	-	-	-	-	20	20
<b>Total</b>		<b>129,618</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20</b>	<b>129,637</b>

#### Commitments outstanding (POs and Contracts) known up to 31 December 2017

Purchase Order No.	Resource No.	Expert	Total
<b>Total</b>			<b>-</b>
<b>Grand Total (Expenses and Commitments)</b>			<b>129,637</b>

\* Purchases or charges which are not covered by Purchase Orders.

**Subcontracts Expenses and Estimated Commitments**

**TECHNICAL ASSISTANCE FOR LACAC  
Management Service Agreement  
RLA06801  
(in United States dollars)**

**Financial Status From Accounts as at 31 December 2017**

<b>Purchase Order No.</b>	<b>Purchase Order Description</b>	<b>Total</b>
<b>Local Subcontracts</b>		
<b>International Subcontracts</b>		
<b>Total</b>		-

**Commitments outstanding (POs and Contracts) known up to 31 December 2017**

<b>Purchase Order No.</b>	<b>Purchase Order Description</b>	<b>Total</b>
<b>Local Subcontracts</b>		
<b>International Subcontracts</b>		
<b>Total</b>		-

**Grand Total (Expenses and Commitments)**

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\* Purchases or charges which are not covered by Purchase Orders.

**Fellowship Expenses and Estimated Commitments**

**TECHNICAL ASSISTANCE FOR LACAC  
Management Service Agreement  
RLA06801  
(in United States dollars)**

**Financial Status From Accounts as at 31 December 2017**

<b>Purchase Order No.</b>	<b>Resource No.</b>	<b>Expert</b>	<b>Tuition</b>	<b>Stipend</b>	<b>Travel</b>	<b>Medical</b>	<b>Other</b>	<b>Total</b>
<b>Local Fellowships</b>								
<b>International Fellowships</b>								
<b>Total</b>			-	-	-	-	-	-

**Commitments outstanding (POs and Contracts) known up to 31 December 2017**

<b>Purchase Order No.</b>	<b>Resource No.</b>	<b>Expert</b>	<b>Tuition</b>	<b>Stipend</b>	<b>Travel</b>	<b>Medical</b>	<b>Other</b>	<b>Total</b>
<b>Local Fellowships</b>								
<b>International Fellowships</b>								
<b>Total</b>			-	-	-	-	-	-
<b>Grand Total (Expenses and Commitments)</b>			-	-	-	-	-	-

\* Purchases or charges which are not covered by Purchase Orders.

## Equipment Expenses and Estimated Commitments

**TECHNICAL ASSISTANCE FOR LACAC**  
**Management Service Agreement**  
**RLA06801**  
(in United States dollars)

**Financial Status From Accounts as at 31 December 2017**

Purchase Order No.	Purchase Order Description	Total
International Operation and Maintenance *		21,391
Local		
<b>Total</b>		<b>21,391</b>

**Commitments outstanding (POs and Contracts) known up to 31 December 2017**

Purchase Order No.	Purchase Order Description	Total
International Operation and Maintenance Local		
<b>Total</b>		<b>-</b>
<b>Grand Total (Expenses and Commitments)</b>		<b>21,391</b>

\* Purchases or charges which are not covered by Purchase Orders.

## Sundry Expenses and Estimated Commitments

### TECHNICAL ASSISTANCE FOR LACAC

#### Management Service Agreement

RLA06801

(in United States dollars)

Financial Status From Accounts as at 31 December 2017

Purchase Order No.	Purchase Order Description	Total
<b>Professional Liability Insurance</b>		
	Report costs	
	Other Sundry Expenses	
	*	42,763
<b>Total</b>		<b>42,763</b>

Commitments outstanding (POs and Contracts) known up to 31 December 2017

Purchase Order No.	Purchase Order Description	Total
<b>Professional Liability Insurance</b>		
	Report costs	
	Other Sundry Expenses	
	*	11,300
<b>Total</b>		<b>11,300</b>
<b>Grand Total (Expenses and Commitments)</b>		<b>54,063</b>

\* Purchases or charges which are not covered by Purchase Orders.

## Administrative Overhead Expense and Estimated Commitments

### TECHNICAL ASSISTANCE FOR LACAC Management Service Agreement RLA06801 (in United States dollars)

Financial Status From Accounts as at 31 December 2017

Overhead Accounts		Amount	Percentage	Amount of Overhead
2	All Admin Support Personnel	75,435	3.50%	2,640
4	Travel on Official Business International	4,350	3.50%	152
5	All National Professionals	129,637	3.50%	4,537
15	Operation & Maintenance Equipment Costs without Purchase Order	21,391	3.50%	749
18	All Sundry/Misc Costs	42,763	3.50%	1,497
<b>Total</b>				<b>9,575</b>

Purchase Order No.	Purchase Order Description	Amount of Overhead
<b>Total</b>		<b>-</b>

#### Other Administrative Overhead

**Total Expenses** **9,575**

Commitments outstanding (POs and Contracts) known up to 31 December 2017

Overhead Accounts		Amount	Percentage	Amount of Overhead
2	All Admin Support Personnel	3,407	3.50%	119
4	Travel on Official Business International	(278)	3.50%	(10)
5	All National Professionals	-	3.50%	-
6	Travel on Official Business Local	-	3.50%	-
9	Local Subcontract without Purchase Order	-	3.50%	-
12	Individual & Group Local Training	-	3.50%	-
14	Exp & Non Exp International Equipment Costs without Purchase Order	-	3.50%	-
15	Operation & Maintenance Equipment Costs without Purchase Order	-	3.50%	-
16	Exp & Non Exp Local Equip Costs without Purchase Order	-	3.50%	-
18	All Sundry/Misc Costs	11,300	3.50%	396
19	Professional Liability Insurance	-	0.00%	-
<b>Total</b>				<b>505</b>

Purchase Order No.	Purchase Order Description	Amount of Overhead
<b>Total</b>		<b>-</b>

**Total Commitments** **505**

**Grand Total (Expenses and Commitments)** **10,080**

\* Purchases or charges which are not covered by Purchase Orders.

## **Notes to the Statement of Estimated Fund Balance**

### **TECHNICAL ASSISTANCE FOR LACAC Management Service Agreement RLA06801 As at 31 December 2017**

1. Expenses represent the costs of goods delivered and services rendered from the first day of the calendar year until the last day of the reporting period in accordance with International Public Sector Accounting Standards (IPSAS).
2. Administrative Overhead is calculated as per the project agreement. Administrative Overhead is recognized periodically on the basis of cost incurred except for equipment or services procured. Where equipment or services have been procured, the Administrative Overhead is calculated on the total procurement value and recognized based on the stage of completion. The stage of completion is estimated (1) ninety percent progressively recognized until and when a purchase order is issued and, (2) the remaining ten percent is recognized upon final delivery.
3. Commitments represent the outstanding balance of purchase orders and contracts as at the end of of the reporting year. Future Commitments represent the amounts of purchase orders and contracts after the reporting year.
4. The estimated funds available/(required) represents the net available resources for information and planning purposes.
5. Foreign Currency exchange gain (Loss) represents the Exchange Gain (Loss) on the revaluation of cash and cash equivalents, accounts receivables and payables denominated in currencies other than US dollars at the UN exchange rate applicable at the reporting date and the exchange gain/loss recognized on the