

Meeting of the Focal Points of the
Regional Marine Pollution Emergency
Response Centre for the Mediterranean
Sea (REMPEC)

REMPEC/WG.18/4
20 July 2000

Original: English

Malta, 25-28 October 2000

Agenda Item 4

PROGRESS REPORT
(November 1998 - October 2000)

Note by REMPEC

**IMPLEMENTATION OF THE PROTOCOL TO THE BARCELONA CONVENTION
CONCERNING COOPERATION IN COMBATING POLLUTION IN THE MEDITERRANEAN
SEA BY OIL AND OTHER HARMFUL SUBSTANCES IN CASES OF EMERGENCY**

1. Since the last Meeting of REMPEC's Focal Points held in Malta in November 1998, the Centre, in conformity with its objectives and with the programme approved by the Ordinary Meeting of the Contracting Parties to the Barcelona Convention, has concentrated mainly its activities on:

- a) training and capacity building;
- b) exchange of information;
- c) assistance in case of emergency.

2. Within this framework, particular attention was given to:

- a) a stronger support to some countries of the region in order to assist them in developing their national systems to promptly and correctly respond to accidental pollution;
- b) the further development of TROCS, to be utilized as a databank and as a diagnostic tool to support decision-making;
- c) co-operation and assistance in case of marine pollution emergencies;
- d) the finalization of the revision process of the Emergency Protocol as a starting point for the development of new projects and initiatives particularly in the field of the prevention of pollution from ships.

3. In conformity with the decision taken in November 1998 by REMPEC's Focal Points' Meeting (REMPEC/WG.16/4 paragraph 102), the Centre has regularly reported to its official correspondents the activities carried out:

- a) circular letter 2/99 of 15 April 1999 (**at annex 1**) for the period November 1998 - April 1999;
- b) circular letter 8/99 of 20 October 1999 (**at annex 2**) for the period April 1999 – October 1999;
- c) circular letter 9/00 of 18 April 2000 for the period October 1999 – April 2000.

4. Activities covering the period November 1998 - October 1999 was reported to the last Meeting of Contracting Parties (Malta, 25-28 November 1998). Since then, the Centre has carried out the following activities:

CAPACITY BUILDING

Training courses

5. One regional training course on "Accidental Marine Pollution Crisis Management (MEDEXPOL 99)", held in Tunis, 11-16 October 1999 (financed through MTF).

6. One national training course on "Preparedness for and Response to Accidental Marine Pollution for Supervisors and On-Scene Commanders", held in Latakia, Syria, 13-16 December 1999, co-financed by IMO/Technical Co-operation Division (TCD) and REMPEC (financed through MTF).

7. One regional training course on "New Techniques for Shoreline Pollution (chemical/oil) Clean-up (MEDEXPOL 99/2)", held in Brest, 21-25 March 2000 (financed through MTF).

8. One national training course on preparedness for and response to accidental pollution at sea for "Senior Managers and Governmental Administrators", held in Rabat, Morocco, 25-27 April 2000, co-financed by IMO/TCD and REMPEC (financed through MTF).

9. A subregional training course for Cyprus, Egypt and Israel entitled "Training of Trainers" held in Athlassa/Nicosia, Cyprus from 16 to 18 May 2000 (LIFE TCY 96/INT/08).

10. One national training course on preparedness for and response to accidental pollution at sea for "On-scene Commanders/Supervisors (OSC)", held in Algiers, 4-8 June 2000, co-financed by IMO/TCD and REMPEC (financed through MTF).

11. In total, 244 persons were trained since REMPEC's last Focal Points' Meeting. Among them, 165 persons were trained since October 1999.

12. In addition to these courses/seminars, a national workshop aimed at launching the development phase of the national contingency plan for marine pollution accidents in Lebanon, was held in Beirut from 10 to 12 April 2000 (financed through MTF).

Exercises

13. Within the framework of the project LIFE TCY 96/INT/08, a joint subregional real exercise (Cyprus, Egypt, Israel), involving the participation of personnel, equipment, vessels and aircraft, to respond to accidental oil pollution at sea and on shore, was held in Haifa, 9-11 November 1999.

14. A communication and alert exercise MEDIPOLEX 99, involving national contact points responsible for receiving reports on marine pollution accidents, as well as meteorological centres included in the MPERSS network of the World Meteorological Organization, was held on 7 December 1999. It was the first regional alert exercise held without prior notification of the countries that the exercise would be organized. In spite of that, 82% of those to whom the first alert message (POLREP format) was sent, reacted and actively participated in the exercise.

15. Within the framework of the International Chemical Environment programme of the European Industry's Responsible Care Initiative (CEFIC/ICE), two communication exercises have been carried out on the 25 June 1999 and 19 July 2000 between the French and Spanish National Response Centres respectively and REMPEC to test the procedure for handling calls for the request of chemical information. In the second exercise carried out in July 2000, the MPERSS network of the World Meteorological Organization was involved to obtain meteorological information and the information on the drift of a container containing hazardous substances.

Other activities

16. The first meeting held in Damascus, 3-5 March 2000, of the Steering Committee of the three year project LIFE TCY 99/INT/017/SYR "Development of the National System for Preparedness and Response to Accidental Marine Pollution in Syrian Arab Republic".

17. An experts meeting held in Malta, 17-18 April 2000, for the selection of the tender to assign a contract to carry out the study on the "risk assessment of the ports of Mersin and Iskenderun" (as 1st phase of the project LIFE Y98/TR/001).

18. At the moment, REMPEC is carrying out three different LIFE projects: two national in Syria and Turkey and one subregional in Cyprus, Egypt and Israel.

DISSEMINATION OF INFORMATION

Regional Information System (R.I.S.)

19. A Memorandum of Understanding and a sub-contract with the Malta University Services was signed in December 1999, for the further development of the TROCS database. The MOU outlines the general line of work that needs to be carried out which will be done through a series of sub-contracts, the associated cost and the administrative method to complete all the work. It is envisaged to distribute a revised version by the end of 2000 and another version during the next biennium

20. A contract for the development and the finalization of REMPEC's website was signed in February 2000 with the Malta University Services (MUS).

21. The updated version of the "Practical Guide for Marine Chemical Spills" (RIS/D/12) was published and distributed in February 2000 (English and French version) to the governmental/operational correspondents of the Centre in the Mediterranean region, to the Member States of Bonn Agreement and to other relevant international organizations. In addition to these, REMPEC has received specific requests from Australia/ India and Norway has requested REMPEC if it can translate the Guide in the Norwegian language.

22. The French version of the document entitled "Risques Associés aux Déversements de Gaz résultant d'Accidents Maritimes" (RIS/D/9) was distributed in February 2000.

Other documents

23. Apart from documents of the R.I.S., REMPEC has produced the following documents:
- a) A set of revised Annexes to the Subregional Contingency Plan (Cyprus, Egypt, Israel) which was completed and distributed to the competent national authorities of the three countries concerned in November 1999 (LIFE);
 - b) An "Exercise Handbook" was prepared and distributed to the participants in the "Joint Subregional Oil Spill Exercise" prior to the exercise in November 1999 (LIFE).
 - c) A "Report on regional alert exercise MEDIPOLEX 99", held on 7 December 1999 was produced in December 1999.
24. A new brochure on the objectives and functions of REMPEC which was issued in March 2000.
25. At the same time, in order to provide decision-makers in the Coastal States with technical information suitable for updating their national contingency plans and information sources, the Centre has distributed documents issued by other organizations, considered of major interest to their Operational Focal Points:
- a) Impact Reference System (IRS) – Effects of oil in the marine environment: impact of hydrocarbons on fauna and flora. This document has been issued by the European Commission – DG Environment, within the framework of the Community Information System for the control and reduction of pollution and is aimed at enabling the national responsible authorities to assess quickly and with reasonable accuracy an oil spill event in terms of its actual or potential damage to marine life and biological resources. Due to the importance of this document as regards environmental issues, REMPEC will seek some funding with the aim of translating it into French in the near future;
 - b) Oil removal operation (Yuil No. 1 and Osung No. 3). This document has been issued by the Korea Marine Pollution Response Corporation. It is a detailed report of the first deep underwater project undertaken in Korea with the view to eliminating further risks of oil spill from two sunken ships;
 - c) The use of international oil industry spill response resources: Tier 3 Centres. This document has been issued by IPIECA and ITOPF. It briefs the readers on the features and operational characteristics of the oil industry's spill response Tier 3 Centres in the world (among which, two are relevant for the Mediterranean region). It also gives the potential users a realistic expectation of their capabilities;
 - d) Safety Digest: lessons from marine accident reports 1/99, 2/99 and 3/99. This document has been issued by the Marine Accident Investigation Branch of the Department of the Environment, Transport and the Regions of London, U.K. It is addressed to the shipping community as well as to the public. These reports may also be considered of interest to those working in the field of marine pollution emergencies since they contain information which can contribute to avoiding/reducing accidents in the future;
 - e) Brochure of the agreement for cooperation in dealing with pollution of the North Sea by oil and other harmful substances (Bonn Agreement).

CO-OPERATION AND ASSISTANCE

26. The Centre provided technical information in two accidents: one involving the beaching of bottles containing pesticides originating from an unknown source which impacted the coasts off Israel, Syria and Lebanon (Jan. – Feb. 2000) and the other involving the sinking of a vessel off the port of Alexandria carrying nitric acid (May 2000).

27. The Centre compiled technical information on the effects of cyanide in the aquatic environment and methods for mitigation in response to a request from the OECD and the UNEP (APELL programme) following the cyanide spill in Eastern Europe which occurred in February 2000.

28. An agreement was reached with the Italian competent authorities to organize in Italy, in November 2000, the regional training course MEDEXPOL 2000 (financed by MTF and supported by the Italian Ministry of the Environment).

29. In order to better respond to the needs and requests of the coastal states in case of an emergency, the Mediterranean Assistance Unit is being reorganized. A Memorandum of Understanding, at no cost, was agreed with the representative of American Express Travel Agency in order to have prepaid tickets and other travel arrangements issued on call at any time. An insurance policy has been taken out in order to cover all the potential risks related to the activation/mobilization of the Mediterranean Assistance Unit. A Memorandum of Understanding to be proposed to the European Centres of expertise (oil and chemical), suitable to be utilized as components of MAU, is currently under preparation.

PERSONNEL

30. As at 10 July 2000, the staff component structure of the Centre is as follows

TITLE	NAME	GRADE
Director	Roberto PATRUNO	D1
Technical Expert	Darko DOMOVIC	P4
Chemical Expert	Stefan MICALLEF	P4
Engineer on secondment by the French Oil Industry	Alex NICOLAU	P2
Information Assistant	Doreen STELLINI	G6
Administrative/financial assistant	Christopher SACCO	G6
Secretary to Head of Office/administrative assistant	Helena MALLIA	G6
Secretary	Amanda BONAVIA	G4
Secretary	Catherine GALEA	G4
Document Reproducer	Anthony ZERAFA	G3

31. As far as the administrative work of the Centre is concerned, the 11th Ordinary Meeting of the Contracting Parties, held in Malta in October 1998, has approved the creation of a new post in the general staff category for an “administrative/financial assistant” as from the year 2000. The relevant cost is shared between IMO and UNEP/MAP.

32. For the period May 1999 – 30 March 2000, the amount of US\$ 30,000 was made available by UNEP/MAP from unspent funds of the MAP professional staff component with which REMPEC contracted Mr. Christopher Kuzikhattu as a temporary assistant to support the Director in carrying out the administrative work of the Centre. In addition to that, the Centre hired for 15 working days Mr. A. Pavasovic, as a consultant, to close REMPEC’s old project documents related to the years 1976-1997.

33. Since the last meeting of Focal Points, Mrs. Josephine Bonavia retired. She was replaced by Mrs. Helena Mallia.

34. The secondment of CSNs by the French Oil Industry has continued. Mr. Guillaume Salessy terminated his period in February 1999 and was replaced by Mr. Yves Charles who left REMPEC in March 2000. The final reports of their activities at the Centre were circulated through REMPEC's official correspondents. Mr. Charles was replaced by Mr. Alex Nicolau, chemical engineer, who will remain at REMPEC until April 2001. His main tasks are: the supervision in the development of the computerized part of RIS, the overall supervision of the maintenance of the hardware-software of the Centre's computer system, REMPEC's web-site, assistance in the development of TROCS and to act as liaison officer between REMPEC and MOIG. It is hoped that this type of secondment by the French Oil Industry will continue in the future. In addition to that, the Centre would welcome the secondment of personnel from other Coastal States and/or industries to REMPEC.

35. On this issue, it is important to recall the recommendation addressed by the 11th Meeting of the Contracting Parties to the Mediterranean Coastal States:

“to give high priority to finding a solution to the problem of providing REMPEC with the necessary personnel so that it can carry out its new responsibilities in the field of pollution from ships. A practical solution, at no cost to MTF, may be found through the mechanism of seconding a professional officer from a country to the Centre on a temporary basis or under a rotation system”.

REMPEC PREMISES

36. The schedule to move the Centre from Manoel Island to Pinto Wharf, Valletta, was postponed due to a new arrangement between the Maltese Government and the VISET consortium for the development of the new cruise liner passenger terminal at Pinto Wharf. As at 20 July 2000, it is reasonable to envisage that the moving of REMPEC should take place in four years' time. Because of that delay, the Ministry of the Environment has carried out some major improvements at the premises of the Centre (installation of air conditioning and security measures, painting, repairs to the entrance, etc.). IMO and UNEP/MAP have been kept constantly informed on the issue.

ADMINISTRATION

37. A table with the justification of the expenses borne at 30 June 2000 (activities, equipment and miscellaneous) on the MTF budget, is given in **Annex 3**.

Action requested of the Meeting of Focal Points

38. **The Meeting is invited to:**

- a) take note and express its views on the main lines of the past policy;
- b) have a preliminary exchange of views on the main directions of future policy.



IMO

REGIONAL MARINE POLLUTION EMERGENCY
RESPONSE CENTRE FOR THE MEDITERRANEAN SEA

REMPEC/WG.18/4
Annex 1



UNEP

CENTRE REGIONAL MEDITERRANEEN POUR L'INTERVENTION
D'URGENCE CONTRE LA POLLUTION MARINE ACCIDENTELLE

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RP/mb/383

Malta, 15 April 1999

Circular Letter No. 2/99 (English – French)

To: REMPEC's Governmental Focal Points
REMPEC's Operational Focal Points
REMPEC's Official Correspondence

Copy: Mr. O. Khalimonov, Director, MED, IMO
Ms. T. Melvasalo, Director, OCA/PAC, UNEP
Mr. L. Chabason, Co-ordinator, MEDU, UNEP
Mr. J.C. Sainlos, Senior Deputy Director, MED, IMO

Subject: 1. **Dissemination of REMPEC's documents**
2. **Progress Report**

1. Please find herewith enclosed the updated versions of some parts of REMPEC's Regional Information System (R.I.S.) as follows:

a) RIS/B/1

Directory of Competent National Authorities in Charge of Accidental Marine Pollution Preparedness, Response and Mutual Assistance and Other Relevant Information, **March 1999.**

b) RIS/B/2

Inventory of Centres of Expertise and Centres of Resources, which can be put, under certain conditions, at the Disposal of a State, which so requests, in cases of Emergency, **February 1999.**

c) RIS/B/4

Directory of Companies Offering Services in the Mediterranean in Case of Emergency, **February 1999.**

2.

d) RIS/D/2

Guidelines for the Use of Dispersants for Combatting Oil Pollution at Sea in the Mediterranean Region, **October 1998**.

Moreover you will also find, for your information, a copy of the final report prepared By Mr. Guillaume Salessy, the French co-operant seconded by Elf Quitané to REMPEC, at the end of his working period at the Centre.

As already announced at the last Focal Point meeting In November 1998, Mr. G. Sales has been replaced in December 1998 by Mr. Yves Charles, a chemical engineer, who would remain at REMPEC until March 2000.

2. At the same time, I take the opportunity to provide you with some information on the main activities carried out by the Centre, since last November 1999.

- a) From 2nd to 4th March the two consultants (Mr. J.F. Levy, Prof. E. Raftapoulos) nominated in full agreement by IMO/REMPEC and MEDU/UNEP met at REMPEC in order to go further into the revision process of the Emergency Protocol to the Barcelona Convention, taking as a starting point the draft document approved by the REMPEC's Focal Points in November 1998. The Meeting, chaired and co-ordinated by the REMPEC's Director, was successful. The new proposed version, which was already considered positively by IMO and UNEP, should be presented and discussed at a future Meeting of Legal and Technical Experts to be convened in Athens possibility before the next Contracting Parties Meeting. The relevant document would be circulated in advance to the REMPEC's Focal Points for comments.
- b) Within the framework of the EC financed LIFE Third Countries Project for the development of spill response capabilities of Cyprus Egypt and Israel, the Third Meeting of the Steering Committee was held in Tel Aviv, Israel on 8 and 9 March 1999. It was agreed the workplan/timetable of the next activities, up to the termination of the Project (April 2000), which comprises among the others, a Joint Trilateral three-days Exercise, scheduled to be held in Haifa, early October 1999.
- c) The Centre continued to assist Maltese Authorities in the preparation of the National Contingency Plan. Aimed at the several working Meetings were held at REMPEC during the period January - April 1999.
- d) The project proposal for the development of a National System for Preparedness and Response to Accidental Marine Pollution in the Syrian Arab Republic was revised and submitted for approval to LIFE Third Countries financing mechanism in January 1999.
- e) A meeting with the Turkish Authorities aimed at preparing the launching of LIFE Third Countries project for Risk Assessment for the ports of Mersin and Iskendrun in Turkey was held in Ankara in the beginning of April 1999. The activities of the Project, which is the first of this kind in the Mediterranean region, should start early June 1999.

- f) Negotiations with Tunisian Authorities are in progress in order to organise in Tunisia the next Regional Specialised Training Course which should be dedicated to "Crisis Management".
- g) The REMPEC's director paid visits to Mr. W. A. O' Neil, IMO Secretary General, Mr. L. Chabason, MEDU/UNEP Co-ordinator, and to competent national Authorities of Tunisia (December 1998), Italy, Slovenia and Croatia (January 1999), Israel (March 1999) and Turkey (April 1999).
- h) The new version of the REMPEC's maritime transport-oriented database "TROCS" was finalized in co-operation with the Information System Department of the Malta University Services. It is envisaged that the CD would be delivered soon.

Any comments and or suggestions from you on the matter would be very much appreciated

Best regards.

Yours sincerely,



Roberto Patruno
Director



REGIONAL MARINE POLLUTION EMERGENCY
RESPONSE CENTRE FOR THE MEDITERRANEAN SEA



CENTRE REGIONAL MEDITERRANEEN POUR L'INTERVENTION
D'URGENCE CONTRE LA POLLUTION MARINE ACCIDENTELLE

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RP/HM/mb/1226

20 October 1999

Circular Letter No. 8/99 (English/French)

To: REMPEC Operational Focal Points

Copy: REMPEC Governmental Focal Points
Mr. O. Khalimonov, Director, MED, IMO, London, U.K.
Mr. L. Chabason, Co-ordinator, UNEP/MEDU, Athens, Greece
Mr. J. Illueca, Environmental Conventions, UNEP, Nairobi, Kenya
Mr. J.C. Sainlos, Senior Deputy Director, MED, IMO, London, U.K

Subject: 1. Dissemination of technical documents and operational information related to accidental marine pollution
2. REMPEC progress report

1. With the view to providing decision makers and operational teams with data and information to be utilized even in the updating process of National Contingency Plans and data banks, please, find enclosed hereto some documents which REMPEC considers of major interest for its Operational Focal Points. For the time being, they are available only in English. In the next coming months, REMPEC will provide to translate into French the most relevant parts of those documents and to introduce them into both the updated versions of TROCS and R.I.S. :
 - a) Oil removal operation (Yuil No. 1 and Osung No. 3).
Issued by the Korea Marine Pollution Response Corporation, it is a detailed report of the first deep underwater project undertaken in Korea with the view to eliminating further risks of oil spill from two sunken ships.
 - b) The use of international oil industry spill response resources: Tier 3 Centres
Issued by IPIECA and ITOPF, it briefs the readers on the features and operational characteristics of the oil industry's spill response Tier 3 Centres in the world (among them, two are relevant for the Mediterranean) and gives to the potential users a realistic expectation of their capabilities.

- c) Safety Digest: Lessons from Marine Accidents Reports 1/99
Issued by the Marine Accident Investigation Branch of the British Department of the Environment, Transport and the Regions.
Addressed more specifically to the shipping community, the document may be considered interesting even for the marine environment world, being a very good tool in the field of prevention of incidents at sea.

In addition to that, please note that on the 31 May 1999, the Ministry of the Environment of Portugal, pursuant to articles 7 and 12 of the "Lisbon Agreement" (although not yet in force), has agreed with the Portuguese Air Force on a Protocol for a programme of aerial surveillance to be carried out within the Portuguese maritime area of responsibility, as a means of monitoring violations of existing regulation for the prevention of pollution from ships.

2. As far as the Centre is concerned, I would like to take the opportunity to provide you with some information on the main activities carried out by REMPEC since April 1999 (circular letter 2/99 of 15 April 1999).
- a) The project proposal for the Development of a National System for Preparedness and Response to marine pollution in the Syrian Arab Republic was retained for a grant by the EC-LIFE TC financing mechanism. The related activities should start by January 2000.
 - b) Within the framework of the EC-financed Third Countries Project for the development of spill response capabilities of Cyprus, Egypt and Israel, a subregional training course on the use of dispersants and other chemical agents took place in Haifa from 26 to 29 April 1999. In addition to the 27 participants from the three countries, three observers from the Palestinian Authority attended the course.
Furthermore, the procedure for the selection of the provider for an "oil spill modelling" was finalized on 1st October 1999.
 - c) Two national training courses on oil spill response techniques were carried out: in Croatia from 9 to 11 June 1999 for 27 Croatian and Slovenian operators and in Libya from 21 to 23 June (25 participants).
 - d) The regional training course 'MEDEXPOL 99' on "crisis management" was carried out successfully in Tunis from 10 to 16 October 1999 (35 participants).
 - e) The final version of the draft proposal for amendments to both the Emergency Protocol and the Annex to Resolution 7 was circulated to MAP and REMPEC Focal Points for comments on 16 June 1999.
 - f) The first version of the re-engineered TROCS database, designed by REMPEC in collaboration with the University of Malta-Department of Computer Information Systems, was distributed to the Operational Focal Points of the Centre by the end of May 99.
 - g) The new technical document 'Practical Guide for Marine Chemical Spills' (RIS/D/12) was produced by REMPEC. The English version was distributed to the Centre's Focal Points by 30 June 1999. The French version will be delivered by the end of next November.
 - h) The Maltese authorities have located the new premises for the Centre at Pinto Wharf. At the same time, they have made provision in their budget for the restoration of the building and the purchase of the new furniture. That was confirmed by the Maltese Minister of Transport in the meeting of 28 May at the Malta Maritime Authority in Malta, attended by the IMO's Secretary General.

- i) Thanks to the contribution of US\$ 30,000 from MEDU Athens, REMPEC has contracted:
- a person as a "temporary administrator" for the period May-December 1999, confident that the creation of a new permanent post would be created from January 2000;
 - a consultant, for a total period of fifteen working days, to help the Centre in the closing process of the old terminated project documents, related to the years 1976-1997. The work will be completed by the end of October 1999.
- j) REMPEC's director paid a courtesy visit to the competent national Authorities in Morocco.

Any comments and/or suggestions from you on these matters would be very much appreciated.

Best regards.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Roberto Patrino', written in a cursive style.

Roberto Patrino
Director

**REGIONAL MARINE POLLUTION EMERGENCY RESPONSE CENTRE
FOR THE MEDITERRANEAN SEA**
Status of Project Budget at 30/06/2000
(expressed in US dollars)

Project: ME/XM/6030-00-11

Expenditure				
Budget line	Account Name	2000 Approved budget	Total Expenditures at 30.06.2000	Balance
Activities				
1201	Assistance to countries developing their capacities to respond to an accident	10,000	2221.25	7,778.75
1202	Assistance to countries to develop port emergency response systems	7,000		7,000.00
1203	Assistance to countries to develop bilateral /multilateral agreements	4,000		4,000.00
1601	Mission travel	40,000	18,666.85	21,333.15
2101	Regional Information System	8,000		8,000.00
2102	TROCS	11,000		11,000.00
2103	MAU	4,000		4,000.00
2104	Support to Subregional system Cyprus, Egypt, Israel	2,000		2,000.00
3201	Regional Courses	64,000		64,000.00
3202	National Courses	10,000	8280.22	1,719.78
3301	Meeting/Conferences	69,000		69,000.00
Administration of the Center				
4101	Expendable equipment	6,000	3073.19	2,926.81
4201	Non-expendable equipment	7,000	1829.53	5,170.47
5101	Rental and maintenance of Comp	5,000	4098.70	901.30
5102	Maintenance of premises	4,000	871.28	3,128.72
5201	Reporting cost	8,000		8,000.00
5301	Postage and freight	6,000	2427.63	3,572.37
5302	Telephone, telex	27,000	10927.23	16,072.77
5303	Miscellaneous	11,000	2980.79	8,019.21
Total		303,000	55,377	247,623