

FULL COSTS OF WASHINGTON OFFICE

	<u>Annualized Cost in \$</u>
One time Fitting-out cost- amortized over 3 years	90,000
Salaries and Benefits for Both Professional Staff and Locally Hired Support Staff- on a full-cost basis	542,134
Travel and representation	80,168
Office space	120,000
Communication	60,000
Office supplies and others	50,000
Relocation Costs ^a 129,070	
Resettlement Costs ^a <u>70,185</u>	
	199,255
Relocation and Resettlement Costs amortized over 3 years	66,418
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Total Additional Annualized Costs	1,008,720
(say)	1,000,000

^a Includes airfares

Impact on the 1995 Budget

1. All positions in the proposed Representative Office are assumed to be redeployed from Manila.
2. The proposed Washington Office is assumed to begin operation in the middle of 1995.

Cost Elements	Estimated Incremental Costs	Explanation	Impact on 1995 Budget (\$)
One time fitting out cost	270,000	Amortized over 3 years- half of 1/3 cost will be expensed in 1996	45,000
Operating Expenses	259,588		129,794
Salaries & Benefits	179,588	Half the annual incremental cost	
Travel & Representation	80,168		
Administrative Expenses	230,000	Half the annual cost	115,000
Office Space	120,000		
Communication	60,000		
Office Supplies & Others	50,000		
Relocation Costs	129,070	Full cost of relocation will be expensed	129,070
Resettlement Costs	70,185		
Total			418,864