



Summary of Internal Administrative Expenses 2016 and Budget for 2017 (\$'000)

Item	2016		2017 Budget
	Budget	Actual	
A. Board of Governors	2,197	2,072	2,187
B. Board of Directors	32,782	29,136	33,225
Offices of the Directors	18,407	16,069	18,502
Accountability Mechanism	2,733	2,353	2,638
Independent Evaluation	11,642	10,714	12,085
C. Operational Expenses	471,841	432,191	483,927
Salaries	243,793	227,989	251,065
Benefits	149,965	135,977	151,189
Contribution to Staff Retirement Plan ^a	53,597	50,678	55,997
Staff development	7,500	6,983	7,500
Relocation	9,100	5,946	9,104
Consultants	27,437	27,181	29,564
Business travel	33,489	27,666	34,925
Representation	557	448	580
D. Administrative Expenses	123,648	108,633	129,926
Communications	10,028	7,553	8,477
Office occupancy	32,388	28,276	34,549
Library and subscription	5,542	5,389	5,794
Office supplies	1,806	1,364	1,565
Equipment, maintenance, and support	10,821	11,390	11,619
Contractual services	31,069	27,716	33,928
Insurance	6,388	5,848	7,540
Depreciation	23,336	20,401	25,110
Miscellaneous	2,270	697	1,344
Total Regular Premiums	630,468	572,031	649,265
E. General Contingency	6,305	5,223	6,493
Gross IAE	636,773	577,255	655,758
F. Fee Reimbursements	(8,425)	(8,374)^b	(8,770)
G. Net IAE	628,348	568,881	646,988^c
Early Separation Program	7,276	7,276	...
H. Net IAE after ESP	635,624	576,157	646,988
I. Carryover of IAE Budget	...	12,712^d	...
J. Net IAE after Carryover and ESP	635,624	588,869	646,988
Externally Funded Program^e	1,423	755	1,025

Memo Item	2016		2017
	Estimate (A)	Actual (B)	Estimate (C)
Gross Administrative Expenses	644,049	584,531^f	655,758
Accounting Adjustments	114,264	73,780	114,052
Accrual for SRP	119,633	79,712	112,600
Accrual for PRGMIP	17,679	15,679	29,260
Loan origination cost ^g	(23,048)	(23,692)	(27,808)
Other adjustments ^h	...	2,081	...
Overall Administrative Expenses	758,313	658,310	769,810

... = not available or not calculated, () = negative, ESP = Early Separation Program, IAE = internal administrative expenses, PRGMIP = post-retirement group medical insurance plan, SRP = staff retirement plan.

Note: Numbers may not sum precisely because of rounding.

- ^a This excludes SRP contribution for the Board of Directors. The SRP budget for the Board of Directors is included under the Board of Directors budget category.
- ^b This amount reflects the estimated total expenses apportioned during the year for administering external grants excluding Japan trust funds.
- ^c Net IAE of \$647.0 million for 2017 includes \$12.1 million for the Independent Evaluation Department (IED) and \$1.6 million for the Compliance Review Panel and Office of the Compliance Review Panel.
- ^d In 2006, the Board of Directors approved the introduction of a budget carryover of up to 2% of the net IAE budget to the next year, beginning with the 2007 budget. Accordingly, \$12.7 million (about 2% of the 2016 net IAE budget) has been carried over to 2017.
- ^e Externally Funded Program includes (i) estimated sponsor-funded programs for staff and associated costs under Australia's Department of Foreign Affairs and Trade and the Government of the Federal Republic of Germany, and (ii) external grants for staff related costs under selected trust funds.
- ^f Refers to actual administrative expenses before adjusting for fee reimbursements.
- ^g Refers to administrative expenses related to loan origination. Accounting standards requires that a portion of the loan origination costs be deferred and amortized over the life of the loan. ADB defers 20 basis points of the amount of loans that become effective to represent the amount of loan origination costs that need to be deferred.
- ^h Refers to adjustments net of accrued resettlement and repatriation allowances and severance payments, costs for Afghanistan Guest House and Public Information Center and other miscellaneous items, and expenses of the Japan Special Fund.