



ANNUAL REPORT 2013

Promoting Environmentally Sustainable Growth in Asia and the Pacific

Keywords: internal administrative expenses, budget, administrative expenses

www.adb.org/ar2013

Summary of Internal Administrative Expenses—2013 and Budget for 2014

(\$ thousand)

[Click here to view Excel file](#)

Item	2013			Budget 2014
	Budget	After Transfers ^a	Actual	
A. Board of Governors	2,065	2,065	1,647	2,394
B. Board of Directors	30,505	31,250	30,488	31,224
Offices of the Directors	17,270	17,714	17,714	17,555
Accountability Mechanism	2,865	2,865	2,103	2,895
Independent Evaluation	10,370	10,671	10,671	10,774
C. Operational Expenses	433,341	433,341	433,195	448,144
Salaries	221,523	208,511	208,511	227,645
Benefits	132,923	160,503	160,390	141,390
Staff development	6,786	5,630	5,630	7,168
Relocation	7,546	5,236	5,236	7,924
Consultants	29,900	23,814	23,814	28,821
Business travel	34,153	29,249	29,249	34,656
Representation	510	398	367	540
D. Administrative Expenses	112,663	112,663	103,823	118,601
Communications	9,644	8,918	8,918	9,798
Office occupancy	28,907	28,907	27,456	30,871
Library	1,589	1,589	1,404	1,529
Office supplies	2,080	2,080	1,668	1,938
Equipment, maintenance, and support	9,078	10,909	10,909	11,051
Contractual services	26,892	26,892	26,235	31,260
Insurance	4,668	4,668	4,628	5,316
Depreciation	28,967	27,862	21,844	25,418
Miscellaneous	838	838	762	1,420
E. Total Before General Contingency	578,574	579,319	569,154 ^d	600,363
F. General Contingency	5,786	5,041	...	6,004
G. Fee Reimbursements	(7,756)	(7,756)	(7,825) ^c	(7,979)
H. Net IAE	576,604	576,604	561,329	598,388 ^d
I. Carryover of IAE Budget	11,500 ^e	...
J. Net IAE after Carryover	576,604	576,604	572,829	598,388
K. External Funds	309	309	35	1,154

... = not available or not calculated, () = negative, IAE = internal administrative expenses.

Note: Numbers may not sum precisely because of rounding.

- ^a Transfers were made between budget items without exceeding the original amount of each category to meet overruns within the same budget category except for the Board of Directors. Transfers were also made from general contingency to meet overruns in the Offices of the Directors (\$444,000) and the Independent Evaluation Department (IED) (\$301,000).
- ^b Includes \$275,000 in expenses associated with the Japan Special Fund. Excludes the following adjustments incorporated in the financial statements to comply with the Generally Accepted Accounting Principles, and recording and reporting requirements: (i) post-retirement medical benefits (\$47,880,000); (ii) actuarial assessment of costs associated with pension benefit obligations (\$116,638,000); (iii) accumulated compensated absences (-\$371,000); (iv) accrued resettlement and repatriation allowances (\$401,000) and severance payments (-\$4,061,000); and (v) other miscellaneous adjustments (\$314,000). The total adjusted administrative expenses of \$715,728,000 reflected in the financial statements are allocated as ordinary capital resources, \$410,541,000; the Asian Development Fund, \$304,912,000; and the Japan Special Fund, \$275,000.
- ^c This amount (\$7,825,000) reflects the estimated total expenses apportioned for administering external grants excluding Japan trust funds during the year.
- ^d Net internal administrative expenses (IAE) budget for 2014 consists of \$10,774,000 for IED and \$587,614,000 for ADB excluding IED.
- ^e 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, \$11.50 million (about 2% of the 2013 net IAE budget) has been carried over to 2014.