

STATEMENT OF ACTUAL EXPENDITURE - Administrative Arrangement

Two 3-day in-depth seminars for lawyers of Moldova on European standards and safeguards for
Activity: protection of the rights of detainees and effective investigation of the complaints of ill-treatment

Place: Moldova

Date: February-June, 2012

Administrator responsible: Bozhena Malanchuk, Regional project officer

							Average exchange rate:	15.31392
Expenditure	Unit	# of units	Average unit rate (local currency)	# of participants	Costs (local currency)	Costs (€)	Estimated budget (€)	
1. Per diems ¹								
1.1 Hotel expenses for the 1st and 2nd trainings (nights x unit rate x participants)	Per night	8	291.3	25	58,256	3,804	6032	
1.2 Lunches, dinners, coffee-breaks for the 1st and 2nd trainings (unit rate x participants)	Per event	2	1000.0	29	57,999	3,787	6696	
Subtotal per diems					116,255	7,591	12,728	
2. Travel for the 1st and 2nd trainings								
2.1 National experts/organisers and participants (return trip x unit rate x participants)	Per event	2	71.5	30	4,290	280	544	
2.2 Local transport for regional participants (Return bus/train/car)	Per trip	2	325.0	11	7,150	467	480	
Subtotal Travel for the 1st and 2nd trainings					11,440	747	1,024	
3. Rent of hall, interpretation and translation								
3.1 Rent of hall (days x unit rate)	Per hour	48	218.8		10,500	686	960	
3.2 Rent of interpretation equipment (days x unit rate)	Per day				0		1560	
3.3 Interpretation services (days x unit rate x interpreters)	Per day				0		3600	
3.4 Translation (pages x unit rate)	Per page				0		240	
Subtotal Rent of hall, interpretation and translation					10,500	686	6,360	
4. Publications and printed material								
4.1 Publications	Per item				0		0	
4.2 Brochures, handouts and materials for the participants	Per event	2	162.3	40	12,987	848	340	
Subtotal Publications and printed material					12,987	848	340	
5. Other (specify)								
5.1 (1) Fees for local experts - V.Turcan (incl.taxes)	Per day	6		1	17,856	1,166		
5.1 (2) Fees for local experts - L.Popovici and E.Golosceapov	Per day	6		2	14,161	925	2400	
5.1.1 Taxes for fees for local experts Popovici and Golosceapov	Per event	2		2	9,403	614	780	
5.2 Fee for the service of coordination, organisation and logistics for the seminar	Per event	2		1	5,560	363	400	
5.2.1 Taxes for fee for the service of coordination, organisation and logistics for the seminar		2		1	2,295	150	130	
Subtotal Other					49,274	3,218	3,710	

							Average exchange rate: 15.31392	
Expenditure	Unit	# of units	Average unit rate (local currency)	# of participants	Costs (local currency)	Costs (€)	Estimated budget (€)	
6. Administrative fees								
6.1 Stationery supplies (notebooks, paper, pens)	Per event	2	75.6	40	6,049	395	320	
6.2 Other services (tel/fax, mail, copies, bank comission etc)	Per event	2	5980.0		11,960	781	130	
<i>Subtotal Administrtive fees</i>					18,009	1,176	450	
Total project costs (1-6)					218,466	14,266	24,612	
Council of Europe contribution						24,612		
Already paid (credit advice slip for 1st instalment in local currency)					232,347	14,767.2		
Amount due						-501.4		

Human Rights Embassy (A.O. “Ambasada Drepturilor Omului”)

Address: Teatrului Str-la 2/1, MD-2012, Chisinau

ph.: 022 920700, fax: 022 920700

Institution code: 1011620003486

Bank account No. 22511795662/EUR, 22511795660/MDL

Bank name: BANCA BC “Moldova Agroindbank” SA, Filiala nr. 1 Chisinau

Bank code: AGRNMD2X885

Lela Metreveli

Executive Director