



## **Annual accounts for the year 2017**

Report established on 22 February 2018

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**I BALANCE SHEET AS OF 31 DECEMBER 2017**

<b>ASSETS</b>	<b>31/12/2017</b>	<b>31/12/2016</b>
<b>Current assets</b>		
Cash	1 775 865 €	1 693 246 €
Member States receivables	124 520 €	181 166 €
Corresponding Members receivables	67 313 €	56 571 €
Other receivables – Certificats	2 100 €	
Other receivables	150 318 €	122 345 €
Prepayments	25 319 €	24 397 €
<b>TOTAL (I)</b>	<b>2 145 435 €</b>	<b>2 077 725 €</b>
<b>Non current assets</b>		
Long term investments	420 €	420 €
Land	1 050 000 €	1 050 000 €
Building - walls	1 280 936 €	1 329 734 €
Fittings	805 025 €	653 399 €
Office equipment	78 925 €	118 615 €
Furniture	10 469 €	759 €
Trademark OIML	30 576 €	30 576 €
Software	1 545 €	172 €
<b>TOTAL (II)</b>	<b>3 257 895 €</b>	<b>3 183 674 €</b>
<b>General total (I to II)</b>	<b>5 403 329 €</b>	<b>5 261 399 €</b>

<b>LIABILITIES</b>	<b>31/12/2017</b>	<b>31/12/2016</b>
<b>Current liabilities</b>		
Member States payables	252 838 €	163 538 €
Other payables	207 334 €	110 215 €
<b>Total current liabilities</b>	<b>460 172 €</b>	<b>273 753 €</b>
<b>Non current liabilities</b>		
Employee benefits	2 342 770 €	2 342 770 €
Other provisions		
<b>Total passif à long terme (II)</b>	<b>2 342 770 €</b>	<b>2 342 770 €</b>
<b>Net assets</b>	<b>2 600 387 €</b>	<b>2 644 876 €</b>
Capital	55 324 €	55 324 €
Revaluation Building	2 916 837 €	2 916 837 €
Reserves and accumulated results	-327 285 €	-402 253 €
Result of the year	-44 489 €	74 968 €
<b>Total net assets</b>	<b>2 600 387 €</b>	<b>2 644 876 €</b>
<b>Balance</b>	<b>0 €</b>	<b>0 €</b>

## 2 INCOME STATEMENT FOR 2017

<b>OPERATING INCOME</b>	<b>31/12/2017</b>	<b>31/12/2016</b>
Member States contributions	2 108 400 €	2 105 600 €
Other operating income	107 100 €	67 900 €
<b>Total Operating income</b>	<b>2 215 500 €</b>	<b>2 173 500 €</b>
<b>OPERATING EXPENSES</b>		
Staff expenses	1 332 894 €	1 315 437 €
Operating expenses	683 151 €	565 023 €
Depreciations	226 725 €	206 546 €
Regularization accounts receivable	128 €	
Provision for retirement		
Other operating expenses		
<b>Total operating expenses</b>	<b>2 242 899 €</b>	<b>2 087 007 €</b>
<b>OPERATING RESULT</b>	<b>-27 399 €</b>	<b>86 493 €</b>
Financial result	3 713 €	6 228 €
Extraordinary result	-20 803 €	-17 754 €
<b>Total non operating results</b>	<b>-17 091 €</b>	<b>-11 526 €</b>
<b>NET RESULT</b>	<b>-44 489 €</b>	<b>74 968 €</b>

## 3 EXECUTION OF THE BUDGET

Budget realization	2016	2016	2017	2017
	Voted	Realized	Voted	Realized
<b>CHARGES</b>				
Active staff	1 341 312 €	1 288 766 €	1 362 115 €	1 329 990 €
Pension System	115 764 €	107 616 €	111 872 €	95 963 €
<b>Total staff costs</b>	<b>1 457 076 €</b>	<b>1 396 382 €</b>	<b>1 473 987 €</b>	<b>1 425 953 €</b>
Running costs	70 337 €	81 946 €	75 219 €	95 899 €
Administrative costs	69 750 €	79 945 €	71 614 €	78 827 €
Communication costs	57 748 €	57 481 €	61 891 €	66 580 €
Meetings costs - CIML	87 890 €	137 073 €	111 832 €	115 673 €
Travel & accommodation costs	111 742 €	106 782 €	93 593 €	106 439 €
Miscellaneous costs	17 653 €	28 581 €	20 813 €	36 950 €
Special funds for developing count	35 000 €	10 025 €	35 000 €	40 539 €
Training for technical work			100 000 €	63 882 €
Search for AD			40 000 €	6 332 €
<b>Total other charges</b>	<b>450 120 €</b>	<b>501 832 €</b>	<b>609 962 €</b>	<b>611 122 €</b>
Depreciations	118 670 €	206 546 €	186 750 €	226 725 €
Provision for retirement	40 000 €			
Provision for uncollected funds	60 200 €		14 000 €	
<b>Total charges other than staff</b>	<b>218 870 €</b>	<b>206 546 €</b>	<b>200 750 €</b>	<b>226 725 €</b>
<b>Total Charges</b>	<b>2 126 066 €</b>	<b>2 104 760 €</b>	<b>2 284 700 €</b>	<b>2 263 800 €</b>
<b>INCOME</b>				
Member State contribution	1 932 000 €	2 016 000 €	2 016 000 €	2 016 000 €
CM Fees	79 800 €	89 600 €	91 000 €	92 400 €
Certificat Fees	70 000 €	67 900 €	77 000 €	107 100 €
Translation Center	15 000 €			
Financial Income	15 000 €	6 228 €	8 000 €	3 713 €
Other Income				98 €
<b>Total income</b>	<b>2 111 800 €</b>	<b>2 179 728 €</b>	<b>2 192 000 €</b>	<b>2 219 311 €</b>
<b>Result</b>	<b>-14 266 €</b>	<b>74 968 €</b>	<b>-92 700 €</b>	<b>-44 489 €</b>

#### 4 NOTES TO THE FINANCIAL STATEMENTS

The financial year covers the period of 1<sup>st</sup> January to 31 December 2017.

The accounts were closed by the BIML Director according to the provisions of Article 20 of the OIML Financial Regulations – Edition 2012.

The financial statements established according to Annex 3 of the Financial Regulations include the following: balance sheet, income statement, notes to the financial statements, statement of changes in net assets/equity, cash flow statement.

The following notes or tables are therefore part of the presentation of the annual financial statements:

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## Accounting principles

### Note 1      Main accounting methods

The OIML financial statements are established according to the international public sector accounting standards, IPSAS, issued by the Public Sector Committee of the IFAC (International Federation of Accountants). When IPSAS standards are not available, the IAS (IFRS) standards are implemented.

### Reference currency

The OIML Financial Regulations as revised as of 1st January 2013 says in its Article 2 that the accounting unit provided for in the Convention (Article XXIV) is the Gold Franc whose exchange rate with the French Franc is indicated by the Banque de France.

However, Council Regulation (EC) No. 974/98 of 3 May 1998 replaced the French Franc by the Euro starting from 1 January 1999 and sets forth that "References to national monetary units contained in legal instruments in force as of the end of the transitional period must be construed as references to the Euro unit by applying the respective conversion rates". Accordingly, the Banque de France did not maintain the "Gold Franc" accounting unit.

On the basis of these provisions, the various financial statements and accounting documents of OIML shall be maintained in Euros.

### Main methods used

The general accounting principles have been applied, respecting the principle of prudence, in conformity with the basic hypothesis of continuity of operation, of permanence of the methods from one year to another and of independence of the yearly periods and in conformity with the provisions of the OIML Financial Regulations (FR) revised as of 1st January 2013.

### Tangible fixed assets (FR- article 4.1)

The land, buildings, equipment and facilities owned by the OIML are recognized at their current appraised value less accumulated depreciation.

This was reflected in the revaluation of fixed assets and the recognition of revaluation surplus in shareholders'equity at 1<sup>st</sup> January 2010, at 1<sup>st</sup> January 2012 and at 1<sup>st</sup> January 2013.

Other facilities and equipment owned by the OIML are recognized at their historical cost less depreciation

Depreciation is calculated on a straight-line basis, in order to spread the cost of each asset over the asset's useful life estimated as follows:

* Land .....	No depreciation
* Trademark OIML .....	No depreciation
* Buildings, wall .....	50 years
* Buildings, roof, renovation .....	20 years
* Buildings, fittings .....	10 years
* Fittings, improvements and facilities .....	5 à 10 years
* Other tangible fixed assets .....	3 à 10 years

Intangible fixed assets (FR- article 4.2)

The cost of capitalised software is depreciated on a straight-line basis over a useful life not exceeding 3 years.

Financial instruments (FR article 5)

Within the limits set by the Committee and subject to the Committee's control, the Director is authorized to invest the Organisation's cash and cash equivalents in government bonds with no published rating less than "AAA", certificates of deposit, or insured savings accounts within any Member States of the organization.

Any interest, dividends and gains on financial instruments, whether realised or not, shall be recognized as revenues and expenses in the income statement.

Specific services related to contracts – work in progress (FR article 6)

The Bureau may execute contracts with any International or Regional Organisation in order to carry out specific works and services funded by such organisations and falling within the scope of competence of the Organisation and in accordance with its objectives (e.g. translation of OIML publications into a language other than English or French). The objectives and terms of such contracts shall be submitted for prior approval to the Committee.

The revenues and expenses related to services rendered over several financial years under such contracts shall give rise to accounting adjustments in order to meet the revenue recognition rules set out in Article 8. (Revenue recognition : cf. below).

Trade receivables

Contributions due by Member States and in arrears as of the close of a budget year shall be deemed receivables of the Organisation and posted as such as assets until actual collection.

The case of defaulting Member States is addressed in accordance with Article XXIX of the OIML Convention: the radiation of a Member State who reached or exceeded three years of arrears is automatically registered by the BIML Director.

The 14<sup>th</sup> International Conference wished clarified Article XXIX of the OIML Convention, as regards Member States which have not fully paid their annual contribution. It was decided that:

- (a) A Member State which has not paid its annual contribution for three consecutive years shall automatically be considered as having resigned, according to Article XXIX, first paragraph, of the Convention;
- (b) A Member State which has not fully paid its annual contribution shall be automatically considered as having resigned when its accumulated arrears amount to the total of the last three years of contributions due;
- (c) A Member State in arrears will receive a final written warning at least six months before the accumulation of the three-year amount mentioned in (a) or (b). The warning will include a request to pay the full amount;
- (d) The provisions of (a), (b) and (c) apply accordingly to Corresponding Members with respect to annual Corresponding Member fees.



The 14<sup>th</sup> International Conference wished also clarified Article XXX, second paragraph, of the Convention with respect to the readmission of Member States which have officially been regarded as having resigned. It was decided that:

(a) A Member State which has officially been regarded as having resigned may be readmitted only after it has settled its unpaid contributions, the amount of which is calculated as the total contribution that the Member State would have had to pay over the last three years immediately prior to the year of readmission according to the classification of that Member State at the time of readmission;

(b) The provisions in (a) apply accordingly to Corresponding Members with respect to Corresponding Member fees.

Advances and down payments related to expenses of the following financial year (e.g. down payments made for the organisation of meetings, down payments related to works, etc.) may be posted as amounts due by suppliers.

Advances received from clients in connection with contracts referred to under Article 6 are posted as "amounts due to clients" on the liabilities side of the balance sheet.

#### Revenue recognition

Revenues are recognised according to the accrual method.

Contributions due by Member States and fees due by Corresponding Members are recognised on their due date, i.e. the commencement date of the financial year.

Financial revenues are recognised during the financial year during which they accrue.

Other revenues, including expense repaid by third parties, are recognised when accruing to the OIML, either under the terms of executed contracts or, in the absence of any contract, upon issuing the invoice or the request for payment.

Contributions due by Member States and fees due by Corresponding Members representing the partial or total payment of amounts due for following years are posted as amounts due by the Organisation to such Members.

#### Reserves

Annual net income, whether positive or negative, is systematically posted to retained earnings during the entire financial period defined in Article 1. At the end of each financial period, the Conference decides whether the relevant amounts are to be posted to the reserves.

#### Provisions

Provisions are recognized when the OIML is legally or implicitly bound by any obligation resulting from past events, and where it is likely that performance of such an obligation shall entail the use of resources without any likely consideration and it is possible to make a reliable estimate of the amount of the relevant obligation.

Employees benefits

Under the resolution no. 27 of the 45th CIML Meeting, the pension rights acquired are valued by an actuary and are presented in Note 10.

They are subject to an allowance for expenses determined in accordance with IPSAS  
This result is the entry on the liabilities of the provision for pensions calculated in accordance with IPSAS in comparison to the assessments given to the previous year under the previous rule.

Borrowing

OIML is not authorised to borrow.

Extraordinary revenues and expenses

The Bureau's Director shall account for the amount of losses or gains arising in connection with any funds, asset disposals, inventories or other assets, provided that a statement listing all such amounts shall be submitted to the Committee and the Conference, taking into account in particular all differences between theoretical contributions due by Member States and actual payments, insofar as such differences are sufficiently small.

Voluntary contributions – bequests and donations

The Bureau's Director may accept voluntary contributions as well as bequests and donations, whether or not in cash, provided that the same are offered for purposes compatible with the Organisation's policies, goals and operations.

The acceptance of any contributions entailing, whether directly or indirectly, any additional financial commitment for the Organisation is subject to prior approval by the Conference or, in case of emergency, by the Committee.

Contributions in movable or immovable property are valued in monetary units and posted on the Organisation's balance sheet.

## Notes on the balance sheet

### Note 2 Cash and investments details

Details of cash	31/12/2017	31/12/2016
LCL Investments	714 382 €	713 555 €
SG Investments	538 835 €	704 279 €
Banque de France		
Chèques Postaux	41 630 €	28 562 €
Crédit Lyonnais	269 372 €	49 151 €
Société Générale	205 660 €	89 014 €
Caisse	393 €	1 396 €
Banque de Berne	2 685 €	102 710 €
Interest to be received	2 908 €	4 579 €
<b>Total</b>	<b>1 775 865 €</b>	<b>1 693 246 €</b>

### Note 3 Member States balance analysis

The receivables are analyzed as follows:

Receivables	31/12/2017	31/12/2016
<b><u>Asset</u></b>		
Member States	246 320 €	302 966 €
Corresponding Members	67 313 €	56 571 €
Other clients	2 100 €	
Provisions for doubtful debts	-121 800 €	-121 800 €
<b><u>Liabilities</u></b>		
Member States - Advance	-216 550 €	-135 650 €
Corresponding Members - Advance	-36 288 €	-27 838 €
<b>Total</b>	<b>-58 905 €</b>	<b>74 199 €</b>

The detail of Member States and Corresponding Members balance is shown below:

<b>Member States</b>	<b>Situation au 31/12/2017</b>	<b>Situation au 31/12/2016</b>	<b>Situation au 31/12/2015</b>
<b>ALBANIE</b>	14 000		
<b>AUTRICHE - Avance</b>	-14 000	-14 000	-14 000
<b>BRESIL</b>		112 000	112 000
<b>CAMEROUN</b>	28 000	28 000	14 000
<b>CAMBODGE - Avance</b>		-14 000	
<b>CANADA - Avance</b>	-28 000		
<b>CHYPRE</b>			14 000
<b>COLOMBIE</b>	11 000		
<b>R.P.D. De Corée</b>		25 300	
<b>CUBA</b>	12 320	19 320	26 320
<b>ETHIOPIE</b>	42 000	42 000	42 000
<b>IRAN</b>	56 000		1 710
<b>IRLANDE - Avance</b>	-14 000	-28 000	-14 000
<b>ISRAEL</b>	14 000		14 000
<b>KENYA - Avance</b>	-34 550	-9 650	-9 950
<b>LIBAN</b>	42 000	42 000	42 000
<b>NORVEGE - Avance</b>			-14 000
<b>NVLE ZELANDE - Avance</b>			-14 000
<b>POLOGNE - Avance</b>	-28 000	-28 000	-28 000
<b>PORTUGAL - Avance</b>	-14 000	-14 000	
<b>REP. SLOVAQUE - Avance</b>	-14 000	-14 000	-14 000
<b>SLOVENIE - Avance</b>	-14 000	-14 000	-14 000
<b>SRI LANKA</b>		21 346	21 346
<b>THAILAND - Avance</b>	-56 000		
<b>ZAMBIE</b>	27 000	13 000	
	<b>29 770</b>	<b>167 316</b>	<b>165 426</b>

Corresponding Members	Situation au 31/12/2017	Situation au 31/12/2016	Situation au 31/12/2015
ARGENTINE		4 200	2 800
BANGLADESH	1 400		
BENIN	4 200	2 800	1 400
BOTSWANA	1 400		
BURKINA FASO	4 200	4 200	4 200
COMORES	4 200	4 200	4 200
COREE DU NORD	2 800	1 400	1 400
REP. DOMINICAINE - Avance	-1 260	-2 660	-4 060
EMIRATS ARABES UNIS - Avance	-1 400		
GABON	4 200	3 026	1 626
GAMBIE - UNIDO	4 200	4 200	4 200
GUATEMALA	1 400		
GUINEE - Avance	-6 311	-7 711	-9 111
HONG KONG - Avance	-1 400	-1 400	-1 400
ISLANDE	1 400		-1 400
JORDANIE - Avance	-1 400		
KIRGHIZISTAN	1 400	4 200	2 800
KOWEIT - Avance	-2 800		
LETTONIE - Avance	-1 400	-1 400	-1 400
LIBYE	3 923	2 523	1 123
LIBERIA - UNIDO	2 700	1 300	-100
LITUANIE - Avance	-1 400	-1 400	-1 400
MADAGASCAR			1 400
MALTE - Avance		-1 400	
MAURICE - Avance	-1 400		-1 400
MAURITANIE	4 200	4 200	4 200
Mexique	2 800	1 400	
MONTENEGRO - Avance	-1 400		-1 400
NEPAL			1 400
NICARAGUA	4 200	4 200	4 200
NIGERIA	-1 400	4 200	4 200
OMAN			1 400
OUGANDA	-1 400		1 400
OUZBEKISTAN		232	232
PANAMA - Avance	-7 717	-9 117	-10 517
PAPOUASIE - NOUVELLE GUINEE			-1 400
PARAGUAY	1 400		

Corresponding Members	Situation au 31/12/2017	Situation au 31/12/2016	Situation au 31/12/2015
QUATAR	1 400		
RWANDA	1 890	1 890	1 890
SEYCHELLES - Avance	-1 400	-1 400	-1 400
SIERRA LEONE - UNIDO	1 400		
SINGAPOUR - Avance	-1 400	-1 400	
SOUDAN			4 200
SYRIE	2 800	1 400	4 200
TADJIKISTAN	4 200	4 200	4 200
URUGUAY - Avance	-2 800		-1 326
YEMEN	4 200	2 800	1 400
ZIMBABWE	1 400		1 400
	<b>31 025</b>	<b>28 683</b>	<b>23 157</b>

The provisions for doubtful debts of Members are the following:

Country	Provision au 31/12/2017	Provision au 31/12/2016
ETHIOPIE	42 000 €	42 000 €
LIBAN	42 000 €	42 000 €
ARGENTINE		4 200 €
BENIN	4 200 €	
BURKINA FASO	4 200 €	4 200 €
COMMORES	4 200 €	4 200 €
GABON	4 200 €	
GAMBIE	4 200 €	4 200 €
KHIRGHIZISTAN		4 200 €
MAURITANIE	4 200 €	4 200 €
NICARAGUA	4 200 €	4 200 €
NIGERIA		4 200 €
TADJIKISTAN	4 200 €	4 200 €
YEMEN	4 200 €	
<b>Total provisions</b>	<b>121 800 €</b>	<b>121 800 €</b>

**Note 4** Other receivables details

Other receivables totaling 150 318 € mainly include the advances paid to suppliers for works amounting to 73 224 €, VAT pending refund for an amount of 10 347 €, the unpaid VAT on the works for 59 669 €. This balance is carried forward over 10 years, depreciation period for fixtures and fittings.

**Note 5** Prepayments detail

The prepayments, which amount to 25 319 € include principally payments of annual services or subscriptions of which part is allocated to the year 2018.

**Note 6** Long term investments details

This account, amounting to 420 € includes deposits and guarantees.

**Note 7** Long term receivables detail

No long term receivable appears.

**Note 8** Fixed assets and accumulated depreciations state

	31/12/2017			31/12/2016		
	Brut	Depreciation	Net	Brut	Depreciation	Net
Buildings	4 076 €	2 531 €	1 545 €	10 356 €	10 184 €	172 €
Trademark OLML	30 576 €		30 576 €	30 576 €		30 576 €
Land	1 050 000 €		1 050 000 €	1 050 000 €		1 050 000 €
Building – wall	1 629 889 €	348 953 €	1 280 936 €	1 629 889 €	300 156 €	1 329 734 €
General facilities	652 908 €	177 804 €	475 103 €	507 486 €	139 436 €	368 050 €
Fittings	734 422 €	404 500 €	329 922 €	620 812 €	335 463 €	285 349 €
Office equipment	14 506 €	7 375 €	7 131 €	12 892 €	4 778 €	8 114 €
IT equipment	82 694 €	52 569 €	30 125 €	76 424 €	35 195 €	41 229 €
Computer server system	82 808 €	41 139 €	41 668 €	82 808 €	13 537 €	69 271 €
Furniture	15 087 €	4 619 €	10 469 €	12 817 €	12 058 €	759 €
<b>TOTAL 31/12</b>	<b>4 296 965 €</b>	<b>1 639 491 €</b>	<b>3 257 475 €</b>	<b>4 034 060 €</b>	<b>850 806 €</b>	<b>3 183 254 €</b>
<b>TOTAL 01/01</b>	<b>4 034 060 €</b>	<b>850 806 €</b>	<b>3 183 254 €</b>	<b>3 943 950 €</b>	<b>813 201 €</b>	<b>3 130 749 €</b>
<b>Variation</b>	<b>262 905 €</b>	<b>188 685 €</b>	<b>74 220 €</b>	<b>90 110 €</b>	<b>37 605 €</b>	<b>52 505 €</b>

Note 9    Other payables detail

The other debts are short term debts and include the following:

	31/12/2017	31/12/2016
Urssaf	59 912 €	57 535 €
Ircantec	6 356 €	
Health insurance	5 155 €	
Foresight	7 090 €	
Annual leave	41 623 €	33 509 €
<b>Social debts</b>	<b>120 135 €</b>	<b>91 044 €</b>
Suppliers	34 441 €	419 €
Invoices to receive	52 426 €	18 395 €
<b>Suppliers</b>	<b>86 867 €</b>	<b>18 814 €</b>

Note 10    Employee benefits detail

Employee benefits include pension funds to 2 342 770 €.

No additional provision has been recorded at 31 December 2017.

The total of rights acquired, evaluated by an actuary in 2014, amounts to:

Total of rights acquired at	
At 31/12/2010	2 158 500 €
At 31/12/2011	2 205 900 €
At 31/12/2012	2 272 000 €
At 31/12/2013	2 328 800 €
At 31/12/2014	2 342 770 €
At 31/12/2015 - New Estimation	2 728 410 €
At 31/12/2016	2 675 118 €
At 31/12/2017	2 623 064 €
At 31/12/2018	2 572 504 €
At 31/12/2019	2 523 662 €
At 31/12/2020	2 476 734 €



Note 11    Other provisions analysis

The OIML did not have any dispute during the year.

## Notes on the income statement

### Note 12 Member State contribution detail

The contributions of states is 2 108 400 € which decomposes:

	2017	2016
Member State contributions	2 016 000 €	2 016 000 €
Corresponding Members	92 400 €	89 600 €
<b>Total State contributions</b>	<b>2 108 400 €</b>	<b>2 105 600 €</b>

### Note 13 Other operating revenue and income detail

The amount of other products, 107 100 €, is:

	2017	2016
Certificats	107 100 €	67 900 €
Others		
<b>Total State contributions</b>	<b>107 100 €</b>	<b>67 900 €</b>

### Note 14 Staff expenses detail

The total staff costs of 1 425 953 € is divided into:

	2017	2016
Salary BIML	964 220 €	943 584 €
Social contributions	272 712 €	264 237 €
Staff on secondment	93 058 €	80 945 €
Retired OTML staff	95 963 €	107 616 €
<b>Total staff costs</b>	<b>1 425 953 €</b>	<b>1 396 382 €</b>

Note 15    Running costs detail

Total running costs of 95 899 € including main items are

	2017	2016
Water & Electricity	14 826 €	13 855 €
Supplies	7 950 €	9 238 €
Maintenance & repair	67 668 €	54 995 €
Insurance	3 749 €	2 169 €
Property tax	1 706 €	1 689 €
<b>Total running costs</b>	<b>95 899 €</b>	<b>81 946 €</b>

Note 16    Administrative costs detail

The amount of administrative costs is 78 827 € and is divided into:

	2017	2016
Administrative supplies	4 638 €	5 230 €
Maintenance	48 256 €	36 356 €
Documentation	1 088 €	4 057 €
Fees	18 938 €	25 107 €
Phone	5 908 €	9 196 €
<b>Total administrative costs</b>	<b>78 827 €</b>	<b>79 945 €</b>

Note 17    Communication costs detail

The total cost of communication, 66 580 €, equal to:

	2017	2016
Publications and medals	13 260 €	16 437 €
Postal	11 081 €	10 784 €
Carriers	3 737 €	363 €
Internet	38 502 €	29 897 €
<b>Total communication costs</b>	<b>66 580 €</b>	<b>57 481 €</b>

Note 18 Meeting costs detail

The retail cost of meeting, 115 673 €, is:

	2017	2016
Receptions	6 059 €	4 145 €
CIML	109 613 €	132 929 €
<b>Total meeting costs</b>	<b>115 673 €</b>	<b>137 073 €</b>

Note 19 Travel and accomodation costs detail

The amount of travel and missions of 106 439 € is divided into:

	2017	2016
Travel	74 664 €	68 664 €
Missions	31 776 €	38 117 €
<b>Total travel and accomodation costs</b>	<b>106 439 €</b>	<b>106 782 €</b>

Note 20 Miscellaneous costs detail

Miscellaneous expenses, 36 950 €, corresponding to:

	2017	2016
Services	3 020 €	1 493 €
Tips	4 233 €	3 177 €
Bank charges	8 663 €	6 152 €
Various expenses	21 034 €	17 760 €
<b>Total miscellaneous costs</b>	<b>36 950 €</b>	<b>28 581 €</b>

Note 21    Specials funds detail

	2017	2016
Special fund for developing countries	40 539 €	10 025 €
Training for technical work	63 882 €	
Search for AD	6 332 €	
<b>Total specials funds</b>	<b>110 753 €</b>	<b>10 025 €</b>

Note 22    Depreciation and recovering detail

The total of endowments to depreciations and to provisions is 226 725 €.

Annual endowment	2017	2016
Software	1 364 €	798 €
Buildings	48 798 €	48 798 €
General facilities	52 192 €	61 935 €
Fittings	69 037 €	56 692 €
Office equipment	2 597 €	2 578 €
IT equipment	23 969 €	20 971 €
Computer server system	27 603 €	13 537 €
Furniture	1 166 €	1 238 €
<b>Total endowment to depreciations</b>	<b>226 725 €</b>	<b>206 546 €</b>
Clients accounts - recovery provision		
Pension system		
<b>Total annual endowments</b>		

The 14th International Conference who wanted clarified Article XXIX of the OIML Convention as regards Member States and Corresponding Members, the OIML accounts do not appear more than three years of contributions arrears, effect on the financial statements at 31 December 2017 is:

- Loss on bad debt :	0 €
- Depreciation allowance claim:	- 12 600 €
- Reversal of provision for receivables :	12 600 €
- Either a charge in the 2017 financial statements :	0 €

Note 23    Extraordinary income detail

The extraordinary income for an amount of 1 981 € corresponds to a regularization of social contributions for the 2016 financial year.

Note 24    Extraordinary expenses detail

The exceptional charge for the year, 22 784 €, mainly corresponds to :

- Recovery of 10 years on unpaid VAT
 

In the work – see Note 4 :	9 945 €
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- Reimbursement States for Translation Center                    12 561 €
 

o United States of America	12 561 €
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## 5 STATEMENT OF CHANGES IN NET ASSETS/EQUITY

	Capital	Reserves	Revaluation Building	Accumulated results	Result	Total
<b>Net at 01/01/2016</b>	55 324 €	1 290 114 €	2 916 837 €	-1 743 644 €	51 277 €	2 569 908 €
Result of the year				51 277 €	74 968 €	
Allocation resolution 2016/2 - 15th International Conference		198 193 €		-198 193 €		
<b>Net at 31/12/2016</b>	<b>55 324 €</b>	<b>1 488 307 €</b>	<b>2 916 837 €</b>	<b>-1 890 560 €</b>	<b>74 968 €</b>	<b>2 644 876 €</b>
<b>Net at 01/01/2017</b>	55 324 €	1 488 307 €	2 916 837 €	-1 890 560 €	74 968 €	2 644 876 €
Result of the year					-44 489 €	
Allocation resolution 2016/2 - 15th International Conference		74 968 €				
<b>Net at 31/12/2017</b>	<b>55 324 €</b>	<b>1 563 275 €</b>	<b>2 916 837 €</b>	<b>-1 890 560 €</b>	<b>-44 489 €</b>	<b>2 600 387 €</b>

The budget surpluses from the 2013 – 2016 financial period are entered in the reserve fund in accordance with Resolution 2016/2 of the XVIIth Conference.

**6 CASH-FLOW STATEMENT AT 31 DECEMBER 2017**

<b>CASH-FLOW STATEMENT AT DECEMBER 31, 2017</b>		
	<b>2017</b>	<b>2016</b>
Balance of activities	-44 489	74 968
+/- Net endowment to depreciations and provisions	226 951	206 546
+ Impact résolution 11 & 12	0	0
+ Net Value of assets sold	0	0
<b>CAPACITY TO AUTOFINANCE</b>	<b>182 462</b>	<b>281 513</b>
-/- Variation in the Working Capital requirement related to the activity	187 280	55 696
<b>NET FLUX OF CASHFLOW GENERATED BY THE ACTIVITY</b>	<b>369 742</b>	<b>337 209</b>
- Outgoing related to the acquisitions of assets	-287 122	-259 051
+/- Variation of loans and advances granted	0	0
<b>NET FLUX OF CASHFLOW GENERATED BY THE INVESTMENT</b>	<b>-287 122</b>	<b>-259 051</b>
<b>VARIATION IN NET CASHFLOW</b>	<b>82 620</b>	<b>78 158</b>
OPENING CASH	1 693 246	1 615 088
CLOSING CASH	1 775 865	1 693 246
<b>DIFFERENCE</b>	<b>0</b>	<b>0</b>



**INCOMES**

	2015 Actual	2016 Voted	2016 Actual	2017 Voted	2017 Actual
Member State Contrib. - 0%	1 960 000	1 932 000	2 016 000	2 016 000	2 016 000
C/M Fees - 0%	95 200	79 800	89 600	91 000	92 400
Certificates Fees	84 697	70 000	67 900	77 000	107 100
Translation Center	0	15 000	0	0	0
Financial Income other income	7 335	15 000	6 228	8 000	3 713 98
<b>TOTAL INCOMES</b>	<b>2 147 240</b>	<b>2 111 800</b>	<b>2 179 728</b>	<b>2 192 000</b>	<b>2 219 311</b>

27 311

**CHARGES**

Active Staff less OIML-CS Costs	n/a	n/a	n/a	1 297 715	1 213 899
OIML-CS Staff Costs	n/a	n/a	n/a	61 400	116 291
Active Staff (TOTAL)	1 360 376	1 341 312	1 288 766	1 362 115	1 329 990
Pension System	107 528	115 764	107 616	111 872	95 963
<b>TOTAL STAFF COSTS</b>	<b>1 467 903</b>	<b>1 457 076</b>	<b>1 396 382</b>	<b>1 473 987</b>	<b>1 425 953</b>

48 034

Running Costs less OIML-CS Costs	n/a	n/a	n/a	72 868	93 024
OIML-CS Running Costs	n/a	n/a	n/a	2 351	2 875
Running Costs (TOTAL)	73 744	70 337	81 946	75 219	95 899
Administrative Costs	70 396	69 750	79 945	71 614	78 827

-20 680

-7 213

Communication Costs less OIML-CS Costs	n/a	n/a	n/a	59 957	64 583
OIML-CS Communication Costs	n/a	n/a	n/a	1 934	1 997
Communication Costs (TOTAL)	60 961	57 748	57 481	61 891	66 580

-4 689

CIML Meeting	n/a	n/a	n/a	106 030	109 614
Additional Seminar	n/a	n/a	n/a	5 782	6 059
Meetings Costs - CIML plus Seminar (TOTAL)	83 772	87 890	137 073	111 832	115 673

-3 841

T & A Costs less OIML-CS Costs	n/a	n/a	n/a	91 593	95 654
OIML-CS T & A Costs	n/a	n/a	n/a	2 000	10 783
Travel & Accommodation Costs - BIML (TOTAL)	99 601	111 742	136 782	93 593	106 439

-12 846

Miscellaneous Costs	20 505	17 653	28 581	20 813	36 950
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-16 137

Search for AD	n/a	n/a	n/a	40 000	6 332
Search for Director	n/a	n/a	n/a		

53 668

Special Fund for CLFMS	4 654	35 000	10 025	35 000	40 535
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-5 586

Training for Technical Work	0	0	0	100 000	63 882
<b>TOTAL OTHER CHARGES</b>	<b>413 632</b>	<b>450 120</b>	<b>501 832</b>	<b>609 962</b>	<b>611 121</b>

36 118

-1 159

Depreciations	193 428	118 670	206 546	186 750	226 725
Provision for retirement	0	40 000	0	0	0
Provision for uncollected funds	21 000	60 200	0	14 000	0
<b>TOTAL DEPRECIATIONS &amp; PROVISIONS</b>	<b>214 428</b>	<b>218 870</b>	<b>206 546</b>	<b>200 750</b>	<b>226 725</b>

-39 975

14 500

-25 975

<b>TOTAL CHARGES</b>	<b>2 095 963</b>	<b>2 126 066</b>	<b>2 104 760</b>	<b>2 284 700</b>	<b>2 263 799</b>
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20 501

<b>RESULT</b>	<b>51 277</b>	<b>-14 206</b>	<b>74 968</b>	<b>-92 700</b>	<b>-44 488</b>
Total Coefficient	140	138	144	144	144

48 212

CS System Certificate Income  
CS System Total Costs  
Result

77 000 107 100  
70 685 138 007  
6 315 -30 907

