

Management Report

International Committee for Animal Recording (ICAR) and
SERVICE-ICAR SRL
Budgets 2019



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1. ICAR Budget 2019

REVENUES	
Membership fees	322.875
Special projects	10.000
TOTAL REVENUES	332.875
EXPENSES	
Contracted Consultant costs	200.000
Travel	35.000
Office costs	15.000
Administrative services (accounts, legal, audit, bank)	20.000
Special projects expenses	60.000
TOTAL OPERATING COSTS	330.000
Other extraordinary income/ (expenses)	0
Investment income/ (expenses)	0
NET PROFIT / (LOSS)	2.875

REVENUES

1. Member fees

Total amount to be invoiced to members for annual fees 2019.

2. Special Projects

Special projects income is referred to the contribution from LOC2019 for the organization of the annual conference.

EXPENSES

3. Contracted Consultant Costs

Expenses related to QPlus Ltd Chief Executive services and for other contracted consultants from SERVICE-ICAR.

4. Travel

Total cost for travel, accommodation and meals of the office, Board, and General Assembly (covers 20.000 Euro for Board meetings, 10.000 Euro for office, and 5.000 Euro for Groups).

5. Office

Total cost to run the ICAR office (postage, telephone, office material, printing, Web site, etc.) This includes office rental in Rome of 10.500 Euro (for the rent of one room at Executive Service).

6. Administrative services

Cost for outsourcing services (accounting, legal, bank expenses, etc.)

In 2019 the Association plans to move the seat to the Netherlands so we have added an extra 10.000 Euro to our normal administrative services budget to reflect this expected extra expenditure on legal etc.

7. Special projects expenses

There are three ICAR special projects earmarked for 2019:

- Sensor & Recording Devices evaluations – at a cost of 20.000 Euro.
- DNA Accreditation Software Development for Parentage Discovery - at a cost of 6.000 Euro.
- Future ICAR II relocation to the Netherlands – at a cost of 34.000 Euro.

8. Other extraordinary income / (expense)

No extraordinary expense or income foreseen at time of Budget.

9. Investment income / (expense)

The Association has no investment portfolio at the moment.

2. ICAR Budget 2018 vs 2019

REVENUES	Budget 2018	Actuals 9 months 2018	Budget 2019
Membership fees	326.325	330.846	322.875
Special projects	0	4.838	10.000
TOTAL REVENUES	326.325	335.684	332.875
EXPENSES			
Contracted Consultant costs	200.000	145.816	200.000
Travel	40.000	27.801	35.000
Office costs	15.000	10.455	15.000
Administrative services (accounts, legal, audit, bank)	10.000	17.227	20.000
Special projects expenses	35.000	12.774	60.000
TOTAL OPERATING COSTS	300.000	214.073	330.000
Other extraordinary income / (expenses)	-25.000	-19.076	0
Investment income / (expenses)	0	0	0
NET PROFIT / (LOSS)	1.325	102.536	2.875

3. ICAR Budget 2019 follow-up by Quarter

	Q1 Actuals March 2019	Q1 Budget March 2019	Diff. Vs. Budget Q1	Q2 Actuals June 2019	Q2 Budget June 2019	Diff. Vs. Budget Q2	Q3 Actuals Sept. 2019	Q3 Budget Sept. 2019	Diff. Vs. Budget Q3	Q4 Actuals Dec. 2019	Year- end Budget 2019	Diff. Vs. Budget 2019
REVENUES												
Member fees		75.000			260.000			300.000			322.875	
Special projects		0			0			10.000			10.000	
TOTAL REVENUES	0	75.000		0	260.000		0	310.000		0	332.875	
EXPENSES												
Contracted Consultant costs		50.000			100.000			150.000			200.000	
Travel		7.000			20.000			30.000			35.000	
Office costs		3.000			6.000			10.000			15.000	
Administrative services (accounting, legal, audit, bank...)		2.000			10.000			15.000			20.000	
Special project expenses		15.000			30.000			45.000			60.000	
TOTAL OPERATING COSTS	0	77.000		0	166.000		0	250.000		0	330.000	
OPERATING PROFIT / (LOSS)												
NET PROFIT / (LOSS)	0	(2.000)		0	94.000		0	60.000		0	2.875	

4. SERVICE-ICAR Budget 2019

REVENUES	
Labels	40.000
CoQ	40.000
Identification	325.000
Recording Devices	40.000
DNA Accreditation	10.000
Milk PT	45.000
InterBeef	115.000
<i>Sales income</i>	615.000
Consultancy income	100.000
Special projects	8.110
TOTAL REVENUES	723.110
EXPENSES	
Staff costs	179.000
Consultancy cost	121.000
Travel	10.000
Office (rental and suppliers)	35.000
Administrative services (legal, account, audit, insurance, IT, bank...)	45.000
<i>Office expenses</i>	390.000
Labels	10.000
CoQ	10.000
Identification	175.000
Recording Devices	28.000
DNA Accreditation	0
Milk PT	25.000
InterBeef	100.000
<i>Contract services</i>	348.000
Depreciation	1.200
Special project expenses	0
TOTAL OPERATING COSTS	739.200
Other extraordinary income / (expense)	0
Investment income / (expense)	0
Taxes	-2.000
NET INCOME / (LOSS)	-18.090

REVENUES

1. Services income

- 1.1. Labels – sales of the ‘Certified’ labels on Recording Devices (based on 80.000 labels at €0,50 each).
- 1.2. CoQ – Certificate of Quality audit fees based on ICAR’s 2019 schedule of Site Visit and Consultative Reviews.
- 1.3. Identification – income forecasted from ID Device testing based on lower rate of 2018.
- 1.4. Recording Devices - income forecasted from Recording Device testing based on input of RSD chair and committee.
- 1.5. DNA Accreditation – income based on 2018 activities for DNA Centres and Parentage Testing.
- 1.6. Milk Proficiency Testing – based on same as 2018 rates of lab participation.
- 1.7. Interbeef – fees income based on 2018 participation and Interbull fees remaining stable.

2. Consultancy income

Total amount paid by ICAR for the technical and administrative services/support.

3. Special projects

Special project income is referred to the SMARTER EU Project. The project started on 1/11/2018 for a duration of 48 months with a total grant of 175.850 Euro. The total amount for overhead is 32.450 Euro, in 2019 it has been considered as ¼ without any forecast for expenses. The items will be adjusted during the year.

EXPENSES

4. Staff and related expenses

Staff cost including social charges and benefits (health, retirement, private insurance, meal tickets).

5. Consultancy costs

6. Travel

Cost for travel of office and Board.

7. Office

Total cost to run the office including renting of two rooms for an amount of 22.080 Euro.

8. Administrative services

Total cost for outsourcing services (hosting server and IT support, accounting, legal, audit, office and officers' insurance) including bank expenses.

9. Contract services

Cost of sales, to our suppliers for services (laboratories, auditors CoQ, printing labels, etc.) – listed per activity to match services income in item 1. Above.

10. Depreciation

Depreciation for 12 months for computers and furniture owned by the company.

11. Special projects expenses

No costs for special projects.

12. Other extraordinary income / (expense)

N/a.

13. Investment income / (expense)

Nil.

14. Taxes

Taxes due for registrations of official documents.

5. SERVICE-ICAR Budget 2018 vs 2019

REVENUES	Budget 2018	Actuals 9 months 2018	Budget 2019
Labels	40.000	27.194	40.000
CoQ	28.260	26.112	40.000
Identification	440.000	222.582	325.000
Recording Devices	60.000	66.150	40.000
DNA Accreditation	4.500	13.500	10.000
Milk PT	47.000	25.465	45.000
InterBeef	115.000	106.435	115.000
Milk Analysers	24.000	0	0
<i>Sales income</i>	758.760	487.438	615.000
Consultancy income	95.000	71.190	100.000
Special projects	0	0	8.110
TOTAL REVENUES	853.760	558.628	723.110
EXPENSES			
Staff costs	169.500	132.151	179.000
Consultancy cost	145.500	93.926	121.000
Travel	10.000	8.826	10.000
Office (rental and suppliers)	36.000	22.725	35.000
Administrative services (legal, account, audit, insurance, IT, bank...)	59.200	40.861	45.000
<i>Office expenses</i>	420.200	298.489	390.000
Labels	9.600	7.464	10.000
CoQ	8.150	8.602	10.000
Identification	228.000	121.598	175.000
Recording Devices	48.000	50.600	28.000
DNA Accreditation	0	0	0
Milk PT	28.000	16.420	25.000
InterBeef	100.000	100.000	100.000
Milk Analysers	4.500	0	
<i>Contract services</i>	426.250	304.684	348.000
Depreciation	1.700	0	1.200
Special project expenses	8.000	0	0
TOTAL OPERATING COSTS	856.150	603.173	739.200
Other extraordinary income / (expense)	0	0	0
Investment income / (expense)	0	0	0
Taxes	-2.000	-1.087	-2.000
NET INCOME / (LOSS)	-4.390	-45.631	-18.090

6. SERVICE-ICAR Budget 2019 follow-up by Quarter

	Q1 Actuals March 2019	Q1 Budget March 2019	Diff. Vs. budget Q1	Q2 Actuals June 2019	Q2 Budget June 2019	Diff. Vs. budget Q2	Q3 Actuals Sep. 2019	Q3 Budget Sep. 2019	Diff. Vs. budget Q3	Q4 Actuals Dec. 2019 (Year end)	Q4 Budget 2019 (Year end)	Diff. Vs. budget Q4 (Year end)
REVENUES												
Labels		12.000			24.000			30.000			40.000	
CoQ		30.000			35.000			40.000			40.000	
Identification		70.000			135.000			220.000			325.000	
Recording Devices		0			20.000			30.000			40.000	
Data Interpretation Centres-GenoEx PSE		2.500			5.000			7.500			10.000	
Milk PT		25.000		0	25.000		0	25.000			45.000	
InterBeef		0		0	0			115.000			115.000	
<i>Sales income</i>	0	139.500		0	244.000		0	467.500		0	615.000	
Consultancy income		25.000			50.000			75.000			100.000	
Special projects		0			0			0			8.110	
TOTAL REVENUES	0	164.500		0	294.000		0	542.500		0	723.110	
EXPENSES												
Staff costs		44.750			89.500			134.250			179.000	
Consultancy costs		30.250			60.500			90.750			121.000	
Travel		2.500			7.000			8.500			10.000	
Office (rental and suppliers)		8.750			17.500			25.000			35.000	
Administrative services (legal, account, audit, <i>Office expenses</i>		10.000			20.000			40.000			45.000	
		96.250			194.500			298.500			390.000	
Labels		2.500			5.000			7.500			10.000	
CoQ		7.500			8.500			10.000			10.000	
Identification		10.000			85.000			135.000			175.000	
Recording Devices		0			14.000			21.000			28.000	
Milk PT		0			12.500			14.000			25.000	
InterBeef		0			0			100.000			100.000	
<i>Contract services</i>	0	20.000		0	125.000		0	287.500		0	348.000	
Depreciation		300		0	600		0	900			1.200	
Special project expenses		0		0	0		0	0			0	
TOTAL OPERATING COSTS	0	116.550		0	320.100		0	586.900		0	739.200	
Operating profit / (loss)												
Investment income / (expense)		0			0			0			0	
Taxes		-500			-1.000			-1.500			-2.000	
NET INCOME (LOSS)	0	47.450		0	-27.100		0	-45.900		0	-18.090	