



## Standing Committee on Budget and Planning

23-24 December 2025  
Doha, State of Qatar

## Final Report

At the invitation of the Shura Council of State of Qatar, in the capacity of APA Vice-President, the Meeting of Standing Committee on Budget and Planning was held on 23-24 December 2025 in Doha, under the Chair of H.E Mr. Ahmad bin Hitmi AL-Hitmi, the Head of APA Delegation of the State of Qatar, with participation of delegations from the following member parliaments:

Azerbaijan, Bahrain, Iran, Jordan, Lebanon, Pakistan, Palestine, Qatar, Russian Federation, Saudi Arabia, Tajikistan, Turkiye, United Arab Emirates, Uzbekistan,

([Attachment I](#))

### Opening Session:

Following dignitaries presented their remarks at the opening session:

- H.E. Mr. Hassan Abdullah Al-Ghanim, Speaker of the Shura Council of State of Qatar,
- H.E. Mr. Mohammad Reza Majidi, Secretary General of the Asian Parliamentary Assembly
- H.E. Mr. Rizvan Nabihev, Head of Azerbaijan Delegation in his capacity as representative of the APA President,
- H.E. Mr. Boris Chernyshov, Deputy Chairman of the State Duma of Russian Federation in his capacity as APA Vice-President,

([Attachment II](#))

### Standing Committee Session:

#### **1. Adoption of the Agenda**

- The Chair put forward the agenda to the participants which was unanimously adopted.

([Attachment III](#))

#### **2. Election of Bureau**

**The following Bureau Members were elected:**

- Qatar as Chairperson,
- UAE as Vice-Chairperson,
- Tajikistan as Rapporteur,

### **3. Remarks by the Chairperson:**

H.E. Mr. Ahmad bin Hitmi AL-Hitmi, Chairperson of the meeting, presented a short remark and welcomed all participants for joining this important meeting.

### **4. Report by the APA Secretary General:**

The full text of the APA Secretary General's report is attached.

[\(Attachment IV\)](#)

### **5. General Debate:**

Under this agenda item, participants took the floor and presented brief remarks. Key items of the remarks are as follows:

- APA as an important parliamentary platform has a significant role in Asia and must be financially supported for advancement of its objectives,
- Effort must be made to meet its budget for its administration as an important step for its sustainability,
- Exchange of information, knowledge and experience vis-à-vis budget is important and proposed establishment of international cooperation institute by APA
- Transparency, accountability and sustainability in addressing budget is important,
- Upgrading the status of APA Secretariat as well as regular payment of the assessed contributions are great important steps for its internationalization,
- It is expected that the member parliaments do their best for the payment of their assessed contribution,
- The APA Secretariat is requested to closely follow-up the decision of the 15<sup>th</sup> APA Plenary on the approved assessed contributions,
- Parliament of Iran has continuously committed itself to expense of the Secretariat for the amount of USD 1,450,000 yearly,
- Modernization of the APA Documents is an important step that requires due consideration,
- The Secretariat should expedite opening of an account for the depositing of assessed contribution,

[\(Attachment V\)](#)

### **6. Consideration of the Draft Resolution:**

Delegation of Iran submitted two amendments to the operative paragraphs of 1 and 2 of the draft resolution which was accepted.

The APA Secretariat proposed that the following operative paragraph be added to the text of the draft resolution:

*“Request the APA Secretariat to provide all items of Budget Estimate in Euro currency as stated by Article 5 of APA Financial and Staff Regulations “*

**7. Draft APA Budget Estimate 2026:**

The Secretariat presented a symbolic APA Budget Estimate for 2025 and stated that inflation rate for 2026 must be applied. Based on the Article 5 of the Financial and Staff Regulations the future estimates will be presented in Euro currency. The Chair ruled that a 10% increase in budget items should also applied.

([Attachment VI](#))

**8. Any other matters:**

As no issue was raised under this item, the Chair closed the meeting.

# **Draft Resolution of the Standing Committee on Budget and Planning**



## Draft Resolution on Planning APA Budget

*We, the Members of the Asian Parliamentary Assembly,*

**Recalling** APA/Res/2008/04 and APA/ Res/2014/09 and other relevant APA documents;

**Determined** to enhance the efficiency and organizational capacity of the APA to achieve its goals and objectives enshrined in its Charter;

**Underscoring** the importance of participation by all Member Parliaments in equitably sharing the financial needs of the APA and its Secretariat on the agreed amount of annual contribution of 22,000 USD;

**Emphasizing** the principles of transparency, integrity, accountability, and efficient management of financial resources in APA budgeting and spending;

*We therefore,*

1. **Request** all APA Member Parliaments to operationalize and effectively fulfill their commitments regarding the payment of their annual assessed contributions to the APA budget, in accordance with their respective internal budgetary procedures, and encourage them to provide voluntary financial contributions in order to enhance the sustainability of the APA budget and its decisions;
2. **Expresses** its appreciation to the Islamic Parliament of Iran for its generous financial contributions to the APA budget since its establishment; requests the APA Secretariat to expedite the implementation of the approved assessed contributions; and strongly urges all Member Parliaments to fulfill their financial obligations without further delay, thereby enabling the Secretariat to effectively discharge its mandated functions and to ensure the timely payment of staff remuneration in full compliance with the Financial and Staff Regulations;
3. **Acknowledge** the generosity of the APA President and Vice-Presidents in contributing to the APA expenses by hosting activities and meetings based on commitment to the APA Decision on Modalities for Effective Organization of the APA Meetings adopted by the 7<sup>th</sup> Plenary on 10 December 2013 through supporting APA Secretariat expenses;

4. **Request** the Secretary General to prepare, while taking into consideration the annual assessed contributions of member Parliaments, the Draft APA Annual Budget based on the (Program & Performance Budget model), that requires programs, projects and expenses estimation based on the Assembly objectives, and on the policies and plans approved by consensus of the standing committee, and then to be presented to the APA Executive Council for final approval by consensus by the Plenary Session;
5. **Request** the APA Secretary General to provide proposals to be considered in the next meeting of the Standing Committee, based on the views expressed by the APA President during the 13<sup>th</sup> Plenary on Revitalization for the enhancement of organizational capacity and its effectiveness;
6. **Allocate** the APA Budget through the following three Items:
  - I. Operational and Strategic Budget Item: expenses allocated initially upon the Budget approval and attestation.
  - II. Additional Budget Item: amounts decided to be added to cover APA new projects and programs.
  - III. Emergency Budget Item: which shall be determined by a decision of the APA Executive Council, to cover emergency events or incidents.
7. The Secretary General is responsible for the implementation of the APA Budget and the management of its assets, determining the principles, objectives and rules for preparing the budget, to be submitted to the Standing Committee for budget and Planning;
8. **Recommend** to exempt the Parliament of Palestine from the assessed contribution until the end of occupation, and the establishment of its independent state. Any other member parliaments wishing to exempted from payment of annual contribution must submit an official request to the Secretariat
9. **Emphasizing** the importance of establishing mechanisms to monitor the disbursement of funds to ensure that they are used for the purposes for which they were allocated, which enhances transparency and accountability.
10. **Request** APA Secretariat to provide all items of Budget Estimates in Euro currency as stated by Article 5 of APA Financial and Staff Regulations;



## Draft APA Budget Estimate – 2026

Restricted to APA Members

12/29/2025 by APA Secretariat

No.	Description	Expenses/year
1	Basic budget	629,034€
2	Additional budget	261,800€
3	Emergency budget	29,920€
Total		920,754€*

Remarks:

- 1) This Draft Budget is modified based on the discussions and proposals of the Standing Committee on Budget and Planning in Abu-Dhabi 22-23 May 2017 and was offered for consideration of the same Committee in Baghdad 2019 (but was not addressed in detail by participants in the meeting). The average infalation rates of 8% upto 2024 are applied. (Inflation note: 2022= 4.4% 2023=3.6% )
- 2) Although the figures shown in the tables above are to our best of estimates, but the document, in its entirety, is a symbolic one and should be revisited once the “ Assessed Contribution “ scheme is adopted at the APA Plenary level.
- 3) APA Budget will be valid and applied whenever the Member Parliaments pay their assessed contributions one year before.

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\* Article 5 of the APA Finantial Regulation: Rep/Ad-hoc/2014/04

“The budget and the Secretariat accounts shall be drawn up and kept in Euro and Iranian Rials.”

4) The monitoring and inspection system will be applied to the budget based on items 16 & 17 of the Financial & Staff Regulations, which was adopted in the Plenary of 2014.

### **The Construction of the Budget:**

APA Budget is divided into three categories:

1. Basic Budget Items: 68.3%
2. Additional Budget Items: 28.4%
3. Emergency Budget Item: 3.28%

### **Basic Budget Items**

NO	Description	Expenses/year
1	Salaries (Table 1)	538,629
2	Office Expenses (Table 2)	54230
3	Operational Expenses (Table 3)	36372
Total		<b>629,231</b>

**Table 1- Salaries**

	Nature of expenses	Secretary General	DSG	ASG	Expert	Admin Staff	Support service	Total
	Number of Personnel	1	1	3	4	4	5	18
	Salary	6564	5049	4040	2020	1010	606	
2	Benefits (health care ...)	1010	707	505	303	202	152	
3	Monthly Payment	7574	5756	13633	9291	4848	3787	
4	Annual Payment	90882	69071	163588	111482	58165	45441	538629

**Table 2 - Office Expenses**

No	Nature of expenses	Per Year
1	Vehicle ( for the first year)	29920
2	Office supplies( for the first year)	24310
Total		54230

**Table 3 - Operational expenses**

No	Nature of Expenses		Per Month	Per Year
1	Building Maintenance	Utilities(water- power-gas- telephone)	1515	18180
		Repair and Renovation	1515	18180
2	APA Headquarters Rent(€ 1/per month)			12
3	Secretary-General's Residence & other staff's housing allowance			-
Total				36372

**Additional Budget Items**

1 - Travel Average Expenses (36 / Persons / Trip/Year)	Round Trip Air Ticket (3 tickets/ month)	6059	72710
	Hotel Fare (3 Persons / five nights/ €234 per night)	3787	45815
	Meals (3 Persons /six days/ €94 per day)	1818	21505
	Per-diem (3 persons/€328 per day)	6362	76670
2- Receptions	3 Receptions for 50 guests (€94 Per Person)		14960
	One Reception for 200 guests (€141 Per Person)		29920
Total			261,800

**Emergency Budget Item**

Unforeseen Expenditures	29920
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