

Financial Regulations for the ANSO Projects (2024 revision)

Chapter I General Provisions

Article 1 These regulations apply to collaborative research, international conferences and other projects jointly planned and implemented by members and partners of the Alliance of National and International Science Organizations for the Belt and Road Regions (hereinafter referred to as ANSO) and other international organizations or institutions.

Article 2 The Proponent's Affiliation and the Principal Investigator, as well as all collaborating units listed in the proposal shall follow these regulations.

Article 3 The Principal Investigator shall follow these regulations when preparing the project budget plan, submitting the annual financial report and the final financial report to the ANSO Secretariat.

Chapter II Responsibilities of Proponent's Affiliation and Principal Investigator

Article 4 Responsibilities of the Proponent's Affiliation: strengthen corporate responsibility and ensure the reasonable and standardized use of funds; compile and submit the project budget accurately, use the funds strictly according to the budget, manage, supervise and inspect the funds during project implementation; strictly implement the financial regulations and accept the supervision and inspection by the third-party institutions and expert panels appointed by ANSO.

Article 5 The Principal Investigator is the person who bears direct responsibility for the authenticity, compliance and relevance of the fund usage.

Article 6 The Principal Investigator shall maximize the use of existing resources, such as employed staff, existing office or meeting venues and equipment, to formulate joint funding plans scientifically.

Chapter III Scope and Rules of Expenditure

Article 7 The scope of expenditure includes: equipment fees, remuneration, business expenditure and other expenses.

Article 8 Equipment fees (non-procurement): refer to the necessary costs incurred during project implementation for upgrading existing instruments and equipment which specially used for ANSO project, as well as for short-term rental of external equipment, not exceeding 5% of the total budget, and not to be used for fixed assets or intangible assets procurement.

Article 9 Remuneration: refers to the labor costs paid during project implementation to project participants such as graduate students, visiting personnel, postdoctoral researchers, visiting scholars and scientific research assistants, and fees paid to temporarily hired consulting experts. Such fees shall not be paid to personnel involved in the research and management of the project.

(i) Expert consultation fees shall be based on experts' professional titles and take into account the remuneration standards of their country, organization or institution. In principle, the expert

consultation fee of full professor shall not exceed USD300/person/day (after tax), and for associate professor or below, the payment shall not exceed USD200/person/day (after tax). Unless working hours reach 6 hours or more, it shall not be considered a full day.

- (ii) If temporary research assistants are needed during project implementation, their employment should be part-time. Part-time remuneration shall be paid based on the tasks and hours of work undertaken in the project, and considering the remuneration standards of part-time positions in their respective countries, organizations or institutions. ANSO funds shall not be used for full-time employment.
- (iii) The standard of lecture fee for instructors in training courses shall be subject to the above expert consultation fees. The cost of temporarily-hired training assistants shall be determined reasonably based on the tasks and hours of work undertaken in the project.
- (iv) The budgeted amount for remuneration in the project shall not exceed 20% of the total funds.

Article 10 Business expenditure: refer to the costs incurred during project implementation for the purchase, transportation, loading/unloading and organization of various materials, auxiliary materials, low-value consumables, health and safety protective equipment directly related to scientific experiments. Such fees also include expenses related to testing, analysis, processing, fuel and power,

publication/literature/information dissemination/intellectual property affairs, travel/meetings/international cooperation and exchanges, etc.

(i) Travel expenses: the travel expenses for ANSO's projects include the costs incurred by the Principal Investigator, collaborators and other relevant personnel for conducting project activities. The travel expenses shall be reimbursed based on actual expenses within the standard, and shall be disclosed in detail in the financial report.

1. When traveling by plane, economy class tickets shall be purchased in principle, and any upgrade fees shall not be reimbursed;
2. ANSO funds can cover necessary expenses such as airport taxes, visa fees, vaccination fees, basic travel insurance, conference registration fees, etc.;
3. When traveling by train or ship for project activities, economy class tickets shall be purchased;
4. The costs for round-trip transportation from remote airports, terminals or train stations to hotels can be reimbursed;
5. When renting cars for scientific research activities, the rental expenses shall be reimbursed within the specified limit based on actual expenses. The reimbursement amount shall not exceed USD120/person/day, which includes car rental fees, fuel costs, insurance fees, tolls/highway fees and parking fees;
6. Accommodation fees and subsistence allowances refer to the

costs incurred for accommodation and daily subsistence allowance during business trips.

(1) Funds shall only be used to pay expenses directly related to project activities;

(2) Accommodation expenses shall be reimbursed based on actual expenses within the specified limit. The daily accommodation expense shall not exceed either the accommodation standard set by the Proponent's Affiliation or that of ANSO (refer to Annex 1);

(3) Accommodation expenses may include breakfast but shall not be used to pay for other expenses;

(4) Daily subsistence allowance includes food allowances and local transportation subsidies. If the conference organizer covers food and local transportation expenses, attendees shall not claim daily subsistence allowance.

(5) The daily subsistence allowance shall not exceed either the standard set by the Proponent's Affiliation or that of ANSO (refer to Annex 1). The calculation of the number of days for claiming such expenses shall be based on the dates specified in the traffic tickets.

(ii) Conference expenses: conference expenses refer to the total costs incurred due to organizing conferences for academic discussions and experience exchange. These expenses include venue or equipment rental fees, accommodation fees, meal fees,

refreshment fees, material fees, transportation costs and other related expenses.

For the standards of conference accommodation and meals shall not exceed either the standard set by the Proponent's Affiliation or that of ANSO (refer to Annex 1). Expenses for alcoholic beverages and meals unrelated to the conference shall not be reimbursed.

Miscellaneous expenses necessary for each conference, such as office supplies, document printing and video conferencing platform fees, shall not exceed USD20/person/day.

- (iii) Material expenses:** refer to the costs of purchasing, transportation, loading/unloading, and organization of various raw materials, auxiliary materials and low-value consumables consumed during the project implementation. For any type of material with a total material budget reaching USD 20,000 (inclusive) or more, a detailed explanation shall be provided regarding its relevance to the project tasks, the necessity of the purchase, and the reasonableness of the quantity.
- (iv) Testing, laboratory processing and fuel power costs:** Testing and laboratory processing costs refer to expenses incurred for necessary inspection, testing, design, chemical examination, processing or data purchase during project implementation. These costs typically include the analysis, detection, experiments and related processing of samples. Fuel power costs refer to separately measurable expenses for water, electricity, gas and fuel consumed

by large instruments, specialized scientific devices and other equipment during project implementation.

- (v) **Publication, dissemination, intellectual property affairs and other business expenses:** refer to the publication fees, documentation fees, literature search fees, professional network and communication fees, patent and other intellectual property application and maintenance fees, etc. that need to be paid during the project implementation.

The total cost of material expenses, testing and laboratory processing costs shall not exceed 30% of the total annual budget, and shall be reported to the ANSO Secretariat for approval in exceptional circumstances.

Article 11 Other expenses: refer to expenses incurred during project implementation other than the aforementioned costs, including daily consumption of water, electricity and heating, subsidies for relevant management expenses, necessary remittance charges, and audit fees. A small amount of administrative expenses may be drawn from the ANSO project funds, but it must not exceed 5% of the total project funds.

Article 12 In the process of budget implementation, the adjustment of business expenditure and remuneration shall be independently arranged by the Principal Investigator according to the actual needs of the project. The budget of equipment and other expenses shall not be increased, and may be reduced for business expenditure and remuneration after

consultation between the Principal Investigator and the Proponent's Affiliation.

Chapter IV Funding Allocation Requirements

Article 13 ANSO funds shall be used exclusively for their specified purposes and accounted for independently. The Principal Investigator and the affiliated institution are not permitted to arbitrarily split the ANSO project into topics.

Article 14 After receiving the annual project funds, the Proponent's Affiliation (leading unit) shall promptly allocate the funds to the collaborating units according to the budget. Funds shall not be allocated to collaborating units within China (excluding the procurement of materials or services within China).

- (i) After receiving the funds, the collaborating units shall not reallocate the funds to other entities;
- (ii) The Proponent's Affiliation and collaborating units shall not outsource scientific research tasks through technical service contracts;
- (iii) After allocating funds to the collaborating units, the Proponent's Affiliation shall be responsible for supervision, inspection, and the completion of annual reports to ensure that all expenditures do not exceed the specified standards.
- (iv) The Co-funding Research Project funds undertaken by the CAS institutions will be directly allocated by the ANSO Secretariat.

Article 15 For Co-funding Research Projects, the co-funding parties who provide support in the form of funds, sites, channels or resources shall provide relevant supporting materials within a reasonable timeframe.

If there is no substantial progress in the project within a reasonable period after the Proponent's Affiliation has received the funds, the project funds shall be returned to the ANSO Secretariat in a given time.

Chapter V Remittance and Vouchers

Article 16 The Proponent's Affiliation of ANSO projects shall provide a letter confirming their ability to receive international remittances in USD or RMB.

Article 17 The Principal Investigator shall provide accurate and complete account information confirmed by the finance department of its institution, as well as any other necessary information required for bank payments.

Article 18 The Principal Investigator shall provide the invoice (see Annex 2) to the ANSO Secretariat.

Chapter VI Financial Report

Article 19 After the end of the project year, the Principal Investigator shall submit the annual financial report to the Secretariat within one month of receiving the notification. At the conclusion of the project, the Principal Investigator shall submit both the project summary report and the financial report to the Secretariat.

Article 20 The annual financial report submitted to the ANSO

Secretariat shall include:

- (i) Detailed expenditure account;
- (ii) Financial report jointly signed by the Principal Investigator, the head of financial department and the legal representative of the Proponent's Affiliation.

Article 21 At the conclusion of the project, the Proponent's Affiliation shall engage a local qualified accounting firm or similar institution to audit the final financial report and issue an audit report. The audit report and the audited financial report shall be submitted to the ANSO Secretariat. The project-related original vouchers shall be properly archived by the Proponent's Affiliation and retained for at least five years from the date of project conclusion acceptance. The ANSO Secretariat reserves the right to conduct further audits.

Chapter VII Management of Surplus Funds

Article 22 If there are any surplus funds during each year of project implementation (excluding the final year), a clear explanation shall be provided in the annual financial report. In principle, these surplus funds should be used to offset the budget for the next year. In special circumstances, the Principal Investigator may submit an application, and upon approval by the ANSO Secretariat, the surplus funds can be carried over to the next year for use without offsetting the budget for the next year.

Article 23 Upon successfully achieving project objectives and passing the final acceptance, any surplus funds are retained by the Proponent's

Affiliation for use, and the final project payment is granted. If project objectives are not completed or if the final acceptance is not passed, the final project payment will not be granted.

Chapter VIII Fund Management, Supervision and Inspection

Article 24 The legal representative (or authorized person) of the Proponent's Affiliation and the Principal Investigator shall jointly sign a commitment letter during budget preparation, which aims to ensure the authenticity of the information provided and hold them responsible for any consequences resulting from false information.

Article 25 The Proponent's Affiliation shall strictly adhere to the expenditure scope and standards specified in these regulations.

- (i) It is prohibited to use falsified invoices to withdraw funds;
- (ii) It is prohibited to falsify labor contracts, fabricate lists of personnel, or engage in other forms of misrepresentation to fraudulently claim remuneration and expert consultation fees. Consulting service fees must not be paid through outsourcing under technical contracts;
- (iii) ANSO project funds shall not be used to substitute or supplement the salary of the Principal Investigator, nor shall they be used for the indirect salary of administrative personnel;
- (iv) ANSO project funds shall not be used to pay for any form of tokens, gifts or souvenirs;
- (v) ANSO project funds shall not be used in any way to cover any expenses that should be paid personally by individuals or to pay

finances, donations, sponsorships, investments, etc. It is strictly prohibited to seek personal gain through any means;

(vi) ANSO project funds shall not be used to cover any expenses arising from activities unrelated to the project.

Article 26 The ANSO Secretariat has the right to commission any third-party institutions or expert panels to supervise and inspect the budget execution and fund utilization of the project.

Article 27 For Proponent's Affiliations that fail to use the project funds as required during budget execution, the ANSO Secretariat shall have the right to suspend fund disbursement and issue a notification. In severe cases, the project may be terminated.

Article 28 For violations such as failing to complete acceptance work on time, failing to pass financial acceptance, engaging in falsification, or maliciously misappropriating project funds, the ANSO Secretariat will suspend the acceptance of applications from the Proponent's Affiliation or the Principal Investigator for ANSO projects.

Chapter IX Supplementary Provisions

Article 29 These regulations will be implemented from the date of revision, and the original "Financial Regulations for the ANSO Projects (2022, Provisional Version, By ANSO Secretariat)" will be simultaneously repealed.

Article 30 For projects that are still ongoing at the time of publication of these regulations, or projects whose execution period has ended but final acceptance has not yet been conducted, these regulations may be

referred to.

Article 31 The ANSO Secretariat is responsible for the interpretation of these regulations.

Annex 1

Accommodation & Daily Subsistence Allowance (DSA) Rates in Various Countries and Regions (2024)

Currency: USD

S/N	Country /Region	City	Accommodation Rate (person/day)	DSA
1	Afghanistan		200	68
2	Albania		150	65
3	Algeria		180	90
4	Angola		400	100
5	Antigua and Barbuda		220	105
6	Argentina		190	95
7	Armenia		120	85
8	Aruba		200	90
9	Australia	Canberra	210	110
10		Perth, Brisbane	180	110
11		Melbourne, Sydney	200	110
12		Other cities	160	110

13	Austria		152	107
14	Azerbaijan		150	85
15	Bahamas		220	90
16	Bahrain		190	95
17	Bangladesh		150	90
18	Barbados		250	105
19	Belarus		180	85
20	Belgium		174	107
21	Benin		150	65
22	Bhutan		160	85
23	Bolivia		110	66
24	Bosnia and Herzegovina		100	75
25	Botswana		170	85
26	Brazil	Brasilia	160	95
27		Sao Paulo	240	95
28		Rio de Janeiro	260	95
29		Other cities	150	95
30	Brunei Darussalam		130	75
31	Bulgaria		110	80
32	Burkina Faso		140	85

33	Burundi		220	75
34	Cambodia		100	70
35	Cameroon		120	85
36	Canada	Ottawa, Toronto, Calgary, Montreal	210	100
37		Vancouver	240	100
38		Other cities	190	100
39	Cape Verde		120	85
40	Central African Republic		280	85
41	Chad		220	85
42	Chile	Santiago	135	92
43		Iquique	120	92
44		Antofagasta, Arica	140	92
45		Other cities	100	92
46	China		100	75
47	Colombia	Bogota	190	75
48		Medellin	110	75
49		Cartagena	120	75
50		Other cities	100	75
51	Comoros		120	75

52	Cook Islands		180	95
53	Costa Rica		120	85
54	Cote d'Ivoire		120	85
55	Croatia		180	75
56	Cuba		200	77
57	Cyprus		100	75
58	Czechia		160	95
59	Democratic People's Republic of Korea		120	70
60	Denmark		200	130
61	Djibouti		160	95
62	Ecuador		150	72
63	Egypt		170	85
64	Equatorial Guinea		200	85
65	Eritrea		110	85
66	Estonia		130	65
67	Eswatini		150	85
68	Ethiopia		210	85
69	Fiji	Suva	190	95

70		Nadi	120	95
71		Other cities	110	95
72	Finland		158	109
73	France	Paris	196	109
74		Marseille, Strasbourg, Nice, Lyon	174	109
75		Other cities	163	109
76	French Polynesia		240	95
77	Gabon		180	95
78	Gambia		170	85
79	Georgia		150	85
80	Germany	Berlin, Hamburg	163	107
81		Munich	185	107
82		Frankfurt	196	107
83		Other cities	130	107
84	Ghana		250	85
85	Greece		163	98
86	Grenada		280	90
87	Guinea		130	90
88	Guinea-Bissau		170	80
89	Guyana		160	95

90	Haiti		180	88
91	Hong Kong, China		153	102
92	Hungary		180	90
93	Iceland		260	115
94	India	New Delhi, Kolkata	175	85
95		Mumbai	200	85
96		Other cities	155	85
97	Indonesia		125	85
98	Iran (Islamic Republic of)		180	90
99	Iraq	Baghdad	320	90
100		Other cities	290	90
101	Ireland		174	107
102	Israel		380	110
103	Italy	Rome	174	112
104		Milan	152	112
105		Florence	130	112
106		Other cities	120	112
107	Jamaica		160	95
108	Japan	Tokyo	136	102

109		Osaka, Kyoto	122	102
110		Fukuoka, Sapporo, Nagasaki, Nagoya	95	102
111		Niijima	75	102
112		Other cities	61	102
113	Jordan		160	85
114	Kazakhstan	Astana	200	85
115		Almaty	200	85
116		Other cities	140	85
117	Kenya		195	85
118	Kiribati		195	90
119	Kuwait		200	110
120	Kyrgyzstan	Bishkek	230	85
121		Other cities	80	85
122	Lao People's Democratic Republic		130	70
123	Latvia		130	65
124	Lebanon		400	85
125	Lesotho		100	65
126	Liberia		220	85
127	Libya		160	85

128	Lithuania		120	80
129	Luxembourg		174	101
130	Macao, China		243	102
131	Macedonia		120	85
132	Madagascar	Antananarivo	130	68
133		Tamatave	100	68
134		Other cities	90	68
135	Malawi		130	85
136	Malaysia		110	85
137	Maldives		200	80
138	Mali		280	85
139	Malta		174	69
140	Marshall Islands		120	90
141	Mauritania		130	90
142	Mauritius		155	85
143	Mexico	Mexico	150	95
144		Tijuana	120	95
145		Cancun	160	95
146		Other cities	100	95
147	Micronesia		120	70
148	Moldova		90	85
149	Mongolia		90	85

150	Montenegro		98	57
151	Morocco		130	90
152	Mozambique		170	85
153	Myanmar		90	85
154	Namibia		140	65
155	Nepal		140	85
156	Netherlands	Hague	163	107
157		Amsterdam	185	107
158		Other cities	141	107
159	New Zealand		180	105
160	Nicaragua		120	90
161	Niger		145	85
162	Nigeria	Abuja	270	95
163		Lagos	300	95
164		Other cities	250	95
165	Norway		200	130
166	Oman		200	90
167	Pakistan	Islamabad	270	60
168		Other cities (including Lahore, Karachi, Quetta)	170	60
169	Palau		180	95

170	Palestine		180	110
171	Panama		135	90
172	Papua New Guinea		350	105
173	Peru		140	80
174	Philippines	Cebu	180	85
175		Other cities	130	85
176	Poland	Warsaw	190	90
177		Gdansk	130	90
178		Other cities	120	90
179	Portugal		141	107
180	Puerto Rico		150	90
181	Qatar		160	100
182	Republic of Korea	Seoul, Busan, Jeju	180	105
183		Gwangju and Seogwipo	160	105
184		Other cities	150	105
185	Reunion Island		140	95
186	Romania	Bucharest	120	85
187		Constanta	120	90
188		Other cities	80	90
189		Moscow	285	85

190	Russian Federation	Khabarovsk	200	85
191		Yekaterinburg, Saint Petersburg	170	85
192		Irkutsk	150	85
193		Other cities	140	85
194	Rwanda		130	62
195	Saint Lucia		200	90
196	Samoa		170	92
197	Sao Tome and Principe		170	85
198	Saudi Arabia	Riyadh	200	110
199		Jeddah	140	110
200		Other cities	120	110
201	Senegal		165	85
202	Serbia		120	70
203	Seychelles		240	85
204	Sierra Leone		155	85
205	Singapore		220	95
206	Slovakia		130	71
207	Slovenia		152	60
208	Solomon Islands		200	95
209	Somalia		200	85

210	South Africa	Pretoria, Johannesburg	170	85
211		Cape Town	210	85
212		Durban	150	85
213		Other cities	130	85
214	South Sudan		200	72
215	Spain		136	107
216	Sri Lanka		140	70
217	Sudan		130	72
218	Suriname		140	95
219	Sweden		280	130
220	Switzerland		230	120
221	Syrian Arab Republic		350	85
222	Taiwan, China		150	100
223	Tajikistan		210	85
224	Tanzania	Dar es Salaam	180	85
225		Zanzibar	210	85
226		Other cities	160	85
227	Thailand	Bangkok	140	85
228		Songkhla	110	85

229		Chiang Mai, Khon Kaen	90	85
230		Other cities	80	85
231	The Commonwealth of Dominica		200	90
232	The Democratic Republic of the Congo		220	85
233	The Dominican Republic		150	90
234	The Republic of the Congo		170	85
235	The United Arab Emirates		200	90
236	Timor-Leste		130	75
237	Togo		110	83
238	Tonga		160	95
239	Trinidad and Tobago		180	95
240	Tunisia		100	75
241	Turkey	Ankara	105	75

242		Istanbul	150	75
243		Other cities	90	75
244	Turkmenistan		120	85
245	Uganda		170	85
246	Ukraine	Kiev	130	85
247		Odessa	130	85
248		Other cities	80	85
249	United Kingdom	London	253	101
250		Manchester, Edinburgh	177	101
251		Other cities	158	101
252	United States of America	Washington, Chicago	260	100
253		San Francisco	250	100
254		Houston	180	100
255		Boston	230	100
256		New York	270	100
257		Los Angeles	250	100
258		Hawaii	195	100
259		Other cities	200	100
260	Uruguay		135	95
261	Uzbekistan	Tashkent	120	72

262		Samarkand	100	72
263		Other cities	90	72
264	Vanuatu		220	90
265	Venezuela, Bolivarian Republic of		230	90
266		Hanoi	90	70
267	Vietnam	Ho Chi Minh	80	70
268		Other cities	70	70
269		Sana	110	85
270	Yemen	Aden	90	85
271		Other cities	80	85
272	Zambia		150	80
273	Zimbabwe		120	78

Annex 2

INVOICE

Date: DD/MM/YY

PAYER INSTITUTION LETTERHEAD

Name of Institution: Alliance of National and International Science Organizations for the Belt and Road Regions

Address: Building 3, No 16, Lincui Road, Chaoyang District, Beijing

Tel: 86-10-84247121

PAYEE INSTITUTION LETTERHEAD

Name of Institution: _____

Address: _____

Tel: _____

PARTICULARS	AMOUNT
Project No.:	
Project Title:	
Principal Investigator's Name:	US\$

Please make remittance of the aforementioned amount by electronic transfer to the following account:

Account No.: _____

Name of the Account Holder/Beneficiary: _____

Name of the Bank: _____

Bank Code: _____

Name of the Branch: _____

Exact Address of the Branch: _____

SWIFT/IBAN Code (if any): _____

Other information (if needed): _____

SIGNATURE

Principal Investigator: _____

Financial Principal of Grantee: _____