

AGREEMENT

between

State Digital Development Agency on behalf of the Secretariat of Baltic Sea Region Spatial Planning Initiative VASAB (hereinafter referred to as “**VASAB Secretariat**”), located Alberta iela 10, LV-1010, Riga, Latvia, represented by the Director Mr. Valdis Pusvācietis,

and

Ministry of Economic Affairs and Communications, Estonia, (hereinafter referred to as the “**Ministry**”), located Suur-Ameerika 1, 10122 Tallinn, Estonia, represented by the Minister of Economy and Industry of the Republic of Estonia Mr. Erkki Keldo.

The Ministry declares to contribute to VASAB Secretariat 2025 budget the sum of 10 000 (ten thousand) EUR to be spent under the Committee on Spatial Planning and Development in the Baltic Sea Region (CSPD/BSR) supervision.

I. Background

According to par. 12 of the Resolution of the Third conference of Ministers for Spatial Planning and Development of the Baltic Sea Region, which took place in Tallinn, Estonia on 7-9 December 1994, the Ministers established a common VASAB interim Secretariat to support the Committee for Spatial Development in the BSR, and welcomed the countries and regions participating readiness to contribute to Secretariat's budget, and the Polish proposal to host the Secretariat from 1996.

This call for countries contributions was confirmed during the sixth Conference of Ministers, responsible for Spatial Planning and Development of the Baltic Sea Region, in Gdańsk in September 2005.

Since January 2007 VASAB Secretariat is located in Riga, Latvia as associate entity of the State Digital Development Agency.

2. The Tasks and Responsibilities of VASAB Secretariat

1. According to the said Resolution of the Third Conference of Ministers, the main tasks of VASAB Secretariat are:

- a) to perform Secretariat functions for the CSPD/BSR,
- b) to push forward the approved actions and assist in the preparation of BSR Ministers' meetings, support common activities decided by CSPD/BSR,
- c) organise the ongoing concertation process with other institutions,
- d) promote the concept of co-operation in BSR,
- e) promote and accompany research and pilot projects,
- f) identify new required common actions,
- g) organise the mutual information among BSR countries and regions.

2. The Head of VASAB Secretariat is responsible for the tasks execution according to the actual CSPD/BSR guidelines and decisions.

3. The Head of VASAB Secretariat is also responsible for economic and effective spending of funds delivered by member countries, according to budgetary lines approved by the CSPD/BSR for 2025.

3. VASAB Secretariat Budget for 2025

(As decided by the VASAB 93rd CSPD/BSR meeting in Tallinn (12-13 December 2024) and amended by VASAB 95th CSPD/BSR online meeting of 16 June 2025)

		Total (EUR)
A	Cash balance 01.01.2025	292 585
B	Revenues	373 119
B.1	Member country contributions	185 000
B.1.1	Estonia	10 000
B.1.2	Finland	30 000
B.1.3.1	Germany – Federal level	30 000
B.1.3.2	Germany – MV	15 000
B.1.4	Latvia	20 000
B.1.5	Lithuania	15 000
B.1.6	Poland	30 000
B.1.7	Sweden	35 000
		188 119
B.2	Other revenues:	
C	Expenses	620 431
C.1	Secretariat office	174 759
C.1.1	Purchases of goods and services	31 950
C.1.2	Salaries, taxes and social charges	114 808
C.1.3	Duty traveling	16 000
C.1.4	Other	6 000
C.1.5	Services of experts	6 000
C.2	Activities to be decided by CSPD/BSR	20 000
C.19	PASPS project	62 500
C.20	Baltic Sea2Land	204 500
C.21	NESBp project	40 534
C.22	SI Planner's Forum project	6 690
C.23	Baltic PlaNet project	25 000
	Partners ERDF*	41 449
	Project reserve	45 000
D	Cash balance 31.12.2025 (A+B-C)	45 273

*-estimated amount

4. The Reporting and Auditing

1. All the VASAB Secretariat financial inflows and expenses are registered in the internationally accepted way.
2. VASAB Secretariat's financial management and 2025 annual report will be subject to a review done by an auditor. The VASAB Secretariat's annual report with the auditor review will be presented to the contributing Ministries and the CSPD/BSR not later than 31 May 2026.

5. The Transfer of Money

The declared sum of money shall be transferred to the VASAB Secretariat's bank account after signing this agreement:

Name of institution: State Digital Development Agency
Account IBAN number: LV25TREL2580627071000
Bank: The Treasury of the Republic of Latvia

Riga Treasury Unit, Smilšu str.1 Riga, LV-1919, Latvia
Registration number of the Bank: 90000597275
SWIFT: TRELLV22XXX

6. Concluding Provisions

1. Changes and amendments to this agreement are only valid if made in writing.
2. The agreement enters into force on the date when it is signed by both parties.
3. The agreement is prepared and signed in English on three pages. The place of jurisdiction shall be Riga, Latvia.

State Digital Development Agency:

Ministry of Economic Affairs and
Communications:

Valdis Puskvācietis,
Director
/digitally signed, timestamp in signature/

Erkki Keldo,
Minister of Economy and Industry
/digitally signed, timestamp in signature/

Head of VASAB Secretariat

Mārtiņš Ulāns
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