



**DECISION OF THE MANAGEMENT BOARD  
OF THE TRANSLATION CENTRE FOR THE BODIES OF THE EUROPEAN UNION  
ADOPTING THE AMENDING BUDGET 1/2023 – CT/CA-030/2022/01EN**

THE MANAGEMENT BOARD OF THE TRANSLATION CENTRE FOR THE BODIES OF THE EUROPEAN UNION,

Having regard to Council Regulation (EC) No 2965/94 of 28 November 1994 setting up a Translation Centre for the Bodies of the European Union ('the Translation Centre'), as last amended by Council Regulation (EC) No 1645/2003 of 18 June 2003,

Having regard to the Financial Regulation of 22 September 2019 applicable to the Translation Centre for the Bodies of the European Union (Ref. CT/CA-028/2019),

Whereas:

- (1) Any amendment to the budget of the Translation Centre shall be the subject of an amending budget adopted by the same procedure as the initial budget of the Translation Centre.
- (2) The Management Board should adopt amending budgets on the basis of drafts prepared by the Director,

HAS ADOPTED AS FOLLOWS:

**Article 1**

The Amending Budget 1/2023, as annexed to this decision, is hereby adopted.

**Article 2**

This decision shall enter into force on the date of its adoption.

Done at Luxembourg, 31 May 2023.

For the Management Board.

*(electronically signed)*

Christos Ellinides  
Chairman

Annex: Amending Budget 1/2023



# AMENDING BUDGET 1/2023

CT/CA-030/2022/01EN

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## I. INTRODUCTION

### A. GENERAL INTRODUCTION

The Translation Centre has drawn up this Amending Budget 1/2023 in accordance with Article 34 of its Financial Regulation of 22 September 2019. The aim of this Budget is to include the result of the review by the Centre of certain expenditure items in order to anticipate the inflation.

Following this review, there have also been changes in the Centre's reserves.

Transfers made to date during 2023 have been recorded in the Budget to present an up-to-date allocation of resources. The transfers are included in the column 'Amending Budget 1/2023' in Section III, 'Statement of revenue and expenditure – details'.

All amounts in this document are expressed in euro.

### B. REVENUE

The statement of revenue includes the following amendments:

- The forecast for other revenue, recorded in Title 4, has increased by EUR 200 000. This is due to an increase in the amount forecast under 'Bank interest' (Item 4000).
- As a result of the increased revenue under 'Bank interest' combined with the reduction in expenditure (mainly staff, IT consultancy and external translation services), the Amending Budget 1/2023 shows a decrease of EUR 1 588 900 in the use of the 'Reserve for stability pricing' (Item 5015). This means that EUR 2 427 700 of the 'Reserve for pricing stability' will be used to balance the Amending Budget 1/2023 compared with EUR 4 016 600 previously forecast in the 2023 Budget.

### C. EXPENDITURE

In the context of anticipating inflation rates and unexpected salary increases, the Centre has re-examined its expenditure in order to prepare its Amending Budget 1/2023. In doing so, the Centre has made efforts to make savings and reduce its expenses. The result shows a decrease of – 2.8% in Titles 1-3, with a decrease of – 1.4% in Title 1 ('Staff'), a decrease of – 1.8% in Title 2 ('Buildings, equipment and miscellaneous operating expenditure') and a decrease of – 7.7% in Title 3 ('Operational expenditure'). The statement of expenditure includes the following amendments:

- A decrease in the Budget in Title 1 ('Staff') of EUR 0.4 million (i.e. – 1.4%). This decrease concerns mainly Chapter 11 ('Staff in active employment') which has been reduced by EUR 428 300 (i.e. – 1.4%). This is mostly explained by the Centre's decision to make savings by not filling in 2023 some vacant posts and by increasing indexation from 2% to 4.4%.
- A decrease in Item 1115, ('Contract staff') of EUR 117 700 (i.e. – 5.1%). This is mostly explained by the Centre's decision to make savings by not hiring in 2023 for some vacant posts and by increasing indexation from 2% to 4.4%.
- A decrease in Item 1113, ('Trainee') of EUR 46 400 (i.e. – 100%) has been applied due to the decision not to employ trainees in 2023.
- A decrease in Item 1175 ('Agency staff') of EUR 123 600 (i.e. – 38.2%) has been applied due to the decrease in the number of interim staff in order to compensate the increase of costs not initially foreseen on other budget lines (from six to four FTEs).

- A decrease in Chapter 13 ('Missions and duty travel') of EUR 9 900 (i.e. – 12.3%) and a decrease in Chapter 14 ('Socio-medical infrastructure') of EUR 6 000 (i.e. – 0.8%) has been applied due to the reprioritisation of the Training plan, the increased use of video meetings and cancellation of a staff event.
- An increase in Chapter 20 ('Investment in immovable property, rental of buildings and associated cost') of EUR 260 300 (i.e. 9.0%) due to the high increase in building charges due to inflation and the decrease of small expenses.
- A decrease in Item 2120 ('External services for the operation, implementation, development and maintenance of software and systems') of EUR 363 300 (i.e. – 13.1%) due to the reprioritisation of IT projects and actions to allow the cancellation of 3 IT consultant contracts.
- A decrease in Item 2232 ('Rental of vehicles') of EUR 1 700 (i.e. – 22.1%) and in Item 2700 ('Limited consultations, studies and surveys') of EUR 50 000 (i.e. – 50.0%) following a needs review.
- A decrease in Item 3000 ('External translation services') of EUR 810 000 (i.e. – 8.6%) due to the optimisation of internal resources.

Budgetary transfers between budget items during the year are included in the Amending Budget 1/2023 as follows:

BUDGET YEAR 2023: TRANSFERS AFTER APPROVAL OF THE INITIAL BUDGET 2023				
Credit operation	Date	From item	To item	EUR
3089	25/01/2023	3000, 'External translation services'	3001, 'Technical services related to language services'	20 000
3092	27/03/2023	2050, 'Security and surveillance of buildings'	2020, 'Water gas electricity and heating'	27 000

II. STATEMENT OF REVENUE AND EXPENDITURE – OVERVIEW

Title	Heading	New amount 2023	Amending Budget 1/2023	Budget 2023
	<b>REVENUE</b>			
1	PAYMENTS FROM THE AGENCIES AND BODIES	44 975 700	0	44 975 700
2	COMMISSION SUBSIDY	p.m.	0	p.m.
3	INTERINSTITUTIONAL COOPERATION	697 800	0	697 800
4	OTHER REVENUE	516 000	200 000	316 000
5	TRANSFERS FROM RESERVES FROM PREVIOUS YEARS	2 427 700	- 1 588 900	4 016 600
	Surplus carried over from the previous financial year	p.m.	0	p.m.
	Reserve for pricing stability	2 427 700	- 1 588 900	4 016 600
	Reserve for exceptional investments	p.m.	0	p.m.
6	REFUNDS	p.m.	0	p.m.
	<b>TOTAL</b>	<b>48 617 200</b>	<b>- 1 388 900</b>	<b>50 006 100</b>
	<b>EXPENDITURE</b>			
1	STAFF	30 555 900	- 444 200	31 000 100
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE	8 643 700	- 154 700	8 798 400
3	OPERATIONAL EXPENDITURE	9 417 600	- 790 000	10 207 600
10	RESERVES	p.m.	0	p.m.
	Reserve for pricing stability	p.m.	0	p.m.
	<b>TOTAL</b>	<b>48 617 200</b>	<b>-1 388 900</b>	<b>50 006 100</b>

III. STATEMENT OF REVENUE AND EXPENDITURE 2023 - DETAILS

Item Article Chapter Title	Description	New amount 2023	Amending budget 1/2023	Budget 2023	Remarks
<b>REVENUE</b>					
<b>1</b>	<b>PAYMENTS FROM THE AGENCIES, OFFICES, INSTITUTIONS AND BODIES</b>	<b>44 975 700</b>	<b>0</b>	<b>44 975 700</b>	<b>Article 10(2)(b) of Council Regulation (EC) No 2965/94, as last amended by Council Regulation (EC) No 1645/2003.</b>
<b>2</b>	<b>SUBSIDY FROM THE COMMISSION</b>	<b>p.m.</b>	<b>0</b>	<b>p.m.</b>	
<b>3</b>	<b>INTERINSTITUTIONAL COOPERATION</b>	<b>697 800</b>	<b>0</b>	<b>697 800</b>	
4000	Bank interest	200 000	200 000	p.m.	
400	Bank interest	200 000	200 000	p.m.	This appropriation covers interest which the Centre receives on its bank accounts.
4010	Miscellaneous repayments	146 000	0	146 000	
401	Miscellaneous repayments	146 000	0	146 000	This appropriation covers miscellaneous repayments, including income from the subletting of parking spaces and the hosting of a data centre for the European Union Agency for Railways and European High Performance Computing Joint Undertaking.
4020	Financial contribution from the Luxembourg Government	170 000	0	170 000	This financial contribution from the Luxembourg Government is in support of the Centre's annual rental charges.
402	Other contributions	170 000	0	170 000	
40	<b>OTHER REVENUE</b>	<b>516 000</b>	<b>200 000</b>	<b>316 000</b>	
<b>4</b>	<b>OTHER REVENUE</b>	<b>516 000</b>	<b>200 000</b>	<b>316 000</b>	
5000	Surplus carried over from the previous financial year	p.m.	0	p.m.	Surplus carried over from the previous financial year in accordance with Article 17(1) of the Centre's Financial Regulation of 22 September 2019.
500	Surplus carried over from the previous financial year	p.m.	0	p.m.	

Item Article Chapter Title	Description	New amount 2023	Amending budget 1/2023	Budget 2023	Remarks
5010	Transfer from 'Reserve for exceptional investments'	p.m.	0	p.m.	The transfer from the 'Reserve for exceptional investments' corresponds to the expenditure in Chapter 32, 'Expenditure relating to the eCdT programme'.
5015	Transfer from 'Reserve for pricing stability'	2 427 700	-1 588 900	4 016 600	The transfer from the 'Reserve for stability pricing' is necessary to balance the budget.
<b>501</b>	<b>Transfers from reserves from previous years</b>	<b>2 427 700</b>	<b>-1 588 900</b>	<b>4 016 600</b>	
<b>50</b>	<b>SURPLUS CARRIED OVER FROM THE PREVIOUS FINANCIAL YEAR AND TRANSFERS FROM RESERVES FROM PREVIOUS YEARS</b>	<b>2 427 700</b>	<b>-1 588 900</b>	<b>4 016 600</b>	
<b>5</b>	<b>SURPLUS CARRIED OVER FROM THE PREVIOUS FINANCIAL YEAR AND TRANSFERS FROM RESERVES FROM PREVIOUS YEARS</b>	<b>2 427 700</b>	<b>-1 588 900</b>	<b>4 016 600</b>	
<b>6</b>	<b>REFUNDS</b>	<b>p.m.</b>	<b>0</b>	<b>p.m.</b>	
	<b>Total Revenue</b>	<b>48 617 200</b>	<b>-1 388 900</b>	<b>50 006 100</b>	
<b>EXPENDITURE</b>					
1100	Basic salaries	17 486 400	-128 600	17 615 000	Staff Regulations of officials and Conditions of employment of other servants of the European Union, in particular Articles 62 and 66 thereof. This appropriation is intended to cover the basic salaries of officials and temporary staff.
1101	Family allowances	1 606 100	-44 900	1 651 000	Staff Regulations of officials of the European Union, in particular Articles 62, 67 and 68 thereof, and Section I of Annex VII thereto. This appropriation is intended to cover the household, dependent child and education allowances for officials and temporary staff.
1102	Expatriation and foreign-residence allowances	2 809 800	32 000	2 777 800	Staff Regulations of officials of the European Union, in particular Articles 62 and 69 thereof, and Article 4 of Annex VII thereto. This appropriation is intended to cover the expatriation and foreign-residence allowances for officials and temporary staff.

Item Article Chapter Title	Description	New amount 2023	Amending budget 1/2023	Budget 2023	Remarks
1103	Secretarial allowances	8 600	-2 200	10 800	Staff Regulations of officials of the European Union, in particular Article 18(1) of Annex XIII thereto. This appropriation is intended to cover the secretarial allowance paid to officials and temporary staff in category AST employed as shorthand-typists or typists, telex operators, typesetters, executive secretaries or principal secretaries, who were entitled to receive it in the month before 1 May 2004.
<b>110</b>	Staff in active employment	21 910 900	-143 700	22 054 600	
1113	Trainees	p.m.	-46 400	46 400	This appropriation is intended to cover expenditure relating to trainees.
1115	Contract staff	2 204 900	-117 700	2 322 600	Conditions of employment of other servants of the European Union, in particular Article 3a and Title IV thereof.
<b>111</b>	Contract staff and trainees	2 204 900	-164 100	2 369 000	This appropriation was previously called 'Auxiliary staff and local staff'.
1120	Professional training of staff	105 000	-75 000	180 000	Staff Regulations of officials of the European Union, in particular Article 24a thereof.
<b>112</b>	Professional training of staff	105 000	-75 000	180 000	
1130	Insurance against sickness	598 600	9 800	588 800	Staff Regulations of officials of the European Union, in particular Article 72 thereof. Rules on sickness insurance for officials of the European Union.
1131	Insurance against accidents and occupational disease	88 000	1 400	86 600	Staff Regulations of officials of the European Union, in particular Article 73 thereof and Article 15 of Annex VIII thereto. This appropriation is intended to cover the employer's contribution to insurance against accidents and occupational disease.
1132	Insurance against unemployment	154 800	3 400	151 400	Conditions of employment of other servants of the European Union, in particular Article 28a thereof. This appropriation is intended to insure temporary staff against unemployment.
1133	Constitution or maintenance of pension rights	p.m.	0	p.m.	Conditions of employment of other servants of the European Union, in particular Article 42 thereof. This appropriation is intended to cover payments by the Centre on behalf of officials and temporary staff in order to constitute or maintain their pension rights in their country of origin.
1134	Contribution to the Community pension scheme	3 916 600	64 400	3 852 200	This appropriation is intended to cover the Centre's employer's contribution to the Community pension scheme.
<b>113</b>	Employer's social security contributions	4 758 000	79 000	4 679 000	



Item Article Chapter Title	Description	New amount 2023	Amending budget 1/2023	Budget 2023	Remarks
1140	Childbirth and death allowances and grants	1 400	0	1 400	Staff Regulations of officials of the European Union, in particular Articles 70, 74 and 75 thereof. This appropriation is intended to cover: — appropriations for childbirth grants for children of staff whose countries of origin have no provision for this kind of grant; — in the event of the death of an official, payment of the deceased's full remuneration until the end of the third month after the month in which the death occurred and the cost of transporting the body to the official's place of origin. In the event of death, the corresponding appropriations will be transferred from item 1100.
1141	Travel expenses for annual leave	254 400	0	254 400	Staff Regulations of officials of the European Union, in particular Articles 70, 74 and 75 thereof. This appropriation is intended to cover: — appropriations for childbirth grants for children of staff whose countries of origin have no provision for this kind of grant; — in the event of the death of an official, payment of the deceased's full remuneration until the end of the third month after the month in which the death occurred and the cost of transporting the body to the official's place of origin. In the event of death, the corresponding appropriations will be transferred from item 1100.
1143	Fixed duty allowances	p.m.	0	p.m.	Staff Regulations of officials of the European Union, in particular Articles 70, 74 and 75 thereof. This appropriation is intended to cover: — appropriations for childbirth grants for children of staff whose countries of origin have no provision for this kind of grant; — in the event of the death of an official, payment of the deceased's full remuneration until the end of the third month after the month in which the death occurred and the cost of transporting the body to the official's place of origin. In the event of death, the corresponding appropriations will be transferred from item 1100.
<b>114</b>	Miscellaneous allowances and grants	255 800	0	255 800	
1150	Overtime	p.m.	0	p.m.	Staff Regulations of officials of the European Union, in particular Article 56 thereof and Annex VI thereto. This appropriation is intended to cover flat-rate payments or hourly-rate payments for overtime worked by officials and temporary staff in the AST category and local staff whom it has not been possible to compensate by free time under the normal arrangements.
<b>115</b>	Overtime	p.m.	0	p.m.	

Item Article Chapter Title	Description	New amount 2023	Amending budget 1/2023	Budget 2023	Remarks
1171	Freelance interpreters and conference technicians	p.m.	0	p.m.	Payment of freelance interpreters hired by the Centre for non-routine conferences for which the Commission is unable to provide interpreting. In addition to remuneration, this includes contributions to a life insurance scheme and insurance against sickness, accident and death, and reimbursement for freelance interpreters, whose business address is not at the place of employment, of travel expenses and payment of fixed travel allowances.
1175	Agency staff	200 000	-123 600	323 600	This appropriation is intended to cover the use of agency staff.
<b>117</b>	<b>Supplementary services</b>	<b>200 000</b>	<b>-123 600</b>	<b>323 600</b>	
1180	Miscellaneous expenditure on staff recruitment	39 600	0	39 600	Staff Regulations of officials of the European Union, in particular Articles 27 to 31 and 33 thereof. This appropriation is intended to cover the expenditure involved in recruitment procedures.
1181	Travel expenses	18 000	0	18 000	Staff Regulations of officials of the European Union, in particular Articles 20 and 71 thereof and Article 7 of Annex VII thereto. This appropriation is intended to cover the travel expenses of officials and temporary staff (including members of their families) entering or leaving the Centre.
1182	Installation, resettlement and transfer allowances	90 800	1 400	89 400	Staff Regulations of officials of the European Union, in particular Articles 5 and 6 of Annex VII thereto. This appropriation is intended to cover the installation allowances for officials and temporary staff obliged to change residence after taking up their appointment or when they definitively cease their duties and settle elsewhere.
1183	Removal expenses	29 600	0	29 600	Staff Regulations of officials of the European Union, in particular Articles 20 and 71 thereof and Article 9 of Annex VII thereto. This appropriation is intended to cover the removal costs of officials and temporary staff obliged to change residence after taking up their appointment or when transferred to a new place of work or when they definitively cease their duties and settle elsewhere.
1184	Temporary daily subsistence allowances	86 300	-2 300	88 600	Staff Regulations of officials of the European Union, in particular Articles 20 and 71 thereof and Article 10 of Annex VII thereto. This appropriation is intended to cover the daily subsistence allowances due to officials and temporary staff who furnish evidence that they were obliged to change their place of residence after taking up their duties (including transfer).
<b>118</b>	<b>Miscellaneous expenditure on staff recruitment and transfers</b>	<b>264 300</b>	<b>-900</b>	<b>265 200</b>	

Item Article Chapter Title	Description	New amount 2023	Amending budget 1/2023	Budget 2023	Remarks
1190	Salary weightings	1 200	0	1 200	Staff Regulations of officials of the European Union, in particular Articles 64 and 65 thereof. This appropriation is intended to cover the cost of weightings applied to the remuneration of officials and temporary staff, and to overtime payments.
<b>119</b>	Salary weightings and adjustments to remuneration	1 200	0	1 200	
<b>11</b>	<b>STAFF IN ACTIVE EMPLOYMENT</b>	<b>29 700 100</b>	<b>-428 300</b>	<b>30 128 400</b>	
1300	Mission expenses, duty travel expenses and other ancillary expenditure	55 000	-3 200	58 200	This appropriation is intended to cover expenditure on transport, the payment of daily mission allowances and the ancillary or exceptional expenses incurred by statutory staff while on mission in the interest of the Centre, in accordance with the provisions of the Staff Regulations of officials of the European Union.
<b>130</b>	Missions and duty travel	55 000	-3 200	58 200	
1310	Mission expenses relating to training	15 500	-6 700	22 200	This appropriation is intended to cover mission expenditure during training outside Luxembourg.
<b>131</b>	Missions and duty travel relating to training	15 500	-6 700	22 200	
<b>13</b>	<b>MISSIONS AND DUTY TRAVEL</b>	<b>70 500</b>	<b>-9 900</b>	<b>80 400</b>	
1400	Restaurants and canteens	2 100	0	2 100	This appropriation is intended to cover the cost of running restaurants, cafeterias and canteens, in particular the contracts for the maintenance of facilities, supply of equipment, etc.
<b>140</b>	Socio-medical infrastructure	2 100	0	2 100	
1410	Medical service	65 000	0	65 000	Staff Regulations of officials of the European Union, in particular Article 59 thereof and Article 8 of Annex II thereto.
<b>141</b>	Medical service	65 000	0	65 000	
1420	Other expenditure	659 400	0	659 400	This appropriation is intended to cover expenditure relating to participation in the Committee on Social Activities and to nurseries and educational institutions. The appropriation is based on the forecast by the Commission's Office for Infrastructure and Logistics (OIL).
1421	Social relations	8 000	-6 000	14 000	This appropriation is intended to encourage and finance all initiatives aimed at promoting social relations between staff of varying nationalities, other assistance and subsidies given to staff, as well as costs involved in organising receptions for members of staff.

Item Article Chapter Title	Description	New amount 2023	Amending budget 1/2023	Budget 2023	Remarks
142	Other expenditure	667 400	-6 000	673 400	
14	<b>SOCIO-MEDICAL INFRASTRUCTURE</b>	<b>734 500</b>	<b>-6 000</b>	<b>740 500</b>	
1520	Staff exchanges	p.m.	0	p.m.	This appropriation is intended to cover expenditure relating to the secondment or temporary assignment of Centre officials and temporary staff to national or international bodies.
1521	Centre officials seconded temporarily to national administrations, international organisations or public sector institutions or undertakings.	p.m.	0	p.m.	This appropriation is intended to cover expenditure relating to the secondment or temporary assignment of Centre officials and temporary staff to national or international bodies.
152	Mobility	p.m.	0	p.m.	
15	<b>MOBILITY</b>	<b>p.m.</b>	<b>0</b>	<b>p.m.</b>	
1600	Special assistance grants	p.m.	0	p.m.	This appropriation is intended to cover assistance in the form of cash which may be granted to an official, former official or survivors of a deceased official who find themselves in difficult circumstances.
160	Welfare service	p.m.	0	p.m.	
1620	Other expenditure	p.m.	0	p.m.	This appropriation is intended to cover assistance for families, reception of new staff, legal aid, grants for scouts and guides, grant to the secretariat of the parents' association.
162	Other expenditure	p.m.	0	p.m.	
1630	Early childhood centre	46 800	0	46 800	This appropriation is intended to cover expenditure relating to nurseries and educational institutions. The appropriation is based on the forecast by the European Parliament.
163	Early childhood centre	46 800	0	46 800	
1640	Additional aid for disabled persons	1 500	0	1 500	This appropriation is to enable reimbursement to disabled staff in active employment, spouses and dependent children, after national entitlements have been exhausted, of expenses (other than medical expenses) recognised as necessary, resulting from the disability and supported by documentary evidence.
164	Additional aid for disabled persons	1 500	0	1 500	

Item Article Chapter Title	Description	New amount 2023	Amending budget 1/2023	Budget 2023	Remarks
16	<b>SOCIAL SERVICES</b>	48 300	0	48 300	
1700	Entertainment and representation expenses	2 500	0	2 500	This appropriation is intended to cover entertainment and representation expenses, and miscellaneous receptions.
170	Entertainment and representation	2 500	0	2 500	
17	<b>ENTERTAINMENT AND REPRESENTATION</b>	2 500	0	2 500	
1900	Pensions and severance grants	p.m.	0	p.m.	This appropriation is intended to cover pensions and severance grants.
190	Pensions	p.m.	0	p.m.	
19	<b>PENSIONS</b>	p.m.	0	p.m.	
1	<b>STAFF</b>	30 555 900	-444 200	31 000 100	
2000	Rental of buildings and associated costs	2 084 100	0	2 084 100	This appropriation is intended to cover the payment of rents for buildings or parts of buildings and parking spaces occupied by the Centre.
200	Investment in immovable property, rental of buildings and associated costs	2 084 100	0	2 084 100	
2010	Insurance	13 200	0	13 200	This appropriation is intended to cover insurance policy premiums in respect of the buildings or parts of buildings occupied by the Centre.
201	Insurance	13 200	0	13 200	
2020	Water, gas, electricity and heating	448 500	209 400	239 100	This appropriation is intended to cover routine expenditure.
202	Water, gas, electricity and heating	448 500	209 400	239 100	
2030	Cleaning and maintenance	364 300	88 900	275 400	This appropriation is intended to cover cleaning costs (regular cleaning, purchase of cleaning, washing, laundry and dry-cleaning products, etc.), maintenance costs for equipment and technical installations (lifts, central-heating and air-conditioning installations, etc.) and waste disposal costs.
203	Cleaning and maintenance	364 300	88 900	275 400	

Item Article Chapter Title	Description	New amount 2023	Amending budget 1/2023	Budget 2023	Remarks
2040	Fitting-out of premises	5 000	-10 000	15 000	This appropriation is intended to cover the fitting-out of the premises and repairs in the building.
<b>204</b>	Fitting-out of premises	5 000	-10 000	15 000	
2050	Security and surveillance of buildings	230 500	-28 000	258 500	This appropriation is intended to cover miscellaneous expenditure on buildings relating to security and safety, in particular contracts governing building surveillance, hire and replenishment of extinguishers, purchase and maintenance of fire-fighting equipment, replacement of equipment for officials acting as voluntary firemen, and costs of carrying out statutory inspections.
<b>205</b>	Security and surveillance of buildings	230 500	-28 000	258 500	
2060	Acquisition of immovable property	p.m.	0	p.m.	This appropriation is intended to cover the possible purchase of a building as the Centre's seat.
<b>206</b>	Acquisition of immovable property	p.m.	0	p.m.	
2080	Expenditure preliminary to the acquisition or construction of immovable property	p.m.	0	p.m.	This appropriation is intended to cover expenditure on experts' reports relating to immovable property.
<b>208</b>	Expenditure preliminary to the acquisition or construction of immovable property	p.m.	0	p.m.	
2090	Other expenditure	p.m.	0	p.m.	This appropriation is intended to cover other routine expenditure not specifically provided for, for example administrative expenses other than utilities (water, gas and electricity), maintenance, municipal taxes and ancillary costs.
<b>209</b>	Other expenditure	p.m.	0	p.m.	
<b>20</b>	<b>INVESTMENT IN IMMOVABLE PROPERTY, RENTAL OF BUILDINGS AND ASSOCIATED COSTS</b>	<b>3 145 600</b>	<b>260 300</b>	<b>2 885 300</b>	
2100	Purchase, work on, servicing and maintenance of hardware and software	2 466 700	0	2 466 700	This appropriation is intended to cover the purchase or leasing of computer hardware, software development, software or software package maintenance and various data-processing consumables, etc. Telecommunication equipment, copiers and printers are also recorded under this item.
<b>210</b>	Information technology	2 466 700	0	2 466 700	
2120	External services for the operation, implementation, development and maintenance of software and systems	2 405 500	-363 300	2 768 800	This appropriation is intended to cover expenditure on external operating staff (operators, administrators, systems engineers, etc.).
<b>212</b>	Information technology services	2 405 500	-363 300	2 768 800	

Item Article Chapter Title	Description	New amount 2023	Amending budget 1/2023	Budget 2023	Remarks
21	DATA PROCESSING	4 872 200	-363 300	5 235 500	
2204	Office equipment	5 000	0	5 000	This appropriation is intended to cover the purchase, leasing, maintenance and repair of office equipment and technical installations, excluding equipment such as printers and copiers.
220	Technical installations and office equipment	5 000	0	5 000	
2210	New purchases	10 000	0	10 000	This appropriation is intended to cover the purchase, replacement, maintenance, use and repair of furniture.
221	Furniture	10 000	0	10 000	
2230	New purchases of vehicles	p.m.	0	p.m.	This appropriation is intended to cover the purchase of an official vehicle for the Centre.
2232	Rental of vehicles	6 000	-1 700	7 700	This appropriation is intended to cover the rental in the form of a long-term contract for official vehicles, as well as expenditure on occasional hiring of vehicles to meet certain unforeseen needs.
2233	Maintenance, use and repair of vehicles	2 000	0	2 000	This appropriation is intended to cover vehicle maintenance and operating costs and costs relating to the use of public transport.
223	Vehicles	8 000	-1 700	9 700	
2250	Documentation and library expenditure	20 000	0	20 000	This appropriation is intended to cover the purchase of library stocks, subscriptions to newspapers, periodicals, online services such as dictionaries, as well as other documentation and library expenditure.
2255	Documentation, translation and multilingual tools	15 000	0	15 000	This appropriation is intended to cover expenditure on documentation, translation and multilingual tools, such as the acquisition, consolidation and extension of the contents of linguistic and terminological databases, translation memories and automatic translation dictionaries.
225	Documentation and library expenditure	35 000	0	35 000	
22	MOVABLE PROPERTY AND ASSOCIATED COSTS	58 000	-1 700	59 700	
2300	Stationery and office supplies	14 000	0	14 000	This appropriation is intended to cover the purchase of paper and office supplies.
230	Stationery and office supplies	14 000	0	14 000	

Item Article Chapter Title	Description	New amount 2023	Amending budget 1/2023	Budget 2023	Remarks
2320	Bank charges	5 000	0	5 000	This appropriation is intended to cover bank charges and the cost of connection to the interbank telecommunications network.
2321	Exchange-rate losses	p.m.	0	p.m.	This item is intended to cover exchange-rate losses incurred by the Centre in the management of its budget, in so far as such losses cannot be offset against exchange-rate gains.
<b>232</b>	Financial expenses	5 000	0	5 000	
2330	Legal expenses	20 000	0	20 000	This appropriation is intended to cover preliminary legal costs and the services of lawyers or other experts.
<b>233</b>	Legal expenses	20 000	0	20 000	
2340	Damages	p.m.	0	p.m.	This appropriation is intended to cover damages and the cost of settling claims against the Centre (civil liability).
<b>234</b>	Damages	p.m.	0	p.m.	
2350	Miscellaneous insurance	11 300	0	11 300	This appropriation is intended to cover comprehensive insurance, civil liability, insurance against theft and insurance to cover the liability of accounting officers and imprest administrators.
2352	Miscellaneous expenditure on internal meetings	3 000	0	3 000	This appropriation is intended to cover costs relating to the organisation of internal meetings.
2353	Departmental removals	3 000	0	3 000	This appropriation is intended to cover the cost of removals both within the building and to a new building.
2359	Other expenditure	2 500	0	2 500	This appropriation is intended to cover other operating expenditure not specifically provided for.
<b>235</b>	Other operating expenditure	19 800	0	19 800	
2360	External audit and evaluation services	22 000	0	22 000	This appropriation is intended to cover costs relating to the external audit and evaluation services such as the audit of the annual accounts.
<b>236</b>	External audit and evaluation services	22 000	0	22 000	
2390	Translation services provided by the Commission	p.m.	0	p.m.	This appropriation is intended to cover the provision of translation work, including typing, by the Commission on behalf of the Centre.



Item Article Chapter Title	Description	New amount 2023	Amending budget 1/2023	Budget 2023	Remarks
2391	Interpreting	p.m.	0	p.m.	This appropriation is intended to cover interpreting services to be billed to the Centre, in particular by the EU institutions.
2392	Administrative assistance from the Commission	138 200	0	138 200	This appropriation is intended to cover administrative assistance provided by the Commission for the Centre.
2393	Publications	6 000	0	6 000	This appropriation is intended to cover the costs of publishing the Centre's budget, activity report and other communication activities.
2394	Dissemination	20 000	0	20 000	This appropriation is intended to cover dissemination activities, in particular, promotion and marketing costs (catalogues, brochures, advertising, market studies, etc.) and costs in connection with informing and assisting the public and clients.
2395	Other services provided by the EU institutions and agencies	13 300	0	13 300	This appropriation is intended to cover services provided to the Centre by the EU institutions and agencies, such as services provided within the framework of agency coordination.
<b>239</b>	<b>Interinstitutional services</b>	<b>177 500</b>	<b>0</b>	<b>177 500</b>	
<b>23</b>	<b>CURRENT ADMINISTRATIVE EXPENDITURE</b>	<b>258 300</b>	<b>0</b>	<b>258 300</b>	
2400	Postage and delivery charges	25 000	0	25 000	This appropriation is intended to cover expenditure on postal and delivery charges, including parcels sent by post.
<b>240</b>	<b>Postage</b>	<b>25 000</b>	<b>0</b>	<b>25 000</b>	
2410	Telephone, telegraph, telex, radio and television and subscriptions and charges	155 100	0	155 100	This appropriation is intended to cover the cost of telephone, fax, teleconference and data transmission subscriptions and communications. Expenditure relating to telecommunications equipment is recorded under Item 2100.
<b>241</b>	<b>Telecommunications</b>	<b>155 100</b>	<b>0</b>	<b>155 100</b>	
<b>24</b>	<b>POSTAGE AND TELECOMMUNICATIONS</b>	<b>180 100</b>	<b>0</b>	<b>180 100</b>	
2500	Meetings in general	2 000	0	2 000	This appropriation is intended to cover the cost of travel, subsistence and incidental expenses incurred by experts and other visitors, and interinstitutional committees invited to take part in meetings, committees, working parties and seminars.
<b>250</b>	<b>Expenditure on formal and other meetings</b>	<b>2 000</b>	<b>0</b>	<b>2 000</b>	

Item Article Chapter Title	Description	New amount 2023	Amending budget 1/2023	Budget 2023	Remarks
2550	Miscellaneous expenditure on the organisation of and participation in conferences, congresses and meetings	20 000	0	20 000	This appropriation is intended to cover expenditure on the organisation of and participation in conferences, congresses and meetings. It is also intended to cover the costs relating to the organisation of external meetings not covered by the existing infrastructure.
255	Miscellaneous expenditure on the organisation of and participation in conferences, congresses and meetings	20 000	0	20 000	
25	<b>EXPENDITURE ON MEETINGS</b>	<b>22 000</b>	<b>0</b>	<b>22 000</b>	
2600	Management Board meetings	20 000	0	20 000	Appropriations for travel and subsistence and incidental expenses incurred by members of the Management Board invited to take part in meetings, committees and working groups.
260	Expenditure on meetings	20 000	0	20 000	
2610	Organisation of Management Board meetings	7 500	0	7 500	This appropriation is intended to cover the organisation of Management Board meetings.
261	Organisation of Management Board meetings	7 500	0	7 500	
2650	Interpreting	30 000	0	30 000	This appropriation is intended to cover interpreting services to be billed to the Centre, in particular by the EU Institutions for Management Board meetings.
265	Interpreting	30 000	0	30 000	
26	<b>MANAGEMENT BOARD</b>	<b>57 500</b>	<b>0</b>	<b>57 500</b>	
2700	Limited consultations, studies and surveys	50 000	-50 000	100 000	This appropriation is intended to enable the commissioning of qualified experts in administrative fields for consultancies, studies and surveys, namely assessment reports and the fees of external consultants.
270	Limited consultations, studies and surveys	50 000	-50 000	100 000	
27	<b>CONSULTATIONS AND STUDIES</b>	<b>50 000</b>	<b>-50 000</b>	<b>100 000</b>	
2	<b>BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE</b>	<b>8 643 700</b>	<b>-154 700</b>	<b>8 798 400</b>	
3000	External translation services	8 580 000	-810 000	9 390 000	This appropriation is intended to cover expenditure relating to the provision of language services by external service providers.

Item Article Chapter Title	Description	New amount 2023	Amending budget 1/2023	Budget 2023	Remarks
3001	Technical services related to language services	80 000	20 000	60 000	This appropriation is intended to cover expenditure on technical services related to language services.
<b>300</b>	External translation services	8 660 000	-790 000	9 450 000	
<b>30</b>	<b>EXTERNAL TRANSLATION SERVICES</b>	<b>8 660 000</b>	<b>-790 000</b>	<b>9 450 000</b>	
3100	Interinstitutional cooperation in the language field	757 600	0	757 600	This appropriation is intended to cover expenditure relating to activities decided by the Interinstitutional Committee for Translation and Interpretation (ICTI) with a view to promoting interinstitutional cooperation in the language field. Expenditure for the IATE project is covered by the revenue in Item 3002, 'Management of interinstitutional projects' excluding the Centre's share of that expenditure.
<b>310</b>	Expenditure relating to interinstitutional cooperation	757 600	0	757 600	
<b>31</b>	<b>EXPENDITURE RELATING TO INTERINSTITUTIONAL COOPERATION</b>	<b>757 600</b>	<b>0</b>	<b>757 600</b>	
3200	Mission expenses and other staff expenditure relating to the eCdT programme	p.m.	0	p.m.	This appropriation is intended to cover expenditure on transport, the payment of daily mission allowances and the ancillary or exceptional expenses incurred by staff while on missions relating to the eCdT programme.
3201	Miscellaneous operating expenditure relating to the eCdT programme	p.m.	0	p.m.	This appropriation is intended to cover miscellaneous operating expenditure relating to the eCdT programme excluding IT expenditure.
3202	Expenditure for hardware and software relating to the eCdT programme	p.m.	0	p.m.	This appropriation is intended to cover expenditure for hardware and software relating to the eCdT programme.
3203	Information technology consultancy relating to the eCdT programme	p.m.	0	p.m.	This appropriation is intended to cover expenditure for IT consultancy relating to the eCdT programme.
<b>320</b>	Expenditure relating to the eCdT programme	p.m.	0	p.m.	
<b>32</b>	<b>EXPENDITURE RELATING TO THE ECdT PROGRAMME</b>	<b>p.m.</b>	<b>0</b>	<b>p.m.</b>	<b>This Chapter contains appropriations for expenditure relating to the eCdT programme, transferred from the 'Reserve for exceptional investments' to income Item 5010.</b>
<b>3</b>	<b>OPERATIONAL EXPENDITURE</b>	<b>9 417 600</b>	<b>-790 000</b>	<b>10 207 600</b>	
10003	Reserve for pricing stability	p.m.	0	p.m.	Reserve created in 2011 for stability pricing. At the end of 2023, the total amount of the reserve is EUR 7 890 751.

Item Article Chapter Title	Description	New amount 2023	Amending budget 1/2023	Budget 2023	Remarks
10004	Permanent prefinancing fund	p.m.	0	p.m.	The permanent prefinancing fund is provided for by Article 71a of the Financial Regulation of the Translation Centre. The total amount of the fund is EUR 16 529 466.
10006	Reserve for exceptional investments	p.m.	0	p.m.	No appropriations have been set aside in 2023 to cover exceptional investments. The total amount of the reserve is EUR 90 489, taking into account the consumption in revenue item 5010.
10008	Deficit carried over from the previous financial year	p.m.	0	p.m.	Deficit carried over from the previous financial year in accordance with Article 17(3) of the Centre's Financial Regulation of 22 September 2019.
<b>1000</b>	Provisional appropriations	p.m.	0	p.m.	
<b>100</b>	<b>PROVISIONAL APPROPRIATIONS</b>	p.m.	0	p.m.	
<b>10</b>	<b>RESERVES</b>	p.m.	0	p.m.	
	<b>Total Expenditure</b>	<b>48 617 200</b>	<b>-1 388 900</b>	<b>50 006 100</b>	

ANNEX 1 – ESTABLISHMENT PLAN

grades	2021		2022		2023	
	Filled on 31.12.2021		budget 2022		draft EU budget 2023	
	Permanent posts	Temporary staff	Permanent posts	Temporary posts	Permanent posts	Temporary posts
AD 16	0	0	0	0	0	0
AD 15	0	0	0	0	0	0
AD 14	1	0	1	1	1	1
AD 13	1	0	2	0	3	0
AD 12	9	3	13	6	13	7
AD 11	5	5	7	6	7	6
AD 10	2	7	8	6	8	7
AD 9	5	8	7	18	7	21
AD 8	9	17	6	23	6	24
AD 7	5	20	2	20	1	18
AD 6	4	15	0	12	0	8
AD 5	0	16	0	0	0	0
<b>TOTAL AD</b>	<b>41</b>	<b>91</b>	<b>46</b>	<b>92</b>	<b>46</b>	<b>92</b>
AST 11	0	0	0	0	0	0
AST 10	0	0	1	0	1	0
AST 9	4	1	2	2	3	2
AST 8	1	2	1	1	0	1
AST 7	1	2	1	5	1	7
AST 6	0	9	0	9	0	10
AST 5	0	12	0	17	0	17
AST 4	0	10	0	10	0	10
AST 3	0	8	0	4	0	1
AST 2	0	0	0	0	0	0
AST 1	0	0	0	0	0	0
<b>TOTAL AST</b>	<b>6</b>	<b>44</b>	<b>5</b>	<b>48</b>	<b>5</b>	<b>48</b>
AST/SC 6	0	0	0	0	0	0
AST/SC 5	0	0	0	0	0	0
AST/SC 4	0	0	0	0	0	0
AST/SC 3	0	1	0	1	0	2
AST/SC 2	0	1	0	1	0	0
AST/SC 1	0	0	0	0	0	0
<b>TOTAL AST/SC</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>
<b>TOTAL</b>	<b>47</b>	<b>137</b>	<b>51</b>	<b>142</b>	<b>51</b>	<b>142</b>
<b>TOTAL STAFF</b>	<b>184</b>	<b>193</b>	<b>193</b>	<b>193</b>	<b>193</b>	<b>193</b>

Estimate of number of contract staff (expressed in full-time equivalents)

Function groups (FG)	2021 (actually filled)	2022	2023
FG IV	5,0	14,0	20,0
FG III	15,3	14,0	15,0
FG II	0,7	0,0	0,0
FG I	0,0	0,0	0,0
<b>Total CA</b>	<b>21,0</b>	<b>28</b>	<b>35</b>