



**DECISION OF THE MANAGEMENT BOARD  
OF THE TRANSLATION CENTRE FOR THE BODIES OF THE EUROPEAN UNION  
ADOPTING THE BUDGET 2018 – CT/CA-021/2017EN**

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 2 January 2014 applicable to the Translation Centre for the Bodies of the European Union (Ref. CT/CA-051/2013),

Whereas:

(1) The Management Board should adopt the Centre's budget on the basis of a draft prepared by the Director;

HAS DECIDED AS FOLLOWS:

**Article 1**

The budget 2018 of the Translation Centre, 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, 25 October 2017.

For the Management Board.

  
R. Martikonis

Chairman

Annex: Budget 2018



# BUDGET 2018

CT/CA-021/2017/01EN

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Final budget established in accordance with Article 33.8 of the Financial Regulation of 2 January 2014 applicable to the Translation Centre for the Bodies of the European Union

## I. INTRODUCTION

### A. GENERAL INTRODUCTION

The 2018 budget comprises:

- A. This general introduction;
- B. The Centre's revenue as laid down in Article 10(2) of Council Regulation (EC) No 2965/94, as last amended by Council Regulation (EC) No 1645/2003, in particular comprising payments made by the bodies for which the Centre works, and by the institutions and bodies with which collaboration has been agreed in return for work performed by it, including interinstitutional activities, and a European Union contribution;
- C. A breakdown of the Centre's expenditure by title; and
- D. A breakdown of the Centre's expenditure by activity. This part shows the link between the budget for 2018 and the work programme for 2018, identifying the resources allocated to each activity to achieve the Centre's strategic objectives. It also sets out the conventional budget structure.

The 2018 budget reflects the estimates of revenue and expenditure, as included in the Centre's programming document 2018-2020 (Ref. CT/CA-050/2016/02), and it is prepared in accordance with Articles 35-37 of the Centre's Financial Regulation. The Centre undertook a six-monthly cost analysis in July 2017 in order to prepare the 2018 budget.

The 2018 budget has been prepared on the basis of the prices applicable in 2017 and the prices for 2018 are shown in the table below. All amounts in this document are expressed in euro.

Prices applicable in 2018:

Service provided	Normal (EUR)	Scheduled/Slow (EUR)	Urgent (EUR)	Very urgent (EUR)
Translation (price per page)	82.00	73.80	102.50	147.60
Modification (price per page)	172.00	154.80	215.00	
Revision (price per page)	60.00	54.00	75.00	
Editing (price per page)	39.00	35.10	43.90	
Trade marks (price per page)	EUR 34.69 for 441 350 pages			
Community designs (price per term)	EUR 4.00			
Term lists (price per term)	EUR 4.00			
Revision of term lists (price per term)	EUR 2.50			
Terminology (price per man/day)	EUR 900			
Language consultancy (price per man/day)	EUR 900			
Subtitling (price per minute)	EUR 41.00			

## Surcharges

Type of document	EUR
Complex format (additional price per page and per target language)	15.00
PDF format and paper documents (additional price per page of the source document)	12.00
Classified / Sensitive non-classified documents (additional price per page and per target language)	20.00
Non-EU language (additional price per page and per target language)	10.00
Web document upload (additional price per target language in the case of multiple files or per request in the case of single files)	10.00

## B. REVENUE

The total revenue forecast for 2018 stands at EUR 48.5 million, with EUR 43.9 million in Titles 1-4. The revenue is broken down as follows:

Title	Revenue (EUR)
1. Agencies and bodies	42 442 400
3. Interinstitutional cooperation (European institutions)	778 000
4. Other revenue	729 550
5. Surplus carried over from the previous financial year and transfers from reserves from previous years	4 526 850

As in previous years, the Centre's revenue forecast is based on the forecasts provided by its clients. It must therefore be underlined that the estimated revenue is subject to change, depending on clients' actual needs and their budgets. It is also important to underline that, in submitting their forecasts to the Centre, it is conceivable that all clients may not have taken into consideration the impact of potential savings arising from the new pricing structure introduced for the translation of documents in January 2017. Since the new pricing structure has led to clients achieving significant savings in excess of those originally estimated, this may have implications with regard to the future use of the 'Reserve for stability pricing'.

Based on the information provided by clients, the forecast revenue for 2018 in Title 1 is EUR 42.4 million, down from EUR 44.0 million in the amending budget 1/2017 (-3.4%). It is EUR 2.4 million higher than the actual revenue received from clients in 2016 (i.e. Title 1 and Title 3 excluding Item 3002 which covers revenue received for the management of the interinstitutional terminology database IATE).

The Centre's biggest client, the EUIPO ('European Union Intellectual Property Office'), has forecast a revenue reduction of 1.9% for the translation of EU trade marks in 2018 (Item 1006) compared with the amending budget 1/2017. This corresponds to a reduction of EUR 300 300. On the other hand, the EUIPO's revenue forecast for other services has increased by 21.4%, namely from EUR 6.3 million in the amending budget 1/2017 to EUR 7.6 million in 2018 (Item 1005). Compared with the total revenue received from the EUIPO in 2016, their forecast for 2018 is 3.6% higher (EUR 797 032) and 4.7% higher than their forecast in the amending budget 1/2017.

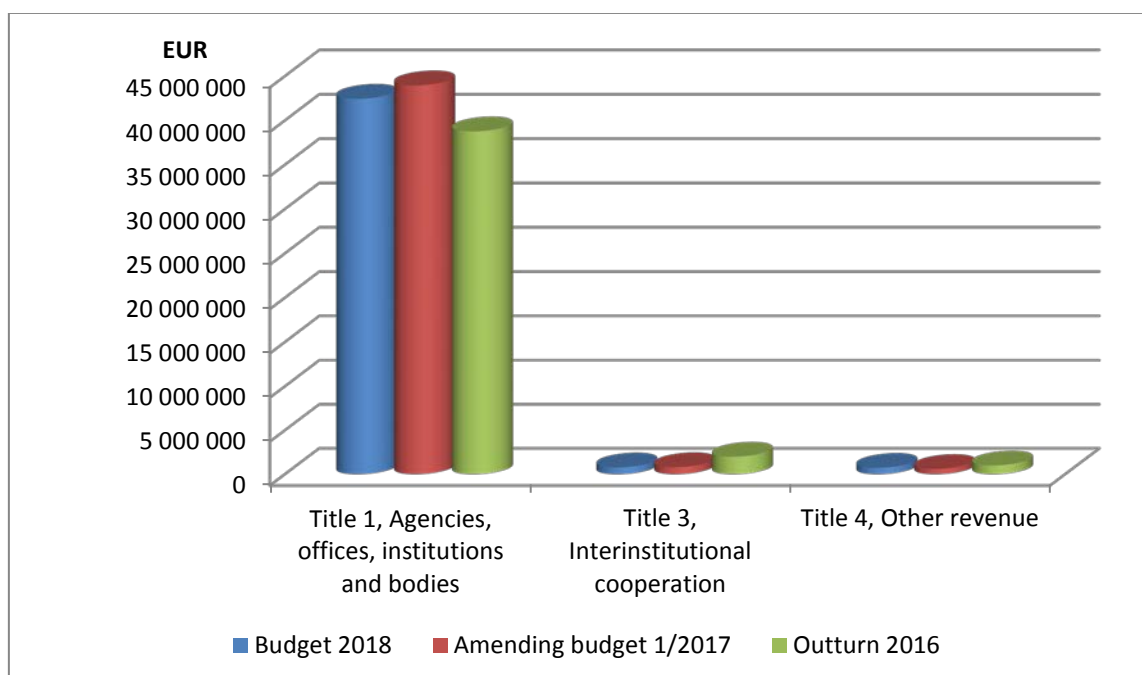
Other significant changes that may be noted compared with the amending budget 1/2017 are decreases in forecasts made by ECHA ('European Chemicals Agency') by 56.1% (EUR -1.7 million), EASO ('European Asylum Support Office') by 38.4% (EUR -303 100), EBA ('European Banking Authority') by

39.6% (EUR -503 400), eu-LISA ('European Agency for the Operational Management of Large-scale IT systems in the Area of Freedom, Security and Justice') by 21.4% (EUR -224 700) and ECB ('European Central Bank') by 47.2% (EUR -312 900). Compared with the amending budget 1/2017, ERA ('European Union Agency for Railways') has increased its forecast by 80% (EUR 400 000) and EFCA ('European Fisheries Control Agency') by 91.5% (EUR 194 600).

Following agreements signed with new clients, budget item 1055 has been attributed to the European Schools in addition to budget item 1056 for BBI JU ('Bio-Based Industries Joint Undertaking') and budget item 1057 for S2R JU ('Shift2Rail Joint Undertaking').

The revenue in Title 3 corresponds to the revenue that the Centre receives in its capacity as manager of the IATE database (InterActive Terminology for Europe). The Centre's expenditure for IATE is recorded in Expenditure Chapter 31.

Figure 1. Revenue broken down by title\* and year: 2016-2018 (Titles 1, 3 and 4)



\* From 2017, all revenue from the Centre's clients for the provision of language services is recorded in Title 1. Up to 2016, revenue from the EU institutions for the provision of language services was recorded in Title 3.

In addition to revenue from its clients and interinstitutional cooperation, the Centre forecasts additional revenue in Title 4, mainly comprising bank interest, revenue from subletting part of its rented office space to the Commission (Consumers, Health, Agriculture and Food Executive Agency (Chafea)), revenue from the hosting of data centre services for ERA ('European Union Agency for Railways') and a financial contribution from the Luxembourg Government towards the Centre's office rental costs. The forecast for this revenue in 2018 is EUR 729 550 which is 21.4% higher than the amending budget 1/2017 and 27.1% lower than the 2016 outturn.

In the 2018 budget, the Centre has transferred to revenue the resources from two reserves created in previous years. The budget includes EUR 360 000 in revenue in the form of a transfer from the 'Reserve for exceptional investments'. This amount corresponds to the forecast expenditure for the eCdT programme in 2018 which is recorded in Expenditure Chapter 32. In addition, the Centre has transferred to revenue part of the 'Reserve for stability pricing', namely EUR 4 166 850, in order to balance the budget. More detailed information on client forecasts and translation volumes is provided in Section D, 'Activities', and Part III, 'Statement of revenue and expenditure - Details'.

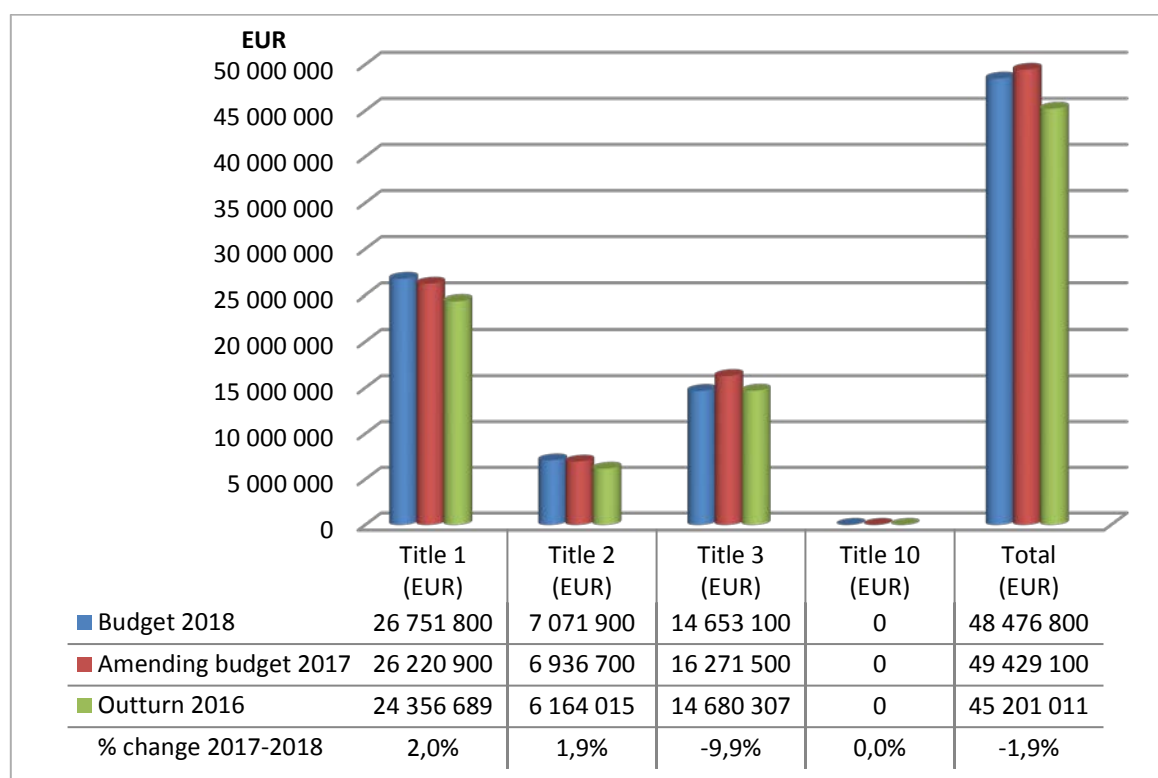
## C. EXPENDITURE

The Centre's forecast expenditure for 2018 is EUR 48.5 million. In Titles 1-3, the 2018 budget has decreased by 1.9% compared with the amending budget 1/2017 although it is 7.2% higher than the 2016 outturn. This increase from 2016 to 2018 is due to the envisaged salary adjustments in 2017 and 2018 as well as other expenditure that is also subject to indexations that are likely to lead to higher expenditure in 2018.

To counteract this increase in forecast expenditure and in order to respond to the decrease in forecast revenue, the Centre has taken several measures to reduce the budget expenditure. The main action has been to reduce significantly the majority of budget items to cover only what is expected to be needed. This means that the Centre has reduced its margin to a minimum across key budget lines. Higher salary indexations than forecast, price increases for the Commission's services, or higher costs than forecast for the outsourcing of translation could therefore necessitate reprioritisations in the Centre's budget.

An overview of the expenses by title, including a comparison with the amending budget 1/2017 and the outturn for 2016, is presented in the figure below.

Figure 2. Expenditure broken down by title and year: 2016-2018 (Titles 1, 2, 3 and 10)\*



\* Title 1: 'Staff'; Title 2: 'Buildings, equipment and miscellaneous operating expenditure'; Title 3: 'Operational expenditure'; and Title 10: 'Reserves'. The budget for Title 10 in 2017 and 2018 is pro memoria (p.m.) and is shown as '0' in 2016.

### Title 1: STAFF

The budget for Title 1 in 2018 reaches EUR 26.8 million, 2.0% higher than the amending budget 1/2017, that is an increase of EUR 0.5 million. The Centre's budget provides for potential annual salary adjustments, estimated at 1.8% per annum, as well as biennial step advancements and promotions. The budget is based on an Establishment Plan of 193 posts which is reduced by 2 posts compared with the Establishment Plan approved by the Budgetary Authority for 2017. The budget also takes into account

factors such as the turnover ratio and work patterns of staff. All of the above leads to an increase of 3.8% (EUR 721 200) in Article 110, 'Staff in active employment' whereas the budget for contract staff (Item 1115) has been reduced by 16.5% in 2018 compared with the amending budget 1/2017.

To counteract the impact of the salary adjustments, the budget margins have been calculated more precisely than previously. The budget for missions (Chapter 13) and training (Item 1120) have been reduced by 19.9% and 25.2% respectively in 2018 compared with the amending budget 1/2017. The Centre has also forecast 12.5% less for agency staff (Item 1175), resulting in a total of EUR 270 500.

## Title 2: BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE

The budget for Title 2, 'Buildings, equipment and miscellaneous operating expenditure', reaches EUR 7.1 million in 2018. It has increased by 1.9% compared with the amending budget 1/2017. The main reason for the increase compared with 2017 is that the Centre has included a subscription fee for a recovery room and associated facilities for business continuity purposes in case of the unavailability of its premises. Other factors affecting the increase in the 2018 budget are the indexation of the rent for the Centre's office building and data centre, and the increased IT costs in order to ensure well-functioning networks and technical infrastructure.

The Centre receives a financial contribution from the Luxembourg Government towards its office rental costs. This financial contribution is recorded as revenue and does not affect expenditure in Title 2. It should also be underlined that the expenditure in Title 2 includes the expenditure for the hosting of a data centre for ERA ('European Union Agency for Railways') and for the office space that is sublet to Chafea. In conformity with the principle of universality, the revenue received from ERA and Chafea is recorded as revenue, as opposed to offsetting the expenditure.

## Title 3: OPERATIONAL EXPENDITURE

The budget for Title 3, 'Operational expenditure', covers the outsourcing of translation services, technical services related to language services, interinstitutional cooperation, and the eCdT programme. It reaches EUR 14.7 million in 2018 and has decreased by 9.9% compared with the amending budget 1/2017.

The budget for external translation services constitutes the main part of the title's budget, namely 92% in 2018. The actual cost of these services depends on a number of factors, such as changes in the ranking of suppliers under existing framework contracts and the prices agreed under future framework contracts which also depends on economic developments in the Member States. The budget for 2018 is EUR 13.5 million which is in line with the forecast volumes. Clearly, real expenditure will depend on the actual demand from the Centre's clients.

Chapter 31 includes the Centre's expenditure for the management of the IATE tool as well as the Centre's contribution to other interinstitutional tools which are managed by the Commission. The costs for these tools are governed by annual financial agreements between the parties acting in the framework of the Executive Committee for Translation of the Interinstitutional Committee for Translation and Interpretation (ICTI).

Chapter 32 covers expenditure for the eCdT programme which reaches EUR 360 000 in 2018. It has decreased by 39.3% compared with the amending budget 1/2017. The expenditure is offset by a transfer from the 'Reserve for exceptional investments' in revenue item 5010.

## D. ACTIVITIES

The Centre's activities are defined under three activity areas in the 2018 budget, as set out in the Centre's programming document 2018-2020: 1) Core operational activities; 2) Support activities; and 3) Management and supervision activities. The previously existing fourth area of external outreach and communication activities, comprising client-oriented actions, is embedded into the management and supervision activities.

The human and financial resources for 2018 are allocated to the three activity areas, as shown in the table below. The financial resources included in Titles 1 and 2 are either allocated directly to an activity, or indirectly on the basis of the human resources used for each activity. The financial resources in Title 3 are directly allocated to the corresponding activities. The calculation takes into account the distribution of the different types of posts, the different grades and the salary costs. The details are set out in the Centre's programming document 2018-2020.

	% of human resources (staff)	% of financial resources	Financial resources
Core operational activities	66.8%	76.8%	37 259 132
Support activities	21.9%	13.6%	6 558 096
Management and supervision activities	11.3%	9.6%	4 659 572
Appropriations in Title 10: 'Reserves' not allocated to an activity	0%	0%	0
<b>Total</b>	<b>100%</b>	<b>100%</b>	<b>48 476 800</b>

The table below shows the total number of pages, term lists and revenue forecast for 2018 by comparison with the amending budget 1/2017. The table shows the forecasts provided by clients who may or may not have taken into account the impact of the new pricing structure for the translation of documents. More detailed information on client forecasts and translation volumes is provided in Part III, 'Statement of revenue and expenditure - Details'.

	Budget 2018	Amending budget 1/2017	Comparison
Total number of pages of EU trade marks forecast	441 350	455 000	-3.0%
Total number of pages of documents forecast	322 973	329 982	-2.1%
Total number of term lists forecast	184 070	210 726	-12.6%
Total revenue forecast from translations, terminology and term lists	42 442 400	43 955 600	-3.4%



II. STATEMENT OF REVENUE AND EXPENDITURE – OVERVIEW

Title	Heading	Financial year 2018	Financial year 2017	Financial year 2016
	<b>REVENUE</b>			
1	PAYMENTS FROM THE AGENCIES, OFFICES, INSTITUTIONS AND BODIES (*)	42 442 400	43 955 600	38 767 080
2	SUBSIDY FROM THE COMMISSION	p.m.	p.m.	0
3	INTERINSTITUTIONAL COOPERATION (**)	778 000	804 000	1 999 227
4	OTHER REVENUE	729 550	600 950	1 001 288
5	SURPLUS CARRIED OVER FROM THE PREVIOUS FINANCIAL YEAR AND TRANSFERS FROM RESERVES FROM PREVIOUS YEARS	4 526 850	4 068 550	
	Reserve for stability pricing	4 166 850	3 475 550	
	Reserve for exceptional investments	360 000	593 000	0
6	REFUNDS	p.m.	p.m.	0
	<b>TOTAL</b>	<b>48 476 800</b>	<b>49 429 100</b>	<b>41 767 595</b>
	<b>EXPENDITURE</b>			
1	STAFF	26 751 800	26 220 900	24 356 689
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE	7 071 900	6 936 700	6 164 015
3	OPERATIONAL EXPENDITURE	14 653 100	16 271 500	14 680 307
10	RESERVES	p.m.	p.m.	0
	<b>TOTAL</b>	<b>48 476 800</b>	<b>49 429 100</b>	<b>45 201 011</b>

\* From 2017, the revenue under Title 1 includes the forecast revenue from all clients, including the EU institutions, for the provision of language services.

\*\* Up to 2016, the revenue from the EU institutions for the provision of language services was recorded under Title 3. From 2017, this revenue is recorded under Title 1.

III. STATEMENT OF REVENUE AND EXPENDITURE 2018 - DETAILS

Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
<b>REVENUE</b>					
1000	European Environment Agency (EEA)	181 300	172 400	286 729	2 062 pages
1001	European Training Foundation (ETF)	62 500	256 300	210 586	847 pages
1002	European Monitoring Centre for Drugs and Drug Addiction (EMCDDA)	365 900	320 400	294 583	3 610 pages
1003	European Medicines Agency (EMA)	3 137 000	3 262 000	2 445 841	34 735 pages
1004	European Agency for Safety and Health at Work (EU-OSHA)	700 000	706 100	728 119	8 537 pages
1005	European Union Intellectual Property Office (EUIPO)	7 592 200	6 255 000	6 491 378	Documents: 72 954 pages; Term lists: 151 542 Terms; Community designs: 12 000 terms; Editing: 17 680 pages
1006	EUIPO trade marks	15 309 700	15 610 000	15 613 490	441 350 pages
1007	Community Plant Variety Office (CPVO)	100 000	100 000	149 109	1 220 pages
1008	European Union Agency for Law Enforcement Cooperation (Europol)	43 300	106 400	27 130	528 pages. This budget item was previously called the 'European Police Office'.
1009	European Foundation for the Improvement of Living and Working Conditions (Eurofound)	302 300	430 100	392 559	3 686 pages
<b>100</b>	<b>Article 100</b>	<b>27 794 200</b>	<b>27 218 700</b>	<b>26 639 524</b>	
1010	European Centre for the Development of Vocational Training (Cedefop)	60 300	51 800	65 532	735 pages
1012	European Union Agency for Fundamental Rights (FRA)	1 008 900	996 900	1 466 796	11 705 pages
1014	European Investment Bank (EIB)	p.m.	p.m.	7 380	
1015	European Food Safety Authority (EFSA)	247 400	221 300	196 087	2 821 pages
1016	European Union's Judicial Cooperation Unit (Eurojust)	p.m.	167 800	0	
1017	European Maritime Safety Agency (EMSA)	124 700	124 700	51 487	1 521 pages
1018	European Aviation Safety Agency (EASA)	176 000	96 500	41 731	2 147 pages

Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
1019	European Union Agency for Railways (ERA)	900 000	500 000	549 004	10 976 pages
<b>101</b>	Article 101	2 517 300	2 159 000	2 378 017	
1020	European Union Agency for Network and Information Security (ENISA)	80 000	60 000	11 053	976 pages
1021	European Centre for Disease Prevention and Control (ECDC)	306 000	318 000	291 883	3 412 pages
1022	European Border and Coast Guard Agency (Frontex)	315 600	224 400	369 976	4 277 pages
1023	Education, Audiovisual and Culture Executive Agency (EACEA)	826 200	717 500	531 107	10 006 pages
1024	Executive Agency for Small and Medium-sized Enterprises (EASME)	13 600	13 600	8 309	166 pages
1025	European Union Agency for Law Enforcement Training (CEPOL)	53 200	62 600	28 571	629 pages
1026	Consumers, Health, Agriculture and Food Executive Agency (Chafea)	265 100	336 400	155 056	2 679 pages
1027	European Global Navigation Satellite Systems Agency (GSA)	11 300	7 500	5 412	138 pages
1028	European Defence Agency (EDA)	10 000	10 000	5 772	122 pages
1029	European Chemicals Agency (ECHA)	1 304 600	2 970 100	3 577 266	15120 pages
<b>102</b>	Article 102	3 185 600	4 720 100	4 984 405	
1030	European Fisheries Control Agency (EFCA)	407 200	212 600	166 647	5 354 pages
1031	Fusion for Energy Joint Undertaking (F4E JU)	46 600	46 600	53 104	568 pages
1032	European Union Satellite Centre (SatCen)	p.m.	p.m.	0	
1033	Innovation and Networks Executive Agency (INEA)	26 000	26 000	71 197	317 pages
1034	European Institute of Innovation and Technology (EIT)	110 200	60 100	98 712	Documents: 1 399 pages; Term lists: 440 terms
1035	European Research Council Executive Agency (ERCEA)	57 400	62 700	44 672	700 pages
1036	Research Executive Agency (REA)	37 400	26 500	17 102	456 pages

Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
1037	Clean Sky 2 Joint Undertaking (Clean Sky 2 JU)	p.m.	p.m.	11 548	
1038	European Institute for Gender Equality (EIGE)	140 200	182 500	211 043	1 595 pages
1039	SESAR Joint Undertaking (SESAR JU)	43 700	28 600	44 873	533 pages
<b>103</b>	<b>Article 103</b>	<b>868 700</b>	<b>645 600</b>	<b>718 897</b>	
1040	Pre-2017 European Data Protection Supervisor (EDPS)	—	—	485 249	This budget item is not used since 2016. From 2017, revenue from all the EU institutions is recorded in Chapter 11 and revenue from EDPS is recorded in Item 1109.
1041	Joint Undertaking to implement a Joint Technology Initiative in Embedded Computing Systems (ARTEMIS)	—	—	—	This budget item is not used since 2015, following the creation of the joint undertaking ECSEL JU, for which the revenue is recorded in budget item 1052
1042	Innovative Medicines Initiative 2 Joint Undertaking (IMI2 JU)	26 000	26 000	4 016	317 pages
1043	Fuel Cells and Hydrogen 2 Joint Undertaking (FCH2 JU)	9 200	9 200	2 542	112 pages
1044	European Nanoelectronics Initiative Advisory Council Joint Undertaking (ENIAC JU)	—	—	—	This budget item is not used since 2015, following the creation of the joint undertaking ECSEL JU, for which the revenue is recorded in budget item 1052
1045	European Asylum Support Office (EASO)	1 837 000	2 140 100	1 447 395	22 032 pages
1046	Agency for the Cooperation of Energy Regulators (ACER)	184 300	117 800	92 933	2 602 pages
1047	European Securities and Markets Authority (ESMA)	280 000	435 000	361 899	3 415 pages
1048	European Banking Authority (EBA)	766 300	1 269 700	719 062	10 384 pages
1049	European Insurance and Occupational Pensions Authority (EIOPA)	137 400	122 600	165 134	1 676 pages
<b>104</b>	<b>Article 104</b>	<b>3 240 200</b>	<b>4 120 400</b>	<b>3 278 230</b>	
1050	Office of the Body of European Regulators for Electronic Communications (BEREC Office)	120 000	3 700	60 994	1 445 pages
1051	European Agency for the Operational Management of Large-scale IT Systems in the Area of Freedom, Security and Justice (eu-LISA)	824 500	1 049 200	402 560	Documents: 10 185 pages; Term lists: 88 terms
1052	Electronic Components and Systems for European Leadership Joint Undertaking (ECSEL JU)	5 900	5 900	1 886	72 pages
1053	Maritime Analysis and Operation Centre (Narcotics) (MAOC (N))	p.m.	p.m.	0	

Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
1054	Single Resolution Board (SRB)	1 000 000	1 000 000	302 568	12 195 pages
1055	European Schools	p.m.	5 800	—	This budget item is for the Office of the Secretary-General of the European Schools (OSGES) and for the European School Luxembourg II.
1056	Bio-Based Industries Joint Undertaking (BBI JU)	p.m.	—	—	This budget item is for the Bio-Based Industries Joint Undertaking (BBI JU).
1057	Shift2Rail Joint Undertaking (S2R JU)	p.m.	—	—	This budget item is for the Shift2Rail Joint Undertaking (S2R JU).
<b>105</b>	<b>Article 105</b>	<b>1 950 400</b>	<b>2 064 600</b>	<b>768 007</b>	
1099	Revenue from new clients				This budget item is for revenue from new clients in advance of the creation of individual budget items for new clients.
<b>109</b>	<b>Article 109</b>				
<b>10</b>	<b>PAYMENTS FROM THE AGENCIES, OFFICES AND BODIES</b>	<b>39 556 400</b>	<b>40 928 400</b>	<b>38 767 080</b>	
1100	European Commission	1 298 200	1 202 500	—	DG EMPL: Documents: 13 312 pages; Term lists: 20 000 terms. DG JUST: 1 310 pages.
1101	European Parliament	p.m.	p.m.	—	
1102	Council of the European Union	276 800	263 000	—	4 080 pages
1103	European Court of Auditors	11 300	10 300	—	110 pages
1104	European Committee of the Regions	p.m.	p.m.	—	This budget item was previously called the 'Committee of the Regions of the European Union'.
1105	European Economic and Social Committee	p.m.	p.m.	—	
1106	Court of Justice of the European Union	p.m.	p.m.	—	
1107	European Central Bank	349 900	662 800	—	3 790 pages
1108	European Ombudsman	108 300	108 300	—	1 468 pages
1109	European Data Protection Supervisor (EDPS)	841 500	780 300	—	10 262 pages

Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
110	Article 110	2 886 000	3 027 200	—	
11	PAYMENTS FROM THE INSTITUTIONS	2 886 000	3 027 200	—	This chapter holds the revenue from language services provided to the EU institutions. Up until 2016, such revenue was recorded in Title 3, 'Interinstitutional cooperation' and in Item 1040, 'European Data Protection Supervisor'.
1	PAYMENTS FROM THE AGENCIES, OFFICES, INSTITUTIONS AND BODIES	42 442 400	43 955 600	38 767 080	Article 10(2)(b) of Council Regulation (EC) No 2965/94, as last amended by Council Regulation (EC) No 1645/2003.
2000	Subsidy from the Commission	p.m.	p.m.	0	
200	Subsidy from the Commission	p.m.	p.m.	0	Article 10(2)(c) of Council Regulation (EC) No 2965/94, as last amended by Council Regulation (EC) No 1645/2003.
20	SUBSIDY FROM THE COMMISSION	p.m.	p.m.	0	
2	SUBSIDY FROM THE COMMISSION	p.m.	p.m.	0	
3000	Pre-2017 European Commission	—	—	869 249	This budget item is not used since 2016. From 2017, revenue from all the EU institutions is recorded in Chapter 11, and revenue from the European Commission is recorded in Item 1100.
3001	Participation in the Interinstitutional Committee for Translation and Interpreting (ICTI)	—	—	0	
3002	Management of interinstitutional projects	778 000	804 000	746 257	This item covers revenue received due to the Centre's management of interinstitutional projects, notably the project IATE.
3003	Pre-2017 European Parliament	—	—	0	This budget item is not used since 2016. From 2017, revenue from all the EU institutions is recorded in Chapter 11, and revenue from the European Parliament is recorded in Item 1101.
3004	Pre-2017 Council of the European Union	—	—	67 844	This budget item is not used since 2016. From 2017, revenue from all the EU institutions is recorded in Chapter 11, and revenue from the Council is recorded in Item 1102.
3005	Pre-2017 European Court of Auditors	—	—	20 018	This budget item is not used since 2016. From 2017, revenue from all the EU institutions is recorded in Chapter 11, and revenue from the Court of Auditors is recorded in Item 1103.
3006	Pre-2017 Committee of the Regions of the European Union	—	—	3 960	This budget item is not used since 2016. From 2017, revenue from all the EU institutions is recorded in Chapter 11, and revenue from the Committee of the Regions is recorded in Item 1104.

Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
3007	Pre-2017 European Economic and Social Committee	—	—	6 355	This budget item is not used since 2016. From 2017, revenue from all the EU institutions is recorded in Chapter 11, and revenue from the Economic and Social Committee is recorded in Item 1105.
3008	Pre-2017 Court of Justice of the European Union	—	—	7 503	This budget item is not used since 2016. From 2017, revenue from all the EU institutions is recorded in Chapter 11, and revenue from the Court of Justice is recorded in Item 1106.
<b>300</b>	<b>Interinstitutional cooperation</b>	<b>778 000</b>	<b>804 000</b>	<b>1 721 185</b>	
3010	Pre-2017 European Central Bank	—	—	59 581	This budget item is not used since 2016. From 2017, revenue from all the EU institutions is recorded in Chapter 11, and revenue from the European Central Bank is recorded in Item 1107.
3011	Pre-2017 European Ombudsman	—	—	218 461	This budget item is not used since 2016. From 2017, revenue from all the EU institutions is recorded in Chapter 11, and revenue from the Ombudsman is recorded in Item 1108.
<b>301</b>	<b>Article 301</b>	<b>—</b>	<b>—</b>	<b>278 041</b>	
<b>30</b>	<b>INTERINSTITUTIONAL COOPERATION</b>	<b>778 000</b>	<b>804 000</b>	<b>1 999 227</b>	
<b>3</b>	<b>INTERINSTITUTIONAL COOPERATION</b>	<b>778 000</b>	<b>804 000</b>	<b>1 999 227</b>	
4000	Bank interest	55 000	15 000	61 223	
<b>400</b>	<b>Bank interest</b>	<b>55 000</b>	<b>15 000</b>	<b>61 223</b>	This article covers interest which the Centre receives on its bank accounts.
4010	Miscellaneous repayments	431 300	342 700	696 814	
<b>401</b>	<b>Miscellaneous repayments</b>	<b>431 300</b>	<b>342 700</b>	<b>696 814</b>	This article covers miscellaneous repayments, including income from the subletting of office space and parking spaces and the hosting of a data centre for the European Union Agency for Railways.
4020	Financial contribution from the Luxembourg Government	243 250	243 250	243 250	This financial contribution from the Luxembourg Government is in support of the Centre's annual rental charges
<b>402</b>	<b>Other contributions</b>	<b>243 250</b>	<b>243 250</b>	<b>243 250</b>	
<b>40</b>	<b>OTHER REVENUE</b>	<b>729 550</b>	<b>600 950</b>	<b>1 001 288</b>	
<b>4</b>	<b>OTHER REVENUE</b>	<b>729 550</b>	<b>600 950</b>	<b>1 001 288</b>	
5000	Surplus carried over from the previous financial year	p.m.	p.m.	0	Surplus carried over from the previous financial year in accordance with Article 20(1) of the Centre's Financial Regulation of 2 January 2014.

Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
500	Surplus carried over from the previous financial year	p.m.	p.m.	0	
5010	Transfer from 'Reserve for exceptional investments'	360 000	593 000	0	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 stability pricing'	4 166 850	3 475 550	0	The transfer from the 'Reserve for stability pricing' is necessary to balance the budget.
501	Transfers from reserves from previous years	4 526 850	4 068 550	0	
50	<b>SURPLUS CARRIED OVER FROM THE PREVIOUS FINANCIAL YEAR AND TRANSFERS FROM RESERVES FROM PREVIOUS YEARS</b>	<b>4 526 850</b>	<b>4 068 550</b>	<b>0</b>	
5	<b>SURPLUS CARRIED OVER FROM THE PREVIOUS FINANCIAL YEAR AND TRANSFERS FROM RESERVES FROM PREVIOUS YEARS</b>	<b>4 526 850</b>	<b>4 068 550</b>	<b>0</b>	
6000	Refunds to clients	p.m.	p.m.	0	
600	Refunds to clients	p.m.	p.m.	0	
60	<b>REFUNDS TO CLIENTS</b>	<b>p.m.</b>	<b>p.m.</b>	<b>0</b>	
6	<b>REFUNDS</b>	<b>p.m.</b>	<b>p.m.</b>	<b>0</b>	
	<b>Total Revenue</b>	<b>48 476 800</b>	<b>49 429 100</b>	<b>41 767 595</b>	
<b>EXPENDITURE</b>					
1100	Basic salaries	15 813 500	15 134 900	14 119 864	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.



Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
1101	Family allowances	1 480 400	1 437 600	1 284 662	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	2 559 300	2 560 100	2 292 792	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.
1103	Secretarial allowances	21 400	20 800	18 899	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 its receipt in the month before 1 May 2004.
<b>110</b>	<b>Staff in active employment</b>	<b>19 874 600</b>	<b>19 153 400</b>	<b>17 716 217</b>	
1113	Trainees	35 900	35 000	23 904	This appropriation is intended to cover expenditure relating to trainees.
1115	Contract staff	1 456 600	1 551 700	1 499 357	Conditions of employment of other servants of the European Union, in particular Article 3a and Title IV thereof.
<b>111</b>	<b>Contract staff and trainees</b>	<b>1 492 500</b>	<b>1 586 700</b>	<b>1 523 261</b>	This article was previously called 'Auxiliary staff and local staff'.
1120	Professional training of staff	172 700	230 800	186 036	Staff Regulations of officials of the European Union, in particular Article 24a thereof.
<b>112</b>	<b>Professional training of staff</b>	<b>172 700</b>	<b>230 800</b>	<b>186 036</b>	
1130	Insurance against sickness	524 100	555 000	508 887	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	118 700	113 200	74 964	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	125 600	130 200	124 972	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.

Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
1133	Constitution or maintenance of pension rights	p.m.	p.m.	0	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	3 272 500	3 234 000	3 171 404	This appropriation is intended to cover the Centre's employer's contribution to the Community pension scheme.
<b>113</b>	<b>Employer's social security contributions</b>	<b>4 040 900</b>	<b>4 032 400</b>	<b>3 880 227</b>	
1140	Childbirth and death allowances and grants	1 000	1 000	198	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	232 700	249 700	230 342	Staff Regulations of officials of the European Union, in particular Article 8 of Annex VII thereto. This appropriation is intended to cover the flat-rate travel expenses for officials or temporary staff, their spouses and dependants from their place of employment to their place of origin.
1143	Fixed duty allowances	p.m.	p.m.	0	Staff Regulations of officials of the European Union, in particular Article 14 of Annex VII thereto. This appropriation is intended to cover fixed duty allowances for officials or temporary staff who regularly incur representation expenses in the course of their duties.
<b>114</b>	<b>Miscellaneous allowances and grants</b>	<b>233 700</b>	<b>250 700</b>	<b>230 540</b>	
1150	Overtime	p.m.	p.m.	0	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>	<b>Overtime</b>				

Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
1171	Freelance interpreters and conference technicians	p.m.	p.m.	0	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	270 500	309 100	274 872	This appropriation is intended to cover the use of agency staff.
<b>117</b>	<b>Supplementary services</b>	<b>270 500</b>	<b>309 100</b>	<b>274 872</b>	
1180	Miscellaneous expenditure on staff recruitment	45 500	42 500	31 219	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	8 500	10 600	1 446	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	62 100	60 100	36 843	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	26 600	22 800	11 388	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	78 800	76 300	90 008	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>221 500</b>	<b>212 300</b>	<b>170 904</b>	
1190	Salary weightings	1 500	1 500	0	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.

Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
119	Salary weightings and adjustments to remuneration	1 500	1 500	0	
11	<b>STAFF IN ACTIVE EMPLOYMENT</b>	<b>26 307 900</b>	<b>25 776 900</b>	<b>23 982 057</b>	
1300	Mission expenses, duty travel expenses and other ancillary expenditure	70 300	67 400	64 822	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.
130	Missions and duty travel	70 300	67 400	64 822	
1310	Mission expenses linked to training	30 600	58 600	50 413	This appropriation is intended to cover mission expenditure during training outside Luxembourg.
131	Missions and duty travel linked to training	30 600	58 600	50 413	
13	<b>MISSIONS AND DUTY TRAVEL</b>	<b>100 900</b>	<b>126 000</b>	<b>115 235</b>	
1400	Restaurants and canteens	4 200	5 000	4 050	
140	Socio-medical infrastructure	4 200	5 000	4 050	
1410	Medical service	52 500	49 500	30 500	Staff Regulations of officials of the European Union, in particular Article 59 thereof and Article 8 of Annex II thereto.
141	Medical service	52 500	49 500	30 500	
1420	Other expenditure	192 400	192 400	172 579	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	14 000	14 000	12 628	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.
142	Other expenditure	206 400	206 400	185 207	
14	<b>SOCIO-MEDICAL INFRASTRUCTURE</b>	<b>263 100</b>	<b>260 900</b>	<b>219 757</b>	

Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
1520	Staff exchanges	p.m.	p.m.	0	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.	p.m.	0	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.	p.m.	0	
15	MOBILITY	p.m.	p.m.	0	
1600	Special assistance grants	p.m.	p.m.	0	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.	p.m.	0	
1620	Other expenditure	p.m.	p.m.	0	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.	p.m.	0	
1630	Early childhood centre	75 900	53 600	38 400	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	75 900	53 600	38 400	
1640	Additional aid for disabled persons	1 500	1 000	0	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	1 000	0	
16	SOCIAL SERVICES	77 400	54 600	38 400	
1700	Entertainment and representation expenses	2 500	2 500	1 240	This appropriation is intended to cover entertainment and representation expenses, and miscellaneous receptions.
170	Entertainment and representation	2 500	2 500	1 240	
17	ENTERTAINMENT AND REPRESENTATION	2 500	2 500	1 240	

Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
1900	Pensions and severance grants	p.m.	p.m.	0	This appropriation is intended to cover pensions and severance grants.
190	Pensions	p.m.	p.m.	0	
19	PENSIONS	p.m.	p.m.	0	
1	STAFF	26 751 800	26 220 900	24 356 689	
2000	Rental of buildings and associated costs	2 343 500	2 232 500	2 161 614	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	2 343 500	2 232 500	2 161 614	
2010	Insurance	11 400	12 100	8 341	This appropriation is intended to cover insurance policy premiums in respect of the buildings or parts of buildings occupied by the Centre.
201	Insurance	11 400	12 100	8 341	
2020	Water, gas, electricity and heating	229 000	227 600	231 371	This appropriation is intended to cover routine expenditure.
202	Water, gas, electricity and heating	229 000	227 600	231 371	
2030	Cleaning and maintenance	254 100	237 200	289 872	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	254 100	237 200	289 872	
2040	Fitting-out of premises	16 000	11 000	76 980	This appropriation is intended to cover the fitting-out of the premises and repairs in the building.
204	Fitting-out of premises	16 000	11 000	76 980	
2050	Security and surveillance of buildings	208 000	182 000	175 269	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.

Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
205	Security and surveillance of buildings	208 000	182 000	175 269	
2060	Acquisition of immovable property	p.m.	p.m.	0	This appropriation is intended to cover the possible purchase of a building as the Centre's seat.
206	Acquisition of immovable property	p.m.	p.m.	0	
2080	Expenditure preliminary to the acquisition or construction of immovable property	p.m.	p.m.	0	This appropriation is intended to cover expenditure on experts' reports relating to immovable property.
208	Expenditure preliminary to the acquisition or construction of immovable property	p.m.	p.m.	0	
2090	Other expenditure	p.m.	p.m.	0	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.
209	Other expenditure	p.m.	p.m.	0	
20	<b>INVESTMENT IN IMMOVABLE PROPERTY, RENTAL OF BUILDINGS AND ASSOCIATED COSTS</b>	<b>3 062 000</b>	<b>2 902 400</b>	<b>2 943 447</b>	
2100	Purchase, work on, servicing and maintenance of hardware and software	1 800 500	1 920 000	1 665 763	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. The 2017 forecast includes the initial costs for the implementation of cloud services.
210	Information technology	1 800 500	1 920 000	1 665 763	
2120	External services for the operation, implementation, development and maintenance of software and systems	1 470 000	1 361 000	1 108 666	This appropriation is intended to cover expenditure on external operating staff (operators, administrators, systems engineers, etc.).
212	Information technology services	1 470 000	1 361 000	1 108 666	
21	<b>DATA PROCESSING</b>	<b>3 270 500</b>	<b>3 281 000</b>	<b>2 774 429</b>	
2204	Office equipment	5 000	5 500	3 782	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.

Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
220	Technical installations and office equipment	5 000	5 500	3 782	
2210	New purchases	15 000	15 000	18 615	This appropriation is intended to cover the purchase, replacement, maintenance, use and repair of furniture.
221	Furniture	15 000	15 000	18 615	
2230	New purchases of vehicles	p.m.	p.m.	0	This appropriation is intended to cover the purchase of an official vehicle for the Centre.
2232	Hire of vehicles	9 400	9 100	6 874	This appropriation is intended to cover the rental in the form of a long-term contract of official vehicles, as well as expenditure on occasional hiring of vehicles to meet certain unforeseen needs.
2233	Maintenance, use and repair of vehicles	5 500	5 500	5 816	This appropriation is intended to cover vehicle maintenance and operating costs and costs relating to the use of public transport.
223	Vehicles	14 900	14 600	12 690	
2250	Documentation and library expenditure	24 000	22 000	22 000	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	p.m.	p.m.	0	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	24 000	22 000	22 000	
22	<b>MOVABLE PROPERTY AND ASSOCIATED COSTS</b>	<b>58 900</b>	<b>57 100</b>	<b>57 087</b>	
2300	Stationery and office supplies	24 000	25 500	24 000	This appropriation is intended to cover the purchase of paper and office supplies.
230	Stationery and office supplies	24 000	25 500	24 000	
2320	Bank charges	4 000	2 000	1 600	This appropriation is intended to cover bank charges and the cost of connection to the interbank telecommunications network.
2321	Exchange-rate losses	p.m.	p.m.	0	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.



Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
232	Financial expenses	4 000	2 000	1 600	
2330	Legal expenses	20 000	20 000	10 000	This appropriation is intended to cover preliminary legal costs and the services of lawyers or other experts.
233	Legal expenses	20 000	20 000	10 000	
2340	Damages	p.m.	p.m.	0	This appropriation is intended to cover damages and the cost of settling claims against the Centre (civil liability).
234	Damages				
2350	Miscellaneous insurance	18 500	13 000	10 744	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	2 500	3 000	1 971	This appropriation is intended to cover costs relating to the organisation of internal meetings.
2353	Departmental removals	3 000	6 000	2 253	This appropriation is intended to cover the cost of removals both within the building and to a new building.
2359	Other expenditure	3 100	3 100	342	This appropriation is intended to cover other operating expenditure not specifically provided for.
235	Other operating expenditure	27 100	25 100	15 310	
2360	External audit and evaluation services	15 000	9 000	13 418	
236	External audit and evaluation services	15 000	9 000	13 418	
2390	Translation services provided by the Commission	p.m.	p.m.	0	This appropriation is intended to cover the provision of translation work, including typing, by the Commission on behalf of the Centre.
2391	Interpreting	p.m.	p.m.	0	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	146 100	150 800	149 890	This appropriation is intended to cover administrative assistance provided by the Commission for the Centre.
2393	Publications	10 000	15 000	5 014	This appropriation is intended to cover the costs of publishing the Centre's budget, activity report and other communication activities.
2394	Dissemination	25 000	15 000	2 500	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.

Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
2395	Other services provided by institutions and agencies	11 000	10 400	1 296	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.
239	Interinstitutional services	192 100	191 200	158 700	
23	<b>CURRENT ADMINISTRATIVE EXPENDITURE</b>	<b>282 200</b>	<b>272 800</b>	<b>223 028</b>	
2400	Postage and delivery charges	19 200	23 500	20 500	This appropriation is intended to cover expenditure on postal and delivery charges, including parcels sent by post.
240	Postage	19 200	23 500	20 500	
2410	Telephone, telegraph, telex, radio and television and subscriptions and charges	136 600	122 000	61 748	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.
241	Telecommunications	136 600	122 000	61 748	
24	<b>POSTAGE AND TELECOMMUNICATIONS</b>	<b>155 800</b>	<b>145 500</b>	<b>82 248</b>	
2500	Meetings in general	5 000	1 000	10 633	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.
250	Expenditure on formal and other meetings	5 000	1 000	10 633	
2550	Miscellaneous expenditure on the organisation of and participation in conferences, congresses and meetings	20 000	15 000	7 046	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	15 000	7 046	
25	<b>EXPENDITURE ON MEETINGS</b>	<b>25 000</b>	<b>16 000</b>	<b>17 679</b>	
2600	Management Board meetings	20 000	20 000	15 057	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	20 000	15 057	
2610	Organisation of Management Board meetings	7 500	6 900	7 000	This appropriation is intended to cover the organisation of Management Board meetings.
261	Organisation of Management Board meetings	7 500	6 900	7 000	

Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
2650	Interpreting	90 000	20 000	35 640	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	90 000	20 000	35 640	
26	<b>MANAGEMENT BOARD</b>	<b>117 500</b>	<b>46 900</b>	<b>57 697</b>	
2700	Limited consultations, studies and surveys	100 000	215 000	8 400	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	100 000	215 000	8 400	
27	<b>CONSULTATIONS AND STUDIES</b>	<b>100 000</b>	<b>215 000</b>	<b>8 400</b>	<b>This chapter was previously called 'Information: Acquisition, archiving, production and dissemination'.</b>
<b>2</b>	<b>BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE</b>	<b>7 071 900</b>	<b>6 936 700</b>	<b>6 164 015</b>	
3000	External translation services	13 480 000	14 760 000	13 168 851	This appropriation is intended to cover expenditure relating to the provision of language services by external service providers.
3001	Technical services related to language services	p.m.	p.m.	—	This appropriation is intended to cover expenditure on technical services related to language services.
300	External translation services	13 480 000	14 760 000	13 168 851	
30	<b>EXTERNAL TRANSLATION SERVICES</b>	<b>13 480 000</b>	<b>14 760 000</b>	<b>13 168 851</b>	
3100	Interinstitutional cooperation in the language field	813 100	918 500	785 093	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.
310	Expenditure relating to interinstitutional cooperation	813 100	918 500	785 093	

Item Article Chapter Title	Description	Budget 2018	Amending budget 1/2017	Outturn 2016	Remarks
31	EXPENDITURE RELATING TO INTERINSTITUTIONAL COOPERATION	813 100	918 500	785 093	
3200	Mission expenses and other staff expenditure relating to the eCdT programme	p.m.	p.m.	0	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.	4 000	815	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.	29 000	14 708	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	360 000	560 000	710 840	This appropriation is intended to cover expenditure for IT consultancy relating to the eCdT programme.
320	Expenditure relating to the eCdT programme	360 000	593 000	726 363	
32	EXPENDITURE RELATING TO THE eCdT PROGRAMME	360 000	593 000	726 363	This chapter holds appropriations for expenditure relating to the eCdT programme, transferred from the 'Reserve for exceptional investments' to income Item 5010.
3	OPERATIONAL EXPENDITURE	14 653 100	16 271 500	14 680 307	
10003	Reserve for stability pricing	p.m.	p.m.	0	Reserve created in 2011 for stability pricing. At the end of 2018, the total amount of the reserve is EUR 5 475 767.
10004	Permanent prefinancing fund	p.m.	p.m.	0	The permanent prefinancing fund is provided for by Article 67a of the Financial Regulation of the Translation Centre. Article 58(2) of the detailed rules for the implementation of the Financial Regulation states that the amount of this fund may not be less than four twelfths of the appropriations for the financial year. The total amount of the fund is EUR 16 529 466.
10006	Reserve for exceptional investments	p.m.	p.m.	0	No appropriations have been set aside in 2018 to cover exceptional investments. The total amount of the reserve is EUR 603 136, taking into account the consumption in revenue item 5010.
1000	Provisional appropriations	p.m.	p.m.	0	The outturn for 2015 is 0 for all reserves since no commitments were issued in this chapter.
100	PROVISIONAL APPROPRIATIONS	p.m.	p.m.	0	
10	RESERVES	p.m.	p.m.	0	
	<b>Total Expenditure</b>	<b>48 476 800</b>	<b>49 429 100</b>	<b>45 201 011</b>	

ANNEX 1 – ESTABLISHMENT PLAN

Function groups and grades	2016		2017		2018	
	Filled on 31.12.2016		Authorised under the amending budget 01/2017		Centre's request for the draft EU budget 2018	
	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	0	1	0	1	0	1
AD 13	1	0	1	0	1	0
AD 12	4	5	14	8	16	10
AD 11	11	5	9	4	8	3
AD 10	6	4	5	6	6	6
AD 9	5	7	4	12	4	11
AD 8	10	11	5	19	3	22
AD 7	3	16	4	18	5	19
AD 6	4	24	1	21	1	16
AD 5	0	16	0	2	0	2
<b>TOTAL AD</b>	<b>44</b>	<b>89</b>	<b>43</b>	<b>91</b>	<b>44</b>	<b>90</b>
AST 11	0	0	0	0	0	0
AST 10	0	0	0	0	0	0
AST 9	3	0	4	0	5	0
AST 8	3	2	2	1	1	2
AST 7	2	2	2	4	2	4
AST 6	1	2	0	4	1	5
AST 5	1	11	2	17	2	18
AST 4	3	16	1	13	0	12
AST 3	0	11	0	8	0	5
AST 2	0	5	0	1	0	0
AST 1	0	0	0	0	0	0
<b>TOTAL AST</b>	<b>13</b>	<b>49</b>	<b>11</b>	<b>48</b>	<b>11</b>	<b>46</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	0	0	0	0	0
AST/SC 2	0	0	0	2	0	2
AST/SC 1	0	0	0	0	0	0
<b>TOTAL AST/SC</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>
<b>TOTAL</b>	<b>57</b>	<b>138</b>	<b>54</b>	<b>141</b>	<b>55</b>	<b>138</b>
<b>TOTAL STAFF</b>	<b>195</b>	<b>195</b>	<b>195</b>	<b>195</b>	<b>193</b>	<b>193</b>

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

Function groups (FG)	2016	2017	2018
FG IV	16,1	19	13
FG III	3,5	7	6
FG II	10,2	9	9
FG I	0,0	0	0
<b>Total CA</b>	<b>29,8</b>	<b>35,0</b>	<b>28,0</b>