



**DECISION OF THE MANAGEMENT BOARD
OF THE TRANSLATION CENTRE FOR THE BODIES OF THE EUROPEAN UNION
ADOPTING THE AMENDING BUDGET 1/2020 – CT/CA-036/2019/01EN**

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 1/2020, 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, 24 June 2020.

For the Management Board.

Rytis Martikonis 
Chairman

Annex: Amending budget 1/2020



AMENDING BUDGET 1/2020

CT/CA-036/2019/01EN

CONTENTS

- I. INTRODUCTION
 - A. GENERAL INTRODUCTION
 - B. PRICES TABLE
 - C. EXPENDITURE
- II. STATEMENT OF REVENUE AND EXPENDITURE – OVERVIEW
- III. STATEMENT OF REVENUE AND EXPENDITURE – DETAILS
- ANNEX 1 – ESTABLISHMENT PLAN

I. INTRODUCTION

A. GENERAL INTRODUCTION

The Translation Centre has drawn up this amending budget 1/2020 in accordance with Article 34 of its Financial Regulation of 22 September 2019. The aim of this amending budget is to include the new service "Transcription".

Transfers made to date during 2020 have been recorded in the budget to present an up-to-date allocation of resources. The transfers are included in the column 'Amending budget 1/2020' in Section III, 'Statement of revenue and expenditure – details'.

All amounts in this document are expressed in euro.

B. PRICES TABLE

Prices applicable in 2020

Service provided	Normal (EUR)	Slow (EUR)	Urgent (EUR)	Very urgent (EUR)
Translation (price per page)	94.00	89.30	117.50	169.20
Modification (price per page)	172.00	163.40	215.00	
Revision (price per page)	60.00	57.00	75.00	
Editing (price per page)	39.00	37.05	43.90	
Transcription (price per minute)	8.50	6.50	10.50	
Trade marks (price per page)	EUR 40.34 for 305 289 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 applicable in 2020:

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

C. EXPENDITURE

Budgetary transfers between budget items during the year are included in the amending budget 1/2020 as follows

BUDGET YEAR 2020: TRANSFERS AFTER THE APPROVAL OF THE INITIAL BUDGET 2020				
Credit operation	Date	From item	To item	EUR
2337	20/01/2020	2050, 'Security and surveillance of buildings'	2352, 'Miscellaneous expenditure on internal meetings'	2 000
2338	20/01/2020	1100, 'Basic salaries'	1420, 'Other expenditure'	110 000
2341	12/03/2020	2100, 'Purchase, work on, servicing and maintenance of hardware and software'	2050, 'Security and surveillance of buildings'	11 500
2347	17/04/2020	2030, 'Cleaning and maintenance'	2050, 'Security and surveillance of buildings'	15 000

II. STATEMENT OF REVENUE AND EXPENDITURE – OVERVIEW

Title	Heading	New amount 2020	Amending budget 1/2020	Budget 2020
	REVENUE			
1	PAYMENTS FROM THE AGENCIES AND BODIES	42 772 500	0	42 772 500
2	COMMISSION SUBSIDY	p.m.	0	p.m.
3	INTERINSTITUTIONAL COOPERATION	664 600	0	664 600
4	OTHER REVENUE	624 750	0	624 750
5	TRANSFERS FROM RESERVES FROM PREVIOUS YEARS Surplus carried over from the previous financial year	3 015 250	0	3 015 250
	Reserve for stability pricing	2 826 950	0	2 826 950
	Reserve for exceptional investments	188 300	0	188 300
6	REFUNDS	p.m.	0	p.m.
	TOTAL	47 077 100	0	47 077 100
	EXPENDITURE			
1	STAFF	27 538 900	0	27 538 900
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE	7 846 700	0	7 846 700
3	OPERATIONAL EXPENDITURE	11 691 500	0	11 691 500
10	RESERVES Deficit carried over from the previous financial year	p.m.	0	p.m.
		p.m.	0	p.m.
	TOTAL	47 077 100	0	47 077 100

III. STATEMENT OF REVENUE AND EXPENDITURE 2020 - DETAILS

Item Article Chapter Title	Description	New amount 2020	Amending budget 1/2020	Budget 2020	Remarks
REVENUE					
1	PAYMENTS FROM THE AGENCIES, OFFICES, INSTITUTIONS AND BODIES	42 772 500	0	42 772 500	Article 10(2)(b) of Council Regulation (EC) No 2965/94, as last amended by Council Regulation (EC) No 1645/2003.
2	SUBSIDY FROM THE COMMISSION	p.m.	0	p.m.	

Item Article Chapter Title	Description	New amount 2020	Amending budget 1/2020	Budget 2020	Remarks
3	INTERINSTITUTIONAL COOPERATION	664 600	0	664 600	
4	OTHER REVENUE	624 750	0	624 750	
5	SURPLUS CARRIED OVER FROM THE PREVIOUS FINANCIAL YEAR AND TRANSFERS FROM RESERVES FROM PREVIOUS YEARS	3 015 250	0	3 015 250	
6	REFUNDS	p.m.	0	p.m.	
	Total Revenue	47 077 100	0	47 077 100	
EXPENDITURE					
1100	Basic salaries	16 041 300	-110 000	16 151 300	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.
110	Staff in active employment	20 142 100	-110 000	20 252 100	
11	STAFF IN ACTIVE EMPLOYMENT	26 779 500	-110 000	26 889 500	
1420	Other expenditure	493 100	110 000	383 100	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).
142	Other expenditure	507 100	110 000	397 100	
14	SOCIO-MEDICAL INFRASTRUCTURE	566 300	110 000	456 300	
1	STAFF	27 538 900	0	27 538 900	
2030	Cleaning and maintenance	210 000	-15 000	225 000	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	210 000	-15 000	225 000	

Item Article Chapter Title	Description	New amount 2020	Amending budget 1/2020	Budget 2020	Remarks
2050	Security and surveillance of buildings	234 300	24 500	209 800	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.
205	Security and surveillance of buildings	234 300	24 500	209 800	
20	INVESTMENT IN IMMOVABLE PROPERTY, RENTAL OF BUILDINGS AND ASSOCIATED COSTS	3 126 200	9 500	3 116 700	
2100	Purchase, work on, servicing and maintenance of hardware and software	2 108 100	-11 500	2 119 600	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.
210	Information technology	2 108 100	-11 500	2 119 600	
21	DATA PROCESSING	3 946 800	-11 500	3 958 300	
2352	Miscellaneous expenditure on internal meetings	2 000	2 000	p.m.	This appropriation is intended to cover costs relating to the organisation of internal meetings.
235	Other operating expenditure	18 800	2 000	16 800	
23	CURRENT ADMINISTRATIVE EXPENDITURE	262 200	2 000	260 200	

Item Article Chapter Title	Description	New amount 2020	Amending budget 1/2020	Budget 2020	Remarks
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE	7 846 700	0	7 846 700	
3	OPERATIONAL EXPENDITURE	11 691 500	0	11 691 500	

Item Article Chapter Title	Description	New amount 2020	Amending budget 1/2020	Budget 2020	Remarks
10	RESERVES	p.m.	0	p.m.	
	Total Expenditure	47 077 100	0	47 077 100	

ANNEX 1 – ESTABLISHMENT PLAN

Function groups and grades	2018		2019		2020	
	Filled on 31.12.2018		Authorised under the EU budget 2019		Centre's request for the draft EU budget 2020	
	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	1	1
AD 13	1	0	1	0	1	0
AD 12	6	7	17	11	16	11
AD 11	9	3	7	4	8	5
AD 10	5	6	8	5	8	5
AD 9	5	5	4	12	5	13
AD 8	8	15	1	21	0	21
AD 7	4	15	6	24	5	26
AD 6	2	24	1	12	1	8
AD 5	1	12	0	0	0	0
TOTAL AD	41	88	45	90	45	90
AST 11	0	0	0	0	0	0
AST 10	0	0	0	0	1	0
AST 9	2	0	4	0	3	1
AST 8	2	2	1	2	1	2
AST 7	2	2	0	5	0	4
AST 6	1	5	1	6	1	7
AST 5	1	13	1	19	1	20
AST 4	1	12	0	12	0	12
AST 3	0	8	0	5	0	3
AST 2	0	1	0	0	0	0
AST 1	0	0	0	0	0	0
TOTAL AST	9	43	7	49	7	49
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	1	0	1
AST/SC 2	0	2	0	1	0	1
AST/SC 1	0	0	0	0	0	0
TOTAL AST/SC	0	2	0	2	0	2
TOTAL	50	133	52	141	52	141
TOTAL STAFF	183	193	193	193	193	193

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

Function groups (FG)	2018 (actually filled)	2019	2020
FG IV	11,3	16,0	14,0
FG III	5,4	9,0	9,0
FG II	6,4	5,0	5,0
FG I	0,0	0,0	0,0
Total CA	23	30	28