



Management Board

# BUDGET 2014

CT/CA-040/2013/02EN

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Final budget established in accordance with Article 27 of the Financial Regulation applicable to the Translation Centre for the bodies of the European Union

## I. INTRODUCTION

### A. GENERAL INTRODUCTION

The budget 2014 comprises:

- A. This general introduction.
- B. A description of the Centre's prices for the year 2014.
- C. 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, 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. A Community subsidy and a grant from the Luxembourg Government in support of the Centre's rental charges are also included in the revenue.
- D. The Centre's expenditure, broken down by title, and
- E. A breakdown of the Centre's expenditure by activity. This part shows the link between the budget 2014 and the work programme 2014, identifying the resources allocated to each activity to achieve the Centre's strategic objectives. It also sets out the conventional budget structure.

All amounts in this document are expressed in euro. The budget 2013 referred to is the amending budget 2/2013.

### B. PRICES 2014

In 2013, the Centre carried out a semi-annual review of its operating expenditure, taking into account the Centre's results in previous years and the reserve for stability pricing created in 2011. Following this review, the Centre proposed reduced prices for the translation of documents (-5.2%), trademarks (-3.1%) and term lists (-20%), as well as editing (-25.0%). The price for revision, however, had to be increased (+23.7%). The Centre also proposed that, as of 1 January 2014, the amount to be invoiced for documents should be based on the final page count calculated in half-page steps and rounded upwards where applicable.

The table below shows the prices applicable in 2014:

<b>Service provided</b>	<b>Normal (EUR)</b>	<b>Scheduled/Slow (EUR)</b>	<b>Urgent (EUR)</b>	<b>Very urgent (EUR)</b>
Translation (price per page)	92.00	82.80	115.00	165.60
Modification (price per page)	180.00	162.00	225.00	
Revision (price per page)	60.00	54.00	75.00	
Editing (price per page)	45.00	40.50	56.25	
Trademarks (price per page)	EUR 40.16 for 396 066 pages (bilateral arrangement)			
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			
Language consultancy, terminology	EUR 900 per man/day			
<i>Ex-post</i> quality check for trademark translations	EUR 900 per man/day (50% of the total costs, bilateral arrangement)			

## Surcharges

Type of document	Additional cost per page, in EUR
Complex format	15.00
Confidential	20.00
Non-EU language	10.00

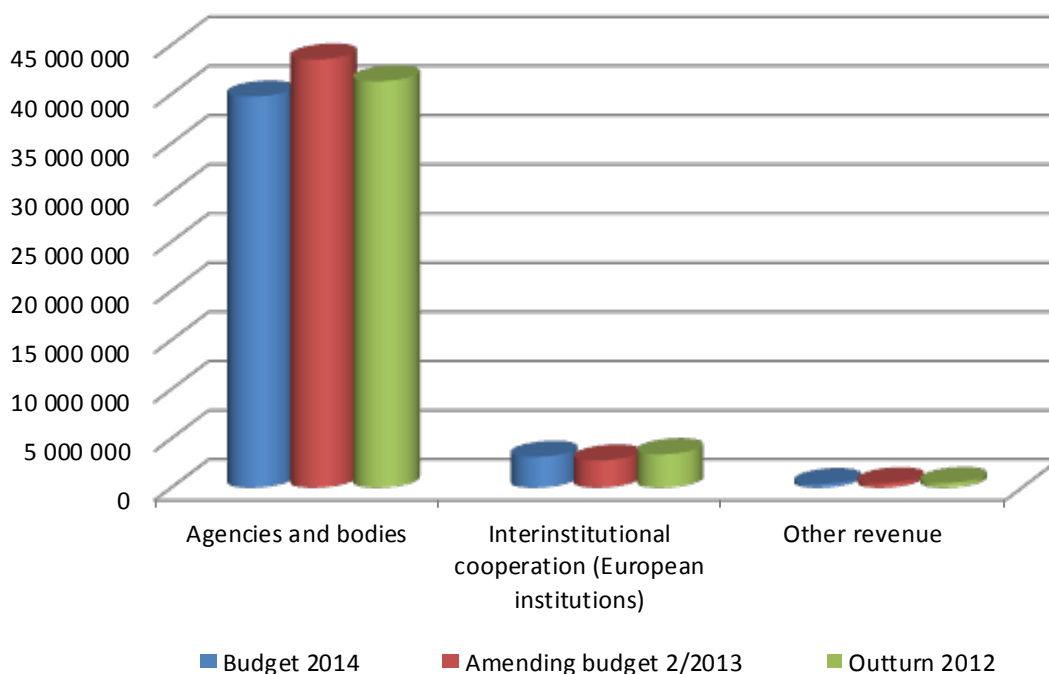
## C. REVENUE

The total revenue forecast for 2014 stands at EUR 48.3 million, broken down as follows:

Title	Revenue (EUR)
1. Agencies and bodies	39 757 500
3. Interinstitutional cooperation (European institutions)	3 138 400
4. Other revenue	363 250
5. Transfers from reserves from previous years	5 043 650

The Centre's forecast revenue in Titles 1-4 amounts to EUR 43.3 million in 2014. This is a decrease of 7.4% compared with the forecast for 2013 and of 4.3% compared with the outturn for 2012. This change is shown in the chart below.

**Chart 1. Revenue per title and year, 2012-2014 (Titles 1, 3 and 4)**



As in previous years, the Centre's clients were asked to provide their estimates for 2014. These forecasts were based on the new prices for 2014, which at that time were of a provisional nature. It should be noted that many clients highlighted the uncertainty of their forecasts, the main reason being that their work programmes for 2014 were still in the planning phase at the time. On the basis of the clients' information, forecast revenue in Titles 1 and 3 is EUR 42.9 million, which is EUR 3.48 million

(7.44%) lower than the budget for 2013. The effect of the price changes, estimated on the basis of the forecasts from the 22 clients which provided detailed volume forecasts, was assessed to represent a reduction in revenue of at least EUR 1.7 million. The other decrease is mainly due to the lower volumes of Community trademarks and term lists forecast by OHIM.

In addition to revenue from the clients and interinstitutional cooperation, the Centre forecasts other revenue in the form of bank interest of EUR 120 000 and a grant of EUR 243 250 from the Government of Luxembourg in support of the Centre's rental charges.

In the budget 2014, the Centre has used the possibility of transferring to revenue resources from two reserves created in previous years. With the development of the e-CdT programme estimated to be up to full speed in 2014, the budget includes EUR 937 000 in revenue in the form of a transfer from the 'Reserve for exceptional investments'. This amount corresponds to the forecast expenditure for the programme in 2014, recorded in Chapter 32. Furthermore, the Centre has transferred to revenue part of the 'Reserve for stability pricing' set up in 2011 (EUR 4 106 650). This transfer balances the budget and allows the Centre to provide its clients with reduced prices and to reduce the budget surplus, while continuing to provide high-quality services and fulfil all regulatory obligations. Since its creation in 2011, the latter reserve was increased in 2012, and an additional injection is expected from the budget surplus in 2013.

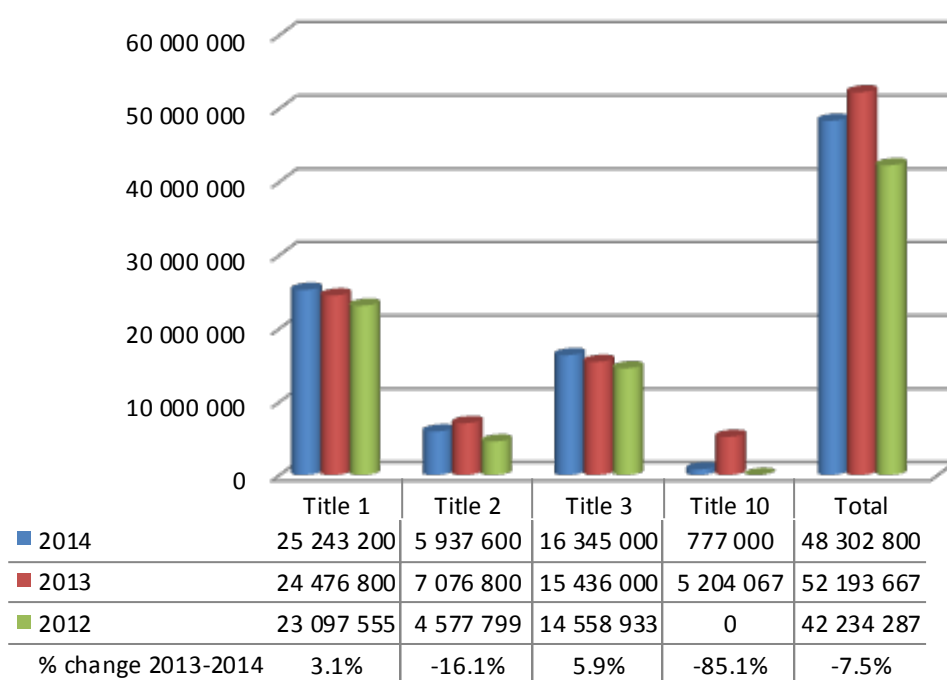
More detailed information on client forecasts and translation volumes is provided in section E, 'Activities', and part III, 'Statement of revenue 2014'.

#### D. EXPENDITURE

The forecast expenditure for Titles 1-3 has increased by 1.14% compared with the budget for 2013. In Title 1, biennial step advancements, promotions and a higher rate of occupied posts in 2014 contributes to an increased staff budget. On the other hand, the budget in Title 2 is lower than in 2013, due to the exceptional expenditure spent by the Centre on its relocation in 2013. The decrease in 2014 also holds true if expenditure for the e-CdT programme in Chapter 32 is included in the comparison. Such a comparison is reasonable since the budget for the e-CdT programme was covered in Title 2 (Chapter 21) in 2013. In Title 3, excluding Chapter 32, the forecast budget is also lower in 2014.

An overview of the expenses by title, including a comparison with the budget for 2013 and the outturn for 2012, is presented in the chart below.

**Chart 2. Expenditure by title and year, 2012-2014**



### Title 1, STAFF

The Centre had already reduced its staff establishment plan between 2011 and 2013, from 225 to 206 posts. The establishment plan for 2014 is further reduced to 203 posts.

The increase of 3.1% for Title 1 compared with the budget for 2013 is mainly due to the biennial, automatic step advancement within grades, promotions and the need to increase appropriations for family allowances. In addition, the Centre forecasts a higher implementation of the staff establishment plan in 2014. To limit the overall increase, the Centre has reduced the budget appropriations for contract staff, professional training and missions. Moreover, the Commission and the Parliament have provided decreased forecasts for Items 1420 and 1630, intended for participation in the Committee on Social Activities and the Early Childhood Centre.

The annual salary adjustments for 2011 and 2012 are not yet certain. Therefore, as in 2013, the Centre has set aside a reserve containing appropriations equivalent to the effect of the 2011-2012 adjustments of staff expenditure in 2014. This amount, EUR 777 000, is recorded in Title 10, Item 10005. Since there will be no salary adjustments in 2013 and 2014, the amount set aside is lower than that included in the preliminary draft budget (PDB) for 2014.

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

The Centre's relocation in 2013, the new server room and the start of the development of the e-CdT programme have a large impact on expenditure in Title 2 in 2013 and 2014.

Due to its relocation at the end of 2013, the Centre does not have a history of the charges and other expenditure relating to the building it will occupy in 2014. Therefore, the estimate of this expenditure in 2014 is approximate, as is that of the overall impact of the relocation. Compared with the first estimate in the PDB 2014, the forecast for 2014 is reduced by 4.7% (EUR 125 300), amounting to a total of EUR 2 549 100 in Chapter 20 ('Investment in immovable property, rental of buildings and associated costs'). This is 3.0% lower than in the budget for 2013. Nevertheless, it is expected that the total

expenditure for building-related items will be higher than before the relocation, one of the main reasons being the preferential rental conditions for the NHE building. However, the level of building expenditure is expected to become stable after 2014.

Appropriations for IT expenditure in Chapter 21 stand at EUR 2.6 million in 2014. This is 25.5% lower than in the budget for 2013 and the result of exceptional expenditure due to the relocation in 2013 and the fact that appropriations for the e-CdT programme were included in Chapter 21 in 2013. Setting aside these effects, there is however a decrease of EUR 141 000, reflecting the Centre's decision to move towards leasing certain IT equipment instead of purchasing it. Compared with the outturn for 2012, there is an increase in the forecast expenditure for the purchase of hardware and software (Item 2100), mainly because some projects planned for 2012 and 2013, such as the new server room, were postponed or delayed.

### Title 3, OPERATIONAL EXPENDITURE

Appropriations for Title 3 have been increased by 12.3% compared with the outturn for 2012 and by 5.9% compared with the budget for 2013. The budgeting of the e-CdT programme in this title largely accounts for this difference: excluding this chapter, the increase is 5.8% compared with 2012 and actually represents a decrease of 0.2% compared with 2013.

Appropriations for Item 3000, 'External translation services', are lower than in 2013. The volumes of documents outsourced are expected to increase, whereas the volumes of Community trademarks and term lists are forecast to decrease. A review of the need for external translation services, and the cost of such services resulted in a decrease in appropriations of EUR 98 000 (0.7%) compared with 2013.

As announced in the PDB 2014, the e-CdT programme will be closely linked to the Centre's operational activities, and the appropriations and expenditure have therefore been recorded in Title 3 (Chapter 32), as from 2014.

### Title 10, RESERVES

The Centre has set aside appropriations equivalent to the impact of the 2011-2012 salary adjustments on the 2014 staff expenditure. The amount, EUR 777 000, is recorded in Item 10005, 'Reserve for the disputed salary increase'.

### E. ACTIVITIES

The Centre has defined four activities: 1) Core activity: translation; 2) Support activities; 3) External outreach; and 4) Management and supervision. The human and financial resources for 2014 are allocated to the various activities, as shown in the table below. The financial resources included in Titles 1 and 2 are allocated on the basis of the human resources used for each activity. This calculation takes into account the distribution of the different types of post and the different grades, and thus salary costs. The details are set out in the Centre's Work Programme 2014.

	% of human resources (staff)	% of financial resources	Financial resources
Core activity: translation	64.9%	73.59%	35 545 088
Support activities	25.9%	15.08%	7 282 768
External outreach	2.3%	3.33%	1 610 831
Management and supervision	6.9%	6.39%	3 087 113
Appropriations in Title 10, 'Reserves', not allocated to an activity		1.61%	777 000
Total	100%	100%	48 302 800

### Activity 1: CORE ACTIVITY: TRANSLATION

The Centre's core activity consists in language services, essentially the translation, modification, and revision of documents, as well as the translation of Community trademarks, designs and term lists, in accordance with agreed quality and delivery time criteria (priority 1 of the Centre's 'Strategy 2012-2015: embracing the challenges').

This activity uses 64.9% of the Centre's human resources and consumes 73.59% of its total budget, i.e. all of the appropriations in Chapter 30 and the proportion of appropriations relating to this activity in Titles 1 and 2.

The table below shows the total number of pages and term lists forecast for 2014 and 2013, and the revenue forecast. The translation volume forecast, in numbers of pages per client, is set out in section III, 'Statement of revenue 2014'.

	2014	2013	% 2014-2013
Total number of pages forecast	682 342	752 799	-9.4%
Total number of term lists forecast*	139 590	194 390	-28.2%
Total revenue forecast from translations, terminology and term lists	42 238 500**	45 641 400***	-7.5%

\* Including term lists and Community designs.

\*\* Including EUR 500 800 corresponding to term lists from OHIM (not including Community designs).

\*\*\* Including EUR 869 000 corresponding to term lists from OHIM (not including Community designs).

### Activity 2: SUPPORT ACTIVITIES

Since the Centre is an autonomous EU body, it needs administrative and technical support staff to carry out tasks relating to human resources, procurement, sound and reliable accounting, infrastructure and logistics, and in particular to provide any assistance required for its core operational activities.

The support activities use 25.9% of the Centre's human resources and consume 15.08% of its total budget, namely all of the appropriations in Chapter 32 and the proportion of appropriations relating to this activity in Titles 1 and 2.

### Activity 3: EXTERNAL OUTREACH

External outreach is aimed at promoting the Centre and its translation services, mainly by communicating with the Centre's clients and other stakeholders. It is also related to the Centre's second mission: to contribute to rationalising resources and harmonising procedures in the field of Community translation through interinstitutional cooperation.

This activity uses 2.3% of the Centre's human resources and consumes 3.33% of its total budget, namely all of the appropriations in Chapter 31 and the proportion of appropriations relating to this activity in Titles 1 and 2.

### Activity 4: MANAGEMENT AND SUPERVISION

The Centre's management must ensure that the Staff Regulations and Financial Regulation applicable to the bodies and institutions of the EU are adhered to, in order to ensure the reliability, legality and regularity of its operations and the effectiveness of its internal control standards, and to ensure that its system of total quality management is respected.

This activity uses 6.9% of the Centre's human resources and consumes 6.39% of its total budget, namely the proportion of appropriations relating to this activity in Titles 1 and 2.

## II. STATEMENT OF REVENUE AND EXPENDITURE – OVERVIEW

Title	Heading	Financial year 2014	Financial year 2013	Financial year 2012
	<b>REVENUE</b>			
1	PAYMENTS FROM THE AGENCIES AND BODIES	39 757 500	43 526 700	41 318 887
2	COMMISSION SUBSIDY	p.m.	p.m.	0
3	INTERINSTITUTIONAL COOPERATION	3 138 400	2 764 700	3 400 494
4	OTHER REVENUE	363 250	443 250	475 922
5	SURPLUS CARRIED OVER FROM THE PREVIOUS FINANCIAL YEAR AND TRANSFERS FROM RESERVES FROM PREVIOUS YEARS	5 043 650	5 456 917	2 973 349
6	REFUNDS	p.m.	p.m.	0
	<b>TOTAL</b>	<b>48 302 800</b>	<b>52 193 667</b>	<b>42 234 287</b>
	<b>EXPENDITURE</b>			
1	STAFF	25 243 200	24 475 800	23 097 555
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE	5 937 600	7 076 800	4 577 799
3	OPERATIONAL EXPENDITURE	16 345 000	15 436 000	14 558 933
10	RESERVES	777 000	5 204 067	0
	<b>TOTAL</b>	<b>48 302 800</b>	<b>52 193 667</b>	<b>42 234 287</b>



III. STATEMENT OF REVENUE 2014

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
1	<b>PAYMENTS FROM THE AGENCIES, OFFICES, INSTITUTIONS AND BODIES</b>				The forecast in terms of volume for each client is included in the 'Remarks' column. If no specification is given, the forecast is for the translation/revision/editing/modification of documents.
1 0	PAYMENTS FROM THE AGENCIES, OFFICES, INSTITUTIONS AND BODIES				
<b>1 0 0</b>	<b><i>Payments from the agencies, offices, institutions and bodies</i></b>				Article 10(2)(b) of Council Regulation (EC) No 2965/94, as last amended by Council Regulation (EC) No 1645/2003.
1 0 0 0	European Environment Agency (EEA)	300 000	240 100	312 168	2 692 pages
1 0 0 1	European Training Foundation (ETF)	245 900	256 000	298 083	2 512 pages
1 0 0 2	European Monitoring Centre for Drugs and Drug Addiction (EMCDDA)	343 600	362 300	711 588	3 350 pages
1 0 0 3	European Medicines Agency (EMA)	3 986 200	3 815 600	2 955 437	39 285 pages
1 0 0 4	European Agency for Safety and Health at Work (EU- OSHA)	700 300	696 800	853 311	7 545 pages
1 0 0 5	Office for Harmonization in the Internal Market (OHIM)	7 341 100	7 273 000	3 402 493	Documents: 68 279 pages; term lists: 125 200 terms; Community designs: 11 000 terms; Language editing: 18 105 pages.
1 0 0 6	OHIM trademarks	15 906 000	18 349 800	19 206 961	Community trademarks: 396 066 pages.
1 0 0 7	Community Plant Variety Office (CPVO)	120 000	120 000	49 443	1 376 pages
1 0 0 8	European Police Office (Europol)	179 000	239 900	759 331	1 946 pages
1 0 0 9	European Foundation for the Improvement of Living and Working Conditions (Eurofound)	600 700	427 900	733 520	6 508 pages
	<i>Article 1 0 0 – Total</i>	29 722 800	31 781 400	29 282 335	
<b>1 0 1</b>					
1 0 1 0	European Centre for the Development of Vocational Training (CEDEFOP)	70 900	75 300	73 839	726 pages

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
1 0 1 2	European Union Agency for Fundamental Rights (FRA)	615 300	691 600	618 773	6 688 pages
1 0 1 4	European Investment Bank (EIB)	p.m.	p.m.	582	
1 0 1 5	European Food Safety Authority (EFSA)	396 400	443 500	396 561	3 864 pages
1 0 1 6	European Judicial Cooperation Unit (Eurojust)	5 000	160 000	0	54 pages
1 0 1 7	European Maritime Safety Agency (EMSA)	213 000	141 500	157 072	2 293 pages
1 0 1 8	European Aviation Safety Agency (EASA)	1 400 000	1 495 900	2 092 183	16 784 pages
1 0 1 9	European Railway Agency (ERA)	450 000	550 000	595 923	4 891 pages
	<i>Article 1 0 1 – Total</i>	3 150 600	3 557 800	3 934 933	
<b>1 0 2</b>					
1 0 2 0	European Network and Information Security Agency (ENISA)	98 800	75 000	50 761	1 074 pages
1 0 2 1	European Centre for Disease Prevention and Control (ECDC)	83 500	77 500	162 150	900 pages
1 0 2 2	European Agency for the Management of Operational Cooperation at the External Borders of the Member States of the European Union (FRONTEX)	305 800	400 800	404 644	3 604 pages
1 0 2 3	Education, Audiovisual and Culture Executive Agency (EACEA)	599 200	610 000	558 223	6 513 pages
1 0 2 4	Executive Agency for Competitiveness and Innovation (EACI)	14 600	15 000	15 167	159 pages
1 0 2 5	European Police College (CEPOL)	110 000	110 000	210 003	1 196 pages
1 0 2 6	Executive Agency for Health and Consumers (EAHC)	86 500	144 300	56 686	940 pages
1 0 2 7	European GNSS Agency (GSA)	6 300	14 900	7 556	69 pages

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
1 0 2 8	European Defence Agency (EDA)	5 000	5 000	9 009	54 pages
1 0 2 9	European Chemicals Agency (ECHA)	2 485 900	3 000 000	4 456 193	24 080 pages
	<i>Article 1 0 2 – Total</i>	3 795 600	4 452 500	5 930 392	
<b>1 0 3</b>					
1 0 3 0	European Fisheries Control Agency (EFCA)	160 000	145 000	111 682	1 739 pages
1 0 3 1	Fusion for Energy (F4E)	50 000	50 000	3 730	543 pages
1 0 3 2	European Union Satellite Centre (EUSC)	p.m.	p.m.	0	
1 0 3 3	Trans-European Transport Network Executive Agency (TEN-T EA)	26 100	58 200	18 240	284 pages
1 0 3 4	European Institute of Innovation and Technology (EIT)	34 900	63 100	7 469	379 pages
1 0 3 5	European Research Council Executive Agency (ERCEA)	25 900	21 200	5 576	254 pages
1 0 3 6	Research Executive Agency (REA)	8 000	8 000	3 686	Documents: 73 pages; terms: 20.
1 0 3 7	Clean Sky Joint Undertaking (CSJU)	50 100	38 700	0	418 pages
1 0 3 8	European Institute for Gender Equality (EIGE)	149 900	200 500	299 720	1 629 pages
1 0 3 9	SESAR Joint Undertaking (SJU)	32 100	22 300	6 402	376 pages
	<i>Article 1 0 3 – Total</i>	537 000	607 000	456 505	
<b>1 0 4</b>					
1 0 4 0	European Data Protection Supervisor (EDPS)	749 600	811 900	950 448	9 036 pages

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
1 0 4 1	Joint Undertaking to implement a Joint Technology Initiative in Embedded Computing Systems (ARTEMIS)	10 700	10 600	4 074	116 pages
1 0 4 2	Innovative Medicines Initiative Joint Undertaking (IMI)	19 200	19 200	5 025	209 pages
1 0 4 3	Fuel Cells and Hydrogen Joint Undertaking (FCH JU)	8 500	8 800	0	92 pages
1 0 4 4	European Nanoelectronics Initiative Advisory Council Joint Undertaking (ENIAC JU)	p.m.	11 600	0	
1 0 4 5	European Asylum Support Office (EASO)	448 800	573 100	194 223	4 878 pages
1 0 4 6	Agency for the cooperation of Energy Regulators (ACER)	86 100	35 500	16 356	1 188 pages
1 0 4 7	European Securities and Market Authority (ESMA)	150 400	748 900	266 777	1 816 pages
1 0 4 8	European Banking Authority (EBA)	253 300	253 300	194 139	2 753 pages
1 0 4 9	European Insurance and Occupational Pension Authority (EIOPA)	376 200	376 200	69 294	4 089 pages
	<i>Article 1 0 4 – Total</i>	2 102 800	2 849 100	1 700 336	
<b>1 0 5</b>					
1 0 5 0	Body of European Regulators for Electronic Communications (BEREC)	236 600	69 400	14 386	2 572 pages
1 0 5 1	European Agency for the operational management of large-scale IT systems in the area of freedom, security and justice (eu-LISA)	212 100	209 500	0	2 270 pages
	<i>Article 1 0 5 – Total</i>	448 700	278 900	14 386	
	<b>CHAPTER 1 0 – TOTAL</b>	<b>39 757 500</b>	<b>43 526 700</b>	<b>41 318 887</b>	
	<b>Title 1 – Total</b>	<b>39 757 500</b>	<b>43 526 700</b>	<b>41 318 887</b>	

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
<b>2</b>	<b>SUBSIDY FROM THE COMMISSION</b>				
2 0	SUBSIDY FROM THE COMMISSION				
<b>2 0 0</b>	<b><i>Subsidy from the Commission</i></b>				Article 10(2)(c) of Council Regulation (EC) No 2965/94, as last amended by Council Regulation (EC) No 1645/2003.
2 0 0 0	Subsidy from the Commission	p.m.	p.m.	0	
	<i>Article 2 0 0 — Total</i>	p.m.	p.m.	0	
	<b>CHAPTER 2 0 – TOTAL</b>	p.m.	p.m.	0	
	<b>Title 2 – Total</b>	p.m.	p.m.	0	
<b>3</b>	<b>INTERINSTITUTIONAL COOPERATION</b>				
3 0	INTERINSTITUTIONAL COOPERATION				
<b>3 0 0</b>	<b><i>Interinstitutional cooperation</i></b>				Article 10(2)(b) of Council Regulation (EC) No 2965/94, as last amended by Council Regulation (EC) No 1645/2003.
3 0 0 0	European Commission	1 310 400	1 087 600	1 603 668	Documents 13 078 pages; terms: 3 370.
3 0 0 1	Participation in the Interinstitutional Committee for Translation and Interpreting (ICTI)	p.m.	p.m.	0	
3 0 0 2	Management of interinstitutional projects	657 400	650 000	726 612	
3 0 0 3	European Parliament	p.m.	p.m.	0	
3 0 0 4	Council of the European Union	474 800	407 300	8 744	6 760 pages
3 0 0 5	European Court of Auditors	30 000	20 000	23 938	260 pages
3 0 0 6	Committee of the Regions of the European Union	p.m.	p.m.	0	

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
3 0 0 7	European Economic and Social Committee	p.m.	p.m.	0	
3 0 0 8	Court of Justice of the European Union	166 000	100 000	517 363	
	<i>Article 3 0 0 – Total</i>	2 638 600	2 264 900	2 880 325	
<b>3 0 1</b>					
3 0 1 0	European Central Bank	40 900	40 900	16 457	476 pages
3 0 1 1	European Ombudsman	458 900	458 900	503 712	5 489 pages
	<i>Article 3 0 1 – Total</i>	499 800	499 800	520 169	
	<b>CHAPTER 3 0 – TOTAL</b>	<b>3 138 400</b>	<b>2 764 700</b>	<b>3 400 494</b>	
	<b>Title 3 – Total</b>	<b>3 138 400</b>	<b>2 764 700</b>	<b>3 400 494</b>	
<b>4</b>	<b>OTHER REVENUE</b>				
4 0	OTHER REVENUE				
<b>4 0 0</b>	<b>Bank interest</b>				This article covers interest which the Centre will receive on its bank accounts.
4 0 0 0	Bank interest	120 000	200 000	472 841	
	<i>Article 4 0 0 – Total</i>	120 000	200 000	472 841	
<b>4 0 1</b>	<b>Miscellaneous repayments</b>				This article covers miscellaneous repayments (private telephone calls etc.).
4 0 1 0	Miscellaneous repayments	p.m.	p.m.	3 081	
	<i>Article 4 0 1 – Total</i>	p.m.	p.m.	3 081	

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
<b>4 0 2</b>	<b>Other subsidies</b>				
4 0 2 0	Grant from the Luxembourg Government	243 250	243 250	0	This annual grant from the Luxembourg Government is in support of the Centre's rental charges.
	<i>Article 4 0 2 – Total</i>	243 250	243 250	0	
	<b>CHAPTER 4 0 – TOTAL</b>	<b>363 250</b>	<b>443 250</b>	<b>475 922</b>	
	<b>Title 4 – Total</b>	<b>363 250</b>	<b>443 250</b>	<b>475 922</b>	
<b>5</b>	<b>SURPLUS CARRIED OVER FROM THE PREVIOUS FINANCIAL YEAR AND TRANSFERS FROM RESERVES FROM PREVIOUS YEARS</b>				
5 0	SURPLUS CARRIED OVER FROM THE PREVIOUS FINANCIAL YEAR AND TRANSFERS FROM RESERVES FROM PREVIOUS YEARS				
<b>5 0 0</b>	<b>Surplus carried over from the previous financial year</b>				
5 0 0 0	Surplus carried over from the previous financial year	p.m.	3 867 811	2 973 349	Surplus carried over from the previous financial year in accordance with Article 16(1) of the Centre's Financial Regulation of 22 December 2003.
	<i>Article 5 0 0 – Total</i>	p.m.	3 867 811	2 973 349	
<b>5 0 1</b>	<b>Transfers from reserves from previous years</b>				
5 0 1 0	Transfer from 'Reserve for exceptional investments'	937 000	339 106	0	The transfer from the 'Reserve for exceptional investments' in 2014 corresponds to the expenses in Chapter 32, 'Expenditure relating to the e-CdT programme'.
5 0 1 5	Transfer from 'Reserve for stability pricing'	4 106 650	p.m.	0	The transfer from the 'Reserve for stability pricing' is necessary due, firstly, to the Centre's decision to reduce the prices of four of its products and, secondly, to the decrease in clients' forecasts.
5 0 1 6	Transfer from 'Reserve for relocation expenses'	p.m.	1 250 000	0	The 'Reserve for relocation expenses', created in the second amending budget 2012 to cover expenses relating to the Centre's relocation in 2013, was consumed in 2013.
	<i>Article 5 0 1 – Total</i>	5 043 650	1 589 106	0	
	<b>CHAPTER 5 0 – TOTAL</b>	<b>5 043 650</b>	<b>5 456 917</b>	<b>2 973 349</b>	

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
	<b>Title 5 – Total</b>	<b>5 043 650</b>	<b>5 456 917</b>	<b>2 973 349</b>	
<b>6</b>	<b>REFUNDS</b>				
6 0	REFUNDS TO CLIENTS				
<b>6 0 0</b>	<b><i>Refunds to clients</i></b>				
6 0 0 0	Refunds to clients	p.m.	p.m.	0	
	<i>Article 6 0 0 – Total</i>	p.m.	p.m.	0	
	CHAPTER 6 0 – TOTAL	p.m.	p.m.	0	
	<b>Title 6 – Total</b>	<b>p.m.</b>	<b>p.m.</b>	<b>0</b>	
	<b>GRAND TOTAL</b>	<b>48 302 800</b>	<b>52 191 567</b>	<b>48 168 652</b>	



IV. STATEMENT OF EXPENDITURE 2014

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
<b>1</b>	<b>STAFF</b>				
<b>11</b>	<b>STAFF IN ACTIVE EMPLOYMENT</b>				
<b>110</b>	<b>Staff in active employment</b>				
1 1 0 0	Basic salaries	14 613 900	13 866 500	13 425 119	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 basic salaries of officials and temporary staff.
1 1 0 1	Family allowances	1 440 800	1 320 200	1 311 857	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.
1 1 0 2	Expatriation and foreign-residence allowances	2 259 200	2 226 900	2 163 129	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.
1 1 0 3	Secretarial allowances	23 100	28 900	25 530	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.
	<i>Article 110 — Total</i>	18 337 000	17 442 500	16 925 635	
<b>111</b>	<b>Auxiliary staff and local staff</b>				
1 1 1 3	Trainees	13 600	13 600	12 164	This appropriation is intended to cover expenditure relating to trainees.
1 1 1 5	Contract staff	1 032 600	1 059 100	614 833	Conditions of employment of other servants of the European Union, in particular Article 3a and Title IV thereof.
	<i>Article 111 — Total</i>	1 046 200	1 072 700	626 997	
<b>112</b>	<b>Professional training of staff</b>				

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
1 1 2 0	Professional training of staff	182 600	196 400	140 963	Staff Regulations of officials of the European Union, in particular Article 24a thereof.
	<i>Article 112 — Total</i>	182 600	196 400	140 963	
<b>113</b>	<b><i>Employer's social security contributions</i></b>				
1 1 3 0	Insurance against sickness	496 900	488 700	476 001	Staff Regulations of officials of the European Union, in particular Article 72 thereof. Rules on sickness insurance for officials of the European Union.
1 1 3 1	Insurance against accidents and occupational disease	112 500	110 700	70 244	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.
1 1 3 2	Insurance against unemployment	150 000	145 400	116 456	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.
1 1 3 3	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.
1 1 3 4	Contribution to the Community pension scheme	3 571 000	3 515 100	3 332 489	This appropriation is intended to cover the Centre's employer's contribution to the Community pension scheme.
	<i>Article 113 — Total</i>	4 330 400	4 259 900	3 995 190	
<b>114</b>	<b><i>Miscellaneous allowances and grants</i></b>				
1 1 4 0	Childbirth and death allowances and grants	1 000	1 000	1 575	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 five 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.
1 1 4 1	Travel expenses for annual leave	294 000	292 900	258 871	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.

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
1 1 4 3	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.
	<i>Article 114 — Total</i>	295 000	293 900	260 446	
<b>115</b>	<b><i>Overtime</i></b>				
1 1 5 0	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 Categories AST and local staff whom it has not been possible to compensate by free time under the normal arrangements.
	<i>Article 115 — Total</i>	p.m.	p.m.	0	
<b>117</b>	<b><i>Supplementary services</i></b>				
1 1 7 1	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.
1 1 7 5	Agency staff	296 600	222 700	297 240	This appropriation is intended to cover the use of agency staff.
	<i>Article 117 — Total</i>	296 600	222 700	297 240	
<b>118</b>	<b><i>Miscellaneous expenditure on staff recruitment and transfer</i></b>				
1 1 8 0	Miscellaneous expenditure on staff recruitment	51 000	51 000	45 120	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.
1 1 8 1	Travel expenses	10 900	8 000	5 994	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.

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
1 1 8 2	Installation, resettlement and transfer allowances	62 200	83 300	42 964	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. The differences between the years depends on the turnover as well as the origin of the recruits and the employees leaving.
1 1 8 3	Removal expenses	30 700	32 300	22 620	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.
1 1 8 4	Temporary daily subsistence allowances	119 200	119 000	48 518	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).
	<i>Article 118 — Total</i>	274 000	293 600	165 216	
<b>119</b>	<b><i>Salary weightings and adjustments to remuneration</i></b>				
1 1 9 0	Salary weightings	500	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.
	<i>Article 119 — Total</i>	500	500	0	
	<b>CHAPTER 11 — TOTAL</b>	<b>24 762 300</b>	<b>23 782 200</b>	<b>22 411 687</b>	
<b>13</b>	<b>MISSIONS AND DUTY TRAVEL</b>				
<b>130</b>	<b><i>Missions and duty travel</i></b>				
1 3 0 0	Mission expenses, duty travel expenses and other ancillary expenditure	72 400	60 000	70 000	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.

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
	<i>Article 130 — Total</i>	72 400	60 000	70 000	
<b>131</b>	<b><i>Missions and duty travel linked to training</i></b>				
1 3 1 0	Mission expenses linked to training	35 000	57 000	35 000	This appropriation is intended to cover mission expenditure during training outside Luxembourg.
	<i>Article 131 — Total</i>	35 000	57 000	35 000	
	<b>CHAPTER 13 — TOTAL</b>	<b>107 400</b>	<b>117 000</b>	<b>105 000</b>	
<b>14</b>	<b>SOCIO-MEDICAL INFRASTRUCTURE</b>				
<b>140</b>	<b><i>Socio-medical infrastructure</i></b>				
1 4 0 0	Restaurants and canteens	p.m.	30 900	35 810	The Centre will not have any canteen expenses after the relocation in 2013.
	<i>Article 140 — Total</i>	p.m.	30 900	35 810	
<b>141</b>	<b><i>Medical service</i></b>				
1 4 1 0	Medical service	53 000	93 100	39 400	Staff Regulations of officials of the European Union, in particular Article 59 thereof and Article 8 of Annex II thereto.
	<i>Article 141 — Total</i>	53 000	93 100	39 400	
<b>142</b>	<b><i>Other expenditure</i></b>				
1 4 2 0	Other expenditure	212 500	291 600	346 500	Participation in the Committee on Social Activities. The forecast is based on the forecast by the Commission's Office for Infrastructure and Logistics (OIL).
1 4 2 1	Social relations	14 000	13 000	13 758	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.
	<i>Article 142 — Total</i>	226 500	304 600	360 258	

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
	<b>CHAPTER 14 — TOTAL</b>	<b>279 500</b>	<b>428 600</b>	<b>435 468</b>	
<b>15</b>	<b>MOBILITY</b>				
<b>152</b>	<b>Mobility</b>				
15 2 0	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.
15 2 1	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.
	<i>Article 152 — Total</i>	p.m.	p.m.	0	
	<b>CHAPTER 15 — TOTAL</b>	<b>p.m.</b>	<b>p.m.</b>	<b>0</b>	
<b>16</b>	<b>SOCIAL SERVICES</b>				
<b>160</b>	<b>Welfare service</b>				
16 0 0	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.
	<i>Article 160 — Total</i>	p.m.	p.m.	0	
<b>162</b>	<b>Other expenditure</b>				
16 2 0	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.
	<i>Article 162 — Total</i>	p.m.	p.m.	0	
<b>163</b>	<b>Early childhood centre</b>				
16 3 0	Early childhood centre	91 000	145 000	142 900	This appropriation is intended to cover the Centre's share of the cost of childcare for the Centre's staff in nurseries not managed by the Commission. Forecast for 2014 submitted by the European Parliament.

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
	<i>Article 163 — Total</i>	91 000	145 000	142 900	
<b>164</b>	<b><i>Additional aid for disabled persons</i></b>				
1 6 4 0	Additional aid for disabled persons	1 000	2 000	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.
	<i>Article 164 — Total</i>	1 000	2 000	0	
	<b>CHAPTER 16 — TOTAL</b>	<b>92 000</b>	<b>147 000</b>	<b>142 900</b>	
<b>17</b>	<b>ENTERTAINMENT AND REPRESENTATION</b>				
<b>170</b>	<b><i>Entertainment and representation</i></b>				
1 7 0 0	Entertainment and representation expenses	2 000	2 000	2 500	This appropriation is intended to cover entertainment and representation expenses, and miscellaneous receptions.
	<i>Article 170 — Total</i>	2 000	2 000	2 500	
	<b>CHAPTER 17 — TOTAL</b>	<b>2 000</b>	<b>2 000</b>	<b>2 500</b>	
<b>19</b>	<b>PENSIONS</b>				
<b>190</b>	<b><i>Pensions</i></b>				
1 9 0 0	Pensions and severance grants	p.m.	p.m.	0	This appropriation is intended to cover pensions and severance grants.
	<i>Article 190 — Total</i>	p.m.	p.m.	0	
	<b>CHAPTER 19 — TOTAL</b>	<b>p.m.</b>	<b>p.m.</b>	<b>0</b>	
	<b>Title 1 — Total</b>	<b>25 243 200</b>	<b>24 476 800</b>	<b>23 097 555</b>	

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
<b>2</b>	<b>BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE</b>				
<b>20</b>	<b>INVESTMENT IN IMMOVABLE PROPERTY, RENTAL OF BUILDINGS AND ASSOCIATED COSTS</b>				
<b>200</b>	<i>Investment in immovable property, rental of buildings and associated costs</i>				
2 0 0 0	Rental of buildings and associated costs	1 860 000	1 879 700	1 227 980	This appropriation is intended to cover the payment of rents for buildings or parts of buildings and parking spaces occupied by the Centre.
	<i>Article 200 — Total</i>	1 860 000	1 879 700	1 227 980	
<b>201</b>	<b>Insurance</b>				
2 0 1 0	Insurance	12 900	21 500	9 500	This appropriation is intended to cover insurance policy premiums in respect of the buildings or parts of buildings occupied by the Centre.
	<i>Article 201 — Total</i>	12 900	21 500	9 500	
<b>202</b>	<b>Water, gas, electricity and heating</b>				
2 0 2 0	Water, gas, electricity and heating	208 600	125 100	47 000	This appropriation is intended to cover routine expenditure. In 2012 and 2013, charges relating to the NHE building were included in the rent and therefore in Item 2000.
	<i>Article 202 — Total</i>	208 600	125 100	47 000	
<b>203</b>	<b>Cleaning and maintenance</b>				
2 0 3 0	Cleaning and maintenance	219 400	126 000	160 387	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. The increase in 2014 is mainly due to the fact that charges relating to the NHE building are included in the rent, and therefore in Item 2000.
	<i>Article 203 — Total</i>	219 400	126 000	160 387	



Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
<b>204</b>	<b><i>Fitting-out of premises</i></b>				
2 0 4 0	Fitting-out of premises	40 000	231 900	278 552	This appropriation is intended to cover the fitting-out of the premises and repairs in the building. The high amounts in 2012 and 2013 were due to the fitting-out of the new server room and the Centre's new building.
	<i>Article 204 — Total</i>	40 000	231 900	278 552	
<b>205</b>	<b><i>Security and surveillance of buildings</i></b>				
2 0 5 0	Security and surveillance of buildings	208 200	243 700	91 826	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.
	<i>Article 205 — Total</i>	208 200	243 700	91 826	
<b>206</b>	<b><i>Acquisition of immovable property</i></b>				
2 0 6 0	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.
	<i>Article 206 — Total</i>	p.m.	p.m.	0	
<b>208</b>	<b><i>Expenditure preliminary to the acquisition or construction of immovable property</i></b>				
2 0 8 0	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.
	<i>Article 208 — Total</i>	p.m.	p.m.	0	
<b>209</b>	<b><i>Other expenditure</i></b>				
2 0 9 0	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.
	<i>Article 209 — Total</i>	p.m.	p.m.	0	

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
	<b>CHAPTER 20 — TOTAL</b>	<b>2 549 100</b>	<b>2 627 900</b>	<b>1 815 245</b>	
<b>21</b>	<b>DATA PROCESSING</b>				
<b>210</b>	<b>Information technology</b>				
2 1 0 0	Purchase, work on, servicing and maintenance of hardware and software	1 440 000	1 918 600	1 060 130	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 decrease in 2014 is due to the decision to lease certain IT equipment in 2014 instead of purchasing it, and to the fact that the budget for 2013 was influenced by the exceptional expenditure due to the Centre's relocation.
	<i>Article 210 — Total</i>	1 440 000	1 918 600	1 060 130	
<b>212</b>					
2 1 2 0	External services for the operation, implementation, development and maintenance of software and systems	1 160 000	1 571 500	1 157 105	This appropriation is intended to cover expenditure on external operating staff (operators, administrators, systems engineers, etc.). The decrease is due to the fact that appropriations for the e-CdT programme are recorded in Chapter 32 in 2014, whereas in 2013 they were included in this item.
	<i>Article 212 — Total</i>	1 160 000	1 571 500	1 157 105	
	<b>CHAPTER 21 — TOTAL</b>	<b>2 600 000</b>	<b>3 490 100</b>	<b>2 217 235</b>	
<b>22</b>	<b>MOVABLE PROPERTY AND ASSOCIATED COSTS</b>				
<b>220</b>	<b>Technical installations and electronic office equipment</b>				The budget items within this article are merged in 2014 to facilitate budget management. All expenditure relating to the purchase, leasing, maintenance and repair of office equipment and technical installations, excluding equipment such as printers and copiers, is covered by Item 2204. Items 2201 and 2202, intended for the replacement and rental of equipment, have not been used in the past years, and the items have therefore been removed from the budget.
2 2 0 0	New purchases	—	p.m.	4 678	This budget item will not be used as from 2014.
2 2 0 3	Maintenance, use and repair	—	2 000	1 500	This budget item will not be used as from 2014.

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
2 2 0 4	Office equipment	17 500	3 000	995	This appropriation is intended to cover the purchase, leasing, maintenance and repair of electronic office equipment and technical installations, excluding equipment such as printers and copiers. Appropriations in 2014 are intended for the replacement of old projectors, screens, etc.
	<i>Article 220 — Total</i>	17 500	5 000	7 173	
<b>221</b>	<b>Furniture</b>				The budget items within this article are merged in 2014 to facilitate budget management. All expenditure relating to the purchase, replacement, maintenance, use and repair of furniture is covered by Item 2210.
2 2 1 0	New purchases	33 000	54 000	3 737	This appropriation is intended to cover the purchase, replacement, maintenance, use and repair of furniture. Appropriations in 2014 are for the purchase of equipment in one meeting room and the replacement of some office furniture.
2 2 1 1	Replacement	—	103 000	2 609	This budget item will not be used as from 2014.
2 2 1 2	Maintenance, use and repair	—	2 000	0	This budget item will not be used as from 2014.
	<i>Article 221 — Total</i>	33 000	159 000	6 346	
<b>223</b>	<b>Vehicles</b>				
2 2 3 0	New purchases of vehicles	p.m.	p.m.	0	This appropriation is intended to cover the purchase of an official vehicle for the Centre.
2 2 3 2	Hire of vehicles	27 500	27 000	25 432	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.
2 2 3 3	Maintenance, use and repair of vehicles	10 500	9 500	7 311	This appropriation is intended to cover vehicle maintenance and operating costs and costs relating to the use of public transport.
	<i>Article 223 — Total</i>	38 000	36 500	32 743	
<b>225</b>	<b>Documentation and library expenditure</b>				The budget items within this article are merged in 2014 to facilitate budget management. All expenditure relating to documentation and library expenditure is covered by Item 2250, which has been renamed to reflect this change. Items 2251 and 2254, intended for special library equipment and the cover binding and upkeep of books, have not been used in the past years, and the items have therefore been removed from the budget.
2 2 5 0	Documentation and library expenditure	22 000	11 900	8 715	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.

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
2 2 5 2	Subscriptions to newspapers and periodicals	–	9 000	4 192	This budget item will not be used as from 2014.
2 2 5 3	Dictionaries for translators	–	2 500	2 048	This budget item will not be used as from 2014.
	<i>Article 225 — Total</i>	22 000	23 400	14 955	
	<b>CHAPTER 22 — TOTAL</b>	<b>110 500</b>	<b>223 900</b>	<b>61 217</b>	
<b>23</b>	<b>CURRENT ADMINISTRATIVE EXPENDITURE</b>				
<b>230</b>	<b>Stationery and office supplies</b>				
2 3 0 0	Stationery and office supplies	25 200	20 000	18 348	This appropriation is intended to cover the purchase of paper and office supplies.
	<i>Article 230 — Total</i>	25 200	20 000	18 348	
<b>232</b>	<b>Financial expenses</b>				
2 3 2 0	Bank charges	4 500	4 500	3 637	This appropriation is intended to cover bank charges and the cost of connection to the interbank telecommunications network.
2 3 2 1	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.
	<i>Article 232 — Total</i>	4 500	4 500	3 637	
<b>233</b>	<b>Legal expenses</b>				
2 3 3 0	Legal expenses	10 000	15 000	10 000	This appropriation is intended to cover preliminary legal costs and the services of lawyers or other experts.
	<i>Article 233 — Total</i>	10 000	15 000	10 000	
<b>234</b>	<b>Damages</b>				

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
2 3 4 0	Damages	p.m.	p.m.	0	This appropriation is intended to cover damages and the cost of settling claims against the Centre (civil liability).
	<i>Article 234 — Total</i>	p.m.	p.m.	0	
<b>235</b>	<b><i>Other operating expenditure</i></b>				
2 3 5 0	Miscellaneous insurance	15 100	14 700	8 280	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.
2 3 5 2	Miscellaneous expenditure on internal meetings	4 000	1 500	1 121	This appropriation is intended to cover costs relating to the organisation of internal meetings.
2 3 5 3	Departmental removals	6 000	82 500	863	This appropriation is intended to cover the cost of removals both within the building and to a new building.
2 3 5 9	Other expenditure	1 200	2 200	188	This appropriation is intended to cover other operating expenditure not specifically provided for.
	<i>Article 235 — Total</i>	26 300	100 900	10 452	
<b>239</b>	<b><i>Interinstitutional services</i></b>				
2 3 9 0	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.
2 3 9 1	Interpreting	6 000	p.m.	0	This appropriation is intended to cover interpreting services to be billed to the Centre, in particular by the EU institutions. The increase is due to the need for interpreting services during a conference for external contractors in the field of translation services.
2 3 9 2	Administrative assistance from the Commission	148 400	146 200	130 100	This appropriation is intended to cover administrative assistance provided by the Commission for the Centre.
2 3 9 3	Publications	25 000	10 000	9 000	This appropriation is intended to cover mainly the costs of publishing the Centre's budget, activity report and other communication and publicity activities, and the costs arising from the possible amendment of the Centre's Founding Regulation in 2014.
2 3 9 4	Dissemination	5 000	5 000	2 807	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.
	<i>Article 239 — Total</i>	184 400	161 200	141 907	

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
	<b>CHAPTER 23 — TOTAL</b>	<b>250 400</b>	<b>301 600</b>	<b>184 344</b>	
<b>24</b>	<b>POSTAGE AND TELECOMMUNICATIONS</b>				
<b>240</b>	<b>Postage</b>				
2 4 0 0	Postage and delivery charges	39 800	39 800	31 863	This appropriation is intended to cover expenditure on postal and delivery charges, including parcels sent by post.
	<i>Article 240 — Total</i>	39 800	39 800	31 863	
<b>241</b>	<b>Telecommunications</b>				
2 4 1 0	Telephone, telegraph, telex, radio and television and subscriptions and charges	192 000	250 500	167 775	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. The differences over the years are due to the postponement of some projects in 2012 that were implemented in 2013, most notably the DataCentre, and expenditure relating to the Centre's relocation in 2013. The relocation enables a cost reduction in 2014 because of a lower need for communication connections between different buildings.
	<i>Article 241 — Total</i>	192 000	250 500	167 775	
	<b>CHAPTER 24 — TOTAL</b>	<b>231 800</b>	<b>290 300</b>	<b>199 638</b>	
<b>25</b>	<b>EXPENDITURE ON MEETINGS</b>				
<b>250</b>	<b>Expenditure on formal and other meetings</b>				
2 5 0 0	Meetings in general	10 000	5 000	2 978	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.
	<i>Article 250 — Total</i>	10 000	5 000	2 978	

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
<b>255</b>	<b><i>Miscellaneous expenditure on the organisation of and participation in conferences, congresses and meetings</i></b>				
2 5 5 0	Miscellaneous expenditure on the organisation of and participation in conferences, congresses and meetings	20 000	5 000	2 647	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. The increase in 2014 is due to a conference for external contractors in the field of translation services.
	<i>Article 255 — Total</i>	20 000	5 000	2 647	
	<b>CHAPTER 25 — TOTAL</b>	<b>30 000</b>	<b>10 000</b>	<b>5 625</b>	
<b>26</b>	<b>GOVERNING BODY OF THE CENTRE</b>				
<b>260</b>	<b><i>Expenditure on formal and other meetings</i></b>				
2 6 0 0	Management Board meetings	30 000	20 000	15 000	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. The increase is due to the possible need for an extraordinary Management Board meeting in 2014.
	<i>Article 260 — Total</i>	30 000	20 000	15 000	
<b>261</b>	<b><i>Organisation of Management Board meetings</i></b>				
2 6 1 0	Organisation of Management Board meetings	4 500	3 000	1 703	This appropriation is intended to cover the organisation of Management Board meetings. The increase is due to the possible need for an extraordinary Management Board meeting in 2014.
	<i>Article 261 — Total</i>	4 500	3 000	1 703	
<b>265</b>	<b><i>Interpreting</i></b>				
2 6 5 0	Interpreting	106 300	85 000	77 792	This appropriation is intended to cover interpreting services to be billed to the Centre, in particular by the EU Institutions for Management Board meetings. The increase is due to the possible need for an extraordinary Management Board meeting in 2014.
	<i>Article 265 — Total</i>	106 300	85 000	77 792	

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
	<b>CHAPTER 26 — TOTAL</b>	<b>140 800</b>	<b>108 000</b>	<b>94 495</b>	
27	<b>INFORMATION: ACQUISITION. ARCHIVING. PRODUCTION AND DISSEMINATION</b>				
270	<i>Limited consultations, studies and surveys</i>				
2700	Limited consultations, studies and surveys	25 000	25 000	0	This appropriation is intended to enable the commissioning of qualified experts in administrative fields for consultancy, studies and surveys, namely assessment reports and the fees of external consultants.
	<i>Article 270 — Total</i>	25 000	25 000	0	
	<b>CHAPTER 27 — TOTAL</b>	<b>25 000</b>	<b>25 000</b>	<b>0</b>	
	<b>Title 2 — Total</b>	<b>5 937 600</b>	<b>7 076 800</b>	<b>4 577 799</b>	
3	<b>OPERATIONAL EXPENDITURE</b>				
30	<b>EXTERNAL TRANSLATION SERVICES</b>				
300	<i>External translation services</i>				
3000	External translation services	14 703 000	14 801 000	13 932 944	This appropriation is intended to cover expenditure relating to the services of external service providers for language services, namely translation of documents and Community trademarks, revision and modification of translations and language editing, as well as terminology work and translation and revision of term lists).
	<i>Article 300 — Total</i>	14 703 000	14 801 000	13 932 944	
	<b>CHAPTER 30 — TOTAL</b>	<b>14 703 000</b>	<b>14 801 000</b>	<b>13 932 944</b>	
31	<b>EXPENDITURE RELATING TO INTERINSTITUTIONAL COOPERATION</b>				
310	<i>Expenditure relating to interinstitutional cooperation</i>				



Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
3 1 0 0	Interinstitutional cooperation in the language field	705 000	635 000	625 989	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.
	<i>Article 310 — Total</i>	705 000	635 000	625 989	
	<b>CHAPTER 31 — TOTAL</b>	<b>705 000</b>	<b>635 000</b>	<b>625 989</b>	
<b>32</b>	<b>EXPENDITURE RELATING TO THE E-CDT PROGRAMME</b>				This chapter, created for the 2014 budget, holds appropriations for expenditure relating to the e-CdT programme, transferred from the 'Reserve for exceptional investments' - in particular the allocation made in 2011 - to income Item 5010.
<b>320</b>	<b><i>Expenditure relating to the e-CdT programme</i></b>				
3 2 0 0	Mission expenses and other staff expenditure relating to the e-CdT programme	3 000			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 mission relating to the e-CdT programme.
3 2 0 1	Miscellaneous operating expenditure relating to the e-CdT programme	5 000			This appropriation is intended to cover miscellaneous operating expenditure relating to the e-CdT programme, except IT expenditure.
3 2 0 2	Expenditure for hardware and software relating to the e-CdT programme	209 000			This appropriation is intended to cover expenditure for hardware and software relating to the e-CdT programme.
3 2 0 3	Information technology consultancy relating to the e-CdT programme	720 000			This appropriation is intended to cover expenditure for IT consultancy relating to the e-CdT programme.
	<i>Article 320 — Total</i>	937 000			
	<b>CHAPTER 32 — TOTAL</b>	<b>937 000</b>			
	<b>Title 3 — Total</b>	<b>16 345 000</b>	<b>15 436 000</b>	<b>14 558 933</b>	
<b>10</b>	<b>RESERVES</b>				

Title Chapter Article Item	Heading	Budget 2014	Amending budget 2/2013	Outturn 2012	Remarks
100	PROVISIONAL APPROPRIATIONS				
1000	<i>Provisional appropriations</i>				
1 0 0 0 3	Reserve for stability pricing	p.m.	3 723 567	0	Reserve created in 2011 for stability pricing. The amount in 2013 corresponds to the estimated budget surplus for 2013.
1 0 0 0 4	Reserve for the permanent prefinancing fund	p.m.	p.m.	0	Reserve to create the permanent prefinancing fund provided for by Article 59a of the Centre's Financial Regulation. 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.
1 0 0 0 5	Reserve for the disputed salary increase	777 000	1 480 500	0	This reserve contains an amount to offset the impact on 2014 staff expenditure of a 1.7% salary increase from 2011 plus a 1.7% salary increase from 2012. There will be no adjustments in 2013 and 2014.
1 0 0 0 6	Reserve for exceptional investments	p.m.	p.m.	0	
1 0 0 0 7	Reserve for relocation expenses	p.m.	p.m.	0	This reserve was created in 2012 to cover expenses relating to the Centre's relocation in 2013. The reserve was consumed in full in 2013 (shown as revenue in Item 5016).
	<i>Article 1000 — Total</i>	777 000	5 204 067	0	
	<b>CHAPTER 100 — TOTAL</b>	<b>777 000</b>	<b>5 204 067</b>	<b>0</b>	
	<b>Title 10 — Total</b>	<b>777 000</b>	<b>5 204 067</b>	<b>0</b>	
	<b>GRAND TOTAL</b>	<b>48 302 800</b>	<b>52 193 667</b>	<b>42 234 287</b>	

ANNEX 1 – ESTABLISHMENT PLAN

Function groups and grades	2012		2013		2014	
	Filled on 31.12.2012		Authorised under the budget		Authorised under the budget	
	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	1	0	1
AD 14	1	1	1	0	1	0
AD 13	0	0	0	0	0	0
AD 12	5	3	8	3	10	4
AD 11	10	8	9	9	9	8
AD 10	8	6	10	5	8	6
AD 9	2	6	2	10	3	11
AD 8	4	8	4	8	8	7
AD 7	8	20	7	23	2	24
AD 6	1	11	4	17	4	19
AD 5	3	27	0	17	0	12
<b>TOTAL AD</b>	<b>42</b>	<b>90</b>	<b>45</b>	<b>93</b>	<b>45</b>	<b>92</b>
AST 11	0	0	0	0	0	0
AST 10	0	0	0	0	0	0
AST 9	0	1	0	1	1	1
AST 8	5	0	5	0	4	0
AST 7	1	3	2	3	2	3
AST 6	3	2	2	2	2	2
AST 5	1	4	2	9	2	12
AST 4	4	11	3	12	3	14
AST 3	3	21	2	18	0	13
AST 2	0	4	0	6	0	7
AST 1	0	4	0	1	0	0
<b>TOTAL AST</b>	<b>17</b>	<b>50</b>	<b>16</b>	<b>52</b>	<b>14</b>	<b>52</b>
<b>TOTAL</b>	<b>59</b>	<b>140</b>	<b>61</b>	<b>145</b>	<b>59</b>	<b>144</b>
<b>TOTAL STAFF</b>	<b>199</b>		<b>206</b>		<b>203</b>	

A permanent AD 5 post has been transformed into a temporary post AD 6/AD 5, in accordance with the policy laid down in the MSPP.