



Management Board

BUDGET 2012

CT/CA-059/2011/01EN

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ANNEX 1 ESTABLISHMENT PLAN

I. INTRODUCTION

A. General introduction

The budget for 2012 comprises:

- B. The description of the Centre's prices for the year 2012, in accordance with the principle of aligning prices and costs, described at the Management Board's meeting in October 2009.
- 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, and a Community subsidy.
- D. The Centre's expenditure, broken down by title.
- E. The breakdown of the Centre's expenditure by activity. This part shows the link between the Work Programme 2012, identifying the resources allocated to each activity in order to achieve the Centre's strategic objectives, and the conventional budget structure.

All amounts in this budget document are expressed in euro.

B. Alignment of prices and costs

As in previous years, the Centre's clients were asked in July to provide a revision of their forecasts for this budget, with a revised price list vis-à-vis that proposed for the preliminary draft budget (PDB) 2012. The translation volumes forecast for the budget 2012 have decreased compared to the forecasts set out in the PDB 2012 and in the amending budget 2011, and significantly decreased compared to the outturn 2010. The revenue forecasts¹ for 2012 amount to EUR 42.7 million, a reduction of EUR 2.3 million compared to the PDB 2012.

Since the substantial reduction in translation volumes reported in the PDB 2012 was confirmed in the budget 2012, the Centre intensified the actions already under way at the beginning of 2011 to reduce costs in 2012: these are described in Part D, 'Expenditure'.

The Centre has, among other things, reduced the establishment plan from 225 posts in 2011 to 215 posts in 2012. Five of these 10 posts correspond to cancellations of posts already announced in the PDB 2012, and five other temporary staff posts have been converted into long-term contract agent posts in this budget.

In the PDB 2012, the Centre had opted for a substantial reduction of costs in Chapter 21, 'Data processing', which means that a number of projects will have to be postponed. Since the PDB 2012 was drafted, the Centre has had to find an external solution to the problem of the lack of compliance of the IT room in the NHE building, and in 2012 the Centre will have its own secure IT room, located in a special-purpose building in Luxembourg, and financed largely by the reserve created in 2010 to this end.

It should be noted that the Centre has also been authorised by the Management Board to create a reserve in 2011 to finance the eCdT project, a major IT investment for the future of the Centre.

Lastly, a reduction in the number of pages to be translated also reduces the need for freelance translators, automatically leading to a reduction in the budget for Title 3.

¹ Revenue of Titles 1-4, including 'Payments from the agencies, offices, institutions and bodies', 'Interinstitutional cooperation' and 'Other revenue', but excluding Titles 5 and 6.

These cost reductions, although rigorous and substantial, have not been sufficient to bridge the gap between falling revenue and expenditure. Therefore, in a continuous effort to align prices and costs, the Centre has also had to review prices for 2012.

This examination has led to a proposed price of EUR 97 per page for documents, an increase of EUR 2 compared to the PDB 2012, and of EUR 42.50 per page for trade marks for a volume of between 350 000 and 400 000 pages, an increase of EUR 5.35, in accordance with the price scale for trade marks according to volume, discussed with the OHIM.

The supplementary costs per page for complex format, confidential or non-EU language documents were also revised upwards in order to align them gradually with their real costs.

The table below shows the prices applicable in 2012:

Products	Standard documents (EUR)	Scheduled documents (EUR)	Urgent documents (EUR)
Translation (price per page)	97.00		
Amendment/modification (price per page)	180.00	- 25%	+ 25%
Revision (price per page)	48.50		
Editing (prix par page)	60.00		
Trade marks and designs (price per page)	EUR 42.50 (350 000 pages minimum)		
Other services (standardisation, terminology, etc.)	EUR 900 per man/day		
Term lists	EUR 5.00 per term		

Supplementary costs:

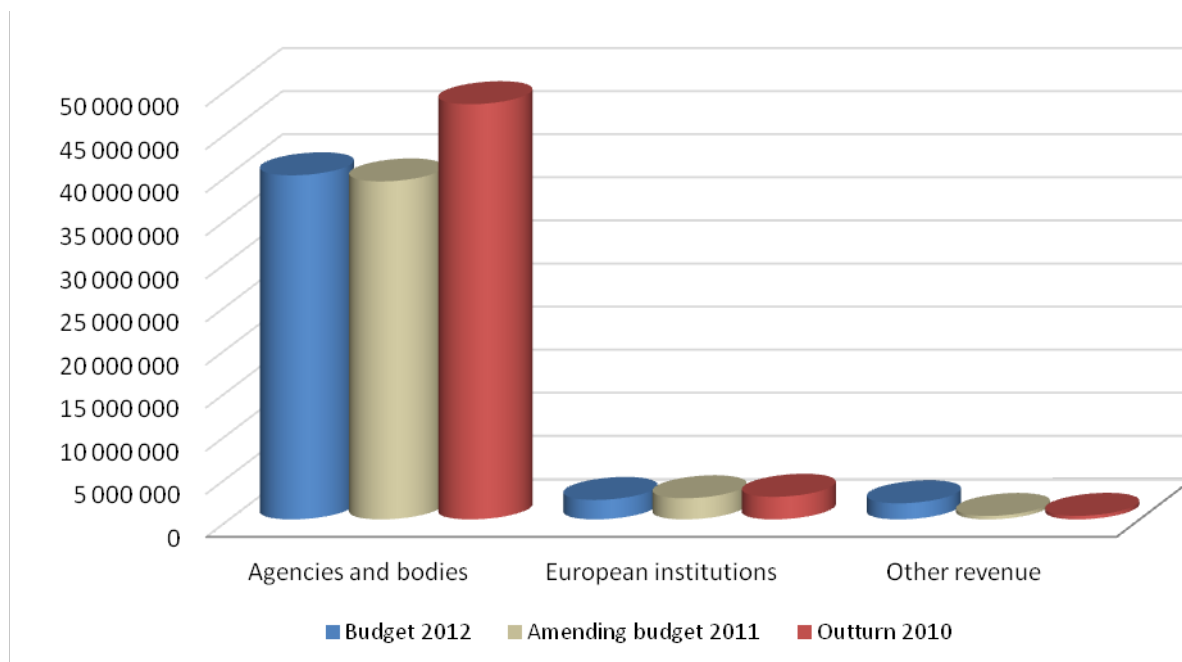
Type of document	EUR
Complex format (supplement per page)	10.00
Confidential document (supplement per page)	10.00
Non-EU language (supplement per page)	10.00

In short, the Centre has had to use the reserve intended to maintain price stability, the creation of which was approved by the Management Board in 2011, to balance the budget without any further price increases: therefore, an amount of EUR 598 500 was included in the revenue under budget line 5015 of the budget.

C. Revenue

On the basis of the new pricing shown below, the revenue forecast for 2012 amounts to EUR 44 051 400.

The chart below shows the revenue forecast for 2012 in relation to the amending budget 2011 and the outturn 2010:



This chart shows the fluctuation in revenue between 2010 and 2012. This fluctuation is due, firstly, to the impact of the new pricing policy introduced in 2011, which saw the Centre reduce the price of trade mark translation, and secondly to the considerable reduction in the volume of trade marks. For 2012, the forecasts for trade marks are significantly lower than those set out in the PDB 2012: a reported volume of 371 078 pages, against 525 000 pages in the PDB 2012.

The revenue from the European institutions has also been steadily falling by around 7% each year since 2010.

The other revenue is composed of bank interest (Title 4), which has been relatively stable since 2010 (between EUR 400 000 and 500 000) and, for the first time in 2012, an amount taken from the reserve created in 2011 for price stability, namely EUR 598 500, to balance the budget (budget line 5015). With a view to renovating the IT room in 2012, the reserve of EUR 774 800, created for this purpose in 2010, was fully transferred into revenue under budget line 5010.

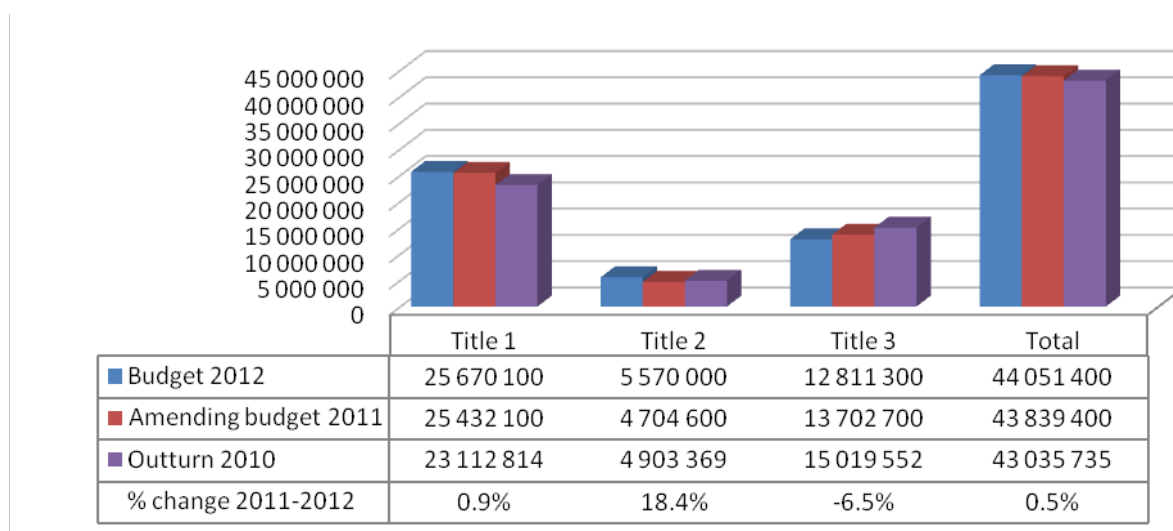
Since the PDB 2012 was drawn up, four new clients have signed agreements with the Centre, and have already been included in the amending budget 2011.

1047	European Financial Markets Authority (EFMA)	EUR 216 700
1048	European Banking Authority (EBA)	EUR 200 000
1049	European Insurance and Occupational Pensions Authority (EIOPA)	p.m.
1050	Body of European Regulators for Electronic Communications (BEREC)	p.m.

D. Expenditure

As explained in section B, the Centre's considerable efforts to align expenditure and revenue have impacted on all expenditure titles.

The breakdown of expenditure by title and a comparison with the amending budget 2011 and outturn 2010 are shown below. There are no appropriations foreseen under Title 10 of the 2012 or 2011 budgets, so it has not been included in the chart.



For Title 1, 'Staff', the review of the staff establishment plan and the use of contract staff and agency staff enabled the Centre to considerably reduce costs, while maintaining the emphasis on quality. The staff review resulted in the cancellation of 10 AST temporary staff posts, with the total number of posts falling from 225 to 220. Of these 10 posts, five have been converted into contract agent posts and the five others were cancelled.

For contract staff, the number of posts foreseen rose from 10 in the PDB 2012 to 15 in the budget 2012, following the conversion of posts mentioned above. Considering the additional savings achieved in the use of agency staff, which amount to almost 50% of the outturn 2010, the extent of the efforts made by the Centre under Title 1 is clear.

Overall, Title 1 has been reduced by 5% compared to the initial budget 2011, but underwent a slight increase, limited to 0.9%, compared to the amending budget 2011. This may be explained by the expenditure on the sociomedical infrastructure, mainly participation in the Committee on Social Activities, and external services, such as the early childhood centre.

For Title 2, 'Buildings, equipment and miscellaneous operating expenditure', the Centre had to find a solution outside the NHE building to obtain an IT room compliant with current security standards. Some 61% of this project, which has an estimated cost of EUR 1 130 300, will be financed by the reserve specially created in 2010, and explains the 18% increase in Title 2 compared to the amending budget 2011. Without this project, the efforts taken to reduce operational expenditure, in particular in the field of IT, which were first set out in the PDB 2012, would be more obvious.

The Centre received the Management Board's approval in 2011 to create a special reserve to finance the most important project for the Centre's future, namely the preparation, development and implementation of the translation management module of the e-CdT program. This program will enable the Centre to meet the challenges of the coming years, respond even better to clients' present and future demands, and increase its competitiveness.

For Title 3, 'Operational expenditure', expenditure is 6.5% lower than in the amending budget 2011, and this reduction can easily be explained by the drop in the volume of pages for translation.

For Title 10, 'Reserves', there are no appropriations earmarked in the budget 2012 as there is no need to increase the prefinancing fund.

E. The Centre's activities

The Centre has defined four activities: 1) Core activity: Translation; 2) Support activities; 3) External outreach; and 4) Management and control activities. The human and financial resources for 2012 have been broken down between the various activities, as shown in the table below. The financial resources under Titles 1 and 2 have been broken down on the basis of the human resources used for each activity. This calculation takes into consideration the distribution of the different types of posts and grades, and therefore the difference in salary costs according to the activities. More detailed information is provided in the Centre's Work Programme 2012.

	% of human resources (staff)	% of financial resources	Financial resources
Core activity: translation	61.9%	73.3%	32 270 408
Support activities	28.2%	16.0%	7 034 384
External outreach	2.2%	3.6%	1 591 887
Management and control activities	7.7%	7.2%	3 154 721
Total	100%	100%	44 941 300

Activity 1: TRANSLATION

The Centre's core activity is the provision of language services: essentially, the translation, amendment, layout and revision of documents, plus Community trade marks and designs, in accordance with agreed quality and delivery deadline criteria (the top priority of the Centre's Strategy).

This activity uses 61.9% of the Centre's human resources and consumes 73.3% of its total budget, i.e. the total amount of appropriations in Chapter 30 and the proportion of the appropriations in Titles 1 and 2 relating to this activity.

The total volume forecast for 2012 is 635 817 pages, a drop of 11.2% compared to the amending budget 2011. The Centre has had to fine tune its new pricing policy in order to avoid the significant losses experienced in 2011 following a considerable reduction in volumes of pages, and has drawn up, with the OHIM, a price table for translations of trade marks according to their volume, which will be applied in 2012.

	2012	2011	% 2011-2012
Total number of pages forecast	635 817	715 916	-11.2%
Total payments for translations, terminology and term lists ²	42 183 100	41 667 400	+ 1.2%

The translation volume forecast, in numbers of pages, is as follows:

European Environment Agency (EEA)	3 093
European Training Foundation (ETF)	2 579
European Monitoring Centre for Drugs and Drug Addiction (EMCDDA)	7 410
European Medicines Agency (EMA)	31 515
European Agency for Safety and Health at Work (EU-OSHA)	7 607
Office for Harmonization in the Internal Market (OHIM)	54 213
OHIM 'Linguistic editing'	4 600
OHIM trade marks	371 078
Community Plant Variety Office (CPVO)	1 237
European Police Office (Europol)	10 478
European Foundation for the Improvement of Living and Working Conditions (Eurofound)	6 186
European Centre for the Development of Vocational Training (Cedefop)	1 250
European Union Agency for Fundamental Rights (FRA)	10 900
European Agency for Reconstruction (EAR)	p.m.
European Investment Bank (EIB)	p.m.
European Food Safety Authority (EFSA)	3 634
European Judicial Cooperation Unit (Eurojust)	52
European Maritime Safety Agency (EMSA)	2 062
European Aviation Safety Agency (EASA)	15 521
European Railway Agency (ERA)	7 732
European Network and Information Security Agency (ENISA)	206
European Centre for Disease Prevention and Control (ECDC)	1 951
European Agency for the Management of Operational Cooperation at the External Borders of the Member States of the European Union (Frontex)	4 113
Education, Audiovisual and Culture Executive Agency (EACEA)	7 216
Executive Agency for Competitiveness and Innovation (EACI)	420
European Police College (CEPOL)	1 134
Executive Agency for Health and Consumers (EAHC)	1 145
European GNSS Agency (GSA)	254
European Defence Agency (EDA)	52

² The preliminary revenue deriving from a host agreement with a client have not been taken into account, since they do not relate to translation.

European Chemicals Agency (ECHA)	45 416
Community Fisheries Control Agency (CFCA)	1 619
Fusion for Energy (F4E)	515
European Union Satellite Centre (EUSC)	p.m.
Trans-European Transport Network Executive Agency (TEN-T EA)	278
European Institute of Innovation and Technology (EIT)	1 240
European Research Council Executive Agency (ERC)	654
Research Executive Agency (REA)	332
'Clean Sky' Joint Undertaking (CSJU)	82
European Institute for Gender Equality (EIGE)	2 222
Sesar Joint Undertaking (SJU)	248
European Data Protection Supervisor (EDPS)	10 103
Joint Undertaking to implement a Joint Technology Initiative in Embedded Computing Systems (ARTEMIS)	49
Innovative Medicines Initiative Joint Undertaking (IMI)	p.m.
Fuel Cells and Hydrogen Joint Undertaking (FCH JU)	25
European Nanoelectronics Initiative Advisory Council Joint Undertaking (ENIAC JU)	p.m.
European Asylum Support Office (EASO)	p.m.
Agency for the Cooperation of Energy Regulators (ACER)	46
European Financial Markets Authority (EFMA)	2 234
European Banking Authority (EBA)	2 062
European Insurance and Occupational Pensions Authority (EIOPA)	p.m.
Body of European Regulators for Electronic Communications (BEREC)	p.m.
European Commission – DG Employment	9 485
European Parliament (EP)	p.m.
Council of the European Union (Council)	443
European Court of Auditors (Court)	515
Committee of the Regions of the European Union (CoR)	p.m.
European Economic and Social Committee (ESC)	p.m.
Court of Justice of the European Union (CoJ)	p.m.
Contribution to Community programmes	p.m.
European Central Bank (ECB)	985
European Ombudsman (Ombudsman)	4 230
Total pages	635 817

Activity 2: SUPPORT

Since the Centre is an autonomous Community body, it must have administrative and technical support functions for human resources, procurement, sound and reliable accounting, infrastructure and logistics, and in particular provide any assistance required for the performance of its core operational activities.

The Centre's administrative and technical support uses 28.2% of the Centre's human resources and consumes 16.0% of its total budget, i.e. the proportion of the appropriations in Titles 1 and 2, calculated on the basis of the human resources used for this activity. Detailed information is provided in the Centre's Work Programme 2012.

Activity 3: EXTERNAL OUTREACH

These activities are aimed at supporting the Centre and its translation process, mainly by communication with the Centre's clients and other stakeholders. They also tie in with the Centre's second mission: to contribute to the rationalisation of resources and harmonisation of procedures in the field of Community translation through interinstitutional cooperation.

This activity uses 2.2% of the Centre's human resources and consumes 3.6% of its total budget, i.e. the total amount of appropriations in Chapter 31 and the proportion of appropriations in Titles 1 and 2, calculated on the basis of the human resources used for this activity. Detailed information is provided in the Centre's Work Programme 2012.

Activity 4: MANAGEMENT AND CONTROL

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

This activity uses 7.7% of the Centre's human resources and consumes 7.2% of its total budget, i.e. the proportion of appropriations in Titles 1 and 2, calculated on the basis of the human resources used for this activity. Detailed information is provided in the Centre's Work Programme 2012.

II. STATEMENT OF REVENUE AND EXPENDITURE – OVERVIEW

Title	Heading	Financial year 2012	Amending budget 1/2011 Financial year 2011	Implementation Financial year 2010
	REVENUE			
1	PAYMENTS FROM THE AGENCIES AND BODIES	39 925 000	39 215 700	48 175 413
2	COMMISSION SUBSIDY	p.m.	p.m.	p.m.
3	INTERINSTITUTIONAL COOPERATION	2 258 100	2 451 700	2 620 450
4	OTHER REVENUE	495 000	400 000	409 887
5	SURPLUS CARRIED OVER FROM THE PREVIOUS FINANCIAL YEAR AND TRANSFER FROM THE RESERVE OF PREVIOUS YEARS	1 373 300	9 231 700	24 041 195
6	REFUNDS	p.m.	p.m.	- 25 093 718
	TOTAL	44 051 400	51 299 100	50 153 046
	EXPENDITURE			
1	STAFF	25 670 100	25 432 100	23 112 814
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE	5 570 000	4 704 600	4 903 369
3	OPERATIONAL EXPENDITURE	12 811 300	13 702 700	15 019 552
10	RESERVES	p.m.	7 459 700	2 941 164
	TOTAL	44 051 400	51 299 100	45 976 899

III. STATEMENT OF REVENUE 2012

Title Chapter Article Item	Heading	Financial year 2012	Amending budget 1/2011 financial year 2011	Outturn 2010
1	PAYMENTS FROM THE AGENCIES, OFFICES, INSTITUTIONS AND BODIES			
1 0	PAYMENTS FROM THE AGENCIES, OFFICES, INSTITUTIONS AND BODIES			
1 0 0	<i>Payments from the agencies, offices, institutions and bodies</i>			
1 0 0 0	European Environment Agency (EEA)	300 000	400 000	433 543
1 0 0 1	European Training Foundation (ETF)	250 200	259 500	312 289
1 0 0 2	European Monitoring Centre for Drugs and Drug Addiction (EMCDDA)	718 700	756 400	684 857
1 0 0 3	European Medicines Agency (EMA)	3 057 000	2 956 100	2 610 663
1 0 0 4	European Agency for Safety and Health at Work (EU- OSHA)	737 900	730 100	959 496
1 0 0 5	Office for Harmonization in the Internal Market (OHIM)	5 258 700	4 748 400	4 312 257
1 0 0 6	OHIM trademarks	15 770 800	14 468 000	27 610 168
	Implementation of TM pricing scale per volume		1 800 000	
1 0 0 7	Community Plant Variety Office (CPVO)	120 000	120 000	88 262
1 0 0 8	European Police Office (Europol)	1 016 400	1 104 400	914 178
1 0 0 9	European Foundation for the Improvement of Living and Working Conditions (Eurofound)	600 000	412 000	576 850
	<i>Article 1 0 0 – Total</i>	27 829 700	27 754 900	38 502 563
1 0 1				
1 0 1 0	European Centre for the Development of Vocational Training (Cedefop)	121 300	138 100	96 135
1 0 1 2	European Union Agency for Fundamental Rights (FRA)	1 057 300	1 315 900	1 567 369
1 0 1 3	European Agency for Reconstruction (EAR)	p.m.	0	
1 0 1 4	European Investment Bank (EIB)	p.m.	16 700	691
1 0 1 5	European Food Safety Authority (EFSA)	352 400	450 000	497 239
1 0 1 6	European Judicial Cooperation Unit (Eurojust)	5 000	5 000	0
1 0 1 7	European Maritime Safety Agency (EMSA)	200 000	204 400	163 136
1 0 1 8	European Aviation Safety Agency (EASA)	1 505 500	1 509 800	633 739
1 0 1 9	European Railway Agency (ERA)	750 000	530 400	225 951

III. STATEMENT OF REVENUE 2012

Title Chapter Article Item	Remarks
1	
10	
100	
1000	Article 10(2)(b) of Council Regulation (EC) No 2965/94, as last amended by Council Regulation (EC) No 1645/2003.
1001	
1002	
1003	
1004	
1005	
1006	
1007	
1008	
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1010	
1012	
1014	
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1017	
1018	
1019	

Title Chapter Article Item	Heading	Financial year 2012	Amending budget 1/2011 financial year 2011	Outturn 2010
	<i>Article 1 0 1 – Total</i>	3 991 500	4 170 300	3 184 260
1 0 2				
1 0 2 0	European Network and Information Security Agency (ENISA)	20 000	100 000	105 018
1 0 2 1	European Centre for Disease Prevention and Control (ECDC)	189 200	489 100	548 608
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)	398 900	254 200	250 708
1 0 2 3	Education, Audiovisual and Culture Executive Agency (EACEA)	700 000	639 000	846 706
1 0 2 4	Executive Agency for Competitiveness and Innovation (EACI)	40 700	30 300	37 740
1 0 2 5	European Police College (CEPOL)	110 000	10 000	74 715
1 0 2 6	Executive Agency for Health and Consumers (EAHC)	111 100	157 700	84 660
1 0 2 7	European GNSS Agency (GSA)	24 600	20 500	12 442
1 0 2 8	European Defence Agency (EDA)	5 000	10 000	3 315
1 0 2 9	European Chemicals Agency (ECHA)	4 405 400	3 618 600	3 607 010
	<i>Article 1 0 2 – Total</i>	6 004 900	5 329 400	5 570 920
1 0 3				
1 0 3 0	Community Fisheries Control Agency (CFCA)	157 000	152 000	52 998
1 0 3 1	Fusion for Energy (F4E)	50 000	50 000	20 056
1 0 3 2	European Union Satellite Centre (EUSC)	p.m.	0	0
1 0 3 3	Trans-European Transport Network Executive Agency (TEN-T EA)	27 000	26 400	31 684
1 0 3 4	European Institute of Innovation and Technology (EIT)	120 300	58 600	0
1 0 3 5	European Research Council Executive Agency (ERCEA)	63 500	65 300	30 783
1 0 3 6	Research Executive Agency (REA)	25 200	52 100	3 783
1 0 3 7	Clean Sky Joint Undertaking (CSJU)	8 000	9 800	3 570
1 0 3 8	European Institute for Gender Equality (EIGE)	215 500	419 200	106 590
1 0 3 9	SESAR Joint Undertaking (SJU)	24 100	29 800	27 540
	<i>Article 1 0 3 – Total</i>	690 600	863 200	277 003
1 0 4				
1 0 4 0	European Data Protection Supervisor (EDPS)	980 000	913 600	633 442

Title Chapter Article Item	Remarks
<p>102</p> <p>1020</p> <p>1021</p> <p>1022</p> <p>1023</p> <p>1024</p> <p>1025</p> <p>1026</p> <p>1027</p> <p>1028</p> <p>1029</p> <p>103</p> <p>1030</p> <p>1031</p> <p>1032</p> <p>1033</p> <p>1034</p> <p>1035</p> <p>1036</p> <p>1037</p> <p>1038</p> <p>1039</p> <p>104</p> <p>1040</p>	

Title Chapter Article Item	Heading	Financial year 2012	Amending budget 1/2011 financial year 2011	Outturn 2010
1 0 4 1	Joint Undertaking to implement a Joint Technology Initiative in Embedded Computing Systems (ARTEMIS)	4 700	5 600	1 785
1 0 4 2	Innovative Medicines Initiative Joint Undertaking (IMI)	p.m.	29 100	5 440
1 0 4 3	Fuel Cells and Hydrogen Joint Undertaking (FCH JU)	2 500	4 400	p.m.
1 0 4 4	European Nanoelectronics Initiative Advisory Council Joint Undertaking (ENIAC JU)	p.m.	p.m.	
1 0 4 5	European Asylum Support Office (EASO)	p.m.	135 200	p.m.
1 0 4 6	Agency for the cooperation of Energy Regulators (ACER)	4 400	6 600	
1 0 4 7	European Securities and Markets Authority (ESMA)	216 700	p.m.	
1 0 4 8	European Banking Authority (EBA)	200 000	3 400	
1 0 4 9	European Insurance and Occupational Pensions Authority (EIOPA)	p.m.	p.m.	
	<i>Article 1 0 4 – Total</i>	1 408 300	1 097 900	640 667
1 0 5				
1 0 5 0	Body of European Regulators for Electronic Communications (BEREC)	p.m.	p.m.	
	<i>Article 1 0 5 – Total</i>	p.m.	p.m.	p.m.
	CHAPTER 1 0 – TOTAL	39 925 000	39 215 700	48 175 413
	Title 1 – Total	39 925 000	39 215 700	48 175 413
2	SUBSIDY FROM THE COMMISSION			
2 0	SUBSIDY FROM THE COMMISSION			
2 0 0	<i>Subsidy from the Commission</i>			
2 0 0 0	Subsidy from the Commission	p.m.	p.m.	p.m.
	<i>Article 2 0 0 – Total</i>	p.m.	p.m.	p.m.
	CHAPTER 2 0 – TOTAL	p.m.	p.m.	p.m.
	Title 2 – Total	p.m.	p.m.	p.m.
3	INTERINSTITUTIONAL COOPERATION			
3 0	INTERINSTITUTIONAL COOPERATION			
3 0 0	<i>Interinstitutional cooperation</i>			
3 0 0 0	European Commission – DG Employment	920 000	1 200 000	953 382

Title Chapter Article Item	Remarks
1041	
1042	
1043	
1044	
1045	
1046	
1047	
1048	
1049	
105	
1050	
2	
20	
200	Article 10(2)(c) of Council Regulation (EC) No 2965/94, as last amended by Council Regulation (EC) No 1645/2003.
2000	
3	
30	
300	Article 10(2)(b) of Council Regulation (EC) No 2965/94, as last amended by Council Regulation (EC) No 1645/2003.
3000	

Title Chapter Article Item	Heading	Financial year 2012	Amending budget 1/2011 financial year 2011	Outturn 2010
3 0 0 1	Participation in the Interinstitutional Committee for Translation and Interpreting (ICTI)	p.m.	p.m.	p.m.
3 0 0 2	Management of interinstitutional projects	739 300	724 400	697 493
3 0 0 3	European Parliament (EP)	p.m.	p.m.	p.m.
3 0 0 4	Council of the European Union (European Council)	43 000	40 600	354 875
3 0 0 5	European Court of Auditors (ECA)	50 000	30 000	19 996
3 0 0 6	Committee of the Regions of the European Union (CoR)	p.m.	p.m.	p.m.
3 0 0 7	European Economic and Social Committee (EESC)	p.m.	p.m.	p.m.
3 0 0 8	Court of Justice of the European Union (CJEU)	p.m.	p.m.	p.m.
	<i>Article 3 0 0 – Total</i>	1 752 300	1 995 000	2 025 747
3 0 1				
3 0 1 0	European Central Bank (ECB)	95 500	6 700	31 759
3 0 1 1	European Ombudsman (Ombudsman)	410 300	450 000	562 764
	<i>Article 3 0 1 – Total</i>	505 800	456 700	594 523
	CHAPTER 3 0 – TOTAL	2 258 100	2 451 700	2 620 269
	Title 3 – Total	2 258 100	2 451 700	2 620 269
4	OTHER REVENUE			
4 0	OTHER REVENUE			
4 0 0	Bank interest			
4 0 0 0	Bank interest	495 000	400 000	308 803
	<i>Article 4 0 0 – Total</i>	495 000	400 000	308 803
4 0 1	Miscellaneous repayments			
4 0 1 0	Miscellaneous repayments	p.m.	p.m.	101 084
	<i>Article 4 0 1 – Total</i>	p.m.	p.m.	101 084
	CHAPTER 4 0 – TOTAL	495 000	400 000	409 887
	Title 4 – Total	495 000	400 000	409 887
5	SURPLUS CARRIED OVER FROM THE PREVIOUS FINANCIAL YEAR AND TRANSFERS FROM RESERVE FUNDS FROM PREVIOUS YEARS			
5 0	SURPLUS CARRIED OVER FROM THE PREVIOUS FINANCIAL YEAR AND TRANSFERS FROM RESERVE FUNDS FROM PREVIOUS YEARS			
5 0 0	Surplus carried over from the previous financial year			

Title Chapter Article Item	Remarks
3 0 0 1	
3 0 0 2	
3 0 0 3	
3 0 0 4	
3 0 0 5	
3 0 0 6	
3 0 0 7	
3 0 0 8	
3 0 1	
3 0 1 0	
3 0 1 1	
4	
4 0	
4 0 0	
4 0 0 0	This appropriation covers interest which the Centre will receive on its bank accounts.
4 0 1	
4 0 1 0	This appropriation covers miscellaneous repayments (private telephone calls, etc.).
5	
5 0	
5 0 0	

Title Chapter Article Item	Heading	Financial year 2012	Amending budget 1/2011 financial year 2011	Outturn 2010
5 0 0 0	Surplus carried over from the previous financial year	p.m.	9 231 700	24 041 195
	<i>Article 5 0 0 – Total</i>	p.m.	9 231 700	24 041 195
5 0 1	Transfers from reserve funds from previous years			
5 0 1 0	Transfer from reserve fund for exceptional investments	774 800		
5 0 1 5	Transfer from reserve for stability pricing	598 500		
	<i>Article 5 0 1 – Total</i>	1 373 300	p.m.	p.m.
	CHAPTER 5 0 – TOTAL	1 373 300	9 231 700	24 041 195
	Title 5 – Total	1 373 300	9 231 700	24 041 195
6	REFUNDS			
6 0	REFUNDS TO CLIENTS			
6 0 0	Refunds to clients			
6 0 0 0	Refunds to clients	p.m.	p.m.	-6 822 069
	<i>Article 6 0 0 – Total</i>	p.m.	p.m.	-6 822 069
	CHAPTER 6 0 – TOTAL	p.m.	p.m.	-6 822 069
6 1	EXTRAORDINARY REFUNDS			
6 1 0	Extraordinary refunds			
6 1 0 0	Refunds to Commission for employer's contribution to Community pension scheme 2005-2009	p.m.	p.m.	-11 019 599
6 1 0 1	Refunds to Commission for employer's contribution to Community pension scheme 1998-2004	p.m.	p.m.	-7 252 050
	<i>Article 6 1 0 – Total</i>	p.m.	p.m.	-18 271 649
	CHAPTER 6 1 – TOTAL	p.m.	p.m.	-18 271 649
	Title 6 – Total	p.m.	p.m.	-25 093 718
	GRAND TOTAL	44 051 400	51 299 100	50 153 046

Title Chapter Article Item	Remarks
5 0 0 0	Surplus carried over from the previous financial year. Article 16 of the Financial Regulation of the Centre of 22 December 2003.
5 0 1	
5 0 1 0	EUR 774 800 from the reserve created for special investments in 2010.
5 0 1 5	Reserve from amending budget 2011.
6	
6 0	
6 0 0	
6 0 0 0	Repayment of the balance of the outturn for the previous year.
6 1	
6 1 0	
6 1 0 0	Extraordinary refund occurring only in 2010.
6 1 0 1	Extraordinary refund occurring only in 2010.

IV. STATEMENT OF EXPENDITURE 2012

Title Chapter Article Item	Heading	Appropriations 2012	Amending budget 1/2011 financial year 2011	Outturn 2010
1	STAFF			
11	STAFF IN ACTIVE EMPLOYMENT			
110	<i>Staff in active employment</i>			
1100	Basic salaries	14 855 000	14 544 400	13 611 990
1101	Family allowances	1 849 300	1 538 400	1 303 596
1102	Expatriation and foreign-residence allowances	2 324 800	2 348 700	2 203 296
1103	Secretarial allowances	29 400	38 700	32 191
	<i>Article 110 — Total</i>	19 058 500	18 470 200	17 151 073
111	<i>Auxiliary staff and local staff</i>			
1110	Auxiliary staff	p.m.	p.m.	p.m.
1111	Auxiliary interpreters	p.m.	p.m.	p.m.
1112	Local staff	p.m.	p.m.	p.m.
1113	Trainees	13 300	22 300	9 022

IV. STATEMENT OF EXPENDITURE 2012

Title Chapter Article Item	Remarks
1	
11	
110	
1100	<p>Staff Regulations of officials and Conditions of employment of other servants of the European Communities, in particular Articles 62 and 66 thereof. This appropriation is intended to cover basic salaries of officials and temporary staff.</p> <p>Establishment plan 2012: 215 posts. Annual salary increase calculated on the basis of the salaries for 2011 * 1 % increase (for January to June 2012) and another * 1 % (for July to December 2012). Decrease in 2012 due to the revision of the staff establishment plan resulting in a decrease of ten posts.</p>
1101	<p>Staff Regulations of officials of the European Communities, in particular Articles 62, 67 and 68 thereof, and Section I of Annex VII thereto.</p> <p>This appropriation is intended to cover the household, dependent child and education allowances for officials and temporary staff. The decrease in 2012 is due to the revised establishment plan.</p>
1102	<p>Staff Regulations of officials of the European Communities, 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. The decrease follows the revised establishment plan.</p>
1103	<p>Staff Regulations of officials of the European Communities, in particular Article 18(1) of Annex XIII thereto.</p> <p>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.</p> <p>Number of beneficiaries in 2012 = 17, application of salary increases identical to those under item 1 1 0 0.</p>
111	
1110	<p>Conditions of employment of other servants of the European Communities, in particular Article 3 and Title III thereof.</p> <p>This appropriation is intended to cover the remuneration (including overtime) of auxiliary staff, and the employer's share of social security contributions therefor.</p>
1111	<p>Conditions of employment of other servants of the European Communities, in particular Article 3 and Title III thereof.</p> <p>This appropriation is to be used only when the Directorate-General for Interpretation (formerly 'SCIC') is unable to provide the resources requested by the Translation Centre, in particular for meetings of its Management Board.</p>
1112	<p>Conditions of employment of other servants of the European Communities, in particular Article 4 and Title V thereof.</p> <p>This appropriation is intended to cover the remuneration (including overtime) of local staff, and the employer's share of social security contributions for.</p>
1113	<p>This appropriation is intended to cover expenditure relating to trainees, by developing relations with universities, for example.</p> <p>25% of the basic salary of an AD5/1 * 3 trainees for a period of four months.</p>

Title Chapter Article Item	Heading	Appropriations 2012	Amending budget 1/2011 financial year 2011	Outturn 2010
1115	Contract staff	729 700	820 000	421 402
	<i>Article 111 — Total</i>	743 000	842 300	430 424
112	Professional training of staff			
1120	Professional training of staff	210 000	210 000	227 036
	<i>Article 112 — Total</i>	210 000	210 000	227 036
113	Employer's social security contributions			
1130	Insurance against sickness	505 100	519 000	486 457
1131	Insurance against accidents and occupational disease	114 400	117 600	100 976
1132	Insurance against unemployment	155 200	163 500	123 400
1133	Constitution or maintenance of pension rights	p.m.	p.m.	p.m.
1134	Contribution to the Community pension scheme	3 571 600	3 449 800	3 263 899
	<i>Article 113 — Total</i>	4 346 300	4 249 900	3 974 732
114	Miscellaneous allowances and grants			
1140	Childbirth and death allowances and grants	1 000	2 000	198

Title Chapter Article Item	Remarks
1115	<p>Conditions of employment of other servants of the European Communities, in particular Article 3a and Title IV thereof. Appropriations are based on fifteen contract agents in 2012, compared to 20 in 2011. The increase from 2010 to 2011 is partly due to the transfer of allowances and social costs relating to contract workers from items 1 1 0 1, 1 1 0 2, etc. to item 1 1 1 5.</p>
112	
1120	<p>Staff Regulations of officials of the European Communities, in particular Article 24a thereof.</p>
113	
1130	<p>Staff Regulations of officials of the European Communities, in particular Article 72 thereof. Rules on sickness insurance for officials of the European Communities. This appropriation is intended to cover the employer's contribution (3.4% of the basic salary); the official's contribution is 1.7% of the basic salary.</p>
1131	<p>Staff Regulations of officials of the European Communities, 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 (0.77% of the basic salary). A further 2% is added to the appropriations thus calculated (increasing the rate to 0.7854%) to cover expenditure not covered by the insurance (Article 73 of the Staff Regulations).</p>
1132	<p>Conditions of employment of other servants of the European Communities, in particular Article 28a thereof. This appropriation is intended to insure temporary staff against unemployment. Rate applied: 1.62 % of the basic salary.</p>
1133	<p>Conditions of employment of other servants of the European Communities, 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.</p>
1134	<p>This appropriation is intended to cover the Centre's employer's contribution to the Community pension scheme. The employer's contribution is 23.2 % of the basic salaries, including for contrat staff, the contribution by the staff amounts to 11.6%.</p>
114	
1140	<p>Staff Regulations of officials of the European Communities, in particular Articles 70, 74 and 75 thereof. This appropriation is intended to cover: — appropriations for childbirth grants for 5 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 1 1 0 0.</p>

Title Chapter Article Item	Heading	Appropriations 2012	Amending budget 1/2011 financial year 2011	Outturn 2010
1141	Travel expenses for annual leave	297 900	285 800	253 525
1143	Fixed duty allowances	p.m.	p.m.	p.m.
	<i>Article 114 — Total</i>	298 900	287 800	253 723
115	<i>Overtime</i>			
1150	Overtime	p.m.	p.m.	p.m.
	<i>Article 115 — Total</i>	p.m.	p.m.	p.m.
117	<i>Supplementary services</i>			
1171	Freelance interpreters and conference technicians	p.m.	p.m.	p.m.
1175	Agency staff	172 700	440 000	352 569
	<i>Article 117 — Total</i>	172 700	440 000	352 569
118	<i>Miscellaneous expenditure on staff recruitment and transfer</i>			
1180	Miscellaneous expenditure on staff recruitment	51 000	104 100	50 131
1181	Travel expenses	8 300	18 100	4 054

Title Chapter Article Item	Remarks
1141	<p>Staff Regulations of officials of the European Communities, 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. The appropriations have been decreased following the revision of the establishment plan and appropriations for contract staff.</p>
1143	<p>Staff Regulations of officials of the European Communities, 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.</p>
115	
1150	<p>Staff Regulations of officials of the European Communities, 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.</p>
117	
1171	<p>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.</p>
1175	<p>This appropriation is intended to cover the use of agency staff. Calculation for 6 agency staff (3 AST3 posts for a period of 6 months, and 3 AST1 posts for a period of eight months).</p>
118	
1180	<p>Staff Regulations of officials of the European Communities, in particular Articles 27 to 31 and 33 thereof. This appropriation is intended to cover the expenditure involved in recruitment procedures. For 2012: estimates for 3 selection procedures: publication, travel expenses and allowances for 15 candidates per selection, and medical examinations, including X-rays. The number of selections is decreased from 6 in 2011.</p>
1181	<p>Staff Regulations of officials of the European Communities, 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. Amount forecast from the actual average expenses in 2010 per staff member multiplied by a realistic estimate for 2012 for turnover of statutory staff. The decrease in 2012 is explained by the lower average expense in 2010, compared to 2009, which was the basis for the 2011 budget.</p>

Title Chapter Article Item	Heading	Appropriations 2012	Amending budget 1/2011 financial year 2011	Outturn 2010
1182	Installation, resettlement and transfer allowances	65 000	75 300	33 364
1183	Removal expenses	20 400	40 600	9 263
1184	Temporary daily subsistence allowances	138 300	140 000	117 565
	<i>Article 118 — Total</i>	283 000	378 100	214 377
119	<i>Salary weightings and adjustments to remuneration</i>			
1190	Salary weightings	500	600	p.m.
	<i>Article 119 — Total</i>	500	600	p.m.
	CHAPTER 11 — TOTAL	25 112 900	24 878 900	22 603 934
13	MISSIONS AND DUTY TRAVEL			
130	<i>Missions and duty travel</i>			
1300	Mission expenses, duty travel expenses and other ancillary expenditure	40 000	90 000	69 379
	<i>Article 130 — Total</i>	40 000	90 000	69 379
131	<i>Missions and duty travel linked to training</i>			
1310	Mission expenses linked to training	30 000	40 000	41 392
	<i>Article 131 — Total</i>	30 000	40 000	41 392
	CHAPTER 13 — TOTAL	70 000	130 000	110 771
14	SOCIO-MEDICAL INFRASTRUCTURE			

Title Chapter Article Item	Remarks
1182	Staff Regulations of officials of the European Communities, 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.
1183	Staff Regulations of officials of the European Communities, 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. Calculation based on average removal expenses in 2010 * 6 removals in 2012 .
1184	Staff Regulations of officials of the European Communities, 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). The decrease in 2012 is due to a lower number of recruitments.
119	
1190	Staff Regulations of officials of the European Communities, 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.
13	
130	
1300	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 interests of the Centre, in accordance with the provisions of the Staff Regulations of officials of the European Communities. The decrease in 2012 is due to the optimisation of the mission organisation which allowed a cost reduction.
130	
1310	This appropriation is intended to cover mission expenditure during training outside Luxembourg.
14	

Title Chapter Article Item	Heading	Appropriations 2012	Amending budget 1/2011 financial year 2011	Outturn 2010
140	Socio-medical infrastructure			
1400	Restaurants and canteens	37 500	39 000	42 591
	<i>Article 140 — Total</i>	37 500	39 000	42 591
141	Medical service			
1410	Medical service	39 400	30 000	26 000
	<i>Article 141 — Total</i>	39 400	30 000	26 000
142	Other expenditure			
1420	Other expenditure	250 400	200 500	210 000
1421	Social relations	12 000	24 000	17 916
	<i>Article 142 — Total</i>	262 400	224 500	227 916
	CHAPTER 14 — TOTAL	339 300	293 500	296 507
15	MOBILITY			
152	Mobility			
1520	Staff exchanges	p.m.	p.m.	p.m.
1521	Centre officials seconded temporarily to national administrations, international organisations or public sector institutions or undertakings.	p.m.	p.m.	p.m.
	<i>Article 152 — Total</i>	p.m.	p.m.	p.m.
	CHAPTER 15 — TOTAL	p.m.	p.m.	p.m.
16	SOCIAL SERVICES			
160	Welfare service			
1600	Special assistance grants	p.m.	p.m.	p.m.
	<i>Article 160 — Total</i>	p.m.	p.m.	p.m.
162	Other expenditure			
1620	Other expenditure	p.m.	p.m.	p.m.

Title Chapter Article Item	Remarks
<p>140</p> <p>1400</p>	<p>This appropriation is intended to cover the cost of running restaurants, cafeterias and canteens, in particular the contracts for the maintenance of facilities, supply of equipment, etc. Calculation based on consumption in 2010 * increase due to indexation in 2011 and 2012. Decrease in 2012 is the result of actions to reduce costs in 2011.</p>
<p>141</p> <p>1410</p>	<p>Staff Regulations of officials of the European Communities, in particular Article 59 thereof and Article 8 of Annex II thereto.</p>
<p>142</p> <p>1420</p>	<p>Participation in the Committee on Social Activities. The forecast is based on the forecast by the Commission-OIL.</p>
<p>1421</p>	<p>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. Reduction to one major social event per year for the staff.</p>
<p>15</p>	
<p>152</p> <p>1520</p>	<p>This appropriation is intended to cover expenditure relating to the secondment or temporary assignment of Translation Centre officials and temporary staff to national or international bodies.</p>
<p>1521</p>	<p>This appropriation is intended to cover expenditure relating to the secondment or temporary assignment of Translation Centre officials and temporary staff to national or international bodies.</p>
<p>16</p>	
<p>160</p> <p>1600</p>	<p>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.</p>
<p>162</p> <p>1620</p>	<p>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.</p>

Title Chapter Article Item	Heading	Appropriations 2012	Amending budget 1/2011 financial year 2011	Outturn 2010
	<i>Article 162 — Total</i>	p.m.	p.m.	p.m.
163	Early childhood centre			
1630	Early childhood centre	142 900	122 700	99 000
	<i>Article 163 — Total</i>	142 900	122 700	99 000
164	Additional aid for disabled persons			
1640	Additional aid for disabled persons	2 000	4 000	p.m.
	<i>Article 164 — Total</i>	2 000	4 000	p.m.
	CHAPTER 16 — TOTAL	144 900	126 700	99 000
17	ENTERTAINMENT AND REPRESENTATION			
170	Entertainment and representation			
1700	Entertainment and representation expenses	3 000	3 000	2 602
	<i>Article 170 — Total</i>	3 000	3 000	2 602
	CHAPTER 17 — TOTAL	3 000	3 000	2 602
19	PENSIONS			
190	Pensions			
1900	Pensions and severance grants	p.m.	p.m.	p.m.
	<i>Article 190 — Total</i>	p.m.	p.m.	p.m.
	CHAPTER 19 — TOTAL	p.m.	p.m.	p.m.
	Title 1 — Total	25 670 100	25 432 100	23 112 814
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE			
20	INVESTMENT IN IMMOVABLE PROPERTY, RENTAL OF BUILDINGS AND ASSOCIATED COSTS			
200	Investment in immovable property, rental of buildings and associated costs			
2000	Rental of buildings and associated costs	1 490 500	1 202 100	1 170 613
	<i>Article 200 — Total</i>	1 490 500	1 202 100	1 170 613
201	Insurance			
2010	Insurance	11 000	10 500	9 228

Title Chapter Article Item	Remarks
<p>163</p> <p>1630</p>	<p>This appropriation is intended to cover the Centre's share of the cost of childcare for Centre staff in nurseries not managed by the Commission. Forecast for 2012 submitted by the European Parliament.</p>
<p>164</p> <p>1640</p>	<p>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.</p>
<p>17</p> <p>170</p> <p>1700</p>	<p>This appropriation is intended to cover entertainment and representation expenses, and miscellaneous receptions.</p>
<p>19</p> <p>190</p> <p>1900</p>	<p>This appropriation is intended to cover pensions and severance grants.</p>
<p>2</p> <p>20</p> <p>200</p> <p>2000</p>	<p>This appropriation is intended to cover the payment of rents for buildings or parts of buildings and parking spaces occupied by the Translation Centre. The increase of the budget line includes the renovation of the server room.(EUR 285 000).</p>
<p>201</p> <p>2010</p>	<p>This appropriation is intended to cover insurance policy premiums in respect of the buildings or parts of buildings occupied by the Centre.</p>

Title Chapter Article Item	Heading	Appropriations 2012	Amending budget 1/2011 financial year 2011	Outturn 2010
	<i>Article 201 — Total</i>	11 000	10 500	9 228
202	<i>Water, gas, electricity and heating</i>			
2020	Water, gas, electricity and heating	52 000	40 000	42 500
	<i>Article 202 — Total</i>	52 000	40 000	42 500
203	<i>Cleaning and maintenance</i>			
2030	Cleaning and maintenance	193 000	181 400	182 509
	<i>Article 203 — Total</i>	193 000	181 400	182 509
204	<i>Fitting-out of premises</i>			
2040	Fitting-out of premises	20 000	26 000	17 336
	<i>Article 204 — Total</i>	20 000	26 000	17 336
205	<i>Security and surveillance of buildings</i>			
2050	Security and surveillance of buildings	83 100	75 000	81 279
	<i>Article 205 — Total</i>	83 100	75 000	81 279
206	<i>Acquisition of immovable property</i>			
2060	Acquisition of immovable property	p.m.	p.m.	p.m.
	<i>Article 206 — Total</i>	p.m.	p.m.	p.m.
208	<i>Expenditure preliminary to the acquisition or construction of immovable property</i>			
2080	Expenditure preliminary to the acquisition or construction of immovable property	358 300	12 000	5 977
	<i>Article 208 — Total</i>	358 300	12 000	5 977
209	<i>Other expenditure</i>			
2090	Other expenditure	p.m.	p.m.	p.m.
	<i>Article 209 — Total</i>	p.m.	p.m.	p.m.
	CHAPTER 20 — TOTAL	2 207 900	1 547 000	1 509 442
21	DATA PROCESSING			

Title Chapter Article Item	Remarks
<p>202</p> <p>2020</p>	<p>This appropriation is intended to cover routine expenditure.</p>
<p>203</p> <p>2030</p>	<p>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.</p>
<p>204</p> <p>2040</p>	<p>This appropriation is intended to cover the fitting-out of the premises and repairs in the buildings.</p>
<p>205</p> <p>2050</p>	<p>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, costs of carrying out statutory inspections.</p>
<p>206</p> <p>2060</p>	<p>This appropriation is intended to cover the possible purchase of a building as the Centre's seat.</p>
<p>208</p> <p>2080</p>	<p>This appropriation is intended to cover expenditure on experts' reports relating to immovable property: three weeks of consultancy, framework contract rate, in support of the NHE renovation project. The increase of the budget line includes the renovation of the server room.(EUR 340 305).</p>
<p>209</p> <p>2090</p>	<p>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.</p>

Title Chapter Article Item	Heading	Appropriations 2012	Amending budget 1/2011 financial year 2011	Outturn 2010
210	Information technology			
2100	Purchase, work on, servicing and maintenance of hardware and software	1 438 000	1 130 000	1 241 103
	<i>Article 210 — Total</i>	1 438 000	1 130 000	1 241 103
212				
2120	External services for the operation, implementation, development and maintenance of software and systems	1 153 000	1 210 000	1 344 428
	<i>Article 212 — Total</i>	1 153 000	1 210 000	1 344 428
	CHAPTER 21 — TOTAL	2 591 000	2 340 000	2 585 531
22	MOVABLE PROPERTY AND ASSOCIATED COSTS			
220	Technical installations and electronic office equipment			
2200	New purchases	5 000	10 000	5 008
2201	Replacement	p.m.	p.m.	p.m.
2202	Rental	5 000	1 000	p.m.
2203	Maintenance, use and repair	2 000	3 000	202
2204	Office equipment	3 000	5 000	4 113
	<i>Article 220 — Total</i>	15 000	19 000	9 323
221	Furniture			
2210	New purchases	15 000	12 000	27 220
2211	Replacement	5 000	5 000	5 938
2212	Maintenance, use and repair	2 000	2 000	p.m.
	<i>Article 221 — Total</i>	22 000	19 000	33 158
223	Vehicles			
2230	New purchases of vehicles	p.m.	p.m.	p.m.
2232	Hire of vehicles	25 600	26 400	22 713
2233	Maintenance, use and repair of vehicles	4 000	9 300	2 623

Title Chapter Article Item	Remarks
<p>210</p> <p>2100</p>	<p>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. Decrease in 2012 is due to less purchase of hardware and software after larger investments in 2011. The increase of the budget line includes the renovation of the server room.(EUR 228 000).</p>
<p>212</p> <p>2120</p>	<p>This appropriation is intended to cover expenditure on external operating staff (operators, administrators, systems engineers, etc.). The revision of projects in light of the forecasted income has enabled a decrease in expenses related to IT. The increase of the budget line includes the renovation of the server room. (EUR 246 000).</p>
<p>22</p> <p>220</p> <p>2200</p> <p>2201</p> <p>2202</p> <p>2203</p> <p>2204</p>	<p>This appropriation is intended to cover initial provision of equipment (photocopiers, fax machines, scanners, etc.) for documentation storage, archiving and mail handling.</p> <p>The purchase of equipment and installations under this appropriation is conditional upon the decommissioning, in accordance with established procedures, of the equipment and installations to be replaced.</p> <p>This appropriation is intended to cover the costs of hiring fax machines, photocopiers and various technical installations.</p> <p>This appropriation is intended to cover maintenance and repair of equipment.</p> <p>This appropriation is intended to cover unforeseen costs relating to electronic office equipment.</p>
<p>221</p> <p>2210</p> <p>2211</p> <p>2212</p>	<p>This appropriation is intended to cover the purchase of furniture.</p> <p>This appropriation is intended to cover the replacement of furniture following the ergonomomy audit.</p> <p>This appropriation is intended to cover the maintenance and repair of furniture.</p>
<p>223</p> <p>2230</p> <p>2232</p> <p>2233</p>	<p>This appropriation is intended to cover the purchase of an official vehicle for the Centre.</p> <p>This appropriation is intended to cover the rental in the form of a long-term contract of an official vehicle, as well as expenditure on occasional hiring of vehicles to meet certain unforeseen needs.</p> <p>This appropriation is intended to cover vehicle maintenance and operating costs and costs relating to the use of public transport.</p>

Title Chapter Article Item	Heading	Appropriations 2012	Amending budget 1/2011 financial year 2011	Outturn 2010
	<i>Article 223 — Total</i>	29 600	35 700	25 336
225	<i>Documentation and library expenditure</i>			
2250	Library stocks, purchase of books	10 000	10 000	8 120
2251	Special library, documentation and reproduction equipment	p.m.	p.m.	p.m.
2252	Subscriptions to newspapers and periodicals	9 000	9 000	9 790
2253	Dictionaries for translators	2 500	2 500	1 477
2254	Cover binding and upkeep of books.	p.m.	p.m.	p.m.
	<i>Article 225 — Total</i>	21 500	21 500	19 387
	CHAPTER 22 — TOTAL	88 100	95 200	87 204
23	CURRENT ADMINISTRATIVE EXPENDITURE			
230	<i>Stationery and office supplies</i>			
2300	Stationery and office supplies	20 000	30 000	42 318
	<i>Article 230 — Total</i>	20 000	30 000	42 318
232	<i>Financial expenses</i>			
2320	Bank charges	4 500	5 500	3 633
2321	Exchange-rate losses	p.m.	p.m.	p.m.
	<i>Article 232 — Total</i>	4 500	5 500	3 633
233	<i>Legal expenses</i>			
2330	Legal expenses	5 000	5 000	3 191
	<i>Article 233 — Total</i>	5 000	5 000	3 191
234	<i>Damages</i>			
2340	Damages	p.m.	p.m.	p.m.
	<i>Article 234 — Total</i>	p.m.	p.m.	p.m.
235	<i>Other operating expenditure</i>			
2350	Miscellaneous insurance	10 500	10 000	8 226
2352	Miscellaneous expenditure on internal meetings	1 500	1 500	2 072
2353	Departmental removals	10 000	10 000	10 000
2359	Other expenditure	4 500	900	6 600

Title Chapter Article Item	Remarks
225	
2250	This appropriation is intended to cover the purchase of books, documents and other publications.
2251	This appropriation is intended to cover the acquisition of special equipment for libraries.
2252	This appropriation is intended to cover the cost of subscriptions to newspapers and periodicals in line with the Centre's own needs.
2253	This appropriation is intended for the purchase of dictionaries.
2254	This appropriation is intended to cover binding and other costs essential for the upkeep of books and periodicals.
23	
230	
2300	This appropriation is intended to cover the purchase of paper and office supplies.
232	
2320	This appropriation is intended to cover bank charges and the cost of connection to the interbank telecommunications network.
2321	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.
233	
2330	This appropriation is intended to cover preliminary legal costs and the services of lawyers or other experts.
234	
2340	This appropriation is intended to cover damages and the cost of settling claims against the Centre (civil liability).
235	
2350	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	This appropriation is intended to cover costs relating to the organisation of internal meetings.
2353	This appropriation is intended to cover the cost of removals within the buildings.
2359	This appropriation is intended to cover other operating expenditure not specifically provided for.

Title Chapter Article Item	Heading	Appropriations 2012	Amending budget 1/2011 financial year 2011	Outturn 2010
	<i>Article 235 — Total</i>	26 500	22 400	26 898
239	<i>Interinstitutional services</i>			
2390	Translation services provided by the Commission	p.m.	p.m.	p.m.
2391	Interpreting	p.m.	p.m.	5 000
2392	Administrative assistance from the Commission	130 100	140 200	120 350
2393	Publications	27 000	27 000	34 550
2394	Dissemination	p.m.	5 000	6 688
	<i>Article 239 — Total</i>	157 100	172 200	166 588
	CHAPTER 23 — TOTAL	213 100	235 100	242 628
24	POSTAGE AND TELECOMMUNICATIONS			
240	<i>Postage</i>			
2400	Postage and delivery charges	47 900	49 300	42 156
	<i>Article 240 — Total</i>	47 900	49 300	42 156
241	<i>Telecommunications</i>			
2410	Telephone, telegraph, telex, radio and television and subscriptions and charges	295 000	285 000	242 203
	<i>Article 241 — Total</i>	295 000	285 000	242 203
	CHAPTER 24 — TOTAL	342 900	334 300	284 359
25	EXPENDITURE ON MEETINGS			
250	<i>Expenditure on formal and other meetings</i>			
2500	Meetings in general	5 000	10 000	11 274
	<i>Article 250 — Total</i>	5 000	10 000	11 274
255	<i>Miscellaneous expenditure on the organisation of and participation in conferences, congresses and meetings</i>			

Title Chapter Article Item	Remarks
<p>239</p> <p>2390</p> <p>2391</p> <p>2392</p> <p>2393</p> <p>2394</p>	<p>This appropriation is intended to cover the provision of translation work, including typing, by the Commission on behalf of the Translation Centre.</p> <p>This appropriation is intended to cover interpreting services to be billed to the Centre, in particular by Community institutions.</p> <p>Article 12 of Council Regulation (EC) No 2965/94 setting up the Translation Centre. This appropriation is intended to cover administrative assistance provided by the Commission for the Translation Centre.</p> <p>This appropriation is intended to cover mainly the costs of publishing the Translation Centre's budget, activity report and other communication and publicity activities.</p> <p>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 (pens and pencils with CdT logo, USB keys with logo, etc). Costs associated with the printing of documents are covered by 2393.</p>
<p>24</p> <p>240</p> <p>2400</p>	<p>This appropriation is intended to cover expenditure on postal and delivery charges, including parcels sent by post. The increase is due to the increasing use of registered or urgent courier services (DHL).</p>
<p>241</p> <p>2410</p>	<p>This appropriation is intended to cover the cost of telephones (private telephone costs are deducted directly from pay slips), teleworking, data transmission subscriptions and communications, and expenditure relating to telecommunications equipment. The increase of the budget line includes the renovation of the server room.(EUR 31 000).</p>
<p>25</p> <p>250</p> <p>2500</p>	<p>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.</p>
<p>255</p>	

Title Chapter Article Item	Heading	Appropriations 2012	Amending budget 1/2011 financial year 2011	Outturn 2010
2550	Miscellaneous expenditure on the organisation of and participation in conferences, congresses and meetings	5 000	5 000	33 442
	<i>Article 255 — Total</i>	5 000	5 000	33 442
	CHAPTER 25 — TOTAL	10 000	15 000	44 716
26	GOVERNING BODY OF THE CENTRE			
260	<i>Expenditure on formal and other meetings</i>			
2600	Management Board meetings	20 000	25 000	14 500
	<i>Article 260 — Total</i>	20 000	25 000	14 500
261	<i>Organisation of Management Board meetings</i>			
2610	Organisation of Management Board meetings	12 000	12 000	8 155
	<i>Article 261 — Total</i>	12 000	12 000	8 155
265	<i>Interpreting</i>			
2650	Interpreting	60 000	75 000	60 000
	<i>Article 265 — Total</i>	60 000	75 000	60 000
	CHAPTER 26 — TOTAL	92 000	112 000	82 655
27	INFORMATION: ACQUISITION. ARCHIVING. PRODUCTION AND DISSEMINATION			
270	<i>Limited consultations, studies and surveys</i>			
2700	Limited consultations, studies and surveys	25 000	26 000	66 834
	<i>Article 270 — Total</i>	25 000	26 000	66 834
	CHAPTER 27 — TOTAL	25 000	26 000	66 834
	Title 2 — Total	5 570 000	4 704 600	4 903 369
3	OPERATIONAL EXPENDITURE			
30	EXTERNAL TRANSLATION SERVICES			
300	<i>External translation services</i>			

Title Chapter Article Item	Remarks
2550	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 meetings not covered by the existing infrastructure (e.g. organised in the JMO building, etc).
260	
2600	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.
261	
2610	This appropriation is intended to cover the organisation of Management Board meetings.
265	
2650	This appropriation is intended to cover interpreting services to be billed to the Centre, in particular by EU institutions for Management Board meetings.
27	
270	
2700	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.
3	
30	
300	

Title Chapter Article Item	Heading	Appropriations 2012	Amending budget 1/2011 financial year 2011	Outturn 2010
3000	External translation services	12 124 300	12 997 700	14 322 062
	<i>Article 300 — Total</i>	12 124 300	12 997 700	14 322 062
	CHAPTER 30 — TOTAL	12 124 300	12 997 700	14 322 062
31	EXPENDITURE RELATING TO INTERINSTITUTIONAL COOPERATION			
310	<i>Expenditure relating to interinstitutional cooperation</i>			
3100	Interinstitutional cooperation in the language field	687 000	705 000	697 490
	<i>Article 310 — Total</i>	687 000	705 000	697 490
	CHAPTER 31 — TOTAL	687 000	705 000	697 490
	Title 3 — Total	12 811 300	13 702 700	15 019 552
10	RESERVES			
100	PROVISIONAL APPROPRIATIONS			
1000	<i>Provisional appropriations</i>			
10000	Reserve for employer's contributions to the Community pension scheme	p.m.	p.m.	p.m.
10001	Reserve for the acquisition of immovable property	p.m.	p.m.	p.m.
10002	Contingency reserve	p.m.	p.m.	p.m.
10003	Reserve for stability pricing	p.m.	3 134 000	p.m.
10004	Reserve for the permanent prefinancing fund	p.m.	p.m.	2 166 300
10005	Reserve for the disputed salary increase	p.m.	p.m.	p.m.
10006	Reserve for exceptional investments	p.m.	4 325 700	774 864
	<i>Article 1000 — Total</i>	p.m.	7 459 700	2 941 164
	CHAPTER 100 — TOTAL	p.m.	7 459 700	2 941 164
	Title 10 — Total	p.m.	7 459 700	2 941 164
	GRAND TOTAL	44 051 400	51 299 100	45 976 899

Title Chapter Article Item	Remarks
3000	This appropriation is intended to cover expenditure relating to the services of external service providers for linguistic services, namely: translation of Community trademarks and documents, revision and modification of translations and linguistic editing as well as terminology work (translation of term lists). The decrease in 2012 is due to the expected smaller volume to be translated.
31 310	
3100	This appropriation is intended to cover expenditure relating to activities decided by the Interinstitutional Committee for Translation and Interpreting (ICTI) with a view to promoting interinstitutional cooperation in the language field.
10 100 1000	
10000	Reserve created as a provisional appropriation for the payment of employer's contributions to the Community pension scheme. No reserve is necessary as the appropriation for the current year is recorded on item 1 1 3 4.
10001	
10002	
10003	
10004	Reserve to create the permanent prefinancing fund provided for by Article 59a of the Financial Regulation of the 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.
10005	The dispute was settled in 2010 and no appropriations are necessary.
10006	

ANNEX 1 ESTABLISHMENT PLAN

Function groups and grades	Filled on 31.12.2010		Budget 2011				Budget 2012	
			Authorised under the budget		Authorised under the amending budget		Authorised under the budget	
	Permanent posts	Temporary staff	Permanent posts	Temporary posts	Permanent posts	Temporary posts	Permanent posts	Temporary posts
AD 16	0	0	0	0	0	0	0	0
AD 15	0	0	0	1	0	0	0	1
AD 14	1	1	1	0	0	0	1	0
AD 13	0	0	1	1	0	0	1	1
AD 12	5	5	6	5	0	0	7	5
AD 11	9	9	8	9	0	0	9	8
AD 10	9	5	10	4	0	0	9	6
AD 9	4	8	4	10	0	0	3	10
AD 8	2	6	2	9	0	0	3	9
AD 7	8	15	9	20	0	0	9	22
AD 6	1	23	3	19	0	0	4	16
AD 5	3	15	1	15	0	0	1	13
TOTAL AD	42	87	45	93	0	0	47	91
AST 11	0	0	0	0	0	0	0	0
AST 10	0	0	0	0	0	0	0	0
AST 9	0	1	0	1	0	0	0	1
AST 8	4	0	5	0	0	0	5	0
AST 7	3	3	1	4	0	0	2	3
AST 6	3	4	4	4	0	0	3	2
AST 5	1	6	0	5	0	0	1	6
AST 4	3	11	4	17	0	0	5	16
AST 3	5	18	4	21	0	0	2	21
AST 2	0	7	0	11	0	0	0	10
AST 1	0	17	0	6	0	0	0	0
TOTAL AST	19	67	18	69	0	0	18	59
TOTAL	61	154	63	162	0	0	65	150
TOTAL STAFF	215		225		0		215	