



Management Board

# PRELIMINARY DRAFT BUDGET 2012

CT/CA-005/2011/01EN

ADOPTED BY THE CENTRE'S MANAGEMENT BOARD ON 24 MARCH 2011

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## I. INTRODUCTION

### A. General introduction

The preliminary draft budget 2012 comprises:

- B. The description of the Centre's work with aligning prices and costs for the year 2012.
- 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; and
- E. The breakdown of the Centre's expenditure by activity. This part shows the link between the preliminary draft 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 to provide forecasts for this preliminary draft budget. The starting point for the 2012 forecasts was the new prices for 2011 approved by the Management Board. It should be noted that many clients highlighted the uncertainty of their forecasts, mainly due to the fact that their own 2012 budgets were far from decided. The translation volumes forecast for 2012 decreased compared to the outturn for 2010 and the forecast for 2011. The revenue forecast for 2012 reached only EUR 42.4 million – a decrease of EUR 8.7 million compared to the outturn for the same titles in 2010<sup>1</sup>.

The first response to such a big fall is of course to reduce costs, where appropriate. The measures taken are explained in detail in section D. Expenditure. The first step was to review the employment of staff, especially in light of the ongoing reorganisation of one department. The result of the review was the decision to reduce the number of staff as a necessary and appropriate first response to the lower level of income. Affected categories were temporary agents, contract staff and agency staff.

In addition, the Centre opted for a very big cost reduction within Chapter 21, data processing. This means that several projects have been postponed. However, the Centre considers that the most crucial project for increasing the competitiveness of the Centre, involving the preparations for and the development and implementation of the Centre's Corporate Portal – the e-CdT programme – should be continued in 2012 by other ways of financing.

Clearly, a lower number of pages to be translated also reduces the need for freelance translators, thereby automatically decreasing the budget for Title 3.

These cost decreases, however demanding and overreaching, were not sufficient to bridge the gap between the lower income and the expenses. Therefore, in the continuous effort to align prices and costs, the Centre also had to review the prices for 2012. The review aimed at finding a price level which would enable the Centre to maintain the quality needed for operations, while allowing the cost cuts to represent the main part of the alignment of prices and costs.

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<sup>1</sup> Income titles 1-4, including Payments from the agencies, offices, institutions and bodies, Interinstitutional cooperation, and Other revenue, but excluding Surplus carried over from the previous financial year, Refunds to clients, and Extraordinary refunds.

The result was a suggested price for documents of EUR 95 per page, an increase of EUR 2, and a suggested price for trademarks of EUR 36 per page, an increase of EUR 4. Even with these increases, the prices are still lower than the suggested prices in the PDB 2011<sup>2</sup>.

The semiannual review in 2011 will be performed in time for the revision of the forecasts for 2012 due to be carried out in July-August 2011.

The prices for 2012 are therefore as follows:

Products	Normal documents (EUR)	Scheduled documents (EUR)	Urgent documents (EUR)
Translation (price per page)	95.00		
Amendment (price per page)	180.00	- 25%	+ 25%
Revision (price per page)	48.50		
Editing (price per page)	60.00		
Trademarks and designs (price per page)	EUR 36.00 (500 000 pages minimum)		
Other services (standardisation, terminology, etc.)	EUR 900 per man/day		
Term list	EUR 5.00 per term		

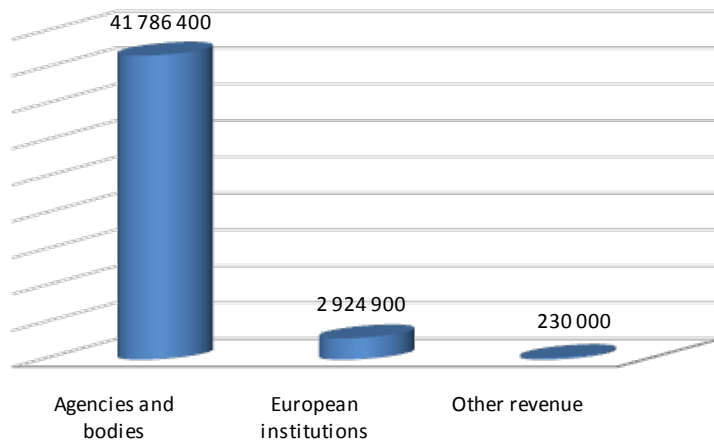
Surcharges:

Type of document	EUR
Complex format (additional price per page)	5.00
Confidential document (additional price per page)	5.00
Non EU language (additional price per page)	4.00

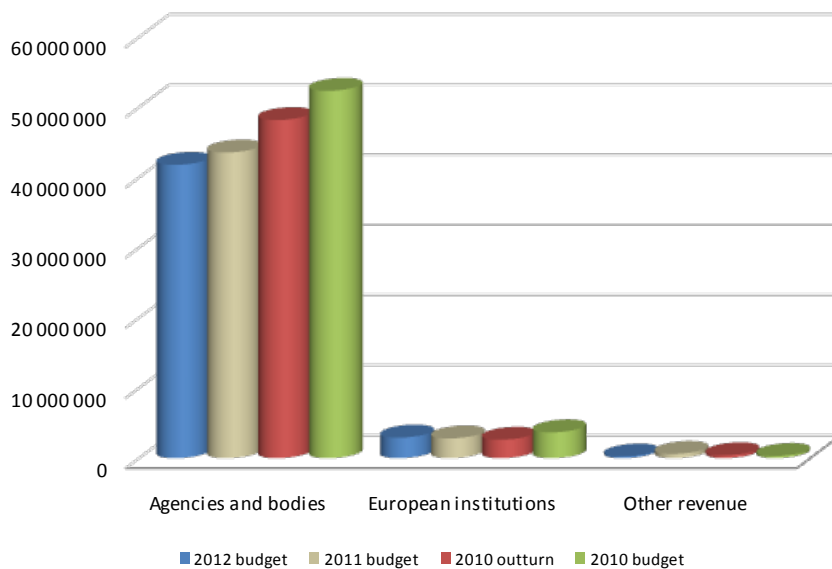
### C. Revenue

The revised prices for documents and trademarks, with increases of 2.1 % and 12.5 %, respectively, bring the forecast income to EUR 44 941 300. The effect of the suggested prices is EUR 2.5 million. The forecast income is broken down as follows:

<sup>2</sup> The prices in the PDB were revised downwards in the budget 2011.



The chart below presents the revenue forecast for 2012 in relation to the budgets 2011 and 2010, and the outturn 2010, namely:



The continuous efforts of the Centre's management to reduce the budget surplus and reach a balanced budget outturn have resulted in several proposals for cost and price alignment in the last budgets. The chart above illustrates part of the result by the change in income from 2010 to 2011. That change is due, firstly, to the effects of the new pricing policy introduced in 2011, in which the Centre accomplished a substantial decrease in the price for the translation of trademarks, and secondly, to a decrease in the volume of trademarks. For 2012 the forecast for trademarks is slightly higher than for 2011. However, compared to the outturn for 2010, the budget for 2012 sees the volume of trademarks decrease by approximately 40 000 pages and the volume of normal documents decrease by 2 000 pages. As for income from European institutions and other revenue, the revenue has remained more or less unchanged over the last years.

From the chart it is clear that the drop in income in 2012 would have been significantly larger without the suggested price increase. It is also clear that reacting to such a difference requires a lot of effort, and it is not possible to cut expenditure by the full amount in a single reduction without risking the quality of

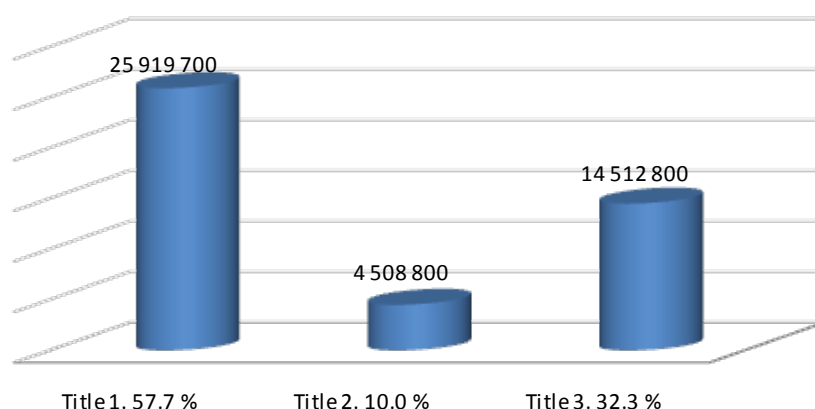
the work. In the budget, the effect of the suggested price increase is shown on separate lines: one in Title 1 and one in Title 3. The budget for each client thus corresponds to the client's own forecast.

Since the budget 2011, three new clients have signed agreements with the Centre. In this budget, two new budget lines have been introduced; the third line will be introduced in the first amending budget 2011. In addition, a correction has been made vis-à-vis the 2011 budget, in which EASO was placed on the wrong budget line.

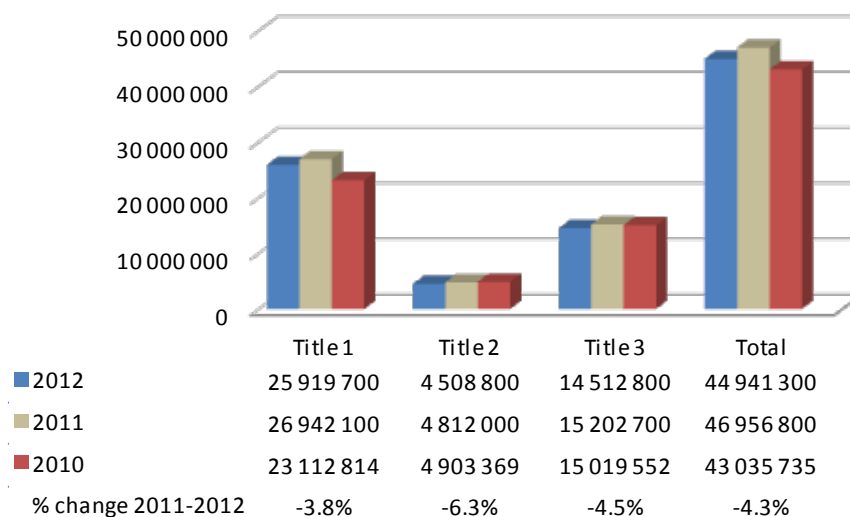
1044	European Nanoelectronics Initiative Advisory Council Joint Undertaking (ENIAC JU)	p.m.
1045	European Asylum Support Office (EASO) – <i>assigned number 1044 in the 2011 budget</i>	p.m.
1046	Agency for the Cooperation of Energy Regulators (ACER)	9 600
	European Securities and Market Authority (ESMA) – <i>will be entered in the amending budget 2011</i>	

#### D. Expenditure

As explained in section A, the Centre's thorough exercise to align expenses with income has affected all titles. The expenses are broken down as follows, with the percentages showing each title's share of the budget:



Compared to 2011, Title 1 is decreased by 3.8 %, Title 2 is cut by 6.3 % and Title 3 by 4.5 %. The composition of the expenses by title and a comparison with the budget 2011 and outturn 2010 are shown below. Title 10 does not contain any appropriations in the 2012 or 2011 budgets, and is therefore not included in the chart.



### Title 1, STAFF

For Title 1, Staff, the review of the staff establishment plan and the use of contract staff and agency staff, enabled a significant cost decrease, while still maintaining the focus on good quality. The review resulted in a cancellation of five posts, from 225 posts to 220 posts. At the end of 2010, 215 posts were filled. The affected posts are temporary assistant posts, grades 1 and 3. In addition to these changes, the review carried out for the 2011 budget still has a downward effect on staff expenses.

For contract staff, the review carried out for 2012 means that the number of foreseen contract agents is the same as in 2010, i.e. 10 people. With additional savings on agency staff, almost half compared to the outturn in 2010, the Centre's strong efforts in Title 1 are clear.

In total, the budget for Title 1 for 2012 is 12.1 % higher than the outturn for 2010, but 3.8 % lower than the budget for 2011. The increase from 2010 is mainly due to the fact that the staff establishment plan was not reached in 2010, although recruitment was ongoing during the year. Other factors are higher expenses for socio-medical infrastructure, mainly participation in the Committee on Social Activities, and external services, such as the early childhood centre.

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

For Title 2, Buildings, equipment and miscellaneous operating expenditure, the Centre was able to reduce its expenditure by 8.0 % compared to the outturn for 2010, and by 6.3 % compared to the budget 2011. The key efforts to decrease costs were made in Chapter 21, Data processing. The cut compared to 2011 is 12.7 %, approximately EUR 300 000, and 18.1 %, almost EUR 470 000, lower than the outturn for 2010. The Centre therefore aims at suggesting other ways of financing the most important project for the future of the Centre: the preparations for and the development and implementation of the Centre's Corporate Portal (the e-CdT programme). This programme will enable the Centre to face the challenges of the years ahead, to respond even better to clients' present and future demands, and increase the competitiveness of the Centre.

As for Chapter 20, Investment in immovable property, rental of buildings and associated costs, 2012 sees an increase of 2.0 % compared to the budget 2011 and an increase of 4.4 % compared to the outturn for 2010. This is due to most of the contracts in the title having index clauses. The other chapters see some increases in 2012, mainly because cuts were made in 2011 and increases are necessary to ensure well-functioning operations.

### Title 3, OPERATIONAL EXPENDITURE

For Title 3, Operational expenditure, expenses are expected to be 3.4 % lower than the outturn for 2010 and 4.5 % lower than the budget for 2011. The forecast has been fine-tuned by comparing the volumes translated in 2010 and the forecasts for 2012, for which the detailed forecasts from the clients are very valuable. Both the volume of trademarks and the volume of documents are decreasing compared to 2010. The fact that no translation of term lists is yet foreseen for 2012 contributes to the possible decrease in costs for this title.

### Title 10, RESERVES

For Title 10, Reserves, there are no appropriations in the budget 2012. The contribution to the Community's pension scheme for 2012, EUR 3.59 million, is included in Title 1, and 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 supervision activities. The human and financial resources for 2012 are divided among each activity as illustrated in the table below. The financial resources in Titles 1 and 2 are divided on the basis of the human resources used for each activity. This calculation takes into consideration the different distribution of types of posts and grades, and hence salary costs, between activities. The details are set out in the Centre's preliminary draft Work Programme 2012.

	% of human resources (staff)	% of financial resources	Financial resources
Core activity: translation	61.3 %	75.3 %	33 831 462
Support activities	28.4 %	14.8 %	6 637 336
External outreach	2.5 %	3.3 %	1 465 204
Management and supervision activities	7.7 %	6.6 %	3 007 298
Total	100 %	100 %	44 941 300

### Activity 1: TRANSLATION

The Centre's core activity is language services which mainly consist in the translation, amendment, layout and revision of documents, plus Community trademarks and designs, in accordance with agreed quality and delivery time criteria (priority 1 of the Centre's Strategy).

This activity uses 61.3 % of the Centre's human resources and consumes 75.3 % of its total budget, i.e. the total amount of appropriations in Chapter 30 and the activity's proportion of appropriations in Titles 1 and 2.

The total number of pages forecast for 2012 is 789 538, a decrease by 5.6 % compared to the budget 2011. Given that, despite the Centre's review of expenses, a price increase was necessary to align expenses and income, the decrease in forecast income is lower, i.e. -3.9 %.

	2012	2011	% 2011-2012
Total number of pages forecast	789 538	836 039	-5.6 %
Total payments for translations, terminology and term lists <sup>3</sup>	43 849 300	45 632 400	-3.9 %

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

European Environment Agency (EEA)	2 151
European Training Foundation (ETF)	2 490
European Monitoring Centre for Drugs and Drug Addiction (EMCDDA)	6 067
European Medicines Agency (EMA)	39 230
European Agency for Safety and Health at Work (EU-OSHA)	7 510
Office for Harmonization in the Internal Market (OHIM)	36 790
OHIM 'Linguistic editing'	8 333
OHIM trademarks	525 000
Community Plant Variety Office (CPVO)	1 290
European Police Office (Europol)	13 103
European Foundation for the Improvement of Living and Working Conditions (Eurofound)	8 285
European Centre for the Development of Vocational Training (CEDEFOP)	1 230
European Union Agency for Fundamental Rights (FRA)	9 350
European Investment Bank (EIB)	p.m.
European Food Safety Authority (EFSA)	5 360
European Judicial Cooperation Unit (Eurojust)	54
European Maritime Safety Agency (EMSA)	3 441
European Aviation Safety Agency (EASA)	11 045
European Railway Agency (ERA)	9 677
European Network and Information Security Agency (ENISA)	215
European Centre for Disease Prevention and Control (ECDC)	2 400
European Agency for the Management of Operational Cooperation at the External Borders of the Member States of the European Union (FRONTEX)	2 778
Education, Audiovisual and Culture Executive Agency (EACEA)	8 602
Executive Agency for Competitiveness and Innovation (EACI)	355
European Police College (CEPOL)	1 183
Executive Agency for Health and Consumers (EAHC)	1 398
European GNSS Supervisory Authority (GSA)	264
European Defence Agency (EDA)	54
European Chemicals Agency (ECHA)	32 850
Community Fisheries Control Agency (CFCA)	2 214
Fusion for Energy (F4E)	538
European Union Satellite Centre (EUSC)	p.m.
Trans-European Transport Network Executive Agency (TEN-T EA)	373
European Institute of Innovation and Technology (EIT)	945
European Research Council Executive Agency (ERCEA)	638
Research Executive Agency (REA)	226
Clean Sky Joint Undertaking (CSJU)	165

<sup>3</sup> Preliminary income from a hosting agreement with one client is excluded, as it does not relate to translation.



European Institute for Gender Equality (EIGE)	2 320
Sesar Joint Undertaking (SJU)	314
European Data Protection Supervisor (EDPS)	18 915
Joint Undertaking to implement a Joint Technology Initiative in Embedded Computing Systems (ARTEMIS)	p.m.
Innovative Medicines Initiative Joint Undertaking (IMI)	p.m.
Fuel Cells and Hydrogen Joint Undertaking (FCH JU)	p.m.
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)	138
European Commission – DG Employment	13 340
European Parliament	p.m.
Council of the European Union	2 667
European Court of Auditors	688
Committee of the Regions of the European Union	p.m.
European Economic and Social Committee	p.m.
Court of Justice of the European Union	p.m.
European Central Bank	793
European Ombudsman	4 760
<b>Total pages</b>	<b>789 538</b>

#### Activity 2: ADMINISTRATIVE AND TECHNICAL SUPPORT

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

The Centre's administrative and technical support uses 28.4 % of the Centre's human resources and consumes 14.8 % of its total budget, i.e. the activity's proportion of appropriations in Titles 1 and 2.

#### Activity 3: EXTERNAL OUTREACH

These activities are intended to support the Centre and its translation process, mainly by communication 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 2.5 % of the Centre's human resources and consumes 3.3 % of its total budget, i.e. all of the appropriations in Chapter 31 and the activity's proportion of appropriations in Titles 1 and 2.

#### Activity 4: MANAGEMENT AND SUPERVISION

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 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 7.7% of the Centre's human resources and consumes 6.6 % of its total budget, i.e. the activity's proportion of appropriations in Titles 1 and 2.

II. STATEMENT OF REVENUE AND EXPENDITURE – OVERVIEW

Title	Heading	Financial year 2012	Financial year 2011	Financial year 2010
	<b>REVENUE</b>			
1	PAYMENTS FROM THE AGENCIES AND BODIES	41 786 400	43 546 000	48 175 413
2	COMMISSION SUBSIDY	p.m.	p.m.	0
3	INTERINSTITUTIONAL COOPERATION	2 924 900	2 810 800	2 620 269
4	OTHER REVENUE	230 000	600 000	101 084
5	SURPLUS CARRIED OVER FROM THE PREVIOUS FINANCIAL YEAR	p.m.	p.m.	24 041 195
6	REFUNDS	p.m.	p.m.	-25 093 718
	<b>TOTAL</b>	<b>44 941 300</b>	<b>46 956 800</b>	<b>50 153 046</b>
	<b>EXPENDITURE</b>			
1	STAFF	25 916 300	26 942 100	23 112 814
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE	4 508 800	4 812 000	4 903 369
3	OPERATIONAL EXPENDITURE	14 516 200	15 202 700	15 019 552
10	RESERVES	p.m.	p.m.	2 941 164
	<b>TOTAL</b>	<b>44 941 300</b>	<b>46 956 800</b>	<b>55 928 077</b>

### III. STATEMENT OF REVENUE 2012

Title Chapter Article Item	Heading	Financial year 2012	Financial year 2011	Outturn 2010
<b>1</b>	<b>PAYMENTS FROM THE AGENCIES, OFFICES, INSTITUTIONS AND BODIES</b>			
10	PAYMENTS FROM THE AGENCIES, OFFICES, INSTITUTIONS AND BODIES			
<b>100</b>	<b><i>Payments from the agencies, offices, institutions and bodies</i></b>			
1000	European Environment Agency (EEA)	200 000	400 000	433 543
1001	European Training Foundation (ETF)	250 200	259 500	312 289
1002	European Monitoring Centre for Drugs and Drug Addiction (EMCDDA)	661 400	756 400	684 857
1003	European Medicines Agency (EMA)	3 466 700	3 485 900	2 610 663
1004	European Agency for Safety and Health at Work (EU-OSHA)	703 700	726 600	959 496
1005	Office for Harmonization in the Internal Market (OHIM)	4 801 000	5 628 600	4 312 257
1006	OHIM trademarks	16 800 000	16 653 300	27 610 168
1007	Community Plant Variety Office (CPVO)	120 000	120 000	88 262
1008	European Police Office (Europol)	1 218 600	1 403 300	914 178
1009	European Foundation for the Improvement of Living and Working Conditions (Eurofound)	670 300	650 000	576 850
	<i>Article 100 – Total</i>	28 891 900	30 083 600	38 502 563
<b>101</b>				
1010	European Centre for the Development of Vocational Training (CEDEFOP)	115 600	115 300	96 135
1012	European Union Agency for Fundamental Rights (FRA)	912 000	1 348 500	1 567 369
1014	European Investment Bank (EIB)		p.m.	691
1015	European Food Safety Authority (EFSA)	546 400	660 000	497 239
1016	European Judicial Cooperation Unit (Eurojust)	5 000	5 000	0
1017	European Maritime Safety Agency (EMSA)	320 000	204 400	163 136
1018	European Aviation Safety Agency (EASA)	770 400	2 200 000	633 739
1019	European Railway Agency (ERA)	900 000	450 000	225 951
	<i>Article 101 – Total</i>	3 569 400	4 983 200	3 184 260
<b>102</b>				
1020	European Network and Information Security Agency (ENISA)	20 000	100 000	105 018

III. STATEMENT OF REVENUE 2012

Title Chapter Article Item	Remarks
1	
10	
<b>100</b>	Article 10(2)(b) of Council Regulation (EC) No 2965/94, as last amended by Council Regulation (EC) No 1645/2003.
1000	
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1019	
<b>102</b>	
1020	

<b>Title Chapter Article Item</b>	<b>Heading</b>	<b>Financial year 2012</b>	<b>Financial year 2011</b>	<b>Outturn 2010</b>
1 0 2 1	European Centre for Disease Prevention and Control (ECDC)	224 000	663 700	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)	259 400	251 100	250 708
1 0 2 3	Education, Audiovisual and Culture Executive Agency (EACEA)	800 000	989 500	846 706
1 0 2 4	Executive Agency for Competitiveness and Innovation (EACI)	33 000	37 200	37 740
1 0 2 5	European Police College (CEPOL)	110 000	110 000	74 715
1 0 2 6	Executive Agency for Health and Consumers (EAHC)	130 000	130 000	84 660
1 0 2 7	European GNSS Supervisory Authority (GSA)	24 600	20 500	12 442
1 0 2 8	European Defence Agency (EDA)	5 000	5 000	3 315
1 0 2 9	European Chemicals Agency (ECHA)	3 225 300	4 277 700	3 607 010
	<i>Article 1 0 2 – Total</i>	4 831 300	6 584 700	5 570 920
<b>1 0 3</b>				
1 0 3 0	Community Fisheries Control Agency (CFCA)	205 900	150 000	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.	p.m.	0
1 0 3 3	Trans-European Transport Network Executive Agency (TEN-T EA)	29 500	34 200	31 684
1 0 3 4	European Institute of Innovation and Technology (EIT)	87 900	87 900	0
1 0 3 5	European Research Council Executive Agency (ERCEA)	58 600	44 700	30 783
1 0 3 6	Research Executive Agency (REA)	21 000	21 000	3 783
1 0 3 7	Clean Sky Joint Undertaking (CSJU)	8 000	p.m.	3 570
1 0 3 8	European Institute for Gender Equality (EIGE)	215 800	444 000	106 590
1 0 3 9	SESAR Joint Undertaking (SJU)	29 200	35 000	27 540
	<i>Article 1 0 3 – Total</i>	705 900	866 800	277 003
<b>1 0 4</b>				
1 0 4 0	European Data Protection Supervisor (EDPS)	1 322 100	1 027 700	633 442
1 0 4 1	Joint Undertaking to implement a Joint Technology Initiative in Embedded Computing Systems (ARTEMIS)	p.m.	p.m.	1 785

Title Chapter Article Item	Remarks
1021	
1022	
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<b>103</b>	
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1041	

Title Chapter Article Item	Heading	Financial year 2012	Financial year 2011	Outturn 2010
1 0 4 2	Innovative Medicines Initiative Joint Undertaking (IMI)	p.m.	p.m.	5 440
1 0 4 3	Fuel Cells and Hydrogen Joint Undertaking (FCH JU)	p.m.	p.m.	0
1 0 4 4	European Nanoelectronics Initiative Advisory Council Joint Undertaking (ENIAC JU)	p.m.		0
1 0 4 5	European Asylum Support Office (EASO)	p.m.	p.m.	0
1 0 4 6	Agency for the cooperation of Energy Regulators (ACER)	9 600		0
	<i>Article 1 0 3 – Total</i>	1 331 700	1 027 700	640 667
	<b>CHAPTER 1 0 – TOTAL</b>	<b>39 330 200</b>	<b>43 546 000</b>	<b>48 175 413</b>
19	OTHER REVENUE RELATED TO AGENCIES, OFFICES, INSTITUTIONS AND BODIES			
<b>1 9 9</b>	<b><i>Effect of suggested price change</i></b>			
1 9 9 0	Effect of suggested price increase	2 456 200		
	<i>Article 1 9 9 – Total</i>	2 456 200		
	<b>CHAPTER 1 9 – TOTAL</b>	<b>2 456 200</b>		
	<b>Title 1 – Total</b>	<b>41 786 400</b>	<b>43 546 000</b>	<b>48 175 413</b>
<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>			
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>	<b>p.m.</b>	<b>p.m.</b>	<b>0</b>
	<b>Title 2 – Total</b>	<b>p.m.</b>	<b>p.m.</b>	<b>0</b>
<b>3</b>	<b>INTERINSTITUTIONAL COOPERATION</b>			
3 0	INTERINSTITUTIONAL COOPERATION			
<b>3 0 0</b>	<b><i>Interinstitutional cooperation</i></b>			
3 0 0 0	European Commission – DG Employment	1 424 000	1 300 000	953 382
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	739 300	724 400	697 493
3 0 0 3	European Parliament	p.m.	p.m.	0

Title Chapter Article Item	Remarks
1 0 4 2	
1 0 4 3	
1 0 4 4	
1 0 4 5	
1 0 4 6	
1 9 9 0	The suggested price increase will most likely change the clients' forecasts. As it is not possible for Cdt to foresee what the exact changes will be, the effect of the suggested price increase for title 1 income is entered on this item.
<b>2</b>	
2 0	
<b>2 0 0</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	
<b>3</b>	
3 0	
<b>3 0 0</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	
3 0 0 1	
3 0 0 2	
3 0 0 3	



<b>Title Chapter Article Item</b>	<b>Heading</b>	<b>Financial year 2012</b>	<b>Financial year 2011</b>	<b>Outturn 2010</b>
3 0 0 4	Council of the European Union	248 000	202 100	354 875
3 0 0 5	European Court of Auditors	64 000	74 400	19 996
3 0 0 6	Committee of the Regions of the European Union	p.m.	p.m.	0
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	p.m.	p.m.	0
	<i>Article 3 0 0 – Total</i>	2 475 300	2 300 900	2 025 747
<b>3 0 1</b>				
3 0 1 0	European Central Bank	73 800	59 900	31 759
3 0 1 1	European Ombudsman	332 000	450 000	562 764
	<i>Article 3 0 1 – Total</i>	405 800	509 900	594 523
	<b>CHAPTER 3 0 – TOTAL</b>	<b>2 881 100</b>	<b>2 810 800</b>	<b>2 620 269</b>
3 9	OTHER REVENUE RELATED TO INTERINSTITUTIONAL COOPERATION			
<b>3 9 9</b>	<b><i>Effect of suggested price change</i></b>			
3 9 9 0	Effect of suggested price increase	43 800		
	<i>Article 3 9 9 – Total</i>	43 800		
	<b>CHAPTER 3 9 – TOTAL</b>	<b>43 800</b>		
	<b>Title 3 – Total</b>	<b>2 924 900</b>	<b>2 810 800</b>	<b>2 620 269</b>
<b>4</b>	<b>OTHER REVENUE</b>			
4 0	OTHER REVENUE			
<b>4 0 0</b>	<b><i>Bank interest</i></b>			
4 0 0 0	Bank interest	230 000	600 000	308 803
	<i>Article 4 0 0 – Total</i>	230 000	600 000	308 803
<b>4 0 1</b>	<b><i>Miscellaneous repayments</i></b>			
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
	<b>CHAPTER 4 0 – TOTAL</b>	<b>230 000</b>	<b>600 000</b>	<b>409 887</b>
	<b>Title 4 – Total</b>	<b>230 000</b>	<b>600 000</b>	<b>409 887</b>
<b>5</b>	<b>SURPLUS CARRIED OVER FROM THE PREVIOUS FINANCIAL YEAR</b>			

Title Chapter Article Item	Remarks
3 0 0 4	
3 0 0 5	
3 0 0 6	
3 0 0 7	
3 0 0 8	
<b>3 0 1</b>	
3 0 1 0	
3 0 1 1	
3 9 9 0	The suggested price increase will most likely change the clients' forecasts. As it is not possible for Cdt to foresee what the exact changes will be, the effect of the suggested price increase for title 3 income is entered on this item.
<b>4</b>	
4 0	
<b>4 0 0</b>	This article covers interest which the Centre will receive on its bank accounts.
4 0 0 0	
<b>4 0 1</b>	This article covers miscellaneous repayments (private telephone calls, etc.).
4 0 1 0	
<b>5</b>	

Title Chapter Article Item	Heading	Financial year 2012	Financial year 2011	Outturn 2010
5 0	SURPLUS CARRIED OVER FROM THE PREVIOUS FINANCIAL YEAR			
<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.	p.m.	24 041 195
	<i>Article 5 0 0 – Total</i>	p.m.	p.m.	24 041 195
	CHAPTER 5 0 – TOTAL	p.m.	p.m.	24 041 195
	Title 5 – Total	p.m.	p.m.	24 041 195
<b>6</b>	<b>REFUNDS</b>			
6 0	REFUNDS TO CLIENTS			
<b>6 0 0</b>	<b>Refunds to clients</b>			
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			
<b>6 1 0</b>	<b>Extraordinary refunds</b>			
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
	<b>GRAND TOTAL</b>	<b>44 941 300</b>	<b>46 956 800</b>	<b>50 153 046</b>

Title Chapter Article Item	Remarks
5 0	
<b>5 0 0</b>	
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.
<b>6</b>	
6 0	
<b>6 0 0</b>	
6 0 0 0	Repayment of the balance of the outturn for the previous year.
6 1	
<b>6 1 0</b>	
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	Appropriations 2011	Outturn 2010
<b>1</b>	<b>STAFF</b>			
11	<b>STAFF IN ACTIVE EMPLOYMENT</b>			
<b>110</b>	<b><i>Staff in active employment</i></b>			
1100	Basic salaries	15 095 300	15 264 400	13 611 990
1101	Family allowances	1 886 500	1 918 400	1 303 596
1102	Expatriation and foreign-residence allowances	2 379 500	2 578 700	2 203 296
1103	Secretarial allowances	29 500	38 700	32 191
	<i>Article 110 — Total</i>	19 390 800	19 800 200	17 151 073
<b>111</b>	<b><i>Auxiliary staff and local staff</i></b>			
1110	Auxiliary staff	p.m.	p.m.	0
1111	Auxiliary interpreters	p.m.	p.m.	0
1112	Local staff	p.m.	p.m.	0
1113	Trainees	13 400	22 300	9 022

#### IV. STATEMENT OF EXPENDITURE 2012

Title Chapter Article Item	Remarks
1	
11	
<b>110</b>	
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: 220 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 five 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>
<b>111</b>	
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>

<b>Title Chapter Article Item</b>	<b>Heading</b>	<b>Appropriations 2012</b>	<b>Appropriations 2011</b>	<b>Outturn 2010</b>
1115	Contract staff	575 900	1 020 000	421 402
	<i>Article 111 — Total</i>	589 300	1 042 300	430 424
<b>112</b>	<b><i>Professional training of staff</i></b>			
1120	Professional training of staff	225 000	230 000	227 036
	<i>Article 112 — Total</i>	225 000	230 000	227 036
<b>113</b>	<b><i>Employer's social security contributions</i></b>			
1130	Insurance against sickness	513 800	519 000	486 457
1131	Insurance against accidents and occupational disease	116 400	117 600	100 976
1132	Insurance against unemployment	158 200	163 500	123 400
1133	Constitution or maintenance of pension rights	p.m.	p.m.	0
1134	Contribution to the Community pension scheme	3 593 300	3 449 800	3 263 899
	<i>Article 113 — Total</i>	4 381 700	4 249 900	3 974 732
<b>114</b>	<b><i>Miscellaneous allowances and grants</i></b>			
1140	Childbirth and death allowances and grants	1 000	2 000	198

Title Chapter Article Item	Remarks
1115	Conditions of employment of other servants of the European Communities, in particular Article 3a and Title IV thereof. Appropriations are based on ten 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.
<b>112</b>	
1120	Staff Regulations of officials of the European Communities, in particular Article 24a thereof.
<b>113</b>	
1130	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.
1131	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).
1132	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.
1133	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.
1134	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 contract staff; the contribution by the staff amounts to 11.6 %.
<b>114</b>	
1140	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.



Title Chapter Article Item	Heading	Appropriations 2012	Appropriations 2011	Outturn 2010
1141	Travel expenses for annual leave	261 900	285 800	253 525
1143	Fixed duty allowances	p.m.	p.m.	0
	<i>Article 114 — Total</i>	262 900	287 800	253 723
<b>115</b>	<b><i>Overtime</i></b>			
1150	Overtime	p.m.	p.m.	0
	<i>Article 115 — Total</i>	p.m.	p.m.	0
<b>117</b>	<b><i>Supplementary services</i></b>			
1171	Freelance interpreters and conference technicians	p.m.	p.m.	0
1175	Agency staff	172 700	320 000	352 569
	<i>Article 117 — Total</i>	172 700	320 000	352 569
<b>118</b>	<b><i>Miscellaneous expenditure on staff recruitment and transfer</i></b>			
1180	Miscellaneous expenditure on staff recruitment	51 000	104 100	50 131
1181	Travel expenses	11 400	18 100	4 054

Title Chapter Article Item	Remarks
1141	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.
1143	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.
<b>115</b>	
1150	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.
<b>117</b>	
1171	Payment of freelance interpreters hired by the Centre for non-routine conferences for which the Commission is unable to provide interpreting. In addition to remuneration, this includes contributions to a life insurance scheme and insurance against sickness, accident and death, and reimbursement, for freelance interpreters whose business address is not at the place of employment, of travel expenses and payment of fixed travel allowances.
1175	This appropriation is intended to cover the use of agency staff. Calculation for 6 agency staff (3 AST3 posts for a period of six months, and 3 AST1 posts for a period of eight months). This is a decrease from 4 and 7 posts in 2011.
<b>118</b>	
1180	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.
1181	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.

Title Chapter Article Item	Heading	Appropriations 2012	Appropriations 2011	Outturn 2010
1182	Installation, resettlement and transfer allowances	65 100	95 300	33 364
1183	Removal expenses	20 400	40 600	9 263
1184	Temporary daily subsistence allowances	138 400	200 000	117 565
	<i>Article 118 — Total</i>	286 300	458 100	214 377
<b>119</b>	<b><i>Salary weightings and adjustments to remuneration</i></b>			
1190	Salary weightings	500	600	0
	<i>Article 119 — Total</i>	500	600	0
	<b>CHAPTER 11 — TOTAL</b>	<b>25 309 200</b>	<b>26 388 900</b>	<b>22 603 934</b>
13	<b>MISSIONS AND DUTY TRAVEL</b>			
<b>130</b>	<b><i>Missions and duty travel</i></b>			
1300	Mission expenses, duty travel expenses and other ancillary expenditure	53 700	90 000	69 379
	<i>Article 130 — Total</i>	53 700	90 000	69 379
<b>131</b>	<b><i>Missions and duty travel linked to training</i></b>			
1310	Mission expenses linked to training	49 800	40 000	41 392
	<i>Article 131 — Total</i>	49 800	40 000	41 392
	<b>CHAPTER 13 — TOTAL</b>	<b>103 500</b>	<b>130 000</b>	<b>110 771</b>
14	<b>SOCIO-MEDICAL INFRASTRUCTURE</b>			

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 2011 * 10 % price increase. The high appropriations in 2011 are due to some expected, high, expenses occurring in 2011 instead of 2010. The decrease in 2012 is due to a lower number of removals as a consequence of the full implementation of the staff establishment plan.
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.
<b>119</b>	
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	
<b>130</b>	
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.
<b>130</b>	
1310	This appropriation is intended to cover mission expenditure during training outside Luxembourg.
14	

Title Chapter Article Item	Heading	Appropriations 2012	Appropriations 2011	Outturn 2010
<b>140</b>	<b><i>Socio-medical infrastructure</i></b>			
1400	Restaurants and canteens	37 500	39 000	42 591
	<i>Article 140 — Total</i>	37 500	39 000	42 591
<b>141</b>	<b><i>Medical service</i></b>			
1410	Medical service	40 800	30 000	26 000
	<i>Article 141 — Total</i>	40 800	30 000	26 000
<b>142</b>	<b><i>Other expenditure</i></b>			
1420	Other expenditure	251 400	200 500	210 000
1421	Social relations	24 000	24 000	17 916
	<i>Article 142 — Total</i>	275 400	224 500	227 916
	<b>CHAPTER 14 — TOTAL</b>	<b>353 700</b>	<b>293 500</b>	<b>296 507</b>
15	<b>MOBILITY</b>			
<b>152</b>	<b><i>Mobility</i></b>			
1520	Staff exchanges	p.m.	p.m.	0
1521	Centre officials seconded temporarily to national administrations, international organisations or public sector institutions or undertakings.	p.m.	p.m.	0
	<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>
16	<b>SOCIAL SERVICES</b>			
<b>160</b>	<b><i>Welfare service</i></b>			
1600	Special assistance grants	p.m.	p.m.	0
	<i>Article 160 — Total</i>	p.m.	p.m.	0
<b>162</b>	<b><i>Other expenditure</i></b>			

Title Chapter Article Item	Remarks
<b>140</b>	
1400	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.
<b>140</b>	
1410	Staff Regulations of officials of the European Communities, in particular Article 59 thereof and Article 8 of Annex II thereto.
<b>142</b>	
1420	Participation in the Committee on Social Activities. The forecast is based on the forecast by the Commission-OIL.
1421	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.
<b>15</b>	
152	
1520	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.
1521	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.
<b>16</b>	
<b>160</b>	
1600	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.
<b>162</b>	

Title Chapter Article Item	Heading	Appropriations 2012	Appropriations 2011	Outturn 2010
1620	Other expenditure	p.m.	p.m.	0
	<i>Article 162 — Total</i>	p.m.	p.m.	0
<b>163</b>	<b><i>Early childhood centre</i></b>			
1630	Early childhood centre	142 900	122 700	99 000
	<i>Article 163 — Total</i>	142 900	122 700	99 000
<b>164</b>	<b><i>Additional aid for disabled persons</i></b>			
1640	Additional aid for disabled persons	4 000	4 000	0
	<i>Article 164 — Total</i>	4 000	4 000	0
	<b>CHAPTER 16 — TOTAL</b>	<b>146 900</b>	<b>126 700</b>	<b>99 000</b>
17	<b>ENTERTAINMENT AND REPRESENTATION</b>			
<b>170</b>	<i>Entertainment and representation</i>			
1700	Entertainment and representation expenses	3 000	3 000	2 602
	<i>Article 170 — Total</i>	3 000	3 000	2 602
	<b>CHAPTER 17 — TOTAL</b>	<b>3 000</b>	<b>3 000</b>	<b>2 602</b>
19	<b>PENSIONS</b>			
<b>190</b>	<b><i>Pensions</i></b>			
1900	Pensions and severance grants	p.m.	p.m.	0
	<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>25 916 300</b>	<b>26 942 100</b>	<b>23 112 814</b>
2	<b>BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE</b>			
20	<b>INVESTMENT IN IMMOVABLE PROPERTY, RENTAL OF BUILDINGS AND ASSOCIATED COSTS</b>			
<b>200</b>	<b><i>Investment in immovable property, rental of buildings and associated costs</i></b>			
2000	Rental of buildings and associated costs	1 221 200	1 208 100	1 170 613
	<i>Article 200 — Total</i>	1 221 200	1 208 100	1 170 613
<b>201</b>	<b><i>Insurance</i></b>			

Title Chapter Article Item	Remarks
1620	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.
<b>163</b>	
1630	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.
<b>164</b>	
1640	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.
17	
<b>170</b>	
1700	This appropriation is intended to cover entertainment and representation expenses, and miscellaneous receptions.
19	
<b>190</b>	
1900	This appropriation is intended to cover pensions and severance grants.
<b>2</b>	
20	
<b>200</b>	
2000	This appropriation is intended to cover the payment of rents for buildings or parts of buildings and parking spaces occupied by the Translation Centre.
<b>201</b>	



Title Chapter Article Item	Heading	Appropriations 2012	Appropriations 2011	Outturn 2010
2010	Insurance	11 000	10 500	9 228
	<i>Article 201 — Total</i>	11 000	10 500	9 228
<b>202</b>	<b><i>Water, gas, electricity and heating</i></b>			
2020	Water, gas, electricity and heating	36 600	43 900	42 500
	<i>Article 202 — Total</i>	36 600	43 900	42 500
<b>203</b>	<b><i>Cleaning and maintenance</i></b>			
2030	Cleaning and maintenance	193 000	181 400	182 509
	<i>Article 203 — Total</i>	193 000	181 400	182 509
<b>204</b>	<b><i>Fitting-out of premises</i></b>			
2040	Fitting-out of premises	20 000	20 000	17 336
	<i>Article 204 — Total</i>	20 000	20 000	17 336
<b>205</b>	<b><i>Security and surveillance of buildings</i></b>			
2050	Security and surveillance of buildings	75 600	69 000	81 279
	<i>Article 205 — Total</i>	75 600	69 000	81 279
<b>206</b>	<b><i>Acquisition of immovable property</i></b>			
2060	Acquisition of immovable property	p.m.	p.m.	0
	<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>			
2080	Expenditure preliminary to the acquisition or construction of immovable property	18 000	12 000	5 977
	<i>Article 208 — Total</i>	18 000	12 000	5 977
<b>209</b>	<b><i>Other expenditure</i></b>			
2090	Other expenditure	p.m.	p.m.	0
	<i>Article 209 — Total</i>	p.m.	p.m.	0
	<b>CHAPTER 20 — TOTAL</b>	<b>1 575 400</b>	<b>1 544 900</b>	<b>1 509 442</b>

Title Chapter Article Item	Remarks
2010	This appropriation is intended to cover insurance policy premiums in respect of the buildings or parts of buildings occupied by the Centre.
<b>202</b>	
2020	This appropriation is intended to cover routine expenditure.
<b>203</b>	
2030	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.
<b>204</b>	
2040	This appropriation is intended to cover the fitting-out of the premises and repairs in the buildings.
<b>205</b>	
2050	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.
<b>206</b>	
2060	This appropriation is intended to cover the possible purchase of a building as the Centre's seat.
<b>208</b>	
2080	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.
<b>209</b>	
2090	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.

Title Chapter Article Item	Heading	Appropriations 2012	Appropriations 2011	Outturn 2010
21	<b>DATA PROCESSING</b>			
<b>210</b>	<b><i>Information technology</i></b>			
2100	Purchase, work on, servicing and maintenance of hardware and software	1 210 000	1 315 000	1 241 103
	<i>Article 210 — Total</i>	1 210 000	1 315 000	1 241 103
<b>212</b>				
2120	External services for the operation, implementation, development and maintenance of software and systems	907 000	1 110 000	1 344 428
	<i>Article 212 — Total</i>	907 000	1 110 000	1 344 428
	<b>CHAPTER 21 — TOTAL</b>	<b>2 117 000</b>	<b>2 425 000</b>	<b>2 585 531</b>
22	<b>MOVABLE PROPERTY AND ASSOCIATED COSTS</b>			
<b>220</b>	<b><i>Technical installations and electronic office equipment</i></b>			
2200	New purchases	5 000	10 000	5 008
2201	Replacement	p.m.	p.m.	0
2202	Rental	5 000	1 000	0
2203	Maintenance, use and repair	3 000	3 000	202
2204	Office equipment	5 000	5 000	4 113
	<i>Article 220 — Total</i>	18 000	19 000	9 323
<b>221</b>	<b><i>Furniture</i></b>			
2210	New purchases	20 000	20 000	27 220
2211	Replacement	5 000	5 000	5 938
2212	Maintenance, use and repair	2 000	2 000	0
	<i>Article 221 — Total</i>	27 000	27 000	33 158
<b>223</b>	<b><i>Vehicles</i></b>			
2230	New purchases of vehicles	p.m.	p.m.	0
2232	Hire of vehicles	21 900	26 400	22 713
2233	Maintenance, use and repair of vehicles	6 000	6 300	2 623

Title Chapter Article Item	Remarks
21	
<b>210</b>	
2100	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.
<b>212</b>	
2120	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 further decrease in expenses related to IT.
22	
<b>220</b>	
2200	This appropriation is intended to cover initial provision of equipment (photocopiers, fax machines, scanners, etc.) for documentation storage, archiving and mail handling.
2201	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.
2202	This appropriation is intended to cover the costs of hiring fax machines, photocopiers and various technical installations.
2203	This appropriation is intended to cover maintenance and repair of equipment.
2204	This appropriation is intended to cover unforeseen costs relating to electronic office equipment.
<b>221</b>	
2210	This appropriation is intended to cover the purchase of furniture.
2211	This appropriation is intended to cover the replacement of furniture following the ergonomics audit.
2212	This appropriation is intended to cover the maintenance and repair of furniture.
<b>223</b>	
2230	This appropriation is intended to cover the purchase of an official vehicle for the Centre.
2232	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.
2233	This appropriation is intended to cover vehicle maintenance and operating costs and costs relating to the use of public transport.

Title Chapter Article Item	Heading	Appropriations 2012	Appropriations 2011	Outturn 2010
	<i>Article 223 — Total</i>	27 900	32 700	25 336
<b>225</b>	<b><i>Documentation and library expenditure</i></b>			
2250	Library stocks, purchase of books	12 000	12 000	8 120
2251	Special library, documentation and reproduction equipment	p.m.	p.m.	0
2252	Subscriptions to newspapers and periodicals	9 000	9 000	9 790
2253	Dictionaries for translators	5 000	5 000	1 477
2254	Cover binding and upkeep of books.	p.m.	p.m.	0
	<i>Article 225 — Total</i>	26 000	26 000	19 387
	<b>CHAPTER 22 — TOTAL</b>	<b>98 900</b>	<b>104 700</b>	<b>87 204</b>
23	<b>CURRENT ADMINISTRATIVE EXPENDITURE</b>			
<b>230</b>	<b><i>Stationery and office supplies</i></b>			
2300	Stationery and office supplies	35 000	35 000	42 318
	<i>Article 230 — Total</i>	35 000	35 000	42 318
<b>232</b>	<b><i>Financial expenses</i></b>			
2320	Bank charges	4 000	5 500	3 633
2321	Exchange-rate losses	p.m.	p.m.	0
	<i>Article 232 — Total</i>	4 000	5 500	3 633
<b>233</b>	<b><i>Legal expenses</i></b>			
2330	Legal expenses	10 000	10 000	3 191
	<i>Article 233 — Total</i>	10 000	10 000	3 191
<b>234</b>	<b><i>Damages</i></b>			
2340	Damages	p.m.	p.m.	0
	<i>Article 234 — Total</i>	p.m.	p.m.	0
<b>235</b>	<b><i>Other operating expenditure</i></b>			
2350	Miscellaneous insurance	12 700	10 000	8 226
2352	Miscellaneous expenditure on internal meetings	1 500	1 500	2 072
2353	Departmental removals	10 000	12 000	10 000

Title Chapter Article Item	Remarks
<b>225</b>	
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	
<b>230</b>	
2300	This appropriation is intended to cover the purchase of paper and office supplies.
<b>232</b>	
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.
<b>233</b>	
2330	This appropriation is intended to cover preliminary legal costs and the services of lawyers or other experts.
<b>234</b>	
2340	This appropriation is intended to cover damages and the cost of settling claims against the Centre (civil liability).
<b>235</b>	
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.

Title Chapter Article Item	Heading	Appropriations 2012	Appropriations 2011	Outturn 2010
2359	Other expenditure	4 500	3 900	6 600
	<i>Article 235 — Total</i>	28 700	27 400	26 898
<b>239</b>	<b><i>Interinstitutional services</i></b>			
2390	Translation services provided by the Commission	p.m.	p.m.	0
2391	Interpreting	p.m.	p.m.	5 000
2392	Administrative assistance from the Commission	127 900	140 200	120 350
2393	Publications	35 000	35 000	34 550
2394	Dissemination	5 000	5 000	6 688
	<i>Article 239 — Total</i>	167 900	180 200	166 588
	<b>CHAPTER 23 — TOTAL</b>	<b>245 600</b>	<b>258 100</b>	<b>242 628</b>
24	<b>POSTAGE AND TELECOMMUNICATIONS</b>			
<b>240</b>	<b><i>Postage</i></b>			
2400	Postage and delivery charges	47 900	49 300	42 156
	<i>Article 240 — Total</i>	47 900	49 300	42 156
<b>241</b>	<b><i>Telecommunications</i></b>			
2410	Telephone, telegraph, telex, radio and television and subscriptions and charges	264 000	285 000	242 203
	<i>Article 241 — Total</i>	264 000	285 000	242 203
	<b>CHAPTER 24 — TOTAL</b>	<b>311 900</b>	<b>334 300</b>	<b>284 359</b>
25	<b>EXPENDITURE ON MEETINGS</b>			
<b>250</b>	<b><i>Expenditure on formal and other meetings</i></b>			
2500	Meetings in general	10 000	10 000	11 274
	<i>Article 250 — Total</i>	10 000	10 000	11 274
<b>255</b>	<b><i>Miscellaneous expenditure on the organisation of and participation in conferences, congresses and meetings</i></b>			

Title Chapter Article Item	Remarks
2359	This appropriation is intended to cover other operating expenditure not specifically provided for.
<b>239</b>	
2390	This appropriation is intended to cover the provision of translation work, including typing, by the Commission on behalf of the Translation Centre.
2391	This appropriation is intended to cover interpreting services to be billed to the Centre, in particular by Community institutions.
2392	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.
2393	This appropriation is intended to cover mainly the costs of publishing the Translation Centre's budget, activity report and other communication and publicity activities.
2394	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.
24	
<b>240</b>	
2400	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).
<b>241</b>	
2410	This appropriation is intended to cover the cost of telephone, fax, teleconference and data transmission subscriptions and communications, and expenditure relating to telecommunications equipment.
25	
<b>250</b>	
2500	This appropriation is intended to cover the cost of travel, subsistence and incidental expenses incurred by experts and other visitors, and interinstitutional committees invited to take part in meetings, committees, working parties and seminars.
<b>255</b>	



Title Chapter Article Item	Heading	Appropriations 2012	Appropriations 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
	<b>CHAPTER 25 — TOTAL</b>	<b>15 000</b>	<b>15 000</b>	<b>44 716</b>
26	<b>GOVERNING BODY OF THE CENTRE</b>			
<b>260</b>	<b><i>Expenditure on formal and other meetings</i></b>			
2600	Management Board meetings	25 000	25 000	14 500
	<i>Article 260 — Total</i>	25 000	25 000	14 500
<b>261</b>	<b><i>Organisation of Management Board meetings</i></b>			
2610	Organisation of Management Board meetings	20 000	20 000	8 155
	<i>Article 261 — Total</i>	20 000	20 000	8 155
<b>265</b>	<b><i>Interpreting</i></b>			
2650	Interpreting	75 000	75 000	60 000
	<i>Article 265 — Total</i>	75 000	75 000	60 000
	<b>CHAPTER 26 — TOTAL</b>	<b>120 000</b>	<b>120 000</b>	<b>82 655</b>
27	<b>INFORMATION: ACQUISITION. ARCHIVING. PRODUCTION AND DISSEMINATION</b>			
<b>270</b>	<b><i>Limited consultations, studies and surveys</i></b>			
2700	Limited consultations, studies and surveys	25 000	10 000	66 834
	<i>Article 270 — Total</i>	25 000	10 000	66 834
	<b>CHAPTER 27 — TOTAL</b>	<b>25 000</b>	<b>10 000</b>	<b>66 834</b>
	<b>Title 2 — Total</b>	<b>4 508 800</b>	<b>4 812 000</b>	<b>4 903 369</b>
<b>3</b>	<b>OPERATIONAL EXPENDITURE</b>			
30	<b>EXTERNAL TRANSLATION SERVICES</b>			
<b>300</b>	<b><i>External translation services</i></b>			
3000	External translation services	13 831 000	14 497 700	14 322 062

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. organized in the JMO building, etc).
<b>260</b>	
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.
<b>261</b>	
2610	This appropriation is intended to cover the organisation of Management Board meetings.
<b>265</b>	
2650	This appropriation is intended to cover interpreting services to be billed to the Centre, in particular by EU Institutions, for Management Board meetings.
<b>270</b>	
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.
<b>3</b>	
30	
<b>300</b>	
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.

Title Chapter Article Item	Heading	Appropriations 2012	Appropriations 2011	Outturn 2010
	<i>Article 300 — Total</i>	13 831 000	14 497 700	14 322 062
	CHAPTER 30 — TOTAL	13 831 000	14 497 700	14 322 062
31	<b>EXPENDITURE RELATING TO INTERINSTITUTIONAL COOPERATION</b>			
<b>310</b>	<b><i>Expenditure relating to interinstitutional cooperation</i></b>			
3100	Interinstitutional cooperation in the language field	685 200	705 000	697 490
	<i>Article 310 — Total</i>	685 200	705 000	697 490
	CHAPTER 31 — TOTAL	685 200	705 000	697 490
	<b>Title 3 — Total</b>	<b>14 516 200</b>	<b>15 202 700</b>	<b>15 019 552</b>
<b>10</b>	<b>RESERVES</b>			
<b>100</b>	PROVISIONAL APPROPRIATIONS			
<b>1000</b>	<b><i>Provisional appropriations</i></b>			
10000	Reserve for employer's contributions to the Community pension scheme	p.m.	p.m.	0
10001	Reserve for the acquisition of immovable property	p.m.	p.m.	0
10002	Contingency reserve	p.m.	p.m.	0
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.	0
10006	Reserve for exceptional investments	p.m.	p.m.	774 864
	<i>Article 1000 — Total</i>	p.m.	p.m.	2 941 164
	CHAPTER 100 — TOTAL	p.m.	p.m.	2 941 164
	<b>Title 10 — Total</b>	<b>p.m.</b>	<b>p.m.</b>	<b>2 941 164</b>
	<b>GRAND TOTAL</b>	<b>44 941 300</b>	<b>46 956 800</b>	<b>45 976 899</b>

Title Chapter Article Item	Remarks
31	
<b>310</b>	
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. I.
<b>10</b>	
100	
<b>1000</b>	
10000	Reserve created as a provisional appropriation for the payment of employer's contributions to the Community pension scheme. Beginning in 2011, the appropriations for employer's contributions are recorded on item 1 1 3 4.
10001	
10002	
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	2010		2011		2012	
	Filled on 31.12.2010		Authorised under the budget		Forecast	
	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	1	1	1	1
AD 12	5	5	6	5	6	6
AD 11	9	9	8	9	9	8
AD 10	9	5	10	4	10	5
AD 9	4	8	4	10	5	8
AD 8	3	6	2	9	3	9
AD 7	8	15	9	20	8	23
AD 6	2	23	3	19	3	17
AD 5	1	15	1	15	1	13
<b>TOTAL AD</b>	<b>42</b>	<b>87</b>	<b>45</b>	<b>93</b>	<b>47</b>	<b>91</b>
AST 11	0	0	0	0	0	0
AST 10	0	0	0	0	0	0
AST 9	0	1	0	1	0	1
AST 8	4	0	5	0	5	0
AST 7	3	3	1	4	2	5
AST 6	3	4	4	4	3	3
AST 5	1	6	0	5	1	6
AST 4	3	11	4	17	5	17
AST 3	5	18	4	21	2	22
AST 2	0	7	0	11	0	10
AST 1	0	17	0	6	0	0
<b>TOTAL AST</b>	<b>19</b>	<b>67</b>	<b>18</b>	<b>69</b>	<b>18</b>	<b>64</b>
<b>TOTAL</b>	<b>61</b>	<b>154</b>	<b>63</b>	<b>162</b>	<b>65</b>	<b>155</b>
<b>TOTAL STAFF</b>	<b>215</b>		<b>225</b>		<b>220</b>	