



EUROPEAN COMMISSION
RESEARCH EXECUTIVE AGENCY

Steering Committee

The Research Executive Agency (REA)

Administrative Budget 2017

Final Version

Adopted by the Steering Committee
by a Accelerated Written Procedure
(closed the 19th December 2016)

Document REA/SC(2016) WP.6.3

The Administrative Budget of the Research Executive Agency is structured in three budgetary titles:

- Title 1 is for STAFF EXPENDITURE;
- Title 2 is for INFRASTRUCTURE AND OPERATING EXPENDITURE;
- Title 3 is for PROGRAMME SUPPORT EXPENDITURE which includes also other costs relating to the management of the programmes delegated to the Agency and to the Support Services provided by the REA to all DGs and EU bodies implementing FP7 and H2020.

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The Research Executive Agency (REA)

THE INITIAL ADMINISTRATIVE BUDGET OF 2017

REVENUE

Revenue Items	Official Name of the Revenue Budget Lines	Adopted Budget 2015	Revenue established in 2015	Revenue cashed in 2015	The 1st Amended Budget of 2016	Variation "1st AB2016" - "IB2017"	The Initial 2017 Budget
TOTAL REVENUE		54,590,420.00	54,665,349.49	54,636,329.83	59,795,845.00	5,680,505.00	65,476,350.00
Item 2000	European Commission's Subsidy to the Research Executive Agency (REA)	54,456,061.80	54,456,061.80	54,456,061.80	59,696,794.46	5,779,555.54	65,476,350.00
Item 3000	Surplus available from the preceding financial year	p.m.	0.00	0.00	0.00	0.00	p.m.
Item 4000	Revenue accruing from the supply of services and from payments connected with lettings for other institutions or bodies of the European Union	p.m.	0.00	0.00	0.00	0.00	p.m.
Item 9000	Miscellaneous revenue	134,358.20	209,287.69	180,268.03	99,050.54	-99,050.54	p.m.

EXPENDITURE

Expenditure Titles, Chapters, Articles and Items	Official Name of the Expenditure Budget Lines	Final Budget of 2015 (as of 31.12.2015)	CA Outturn (as of 31.12.2015)	PA Outturn (as of 31.12.2015)	The 1st Amended Budget of 2016	Variation "1st AB2016" - "IB2017"	The Initial 2017 Budget
TOTAL EXPENDITURE		54,590,420.00	54,188,440.51	50,764,313.87	59,795,845.00	5,680,505.00	65,476,350.00
Title 1	STAFF EXPENDITURE	37,372,425.00	37,584,248.01	36,967,392.16	42,448,320.00	5,040,080.00	47,488,400.00
Chapter 11	Remunerations, Allowances and Charges	35,150,400.00	35,194,088.01	34,971,071.63	40,118,530.00	4,964,180.00	45,082,710.00
Chapter 12	Professional Development and Social expenditure	2,222,025.00	2,390,160.00	1,996,320.53	2,329,790.00	75,900.00	2,405,690.00
Title 2	INFRASTRUCTURE AND OPERATING EXPENDITURE	9,215,885.00	8,800,701.16	7,471,362.40	9,207,130.00	508,250.00	9,715,380.00
Chapter 21	Building expenditure	5,947,020.00	5,989,997.18	5,443,854.14	6,147,885.00	173,315.00	6,321,200.00
Chapter 22	ICT expenditure	2,908,730.00	2,474,697.59	1,834,037.59	2,600,065.00	226,260.00	2,826,325.00
Chapter 23	Movable property and Current Operating expenditure	360,135.00	336,006.39	193,470.67	459,180.00	108,675.00	567,855.00
Title 3	PROGRAMME SUPPORT EXPENDITURE	8,002,110.00	7,803,491.34	6,325,559.31	8,140,395.00	132,175.00	8,272,570.00
Chapter 31	Programme Management expenditure	1,899,915.00	1,867,081.48	734,857.20	2,004,560.00	-223,210.00	1,781,350.00
Chapter 32	Common Support Services expenditure	6,102,195.00	5,936,409.86	5,590,702.11	6,135,835.00	355,385.00	6,491,220.00

DETAILED PRESENTATION OF THE BUDGET

The Research Executive Agency (REA)

THE INITIAL ADMINISTRATIVE BUDGET OF 2017

REVENUE

Revenue Items	Official Name of the Revenue Budget Lines	Adopted Budget 2015	Revenue established in 2015	Revenue cashed in 2015	The 1st Amended Budget of 2016	Variation "1st AB2016" - "IB2017"	The Initial 2017 Budget
TOTAL REVENUE		54,590,420.00	54,665,349.49	54,636,329.83	59,795,845.00	5,680,505.00	65,476,350.00
Item 2000	European Commission's Subsidy to the Research Executive Agency (REA)	54,456,061.80	54,456,061.80	54,456,061.80	59,696,794.46	5,779,555.54	65,476,350.00
Item 3000	Surplus available from the preceding financial year	p.m.	0.00	0.00	0.00	0.00	p.m.
Item 4000	Revenue accruing from the supply of services and from payments connected with lettings for other institutions or bodies of the European Union	p.m.	0.00	0.00	0.00	0.00	p.m.
Item 9000	Miscellaneous revenue	134,358.20	209,287.69	180,268.03	99,050.54	-99,050.54	p.m.

Detailed information on the Revenue Budget Item 2000 "European Commission's Subsidy to the Research Executive Agency (REA)":	2017
The Administrative Budget 2017 of the REA (needed annual amount by the REA for subsidy coming from the European Commission) of which...	65.476.350,00
... from the General Budget of the European Union for 2017 (EU-28 credits coming from the budget line 08 01 06 02)	62.627.224,00
... from the EFTA/EEA contribution of 2,44% for 2017 (all the annual amount of the the EFTA/EEA contribution to the budget line 08 01 06 02)	1.528.104,00
... and from the "Appropriations accruing from contributions from (non-European Economic Area) third parties to research and technological development (2014 to 2020)" (also called "Third Parties Revenue" or "R0" coming from the budget line 08 02 50 01)	1.321.022,00

The Research Executive Agency (REA)

THE INITIAL ADMINISTRATIVE BUDGET OF 2017

EXPENDITURE

Expenditure Titles, Chapters, Articles and Items	Official Name of the Expenditure Budget Lines	Final Budget of 2015 (as of 31.12.2015)	CA Outturn (as of 31.12.2015)	PA Outturn (as of 31.12.2015)	The 1st Amended Budget of 2016	Variation "1st AB2016" - "IB2017"	The Initial 2017 Budget
TOTAL EXPENDITURE		54,590,420.00	54,188,440.51	50,764,313.87	59,795,845.00	5,680,505.00	65,476,350.00
Title	1	STAFF EXPENDITURE	37,372,425.00	37,584,248.01	36,967,392.16	42,448,320.00	5,040,080.00
Chapter	11	Remunerations, Allowances and Charges	35,150,400.00	35,194,088.01	34,971,071.63	40,118,530.00	45,082,710.00
Article	111	Staff occupying an employment in the establishment plan	14,396,000.00	14,595,738.66	14,595,738.66	16,081,405.00	17,844,000.00
Item	1111	Temporary Agents - Remuneration, Allowances and Charges	14,396,000.00	14,595,738.66	14,595,738.66	16,081,405.00	17,844,000.00
Article	112	Contract Agents	19,475,000.00	19,268,949.35	19,268,949.35	22,512,840.00	25,575,000.00
Item	1121	Contract Agents - Remuneration, Allowances and Charges	19,475,000.00	19,268,949.35	19,268,949.35	22,512,840.00	25,575,000.00
Article	113	Other Staff Remunerations, Allowances and Charges	1,279,400.00	1,329,400.00	1,106,383.62	1,524,285.00	1,663,710.00
Item	1131	Seconded National Experts - Allowances and Charges	p.m.	p.m.	p.m.	0.00	p.m.
Item	1132	Interim supportive agents and Trainees	1,279,400.00	1,329,400.00	1,106,383.62	1,524,285.00	1,663,710.00
Chapter	12	Professional Development and Social expenditure	2,222,025.00	2,390,160.00	1,996,320.53	2,329,790.00	2,405,690.00
Article	121	Specific Staff-related Charges, Support Services for the management of Staff Rights and Payroll, Charges relating to Recruitment and Change of Personnel	1,461,025.00	1,601,260.00	1,486,652.50	1,439,060.00	1,488,100.00
Item	1211	Specific Staff-related Charges, Support Services for the management of Staff Rights and Payroll, Charges relating to Recruitment and Change of Personnel	1,461,025.00	1,601,260.00	1,486,652.50	1,439,060.00	1,488,100.00
Article	122	Professional and Personal Development and Social expenses for Staff	743,700.00	771,600.00	495,078.41	880,730.00	892,590.00
Item	1221	Training Courses for the Professional and Personal Development of Staff	482,000.00	526,000.00	359,698.60	613,560.00	611,990.00
Item	1222	Missions related to the Professional and Personal Development of Staff	10,700.00	10,600.00	6,647.69	11,650.00	17,600.00
Item	1223	Medical Service	143,000.00	125,000.00	61,801.60	126,000.00	137,000.00
Item	1224	Mobility and Other Social expenses	108,000.00	110,000.00	66,930.52	129,520.00	126,000.00
Article	123	Representation expenses, Events and Internal meetings	17,300.00	17,300.00	14,589.62	10,000.00	25,000.00
Item	1231	Representation expenses, Events and Internal meetings	17,300.00	17,300.00	14,589.62	10,000.00	25,000.00

Expenditure Titles, Chapters, Articles and Items	Official Name of the Expenditure Budget Lines		Final Budget of 2015 (as of 31.12.2015)	CA Outturn (as of 31.12.2015)	PA Outturn (as of 31.12.2015)	The 1st Amended Budget of 2016	Variation "1st AB2016" - "IB2017"	The Initial 2017 Budget
Title	2	INFRASTRUCTURE AND OPERATING EXPENDITURE	9,215,885.00	8,800,701.16	7,471,362.40	9,207,130.00	508,250.00	9,715,380.00
Chapter	21	Building expenditure	5,947,020.00	5,989,997.18	5,443,854.14	6,147,885.00	173,315.00	6,321,200.00
Article	211	Rent / Usufruct instalments and Building Charges	5,947,020.00	5,989,997.18	5,443,854.14	6,147,885.00	173,315.00	6,321,200.00
Item	2111	Rent / Usufruct instalments, Building Charges and associated expenses	5,947,020.00	5,989,997.18	5,443,854.14	6,147,885.00	173,315.00	6,321,200.00
Chapter	22	ICT expenditure	2,908,730.00	2,474,697.59	1,834,037.59	2,600,065.00	226,260.00	2,826,325.00
Article	221	ICT Environment	2,609,730.00	2,176,050.83	1,708,741.34	2,147,600.00	167,790.00	2,315,390.00
Item	2211	ICT Environment (Infrastructure, Systems and Services)	2,609,730.00	2,176,050.83	1,708,741.34	2,147,600.00	167,790.00	2,315,390.00
Article	222	Data Processing and application development	299,000.00	298,646.76	125,296.25	452,465.00	58,470.00	510,935.00
Item	2221	Data Processing and application development and associated expenditure	299,000.00	298,646.76	125,296.25	452,465.00	58,470.00	510,935.00
Chapter	23	Movable property and Current Operating expenditure	360,135.00	336,006.39	193,470.67	459,180.00	108,675.00	567,855.00
Article	231	Furniture, Materials and Technical Installations	119,240.00	101,799.70	25,838.95	208,975.00	94,975.00	303,950.00
Item	2311	Furniture, Materials and Technical Installations and associated expenditure	119,240.00	101,799.70	25,838.95	208,975.00	94,975.00	303,950.00
Article	232	Current Operating expenditure	240,895.00	234,206.69	167,631.72	250,205.00	13,700.00	263,905.00
Item	2321	Office Supplies and Other Current Operating expenditure	240,895.00	234,206.69	167,631.72	250,205.00	13,700.00	263,905.00

Expenditure Titles, Chapters, Articles and Items		Official Name of the Expenditure Budget Lines	Final Budget of 2015 (as of 31.12.2015)	CA Outturn (as of 31.12.2015)	PA Outturn (as of 31.12.2015)	The 1st Amended Budget of 2016	Variation "1st AB2016" - "IB2017"	The Initial 2017 Budget
Title	3	PROGRAMME SUPPORT EXPENDITURE	8,002,110.00	7,803,491.34	6,325,559.31	8,140,395.00	132,175.00	8,272,570.00
Chapter	31	Programme Management expenditure	1,899,915.00	1,867,081.48	734,857.20	2,004,560.00	-223,210.00	1,781,350.00
Article	311	Communication, Information and ICT expenditure related to the Management of Delegated Programmes	612,600.00	589,572.08	230,405.78	574,115.00	41,070.00	615,185.00
Item	3111	Communication, Information and ICT expenditure related to the Management of Delegated Programmes	282,600.00	260,108.88	78,194.81	294,325.00	18,490.00	312,815.00
Item	3112	ICT Infrastructure, Environment and Systems related to the Programme Management and associated expenses	330,000.00	329,463.20	152,210.97	279,790.00	22,580.00	302,370.00
Article	312	External Audits, Missions and Other expenses related to the Management of Delegated Programmes	1,287,315.00	1,277,509.40	504,451.42	1,430,445.00	-264,280.00	1,166,165.00
Item	3121	External Audits	766,715.00	758,009.40	126,773.00	933,410.00	-342,245.00	591,165.00
Item	3122	Missions and Other expenses related to the Administrative Management of Programmes	520,600.00	519,500.00	377,678.42	497,035.00	77,965.00	575,000.00
Chapter	32	Common Support Services expenditure	6,102,195.00	5,936,409.86	5,590,702.11	6,135,835.00	355,385.00	6,491,220.00
Article	321	Common Support Services and Evaluation Platform – Building expenditure	5,354,400.00	5,357,700.00	5,098,412.88	5,337,620.00	168,970.00	5,506,590.00
Item	3211	Building Rent / Usufruct instalments, Building charges and associated expenses for the Common Support Services and Evaluation Platform	5,354,400.00	5,357,700.00	5,098,412.88	5,337,620.00	168,970.00	5,506,590.00
Article	322	Common Support Services and Evaluation Platform – ICT, Logistics, Information and Current Operating expenditure	557,295.00	388,209.86	314,160.52	610,215.00	199,415.00	809,630.00
Item	3221	ICT, Logistics, Acquisition and Provision of Information, Current Operating expenditure and associated costs	557,295.00	388,209.86	314,160.52	610,215.00	199,415.00	809,630.00
Article	323	Meetings of Experts	190,500.00	190,500.00	178,128.71	188,000.00	-13,000.00	175,000.00
Item	3231	Meetings of Experts and associated costs	190,500.00	190,500.00	178,128.71	188,000.00	-13,000.00	175,000.00

TOTAL EXPENDITURE					
Budget Year 2015			The 1st Amended Budget of 2016	Variation	The Initial 2017 Budget
Final Budget 2015	CA Outturn	PA Outturn			
54,590,420.00	54,188,440.51	50,764,313.87	59,795,845	5,680,505	65,476,350

Title 1 — STAFF EXPENDITURE					
Budget Year 2015			The 1st Amended Budget of 2016	Variation	The Initial 2017 Budget
Final Budget 2015	CA Outturn	PA Outturn			
37,372,425.00	37,584,248.01	36,967,392.16	42,448,320	5,040,080	47,488,400

Chapter 11 — Remunerations, Allowances and Charges					
Budget Year 2015			The 1st Amended Budget of 2016	Variation	The Initial 2017 Budget
Final Budget 2015	CA Outturn	PA Outturn			
35,150,400.00	35,194,088.01	34,971,071.63	40,118,530	4,964,180	45,082,710

Figures

Expenditure Titles, Chapters, Articles and Items	Official Name of the Expenditure Budget Lines			The Initial 2017 Budget
Chapter 11	Remunerations, Allowances and Charges			45,082,710
Article 111	Staff occupying an employment in the establishment plan			17,844,000
Item 1111	Temporary Agents - Remuneration, Allowances and Charges			17,844,000
Article 112	Contract Agents			25,575,000
Item 1121	Contract Agents - Remuneration, Allowances and Charges			25,575,000
Article 113	Other Staff Remunerations, Allowances and Charges			1,663,710
Item 1131	Seconded National Experts - Allowances and Charges			p.m.
Item 1132	Interim supportive agents and Trainees			1,663,710

Remarks

The appropriations of this budget chapter cover the following expenditure with respect to seconded officials, temporary staff and contract staff as well as the seconded national experts:

- salaries, allowances and other payments relating to salaries,
- accident and sickness insurance as well as other social security charges,
- the cost of any adjustments to remuneration approved by the Council during the financial year,
- unemployment insurance for temporary staff and payments to be made to temporary staff to constitute or maintain pension rights for them in their country of origin,
- miscellaneous allowances and benefits paid directly to the staff member and included in the salary payslip,
- allowances in the event of dismissal of a probationary staff for obvious inadequacy,
- allowances in the event of cancellation by the agency of the contract of a staff member,
- the cost of weightings applied to the part of remunerations transferred to a country other than the country of employment,
- travel expenses for staff (including their families) taking up duty or leaving the agency paid directly to the staff member and included in the salary payslip:
 - installation allowances for staff changing their place of residence while taking up duty or leaving the agency and resettling elsewhere, paid directly to the staff member and included in the salary payslip,
 - social security and pension expenses,
 - expenses relating to professional insurance,
 - all other expenses relating to the remuneration, the allowances and the charges for the Staff of the Agency paid directly to the staff member and included in the salary payslip.

A general description of the salaries and other benefits is given in the ‘Working at the Commission’ webpage of DG HR.

The Council Regulation updating the salary scales of officials and other servants of all the EU institutions, including increments and allowances, is published every year in the Official Journal.

The Establishment Plan and other details are presented in the annex.

The appropriations of this budget chapter also cover expenditure of:

- interim supportive staff paid indirectly by the Agency through contracts made with an interim staff private company, and
 - trainees (‘stagiaires’).
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Chapter 12 — Professional Development and Social expenditure					
Budget Year 2015			The 1st Amended Budget of 2016	Variation	The Initial 2017 Budget
Final Budget 2015	CA Outturn	PA Outturn			
2,222,025.00	2,390,160.00	1,996,320.53	2,329,790	75,900	2,405,690

Figures

Expenditure Titles, Chapters, Articles and Items	Official Name of the Expenditure Budget Lines		The Initial 2017 Budget
Chapter 12	Professional Development and Social expenditure		2,405,690
Article 121	Specific Staff-related Charges, Support Services for the management of Staff Rights and Payroll, Charges relating to Recruitment and Change of Personnel		1,488,100
Item 1211	Specific Staff-related Charges, Support Services for the management of Staff Rights and Payroll, Charges relating to Recruitment and Change of Personnel		1,488,100
Article 122	Professional and Personal Development and Social expenses for Staff		892,590
Item 1221	Training Courses for the Professional and Personal Development of Staff		611,990
Item 1222	Missions related to the Professional and Personal Development of Staff		17,600
Item 1223	Medical Service		137,000
Item 1224	Mobility and Other Social expenses		126,000
Article 123	Representation expenses, Events and Internal meetings		25,000
Item 1231	Representation expenses, Events and Internal meetings		25,000

Remarks

The appropriations of this budget chapter cover the following expenditure:

The appropriations of the budget item 1211 cover:

- Specific Staff related charges:
 - travel expenses for staff (including their families) taking up duty or leaving the agency and which are not included in the salary payslip,
 - installation allowances for staff changing their place of residence while taking up duty or leaving the agency and resettling elsewhere paid directly to the staff member and which is not included in the staff salary payslip,
 - all other expenditure relating to the remuneration, the allowances and the charges for the Staff of the Agency paid directly to the staff member and which are not included in the salary payslip,
 - expenditure for the staff as regards the "Centre de la Petite Enfance" like crèche, nursery, summer nursery, etc.,
 - expenditure for the staff as regards the school buses,
- Support services for the management of the payroll and defining the rights of newly recruited staff in terms of remunerations, allowances and charges,
- Expenditure relating to the Service-Level Agreement with PMO like:
 - Article 10 – Remuneration,
 - Article 11 – Sickness Insurance – Accident Insurance – Occupational Disease Insurance,
 - Article 12 – Pensions, Invalidity and Unemployment Allowances,
 - Article 13 – Preparation of payments under Article 42 of the Conditions of Employment,
 - Article 14 – Maintenance of National Social Security (Article 112 of the Conditions of Employment),
 - Article 20 – Insurance.
- Costs relating to the recruitment of staff such as:
 - costs relating to the recruitment interviews (including drinks provided during the panel meetings),
 - reimbursement of applicants' travelling costs (including subsistence costs for their venue for interview),
 - costs relating to medical visits prior to recruitment of new staff (Service-Level Agreement with DG HR / Medical Service),
 - expenses relating to the Service-Level Agreement with PMO:
 - Article 15 – Preparation, determination and management of entitlements covered by Annex VII to the Staff Regulations and
 - Article 18 – Preparation of the validation of expenses for inviting experts and candidates (in this budget item are only funded the expenses relating to the candidates part).

The appropriations of the budget item 1221 cover:

Expenses for general, managerial, language and IT training courses offered by DG HR, DIGIT, the European Administration School (EAS), any other EU institution or body as well as by any external provider to the staff of the Agency aiming at their professional and personal development:

- fees for experts employed to identify training needs, design, develop and hold courses as well as evaluate and monitor results,
- fees for consultants in various fields, in particular organisational methods, management, strategy, quality assurance and personnel management,
- expenditure incurred in designing, holding and evaluating the training organised by the Agency in the form of courses, seminars and conferences (course instructors/speakers and their travel and subsistence expenses, and teaching materials),
- the costs of attending external training or joining the relevant professional organisations,
- expenditure relating to the practical aspects of organising such courses and the use of premises and transport as well as the subsistence costs (food and accommodation) for the participants of residential courses,
- training expenditure relating to publications and information, associated internet sites and the purchase of teaching equipment, subscriptions and licences for distance teaching, books, press and multimedia products,
- purchase of teaching aids,
- the costs relating to the invitation of an external trainer for a specific staff training,
- costs for refreshments during trainings,
- costs relating to subscriptions for career and personal development of staff, including the related training courses and exams as well as the specialised subscriptions, training courses and exams (like for the Institute of Internal Auditors),
- expenditure relating to the support services provided by DG HR and by DIGIT for the training courses attended by the Agency staff,
- expenditure relating to the support services provided by the European Administration School (EAS) and its training for the upper line managers of the Agency.

The appropriations of the budget item 1222 cover:

Mission expenses of REA Staff relating to their professional and personal development:

- reimbursement of travel expenses, including ancillary costs relating to tickets and reservations, daily subsistence allowances and additional or exceptional expenditures while on mission for Agency staff,
- expenditure relating to services provided by PMO for the preparation of the liquidation of mission expenses and visa services:
 - Article 16 – Preparation of the validation of mission expenses,
 - Article 17 – Visa services;
- expenditure relating to mission insurance.

The appropriations of the budget item 1223 cover:

Expenditure relating to the annual and complementary medical visits for staff, the acceptance of medical certificates and the vaccination of the Agency staff by the Medical Service (Service-Level Agreement with DG HR / Medical Service).

The appropriations of the budget item 1224 cover:

- Expenses relating to the reimbursement of the costs for transport and mobility of the Agency's staff.
- All kinds of related costs linked directly or indirectly to social contacts of the Agency's staff.
- Costs for any complementary assistance to the disabled staff members, their spouses or dependent children, subject to a Decision of the REA.
- Costs for any complementary assistance to injured staff members victims of attacks, their spouses or dependent children, subject to a Decision of the REA.

The appropriations of the budget item 1231 cover:

- Reimbursement of costs incurred by staff representing the Agency (expenses incurred in the performance of representation duties vis-à-vis staff of the Commission, other EU institutions and bodies and other external parties),
 - Cost of drinks and food served during internal meetings,
 - Cost of drinks and food served during special occasions and events.
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Title 2 — INFRASTRUCTURE AND OPERATING EXPENDITURE					
Budget Year 2015			The 1st Amended Budget of 2016	Variation	The Initial 2017 Budget
Final Budget 2015	CA Outturn	PA Outturn			
9,215,885.00	8,800,701.16	7,471,362.40	9,207,130	508,250	9,715,380

This budget title concerns expenditure relating to the Agency's working environment, excluding expenditure in direct support of the operational activities delegated to the Agency.

Chapter 21 — Building expenditure					
Budget Year 2015			The 1st Amended Budget of 2016	Variation	The Initial 2017 Budget
Final Budget 2015	CA Outturn	PA Outturn			
5,947,020.00	5,989,997.18	5,443,854.14	6,147,885	173,315	6,321,200

Figures

Expenditure Titles, Chapters, Articles and Items	Official Name of the Expenditure Budget Lines		The Initial 2017 Budget
Chapter 21	Building expenditure		6,321,200
Article 211	Rent / Usufruct instalments and Building Charges		6,321,200
Item 2111	Rent / Usufruct instalments, Building Charges and associated expenses		6,321,200

Remarks

The appropriations of the budget item 2111 cover:

- Expenditure relating to the payment of the usufruct instalments, taxes and building charges,
- Building running costs for water, gas, electricity and heating as well as building maintenance,
- Office refurbishments, repairs and building works,
- Building and staff security related expenditure, repairs relating to security and USHT and other costs mentioned in the Service-Level Agreement with the Security Directorate HR.DS (like purchase and maintenance of fire-fighting equipment, cost of statutory inspections, costs relating to securing parking places, etc.),
- Building related insurances,
- Expenditure relating to building management support services provided by OIB (via a Service-Level Agreement) like the annual fee for office repartition works, building works and technical maintenance, internal moves, cleaning and removal of waste,
- Expenditure relating to the building's telecommunication network and equipment, notably purchase, hire, installation and maintenance of telephone switchboards and distributors, audio, videoconferencing, interphone and mobile phone systems for the building,
- Expenditure relating to the exploitation of the vending machines (via the Service-Level Agreement with OIB),
- Other building-related expenditure incurred via the Service-Level Agreement with OIB.

Chapter 22 — ICT expenditure					
Budget Year 2015			The 1st Amended Budget of 2016	Variation	The Initial 2017 Budget
Final Budget 2015	CA Outturn	PA Outturn			
2,908,730.00	2,474,697.59	1,834,037.59	2,600,065	226,260	2,826,325

Figures

Expenditure Titles, Chapters, Articles and Items	Official Name of the Expenditure Budget Lines		The Initial 2017 Budget
Chapter	22	ICT expenditure	2,826,325
Article	221	ICT Environment	2,315,390
Item	2211	ICT Environment (Infrastructure, Systems and Services)	2,315,390
Article	222	Data Processing and application development	510,935
Item	2221	Data Processing and application development and associated expenditure	510,935

Remarks

The appropriations of the budget item 2211 cover:

- Acquisition, purchase, hire or leasing, renewal, installation, move and removal of the Informatics and Communication Technologies (ICT) equipment, material (hardware), including networks, related software and licences for the day-to-day running of the Agency, like:
 - personal computers (desktop and laptops) and tablet computers,
 - servers, terminals, peripherals, connection devices, ICT wiring,
 - copiers, printers,
 - mobile phones / PDAs, faxes, tokens for teleworking,
 - software and licences for the using and functioning of the hardware;
- Acquisition, purchase, hire or leasing, renewal, installation and development of software, IT tools and IT licences,
- ICT office automation expenses,
- IT Helpdesks,
- Installation costs like ICT room installation and ICT network switches,
- ICT expenditure relating to specific Service-Level Agreements with the Commission's central services:
 - BUDG for ABAC (annual fee in based on the number of users and number of staff),
 - DIGIT for ABAC (IT hosting services for the ABAC System),
 - BUDG / DIGIT for ABAC Assets (annual fee in function of the number of the staff),
 - DIGIT (based on the number of staff),
 - DIGIT for data networks expenditure (equipment and maintenance) and associated services (management, support, documentation, installation and removal) as well as telecommunication related costs;
- Telecommunications expenses, notably audio and video-conferencing, and associated costs,
- Subscription charges and cabling costs (like land and mobile telephones, teleconferencing and video-conferencing).

The appropriations of the budget item 2221 cover:

Expenditure relating to external service providers offering support for data processing and application development.

Chapter 23 — Movable property and Current Operating expenditure					
Budget Year 2015			The 1st Amended Budget of 2016	Variation	The Initial 2017 Budget
Final Budget 2015	CA Outturn	PA Outturn			
360,135.00	336,006.39	193,470.67	459,180	108,675	567,855

Figures

Expenditure Titles, Chapters, Articles and Items	Official Name of the Expenditure Budget Lines		The Initial 2017 Budget
Chapter	23	Movable property and Current Operating expenditure	567,855
Article	231	Furniture, Materials and Technical Installations	303,950
Item	2311	Furniture, Materials and Technical Installations and associated expenditure	303,950
Article	232	Current Operating expenditure	263,905
Item	2321	Office Supplies and Other Current Operating expenditure	263,905

Remarks

The appropriations of the budget item 2311 cover:

- Acquisition, purchase, hire or leasing, renewal, installation, move and removal, maintenance and repair of furniture and equipment for offices, meeting rooms, archives, libraries, canteen and cafeteria;
- Purchase, installation, maintenance and use of audio-visual equipment for meeting and training rooms, including facilities for video-conferencing and web-streaming;
- Expenses relating to the Service-Level Agreement with OIB for:
 - The acquisition of office furniture from OIB,
 - The inventory and disposal of office furniture,
 - office furniture maintenance provided by OIB,
- Handling and removal services.

The appropriations of the budget item 2321 cover:

- Purchase of office supplies and paper;
- Replacement of toners for printers, fax machines, photocopiers, scanners and micro-copiers.
- Acquisition and purchase of information, documentation and books, subscriptions to periodicals, newspapers and on-line publications for the Agency's 'library' (physical and virtual 'library' expenses);
- Costs of subscriptions and access to electronic information services and external databases and the acquisition of electronic media;
- Expenditure on data-transmission networks, telematics services, etc., and the purchase of directories;
- Expenditure directly made via the Service-Level Agreement with OIB:
 - for the use of the Commission's Historical Archives,
 - for the brochure "Commission en Directe",
 - for the use of mailing services (postal stamping, parcel transport, massive sending by bag / pallets) including express delivery postage;
- Bank charges and financial costs and charges,
- Insurance premiums for furniture, equipment and material inside the Agency's premises;
- Collective insurances premiums against accidents and death for non-statutory and special councillors;
- Legal assistance expenses, legal charges and damages;
- Acquisition, purchase, hire or leasing, renewal, installation, move, removal and maintenance of water dispensers;
- Miscellaneous royalties for telecommunications;
- Internal Communication, Information and Publication expenditure:
 - resulting from the Agency's internal communication to the Staff,
 - for services offered by OIB under a Service-Level Agreement for reproduction, printing and publication of documents, newsletters, offset, visit cards, etc., related to the internal communication (inside the Agency and the EU institutions and bodies),
 - for services offered by the Publications Office under a Service-Level Agreement for the publication of the Agency's Administrative Budget,
 - internal promotional material (inside the Agency and the EU institutions and bodies);
- Linguistic services, translation costs and interpretation expenditure incurred through the Service-Level Agreements with DG Translation and the Translation Centre for internal communication purposes and for the translation of the Agency's Administrative Budget.

Title 3 — PROGRAMME SUPPORT EXPENDITURE					
Budget Year 2015			The 1st Amended Budget of 2016	Variation	The Initial 2017 Budget
Final Budget 2015	CA Outturn	PA Outturn			
8,002,110.00	7,803,491.34	6,325,559.31	8,140,395	132,175	8,272,570

This budget title concern expenditure directly relating to the management of operational activities delegated to the Agency.

Chapter 31 — Programme Management expenditure					
Budget Year 2015			The 1st Amended Budget of 2016	Variation	The Initial 2017 Budget
Final Budget 2015	CA Outturn	PA Outturn			
1,899,915.00	1,867,081.48	734,857.20	2,004,560	-223,210	1,781,350

Figures

Expenditure Titles, Chapters, Articles and Items	Official Name of the Expenditure Budget Lines			The Initial 2017 Budget
Chapter	31	Programme Management expenditure		1,781,350
Article	311	Communication, Information and ICT expenditure related to the Management of Delegated Programmes		615,185
Item	3111	Communication, Information and ICT expenditure related to the Management of Delegated Programmes		312,815
Item	3112	ICT Infrastructure, Environment and Systems related to the Programme Management and associated expenses		302,370
Article	312	External Audits, Missions and Other expenses related to the Management of Delegated Programmes		1,166,165
Item	3121	External Audits		591,165
Item	3122	Missions and Other expenses related to the Administrative Management of Programmes		575,000

Remarks

The appropriations of the budget item 3111 cover:

- External Communication, Information and Publication expenditure:
 - resulting from the Agency's external communication strategy (related to the programme management), including information days for programme applicants/beneficiaries,
 - for services offered by OIB under a Service-Level Agreement for reproduction, printing and publication of documents, newsletters, offset, etc. related to the external communication and to the programme management activities of the Agency,
 - for services offered by the Publications Office under a Service-Level Agreement related to the external communication and to the programme management activities of the Agency,
 - relating to promotional material related to the external communication and to the programme management activities of the Agency;
- Expenditure relating to the participation to Committees, seminars and conferences;
- Expenditure relating to the launch/publication of Calls for proposals;
- Expenditure for meetings with project consortia (including drinks and foods served during these meetings);
- Expenditure for specialised services contracted out to highly qualified experts,
- Linguistic services, translation costs and interpretation expenditure incurred through the Service-Level Agreements with DG Translation and the Translation Centre, related to the external communication and to the Programme Management activities of the Agency,
- Expenses for general and IT training courses offered by DG HR, DIGIT, the European Administration School (EAS) or any other EU body or Institution as well as by any external training provider to the staff of the Agency in order to improve their skills and performance for the management of the programmes and other operational activities delegated to the Agency:
 - fees for experts employed to identify training needs, design, develop and hold courses as well as evaluate and monitor results,
 - fees for consultants in various fields, in particular organisational methods, management, strategy, quality assurance and personnel management,
 - expenditure incurred in designing, holding and evaluating the training organised by the Agency in the form of courses, seminars and conferences (course instructors/speakers and their travel and subsistence expenses, and teaching materials),
 - the cost of attending external training and of joining the relevant professional organisations,

- expenditure relating to the practical aspects of organising such courses and the use of premises and transport as well as the subsistence costs (food and accommodation) for the participants of residential courses,
- training expenditure relating the purchase of teaching equipment, subscriptions and licences for distance teaching, books, press and multimedia products,
- purchase of teaching aids,
- the costs relating to the invitation of an external trainer for a specific staff training,
- costs for refreshments during trainings,
- expenditure relating to the support services provided by DG HR and by DIGIT for the training courses attended by the Agency's staff and relating to the management of programmes.
- Costs for drinks and foods served during meetings of committees, conferences, seminars and training courses relating to the management of programmes delegated to the Agency.

The appropriations of the budget item 3112 cover:

Expenditure relating to external services providing data processing (consulting) for the ICT environment directly or indirectly linked to the Programmes management (programmes of which their implementation is delegated to the Agency);

The appropriations of the budget item 3121 cover:

Expenditure for ex-post audits of costs declared by beneficiaries outsourced to external audit firms.

The appropriations of the budget item 3122 cover:

- Mission expenses of REA staff travelling in the context of their management of the programmes delegated to the Agency:
 - travel expenses, including ancillary costs for tickets and reservations, daily subsistence allowances and additional or exceptional expenditures;
 - expenditure for services provided by PMO for the preparation of the liquidation of mission expenses and visa services:
 - Article 16 – Preparation of the validation of mission expenses,
 - Article 17 – Visa services;
 - Expenditure relating to mission insurance;
 - Other expenditure relating to the management of programmes delegated to the Agency, like (e.g.):
 - Legal assistance expenses, legal charges and damages related to the programme management of the Agency,
 - Other administrative support expenses related to the management of programmes delegated to the Agency.
-

Chapter 32 — Common Support Services expenditure					
Budget Year 2015			The 1st Amended Budget of 2016	Variation	The Initial 2017 Budget
Final Budget 2015	CA Outturn	PA Outturn			
6,102,195.00	5,936,409.86	5,590,702.11	6,135,835	355,385	6,491,220

Figures

Expenditure Titles, Chapters, Articles and Items	Official Name of the Expenditure Budget Lines			The Initial 2017 Budget
Chapter 32	Common Support Services expenditure			6,491,220
Article 321	Common Support Services and Evaluation Platform – Building expenditure			5,506,590
Item 3211	Building Rent / Usufruct instalments, Building charges and associated expenses for the Common Support Services and Evaluation Platform			5,506,590
Article 322	Common Support Services and Evaluation Platform – ICT, Logistics, Information and Current Operating expenditure			809,630
Item 3221	ICT, Logistics, Acquisition and Provision of Information, Current Operating expenditure and associated costs			809,630
Article 323	Meetings of Experts			175,000
Item 3231	Meetings of Experts and associated costs			175,000

Remarks

This budget chapter concerns expenditure relating to the support services provided by the Agency to all FP7 / H2020 beneficiaries and EU managing services including call planning and publication, management of the common evaluation premises, participant validation services (including support for financial capacity checks) as well as processing of contracting and payment of the expert evaluators. Selected parts of these services are also offered to non-research programmes, in accordance with the Delegation Act.

The appropriations of the budget item 3211 cover:

Building rent / usufruct instalments, building charges and associated expenses relating to the common evaluation premises like:

- Expenditure relating to the payment of the usufruct instalments, taxes and building charges;
- Building running costs like water, gas, electricity, heating and building maintenance costs;
- Office refurbishment, repairs and building works;
- Building and staff security related expenditure, repairs relating to security and USHT and other costs mentioned in the Service-Level Agreement with the Security Directorate HR.DS (like purchase and maintenance of fire-fighting equipment, cost of statutory inspections, costs relating to securing parking places, etc.);
- Building related insurances;
- Expenditure relating to building management support services provided by OIB (via a Service-Level Agreement) like the annual fee for office repartition works, building works and technical maintenance, internal moves, cleaning and removal of waste;
- Expenditure relating to the building's telecommunication network and equipment, notably purchase, hire, installation and maintenance of telephone switchboards and distributors, audio, videoconferencing, interphone and mobile phone systems for the building;
- Expenditure relating to the exploitation of the vending machines (via the Service-Level Agreement with OIB);
- Other building-related expenditure made via the Service-Level Agreement with OIB.

The appropriations of the budget item 3221 cover:

Expenditure relating to validation services (including financial capacity checks) and processing of contracts and payments to expert evaluators, including:

- ICT expenditure (infrastructure, environment, systems, tools, hardware, software, licences, ICT developments, etc.),
- Logistics such as furniture, beamers, supplies for experts, etc.,
- Subscriptions to external data sources supporting the participant validation process,
- Communication, information and publications expenditure relating to the promotion of the Research Enquiry Service (RES)
- Any other current operating expenditure relating to the support services offered by the Agency.

Where appropriate, this expenditure can be incurred under specific Service-Level Agreements with OIB and DIGIT.

The appropriations of the budget item 3231 cover:

Expenditure relating to meetings with expert evaluators, web-briefings, water dispensers, drinks and food for experts during central evaluations at the evaluation premises, etc.

ANNEXES

TO THE

ADMINISTRATIVE BUDGET OF 2017

Annex I

ESTABLISHMENT PLAN			
<i>All Seconded Officials and Temporary Agents</i>			
Function Group and Category	2015 Filled in as of 31/12/2015	2016	2017
AD16			
AD15			
AD14	3	5	6
AD13	9	11	11
AD12	6	6	9
AD11	4	7	8
AD10	9	9	12
AD9	9	15	19
AD8	24	23	28
AD7	27	31	33
AD6	19	31	29
AD5	32	15	2
TOTAL AD	142	153	157
AST11			
AST10			
AST9		1	2
AST8	2	2	2
AST7	1		2
AST6	1	4	2
AST5	5	2	2
AST4	3	1	
AST3			
AST2			
AST1			
TOTAL AST	12	10	10
GRAND TOTAL (AD+AST)	154	163	167

The establishment plan accepts the following ‘ad personam’ appointments: seconded officials may occupy a post in the establishment plan of the executive agency at a higher grade provided that such higher grade corresponds to their own grade at the Commission. This exception applies only to seconded officials.

The delegation of the 2014-2020 programmes to EAs will increase the number of positions of responsibility in the agencies. These positions are as a general rule occupied by Commission officials seconded in the interest of the service. The staff establishment plans of the agencies have been revised to reflect the current grade structure of the seconded officials. The Commission staff that will be seconded on a post of responsibility in the agencies is unknown at this stage. Therefore, the grade structure of the additional seconded officials is based on the average grade structure of the existing middle and senior management at the Commission.

Annex II

STAFF PLAN (EQUIVALENT ALLOWANCE OF POSTS IN APPROPRIATIONS)			
Only Contract Agents			
Function Group	2015 Filled in as of 31/12/2015	2016	2017
FG IV	102	163	188
FG III	165	196	217
FG II	190	150	120
FG I	7	5	5
TOTAL	464	514	530
Of which			
- Financed from the contributions from the EU general budget:	464	491	503
- Financed from "Appropriations accruing from contributions from (non-European Economic Area) third parties to research and technological development (2014 to 2020)":	0	23	27