



European
Commission

Annual Activity Report 2020

Annexes

PUBLICATIONS OFFICE
OF THE EUROPEAN UNION

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ANNEX 1: Statements of the Head of Unit in charge of risk management and internal control and of the Resources Director

Statement of the Head of Unit in charge of risk management and internal control

I declare that in accordance with the Commission's communication on the internal control framework ⁽¹⁾, I have reported my advice and recommendations on the overall state of internal control in the Office to the Director-General.

I hereby certify that the information provided in section 2 of the present Annual Activity Report and in its annexes is, to the best of my knowledge, accurate and complete.

Luxembourg, 24 March 2021

Luca MARTINELLI

Statement of the Resources Director, taking responsibility for the completeness and reliability of management reporting on results and on the achievements of objectives

I hereby certify that the information provided in section 1 of the present Annual Activity Report and in its annexes is, to the best of my knowledge, accurate and complete.

Luxembourg, 25 March 2021

Eva BEŇOVÁ

⁽¹⁾ C(2017)2373 of 19.04.2017.

ANNEX 2: Performance tables

General objective 2: A Europe fit for the digital age			
Impact indicator 1: Aggregate score in the Digital Economy and Society Index (DESI)			
Source of the data: DESI			
Baseline	Interim Milestone	Target	Latest known results
(2019)	(2022)	(2024)	(2020)
49.4	Increase	Increase	52.6
Impact indicator 2: Innovative enterprises			
Source of the data: Eurostat			
Baseline	Interim Milestone	Target	Latest known results
(2018)	(2022)	(2024)	(2018)
50.3 % (EU 27)	Increase	Increase	50.3 %
Specific objective 1: A European public procurement space provides an authoritative point of access to information on EU institutions' and Member States' public procurement activities and enhances the exploitation of public procurement data for its beneficiaries (economic operators, public decision makers and EU citizens)			
Result indicator: Percentage of procurement notices using the standard, structured forms			
Source of data: Publications Office, Unit C.3			
Baseline	Interim Milestone	Target	Latest known results
(2019)	(2022)	(2024)	(2020)
99.59 %	100 %	100 %	99.8 %
Result indicator: Percentage of procurement notices forms using eForms			
Source of data: Publications Office, Unit C.3			
Baseline	Target	Latest known results	
(2019)	(2024)	(2020)	
0	100 %	Not yet available	
Main outputs in 2020:			
Supplement to the Official Journal — regular production and dissemination of public procurement information			
Output description	Indicator	Target	Latest known results 2020
Production of the <i>Supplement to the Official Journal</i> in accordance with the directives in force	Average cost per notice	< EUR 6.00	EUR 6.34 Stability of publication cost; additional cost for development of TED website
Access to public procurement notices	Number of documentary units (notices) loaded on TED website in 2020	660 000	643 554
eProcurement	Number of contracting authorities registered (publishing) in eTendering	110	110
Implementation of eForms			
Output description	Indicator	Target	Latest known results 2020
TED exchange UBL schema (version to be used in TED applications and by TED eSenders, etc.)	Date of publication	31 December 2020	Done in November

Launch developments for eNotices2	Date of start of developments	30 June 2020	Done
Launch developments for Central Validation Service	Date of start of developments	31 August 2020	Draft specification in preparation
Draft specifications for adapting TED apps to eForms	Date of final specification	31 October 2020	Draft specification in preparation
Draft specifications for adapting TED to eForms	Date of final specification	31 October 2020	Given the very high cost, it was decided to launch a call for tender for the new TED
Easy and user-friendly access to public procurement data			
Output description	Indicator	Target	Latest known results 2020
Draft specifications for TED – SIMAP merge	Date of final specification	30 September 2020	Given the very high cost, it was decided to launch a call for tender for the new TED
Enhance TED search and display of results	In production	31 December 2020	Done in June
Improvement of the data quality			
Output description	Indicator	Target	Latest known results 2020
eNotification part of the eProcurement ontology	Date of publication (conceptual model & OWL representation)	31 October 2020	Done in December
Phase-out of non-standard/non-structured (i.e. non-XML) procurement forms	Percentage of procurement forms using the standard, structured forms	100 %	99.8 %
Enhance quality control at reception and during processing of notices	Deadline to introduce/impose the new rules	31 December 2020	Done in July
Better services and workflows			
Output description	Indicator	Target	Latest known results 2020
Provide for analytical tools to retrieve and analyse data	Date of providing the sample of current notices in RDF format	31 December 2020	First set corresponding to one year expected by January 2021, as well as the last five years of contract and contract award notices
Automation and/or elimination of manual tasks	Deadline to introduce new work model	31 December 2020	Since July 2020, contracting authorities have been informed about the publication date of their notices just after the reception of the notice by the Office
Reports and visualizations of EU institutions published data (CANs) on TED and/or report on the quality of the published data	Deadline to disseminate reports/visualizations and/or data quality report	31 December 2020	Done in November

Specific objective 2: A European open data space provides access to an authoritative collection of open data of EU institutions, Member States and European countries

Result indicator: Number of reuse examples
Source of data: The list of reuse examples published on data.europa.eu
 Publications Office, Unit C.4

Baseline	Interim Milestone	Target	Latest known results
(2020)	(2022)	(2024)	(2020)
594	800	1 000	EU Open Data Portal: 130 European Data Portal: 714

Result indicator: Number of visits on the new data.europa.eu
Source of data: Webtrends or Matomo. Publications Office, Unit C.4

Baseline	Interim Milestone	Target	Latest known results
(2019)	(2022)	(2024)	(2020)
1 180 000	1 250 000	1 600 000	Not yet available as the new service will become operational on 26 April 2021

Result indicator: Number of datasets on the new data.europa.eu
Source of data: Public information on the new data.europa.eu website.
 Publications Office, Unit C.4

Baseline	Interim Milestone	Target	Latest known results
(Beginning of 2020)	(2022)	(2024)	(2020)
1 100 000	1 300 000	1 500 000	Not yet available as the new service will become operational on 26 April 2021

Result indicator: Number of catalogues (national, regional, local, geo, etc.) on the new data.europa.eu
Source of data: Public information on the new data.europa.eu website.
 Publications Office, Unit C.4

Baseline	Interim Milestone	Target	Latest known results
(Beginning of 2020)	(2022)	(2024)	(2020)
82	86	90	Not yet available as the new service will become operational on 26 April 2021

Result indicator: Number of submissions for the annual EU Datathon competition for the reuse of EU open data
Source of data: Actual number of project submissions for the competition on op.europa.eu/eudatathon.
 Publications Office, Unit C.4

Baseline	Interim Milestone	Target	Latest known results
(2019)	(2022)	(2024)	(2020)
99	125	150	121

Main outputs in 2020:

EU Open Data Portal and its services

Output description	Indicator	Target	Latest known results 2020
Increase in the number of available EU datasets	Number of datasets on EU Open Data Portal	15 500	15 668
Increased quantity of data providers	Number of EU institutions publishing on the EU Open Data Portal	7	6 (all EU institutions except the European Court of Justice as discussions are still ongoing)

EU open data reuse potential	Number of proposals for the EU Datathon 2020	120	121
Improving legal openness of datasets	Number of data providers publishing new data under Creative Commons	20	35
European Data Portal and its services			
Output description	Indicator	Target	Latest known results 2020
Increase in the number of available EU datasets	Number of datasets on the European Data Portal	1 100 000	1 167 011
Increase interest in the European Data Portal	Number of visits to the European Data Portal	500 000	431 198 The Search Engine Optimization (SEO) carried out in the second half of the year improved the Google ranking of the European Data Portal
CORDIS services and developments			
Output description	Indicator	Target	Latest known results 2020
Disseminate research results to support their exploitation	Number of editorial articles written and translated	6 000	7 883
Meet user needs	User satisfaction rate (*)	83 %	81 %
(*) Changed methodology of calculation: now based on annual survey ratings of 7 and above (previously based on 5 and more)			
Support linked open data	Publication of first release of research project ontology	Third quarter 2020	Done in fourth quarter 2020
Searchable structured data	Regular classification of new projects with EuroSciVoc taxonomy	Second quarter 2020	Done

General objective 6: A new push for European democracy			
Impact indicator 1: Rights as citizens of the European Union			
Source of the data: Standard Eurobarometer 93			
Baseline	Interim Milestone	Target	Latest known results
(2019)	(2022)	(2024)	(2020)
55 % (EU 27)	Increase	Increase	57 % (EU 27)
Impact indicator 2: Legislative transparency			
Source of the data: Transparency International's Report 'Lobbying in Europe' , pp. 53-54 (EU28 data. EU27 data not available)			
Baseline	Interim Milestone	Target	Latest known results
(2015)	(2022)	(2024)	(2015)
53	Maintain > 50	Maintain > 50	53

Specific objective 3: A digital European legal space provides easy and comprehensive access to all law applicable within the EU			
Result indicator: Number of Member States whose national legislation is available through EUR Lex/N-Lex			
Source of data: EUR-Lex, N-Lex, Publications Office, Unit C.2			
Baseline	Interim Milestone	Target	Latest known results
(2019)	(2022)	(2024)	(2020)
i) NTM: 12 ii) N-Lex: 20	i) Increase ii) Increase	i) Further increase ii) All Member States	i) NTM: 12 ii) N-Lex: a) number of available connectors: 26 b) number of functioning connectors: 16
Result indicator: Number of Member States having implemented ELI in their systems			
Source of data: ELI Register on EUR-Lex, Publications Office, Unit C.2			
Baseline	Interim Milestone	Target	Latest known results
(2019)	(2022)	(2024)	(2020)
13	Increase	Further increase	14
Result indicator: Timely publication of consolidated legal texts			
Source of data: Publications Office, Unit C.2			
Baseline	Interim Milestone	Target	Latest known results
(2020)	(2022)	(2024)	(2020)
0 %	Pilot testing of consolidation using AKN4EU-CONSLEG format	90 % of acts received in correct AKN4EU format	60 % of the format defined

Main outputs in 2020:			
EUR Lex — access to EU law			
Output description	Indicator	Target	Latest known results 2020
Consolidation of legal acts	Number of new consolidated versions of legal acts produced (*)	1 900	2 008
(*) Results dependent on the number of amending acts and corrigenda adopted			
Production of the Summaries of EU legislation	Number of drafted / redrafted and updated summaries published	300	344

Complete and improve the collections of legal documents	Number of notices analysed (legal analysis) (*)	10 500	11 911
(*) Results dependent on the number of acts adopted			
Creation of thematic views			
Output description	Indicator	Target	Latest known results 2020
Improved access to legal information per theme	Specific section on EUR-Lex, dedicated to the adopted legal acts of the European Central Bank	1 June 2020: available on EUR-Lex	Done in May
Improved access to legal information for laymen	'EU law in force' interface	Available on the OP Portal	Developments ongoing. Implementation was delayed due to the change of contract. The interface is planned to be available in June 2021
Improved navigation and linking of legal information			
Output description	Indicator	Target	Latest known results 2020
Improved navigation in consolidated texts	Table of contents for consolidated versions and switching between consolidated versions	Available on EUR-Lex	Done
Accuracy, accessibility and user-friendly provision of legal information			
Output description	Indicator	Target	Latest known results 2020
Improvements to web accessibility	Accessibility study	Contract signed	Done
Work on standards, formats and tools			
Output description	Indicator	Target	Latest known results 2020
Improved quality of legal information	Legal analysis tool	Operational	Implemented on VocBench for internal use Implementation on OP Portal is in progress

Specific objective 4: Persistent and integrated access to the content and knowledge of the EU institutions is provided for current and future generations to ensure that citizens are well informed			
Result indicator: Predicted number of publications with a permanent identifier (DOI)			
Source of data: Publications Office, Unit A.4			
Baseline	Interim Milestone	Target	Latest known results
(2020)	(2022)	(2024)	(2020)
197 000	259 000	321 000	191 354
Result indicator: Percentage of records exported to metadata reusers within four weeks of publication			
Source of data: Publications Office, Unit A.4			
Baseline	Interim Milestone	Target	Latest known results
(2020)	(2022)	(2024)	(2020)
92 %	100 %	100 %	98 %
Result indicator: Access to web preservation sites			
Source of data: Publications Office, Unit A.4			
Baseline	Interim Milestone	Target	Latest known results
(2020)	(2022)	(2024)	(2020)
100	112.36 (increase in number of visits expressed as a yearly growth rate)	126.25	Data will be available as of 2021
Result indicator: Application of Legal Deposit scheme to cover different material types			
Source of data: Publications Office, Unit A.4			
Baseline	Interim Milestone	Target	Latest known results
(2021)	(2022)	(2023)	(2020)
Publications, websites	News releases, audio-visual material	Social media, datasets	Ongoing EasyID service to be implemented in 2021 will simplify the deposit of publications

Main outputs in 2020:			
Long-term preservation			
Output description	Indicator	Target	Latest known results 2020
Long term digital preservation service — completion of collections according to Digital Preservation Plan	Archiving of the Supplement to the Official Journal in EUDOR	December 2020	Postponed to early 2021 Delays due to issues with the TED S contractor authentication to access an important resource (IMMCBuilder)
	Archiving of web preservation WARC files in EUDOR	December 2020	Postponed This project requires preliminary requests to consultants for advice and guidance, using the new consultancy contract that was signed at the end of 2020
EU Legal Deposit			
Output description	Indicator	Target	Latest known results 2020
Draft legal deposit scheme	Approval by the Management Committee	End 2020	Postponed to March 2021

Web preservation			
Output description	Indicator	Target	Latest known results 2020
Web preservation service (archiving, access and long term preservation)	Number of EU institutional websites archived on a regular basis (quarterly or more frequently)	Minimum 110	188
Identification			
Output description	Indicator	Target	Latest known results 2020
Identification, cataloguing and archiving of publications	General publications: number of notices available in Cellar (*)	107 000	109 320
(*) A notice covers all linguistic versions and available formats for a given title in Cellar			
Web accessibility and analytics services			
Output description	Indicator	Target	Latest known results 2020
Second phase of the pilot project 'Reading disability and document access, a possible approach' completed	Proof of concept to enhance accessibility of selected publications and websites	By the end of 2020, selected websites and publications will be evaluated and maybe converted as well to be more accessible	Done
Integrated web analytics services	Availability of new PIWIK Analytics Suite	By the end of 2020, new analytics service put in production for multiple users	Done
Enhanced features for the OP Portal			
Output description	Indicator	Target	Latest known results 2020
Quality of service provided by the OP Portal to its various customers	OP Portal user satisfaction rate (*)	82 %	Postponed to the first semester of 2021 as the new graphic environment of the OP Portal was only implemented end of November
(*) Percentage of neutral and positive opinions expressed in the user survey of the portal to be carried out in 2019. Targeted, among others, will be registered and 'privileged' users, users who recently ordered publications, and author services			
Integrated access to content managed by the Office via multiple channels (OP Portal, direct access, widgets)	Number of accesses to the OP Portal content	12 000 000	11 386 721 Despite weak third quarter figures, there was an overall 3.14 % yearly increase, with the historical record of 3.2 million accesses in the fourth quarter of 2020
Transparency in the field of EU-commissioned studies	Number of studies available for public consultation on the OP Portal (*)	14 000	14 541
(*) Results dependent on the number of studies commissioned by the EU institutions during a year			

General objective 7: A modern, high performing and sustainable European Commission			
Impact indicator 1: Image of the European Union			
Source of the data: Standard Eurobarometer 93			
Baseline	Interim Milestone	Target	Latest known results
(2019)	(2022)	(2024)	(2020)
43 % (EU 27)	Increase	Increase	43 % (EU 27)

Specific objective 5: Standardisation services in the area of formats, metadata and multilingual reference data are provided at corporate level in order to rationalise resources, increase interoperability and strengthen information and knowledge management

Result indicator: Use of VocBench for management of the Office's reference data			
Source of data: Publications Office, Unit A.1			
Baseline	Interim Milestone	Target	Latest known results
(2020)	(2022)	(2024)	(2020)
25 %	80 %	100 %	8 % — Out of 131 authority tables, 8 authority tables, 2 thesauri and 1 taxonomy are maintained in VocBench

Result indicator: Corporate reference data assets used by Commission services			
Source of data: Publications Office (Unit A.1), Secretariat-General and DG Informatics			
Baseline	Interim Milestone	Target	Latest known results
(2020)	(2022)	(2024)	(2020)
8	15	30	10

Result indicator: All legislative content covered by AKN4EU specifications			
Source of data: Publications Office, Unit A.1			
Baseline	Interim Milestone	Target	Latest known results
(2020)	(2022)	(2024)	(2020)
15 %	35 %	70 %	15 % 10 new document types covered, including six types of preparatory documents

Result indicator: Implementation of AKN4EU for consolidation			
Source of data: Publications Office, Units A.1 and C.2			
Baseline	Interim Milestone	Target	Latest known results
(2020)	(2021)	(2022)	(2020)
Work started	Specifications ready	Implementation	60 % Essential elements for the composition of consolidated texts have been defined

Main outputs in 2020:			
Secured and automated exchange of legal data: interoperability of document formats			
Output description	Indicator	Target	Latest known results 2020
Synergies in structuring of data at interinstitutional level	Number of example documents covered by the IMFC's Common Vocabulary for the semantic structuring of the documents' content	25 (first quarter 2020)	35 new example documents

	Number of document types covered by the Akoma Ntoso for EU (AKN4EU)	14 (third quarter 2020)	10 new document types Analysis lead to significant changes in the technical specifications, impacting all documents covered to date
Akoma Ntoso for EU (AKN4EU)	Finalisation and adoption of AKN4EU version 3	First quarter 2020	AKN4EU 3.0 finalised in March and adopted by IMFC in April
Secured and automated exchange of data	Exchanges of legal data with the institutions are based on AKN4EU	Fourth quarter 2020 First exchanges between the Council and the Commission take place in the context of a pilot project	Postponed to 2021/2022 AKN4EU specifications are ready. It depends strongly on the development of EdiT and its integration with the Commission platform Decide project
Secured and automated exchange of legal data: standardisation of metadata			
Output description	Indicator	Target	Latest known results 2020
Proposal for a consolidated IMMC schema	Presentation of consolidated IMMC schema to IMFC stakeholders	Third quarter 2020	Ongoing IMMC concept assessment by the stakeholders. The findings will be integrated into the IMMC vocabulary when available
Towards a corporate reference data management policy			
Output description	Indicator	Target	Latest known results 2020
List of corporate vocabularies	List of corporate vocabularies at the Commission established and available online	First version of list contains 10 corporate vocabularies	List of 10 corporate vocabularies established
Proposal for corporate reference data management at the Commission	Submission of proposal for corporate reference data management at the Commission to the IMSB	Third quarter 2020	Done
EuroVoc – the multilingual thesaurus of the EU			
Output description	Indicator	Target	Latest known results 2020
EuroVoc updates	Number of updates of the multilingual thesaurus EuroVoc published during the year	2 (second quarter and fourth quarter 2020)	Done
Availability of production version of VocBench on the interoperability platform Joinup	Publication of a new major version of VocBench on Joinup	Fourth quarter 2020	Done

Specific objective 6: The EU institutions are provided with secure, fast and flexible digital solutions for publishing legal information

Result indicator: Publication time			
Source of data: Publications Office, Unit B.1			
Baseline	Target	Latest known results	
(2019)	(2022)	(2020)	
28 hours	0	28 hours	
Result indicator: Availability in production of IBIS			
Source of data: Publications Office, Unit B.1			
Baseline	Interim Milestone	Target	Latest known results
(2020)	(2022)	(2024)	(2020)
All institutions are consulted. The business needs and requirements are finalised. The conception phase of IBIS is started	The first 'production-ready' release of IBIS is developed and tested	All functions of CIBA are covered by IBIS. IBIS is rolled out in production	Done

Main outputs in 2020:			
Act-by-act publication of the Official Journal			
Output description	Indicator	Target	Latest known results 2020
Finalise decisions in close cooperation with the EU institutions	The Management Committee of the Office approves key decisions	Fourth quarter 2020	Postponed to first quarter 2021 Discussions started in 2020 but no decision has been taken yet
Unified Production Platform project deliverables	Project deliverables are approved and the development starts	Second semester 2020	Rescheduled as UPP will not be available for the OJ act-by-act
Authentication by electronic seal (mass signature)	The Official Journal is authenticated by an electronic seal	Third quarter 2020	Done in December
Production and publication of the EU budget			
Output description	Indicator	Target	Latest known results 2020
Adequate business coverage based on the requirements and expectations expressed by the users	Analysis of the business needs and requirements for the new information system (IBIS)	Fourth quarter 2020	Done
Case-law of the European Court of Justice			
Output description	Indicator	Target	Latest known results 2020
Timely delivery of case-law documents	Percentage of documents produced within the requested deadline	91 %	99.7 %
Production lead time	Average duration of the production of documents	8 days	2.20 days
The specifications for a new production contract are drafted with the Court of Justice	The call for tenders is launched	Third quarter 2020	Done in June

Specific objective 7: Governance and optimised publishing services are provided to all EU institutions to enable them to meet their communication objectives

Result indicator: Decreasing number of publications

Source of data: DemPub and PlanPubli, the Office's production database and request management tool, Publications Office, Unit B.3

Baseline	Interim Milestone	Target	Latest known results
(2019)	(2022)	(2024)	(2020)
6 560 (*)	5 900	4 590	6 364

(*) Number of projects (publication requests)

Result indicator: Publications covered by performance reports

Source of data: Automated system aggregating data from online dissemination, physical storage and dissemination as well as social media. Publications Office, Unit B.3

Baseline	Interim Milestone	Target	Latest known results
(2020)	(2022)	(2024)	(2020)
Pilot completed / tool available	Reports available on demand	Increase of scope	Pilot completed 66 reports provided

Result indicator: Increasing number of accessible publications produced by the Office

Source of data: PlanPubli, the Office's production database, Publications Office, Unit B.2

Baseline	Interim Milestone	Target	Latest known results
(2019)	(2022)	(2024)	(2020)
20 %	40 %	60 %	Data available as of 2021

Result indicator: Increasing percentage of author services using a range of production services of the Office instead of submitting identifiers-only requests

Source of data: PlanPubli, the Office's production database, Publications Office, Unit B.3

Baseline	Interim Milestone	Target	Latest known results
(2019)	(2022)	(2024)	(2020)
40 %	50 %	70 %	71 %

Main outputs in 2020:

Interinstitutional reference centre for publishing services

Output description	Indicator	Target	Latest known results 2020
Quality and timeliness in the production of general publications	Percentage of authors satisfied with time taken to publish with the Office	80 %	84 %
Accessible publications	Percentage of publications accessible to disabled users	20 %	Data will be available as of 2021
Centralisation of the production of publications	Percentage of identified publications by the Office using production services of the Office instead of submitting identifiers-only requests	45 %	50 %
Collaborative planning with authors and language services	Completion of the 'collaborative planning' system and tool	End 2020	Collaborative planning system and tool available
	Editorial governance designed and set up	Launch (fully operational by 2021)	Governance designed Waiting for the Corporate Management Board to launch

Editorial support services	Scaling up of editorial support services	Reporting available on demand and > 50 publications assessed	Service available 106 reports in 2020
Feedback mechanism available	Pilot phase with selected publications covered by performance reports	Analysing tools developed – pilot phase closed	Pilot completed 66 reports provided
Language editing			
Output description	Indicator	Target	Latest known results 2020
Perform the language editing and proofreading to increase the linguistic and content quality of publications (on paper and online versions)	Number of pages corrected (Official Journal, case-law, general publications, TED, Consleg and Sumleg)	> 2 000 000 pages	1 785 962 pages Due to COVID-19, proofreading of legal publications was lower than in 2019 whereas proofreading of general publications was slightly higher
Perform ex-post quality control on publications considering the production process of the documents	User satisfaction rate on proofreading and multilingual aspects	General publications (GP): 75 % Official Journal (OJ): 85 %	GP: 75 % of respondents either 'very satisfied' (40 %) or 'satisfied' (35 %) OJ: 75 % are 'very satisfied' and 25 % are 'satisfied'
	Number of comments related to linguistic quality	< 3 % of the overall comments	1.1 %
Interinstitutional Style Guide			
Output description	Indicator	Target	Latest known results 2020
Modernisation of the production process of the <i>Interinstitutional Style Guide</i> – modular approach	Completion	First quarter 2020	Modernisation nearly finished, but the switch to the new production system cannot be completed until the conversion to the structured format is ready
New version of <i>Interinstitutional Style Guide</i>	Available	Second quarter 2020	New PDF version of ISG is available in some languages. Conversion to structured format is taking longer than initially planned
<i>Interinstitutional Style Guide</i> available in the OP Portal	Completion	Third quarter 2020	Ongoing Substantial delay due to technical limitations
Synergies in the printing domain and reduction of publications' stock			
Output description	Indicator	Target	Latest known results 2020
Implementation of a new distribution concept	Volume of stock	Decrease by 10 %	8.63 million copies - 9.7 %
Efficiency in the production and distribution of publications	Surplus publications in stock (difference between publications received and publications distributed)	< 500 000 copies	2.29 million copies More publications were produced and received but the distribution became more complex due to the COVID-19 crisis

ANNEX 3: Draft annual accounts and financial reports

Annex 3 Financial Reports — Publications Office — Financial Year 2020

Table 1: Commitments

Table 2: Payments

Table 3: Commitments to be settled

Table 4: Balance sheet

Table 5: Statement of financial performance

Table 5bis: Off balance sheet

Table 6: Average payment times

Table 7: Income

Table 8: Recovery of undue payments

Table 9: Ageing balance of recovery orders

Table 10: Waivers of recovery orders

Table 11: Negotiated procedures

Table 12: Summary of procedures

Table 13: Building contracts

Table 14: Contracts declared secret

Table 15: FPA duration exceeds 4 years

Table 16: Commitments co-delegation type 3 in 2020

Additional comments

Annex 3 is reproduced 'as is' from accounting documents supplied by European Commission's Directorate-General for Budget. The main comments are detailed below.

Tables 8 and 9

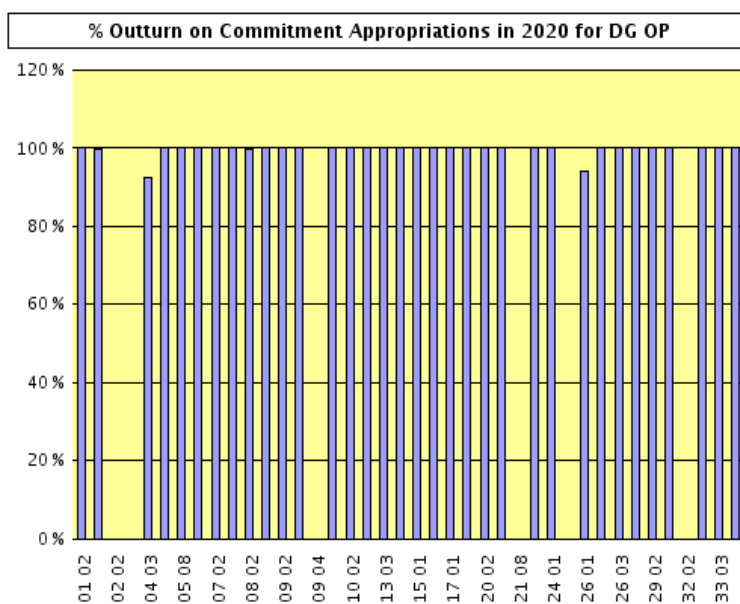
It should be noted that, in the recovery context report (Table 8), most of the recovery orders issued by the Office concern services provided in accordance with Article 21(3)(c) of the Financial Regulation, therefore they are not to be considered as irregularities.

TABLE 1: Outturn on commitment appropriations in 2020 (in Mio EUR)					
			Commitment appropriations authorised	Commitments made	%
			1	2	3=2/1
Title 01 Economic and financial affairs					
01	01 02	Economic and monetary union	0.07	0.07	100 %
Total Title 01			0.07	0.07	100 %
Title 02 Internal market, industry, entrepreneurship and SMEs					
02	02 01	Administrative expenditure of the 'Internal market, industry, entrepreneurship and SMEs' policy area	0.03	0.03	100 %
	02 02	Competitiveness of enterprises and small and medium-sized enterprises (COSME)	0.00	0.00	0 %
	02 03	Internal market for goods and services	0.00	0.00	0 %
Total Title 02			0.03	0.03	100 %
Title 04 Employment, social affairs and inclusion					
04	04 03	Employment, social affairs and inclusion	0.20	0.18	92 %
Total Title 04			0.20	0.18	92 %
Title 05 Agriculture and rural development					
05	05 04	Rural development	0.10	0.10	100 %
	05 08	Policy strategy and coordination of the 'Agriculture and rural development' policy area	0.17	0.17	100 %
Total Title 05			0.27	0.27	100 %
Title 06 Mobility and transport					
06	06 02	European transport policy	0.02	0.02	100 %
Total Title 06			0.02	0.02	100 %
Title 07 Environment					
07	07 02	Environmental policy at Union and international level	0.20	0.20	100 %
Total Title 07			0.20	0.20	100 %
Title 08 Research and innovation					
08	08 01	Administrative expenditure of the 'Research and innovation' policy area	0.06	0.06	100 %
	08 02	Horizon 2020 — Research	5.05	5.05	100 %
Total Title 08			5.11	5.11	100 %
Title 09 Communications networks, content and technology					
09	09 01	Administrative expenditure of the 'Communications networks, content and technology' policy area	0.00	0.00	100 %
	09 02	Digital single market	0.00	0.00	100 %
	09 03	Connecting Europe Facility (CEF) — Telecommunications networks	2.71	2.71	100 %
	09 04	Horizon 2020	0.00	0.00	0 %
Total Title 09			2.71	2.71	100 %
Title 10 Direct research					
10	10 01	Administrative expenditure of the 'Direct research' policy area	0.11	0.11	100 %
	10 02	Horizon 2020 — Direct actions of the Joint Research Centre (JRC) in support of Union policies	0.01	0.01	100 %
Total Title 10			0.13	0.13	100 %

Title 11 Maritime affairs and fisheries					
11	11 06	European Maritime and Fisheries Fund (EMFF)	0.04	0.04	100 %
Total Title 11			0.04	0.04	100 %
Title 13 Regional and urban policy					
13	13 03	European Regional Development Fund (ERDF) and other regional operations	0.15	0.15	100 %
Total Title 13			0.15	0.15	100 %
Title 14 Taxation and customs union					
14	14 04	Policy strategy and coordination	0.03	0.03	100 %
Total Title 14			0.03	0.03	100 %
Title 15 Education and culture					
15	15 01	Administrative expenditure of the 'Education and culture' policy area	0.09	0.09	100 %
Total Title 15			0.09	0.09	100 %
Title 16 Communication					
16	16 03	Communication actions	2.17	2.17	100 %
Total Title 16			2.17	2.17	100 %
Title 17 Health and food safety					
17	17 01	Administrative expenditure of the 'Health and food safety' policy area	0.01	0.01	100 %
Total Title 17			0.01	0.01	100 %
Title 18 Migration and home affairs					
18	18 01	Administrative expenditure of the 'Migration and home affairs' policy area	0.01	0.01	100 %
Total Title 18			0.01	0.01	100 %
Title 20 Trade					
20	20 02	Trade policy	0.03	0.03	100 %
Total Title 20			0.03	0.03	100 %
Title 21 International cooperation and development					
21	21 01	Administrative expenditure of the 'International cooperation and development' policy area	0.03	0.03	100 %
	21 08	Development and cooperation worldwide	0.00	0.00	0 %
Total Title 21			0.03	0.03	100 %
Title 23 Humanitarian aid and civil protection					
23	23 01	Administrative expenditure of the 'Humanitarian aid and civil protection' policy area	0.00	0.00	100 %
Total Title 23			0.00	0.00	100 %
Title 24 Fight against fraud					
24	24 01	Administrative expenditure of the 'Fight against fraud' policy area	0.01	0.01	100 %
Total Title 24			0.01	0.01	100 %
Title 25 Commission's policy coordination and legal advice					
25	25 01	Administrative expenditure of the 'Commission's policy coordination and legal advice' policy area	0.00	0.00	0 %
Total Title 25			0.00	0.00	0 %

Title 26 Commission's administration					
26	26 01	Administrative expenditure of the 'Commission's administration' policy area	28.59	26.85	94 %
	26 02	Multimedia production	7.01	7.01	100 %
	26 03	Services to public administrations, businesses and citizens	2.23	2.23	100 %
Total Title 26			37.83	36.09	95 %
Title 27 Budget					
27	27 01	Administrative expenditure of the 'Budget' policy area	0.05	0.05	100 %
Total Title 27			0.05	0.05	100 %
Title 29 Statistics					
29	29 02	The European statistical programme	0.25	0.25	100 %
Total Title 29			0.25	0.25	100 %
Title 32 Energy					
32	32 01	Administrative expenditure in the 'Energy' policy area	0.01	0.01	100 %
	32 02	Conventional and renewable energy	0.00	0.00	0 %
Total Title 32			0.01	0.01	100 %
Title 33 Justice and consumers					
33	33 01	Administrative expenditure of the 'Justice and consumers' policy area	0.05	0.05	100 %
	33 03	Justice	0.09	0.09	100 %
Total Title 33			0.13	0.13	100 %
Title 34 Climate action					
34	34 02	Climate action at Union and international level	0.01	0.01	100 %
Total Title 34			0.01	0.01	100 %
Total			49.57	47.82	96 %

* Commitment appropriations authorised include, in addition to the budget voted by the legislative authority, appropriations carried over from the previous exercise, budget amendments as well as miscellaneous commitment appropriations for the period (e.g. internal and external assigned revenue).



Note: The figures are those related to the provisional accounts and not yet audited by the Court of Auditors.

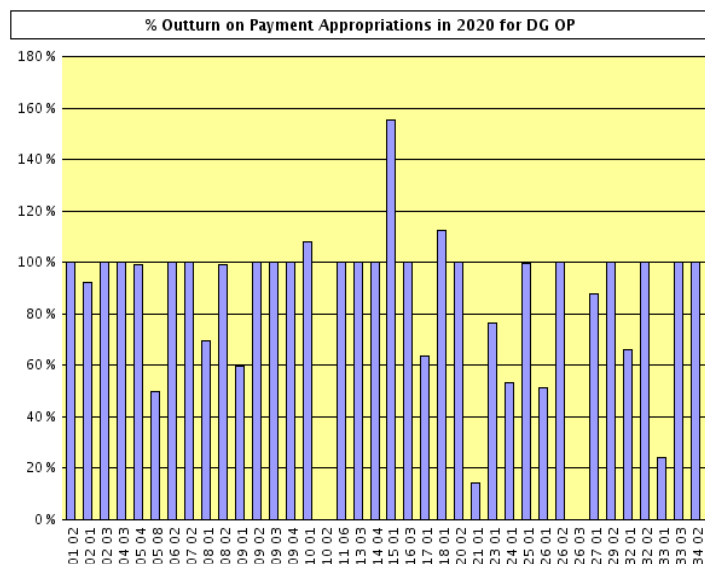
TABLE 2: Outturn on payment appropriations in 2020 (in Mio EUR)					
			Payment appropriations authorised *	Payments made	%
			1	2	3=2/1
Title 01 Economic and financial affairs					
01	01 02	Economic and monetary union	0.04	0.04	100 %
Total Title 01			0.04	0.04	100 %
Title 02 Internal market, industry, entrepreneurship and SMEs					
02	02 01	Administrative expenditure of the 'Internal market, industry, entrepreneurship and SMEs' policy area	0.07	0.03	46 %
	02 03	Internal market for goods and services	0.002	0.002	100 %
Total Title 02			0.07	0.03	48 %
Title 04 Employment, social affairs and inclusion					
04	04 03	Employment, social affairs and inclusion	0.06	0.06	100 %
Total Title 04			0.06	0.06	100 %
Title 05 Agriculture and rural development					
05	05 04	Rural development	0.04	0.04	99 %
	05 08	Policy strategy and coordination of the 'Agriculture and rural development' policy area	0.18	0.08	46 %
Total Title 05			0.22	0.12	55 %
Title 06 Mobility and transport					
06	06 02	European transport policy	0.01	0.01	100 %
Total Title 06			0.01	0.01	100 %
Title 07 Environment					
07	07 02	Environmental policy at Union and international level	0.13	0.13	100 %
Total Title 07			0.13	0.13	100 %
Title 08 Research and innovation					
08	08 01	Administrative expenditure of the 'Research and innovation' policy area	0.09	0.04	46 %
	08 02	Horizon 2020 — Research	5.80	5.75	99 %
Total Title 08			5.89	5.79	98 %
Title 09 Communications networks, content and technology					
09	09 01	Administrative expenditure of the 'Communications networks, content and technology' policy area	0.01	0.002	34 %
	09 02	Digital single market	0.00	0.00	100 %
	09 03	Connecting Europe Facility (CEF) — Telecommunications networks	1.12	1.12	100 %
	09 04	Horizon 2020	0.18	0.17	100 %
Total Title 09			1.31	1.30	100 %
Title 10 Direct research					
10	10 01	Administrative expenditure of the 'Direct research' policy area	0.15	0.12	77 %
	10 02	Horizon 2020 — Direct actions of the Joint Research Centre (JRC) in support of Union policies	0.00	0.06	-
Total Title 10			0.15	0.18	115 %

Title 11 Maritime affairs and fisheries					
11	11 06	European Maritime and Fisheries Fund (EMFF)	0.01	0.01	100 %
Total Title 11			0.01	0.01	100 %
Title 13 Regional and urban policy					
13	13 03	European Regional Development Fund (ERDF) and other regional operations	0.10	0.10	100 %
Total Title 13			0.10	0.10	100 %
Title 14 Taxation and customs union					
14	14 04	Policy strategy and coordination	0.03	0.03	100 %
Total Title 14			0.03	0.03	100 %
Title 15 Education and culture					
15	15 01	Administrative expenditure of the 'Education and culture' policy area	0.18	0.13	73 %
Total Title 15			0.18	0.13	73 %
Title 16 Communication					
16	16 03	Communication actions	2.19	2.19	100 %
Total Title 16			2.19	2.19	100 %
Title 17 Health and food safety					
17	17 01	Administrative expenditure of the 'Health and food safety' policy area	0.01	0.01	46 %
Total Title 17			0.01	0.01	46 %
Title 18 Migration and home affairs					
18	18 01	Administrative expenditure of the 'Migration and home affairs' policy area	0.01	0.01	72 %
Total Title 18			0.01	0.01	72 %
Title 20 Trade					
20	20 02	Trade policy	0.01	0.01	100 %
Total Title 20			0.01	0.01	100 %
Title 21 International cooperation and development					
21	21 01	Administrative expenditure of the 'International cooperation and development' policy area	0.03	0.004	14 %
Total Title 21			0.03	0.004	14 %
Title 23 Humanitarian aid and civil protection					
23	23 01	Administrative expenditure of the 'Humanitarian aid and civil protection' policy area	0.04	0.004	10 %
Total Title 23			0.04	0.004	10 %
Title 24 Fight against fraud					
24	24 01	Administrative expenditure of the 'Fight against fraud' policy area	0.02	0.01	29 %
Total Title 24			0.02	0.01	29 %
Title 25 Commission's policy coordination and legal advice					
25	25 01	Administrative expenditure of the 'Commission's policy coordination and legal advice' policy area	0.50	0.50	100 %
Total Title 25			0.50	0.50	100 %
Title 26 Commission's administration					
26	26 01	Administrative expenditure of the 'Commission's administration' policy area	37.21	22.73	61 %
	26 02	Multimedia production	6.51	6.50	100 %

	26 03	Services to public administrations, businesses and citizens	0.00	1.61	-
Total Title 26			43.71	30.84	71 %
Title 27 Budget					
27	27 01	Administrative expenditure of the 'Budget' policy area	0.05	0.04	76 %
Total Title 27			0.05	0.04	76 %
Title 29 Statistics					
29	29 02	The European statistical programme	0.26	0.26	100 %
Total Title 29			0.26	0.26	100 %
Title 32 Energy					
32	32 01	Administrative expenditure in the 'Energy' policy area	0.01	0.01	66 %
	32 02	Conventional and renewable energy	0.01	0.01	100 %
Total Title 32			0.02	0.01	81 %
Title 33 Justice and consumers					
33	33 01	Administrative expenditure of the 'Justice and consumers' policy area	0.07	0.01	15 %
	33 03	Justice	0.23	0.23	100 %
Total Title 33			0.30	0.24	79 %
Title 34 Climate action					
34	34 02	Climate action at Union and international level	0.00	0.00	100 %
Total Title 34			0.00	0.00	100 %
Total **			55.33	42.05	76 %

* Payment appropriations authorised include, in addition to the budget voted by the legislative authority, appropriations carried over from the previous exercise, budget amendments as well as miscellaneous payment appropriations for the period (e.g. internal and external assigned revenue).

** A large part of the budget managed by the Office is allocated on administrative lines (non-differentiated credits) for which only part of the payments is made in year n, while the remaining balance is carried forward to year n+1. This has an impact on the overall implementation rate (76%). Moreover, it should be noted that the PA implementation table in Annex 4 (which does not take into account C1 credits of administrative lines) shows a final percentage of 105 %.



Note: The figures are those related to the provisional accounts and not yet audited by the Court of Auditors.

TABLE 3: Breakdown of commitments to be settled at 31/12/2020 (in Mio EUR)

TABLE 3: Breakdown of commitments to be settled at 31/12/2020 (in Mio EUR)									
Chapter			Commitments to be settled				Commitments to be settled from financial years previous to 2020	Total of commitments to be settled at end of financial year 2020	Total of commitments to be settled at end of financial year 2019
			Commitments	Payments	RAL	% to be settled			
			1	2	3=1-2	4=1-2/1	5	6=3+5	7
Title 01 Economic and financial affairs									
01	01 02	Economic and monetary union	0.07	0.04	0.03	44 %	0	0.03	0.05
Total Title 01			0.07	0.04	0.03	44 %	0	0.03	0.05
Title 02 Internal market, industry, entrepreneurship and SMEs									
02	02 01	Administrative expenditure of the 'Internal market, industry, entrepreneurship and SMEs' policy area	0.03	0.01	0.03	85 %	0	0.03	0.03
	02 02	Competitiveness of enterprises and small and medium-sized enterprises (COSME)	0	0	0	0 %	0	0	0
	02 03	Internal market for goods and services	0	0	0	0 %	0	0	0.002
Total Title 02			0.03	0.01	0.03	85 %	0	0.03	0.04
Title 04 Employment, social affairs and inclusion									
04	04 03	Employment, social affairs and inclusion	0.18	0.02	0.16	89 %	0	0.16	0.07
Total Title 04			0.18	0.02	0.16	89 %	0	0.16	0.07
Title 05 Agriculture and rural development									
05	05 04	Rural development	0.10	0.03	0.07	72 %	0.00	0.07	0.08
	05 08	Policy strategy and coordination of the 'Agriculture and rural development' policy area	0.17	0.08	0.09	53 %	0.00	0.09	0.01
Total Title 05			0.27	0.11	0.16	60 %	0.00	0.16	0.09
Title 06 Mobility and transport									
06	06 02	European transport policy	0.02	0.01	0.02	73 %	0.00	0.02	0.01
Total Title 06			0.02	0.01	0.02	73 %	0.00	0.02	0.01
Title 07 Environment									
07	07 02	Environmental policy at Union and international level	0.20	0.05	0.15	76 %	0.01	0.17	0.14
Total Title 07			0.20	0.05	0.15	76 %	0.01	0.17	0.14

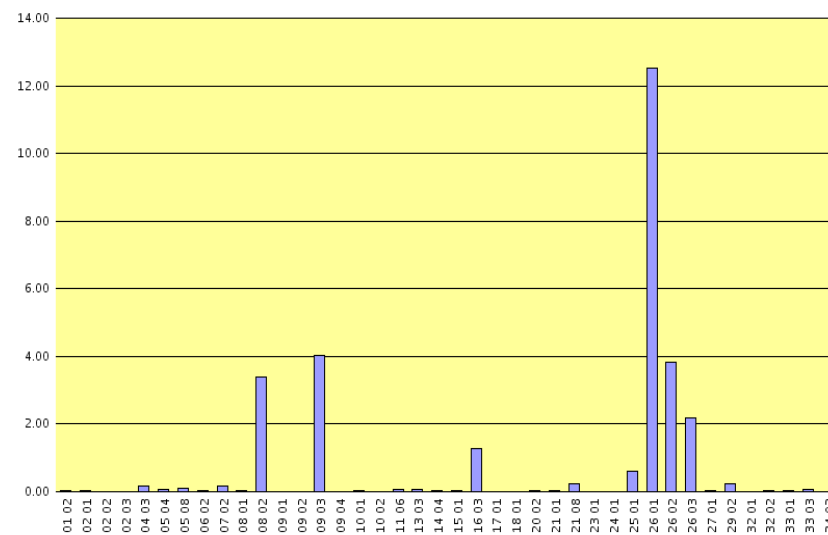
Title 08 Research and innovation									
08	08 01	Administrative expenditure of the 'Research and innovation' policy area	0.06	0.03	0.03	45 %	0.00	0.03	0.03
	08 02	Horizon 2020 — Research	5.05	2.01	3.04	60 %	0.36	3.39	4.10
Total Title 08			5.11	2.04	3.06	60 %	0.36	3.42	4.13
Title 09 Communications networks, content and technology									
09	09 01	Administrative expenditure of the 'Communications networks, content and technology' policy area	0.003	0.001	0.002	66 %	0.00	0.002	0.002
	09 02	Digital single market	0.001	0.001	0.00	0 %	0.00	0.00	0.00
	09 03	Connecting Europe Facility (CEF) — Telecommunications networks	2.71	0.00	2.71	100 %	1.31	4.02	2.44
	09 04	Horizon 2020	0.00	0.00	0.00	0 %	0.00	0.00	0.18
Total Title 09			2.71	0.001	2.71	100 %	1.31	4.02	2.61
Title 10 Direct research									
10	10 01	Administrative expenditure of the 'Direct research' policy area	0.11	0.08	0.03	24 %	0.00	0.03	0.04
	10 02	Horizon 2020 — Direct actions of the Joint Research Centre (JRC) in support of Union policies	0.01	0.01	0.003	27 %	0.00	0.003	0.05
Total Title 10			0.13	0.09	0.03	25 %	0.00	0.03	0.09
Title 11 Maritime affairs and fisheries									
11	11 06	European Maritime and Fisheries Fund (EMFF)	0.04	0.004	0.03	87 %	0.02	0.05	0.02
Total Title 11			0.04	0.004	0.03	87 %	0.02	0.05	0.02
Title 13 Regional and urban policy									
13	13 03	European Regional Development Fund (ERDF) and other regional operations	0.15	0.08	0.07	45 %	0.01	0.08	0.05
Total Title 13			0.15	0.08	0.07	45 %	0.01	0.08	0.05
Title 14 Taxation and customs union									
14	14 04	Policy strategy and coordination	0.03	0.02	0.01	40 %	0.00	0.01	0.01
Total Title 14			0.03	0.02	0.01	40 %	0.00	0.01	0.01

Title 15 Education and culture									
15	15 01	Administrative expenditure of the 'Education and culture' policy area	0.09	0.05	0.04	45 %	0.00	0.04	0.10
Total Title 15			0.09	0.05	0.04	45 %	0.00	0.04	0.10
Title 16 Communication									
16	16 03	Communication actions	2.17	1.35	0.83	38 %	0.45	1.28	1.32
Total Title 16			2.17	1.35	0.83	38 %	0.45	1.28	1.32
Title 17 Health and food safety									
17	17 01	Administrative expenditure of the 'Health and food safety' policy area	0.01	0.003	0.01	70 %	0.00	0.01	0.004
Total Title 17			0.01	0.003	0.01	70 %	0.00	0.01	0.004
Title 18 Migration and home affairs									
18	18 01	Administrative expenditure of the 'Migration and home affairs' policy area	0.01	0.01	0.001	15 %	0.00	0.001	0.01
Total Title 18			0.01	0.01	0.001	15 %	0.00	0.001	0.01
Title 20 Trade									
20	20 02	Trade policy	0.03	0.001	0.02	96 %	0.001	0.03	0.02
Total Title 20			0.03	0.001	0.02	96 %	0.001	0.03	0.02
Title 21 International cooperation and development									
21	21 01	Administrative expenditure of the 'International cooperation and development' policy area	0.03	0.00	0.03	99 %	0.00	0.03	0.01
	21 08	Development and cooperation worldwide	0.00	0.00	0.00	0 %	0.23	0.23	0.23
Total Title 21			0.03	0.00	0.03	99 %	0.23	0.26	0.24
Title 23 Humanitarian aid and civil protection									
23	23 01	Administrative expenditure of the 'Humanitarian aid and civil protection' policy area	0.004	0.003	0.001	29 %	0.00	0.001	0.00
Total Title 23			0.004	0.003	0.001	29 %	0.00	0.001	0.00

Title 24 Fight against fraud									
24	24 01	Administrative expenditure of the 'Fight against fraud' policy area	0.01	0.002	0.01	77 %	0.00	0.01	0.01
Total Title 24			0.01	0.002	0.01	77 %	0.00	0.01	0.01
Title 25 Commission's policy coordination and legal advice									
25	25 01	Administrative expenditure of the 'Commission's policy coordination and legal advice' policy area	0.00	0.00	0.00	0 %	0.61	0.61	1.11
Total Title 25			0.00	0.00	0.00	0 %	0.61	0.61	1.11
Title 26 Commission's administration									
26	26 01	Administrative expenditure of the 'Commission's administration' policy area	26.85	14.33	12.52	47 %	0.00	12.52	8.62
	26 02	Multimedia production	7.01	3.30	3.71	53 %	0.12	3.83	3.33
	26 03	Services to public administrations, businesses and citizens	2.23	0.26	1.97	88 %	0.21	2.18	1.57
Total Title 26			36.09	17.90	18.20	50 %	0.33	18.53	13.52
Title 27 Budget									
27	27 01	Administrative expenditure of the 'Budget' policy area	0.05	0.01	0.04	78 %	0.00	0.04	0.01
Total Title 27			0.05	0.01	0.04	78 %	0.00	0.04	0.01
Title 29 Statistics									
29	29 02	The European statistical programme	0.25	0.09	0.15	62 %	0.07	0.23	0.34
Total Title 29			0.25	0.09	0.15	62 %	0.07	0.23	0.34
Title 32 Energy									
32	32 01	Administrative expenditure in the 'Energy' policy area	0.01	0.01	0.00	34 %	0.00	0.003	0.00
	32 02	Conventional and renewable energy	0.00	0.00	0.00	0 %	0.01	0.01	0.02
Total Title 32			0.01	0.01	0.00	34 %	0.01	0.01	0.02

Title 33 Justice and consumers									
33	33 01	Administrative expenditure of the 'Justice and consumers' policy area	0.05	0.01	0.04	80 %	0.00	0.04	0.03
	33 03	Justice	0.09	0.04	0.05	52 %	0.00	0.05	0.19
Total Title 33			0.13	0.05	0.08	61 %	0.00	0.08	0.22
Title 34 Climate action									
34	34 02	Climate action at Union and international level	0.01	0.001	0.004	71 %	0.00	0.004	0.002
Total Title 34			0.01	0.001	0.004	71 %	0.00	0.004	0.002
Total			47.82	21.94	25.88	54 %	3.42	29.29	24.23

Breakdown of commitments remaining to be settled (in Mio EUR) at 31/12/2020



Note: The figures are those related to the provisional accounts and not yet audited by the Court of Auditors.

TABLE 4: Balance sheet

BALANCE SHEET	2020	2019
A.I. NON CURRENT ASSETS (*)	1 489 411.48	169 842.40
A.I.1. Intangible assets	1 489 411.48	1 822 457.92
A.I.2. Property, plant and equipment	0.00	161 465.25
A.II. CURRENT ASSETS	3 584 695.02	3 539 683.70
A.II.3. Current exchange receivables & non-exchange recoverables	55 562.11	289 238.54
A.II.4. Inventories	3 518 306.67	4 933 387.99
A.II.6. Cash and cash equivalents	10 826.24	16 526.51
ASSETS	5 074 106.5	4 709 526.10
P.I. NON-CURRENT LIABILITIES	- 121 142.26	- 121 142.26
P.I.2. Non-current provisions	- 121 142.26	- 121 142.26
P.I.3. Non-current financial liabilities	0.00	- 1 117 991.80
P.II. CURRENT LIABILITIES	- 61 642.32	- 61 342.05
P.II.3. Current financial liabilities	0.00	- 990 645.01
P.II.4. Current payables	- 61 642.32	- 153 513.94
P.II.5. Current accrued charges & deferred income	0.00	0.00
LIABILITIES	- 182 784.58	- 182 484.31
NET ASSETS (ASSETS less LIABILITIES)	4 891 321.92	4 527 041.79
P.III.2. Accumulated surplus/deficit	268 487 512.47	228 654 255.63
Non-allocated central (surplus)/deficit (**)	- 273 378 834.39	- 233 181 297.42
TOTAL	0.00	0.00

(*) Since October 2018 tangible and intangible assets in the IT domain (computer software, computer hardware) have been transferred to DG Informatics.

(**) *Note for tables 4, 5 and 5bis:* The accounting situation presented in the balance sheet and statement of financial performance does not include the accruals and deferrals calculated centrally by the services of the Accounting Officer.

It should be noted that the balance sheet and statement of financial performance presented in Annex 3 to this Annual Activity Report represent only the assets, liabilities, expenses and revenues that are under the control of this Directorate-General. Significant amounts such as own resource revenues and cash held in Commission bank accounts are not included in this Directorate-General's accounts since they are managed centrally by DG Budget, on whose balance sheet and statement of financial performance they appear. Furthermore, since the accumulated result of the Commission is not split amongst the various Directorates-General, it can be seen that the balance sheet presented here is not in equilibrium.

Additionally, the figures included in tables 4 and 5 are provisional since they are, at this date, still subject to audit by the Court of Auditors. It is thus possible that amounts included in these tables may have to be adjusted following this audit.

TABLE 5: Statement of financial performance

STATEMENT OF FINANCIAL PERFORMANCE	2020	2019
II.1. REVENUES	- 2 481 961.82	- 5 071 793.24
II.1.1. Non-exchange revenues	- 96 483.82	- 863 979.22
II.1.1.6. Other non-exchange revenues	- 96 483.82	- 863 979.22
II.1.2. Exchange revenues	- 2 385 478	- 4 207 814.02
II.1.2.2. Other exchange revenue	- 2 385 478	- 4 207 814.02
II.2. EXPENSES	41 695 109.56	44 905 050.08
II.2. Expenses	41 695 109.56	44 905 050.08
II.2.10. Other expenses	24 626 564.17	27 293 268.20
II.2.2. EXP IMPLM BY COMMISS&EX.AGENC. (DM)	17 363 848.17	17 829 713.28
II.2.6. Staff and pension costs	- 295 302.78	- 223 198.68
II.2.8. Finance costs		5 267.28
STATEMENT OF FINANCIAL PERFORMANCE	39 213 147.74	39 833 256.84

TABLE 5bis: Off-balance sheet

OFF BALANCE	2020	2019
OB.1. Contingent assets	2 153 000	2 114 500.00
GR for performance	2 153 000.00	2 114 500.00
OB.1.4. CA other	0.00	0.00
OB.2. Contingent liabilities	- 141 555.48	- 141 555.48
OB.2.7. CL legal cases other	- 141 555.48	- 141 555.48
OB.3. Other significant disclosures	- 317 418.25	- 206 538.38
OB.3.5. Operating lease commitments	- 317 418.25	- 206 538.38
OB.4. Balancing accounts	- 1 694 026.27	- 1 766 406.14
OB.4. Balancing accounts	- 1 694 026.27	- 1 766 406.14
OFF BALANCE	0.00	0.00

TABLE 6: Average payment times in 2020

Legal times									
Maximum payment time (days)	Total number of payments	Number of payments within time limit	Percentage	Average payment times (days)	Number of late payments	Percentage	Average payment times (days)	Late Payments Amount	Percentage
30	2 746	2 742	99.85 %	10.87	4	0.15 %	39	25 115.25	0.06 %
60	5	5	100 %	14.20				0	0 %

Total Number of Payments	2 751	2 747	99.85 %		4	0.15 %		25 115.25	0.06 %
Average Net Payment Time	10.91			10.87			39		
Average Gross Payment Time	11.39			11.34			46.5		

Suspensions							
Average report approval suspension days	Average payment suspension days	Number of suspended payments	Percentage of total number	Total number of payments	Amount of suspended payments	Percentage of total amount	Total paid amount
0	18	74	2.69 %	2 751	1 099 826.92	2.62 %	41 929 347.10

DG	GL Account	Description	Amount (EUR)

Note: The figures are those related to the provisional accounts and not yet audited by the Court of Auditors.

TABLE 7: Situation on revenue and income in 2020

Chapter		Revenue and income recognized			Revenue and income cashed from			Outstanding balance
		Current year RO	Carried over RO	Total	Current year RO	Carried over RO	Total	
		1	2	3=1+2	4	5	6=4+5	
50	PROCEEDS FROM THE SALE OF MOVABLE AND IMMOVABLE PROPERTY	28 593.15	0.00	28 593.15	28 593.15	0.00	28 593.15	0.00
55	REVENUE FROM THE PROCEEDS OF SERVICES SUPPLIED AND WORK CARRIED OUT	2 061 637.46	110 413.08	2 172 050.54	1 997 614.75	110 413.08	2 108 027.83	64 022.71
57	OTHER CONTRIBUTIONS AND REFUNDS IN CONNECTION WITH THE ADMINISTRATIVE OPERATION OF THE INSTITUTION	961.00	7 297.76	8 258.76	961.00	7 297.76	8 258.76	0.00
59	OTHER REVENUE ARISING FROM ADMINISTRATIVE MANAGEMENT	1 347.00		1 347.00	1 347.00		1 347.00	0.00
66	OTHER CONTRIBUTIONS AND REFUNDS	228 729.63	11 245.06	239 974.69	228 729.63	11 245.06	239 974.69	0.00
Total		2 321 268.24	128 955.9	2 450 224.14	2 257 245.53	128 955.9	2 386 201.43	64 022.71

Note: The figures are those related to the provisional accounts and not yet audited by the Court of Auditors.

TABLE 8: Recovery of payments in 2020
(Number of recovery contexts and corresponding transaction amount)

Year of origin (commitment)	Total undue payments recovered		Total transactions in recovery context (including non-qualified)		% Qualified/Total RC	
	Nr	RO Amount	Nr	RO Amount	Nr	RO Amount
2020			1	961		
No link			126	709 997.34		
Sub-total			127	710 958.34		

EXPENSES BUDGET	Irregularity		OLAF notified		Total undue payments recovered		Total transactions in recovery context (including non-qualified)		% Qualified/Total RC	
	Nr	Amount	Nr	Amount	Nr	Amount	Nr	Amount	Nr	Amount
INCOME LINES IN INVOICES							22	96 430.46		
NON-ELIGIBLE IN COST CLAIMS										
CREDIT NOTES	9	23 924.09			9	23 924.09	123	1 309 814.89	7.32 %	1.83 %
Sub-total	9	23 924.09			9	23 924.09	145	1 406 245.35	6.21 %	1.70 %
GRAND TOTAL	9	23 924.09			9	23 924.09	272	2 117 203.69	3.31 %	1.13 %

Note: The figures are those related to the provisional accounts and not yet audited by the Court of Auditors.

TABLE 9: Ageing balance of recovery orders at 31/12/2020

	Number at 1/01/2020	Number at 31/12/2020	Evolution	Open amount (EUR) at 1/01/2020	Open amount (EUR) at 31/12/2020	Evolution
2019	13		- 100 %	128 955.90		- 100 %
2020		14			64 022.71	
	13	14	7.69 %	128 955.90	64 022.71	- 50.35 %

Note: The figures are those related to the provisional accounts and not yet audited by the Court of Auditors.

TABLE 10: Recovery order waivers ≥ EUR 60 000 in 2020

Waiver central key	Linked RO central key	RO accepted amount (EUR)	LE account group	Commission decision	Comments

Total OP	
-----------------	--

Number of RO waivers	
-----------------------------	--

There are no waivers below EUR 60 000

Note: The figures are those related to the provisional accounts and not yet audited by the Court of Auditors.

TABLE 11: Negotiated procedures in 2020

Internal procedures > EUR 60 000

Negotiated procedure legal base	Number of procedures	Amount (EUR)
Annex 1 - 11.1 (c) - Extreme urgency caused by unforeseeable events not attributable to the contracting authority	1	1 358 373.5
Annex 1 - 11.1 (e) - New services/works consisting in the repetition of similar services/works	3	3 025 602
Total	4	4 383 975.5

Note: The negotiated procedure based on Annex 1, point 11.1 (c) was due to an urgent need to ensure continuity of services, given that the previous contractor, appointed following an open procedure, decided to terminate the framework contract.

All three procedures based on Annex 1, point 11.1 (e) were related to the additional needs, that materialized during the execution on the respective framework contracts. Consequently, an increase of the maximum ceiling of a framework contracts was needed.

In these cases the scope of the negotiated procedures was limited to the strictly necessary minimum, needed to ensure continuity of services, before new framework contracts – signed following an open procedure – will enter in force. In all three cases the possibility of launching negotiated procedures without prior publication on the basis of Annex 1, point 11.1 (e) was foreseen in the original procurement documents.

TABLE 12: Summary of procedures in 2020**Internal procedures > EUR 60 000**

Procedure legal base	Number of procedures	Amount (EUR)
Negotiated procedure middle value contract (Annex 1 - 14.2)	5	564 000
Negotiated procedure without prior publication (Annex 1 - 11.1)	4	4 383 975.50
Open procedure (FR 164 (1)(a))	12	67 863 755
Restricted procedure without Dynamic purchasing system (FR 164 (1)(b))	1	4 900 000
Total	22	77 711 730.50

TABLE 13: Building contracts in 2020

Legal base	Contract number	Contractor name	Description	Amount (EUR)

TABLE 14: Contracts declared secret in 2020

Legal base	Procedure subject	LC/FW?	LC contract/ Grant type or FW type	LC date	Contract/ FW number	Contract/ FW subject	Amount (EUR)

TABLE 15: FPA duration exceeds 4 years

None of your FPA (if any) exceeds four years

TABLE 16: Commitments co-delegation type III in 2020

Commitments made in 2020 with respect to the co-delegations type III	
Total	47 816 992.91
Of which co-delegation type III per giving DG	33 953.47
GROW	33 953.47

ANNEX 4 : Financial Scorecard

This Annex summarises the annual result of the standard financial indicators measurement. Annexed to the Annual Activity Report 2020, six standard financial indicators are presented below, each with its objective, category, definition, and result for the Office and for the European Commission (EC) as a whole:

- Commitment Appropriations (CA) Implementation
- CA Forecast Implementation
- Payment Appropriations (PA) Implementation
- PA Forecast Implementation
- Global Commitment Absorption
- Timely Payments

For each indicator, its value (in %) for the Office is compared to the common target (in %).

Indicator	<u>CA Implementation</u>
Category	Efficiency Controls / Budget
Objective	Ensure efficient use of commitment appropriations
Results	<p>The Office achieved 100 % compared to the EC result of 99 %</p> <p>0% 20% 40% 60% 80% 100%</p> <p style="text-align: right;">EC (99%) 100%</p>
Comment	A strict monitoring of the use of budgetary resources has enabled the Office to achieve an excellent rate of CA implementation.

Indicator	<u>PA Implementation</u>
Category	Efficiency Controls / Budget
Objective	Ensure efficient use of payment appropriations
Results	<p>The Office achieved 105 % compared to the EC result of 99 %</p> <p>0% 20% 40% 60% 80% 100%</p> <p style="text-align: right;">EC (99%) 105%</p>
Comment	<p>The PA over-implementation is due to the fact that payment appropriations for the ISA² program (+/- EUR 1.6 million, co-delegation from DG Informatics to the Office) were placed on the central line of DG Informatics and payments were carried out at this level. Therefore, the implemented payment appropriations are higher than the amount actually allocated to the Office.</p> <p>Without these payments, the payment implementation rate would be 99 %.</p>

Indicator	<u>CA Forecast Implementation</u>
Category	Efficiency Controls / Budget
Objective	Ensure the cumulative alignment of the commitment implementation with the commitment forecast in a financial year
Results	<p>The Office achieved 95 % compared to the EC result of 98 %</p>
Comment	<p>The score relating to CA forecast implementation (95 %) corresponds to the ratio of 105 % between committed and forecasted amounts.</p> <p>This is mainly due to a commitment executed by the Office at the very end of the year for the European Data Portal (EUR 2.1 million, co-delegation from DG Communications Networks, Content and Technology to the Office), which was not included in the final forecast.</p> <p>Without this commitment, the CA forecast score would be 100 %.</p>

Indicator	<u>PA Forecast Implementation</u>
Category	Efficiency Controls / Budget
Objective	Ensure the cumulative alignment of the payment implementation with the payment forecast in a financial year
Results	<p>The Office achieved 84 % compared to the EC result of 99 %</p>
Comment	<p>The PA forecast implementation rate is lower than the Commission's result for the following reason:</p> <p>As mentioned by the Office within the GTP exercise, the Forecast application included the C8 credits of co-delegated budget lines (+/- EUR 7 million) in the overall amount of the Office's RAL (26 01 09 budget line). Therefore, they have been taken into account as well in our payments forecast. The final score (84 %), however, does not include the C8 credits on co-delegated budget lines.</p> <p>Were these C8 credits taken into account, the rate would be 98 %.</p>

Indicator	<u>Global Commitment Absorption</u>
Category	Efficiency Controls / Absorption
Objective	Ensure efficient use of already earmarked commitment appropriations (at L1 level)
Results	<p>The Office achieved 97 % compared to the EC result of 98 %</p> <p>0% 20% 40% 60% 80% 100%</p> <p>EC (98%) 97%</p>
Comment	Monitoring measures for L1 commitment implementation has enabled the Office to achieve a global commitment absorption rate which is in line with the Commission's performance.

Indicator	<u>Timely Payments</u>
Category	Efficiency Controls / Timeliness
Objective	Ensure efficient processing of payments within the legal deadlines
Results	<p>The Office achieved 100 % compared to the EC result of 99 %</p> <p>0% 20% 40% 60% 80% 100%</p> <p>EC (99%) 100%</p>
Comment	Results show that the measures put in place by the Office to ensure the timely processing of payments are effective and efficient.

ANNEX 5: Materiality criteria

As from 2019, a **'de minimis' threshold** for financial reservations is introduced. Quantified AAR reservations related to residual error rates above the 2 % materiality threshold are deemed not substantial for segments representing less than 5 % of a directorate-general's total payments and with a financial impact below EUR 5 million. In such cases, quantified reservations are no longer needed.

1. Quantitative weaknesses [significant occurrence of errors in the underlying transactions (legality and regularity)]

The threshold of 2 % of authorised payments used by the Commission and the ECA as well as the quantification of the financial impact are applied.

2. Qualitative weaknesses

Even if a potential financial loss is not material under this quantitative criterion or where the financial impact cannot be quantified with reasonable assurance, the error may still be significant in the light of qualitative criteria.

Such weaknesses may be:

- significant control system weaknesses;
- insufficient audit coverage and/or inadequate information from internal control systems;
- critical issues reported by the European Court of Auditors, the IAS or OLAF;
- significant reputational events, including their assessment (identification of the impact on reputation, the breath of awareness of the event and the duration of impact on reputation).

The Office decides on materiality in particular taking into account:

- the reputational risk for the institutions;
- whether the error persists for a longer period (this period is assessed based on the nature of the error); and
- whether mitigating controls or corrective actions can be taken.

However, no significant errors of this type, no significant control system weaknesses or significant reputational events were identified in 2020.

3. Critical issues reported by the European Court of Auditors, the IAS and OLAF

No critical issues were reported.

There are no very important recommendations for which there is a significant delay in the implementation of the action plan.

The one very important and the important recommendations of the IAS, and the observations of the ECA have no impact on the declaration of assurance.

No issues were reported by OLAF in 2020.

ANNEX 6: Relevant Control Systems for budget implementation (RCSs)

DIRECT MANAGEMENT — PROCUREMENT

PUBLIC PROCUREMENT PROCEDURES

Main control objectives: ensure procurement procedures do not lead to incorrect attribution of contracts

Main risks It may happen (again) that...	Mitigating controls	Coverage, frequency and depth of controls	Cost-effectiveness indicators (3 Es)
Irregularities or errors in the procurement procedure may lead to incorrect attribution of contracts.	<p>Each contract above an established threshold (at the moment EUR 500 000) is subject to an analysis or evaluation before launching the procurement procedure.</p> <p>The authorising officer by subdelegation decides on the attribution of contract based on the opinion of the Office's CAM.</p> <p>Composition of evaluation committees is subject to strict rules.</p>	<p>Semi-annual checks of availability of evaluations.</p> <p>Monitoring CAM opinions.</p> <p>Monitoring by the Contracts and Copyright Unit.</p>	<p>Effectiveness: Completion of Anti-Fraud Strategy action plan</p> <p>Percentage of evaluations available for launched procedures.</p> <p>Number of opinions given by the CAM.</p> <p>Benefits are qualitative and their main effect is of a preventive nature.</p> <p>Efficiency: Percentage of contract amount used for control of procurement procedures.</p> <p>Economy (costs): Costs are estimated by determining the full-time staff equivalent dealing with monitoring and control of procurement procedures.</p>

COMMITMENTS AND PAYMENTS

Main control objectives: ensure commitments and payments are regular and legal

Main risks It may happen (again) that...	Mitigating controls	Coverage, frequency and depth	Cost-effectiveness indicators (3 Es)
Improper application or non-application of contract conditions may lead to unjustified payments/undue advantages.	<p>Overrides of contract conditions and deviations from procedures are registered in the register of exceptions which is analysed semi-annually.</p>	<p>All exceptions registered are analysed.</p>	<p>Effectiveness: Number and value of exceptions in relation to the total number and value of financial transactions.</p> <p>Number of penalty and other contract condition overrides in the register of exceptions.</p> <p>Benefits are qualitative and their main effect is of a preventive nature.</p> <p>Efficiency: Times per year the risk register is analysed.</p> <p>Economy (costs): Cost is time spent on analysing the register of exceptions.</p>
Errors in preparing and processing budgetary commitments may lead to irregularities or illegal commitments.	<p>Operational and financial verification.</p> <p>Every year the financial control performs: — until April, sample based second</p>	<p>All transactions are subject to first level verification.</p> <p>The sample size of ex-post and second level ex-ante controls is expressed in percentage of the</p>	<p>Effectiveness: Coverage of financial control.</p> <p>Error rate.</p> <p>Benefits are qualitative and their</p>

	level ex-ante controls of commitments on advance appropriations and commitments. Exemption from second level ex-ante controls is based on these results; — a sample based ex-post control of commitments not subject to second level ex-ante controls in year n – 1.	number and value of all transactions in the controlled period.	main effect is of a preventive nature. The Office also considers the difference between: — amounts affected by errors as identified; and — amounts affected by errors without controls being in place (according to a hypothetical error rate).
Errors during the preparation and processing of payments may lead to irregularities or illegal payments.	Operational and financial verification (ex-ante). Financial control performs quarterly ex-post controls.		Efficiency: Cost of controls in percentage of transaction value. Cost of control per transaction. Economy (costs): Cost is full-time staff equivalent spent on verification and financial control.

REVENUES — RECOVERY ORDERS

Main control objectives: ensure that advanced and periodic recovery orders are correctly established for all services rendered

Main risks It may happen (again) that...	Mitigating controls	Coverage, frequency and depth	Cost-effectiveness indicators (3 Es)
Data in recovery orders established are not correct, final settlement contains errors or recovery orders are not established for services rendered for other DGs, institutions or bodies.	Operational and financial verification and monitoring by the head of the budget cell. Every year the financial control performs: — until April, sample based second level ex-ante controls of recovery orders; — a sample based ex-post controls of recovery orders not subject to second level ex-ante controls in year n – 1. IT systems are in place to provide data for the establishment of the settlement and to enable follow-up of recovery orders. Clients are continuously informed of the costs and can check the correctness. In case of advance recovery orders, there is a summary settlement at the end of the year. For periodic recovery orders, a monthly statement is sent to the clients who have two weeks to check and react.	All transactions are subject to first level verification. The sample size of ex-post and second level ex-ante controls is expressed in percentage of the number and value of all transactions in the controlled period. Monitoring and analysing exceptions.	Effectiveness: Coverage of financial control. Error rate. Benefits are qualitative and their main effect is of a preventive nature. Efficiency: Cost of controls in percentage of transaction value. Cost of control per transaction. Economy (costs): Cost is full-time staff equivalent spent on verification and financial control.

OTHER TRANSACTIONS

Main control objectives: ensure transfers are regular and legal

Main risks It may happen (again) that...	Mitigating controls	Coverage, frequency and depth	Cost-effectiveness indicators (3 Es)
The requests for transfer of appropriations may be illegal or irregular due to improper preparation or mistakes during preparation.	Financial control checks all requests for transfer (ex-ante).	100 %	<p>Effectiveness: Number of requests checked. Transfer requests in error.</p> <p>Benefits are qualitative and their main effect is of a preventive nature. Occasional corrections may be undertaken due to financial control observations.</p> <p>Efficiency:</p> <p>Cost of controls in percentage of transaction value.</p> <p>Cost of control per transaction.</p> <p>Economy (costs): Cost is full-time staff equivalent devoted to controls.</p>

Main control objectives: protection of assets and information

Main risks It may happen (again) that...	Mitigating controls	Coverage, frequency and depth	Cost-effectiveness indicators (3 Es)
A write-off request may be illegal or irregular due to improper preparation or mistakes during preparation.	<p>Financial control checks all write-off requests (ex-ante).</p> <p>A write-off committee (or its president) in Luxembourg has to approve all requests (ex-ante).</p>	100 %	<p>Effectiveness: Number of requests checked.</p> <p>Benefits are qualitative and their main effect is of a preventive nature.</p> <p>Occasional corrections may be undertaken due to financial control observations.</p> <p>Efficiency: Number of errors detected.</p> <p>Economy (costs): Cost is full-time staff equivalent devoted to controls.</p>

ANNEX 7: Specific annexes related to ‘Financial Management’

Sound financial management		
Indicator: Estimated risk at closure		
Source of data: Publications Office, Unit 01		
Baseline	Target	Latest known results
(2019)	(2024)	(2020)
0.12 % of relevant expenditure	< 2 % of relevant expenditure	< 0.01 %

Main outputs in 2020:			
Output description	Indicator	Target	Latest known results 2020
Effective controls: Legal and regular transactions	Risk at payment	< 2 % of relevant expenditure	< 0.01 % (EUR 0.05)
	Estimated risk at closure	< 2 % of relevant expenditure	< 0.01 % (EUR 0.75)
Safeguarding of primary assets (data)	Number of data breaches	0	One data breach due to hacker attack - only two persons affected
Ex-post controls (payments)	Coverage of ex post controls in percentage of transactions value (payments)	> 15 % of transactions value	26.7 %
Economical controls	Overall estimated cost of controls	< 5 % of funds managed	2.6 %
Efficient controls	Percentage of payments made within time limits	> 99 %	99.85 %
	Time to pay (2020 average number of days)	< 15 days	10.91 days
	Percentage of budget execution (commitments) with respect to final budgets	> 99 % of the final commitment appropriations	100 %
Budget execution (commitments)	Ratio of number of award decisions/number of launched procedures	90 % of the number of launched procedures	94.4 % (34/36)

Fraud risk management		
Indicator: Implementation of the actions included in the Office’s anti-fraud strategy over the whole strategic plan lifecycle (2020-2024)		
Source of data: The Office’s Annual Activity Report, the Office’s anti-fraud strategy, OLAF reporting		
Baseline	Interim Milestone	Latest known results
(2019)	(2024)	(2020)
100 %	100 % of action points implemented in time	100 %

Main outputs in 2020:			
Output description	Indicator	Target	Latest known results 2020
Implementation of the anti-fraud strategy	Degree of implementation of the actions included in the Office's anti-fraud strategy for 2020	100 %	100 %

1. Economy = the cost of controls

Every year, in cooperation with all units, the Strategy, Governance and Internal Control Unit estimates the costs of controls in place by reviewing the number of Full-Time Equivalent (FTE) staff members and their activity-ratio dedicated to control tasks, and by monitoring the total number of transactions carried out by types. For 2020, the corporate methodology for the estimation, assessment and reporting on the cost-effectiveness of controls was applied and the costs of controls were separated by the applicable control system in ex-ante and ex-post controls.

Public procurement control procedures

For public procurement, an estimated EUR 0.83 million were invested in controlling 36 procurement procedures (including negotiated procedures under EUR 60 000 and budgetary increase and amendment procedures) with a total value of EUR 88.06 million which resulted in 45 contracts or amendments signed. Thus 0.94 % of the total contract value was dedicated to control. As most of these controls are performed before the launch of the procurement procedures, the costs correspond mainly to ex-ante controls.

Control of commitments and payments

- **Financial circuits procedures**

For the verification of commitments and payments, an estimated EUR 2.37 million were invested in controlling 3 789 financial transactions worth EUR 143.3 million, out of which EUR 42.05 million represented payments. These costs mostly refer to the effort invested in the verification of the transactions by the operational units, the budget execution section and the financial control, and mainly correspond to ex-ante controls. Thus 5.6 % of the total payment amount was dedicated to control.

- **Financial control procedures**

Regarding ex-ante controls performed by the Financial Control of the Office, the sampling used is a mixture of random, monetary unit and risk-based methods. The target sampling rate is 40 % or 25 % depending on the type of transaction. Ex-ante controls are provided from the moment the anticipated credits are made available until the end of April when Financial Control, based on the ratio qualifying the quality and the regularity level, decides for each unit on the exemption until the end of year n. In addition, one ex-post control exercise takes place during year n+1 for verifying the quality and regularity of files produced by the exempted units. Regarding quarterly ex-post controls on payments, since the beginning of 2017, a stratified sampling methodology is applied with a target of 15 %. The target sampling rates were complied with in 2020.

Recovery orders

A total of EUR 143 461 were invested in controlling recovery orders worth EUR 2.45 million.

Other financial transactions

A total of EUR 234 982 were invested in controlling transfers and protection of assets and information, stemming mostly from controls dedicated to IT security.

Overall controls

Overall controls (including control of procurement, control of financial circuits, financial control, control related to budget and accounting, coordination and internal control, control related to IT security) cost EUR 3.57 million, which is 2.62 % of the value of transactions in the scope of the different types of controls — these include the value of procurement procedures verified, the amount of payments made, recovery orders and assets. In 2019, the costs of controls were EUR 3.4 million. The ratio calculated in 2019 represented 4.19.

Table Y – Overview of the estimated cost of controls at Commission (EC) level

EC total costs (in EUR)	Funds managed (in EUR)*	Ratio (%) (*) Total ex-ante control cost in EUR ÷ funds managed in EUR	EC total costs (in EUR)	Total value verified and/or audited (in EUR)	Ratio (%) Total ex-post control cost in EUR ÷ total value verified and/or audited in EUR	EC total estimated cost of controls (in EUR)	Ratio (%) Total cost of controls ÷ funds managed
Procurement							
Ex-ante controls			Ex-post controls			Total (**)	
630 002	88 056 260	0.72 %	197 068	88 056 260	0.22 %	827 070	0.94 %
Commitments and payments							
Ex-ante controls			Ex-post controls			Total (**)	
1 737 221	42 047 562	4.13 %	631 024	84 152 856	0.75 %	2 368 245	5.63 %
Recovery orders							
Ex-ante controls			Ex-post controls			Total (**)	
69 080	2 450 224	2.82 %	74 380	694 436	10.71 %	143 461	5.86 %
Other transactions							
Ex-ante controls			Ex-post controls			Total (**)	
1 710	4 102 478	0.04 %	233 272	4 102 478	5.69 %	234 982	5.73 %
Overall total estimated cost of control at EC level							
Ex ante controls			Ex post controls			Total (**)	
2 438 013	136 656 524	1.78 %	1 135 745	177 006 030	0.64 %	3 573 758	2.62 %
(*) Ratio possibly 'Not Applicable (N/A)' if a relevant control system specifically covers an internal control objective such as safeguarding sensitive information, reliable accounting/reporting, etc.							
(**) Any 'holistic' control elements (e.g. with 'combined' ex-ante and ex-post characteristics) can be mentioned in the total column (without being in either one of the ex-ante or ex-post columns), provided that a footnote clarifies this (their nature + their cost).							

2. Charge-back

Services provided to Commission directorates-general

A total of EUR 12 311 856 were charged back by the Office from other Commission directorates-general using type II and III co-delegations (EUR 12 151 563) and recovery orders (EUR 160 293). It should be noted that the Office does not apply any standard costing models and only charges back externally contracted costs.

Services provided to other EU institutions, agencies and bodies

The Guidance on the provision of services to other EU institutions, agencies and bodies is not applicable to the Office's services, which 'are provided following organised interinstitutional cooperation under a common governance structure in which the EU institutions, agencies and bodies are represented and which receive the necessary appropriations' (point 1 last indent of the Guidance on the provision of services to other EU institutions, agencies and bodies).

ANNEX 8: Specific annexes related to 'Assessment of the effectiveness of the internal control systems'

Not applicable.

ANNEX 9: Reporting – Human resources, digital transformation and information management and sound environmental management

Human resource management		
Indicator 1: Number and percentage of first female appointments to middle management positions		
Source of data: SEC(2020)146		
Baseline	Target	Latest known results
(1 December 2019)	(2022)	(2020)
8 female middle managers (47 %)	2 female middle management appointments by 31 December 2022	0 first female appointments to middle management (0 % of all appointments)
Indicator 2: The Office's staff engagement index		
Source of data: Commission staff survey		
Baseline	Target	Latest known results
(2018)	(2024)	(2021)
67 %	70 %	75 % (source: Pulse Survey 13+14)

Main outputs in 2020:			
Output description	Indicator	Target	Latest known results 2020
Increased staff engagement through enhanced communication from senior management	Number of open doors and video messages from the Director-General	5	5 open doors 3 video messages
Management of budget for training	Percentage of budget resources devoted to technical and specialised training	> 60 %	71 %

Digital transformation and information management			
Indicator 1: Degree of implementation of the digital strategy principles by the most important IT solutions ⁽²⁾			
Source of data: Publications Office, Unit A.3			
Baseline	Interim Milestone	Target	Latest known results
(2018)	(2022)	(2024)	(2020)
36 %	60 %	90 %	44 %
Indicator 2: Percentage of the Office's key data assets ⁽³⁾ for which corporate principles for data governance ⁽⁴⁾ have been implemented			

⁽²⁾ The European Commission Digital Strategy (C(2018)7118) calls on Commission services to digitally transform their business processes by developing new innovative digital solutions or make evolve the existing ones in line with the principles of the strategy.

⁽³⁾ A key data asset is defined as any entity that comprises a source of data based on projects or administrative processes, structured or semi-structured in an information system, a database or a repository of data or corpora of text. A data asset can include multiple datasets or files somehow linked, e.g. by common codes or metadata.

⁽⁴⁾ This indicator follows up on the progress of services in implementing corporate data governance and data policies for their key data assets included in the EC data inventory.

Source of data: Publications Office, Local Data Correspondent			
Baseline	Interim Milestone	Target	Latest known results
(2019)	(2022)	(2024)	(2020)
75 %	85 %	90 %	75 %

Indicator 3: Percentage of staff attending awareness raising activities on data protection compliance			
Source of data: Publications Office, Unit 01			
Baseline	Interim Milestone	Target	Latest known results
(2018)	(2021)	(2024)	(2020)
Circa 10 %	50 %	100 %	Circa 20 %

Main outputs in 2020:			
Output description	Indicator	Target	Latest known results 2020
Unified Production Platform modules	Process review completed First module developed	June 2020 December 2020	High-level general publication process completed Development started (templating module available and identifiers module ongoing) Roadmap adapted to include cataloguing module
IBIS	Requirements finalised	December 2020	Requirements validated by stakeholders
Cellar new dissemination layer	Project completed	December 2020	Development completed, testing ongoing Delay due to contractual issues related to the Cloud environment
Remove ColdFusion applications	Percentage of project completed	80 % in December	50 % Analysis completed and development launched The integration of these applications in DEFA is technically more complex than expected
Functioning interinstitutional community of practice on data visualisation	Launch and moderation of a collaborative platform for the interinstitutional community of practice on data visualisation	<ul style="list-style-type: none"> ▪ Community kick-off: Done ▪ Platform pilot: 9 March 2020 ▪ Platform launch: 20 April 2020 ▪ Interinstitutional workshop: November 2020 	<ul style="list-style-type: none"> ▪ Community kick-off: Done ▪ Platform pilot: 1 February 2020 ▪ Platform launch: 1 October 2020 ▪ Interinstitutional workshop: 13 November 2020
Data Protection Records' compliance	Percentage of legacy notifications converted into records published in the register of the Commission's Data Protection Officer	100 %	100 %

Sound environmental management		
Indicator 1: Overall environmental performance		
Source of data: Publications Office, Unit D.4 in cooperation with OIL Proximity Team		
Indicator 1.1: Office paper consumption		
Baseline	Target	Latest known results
(2019)	(2024)	(2020)
7.5 tonnes	< Baseline	Data will be available in the second semester 2021
Indicator 1.2: Energy consumption of buildings (electricity and heating)		
Baseline	Target	Latest known results
(2019)	(2024)	(2020)
7 113.92 MWh/year	< Baseline	Data will be available in the second semester 2021
Indicator 1.3: Water use		
Baseline	Target	Latest known results
(2019)	(2024)	(2020)
8 112.69 m ³	< Baseline	Data will be available in the second semester 2021
Indicator 1.4: CO2 emissions from buildings		
Baseline	Target	Latest known results
(2019)	(2024)	(2020)
316.1 tonnes	< Baseline	Data will be available in the second semester 2021
Indicator 2: Environmentally friendly waste management		
Source of data: Publications Office, Unit D.4 in cooperation with OIL		
Baseline	Target	Latest known results
(2018)	(2024)	(2020)
<i>SuperDrecksKëscht fir Betriber</i> label for waste sorting methods	Maintain label	Label still valid

Main outputs in 2020:			
Output description	Indicator	Target	Latest known results 2020
Reduction of energy consumption	Implementation of script shutting down the turned-on computers at night (with DG Informatics)	End 2020	Done
Further improvement of waste management	Provision of more sorting containers (with OIL)	End 2020	Postponed due to the Covid-19 pandemic
Green public procurement for supplies and services	Percentage of relevant ⁽⁵⁾ high-value calls for tenders incorporating green procurement criteria	50 %	100 % Two high-value calls for tender out of two

⁽⁵⁾ Depending on the nature of supplies and services, relevant calls for tender are those where green criteria can and should be used.

ANNEX 10: Implementation through national or international public-sector bodies and bodies governed by private law with a public sector mission

Not applicable.

ANNEX 11: EAMR of the Union Delegations

Not applicable.

ANNEX 12: Decentralised agencies and/or EU Trust Funds

Not applicable.