



Annual activity report 2022

annexes

DG Interpretation

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ANNEX 1: Statement of the Director(s) 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 DG SCIC to the Director-General.

I hereby certify that the information provided in the present annual activity report and in its annexes is, to the best of my knowledge, accurate and complete.

Brussels, 31 March 2023

Signed

Gianluca Pecchi

⁽¹⁾ C(2017)2373 of 19.04.2017.

ANNEX 2: Performance tables

| | | | |
|--|------------------------------------|----------------------------------|---------------------------------------|
| General objective: A modern, high-performing and sustainable European Commission | | | |
| Impact indicator 1: Image of the European Union | | | |
| Explanation: This indicator is based on the question 'In general, does the EU conjure up for you a very positive, fairly positive, neutral, fairly negative or negative image?' The indicator gives the share of positive and fairly positive views on this question | | | |
| Source of the data: Standard Eurobarometer | | | |
| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
| 43% | Increase | Increase | 47% |
| Impact indicator 2: Staff engagement index in the Commission | | | |
| Explanation: Staff engagement measures staff's emotional, cognitive and physical connection to the job, organisation and the people within it | | | |
| Source of the data: European Commission | | | |
| Baseline (2018) | Interim Milestone (2022) | Target (2024) | Latest known results (2021) |
| 69% | Increase | Increase | 72% |
| Impact indicator 3: Percentage of female representation in management in the Commission | | | |
| Explanation: This indicator gives the percentage of female representation at middle and senior management level in the European Commission | | | |
| Source of the data: DG HR | | | |
| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
| 40.73% | Increase | 50% | 46.1% |
| Impact indicator 4: Environmental performance in the Commission | | | |
| Explanation: This indicator looks at percentage reductions compared to 2019 levels. It gives the weighted average for eight Commission sites participating in the Eco-Management and Audit Scheme (EMAS) on specific core parameters. The sites are Commission buildings in Brussels and Luxembourg, as well as JRC sites Geel (Belgium), Petten (the Netherlands), Seville (Spain), Karlsruhe (Germany), and Ispra (Italy), along with DG SANTE at Grange (Ireland). | | | |
| Source of the data: ES 2022 Results 2021 Corporate Summary (europa.eu) | | | |
| Baseline (2019) | Interim Milestone (2020) | Target (2023 and 2030) | Latest known results (2021) |
| <i>Commission Carbon footprint (tonnes CO_{2e}) ⁽²⁾: 234 177</i> | - 44% | -38% in 2030 | - 43% |

⁽²⁾ Data subject to technical adjustment in the future because of changes in calculation methodologies and or knowledge improvements.

| Baseline (2019) | Interim Milestone (2020) | Target (2023 and 2030) | Latest known results (2021) |
|--|------------------------------------|----------------------------------|---------------------------------------|
| <i>Energy consumption of buildings (MWh / person): 10.4</i> | - 13% | -12% in 2023 (-22% in 2030) | - 14% |
| <i>Water use (m³ / person): 18.0</i> | --25% | -5% in 2023 (-10% in 2030) | - 36% |
| <i>Office paper consumption (sheets / person / day): 18.7</i> | - 64% | -15% in 2023 (-29% in 2030) | - 74% |
| <i>Non-hazardous waste generation (tonnes / person): 0.217</i> | -53% | -11% in 2023 (-16% in 2030) | -48% |

Specific objective 1: Interpreting services meet our customers' priorities and demand and are effectively managed

Not related to a spending programme

Result indicator 1: Percentage of customers' requests for interpretation that DG SCIC is able to satisfy

Source of the data: SCICView

| Baseline (2018) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|---------------------------|------------------------------------|-------------------------|---------------------------------------|
| 96% | 95% | 95% ⁽³⁾ | 91% |

DG SCIC was able to satisfy 91% of the high overall level of demand. While health protection measures impacted operations and productivity until September, and there was a lack of meeting rooms, it was also the fact that many Commission meetings were organised via platforms that limited DG SCIC's capacity to satisfy demand. Platform meetings require more interpreters because, under the specific working conditions agreed with staff representatives, the length of time interpreters can work in them is shorter. A reduction in the number of active freelance interpreters also negatively influenced the DG's capacity to satisfy demand.

⁽³⁾ This target is considered in line with available resources. A marginal increase of the satisfaction could entail a far bigger increase in costs (i.e. hiring of freelance interpreters from outside of Brussels at an extra cost for the service). This is the reason why the target is set below the baseline.

Result indicator 2: Standby rate and reserve of staff and freelance interpreters, excluding periods of low interpretation activity (% of available working time)

Source of the data: SCICView

| Baseline (2018) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|---------------------------|------------------------------------|-------------------------|--|
| 18.1% | 15% | 15% | 25.9% for 5 biggest languages 24.6% overall |

This result indicator is KPI 1. DG SCIC was able to maintain a downward trend month on month in the standby rate during 2022. This was due to the relaunch of interpretation activity requiring the intensive deployment of staff and freelance interpreters, as well as efforts to maximise the availability of all resources. In part, it was also the result of the gradual return to more physical meetings, which meant that the additional standby requirements for programming platform meetings could be avoided. At 19.5%, the standby rate in the second semester was lower than the annual average and closer to the target set out in the Strategic Plan. Health protection measures remained in place during the first half of the year, necessitating a larger reserve of available interpreters. As the measures were eased during the second half of 2022, circumstances allowed for the pre-COVID assignment rules to be applied more often. When not assigned to other activities, interpreters use the standby time for meeting preparation, language maintenance and other professional activities that are not recorded in their interpretation schedule.

Result indicator 3: Coverage of i-slot cost by i-slot price (in %)

Source of the data: Budget and Finance Unit

| Baseline (2018) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|---|------------------------------------|-------------------------|---------------------------------------|
| 91.3% (i-slot price: 498 €, i-slot cost: 546 €) | 92% | 93% | 92.5% |

This result indicator is KPI 2. In 2022, the rate of coverage of the average i-slot cost by its selling price reached 92.5%, which is slightly above the milestone target. This result was made possible by the fact that demand for interpretation had broadly returned to pre-pandemic levels (as well as a significant share of i-slots being accounted for as ‘re-programming costs’). However, a number of factors meant that an even better performance for this indicator was not achieved. In the main, this was a result of higher staff costs and the additional expense of recruiting freelance interpreters (some 95% of the costs for this activity). These costs increased in an unplanned and unprecedented manner due to the final salary adjustment, as well as a high inflation rate. The inflation rate could not be taken into account when setting the i-slot selling price (one year in advance), and the i-slot selling price cannot be adjusted retroactively in response.

Result indicator 4: Progress of modernisation of the corporate management tools for the provision of interpretation

Source of the data: DG SCIC.C3

| Baseline (2018) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|--|--|---|--|
| Key processes are not automated, in particular the information flows with main external customers, are managed through email exchanges | Management of Council documents for interpreters is digitised. | Key interpretation management processes, including information flows with main external customers, are automated. | Development of service to automatically transfer Council documents finished but it cannot be used because of the dependency on the Interpreter's Digital Toolbox, which is not ready yet |

Main outputs in 2022:

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|--|-----------------------------------|---------------|--|
| Update of interim crisis programming arrangements from July 2021 | Agreement on adapted arrangements | July 2022 | The Interim Programming Arrangements have been stable for the whole of 2022. No revision of these is currently planned, although work began at the end of 2022 to prepare the way for a clearer definition of types of online meetings and to simplify the future programming arrangements for these |
| Reviewed procedures for registering interpreters' other activities | Reviewed procedures are agreed | Q2 | This output was no longer relevant due to the increased interpretation activity in 2022 |

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|---|---|---------------|--|
| IT project to modernise corporate management tools for the provision of interpretation | Kick-off the business processes analysis Decision to onboard the HR Transformation project Kick-off of the analysis of the modules to be migrated to SuccessFactors (SAP) | Q1 | Following the decision of the General Secretariat of the Council to launch a new IT development to modernise its IT systems, it was decided to align the DG SCIC project to the Council's initiative and to digitalise interpretation request procedures. Gap analysis about the onboarding of the HR Transformation project finished |
| Automatic transfer of meeting documentation from the Council | Service is set up | Q3 | Development is finished. Waiting for DG DIGIT to work on integration with IDT |
| Paper smart booth: re-introduction of measures to reduce amount of paper documents provided to interpreters | Application of paper-reduction measures for all DG SCIC clients, including Council, EESC and CoR | Q2 | Paper-smart project updated; provision of paper documents will be reduced in parallel with introduction of Interpreters' Digital Toolbox (IDT). Since this IT project is delayed, the introduction of paper reduction measures is expected to be delayed until Q2 2023 |
| Interpreters' Digital Toolbox: Stage 2 – Additional functionalities documentation interface | Acceptance of deliverables by DG SCIC | Q4 | Development work continued, including bug fixing and improvement of the code. Acceptance of deliverables expected 2023 Q2 |
| Migration of DG SCIC glossaries to IATE | Migration completed | Q4 | Migration almost completed; remaining files were migrated in Q1 2023 |

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|--|--|---------------------------------------|---|
| Development of the IATE user interface for interpreters | Development of the remaining deliverables included in MoU with CdT (alphabetical sorting of search results, faceted search, user-friendly exports). Acceptance of all deliverables by mutual agreement | Q4 | Project completed |
| Pilot scheme for on-line inter-institutional freelance interpreter testing | 9 languages tested in the year 2021/2022, Simultaneous tests carried out via an on-line testing tool Approximately 175 candidates included in the scheme | Q2 | The testing pilot eventually involved 8 languages (EN, DE, GA, LT, PL, BG, SK, MT). The online tool worked to satisfaction, and candidates' responses gathered via EU survey confirmed the user-friendliness of the platform (97% of respondents). Big savings could be made on test speeches, as up to 10 candidates of the same A-language could be tested from the same speech (whereas previously it was maximum 2). The numbers of successful candidates remained stable when compared to previous years. 24 new ACIs were accredited in total (out of 142 finally tested under this scheme) |
| Mentoring scheme for International Sign interpreters 2022 | Number of International Sign freelance interpreters added to the Joint list of accredited freelance interpreters | at least 2 accredited IS interpreters | Mentoring Scheme launched but eventually not organised in 2022 due to insufficient number of promising candidates and COVID restrictions |

Specific objective 2: The quality of interpretation meets our customers' needs

Not related to a spending programme

Result indicator 1: Progress of digitalisation of meeting preparation and terminology management

Source of the data: DG SCIC.C3

| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|---|--|---|-----------------------------------|
| Interpreters use various tools to prepare for meetings, including paper documents | At least 50% of meetings can be prepared fully online with a streamlined documentation interface | At least 85% of meetings can be fully prepared online (documents and creation of event-specific terminology glossaries) | 95% of meetings prepared online |

Result indicator 2: Satisfaction with the quality of interpretation expressed by our users

Source of the data: DG SCIC's Customer Satisfaction Survey

| Baseline (2017) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|--------------------|-----------------------------|--------------------|-----------------------------------|
| 90% | 85% | 85% ⁽⁴⁾ | 93% |

This result indicator is KPI 3. DG SCIC carried out a fully online customer satisfaction survey in March 2022, addressed to participants of both in-person and virtual/hybrid meetings. The overall satisfaction rate was 93% (the rate was 90% in the 2017 survey) with a significant increase in the rate of those who were 'very satisfied' (61% in 2022, compared to 45% in 2017). The high satisfaction rate of those who used the interpretation in their own language is directly linked to the interpreters' efforts and DG SCIC's investment in rigorous quality benchmarking, continuous professional development, and supplying the interpreters with the necessary tools and an appropriate working environment that are conducive to high-quality conference interpreting.

Main outputs in 2022:

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|--|--|--------|---|
| Follow-up of quality issues in meetings served by DG SCIC interpreters | Percentage of complaints about quality of interpretation followed up | 100% | 100% |

⁽⁴⁾ This target is considered in line with available resources. A marginal increase of the satisfaction could entail a far bigger increase in costs (i.e. hiring of freelance interpreters from outside of Brussels at an extra cost for the service). This is the reason why the target is set below the baseline.

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|--|---|---------------|---|
| Extend direct language cover of meetings | Number of active languages and retours added by staff and freelance interpreters | 40 | 37 (24 staff interpreters added a passive language and 13 freelance interpreters (8 added a passive language and 5 added a retour). The final result was slightly less than expected due to limited availability of interpreters for training purposes |
| Awareness raising and implementation of best practices in virtual and hybrid meetings with interpretation | Number of awareness-raising sessions organised | >10 | Due to insufficient number of registered participants, only 2 sessions took place (2 and 30 March) |
| | Guidelines for meeting participants and chairs are updated | Yes | Yes |
| | The workflows for follow-up of incidents are updated, including a dedicated field for incidents with virtual/hybrid meetings in RDS (application for meeting reporting) | Yes | Yes |
| Post-COVID approach to courses and immersion stays for language acquisition: gradual transition to classroom/on-site initiatives with further adaptations as necessary | Post-COVID approach applied | Q1-Q4 | Completed end of Q2; Immersion stays resumed on-site in Q3; Courses organised in the classroom resumed in September 2022 |
| Interpreters' digital upskilling: learning opportunities for interpreters in the digital domain | 20 courses designed and delivered | Q4 | 9 digital upskilling courses designed and delivered. The target was not met due to resource issues, such as limited availability of interpreters for thematic courses |
| Customer Satisfaction Survey on Interpretation | Organisation of the Survey | March 2022 | Survey organised in March |

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|---|--|---------------|---|
| Upgrade of the digitalised management of the interpreter training support activities | Satisfaction survey among users of ITSU (Interpreter Training Support to Universities) communities of the Knowledge Centre on Interpretation conducted, results analysed, future improvements based on these results suggested | Q3 | Satisfaction survey: 99 replies received. Results analysis and follow-up took place as of July 2022, concentrating on the most urgent and relevant issues. Items were prioritised taking into account also the need to stabilise the ITSU environment following the Drupal migration of the KCI carried out in 2022 |
| Enhancement of virtual training actions to universities – On-line Interpreter Training Tool | Development of an operational tailor-made platform for simultaneous interpreter training | End 2022 | DG SCIC developed the list of desired functionalities and identified the external contractor. The next phase (completing the contract and developing the requested functionalities) will take place in 2023 |
| SCIC Universities Conference 2022 | Organisation of the conference, with satisfaction survey | Q4 | The Conference was organised in November 2022 in hybrid mode. The satisfaction survey was submitted and the received results were overall positive |
| Academy of Trainers and Training for Trainers seminars | Seminars organised, with satisfaction survey | Q3 | An onsite Training for Trainers seminar was organised in September 2022. In principle, an onsite Academy of Trainers seminar was going to take place in the beginning of 2022, but it was not possible due to COVID-19 restrictions, which is why it was postponed to 2023 |

| External communication actions | | | |
|--|---|---------|---|
| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
| Maintain DG SCIC's high level of visibility on social media | Number of followers | >60 000 | 92 643 |
| Outreach actions: Portuguese outreach campaign (Portugal) | Number of attendees (virtual or/and physical, depending on the evolution of the pandemic) | 500 | Facebook: 555 followers Instagram: 615 followers Webinar 20 April: <i>'Um dia na vida de um intérprete'</i> 57 000 views (lifetime) Engagement: 375 likes, 31 comments Webinar 27 April: <i>'Que tens de fazer se te queres tornar intérprete?'</i> 48 000 views (lifetime) Engagement: 444 likes, 66 comments |
| The Language Show (UK) | Number of attendees (virtual or physical, depending on the evolution of the pandemic and the organisation of the central event) | 1000 | The organiser of the event was not able to provide the data |
| ThinkLanguages (Ireland) | Number of attendees (virtual) | 5000 | 5 000 virtual participants No promotion on social media in 2021 at the request of the organiser |

Specific objective 3: Modern meeting room services are available for the European Commission

Not related to a spending programme

Result indicator 1: Number of Commission DGs benefiting from corporate meeting room services

Source of the data: Collection of data every 6 months via the room management tool and on the basis of hand-over reports between DG SCIC and each DG

| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|--------------------|-----------------------------|------------------|--------------------------------|
| n/a | 30 | 36 | 36 |

Result indicator 2: Number of corporate meeting rooms (rooms with interpretation or with over 50 seats)

Source of the data: Room management tool

| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|--------------------|-----------------------------|------------------|--------------------------------|
| 60 | 82 | 90 | 89 rooms |

Result indicator 3: Number of DGs and Executive Agencies using the audio-visual framework contract

Source of the data: Regular monitoring on use of the framework contract

| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) Based on requests on AVC2 |
|--------------------|-----------------------------|------------------|---|
| n/a | 36 | 42 | 43 DGs (including EPSO and OP) and 6 Executive Agencies have signed the Memorandum of Understanding |

Result indicator 4: Number of meeting rooms with DG SCIC's support and technical maintenance

Source of the data: Room inventory

| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|--------------------|-----------------------------|------------------|--------------------------------|
| 150 | 550 | 700 | 779 |

Main outputs in 2022:

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|--|--|---------------|---|
| Roll-out of meeting room management services in Brussels | Completion of the roll-out of meeting room management in Brussels in line with updated strategy for meeting space management | December 2022 | Roll-out completed |
| ISO deliverables on new technologies for simultaneous interpreting | Final Draft International Standard (FDIS) of the future ISO 24019 Standard | June 2022 | ISO standard 24019 published in September 2022 |

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|--|--|-----------|---|
| Improved usability and security for Simultaneous Interpreting Delivery Platforms | New functionalities added for conference management (e.g., breakout sessions) to improve security for sensitive meetings | June 2022 | New functionalities added. Usability is improving and security work ongoing in cooperation with DIGIT and Interactio |

Specific objective 4: The customer journey is improved through high-quality digital solutions and workflows in meeting room management

Not related to a spending programme

Result indicator 1: Customer satisfaction with audio-visual services offered in meeting rooms

Source of the data: Measured via surveys every 2 years

| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|--------------------|-----------------------------|------------------|--------------------------------|
| n/a | At least 75% | At least 80% | 79.4% |

Result indicator 2: Occupancy rate of Commission meeting rooms during weekdays

Source of the data: DG SCIC.C3

| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|--------------------|-----------------------------|------------------|---|
| 60% (an estimate) | 65% | 75% | 23.8% for all rooms 21.6% for A design room (compared to 13% in 2021) 28.5% for B design rooms (compared to 11.1% in 2021) 44.3% for C design rooms (compared to 36% in 2021) ⁽⁵⁾ |

The low occupancy rate is linked to the 'new normal' following the COVID-19 pandemic. Regular teleworking also means a significant reduction in the use of rooms for internal meetings, compared to pre-pandemic levels. Nevertheless, the occupancy rate is now higher than during the pandemic. To be noted that results of this indicator are not entirely under DG SCIC's control.

⁽⁵⁾ Design A – small to medium size ('room controlled by own laptop'); design B – medium size ('room controlled by touch panel'); design C – large ('large rooms with interpretation booths')

Main outputs in 2022:

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|--|--|----------------|---|
| Roll-out of MIRA | At least 75% of meeting rooms in Brussels on-boarded | End 2022 | Partially delivered. A delay in adding an important functionality to the tool also affected the onboarding activities |
| Pilot version of My Meeting & Conference Support | Successful completion of pilot | September 2022 | Pilot completed |

Specific objective 5: Modern and sustainable conference organisation services are available for the European Commission

Not related to a spending programme

Result indicator 1: Satisfaction of conference participants

Source of the data: Ongoing surveys of conference participants

| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|--------------------|-----------------------------|--------------------|--------------------------------|
| 80% | 80% | 80% ⁽⁶⁾ | 89% |

Result indicator 2: Satisfaction of customer DGs, agencies and services

Source of the data: Debriefing minutes and a yearly survey

| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|--------------------|-----------------------------|--------------------|--------------------------------|
| 92% | 80% | 80% ⁽⁷⁾ | 88% |

Result indicator 3: Progress in putting in place a mechanism to calculate environmental impacts of conferences

Source of the data: to be defined

| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|--------------------|--|-------------------------------|--|
| n/a | Report on possible mechanisms for calculation and offsetting | Offsetting mechanism in place | Evaluation contract for a carbon footprint calculator launched |

⁽⁶⁾ Measurement of end customer satisfaction has been revamped in order to make results more specific and relevant. As the survey will be sent to conference participants rather than to the DG's conference organisers, satisfaction rates will be influenced by factors beyond DG SCIC's control (content, speaker selection etc.); a target rate of 80% provides for this, while still aiming for a high satisfaction rate overall.

⁽⁷⁾ Measurement of end customer satisfaction has been revamped in order to make results more specific and relevant. At the same time, the customer base has been expanded significantly and working methods have been streamlined, including the introduction of a framework contract. A target rate of 80% takes these changes and their possible impact into consideration whilst still aiming for a high satisfaction rate overall.

The setting up of an offsetting mechanism is not in DG SCIC's remit but is dealt with centrally by EMAS in DG HR. DG SCIC is working on the development of a carbon footprint calculator for events, to support conference organisers in the assessment of the environmental impact of their events.

| Main outputs in 2022: | | | |
|--|---|------------------------|--|
| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
| Streamlined and user-friendly services for all conferences | Satisfactory ratings in debriefing reports | 90% | 91% |
| Contract for virtual conference centre | Virtual conference centre platform contract awarded | End of 2022 | Consultancy study finalised and two possible candidates identified. Contract launched to look into possible cost and invoicing models for basic and extended virtual conference packages |
| Carbon calculator for conferences | A tool is available for conference organisers in the Commission | End of 2022 | A contract has been launched to evaluate possible alternatives to fit Commission purposes. In the Greening the Commission Communication (published in April 2022) the timing has been set by end 2024 |
| Award ceremony on sustainable events | Organisation of the award ceremony | September/October 2022 | Award ceremony organised on 5 July 2022 |
| Other important outputs | | | |
| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
| Standard communication/information package on sustainability of events for DGs (could be adapted individually and used by other DGs in their communication of the event) | Package completed/available on Conference organisation wiki | Q2 2022 | The visuals of the package should be aligned to the corporate visuals of the HR campaign on 'Greening the Commission', which are being fine-tuned by DG HR |

Specific objective 6: The conference organisation community is professionalised and engaged

Not related to a spending programme

Result indicator 1: Satisfaction of users with the professionalization training path offered by DG SCIC

Source of the data: to be defined

| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|--|--|------------------|--|
| n/a as the post for professionalisation is newly created | n/a as beginner-level training course is just in place | 70% | Mapping of possible LinkedIn Learning and EU Learn courses being finalised. Further complementary courses and learning package creation to be discussed with DG HR |

Result indicator 2: Satisfaction of conference correspondents with DG SCIC's domain leadership

Source of the data: Poll about usefulness and involvement of the Network of Conference Correspondents

| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|--------------------|-----------------------------|--------------------|--------------------------------|
| 65% | 70% | 70% ⁽⁸⁾ | 91% |

Main outputs in 2022:

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|---|--|----------|--|
| Implementation of professionalisation pathways | Menu of key (mini) training sessions designed | Q3 2022 | Mapping of possible LinkedIn Learning and EU Learn courses being finalised. Further complementary courses and learning package creation to be discussed with DG HR |
| Targeted training offers for specific groups / on specific topics | Organisation of three webinars for specific groups / on specific topics. | End 2022 | Two series of Event-Works trainings organised in Spring and Autumn, each with 4 different levels of users + 6 specific trainings. Espresso session on Slido |

⁽⁸⁾ Due to the high turnover among Conference Correspondents, it is difficult to obtain a continuous improvement of the relationship with the domain leader.

General objective: A Europe fit for the digital age

Impact indicator 1: Aggregate score in the Digital Economy and Society Index (DESI) ⁽⁹⁾

Explanation: DESI is a composite index that summarises relevant indicators on Europe's digital performance and tracks the evolution of EU Member States in digital competitiveness. Higher values indicate a better performance

Source of the data: [DESI](#)

Methodology for calculating the indicator ⁽¹⁰⁾: The DESI index is calculated as the weighted average of the five main DESI dimensions: 1 Connectivity (25%), 2 Human Capital (25%), 3 Use of Internet (15%), 4 Integration of Digital Technology (20%) and 5 Digital Public Services (15%)

| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|--------------------|-----------------------------|------------------|-----------------------------------|
| 43.1 | Increase | Increase | 52.3 |

Impact indicator 2: Digital skills ⁽¹¹⁾

Explanation: The basic digital skills indicator (DSI) looks at selected activities performed by individuals aged 16 to 74 on the internet in the five specific areas (information and data literacy, communication and collaboration, content creation, safety, problem solving). It is assumed that individuals having performed certain activities have the corresponding skills; therefore, the indicator can be considered as a proxy of the digital skills of individuals. Finally, based on the performance in the five specific areas, an overall digital skills indicator is calculated as a proxy of the digital skills of individuals ('no skills', 'limited', 'narrow', 'low', 'basic' or 'above basic'). To have at least basic overall digital skills (derived as a sum of basic and above basic levels), people must know how to do at least one activity related to each area. The DSI is biennial and will be collected/compiled every uneven year (next time in 2023).

Source of the data: Eurostat (Eurostat online data code: [isoc_sk_dskl_i](#) and [isoc_sk_cskl_i](#))

| Baseline (2021) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|-------------------------------------|-----------------------------|------------------|-----------------------------------|
| <i>Basic digital skills:</i> 54% | 63% | 67% | 54% |

⁽⁹⁾ EU28 data. EU27 data not available.

⁽¹⁰⁾ The methodology on calculating the indicator and the baseline have changed due to the need to align the DESI with the Digital Decade Compass cardinal points and target. This modification is referred to in the DESI reports (see page 13-15 <https://ec.europa.eu/newsroom/dae/redirection/document/80563>) and in the press materials of DESI (https://ec.europa.eu/commission/presscorner/detail/en/QANDA_21_5483).

⁽¹¹⁾ New methodology for the calculation of this indicator is currently under development. This indicator might be revised.

Specific objective 7: A European speech recognition technology is used by the EU Institutions and the public

Related to the IT 'Global envelope' and a spending programme – CEF and Digital Europe Programme

Result indicator 1: Number of languages supported by the speech recognition tool

Source of the data: Connecting Europe Facility programme report

| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|---------------------------|------------------------------------|-------------------------|---------------------------------------|
| 0 | 5 | 10 | 7 |

Main outputs in 2022:

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|--|--|---------------|---|
| Pilot of solution for live transcription | Pilot finished | Q1 | Pilot finished. Solution responded to needs. Revised project charter submitted to the ITCB to secure the funding required for the development of a fully-fledged solution |
| Collection of language data in different EU languages (<i>action under the Digital Europe Programme</i>) | Collection finished | Q4 | Curation of benchmarking data ongoing |
| Off-line close captioning of videos (<i>action under by the Digital Europe Programme</i>) | Off-line close captioning of videos finalised | Q4 | MoU with CNECT signed. DG SCIC activities were updated in last version of the MoU to include the creation of reusable speech recognition components, instead of the task related to off-line close captioning of videos. Development of reusable speech recognition components has started and is scheduled to continue in 2023 |
| Creation of custom models for EU languages and specific domains | Custom models for EU languages and specific domains or conferences finalised | Q4 | Custom models have been trained for DE, EN, ES, FR, IT |

ANNEX 3: Draft annual accounts and financial reports

AAR 2022 Version 3

Annex 3 Financial Reports - DG SCIC - Financial Year 2022

Table 1: Commitments

Table 2: Payments

Table 3: Commitments to be settled

Table 4: Balance Sheet

Table 5: Statement of Financial Performance

Table 5 Bis: 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 2022

Additional comments

Table 1:

The appropriations presented under Title 20 are DG Interpretation's own budget, consisting of basic appropriations and assigned revenue. The data displayed for Title 14 are co-delegated appropriations financing cooperation with 3rd countries in the area of interpretation. Figures for all other Titles represent funds co-delegated to DG SCIC for the organisation of conferences.

The level of commitments appears to be lower than available appropriations for Title 20. Authorised appropriations also include assigned revenue which was cashed during 2022 but not used to finance activities during the year. This is due to the fact that as assigned revenue represent in general a ratio of 2/3 of the overall financing of DG SCIC's interpreting activities, a part of it is used as an 'anticipé' budget on revenue. This 'cash-flow' buffer is mostly consumed at the beginning of the year for long-term recruitment of freelance interpreters, to finance recurring IT expenditures related to interpretation and on missions' expenditure for staff interpreters. On the other hand, there are revenues not linked to interpretation, but for meeting rooms management (for which SCIC is domain leader), are often received from the paying services (notably Executive Agencies) very late in the year, and cannot be committed immediately as the planning and contracting phases for the renovation works require several weeks.

Table 2:

As mentioned for the previous table, payment appropriations authorised for Title 20 also include assigned revenue which was not committed in 2022. Additionally, for Title 20 the C8 payment appropriations are the ones available at the beginning of 2021, disregarding the de-commitments that were made during the year.

Table 6:

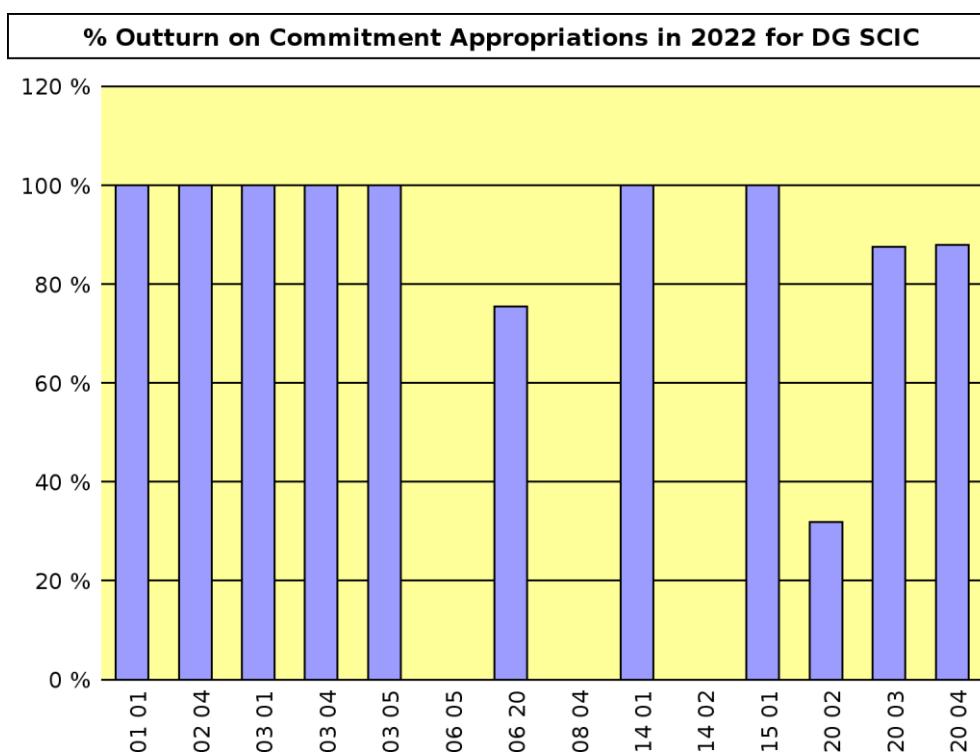
The data for Average Payment Times displayed in Table 6 is not complete, as it does not include all invoices that due to the specificities of SCIC operations are paid via hors budget accounts. The complete data is displayed in Annex 7.

| TABLE 1: OUTTURN ON COMMITMENT APPROPRIATIONS IN 2022 (in Mio €) for DG SCIC | | | | | |
|--|-------|---|---------------------------------------|------------------|-----------------|
| | | | Commitment appropriations authorised* | Commitments made | % |
| | | | 1 | 2 | 3=2/1 |
| Title 01 Research and Innovation | | | | | |
| 01 | 01 01 | Support administrative expenditure of the "Research and Innovation" cluster | 0.10 | 0.10 | 100.00 % |
| Total Title 01 | | | 0.10 | 0.10 | 100.00 % |
| Title 02 European Strategic Investments | | | | | |
| 02 | 02 04 | Digital Europe programme | 0.40 | 0.40 | 100.00 % |
| Total Title 02 | | | 0.40 | 0.40 | 100.00 % |
| Title 03 Single Market | | | | | |
| 03 | 03 01 | Support administrative expenditure of the 'Single Market' cluster | 0.13 | 0.13 | 100.00 % |
| | 03 04 | Cooperation in the field of taxation (FISCALIS) | 0.10 | 0.10 | 99.98 % |
| | 03 05 | Cooperation in the field of customs (Customs) | 0.10 | 0.10 | 100.00 % |
| Total Title 03 | | | 0.33 | 0.33 | 99.99 % |
| Title 06 Recovery and Resilience | | | | | |
| 06 | 06 05 | Union Civil Protection Mechanism (rescEU) | 0.00 | 0.00 | 0.00 % |
| | 06 20 | Pilot projects, preparatory actions, prerogatives and other actions | 0.16 | 0.12 | 75.50 % |
| Total Title 06 | | | 0.16 | 0.12 | 75.50 % |
| Title 08 Agriculture and Maritime Policy | | | | | |
| 08 | 08 04 | European Maritime, Fisheries and Aquaculture Fund (EMFAF) | 0.00 | 0.00 | 0.00 % |
| Total Title 08 | | | 0.00 | 0.00 | 0.00 % |
| Title 14 External Action | | | | | |
| 14 | 14 01 | Support administrative expenditure of the 'External Action' cluster | 0.10 | 0.10 | 100.00 % |
| | 14 02 | Neighbourhood, Development and International Cooperation Instrument - Global Europe (NDICI - Global Europe) | 0.00 | 0.00 | 0.00 % |
| Total Title 14 | | | 0.10 | 0.10 | 100.00 % |
| Title 15 Pre-accession Assistance | | | | | |
| 15 | 15 01 | Support administrative expenditure of the "Pre-accession Assistance" cluster | 0.01 | 0.01 | 100.00 % |
| Total Title 15 | | | 0.01 | 0.01 | 100.00 % |
| Title 20 Administrative expenditure of the European Commission | | | | | |
| 20 | 20 02 | Other staff and expenditure relating to persons | 1.47 | 0.47 | 31.86 % |
| | 20 03 | Administrative Operating expenditure | 67.56 | 59.15 | 87.56 % |
| | 20 04 | Information and communication technology related expenditure | 5.75 | 5.06 | 87.86 % |
| Total Title 20 | | | 74.78 | 64.67 | 86.49 % |
| Total Excluding NGEU | | | 75.88 | 65.74 | 86.63 % |
| Title 06 Recovery and Resilience | | | | | |

| TABLE 1: OUTTURN ON COMMITMENT APPROPRIATIONS IN 2022 (in Mio €) for DG SCIC | | | | | |
|--|-------|---|---------------------------------------|------------------|---------------|
| | | | Commitment appropriations authorised* | Commitments made | % |
| | | | 1 | 2 | 3=2/1 |
| 06 | 06 05 | Union Civil Protection Mechanism (rescEU) | 0.00 | 0.00 | 0.00 % |
| Total Title 06 | | | 0.00 | 0.00 | 0.00 % |
| Total NGEU Only | | | 0.00 | 0.00 | 0.00 % |

| | | | | | |
|----------------------|--|--|--------------|--------------|----------------|
| Total DG SCIC | | | 75.88 | 65.74 | 86.63 % |
|----------------------|--|--|--------------|--------------|----------------|

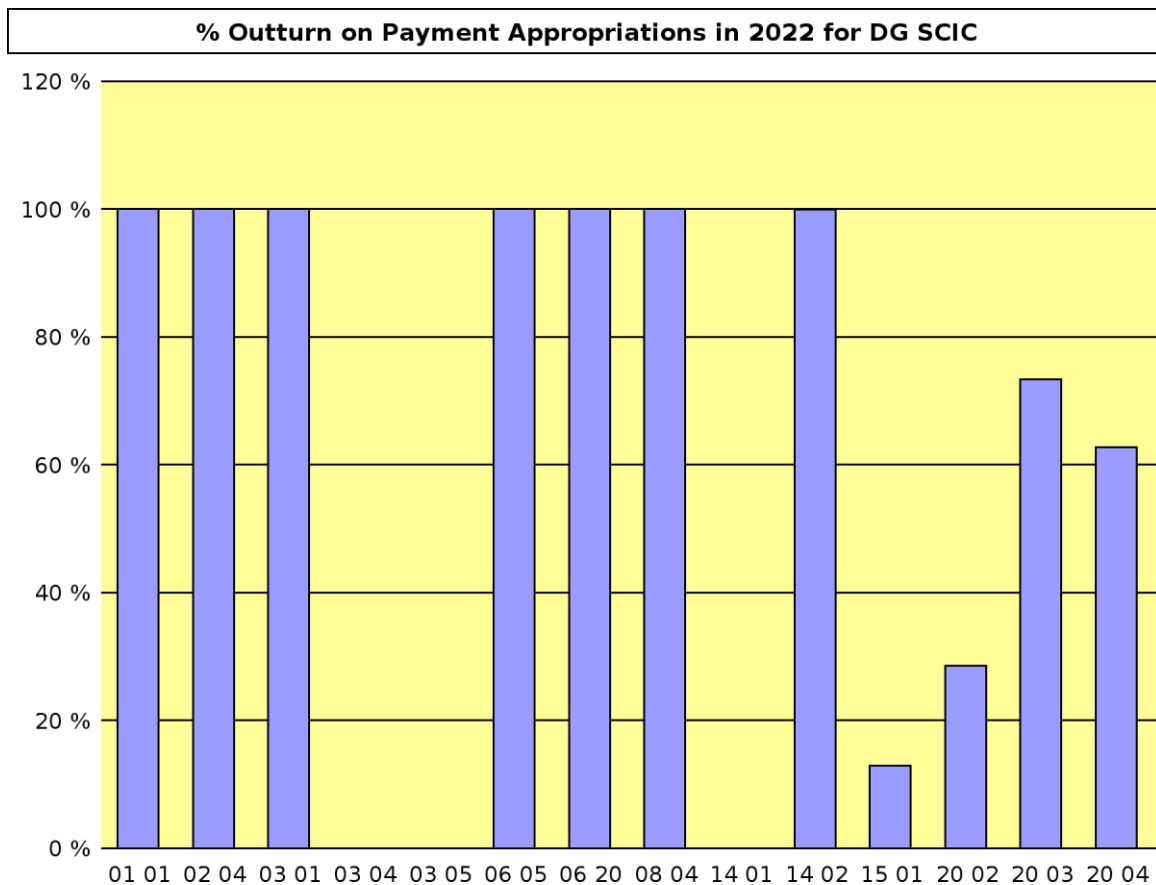
* Commitment appropriations authorised include, in addition to the budget voted by the legislative authority, appropriations carried over from the previous exercise, budget amendments as well as miscellaneous commitment appropriations for the period (e.g. internal and external assigned revenue).



| TABLE 2: OUTTURN ON PAYMENT APPROPRIATIONS in 2022 (in Mio €) for DG SCIC | | | | | |
|---|-------|--|-------------------------------------|---------------|----------------|
| | | | Payment appropriations authorised * | Payments made | % |
| | | | 1 | 2 | 3=2/1 |
| Title 01 Research and Innovation | | | | | |
| 01 | 01 01 | Support administrative expenditure of the "Research and Innovation" cluster | 0.10 | 0.10 | 100.00 % |
| Total Title 01 | | | 0.10 | 0.10 | 100.00% |
| Title 02 European Strategic Investments | | | | | |
| 02 | 02 04 | Digital Europe programme | 0.04 | 0.04 | 100.00 % |
| Total Title 02 | | | 0.04 | 0.04 | 100.00% |
| Title 03 Single Market | | | | | |
| 03 | 03 01 | Support administrative expenditure of the 'Single Market' cluster | 0.13 | 0.13 | 100.00 % |
| | 03 04 | Cooperation in the field of taxation (FISCALIS) | 0.00 | 0.00 | 0.00 % |
| | 03 05 | Cooperation in the field of customs (Customs) | 0.00 | 0.00 | 0.00 % |
| Total Title 03 | | | 0.13 | 0.13 | 100.00% |
| Title 06 Recovery and Resilience | | | | | |
| 06 | 06 05 | Union Civil Protection Mechanism (rescEU) | 0.24 | 0.24 | 100.00 % |
| | 06 20 | Pilot projects, preparatory actions, prerogatives and other actions | 0.50 | 0.50 | 100.00 % |
| Total Title 06 | | | 0.74 | 0.74 | 100.00% |
| Title 08 Agriculture and Maritime Policy | | | | | |
| 08 | 08 04 | European Maritime, Fisheries and Aquaculture Fund (EMFAF) | 0.07 | 0.07 | 100.00 % |
| Total Title 08 | | | 0.07 | 0.07 | 100.00% |
| Title 14 External Action | | | | | |
| 14 | 14 01 | Support administrative expenditure of the 'External Action' cluster | 0.10 | 0.00 | 0.00 % |
| | 14 02 | Neighbourhood, Development and International Cooperation Instrument - Global Europe (NDICI - Global) | 0.08 | 0.08 | 99.89 % |
| Total Title 14 | | | 0.18 | 0.08 | 44.75% |
| Title 15 Pre-accession Assistance | | | | | |
| 15 | 15 01 | Support administrative expenditure of the "Pre-accession Assistance" cluster | 0.01 | 0.00 | 12.91 % |
| Total Title 15 | | | 0.01 | 0.00 | 12.91% |
| Title 20 Administrative expenditure of the European Commission | | | | | |
| 20 | 20 02 | Other staff and expenditure relating to persons | 1.80 | 0.51 | 28.55 % |
| | 20 03 | Administrative Operating expenditure | 74.53 | 54.68 | 73.36 % |
| | 20 04 | Information and communication technology related expenditure | 8.80 | 5.52 | 62.76 % |
| Total Title 20 | | | 85.13 | 60.71 | 71.32% |
| Total Excluding NGEU | | | 86.40 | 61.87 | 71.61% |

| TABLE 2: OUTTURN ON PAYMENT APPROPRIATIONS in 2022 (in Mio €) for DG SCIC | | | | | |
|---|-------|---|-------------------------------------|---------------|----------------|
| | | | Payment appropriations authorised * | Payments made | % |
| | | | 1 | 2 | 3=2/1 |
| Title 06 Recovery and Resilience | | | | | |
| 06 | 06 05 | Union Civil Protection Mechanism (rescEU) | 0.34 | 0.34 | 100.00 % |
| Total Title 06 | | | 0.34 | 0.34 | 100.00% |
| Total NGEU Only | | | 0.34 | 0.34 | 100.00% |
| Total DG SCIC | | | 86.74 | 62.21 | 71.72 % |

* 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).



| TABLE 3 : BREAKDOWN OF COMMITMENTS TO BE SETTLED AT 31/12/2022 (in Mio €) for DG SCIC | | | | | | | | | |
|---|-------|---|---------------------------|-------------|-------------|-----------------|---|--|--|
| | | | Commitments to be settled | | | | Commitments to be settled from financial years previous to 2021 | Total of commitments to be settled at end of financial year 2022 | Total of commitments to be settled at end of financial year 2021 |
| Chapter | | | Commitments | Payments | RAL | % to be settled | | | |
| | | | 1 | 2 | 3=1-2 | 4=1-2/1 | 5 | 6=3+5 | 7 |
| 01 | 01 01 | Support administrative expenditure of the "Research and Innovation" cluster | 0.10 | 0.10 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| Total Title 01 | | | 0.10 | 0.10 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| TABLE 3 : BREAKDOWN OF COMMITMENTS TO BE SETTLED AT 31/12/2022 (in Mio €) for DG SCIC | | | | | | | | | |
| | | | Commitments to be settled | | | | Commitments to be settled from financial years previous to 2021 | Total of commitments to be settled at end of financial year 2022 | Total of commitments to be settled at end of financial year 2021 |
| Chapter | | | Commitments | Payments | RAL | % to be settled | | | |
| | | | 1 | 2 | 3=1-2 | 4=1-2/1 | 5 | 6=3+5 | 7 |
| 02 | 02 04 | Digital Europe programme | 0.40 | 0.04 | 0.36 | 90.00% | 0.00 | 0.36 | 0.00 |
| Total Title 02 | | | 0.40 | 0.04 | 0.36 | 90.00% | 0.00 | 0.36 | 0.00 |
| TABLE 3 : BREAKDOWN OF COMMITMENTS TO BE SETTLED AT 31/12/2022 (in Mio €) for DG SCIC | | | | | | | | | |
| | | | Commitments to be settled | | | | Commitments to be settled from financial years previous to 2021 | Total of commitments to be settled at end of financial year 2022 | Total of commitments to be settled at end of financial year 2021 |
| Chapter | | | Commitments | Payments | RAL | % to be settled | | | |
| | | | 1 | 2 | 3=1-2 | 4=1-2/1 | 5 | 6=3+5 | 7 |
| 03 | 03 01 | Support administrative expenditure of the 'Single Market' cluster | 0.13 | 0.13 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| | 03 04 | Cooperation in the field of taxation (FISCALIS) | 0.10 | 0.00 | 0.10 | 100.00% | 0.00 | 0.10 | 0.00 |
| | 03 05 | Cooperation in the field of customs (Customs) | 0.10 | 0.00 | 0.10 | 100.00% | 0.00 | 0.10 | 0.00 |
| Total Title 03 | | | 0.33 | 0.13 | 0.20 | 61.20% | 0.00 | 0.20 | 0.00 |

| TABLE 3: BREAKDOWN OF COMMITMENTS TO BE SETTLED AT 31/12/2022 (in Mio €) for DG SCIC | | | | | | | | | |
|--|-------|---|---------------------------|-------------|-------------|-----------------|---|--|--|
| | | | Commitments to be settled | | | | Commitments to be settled from financial years previous to 2021 | Total of commitments to be settled at end of financial year 2022 | Total of commitments to be settled at end of financial year 2021 |
| Chapter | | | Commitments | Payments | RAL | % to be settled | | | |
| | | | 1 | 2 | 3=1-2 | 4=1-2/1 | 5 | 6=3+5 | 7 |
| 06 | 06 05 | Union Civil Protection Mechanism (rescEU) | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.34 |
| | 06 20 | Pilot projects, preparatory actions, prerogatives and other actions | 0.12 | 0.12 | 0.00 | 0.00% | 0.00 | 0.00 | 0.39 |
| Total Title 06 | | | 0.12 | 0.12 | 0.00 | 0.00% | 0.00 | 0.00 | 0.72 |
| TABLE 3: BREAKDOWN OF COMMITMENTS TO BE SETTLED AT 31/12/2022 (in Mio €) for DG SCIC | | | | | | | | | |
| | | | Commitments to be settled | | | | Commitments to be settled from financial years previous to 2021 | Total of commitments to be settled at end of financial year 2022 | Total of commitments to be settled at end of financial year 2021 |
| Chapter | | | Commitments | Payments | RAL | % to be settled | | | |
| | | | 1 | 2 | 3=1-2 | 4=1-2/1 | 5 | 6=3+5 | 7 |
| 08 | 08 04 | European Maritime, Fisheries and Aquaculture Fund (EMFAF) | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.07 |
| Total Title 08 | | | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.07 |
| TABLE 3: BREAKDOWN OF COMMITMENTS TO BE SETTLED AT 31/12/2022 (in Mio €) for DG SCIC | | | | | | | | | |
| | | | Commitments to be settled | | | | Commitments to be settled from financial years previous to 2021 | Total of commitments to be settled at end of financial year 2022 | Total of commitments to be settled at end of financial year 2021 |
| Chapter | | | Commitments | Payments | RAL | % to be settled | | | |
| | | | 1 | 2 | 3=1-2 | 4=1-2/1 | 5 | 6=3+5 | 7 |
| 14 | 14 01 | Support administrative expenditure of the 'External Action' cluster | 0.10 | 0.00 | 0.10 | 100.00% | 0.00 | 0.10 | 0.00 |
| | 14 02 | Neighbourhood, Development and International Cooperation Instrument - Global Europe (NDICI - Global Europe) | 0.00 | 0.00 | 0.00 | 0.00% | 0.20 | 0.20 | 0.60 |
| Total Title 14 | | | 0.10 | 0.00 | 0.10 | 100.00% | 0.20 | 0.30 | 0.60 |

Note: The figures are those related to the provisional accounts and not yet audited by the Court of Auditors
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| TABLE 3: BREAKDOWN OF COMMITMENTS TO BE SETTLED AT 31/12/2022 (in Mio €) for DG SCIC | | | | | | | | | |
|--|-------|--|---------------------------|-------------|-------------|-----------------|---|--|--|
| | | | Commitments to be settled | | | | Commitments to be settled from financial years previous to 2021 | Total of commitments to be settled at end of financial year 2022 | Total of commitments to be settled at end of financial year 2021 |
| Chapter | | | Commitments | Payments | RAL | % to be settled | | | |
| | | | 1 | 2 | 3=1-2 | 4=1-2/1 | 5 | 6=3+5 | 7 |
| 15 | 15 01 | Support administrative expenditure of the "Pre-accession Assistance" cluster | 0.01 | 0.00 | 0.01 | 87.09% | 0.00 | 0.01 | 0.00 |
| Total Title 15 | | | 0.01 | 0.00 | 0.01 | 87.09% | 0.00 | 0.01 | 0.00 |

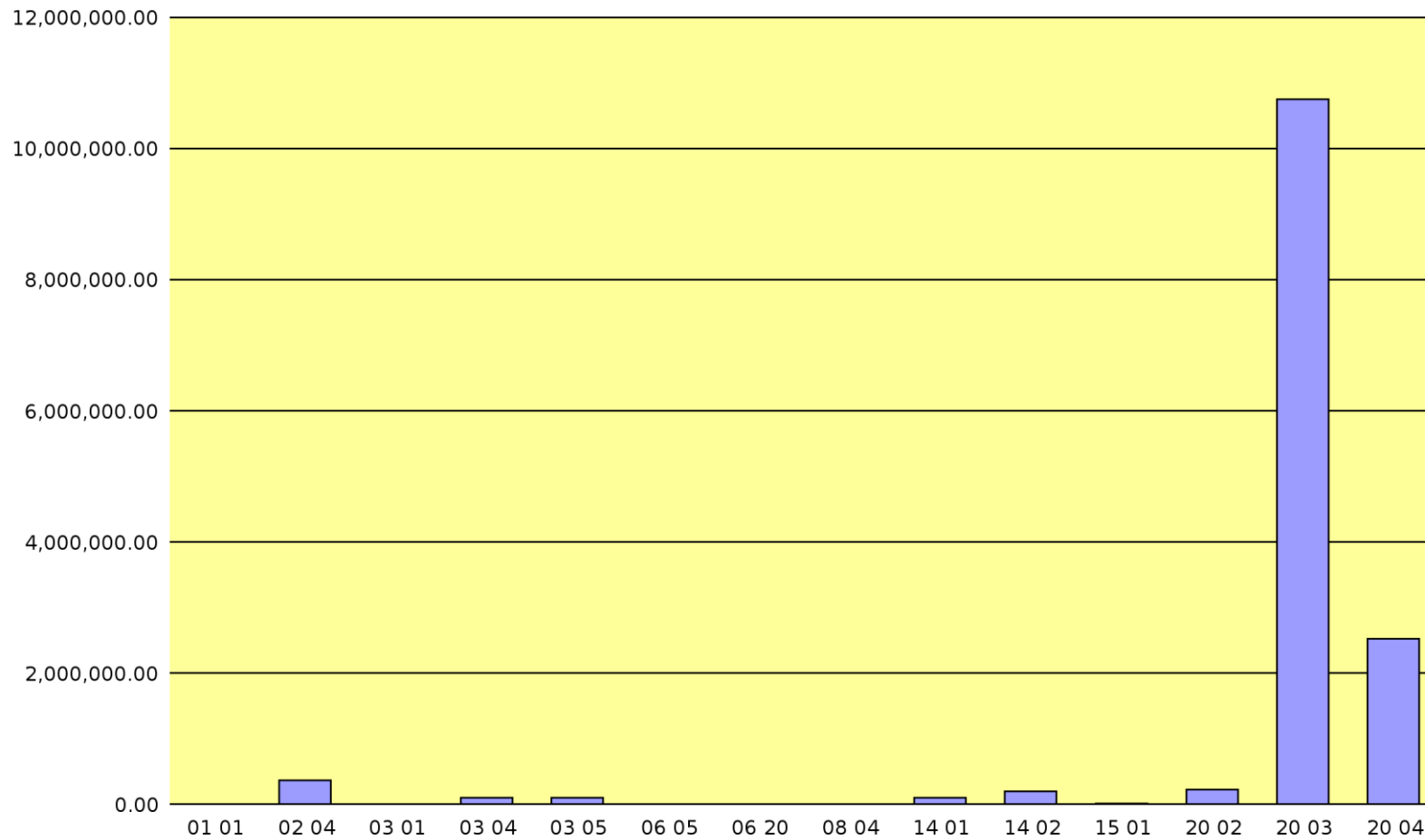
| TABLE 3: BREAKDOWN OF COMMITMENTS TO BE SETTLED AT 31/12/2022 (in Mio €) for DG SCIC | | | | | | | | | |
|--|-------|--|---------------------------|--------------|--------------|-----------------|---|--|--|
| | | | Commitments to be settled | | | | Commitments to be settled from financial years previous to 2021 | Total of commitments to be settled at end of financial year 2022 | Total of commitments to be settled at end of financial year 2021 |
| Chapter | | | Commitments | Payments | RAL | % to be settled | | | |
| | | | 1 | 2 | 3=1-2 | 4=1-2/1 | 5 | 6=3+5 | 7 |
| 20 | 20 02 | Other staff and expenditure relating to persons | 0.47 | 0.25 | 0.22 | 47.34% | 0.00 | 0.22 | 0.33 |
| | 20 03 | Administrative Operating expenditure Information and communication | 59.15 | 48.40 | 10.75 | 18.17% | 0.00 | 10.75 | 6.98 |
| | 20 04 | technology related expenditure | 5.06 | 2.53 | 2.52 | 49.90% | 0.00 | 2.52 | 3.05 |
| Total Title 20 | | | 64.67 | 51.18 | 13.49 | 20.86% | 0.00 | 13.49 | 10.35 |
| Total Excluding NGEU | | | 65.74 | 51.57 | 14.16 | 21.54% | 0.20 | 14.36 | 11.74 |

| TABLE 3: BREAKDOWN OF COMMITMENTS TO BE SETTLED AT 31/12/2022 (in Mio €) for DG SCIC | | | | | | | | | |
|--|-------|---|---------------------------|-------------|-------------|-----------------|---|--|--|
| | | | Commitments to be settled | | | | Commitments to be settled from financial years previous to 2021 | Total of commitments to be settled at end of financial year 2022 | Total of commitments to be settled at end of financial year 2021 |
| Chapter | | | Commitments | Payments | RAL | % to be settled | | | |
| | | | 1 | 2 | 3=1-2 | 4=1-2/1 | 5 | 6=3+5 | 7 |
| 06 | 06 05 | Union Civil Protection Mechanism (rescEU) | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.34 |
| Total Title 06 | | | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.34 |

| | | | | | | | |
|------------------------|-------------|-------------|-------------|--------------|-------------|-------------|-------------|
| Total NGEU Only | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.34 |
|------------------------|-------------|-------------|-------------|--------------|-------------|-------------|-------------|

| | | | | | | | |
|--------------------------|--------------|--------------|--------------|----------------|-------------|--------------|--------------|
| Total for DG SCIC | 65.74 | 51.57 | 14.16 | 21.54 % | 0.20 | 14.36 | 12.08 |
|--------------------------|--------------|--------------|--------------|----------------|-------------|--------------|--------------|

Breakdown of Commitments Remaining to be Settled (in Mio EUR) in 2022 SCIC



Note: The figures are those related to the provisional accounts and not yet audited by the Court of Auditors
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TABLE 4: BALANCE SHEET for DG SCIC

| BALANCE SHEET | 2022 | 2021 |
|--|-----------------------|-----------------------|
| A.I. NON CURRENT ASSETS | 335,594.57 | 284,557.50 |
| A.I.1. Intangible Assets | 0.00 | 0.00 |
| A.I.2. Property, Plant and Equipment | 335,594.57 | 284,557.50 |
| A.II. CURRENT ASSETS | 35,363,659.24 | 22,788,878.05 |
| A.II.2. Current Pre-Financing | 111,930.24 | 204,328.48 |
| A.II.3. Curr Exch Receiv & Non-Ex Recoverables | 35,251,729.00 | 22,584,549.57 |
| A.II.6. Cash and Cash Equivalents | 0.00 | 0.00 |
| ASSETS | 35,699,253.81 | 23,073,435.55 |
| P.II. CURRENT LIABILITIES | -40,418,265.72 | -32,041,470.11 |
| P.II.2. Current Provisions | 0.00 | 0.00 |
| P.II.4. Current Payables | -3,582,364.96 | -2,193,637.10 |
| P.II.5. Current Accrued Charges & Defrd Income | -36,835,900.76 | -29,847,833.01 |
| LIABILITIES | -40,418,265.72 | -32,041,470.11 |
| | | |
| NET ASSETS (ASSETS less LIABILITIES) | -4,719,011.91 | -8,968,034.56 |
| | | |
| P.III.2. Accumulated Surplus/Deficit | -236,205,337.22 | -217,833,659.96 |
| | | |
| TOTAL DG SCIC | 0.00 | 0.00 |

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 for DG SCIC

| STATEMENT OF FINANCIAL PERFORMANCE | 2022 | 2021 |
|---|-----------------------|-----------------------|
| II.1 REVENUES | -102,852,864.16 | -49,200,775.31 |
| II.1.1. NON-EXCHANGE REVENUES | -13,227,663.74 | -8,558,912.64 |
| II.1.1.8. OTHER NON-EXCHANGE REVENUES | -13,227,663.74 | -8,558,912.64 |
| II.1.2. EXCHANGE REVENUES | -89,625,200.42 | -40,641,862.67 |
| II.1.2.2. OTHER EXCHANGE REVENUE | -89,625,200.42 | -40,641,862.67 |
| II.2. EXPENSES | 61,745,405.24 | 30,829,098.05 |
| II.2. EXPENSES | 61,745,405.24 | 30,829,098.05 |
| II.2.10. OTHER EXPENSES | 61,305,168.61 | 29,660,767.16 |
| II.2.2. EXP IMPLM BY COMMISS&EX.AGENC | 1,143,456.63 | 1,413,374.30 |
| II.2.6. STAFF AND PENSION COSTS | -703,220.00 | -247,364.00 |
| II.2.8. FINANCE COSTS | | 2,320.59 |
| STATEMENT OF FINANCIAL PERFORMANCE | -41,107,458.92 | -18,371,677.26 |

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 has to be noted that the amount presented in the Balance Sheet as 'Current Accrued Charges and Deferred Income' corresponds to the balances of the suspense accounts of the European Parliament and the Court of Justice. These accounts are used to make payments to freelance interpreters on behalf of these Institutions. The balance at year-end (EUR – 36,835,900.76) reflects the amount that is still available for making necessary payments. When all payments related to a budget year are performed, the remaining balance is returned to the corresponding institution. Also related to these accounts, EUR 31,100,000.00 is part of 'Curr Exch Receiv&Non-Ex Recoverables' and it is the result of a recovery order issued but not cashed at year-end on the Parliament's suspense account.

The negative figures for II.2.6. Staff and Pension Costs in the Statement of Financial Performance are the result of the accounting closure entries transferring staff costs (that normally do not appear in DG SCIC's accounts) to IT development costs.

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 5bis: OFF BALANCE SHEET for DG SCIC

| OFF BALANCE | 2022 | 2021 |
|-------------------------------------|-------------|-------------|
| OB.3. Other Significant Disclosures | 0.00 | 0.00 |
| OB.3.5. Operating lease commitments | 0.00 | 0.00 |
| OB.4. Balancing Accounts | 0.00 | 0.00 |
| OB.4. Balancing Accounts | 0.00 | 0.00 |
| OFF BALANCE | 0.00 | 0.00 |

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 6: AVERAGE PAYMENT TIMES for DG SCIC

| Legal Times | | | | | | | | | |
|-----------------------------|-----------------------|-----------------------------------|------------|------------------------------|----------------------|------------|------------------------------|----------------------|------------|
| Maximum Payment Time (Days) | Total Nbr of Payments | Nbr of Payments within Time Limit | Percentage | Average Payment Times (Days) | Nbr of Late Payments | Percentage | Average Payment Times (Days) | Late Payments Amount | Percentage |
| 30 | 928 | 862 | 92.89 % | 13.21 | 66 | 7.11 % | 39.45 | 512,929.96 | 3 % |
| 60 | 15 | 14 | 93.33 % | 20.79 | 1 | 6.67 % | 65.00 | 1,250.00 | 1 % |

| | | | | | | | | | |
|-----------------------------------|--------------|------------|----------------|--------------|-----------|---------------|--------------|-------------------|------------|
| Total Number of Payments | 943 | 876 | 92.90 % | | 67 | 7.10 % | | 514,179.96 | 3 % |
| Average Net Payment Time | 15.22 | | | 13.33 | | | 39.84 | | |
| Average Gross Payment Time | 17.29 | | | 14.91 | | | 48.42 | | |

| Suspensions | | | | | | | |
|---|---------------------------------|------------------------------|-------------------|--------------------------|------------------------------|-------------------|-------------------|
| Average Report Approval Suspension Days | Average Payment Suspension Days | Number of Suspended Payments | % of Total Number | Total Number of Payments | Amount of Suspended Payments | % of Total Amount | Total Paid Amount |
| 0 | 12 | 164 | 17.39 % | 943 | 3,035,656.45 | 17.42 % | 17,431,160.67 |

| DG | GL Account | Description | Amount (Eur) |
|----|------------|-------------|--------------|
| | | | |
| | | | |

NB: Table 6 only contains payments relevant for the time statistics. Please consult its exact scope in the AAR Annex3 BO User Guide (https://myintracomm.ec.europa.eu/budgweb/EN/abac/dwh/Pages/its-030-10-20_documentation.aspx).

TABLE 7: SITUATION ON REVENUE AND INCOME in 2022 for DG SCIC

| 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 | 7=3-6 |
| 30 | Revenue from staff | 13,227,663.74 | | 13,227,663.74 | 13,227,663.74 | | 13,227,663.74 | 0.00 |
| 33 | Other administrative revenue | 90,490,939.00 | 146,544.00 | 90,637,483.00 | 86,363,608.00 | 146,544.00 | 86,510,152.00 | 4,127,331.00 |
| Total DG SCIC | | 103,718,602.74 | 146,544.00 | 103,865,146.74 | 99,591,271.74 | 146,544.00 | 99,737,815.74 | 4,127,331.00 |

TABLE 8: FINANCIAL IMPACT OF EX-ANTE AND EX-POST CONTROLS in for DG SCIC

| EX-ANTE CONTROLS | Irregularity | Total undue payments recovered |
|----------------------------------|---------------------|---------------------------------------|
| NON ELIGIBLE IN COST CLAIMS | | |
| CREDIT NOTES | 32,482.02 | 32,482.02 |
| RECOVERY ORDERS ON PRE-FINANCING | | |
| Sub-Total | 32,482.02 | 32,482.02 |

| EX-POST CONTROLS | Irregularity | Total undue payments recovered |
|---|---------------------|---------------------------------------|
| INCOME LINES IN INVOICES | | |
| RECOVERY ORDERS OTHER THAN ON PRE-FINANCING | | |
| Sub-Total | | |
| GRAND TOTAL (EX-ANTE + EX-POST) | 32,482.02 | 32,482.02 |

Note: The figures are those related to the provisional accounts and not yet audited by the Court of Auditors
scic_aar_2022_annexes

TABLE 9: AGEING BALANCE OF RECOVERY ORDERS AT 12/31/2022 for DG SCIC

| | Number at 1/1/2022 1 | Number at 12/31/2022 | Evolution | Open Amount (Eur) at 1/1/2022 1 | Open Amount (Eur) at 12/31/2022 | Evolution |
|------|-------------------------|-------------------------|-----------|------------------------------------|---------------------------------------|-----------|
| 2021 | 8 | | -100.00 % | 146,544.00 | | -100.00 % |
| 2022 | | 7 | | | 4,127,331.00 | |
| | 8 | 7 | -12.50 % | 146,544.00 | 4,127,331.00 | 2716.44 % |

TABLE 10: Recovery Order Waivers >= 60 000 € in 2022 for DG SCIC

| Waiver Central Key | Linked RO Central Key | RO Accepted Amount (Eur) | LE Account Group | Commission Decision | Comments |
|--------------------|-----------------------|--------------------------|------------------|---------------------|----------|
|--------------------|-----------------------|--------------------------|------------------|---------------------|----------|

| | |
|----------------------|--|
| Total DG SCIC | |
|----------------------|--|

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

There are no waivers below 60 000 €

TABLE 11: Negotiated Procedures in 2022 for DG SCIC**Internal Procedures > € 60,000**

| Negotiated Procedure Legal base | Number of Procedures | Amount (€) |
|--|-----------------------------|-------------------|
| Annex 1 - 11.1 (e) - New services/works consisting in the repetition of similar services/works | 1 | 240,000.00 |
| Total | 1 | 240,000.00 |

TABLE 12: Summary of Procedures in 2022 for DG SCIC**Internal Procedures > € 60,000**

| Procedure Legal base | Number of Procedures | Amount (€) |
|---|-----------------------------|-------------------|
| Negotiated procedure without prior publication (Annex 1 - 11.1) | 1 | 240,000.00 |
| Total | 1 | 240,000.00 |

TABLE BUILDING CONTRACTS 2022 to DEEC

| Legal Base | Procedure subject | Contract Number | Contractor Name | Contract Subject | Contracted Amount (€) |
|------------|-------------------|-----------------|-----------------|------------------|-----------------------|
| | | | | | |
| | | | | | |

TABLE 14: CONTRACTS DECLARED SECRET in 2022 for DG SCIC

| Legal Base | LC Date | Contract Number | Contract Subject | Contracted Amount (€) |
|------------|---------|-----------------|------------------|-----------------------|
| | | | | |
| | | | | |

TABLE 15: FPA duration exceeds 4 years - DG SCIC

Note: The figures are those related to the provisional accounts and not yet audited by the Court of Auditors
scic_aar_2022_annexes

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TABLE 16: Commitments co-delegation type 3 in 2022 for DG SCIC

ANNEX 4: Financial scorecard

The Annex 4 of each Commission service summarises the annual result of the standard financial indicators measurement. Annexed to the Annual Activity Report 2022, 10 standard financial indicators are presented below, each with its objective and result for the Commission service and for the EC as a whole (for benchmarking purposes) ⁽¹²⁾:

- Commitment Appropriations (CA) Implementation
- CA Forecast Implementation
- Payment Appropriations (PA) Implementation
- PA Forecast Implementation
- Global Commitment Absorption
- Timely Payments
- Timely Decommitments
- Invoice Registration Time
- Accounting Data Quality
- Management Data Quality

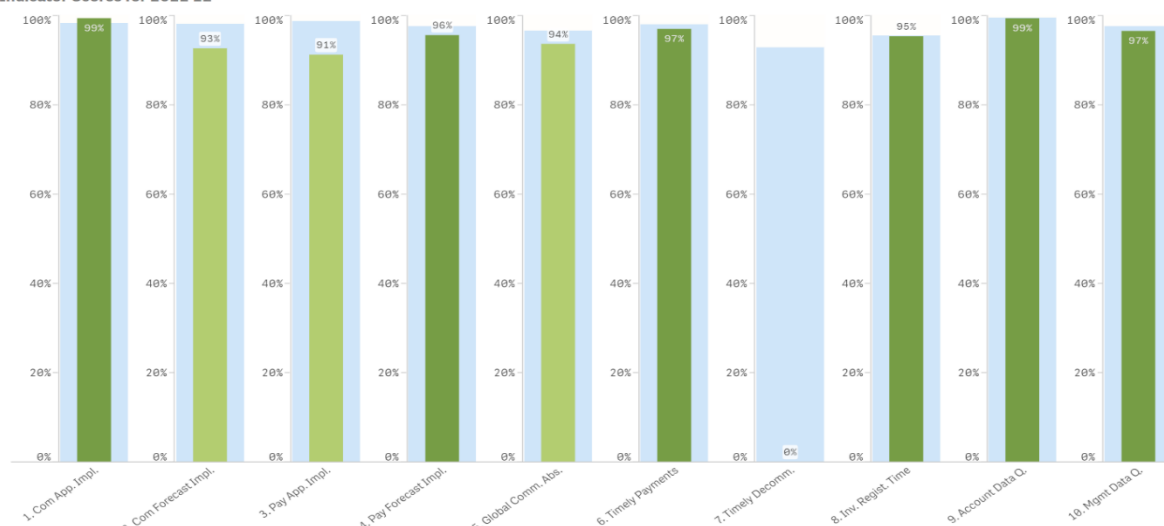
For each indicator, its value (in %) for the Commission service is compared to the common target (in %). The difference between the indicator's value and the target is colour coded as follows:

- 100 – >95% of the target: dark green
- 95 – >90% of the target: light green
- 90 – >85% of the target: yellow
- 85 – >80% of the target: light red
- 80 – 0% of the target: dark red

The Commission services are invited to provide commentary for each indicator's result in the dedicated comment section below the indicators scores as this can help the reader to understand the Commission's service context. In cases when the indicator's value achieves 80% or less of the target, the comment becomes mandatory.

The detailed definitions of the indicators are available on the internal DG BUDG site (BudgPedia) and managed by unit BUDG.C5 Financial Reporting.

SCIC Indicator Scores for 2022 12



For each indicator the light blue bar denotes the EC Score.

⁽¹²⁾ If the EC service did not perform any transaction in the area measured by the indicator or the information is not available in the central financial system, the indicator is not calculated (i.e. displayed as '-') in this Annex.

| Indicator | Objective | Comment ⁽¹³⁾ | SCIC Score | EC Score |
|---|---|--|------------|----------|
| 1. Commitment Appropriations Implementation | Ensure efficient use of commitment appropriations expiring at the end of Financial Year | DG SCIC always uses C5 appropriations first and aims at the maximal utilization of C1 appropriations. When it is confirmed that contrary to the information available at the planning of the draft budget, certain appropriations would not be needed, these are returned to the Central Services as part of the Global Transfer exercise. | 99% | 98% |
| 2. Commitment Forecast Implementation | Ensure the cumulative alignment of the commitment implementation with the commitment forecast in a financial year | Although DG SCIC updated the forecast of commitment appropriations with the information available at the time, there were subsequent changes due to the availability of additional funds. The difference from the 100% is in this case not under-implementation, but over-implementation. | 93% | 98% |
| 3. Payment Appropriations Implementation | Ensure efficient use of payment appropriations expiring at the end of Financial Year | When DG SCIC notes before the end of the year that due to unforeseen circumstances it is not possible to fully implement C8 payment appropriations, necessary de-commitments are made, so that the funds are released to the Commission. The data displayed in this indicator does not take de-commitments into account and considers them as payment appropriations not executed. | 91% | 99% |
| 4. Payment Forecast Implementation | Ensure the cumulative alignment of the payment implementation with the payment forecast in a financial year | Execution of payment appropriations always depends on the timeliness of invoices received from suppliers. Some appropriations were made available to DG SCIC later in the year; therefore the execution of payments could not be guaranteed before year-end. In such cases the payments are made in the following year. | 96% | 98% |
| 5. Global Commitment Absorption ⁽¹⁴⁾ | Ensure efficient use of already earmarked commitment appropriations (at L1 level) | The under-execution is the result of funds co-delegated to DG SCIC at the end of 2021 for the organisation of conferences, where contracts could still be executed in 2022. Even though the unused amounts were de-committed | 94% | 97% |

⁽¹³⁾ An explanation behind the indicator result can be provided, e.g. the comment about the achievement itself, reference to the whole Commission performance (better or worse), reasons behind this achievement. The comment is mandatory for the 'Timely payments' indicator. For the rest of indicators the comment is mandatory only if the score is equal or below the target of 80%.

⁽¹⁴⁾ Due to technical limitation: 1. the indicator does not take into account the Com L1 Consumption between the FDC ILC date and the FA FDI allowed as an exception in the external actions for Com L1 of type GF, i.e. with Financing Agreement, under the FR2018 Article 114.2. 2. it is technically not possible to exclude the decommitment of RAL (C8) which is subsequently re-committed for a new purpose. As a result, the actual Indicator score may be slightly higher than the one reported for DGs using the GF commitments.

| | | | | |
|------------------------------|--|---|-----|------|
| | | and were therefore released to the Commission, they could not be reused by DG SCIC or the co-delegating DG. The actual affected amount is €0.14M. | | |
| 6. Timely Payments | Ensure efficient processing of payments within the legal deadlines | During 2022 DG SCIC made considerable efforts to improve this indicator compared to the 88% noted last year. | 97% | 98% |
| 7. Timely Decommitments | Ensure efficient decommitment of outstanding RAL at the end of commitment life cycle | The indicator is not applicable for DG SCIC in 2022 due to the lack of underlying transactions recorded by DG SCIC in 2022. Remark: this means that DG SCIC made all necessary de-commitments before year-end. | - | 93% |
| 8. Invoice Registration Time | Monitor the accounting risk stemming from late registration of invoices in the central accounting system ABAC | The monthly monitoring of this indicator ensured that awareness was raised in the DG, when late introductions were noted. | 95% | 95% |
| 9. Accounting Data Quality | Ensure the good data quality of ABAC transactions with the focus on fields having a primary impact on the accounts | Regular accounting controls are performed at DG SCIC in order to guarantee that the low accounting risk can be maintained for the DG. It has to be mentioned that due to some restrictions in ABAC (namely for the provision of grants on administrative budget lines) it is not possible to reach 100% on this indicator. | 99% | 100% |
| 10. Management Data Quality | Ensure the good data quality of ABAC transactions with the focus on fields having a primary impact on the management decisions | The main reason for not being able to reach 100% for this indicator lies in the closure of legal commitments. A continuous effort is being made, to proceed with this task that is complicated by possible de-commitments and the monitoring of task end dates. At year-end there were also several transactions with a technical problem waiting for a solution from the helpdesk. | 97% | 98% |

ANNEX 5: Materiality criteria

Since 2019 ⁽¹⁵⁾, a 'de minimis' threshold for financial reservations has been 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 DG's total payments and with a financial impact below EUR 5 million. In such cases, quantified reservations are no longer needed.

The threshold of 2% was taken as reference for determining materiality for the following reasons:

Quantitative criteria

- Almost 72% of the 2022 executed budget were related to the remuneration of freelance interpreters, a large part of these transactions being processed through automated procedures;
- For payments of ACI (freelance) contracts, the detected error rate as reported by *ex post* controls was 0.066% and the residual error rate is 0;
- Following the recommendation given by DG BUDG, DG SCIC has used a conservative estimate for the error rate of 0.5%. This estimate exceeds the above-mentioned error rate noted on ACIs expenditure;
- The reimbursement of ACIs' sickness and accident insurance claims is the responsibility of an external insurance company, thereby transferring the risk. Contributions to pension schemes of recruited ACIs are transferred to private insurance companies chosen by the ACIs or to the default pension fund managed by a private insurance company selected following a call for tender.
- Procurement and grant management account for a total budget of EUR 17.1 million where standard *ex ante* controls are implemented covering 100% of the transactions in order to ensure that the necessary control environment is in place and all errors are fully reported.

Qualitative criteria

- No significant control system weakness or critical issue has been identified by the RAOs or the IAS. In particular, the errors detected are not repetitive and corrective actions are taken without delay, in particular regarding ACIs remuneration. Mitigating controls are in place, in particular a single information system (with a single database) ensuring a high level of data integrity combined with random *ex post* controls. The same source of information is used for ensuring the collection of revenue from interpretation services to fee-paying users;
- DG SCIC's management and reporting tool (SCICView) provides adequate information to management regarding the operations, the collected revenues, the availability and the use of resources.

⁽¹⁵⁾ Agreement of the Corporate Management Board of 30/4/2019.

ANNEX 6: Relevant Control System(s) for budget implementation (RCSs)

Stage 1: *Ex ante*

ACI (freelance interpreters) process

Main internal control objectives: to ensure the legality and regularity with regards to the contracting and payment of freelance interpreters. Additionally, the aim is to optimise the allocation of resources: budgetary coverage of all contracts signed including the reimbursement of costs made by the ACI, at the same time minimizing budgetary commitments not consumed for payments and minimizing contracts not executed.

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
|--|---|---|--|
| The contracts signed with ACI are not covered by a provisional budgetary commitment. | 'Engagements financiers', a dedicated application ensures budgetary coverage for contracts, while consumption is additionally monitored by the operational units. | Through the dedicated application, the monitoring of consumption is continuous. Additionally, calculations are made by staff with special focus at the end of the year with the purpose of optimization of resources. | 2022 contracts were fully covered by the provisional commitment. There were no cases noted where no ACI could be contracted and/or paid due to the lack of available funds. During 2022 there were no exceptions notes or non-compliance events registered in this area. As part of the budgetary commitment process, FVA controls ensured that necessary re-arrangement of fund sources was made when needed. |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
|---|--|---|---|
| <p>The recruitment or planning offices of the other Institutions introduce the wrong information about the ACI contract into DG SCIC's internal payment system.</p> <p>An ACI contract is modified after the 'conforme aux faits' was sent and the remuneration paid.</p> | <p>In DG SCIC, the system which allows the booking of meetings, allocation of interpreters, monitoring of meeting attendance, recruitment and payment of ACI is fully integrated, caters for strict segregation of duties and therefore it is not possible to create fictitious entries at different levels.</p> <p>However, the other institutions have their own databases, recruitment and allocation of interpreters' tools that are interconnected with our systems.</p> <p>From time to time there is a change to a contract after the first payment has been made. In these cases, an update is executed and a new balance (positive or negative) appears in DG SCIC's local system, GRIF.</p> <p>The system only allows a single correction for remuneration and allowances.</p> <p>The application has built in</p> | <p>For DG SCIC, all interpreter bookings are entered into the Meetings and Interpretation Management system, which is a single database for the whole of the DG.</p> <p>For the other Institutions, all information related to contracts is covered as from the moment they are injected into DG SCIC Interpretation's database.</p> <p>It is possible to make a correction to a payment after a payment has been made, but it is not the same payment then. So the necessary audit trail is ensured.</p> | <p>Given the current working conditions, it is impossible to eliminate this risk, as there are too many factors involved most of them outside of our control.</p> <p>The focus is on managing the consequences and ensuring the legality and regularity of the final payment (adjustments), even if this comes at a high cost (it is a time-consuming procedure).</p> |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
|--|--|--|--|
| | controls to avoid accidental over-writing of data. Each change submitted by an external system on an already paid contract has to be validated by the Payments Office. | | |
| Due to the unpredictability of demand, the DG may have recruited too many ACIs in the long or medium term exercise. | Constant monitoring of demand and review of procedures regarding the long, medium and short-term recruitment exercises. | Meeting the demand for interpretation, whilst ensuring standby rates are kept within the targets in the MP are key objectives for DG SCIC to achieve its mission Therefore, the monitoring of demand is an ongoing task for the management within the Unit and Directorate. | The overall standby rate of 24.6% in 2022 showed a decrease compared to the previous years (31.6% in 2021 and 29.9% in 2020). The main reason behind this development was that in the first part of the year, the health measures were still in place for interpreters, a larger operational reserve was needed to handle an increased number of last-minute sick leaves and there were numerous requests cancelled at short notice. Standby returned to normal levels in the autumn, however. |
| DG SCIC performs the role of inter-institutional payment office for ACI. Due to differing procedures between the Institutions, there is a | Payment officers are grouped by Institution and therefore understand the payment rules linked to their specific recruiting institution. An internal payments vademecum, | Coverage: 100% of all payment requests are filtered in this way | This is an organisational matter; therefore, no additional costs are associated. |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
|---|--|---|--|
| risk of error when handling payment requests. | which regroups specific rules for each institution, was redacted and used since mid-2019. The risk increases during staff absences, as back-ups may not be up to date with more recent developments. | | |
| ACI presents a forged supporting document in order to claim higher or non-existent expenses | Payment officers are trained to spot possible forged documents. Access to travel tickets prepaid by the Institutions further reduces the possibility to forge supporting documents. | Coverage: 100% of non-local contracts with supporting documents are subject to <i>ex ante</i> control according to the 4-eyes principle. Training and further guidance is given to ensure controls are sufficient and up to date. | No false documents were confirmed/found in 2022. Where payment managers considered it necessary, additional supporting documents were requested (proof of payments, bank statements, etc.). There were also documents not accepted because of not complying with the rules, and the related reimbursement was not completed. |
| The amount paid is incorrect or paid to the wrong ACI. | Payment officers have access to statistical data and reference tables to verify respect of the various ceilings. The paid amount per each category of expenses is determined by the initiating agent according to a clear procedure and set of rules. | Coverage: 100% of non-local contracts with supporting documents are subject to <i>ex ante</i> control according to the 4-eyes principle. | There were no complaints noted in 2022 with regards to payment to the wrong ACI. There was one case of double payment because of a technical issue with the system which was promptly corrected and recovered by off-setting. There have been cases of complaints where the amounts |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
|--|--|--|---|
| | <p>The flat rate character of allowances paid reduces the risk of error</p> <p>Risk to pay to the wrong ACI is limited via the general Commission methodology to pay only to validated binomes LEF/BAF, univocally associated to each ACI by DG BUDG and reflected into the SCIC payment system.</p> | | <p>reimbursed to ACI were adjusted to reasons of:</p> <ul style="list-style-type: none"> - <i>Request of a derogation from the RAO (be it from the Commission or from the other Institutions);</i> - <i>Additional supporting documents provided;</i> - <i>Additional information concerning the interpretation of rules.</i> |
| <p>Batch payments to ACI or payments to the travel agency are encoded with errors.</p> | <p>All batch payments and payments to the travel agency are processed according to the 4-eyes principle.</p> | <p>100% of the transactions is subject to <i>ex ante</i> controls.</p> | <p>In 2022 the verifying agents refused 17 transactions for correction: in 7 cases due to the amount (often a payment had to be removed from the batch due to technical reasons), in 3 cases the wrong budget line was introduced, in 5 cases the batch number had to be corrected in one case there was a missing supporting document, while in one case the reference used was incorrect.</p> |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
|--|--|---|--|
| <p>The amount of expenses reimbursed is incorrect for the organisation of inter-institutional accreditation tests for ACI.</p> | <p>The reimbursable amount per each category of expenses is calculated by the initiating agent according to the clear procedure and with help of the checklist. The ceilings for the reimbursement of travel expenses and flat rate character of allowances paid, to cover subsistence expenses, reduce the risk of error.</p> | <p>100% of reimbursement requests received are subject to <i>ex ante</i> control according to the 4-eyes principle. The use of checklists ensures that all steps and controls are followed.</p> | <p>Due to the continuing consequences of the pandemic, no inter-institutional accreditation tests were organised in 2022 and consequently there were no payments made.</p> |

Procurement process

Main internal control objectives: Ensuring that the Commission selects the tenders that contribute the most towards the achievement of the policy or programme objectives (effectiveness); Prevention of fraud (anti-fraud strategy); Ensuring that the actions and funds allocation is optimal (best value for money; effectiveness, economy, efficiency); Ensuring that the operation results (deliverables) from the projects are of good value and meet the objectives and conditions (effectiveness & efficiency); ensuring that the related financial operations comply with regulatory and contractual provisions (legality & regularity); Ensuring appropriate accounting of the operations (reliability of reporting, safeguarding of assets and information).

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
|---|---|--|--|
| <p>Selection phase The needs are not well defined (operationally and economically), therefore the decision to procure is inappropriate to meet the operational objectives.</p> <p>Poor planning and organisation of the procurement process, including the planning of supervision and monitoring, resulting in waste of resources.</p> <p>Inappropriate choice of procurement procedure and calculation of threshold, resulting in non-compliance case.</p> <p>The best offer/s are not submitted due to the poor definition of the</p> | <p>In order to optimize the tendering process, DG SCIC has concluded framework contracts in the areas of technical equipment and services and conference management. Additionally, DG SCIC also utilizes framework contracts concluded by other DGs.</p> <p>Irrespective of the estimated amount of the procurement, the RAO is responsible for the approval of the tender specifications and their compliance with the regulatory framework. This approval is documented in the legal and budgetary commitment file in form of an 'outcome of procedure' document.</p> | <p>The 'outcome of procedure' document constitutes a compulsory component of each legal commitment file. Before the signature of the contract the finance unit reviews these files according to the 4-eyes principle and provides advice to the RAO with regards to legality and regularity of the process.</p> <p>Operational units regularly turn to the finance unit in the planning phase of procurement in order to ensure compliance with necessary regulations.</p> | <p>During 2022 there was only 1 procedure published above the Directive's threshold. It was a negotiated procedure based on the principle of new services/works consisting in the repetition of similar services/works.</p> <p>There were no projected tenders cancelled or not awarded due to the unsatisfactory definition of the tender specifications in 2022, which demonstrates the effectiveness of controls in this area.</p> <p>There was one exception note and 2 non-compliance notes issued in connection with the fact that the budgetary remarks of the related budget line limit the geographical</p> |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
|--|---|---|--|
| <p>tender specifications.</p> | <p>The finance unit – due to their specific expertise – is at the disposal of operational units for the full review of tender specifications to ensure that these are clear and that the proposed evaluation and award criteria allow the best possible evaluation compared to the contract subject. Publication of tender specifications are done centrally by the finance unit as an additional means for <i>ex ante</i> control.</p> | | <p>scope to the Brussels area, while the services were needed in Luxembourg.</p> |
| <p>Selection phase: For conferences managed under co-delegated procedures only: The operational needs are not well defined, as DG SCIC is rarely in a position to know well in advance which conferences will be organised under the co-delegation management mechanism.</p> <p>This leads to a difficult planning of the whole procurement processes and an overload of work</p> | <p>A registry of conferences was established as part of the action plan for the implementation of the Synergies and Efficiency Review: DGs should introduce their planned conferences as soon as possible after the project is decided.</p> | <p>Information can be added to the registry at any time by all DGs.</p> | <p>The creation of the registry contributed to the better planning of the procurement processes as opposite to high demand during peak periods. More even distribution of workloads for both the financial and operational units was achieved. However, as a result of the pandemic situation, several conferences had to be cancelled or they were organised digitally instead.</p> |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
|---|---|---|--|
| for operational and financial units. | | | |
| <p>Selection phase: The most economically advantageous offer is not selected, due to a biased, inaccurate or 'unfair' evaluation process. Opening and evaluation of offers is not in line with the Financial Regulation, with the defined selection and award criteria or if applicable with the corresponding Framework contract.</p> | <p>Opening committees and Evaluation committees for procedures above € 140,000 are always assigned members of representatives of at least 2 administrative entities (including the finance unit), complemented where appropriate with representatives from other DGs or Institutions as experts or services users and in case of need, external experts.</p> <p>Members of such committees provide a declaration of absence of conflict of interest.</p> <p>The standstill period after communication of the award decision offers an opportunity for unsuccessful tenderers to put forward their concerns on the award decision.</p> | <p>100% of procedures above € 140,000 is awarded involving an opening and evaluation committee.</p> <p>Before the signature of the legal commitment 100% of files are reviewed by the finance unit according to the 4-eyes principle.</p> <p>As part of the checks, legality and regularity of the procurement process is verified.</p> | <p>In 2022 there were no complaints submitted by non-selected or not awarded tenderers to DG SCIC, which indicates the maturity of the procurement procedures put in place.</p> <p>There was only the one above-mentioned new procedure above the value of €140,000 in 2022. There was a global exception made for the specialist training services needed for interpreters, to extend the deadline for the submission of offers beyond the terms of the framework contract. This was needed, as experience showed that the deadlines used for standard services were not sufficient for satisfying the highly specialised needs.</p> <p>There was one exception note signed when the RAO overruled the negative visa of the FVA as the wrong procedure was used for the selection for a Specific Contract of a FWC (new instead of extension of contract with a</p> |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
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| | | | service provider). As part of the <i>ex ante</i> FVA verifications, in one case the procedure was discontinued for a specific contract, as the received offer was non-compliant. |
| <p>Contracting phase: The proposed contract does not respect the Financial Regulation or terms of the related tendering specifications or framework contract. The legal commitment is not covered by a corresponding budgetary commitment. The budgetary and/or legal commitment is made à posteriori.</p> | <p>Budgetary and legal commitments are examined for the legality and regularity of the transaction, including:</p> <ul style="list-style-type: none"> - <i>Respect of the Financial Regulation</i> - <i>Complying with terms of the related framework contract, call for tenders</i> - <i>The existence of the budgetary commitment before the signature of the legal commitment</i> - <i>Confirmation that all features of the commitment are encoded correctly in ABAC</i> | <p>100% of budgetary and legal commitments are subject to <i>ex ante</i> validation according to the 4-eyes principle, both at the operational and financial unit. The use of checklists facilitates the work of the agents ensuring that all necessary controls are executed. For the specific cases of last-minute needs emerging at conferences a specific procedure is put in place creating a margin in the budgetary commitment and empowering certain officials for adjusting the ordered services covered by the contracts based on the needs defined on the spot. Such changes are reported to the RAO so that (s)he can ensure that his/her authorization is not misused.</p> | <p>In 2022 there were 2 non-compliance events signed with regards to a posteriori commitments, as the RAO failed to validate the budgetary commitments when signing the legal commitments In one of these cases the RAO also left the Service and the budgetary commitment had to be signed by another RAO. There was another non-compliance event recorded for another case when the RAO for the budgetary and the legal commitment was not the same person. Another non-compliance event was related to an a posteriori legal commitment, where the budgetary coverage had already been ensured. There were 3 exception notes and 2 non-compliance notes signed in</p> |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
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| | | | <p>connection with amendments: in 4 of these cases the amendment was signed only after the original end date of the contract, while in one case the extension was not entirely in line with the FWC rules. There was also one case where an exception was recorded: the RAO had to use the Technical Equipment budget line for mission costs of staff in an exceptional case for a very low amount.</p> <p>In 2022 there were three cases when after <i>ex ante</i> verifications a budgetary commitment had to be adjusted to correct the budget line. There were also 2 cases where the user reference had to be modified, 1 case when the responsible organisation had to be updated, 1 case of incorrect FDI noted, 1 case of wrong LEF/BAF selected and 3 cases where the expense type had to be corrected. In one case the FVA gave a refusal visa to update the file. In one case the FVA refused the commitment as it was a duplicate.</p> |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
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| | | | <p>While in another case the FVA asked for modifications of the proposed specific contract as the interim payment was not in line with conditions of the FWC. There were in total 5 cases when the FVA requested modifications to the price as a result of <i>ex ante</i> verifications.</p> <p>All in all it can be concluded that controls in this area were effective and efficient even despite continued understaffing in the finance unit due to unforeseen circumstances.</p> |
| <p>Execution/Payment phase: The products/services/works ordered are not, totally or partially, provided in accordance with the technical description and requirements foreseen in the contract.</p> <p>The amounts paid exceed that due in accordance with the applicable contractual and regulatory provisions.</p> | <p>Certified correct qualification is given by a formally endorsed official trained, technically competent and informed of the details of the contract and subsequent invoice under supervision of RAO for payments.</p> <p>Operational and financial checks are carried out in accordance with the financial circuits and checklists, encompassing the comparison between the certified</p> | <p>All invoices are endorsed 'certified correct'. Existence of this endorsement is confirmed as part of the <i>ex ante</i> verification at the finance unit, according to the 4-eyes principle. The use of checklists facilitates the work of the agents ensuring that all necessary controls are executed.</p> <p>100% of the invoices are controlled against the contract.</p> | <p>There were 2 exception notes signed in 2022: the contractors failed to send the invoice before the expiration of the FDI (31/12/2021). Therefore, in one case a new budgetary commitment had to be signed a posteriori, while in the other case an existing budgetary commitment was used that had been originally intended for another legal commitment with under-execution.</p> |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
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| <p>The details of the invoice and/or payment are entered incorrectly into ABAC.</p> | <p>correct endorsement and the contract provisions.</p> <p>ABAC security prevents from paying more than the corresponding budgetary commitment.</p> <p>Financial circuits are conceived so that a payment is never authorised by the RAO having signed the contract to ensure objectivity.</p> | <p>ABAC security applies to 100% of the transactions.</p> <p>Sub-delegations are granted so that a RAO for commitments will never be RAO for payments.</p> | <p>There was also an exception note signed when due to worldwide shortage the ordered goods could only be delivered after the expiration of the FWC. In another case a non-compliance note was issued as although DG SCIC was informed, the RAO was not an did not give his approval to the late delivery. Another non-compliance note was signed when a small amount of services was delivered after the end date of the contract. Based on <i>ex ante</i> FVA controls, 4 payments were refused: in one case the quarterly invoicing requirement was not respected, in one case the invoicing threshold had not been reached, while in 2 cases part of the billed amounts were ineligible.</p> <p>The related ABAC records were subject to thorough checks as well. There was one case where the FVA requested the modification of the end of the suspension period, while in two cases the FVA sent back the file,</p> |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
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| | | | <p>as an Authorisation of Expenditure had to be used for the payment. Further corrections were requested by the FVA in three cases for the user reference, in one case for the invoice reception date, in one case for a missing ISO code and in three cases due to the incorrect financial actors recorded in ABAC. Finally, there was also one small purchase that had to be reimbursed, but the basis for reimbursement had been wrongly quoted in the file.</p> |

Grants process

Main internal control objectives: Ensuring that the Commission selects the proposals that contribute the most towards the achievement of the policy or programme objectives (effectiveness); Prevention of fraud (anti-fraud strategy); Ensuring that the actions and funds allocation is optimal (best value for money; effectiveness, economy, efficiency); Ensuring that the operation results (deliverables) from the projects are of good value and meet the objectives and conditions (effectiveness & efficiency); ensuring that the related financial operations comply with regulatory and contractual provisions (legality & regularity); Ensuring appropriate accounting of the operations (reliability of reporting, safeguarding of assets and information)

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
|--|---|---|--|
| <p>The evaluation, ranking and selection of proposals is not carried out in accordance with the established procedures, the policy objectives, priorities and the essential eligibility, or with the selection and award criteria defined in the annual work programme and subsequent calls for proposals.</p> | <p>The call for proposals and the procedures are established in close cooperation with the finance unit and in consultation with the RAO.</p> <p>Assessment of proposals is done by an evaluation committee appointed by the RAO. The committee contains at least members from 2 different Units or sectors. In the case of grants, members of DG LINC of the EP are present as observers, to ensure an inter-institutional approach and to avoid double financing.</p> <p>When evaluating the applications, the Committee members use a standard evaluation grid which contains the eligibility, selection</p> | <p>100% of proposals from Universities and students are evaluated by the evaluation committee on the basis of the proposals themselves and an analysis grid covering all non-exclusion, selection and award criteria.</p> <p>Clarifications are requested in writing when necessary, with a view to enable the evaluation committee to be fully informed before drafting its report.</p> <p>If the RAO does not want to follow the recommendations of the evaluation committee, (s)he must document the reasons for the decision in the award decision.</p> | <p>There were no complaints received from applicants for the university grants or student bursaries. All documents were processed digitally and no major difficulties were noted by the controls. Based on the experience of the previous year, it had been anticipated that Qualified Electronic Signature would not always be a feasible option for some Universities, Therefore, in 2 cases the grant agreements were planned to be signed in blue ink. This resulted in a more efficient process for signatures.</p> <p>There was a non-compliance event recorded for the funds co-delegated by DG NEAR as the request for transfer was not sent</p> |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
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| | <p>and award criteria (with weighted scoring method) as published in the call for proposals.</p> <p>Non-conflict of interest declarations are signed by all evaluation committee members</p> | <p>The limited number of procurement procedures that are grouped with these transactions are also subject to <i>ex ante</i> verifications according to the four-eyes principle.</p> | <p>by the RAO with the finance unit in copy.</p> <p>It can be concluded that controls are carried out consistently in this area.</p> |
| <p>The description of the action in the grant agreement includes tasks which do not contribute to the achievement of the programme objectives and/or that the budget foreseen overestimates the costs necessary to carry out the action.</p> <p>The rules for implementing the action are unclear, resulting in litigations and incomplete action implementation. Anti-fraud issues are not well covered</p> | <p>The application form is drafted in a way that the applicant/beneficiary is asked to provide a detailed project description (with expected results and objectives) and realistic budget needs.</p> <p>DG SCIC systematically uses the DG BUDG templates for grant agreements and complements in the applicant's guide and other documents related to the call for proposals. The templates include a number of provisions related to audit and antifraud actions to protect EU financial interests. They are also published for information in the call for proposals.</p> | <p>100% of subsidised projects are subject to <i>ex ante</i> controls.</p> <p>All of the grants awarded in 2022 were low value grants, additional <i>ex post</i> controls and on-the-spot audit missions are only performed when strictly needed in order to keep a correct balance between cost and benefit of such controls</p> | <p>In 2022 there were no complaints received from applications for university grants or bursaries to students in this area either. There was an exception registered for covering expenses for a participant outside of the geographical scope defined by the legal base. The relevant legal base had been discontinued and the very low value amount had an important added value.</p> <p>FVA controls did not note any significant deficiencies, there was only one budgetary commitment file, where an Ares reference had to be added.</p> <p>The effectiveness of the controls can be confirmed.</p> |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
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| <p>The actions foreseen are not totally or partially carried out in accordance with the technical description and requirements foreseen in the grant agreement and/or the amounts paid exceed that due in accordance with the applicable contractual and regulatory provisions.</p> | <p>The template of final reports annexed to the grant agreement requires a high degree of accuracy concerning the action and the budget. During the action implementation period, pedagogical assistants' reports provide DG SCIC with information on the implementation of the co-financed action and information about the interim and final examinations of the students</p> <p>All final reports are reviewed by the programme officer and a random sample of expenses is verified against supporting documents, especially for the staff costs, in cooperation with the Financial Unit.</p> <p>Final grant payments are only made after having received all the necessary documentation and all the requested explanations.</p> | <p>All payment files are subject to control according to the 4-eyes principle both at operational and financial level.</p> <p>When submitting the Final Report for the grants for universities, the examination of staff costs is given the highest priority (it accounts for 80% of the projects' costs). The declared costs are examined through sampling.</p> <p>For the bursaries and other financed actions detailed controls are performed in all aspects of the file.</p> | <p>There were no discrepancies noted by FVA controls during the payment phase. The complex final grant payments were subject to thorough analysis. For the pre-financing and bursary payments only a few parameters had to be controlled, but this was done systematically as well. The effectiveness of the controls can be confirmed.</p> |

Staff expenditure process

Main internal control objectives: Ensuring that the Commission selects the proposals that contribute the most towards the achievement of the policy or programme objectives (effectiveness); Prevention of fraud (anti-fraud strategy); Ensuring that the actions and funds allocation is optimal (best value for money; effectiveness, economy, efficiency); Ensuring that the operation results (deliverables) from the projects are of good value and meet the objectives and conditions (effectiveness & efficiency); ensuring that the related financial operations comply with regulatory and contractual provisions (legality & regularity); Ensuring appropriate accounting of the operations (reliability of reporting, safeguarding of assets and information)

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
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| <p>The decision for language training priorities does not sufficiently reflect the needs of the DG at the time of the language addition due to unpredictable structural/cyclical valuations in demand and the length of the language acquisition.</p> | <p>For officials: Unit B.3 applies language training priorities defined in consultation with Directorate A and unit B.2 on the basis of objective criteria such as current language knowledge of staff interpreters, known and expected changes to the language combinations resulting from departures, and gaps identified when assigning interpreters to meetings and the level of satisfaction of interpretation demand per language.</p> <p>For ACIs: DG SCIC offers financial support for ACIs language learning.</p> | <p>Extensive consultation is conducted once a year.</p> | <p>In 2022 24 staff interpreters and 13 ACI added a new language after a language stay with the support of DG Interpretation. An additional 7 ACI should still organise the language tests for adding a language.</p> <p>These figures are similar to the ones noted in 2021 (23 staff and 21 ACI) and exceed the ones of 2020 (17 staff and 11 ACI).</p> |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
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| An interpreter follows a full training cycle without adding the language at the end of their learning path (courses/training vouchers + immersion periods). | Monitoring of language training process. | Coverage: limited sample | Due to the continuing effects of the COVID-19 pandemic the deadline for adding a language has been prolonged to 16 months. However, there are no known cases where an interpreter failed to add a language after following the entire learning path. |
| Lack of or insufficient supporting documents, absence of legal and/or budgetary commitment for the reimbursement of expenses. The invoice and/or payment is not registered correctly into ABAC. | <p>Standard <i>ex ante</i> control procedure with operational initiation and verification in Unit B.3 and the financial initiation and verification in Unit C.2.</p> <p>Due to the COVID-19 crisis, additional control measures became necessary. For virtual language stays, a logbook of online activities during the second half of the day was requested to make sure that the entire day was used for language learning (the first half of the day is used for structured language learning activities).</p> | Coverage: 100% of all files are controlled at the operational and at the financial units according to the 4-eyes principle. | <p>In 2022 there was one non-compliance event recorded in this area: the interpreter did not report of a change of location for her bursary.</p> <p>FVA controls on payments resulted in 3 refusals for correction visas. In all 3 cases the amount to be paid had to be reduced. In one case for one day less of daily allowance, in one case a part of the travel costs was not to be reimbursed, while in the third case the learning material was not reimbursable.</p> <p>Therefore, <i>ex ante</i> controls can be considered effective.</p> |

Cooperation 3rd countries process

Main internal control objectives: Ensuring that the Commission selects the tenders that contribute the most towards the achievement of the policy or programme objectives (effectiveness); Prevention of fraud (anti-fraud strategy); Ensuring that the actions and funds allocation is optimal (best value for money; effectiveness, economy, efficiency); Ensuring that the operation results (deliverables) from the projects are of good value and meet the objectives and conditions (effectiveness & efficiency); ensuring that the related financial operations comply with regulatory and contractual provisions (legality & regularity); Ensuring appropriate accounting of the operations (reliability of reporting, safeguarding of assets and information).

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
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| Procurement needs are not well defined, poor planning and organisation of the procurement process, inappropriate choice of procurement procedure. | In many cases services that are needed for the implementation of the programme are requested via existing framework contracts. In other cases, the contracts to be concluded are of low value, both cases resulting in a more simplified procurement process. However, the budgetary/legal commitment file always contains an 'outcome of procedure' document, which ensures the RAO of the application of correct procedures before signature of the contract. | The 'outcome of procedure' document constitutes a compulsory component of each legal commitment file. Before the signature of the contract the finance unit reviews these files according to the 4-eyes principle and provides advice to the RAO with regards to legality and regularity of the process. Operational units also had the opportunity to turn to the finance unit in the planning phase of procurement in order to ensure compliance with necessary regulations. | Due to the pandemic crisis, many activities had been postponed and the foreseen programme could not be completed. Due to an oversight and inexperience with operational credits the Level 1 commitment did not note that contracting should be made before 31/12/2021. Therefore in 2022 a level 2 budgetary commitment could be made. This was registered as a non-compliance event. In order to be able to complete the programme, for an additional amount an exception note was made. Another exception note was prepared due to the fact that authorisation from the co-delegating DG came late in the year and activities had to be |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
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| | | | postponed to 2023. As an effect of the sanitary crisis, the focus was more one online training and the use of procurement contracts was very limited. |
| <p>The proposed contract does not respect the Financial Regulation or terms of the related tendering specifications or framework contract.</p> <p>The legal commitment is not covered by a corresponding budgetary commitment.</p> | <p>100% of budgetary and legal commitments are controlled for the legality and regularity of the transaction, including:</p> <ul style="list-style-type: none"> - <i>Respect of the Financial Regulation</i> - <i>Complying with terms of the related framework contract, call for tenders</i> - <i>The existence of the budgetary commitment before the signature of the legal commitment</i> - <i>Confirmation that all features of the commitment are encoded correctly in ABAC</i> | <p>100% of budgetary and legal commitments are subject to <i>ex ante</i> validation according to the 4-eyes principle, both at the operational and financial unit. The use of checklists facilitates the work of the agents ensuring that all necessary controls are executed.</p> | <p>FVA controls did not highlight any discrepancies in this area which confirms the maturity of the functioning of the financial circuits.</p> |
| <p>The products or services ordered are not, totally or partially, provided in accordance with the technical description and requirements foreseen in the contract. Reimbursement request</p> | <p>Certified correct qualification is given by a formally endorsed official trained, technically competent and informed of the details of the contract or other agreement and subsequent</p> | <p>All invoices are endorsed 'certified correct'. Existence of this endorsement is confirmed as part of the <i>ex ante</i> verification at the finance unit, according to the 4-eyes principle. The use of</p> | <p>During 2022 there were no refusal visas given on payments. The smaller number of transactions were of more simple nature and FVA checks confirmed the correct registration of invoices and their</p> |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
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| <p>is not in line with prior authorisations/agreements.</p> <p>The amounts paid exceed that due in accordance with the applicable contractual and regulatory provisions.</p> <p>The details of the invoice and/or payment are entered incorrectly into ABAC.</p> | <p>invoice under supervision of RAO for payments.</p> <p>Operational and financial checks are carried out in accordance with the financial circuits and checklists, encompassing the comparison between the certified correct endorsement and the contract provisions.</p> <p>ABAC security prevents from paying more than the corresponding budgetary commitment.</p> <p>Financial circuits are conceived so that a payment is never authorised by the RAO having signed the contract to ensure objectivity.</p> | <p>checklists facilitates the work of the agents ensuring that all necessary controls are executed.</p> <p>100% of the invoices are controlled against the contract.</p> <p>ABAC security applies to 100% of the transactions.</p> <p>Sub-delegations are granted so that an RAO for commitments will never be RAO for payments.</p> | <p>compliance with the underlying legal obligations.</p> |

Income process

Main internal control objectives: Safeguarding of assets of the DG, Effectiveness, efficiency and economy; Compliance (legality and regularity); Sound financial management

| <p>Main risks It may happen (again) that...</p> | <p>Mitigating controls</p> | <p>Coverage, frequency and depth of controls</p> | <p>Cost-Effectiveness indicators (three E's)</p> |
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| <p>An amount due is not billed to DG SCIC's interpretation clients.</p> | <p>The MIM (Meeting and Interpretation Management) database holds the data on all bookings of interpretation. This entry is the prerequisite for allocating interpreters to an assignment. This provides a basis which is in the form of <i>ex ante</i> controls verified by the finance unit.</p> | <p>100% of all meetings and interpretation requirements are entered into MIM.</p> <p>After verification, amounts to be compensated are sent to users under the form of an automated pre-information. They have 15 days to accept the amounts to be compensated on an interface or introduce a claim.</p> <p>100% of all debit notes are controlled against pre-information before being sent to clients.</p> | <p>In the finance unit initiating agents have specific clients assigned to them. This means that they can ensure timely follow-up of interpretation services to be billed. However, MIM offers an additional opportunity for business continuity, allowing to trace interpretation services to be verified and to be billed. The verification process remains a complex and time-consuming exercise.</p> |

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| <p>An amount due is not billed to other clients of DG SCIC.</p> | <p>Conference organisation and meetings room management are billed based on agreements with DG SCIC's clients.</p> | <p>Relevant agreements are provided to the responsible initiating agent who shall proceed with the billing as soon as they are signed.</p> | <p>The availability of funds is a prerequisite for the conclusion of contracts in the areas of conference organisation and meetings room management.</p> <p>If the amount has not been billed to the client and it has not been cashed, the action cannot be started. At the level of the budgetary commitment, it is always controlled whether the necessary funds are already available for DG SCIC.</p> |
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| <p>The amount billed is not correct.</p> | <p>The data with regards to billing is subject to extensive <i>ex ante</i> verification by the finance unit.</p> | <p>All recoveries are preceded by <i>ex ante</i> verification which is followed by sending of a pre-information notice or based on the signed contract. In the first case, this provides the client with additional 15 days to signal any potential errors or inconsistencies.</p> | <p>In 2022 out of the 163 recovery orders issued 3 had to be cancelled. In one case, for a very small amount, there was a double invoicing, but this was noted by internal controls, the related debit note was not sent to the client and the recovery order was cancelled. In another case, accounting controls noted the need to correct the late interest rate, the recovery order was cancelled and re-launched. Finally, in connection with a convention, there was one cancellation, where it had been agreed with a DG to prepare a recovery order, but after its emission DG BUDG informed that the credits should instead be co-delegated to DG SCIC.</p> <p>The systemic and correct use of pre-information notices resulted in a smooth compensation process ensuring that funds are rapidly reconstituted and allowing for the continuity of DG SCIC activities.</p> |
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| <p>Recovery (compensation) delays are observed, limiting the funds available for DG SCIC.</p> | <p>Introduction of SLAs and ACAs introducing clear rules and guidelines on payments.</p> <p>Reporting tools to ensure respect of the compensation rules.</p> | <p>SLAs and ACAs are created as and when needed with the external users of DG SCIC. They contribute to sound financial management and reduce discussions on their implementation. In 2022 9 new agreements (SLAs or ACAs) were concluded with clients.</p> | <p>Average recovery delay for DG SCIC's 3 biggest clients for debit notes issued in 2022 was 14, 16 and 13 days respectively, which is a considerable improvement compared to the same figures in 2021 (22, 20 and 18). It should be noted that DG SCIC conducted rather extensive consultations to achieve mutual understanding when determining billing figures. The actual cashing times at the 3 Institutions can also be affected by their internal financial procedures. In any case, it is a positive development that all averages are well below the 30 days' deadline. For Presidencies the total average figure was 63 days, which is considerably slower compared to the 41 days average observed in 2021. This delay in cashing was not due to any processes at DG SCIC, as the billed amounts were contested. As Presidency countries change each year, cashing depends on the performance of the different Member States.</p> <p>The creation of SLAs and ACAs is a continuous exercise, the associated control costs were also incorporated into the overall figure of this RCS.</p> |
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Stage 2: *Ex post*

Ex post controls on payments to freelance interpreters

Main internal control objectives: Measuring the effectiveness of *ex ante* controls by *ex post* monitoring; addressing systemic weaknesses in the *ex ante* controls, based on the analysis of the findings (sound financial management).

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
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| <p>The amounts reimbursed to freelance interpreters are not correct: the amounts are not justified sufficiently by supporting documents, or they are not in line with the legal bases (Agreement on working conditions with ACI and additional rules for implementing certain provisions), or the contract concluded with the ACI.</p> | <p>MIM concentrates all information related to the conclusion by all 3 institutions of contracts with ACIs, ensuring a fair share of joint costs for each institution and data consistency.</p> <p>A system of <i>ex post</i> controls has been set up examining the correctness of the amounts paid.</p> | <p>The controls are executed on a sample basis selected according to the MUS method. Similarly, to earlier years, in 2022 only transactions with supporting documents were selected for control. As interpretation activities returned to pre-pandemic levels for all 3 Institutions, the sampling of transactions was done again according to the established methodology and with a threshold of € 50,000. Findings are collected per month and are presented twice a year in a report.</p> | <p>As a result of the 2022 controls an error rate of 0.066% was noted applying to the total population of payments to ACI. The controls are based on the population of all payments made to ACI regardless of whether they were contracted by the Commission, the Parliament or the Court of Justice.</p> <p>In total only 10 errors were noted above the EUR 5 threshold. 1 of these cases were related to the payment of allowances, 2 of them to reimbursement of hotel bills, 4 of them to airport transfer, while one for plane travel, one for car travel and one for a train ticket. The clearing of 94 advances paid in 2020 by the European Parliament to ACI were also</p> |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
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| | | | <p>controlled based on a sample of transactions. It can be concluded that the controls effectively traced potential errors, these were efficiently registered in the checklists developed for this purpose and the related costs are extremely low compared to the total of payments made on behalf of the 3 Institutions.</p> |

Ex post accounting controls

Main internal control objectives: Reliability of reporting: providing the Authorising Officer with reasonable assurance with regards to the quality of DG Interpretation's accounts.

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
|---|---|---|--|
| <p>For expenditure: Expenses are registered on the incorrect G/L account, invoices are not entered into DG SCIC's accounts, or the information entered for invoices or credit notes is incorrect. Invoices remain unpaid for no valid reason, or they are not introduced into DG SCIC's accounts within 7 days after reception, VAT reimbursement files and returned payments are not treated.</p> | <p>Various accounting controls as well as automated reports sent to the operational units to trace invoices that remain untreated, other controls aim at identifying transactions which apply an incorrect G/L account.</p> | <p>Monthly controls are executed at transaction level to trace untreated invoices. G/L account controls are also conducted monthly at transaction level. Other controls are executed on a quarterly basis in order to detect incorrect application of recovery context in credit notes, untreated returned payments and VAT files, to observe on an aggregated level the correct application of G/L accounts for the different budget lines, and to examine in detail a sample of invoices.</p> | <p>In 2022 in 5 credit notes the recovery context qualification was corrected, in 10 invoices the expense account was corrected, and a correction was made to the G/L account of a credit note to match with the corresponding invoice. 2 duplicate credit notes and 3 duplicate invoices were deleted, and there were also 3 invoices found which were modified after payment (2 of them accidentally and 1 intentionally) and had to undergo a new validation cycle including RAO visa for payments. OIAs were reminded on a monthly basis to treat long outstanding transactions and to pay attention to the timely registration of invoices into DG SCIC's accounts. In this process there were various cases found where the suspension</p> |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
|---|---|--|--|
| | | | <p>of invoices was problematic: technical difficulties, especially regarding the end date of suspensions, incorrect data entry and supporting documents. Necessary corrections were made. There was also a case noted where the wrong procedure was used for requesting reimbursement: based on the RAO decision the ABAC invoice document was cancelled and the staff member was informed to use a different procedure. There was also an invoice noted where several parameters had to be corrected.</p> |
| <p>For batch payments (for ACI): Batch payments are entered incorrectly for regularisation payments. Insufficient funds are put at DG SCIC's disposal for the payment of ACI working for the EP and CoJ.</p> | <p>Ensure that batch payments are booked on the correct accounts and in line with data entered into DG SCIC's local system, Grif. Follow up that recovery orders are established in time in order to feed the hors budget accounts of the EP and CoJ to avoid a negative balance.</p> | <p>These two accounting controls are performed on a monthly basis at aggregated transaction level.</p> | <p>There were two errors identified in batch payments. In both cases the manual data entry into the regularisation payment in ABAC did not correspond to the data in the local system Grif. The balances of the hors budget accounts were monitored on a monthly basis in order to ensure the timely establishment of recovery orders feeding the</p> |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
|--|--|---|---|
| | | | accounts. |
| Pre-financing: Pre-financing transactions are registered on an incorrect account, or they remain uncleared even after final settlement has been made for the grant/procurement contract. | Accounting controls follow up new entries on pre-financing accounts and ensure that their clearance is registered correctly. | Quarterly controls examine new entries at transaction level and a sample of transactions is reviewed for various aspects of correct registration and clearing. | In 2022 no errors have been noted in pre-financing transactions. However, as part of the controls, some issues were noted in the related legal commitment transactions. In one case, the OIA was reminded to register the amendment of the grant agreement in ABAC before the stipulated deadline. In another case it was noted that some parameters of the legal commitment record needed to be corrected. In a third case due to the missing Ares reference record in the legal commitment, it was noted that there was a technical problem with the Ares file, which then could be solved. |
| Assets Assets are booked as expenditure or incorrect entries are made on asset or depreciation accounts. | Accounting controls follow up irregular entries and cases where asset purchases are expensed. | Monthly controls review uncleared entries on the asset suspense account, while additional quarterly controls are conducted at transaction level to trace irregular entries. | In 2022 there was 1 invoice identified and corrected where the costs were originally booked as expenditure instead of assets. In another case correct invoice registration was not possible due to the fact that DG DIGIT had not yet finalized the Goods Receipt. In |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
|--|---|---|---|
| | | | the latter case technical problems also had to be overcome so that the clearing could be made There were also two cases where the clearing of assets of another DG as requesting centre had to be done manually. |
| <p>Guarantees: No guarantee is requested/received while the contract/grant agreement stipulates this, the guarantee is incorrectly registered or is in an incorrect state.</p> | Accounting controls review new contracts above €60,000 for eventual need for a guarantee and confirm correct registration and state of guarantees in DG SCIC's accounts. | Quarterly controls and one yearly control are performed at transaction level. | In 2022 there were no irregularities noted in this area. However the controls highlighted 12 cases where some parameters in legal commitments had to be corrected. |
| <p>Income: Recovery Orders are registered incorrectly in DG SCIC's account (G/L account, budget line, policy area, related commitment, NoR and SNoR codes, amount, LEF, 'Late Interest Rule ID', Recovery Context). Establishment of a pre-information notice is not followed by a recovery order. Recovery Order remains unpaid.</p> | Various accounting controls confirm whether different features for recovery orders are established correctly, ensure follow-up of unpaid debit notes and pre-information notices that have not led to a recovery order yet. | The follow-up of unsettled debit notes and the examination of main features of new recovery orders is conducted at transaction level on a monthly basis. The follow-up of pre-information notices is performed quarterly. | All Recovery Orders established in 2022 were booked on the correct General Ledger account. There was only 1 case noted where the Nature or Sub-Nature of Receivables code was not introduced correctly. As validation had already been completed, and the cumbersome correction procedure was considered disproportionate to the low amounts at stake, no correction was performed. There were 3 Recovery Orders |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
|---|---|---|--|
| | | | <p>found with an incorrect interest rate, and all 3 transactions were corrected. After discussion with an Agency, it has been decided to apply a late interest rate of ECB rate + 3.5% for all Agencies In ABAC this interest rate is linked to a payment deadline of 45 days (instead of the 30 days stipulated in our SLAs). As it was considered to be more important to respect the interest rate, than to keep the shorter deadlines, as of that moment all new recovery orders to Agencies applied the ECB rate + 3.5% and 45 days option. It is important to highlight the missing combination of ECB rate + 3.5% and 30 days for the upcoming change to SUMMA.</p> |
| <p>Commitments: As DG SCIC is a non-large DG, DG Budget is in charge of the booking of cut-off entries. Budgetary and legal commitments are used for the calculation of the cut-off figure, therefore the data quality in this area is important for</p> | <p>Various accounting controls follow up outstanding commitments, and commitments that remain in the workflow and review the registration of legal commitments.</p> | <p>Quarterly controls at transaction level identify budgetary de-commitments that should be made and cases where the legal commitment is not registered or remains without validation. Twice a year, commitments in the workflow are reviewed and a</p> | <p>In 2022, there were 23 cases noted where necessary validation of a legal commitment was not made within the stipulated deadline. In 2022 besides the 12 cases identified as part of the controls on guarantees, controls also</p> |

| Main risks It may happen (again) that... | Mitigating controls | Coverage, frequency and depth of controls | Cost-Effectiveness indicators (three E's) |
|---|----------------------------|---|--|
| <p>accounting purposes as well. If unnecessary RAL is not de-committed and legal commitments are not registered or entered with incorrect data, this could possibly result in erroneous cut-off bookings.</p> | | <p>quarterly control of correct registration of legal commitments is performed on a sample basis. A check is performed 4 times a year to confirm if older legal commitments can be put into state 'Closed'.</p> | <p>identified 39 legal commitment registrations with minor discrepancies and 8 unintended duplicate legal commitments. There were also 3 cases noted, when the Responsible Authorising Officer failed to validate the budgetary commitment when signing the corresponding legal commitment. Based on the controls, the situation could be regularised before the payment phase avoiding any unnecessary delays. Considerable efforts were made to validate the closed version of legal commitments. In total 405 legal commitments were closed. The closure of legal commitments is of utmost importance in view of the upcoming introduction of SUMMA, as only open transactions will be migrated. Furthermore, controls proved to be efficient to remind initiating agents to proceed with the timely validation of Legal Commitments.</p> |

ANNEX 7: Specific annexes related to ‘financial management’

In this annex the following tables are presented:

1. DG SCIC Accounting Indicators 2022
2. Table Y on the cost of control
3. Payment Times Statistics DG SCIC 2022

| Type of corrections | Expense process checks | | Pre-financing process checks | | Assets process checks | | Recovery Order process checks | | Commitment and Guarantee process checks | | Total impact of the corrections made on the 2022 annual accounts | | | | | | | | | |
|--|------------------------|-------------------|------------------------------|----------|-----------------------|-------------------|-------------------------------|--------------|---|----------|--|------------------------|------------------|------------------------|-------------------|--------------------------|---|------------------------|---|-------------|
| | Number | Amount | Number | Amount | Number | Amount | Number | Amount | Number | Amount | Corrections with no impact on accounts (data quality) | Impact on assets | | Impact on liabilities | | Impact on expenses | | Impact on revenue | | |
| | | | | | | | | | | | | (- decrease, increase) | + | (- decrease, increase) | + | (- decrease, + increase) | + | (- decrease, increase) | + | |
| Incorrect expense G/L account used | 10 | 349.328,05 | | | | | | | | | | | | | | | | | | 0,00 |
| Non-eligible invoice in FIN/100 refused. | 1 | 37,00 | | | | | | | | | | | | | | | | | | -37,00 |
| Correction of recovery context qualification in credit notes | 5 | 0,00 | | | | | | | | | 5 | | | | | | | | | |
| Correction of committing year and/or year of detection in recovery context of credit notes | 6 | | | | | | | | | | 6 | | | | | | | | | |
| Assets incorrectly registered as expenditure | | | | | 1 | 14.936,42 | | | | | | | | | | | | | | -14.936,42 |
| Assets not correctly registered by DIGIT, and had to be booked as expenditure first | | | | | 1 | 72.268,30 | | | | | | | | | | | | | | -72.268,30 |
| Assets on SCIC management centre but requesting centre of another DG remaining uncleared on the 44450000 account | | | | | 2 | 149.332,20 | | | | | | | | | | | | | | -149.332,20 |
| For batch payment the the allocations to hors budget accounts and income tax were incorrectly applied. | 1 | 56.224,28 | | | | | | | | | | | | | | | | 18.176,76 | | -18.176,76 |
| For batch payment incorrect amount manual data entry | 1 | 0,11 | | | | | | | | | | | | | | | | 0,00 | | |
| Invoices in MOD0 after 7 calendar days | 2 | 3.513,64 | | | | | | | | | | | | | | | | | | 3.513,64 |
| Invoice back in MOD0 after validation | 2 | 159.309,21 | | | | | | | | | | 2 | | | | | | | | |
| Invoice in state COR0 | 3 | 42.916,69 | | | | | | | | | | | 3 | | | | | | | |
| Duplicate invoice in MOD0 deleted | 3 | 0,00 | | | | | | | | | | | 3 | | | | | | | |
| Duplicate credit note in MOD0 deleted | 2 | 0,00 | | | | | | | | | | | 2 | | | | | | | |
| Unnecessary electronic credit note in MOD0 deleted | 2 | 0,00 | | | | | | | | | | | 2 | | | | | | | |
| Credit note booked on a different account as the related invoice | 1 | 90,00 | | | | | | | | | | | | | | | | | | 0,00 |
| Incorrect Legal Commitment registration | 2 | 0,00 | 1 | 0,00 | | | | | | 51 | 0,00 | | | | | | | | | 54 |
| Legal Commitment not registered/and or validated within deadline | | | | | | | | | | 25 | 0,00 | | | | | | | | | 25 |
| Closure of Legal Commitments | | | | | | | | | | 405 | 0,00 | | | | | | | | | 405 |
| Budgetary commitment not validated when the contract was signed | | | | | | | | | | 3 | 0,00 | | | | | | | | | 3 |
| Incorrect interest rate in Recovery Order corrected | | | | | | | 3 | 47.830,00 | | | | | | | | | | | | 0,00 |
| Duplicate Legal Commitment in state MOD0 or INITO | | | | | | | | | | 8 | 0,00 | | | | | | | | | 8 |
| Total | 41 | 611.418,98 | 1 | 0 | 4 | 236.536,92 | 3 | 47830 | 492 | 0 | 518 | -149.332,20 | 18.176,76 | -83.728,08 | -18.176,76 | | | | | |
| 2022 financial statements on 31.12.2022 | | | | | | | | | | | | 35.699.253,81 | -276.623.602,94 | 61.745.405,24 | -102.852.864,16 | | | | | |
| % on total 2022 financial statements | | | | | | | | | | | | -0,42% | -0,01% | -0,14% | 0,02% | | | | | |

In order to be able to produce one figure with regards to corrections, the average of the correction figures in the areas of assets, liabilities, expenses and revenue was taken resulting in a figure of 0.15%. Calculation is presented below:

| | | |
|-----------------------|--|-------|
| Impact on assets | | 0.42% |
| Impact on liabilities | | 0.01% |
| Impact on expenses | | 0.14% |
| Impact on revenue | | 0.02% |
| Average | | 0.15% |

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

- Overview of SCIC's estimated cost of controls at Commission (EC) level

EXPENDITURE

The absolute values are presented in EUR

| SCIC | Ex ante controls*** | | | Ex post controls | | | Total | |
|--|-----------------------|-------------------------|------------------------|---------------------|-------------------------------------|----------------------|---|------------------------|
| | (a) | (b) | (c) | (d) | (e) | (f) | (g) | (h) |
| Relevant Control System (RCS) / Other as defined in Annex 6 of the AAR* | EC total costs | related payments Made | Ratio (%)** (a)/(b) | EC total costs | total value verified and/or audited | Ratio (%) (d)/(e) | EC total estimated cost of controls (a)+(d) | Ratio (%)** (g)/(b) |
| ACI expenditure including the ex-post controls | 449,325.29 € | 44,772,153.95 € | 1.00% | 34,692.00 € | - € | 0.00% | 484,017.29 € | 1.08% |
| Procurement | 1,521,321.50 € | 16,733,035.75 € | 9.09% | - € | - € | 0.00% | 1,521,321.50 € | 9.09% |
| Grants | 64,713.00 € | 376,929.67 € | 17.17% | - € | - € | 0.00% | 64,713.00 € | 17.17% |
| Staff expenditure | 132,924.00 € | 242,140.01 € | 54.90% | - € | - € | 0.00% | 132,924.00 € | 54.90% |
| Cooperation 3rd countries | - € | 81,055.24 € | 0.00% | - € | - € | 0.00% | - € | 0.00% |
| Revenue Collection | 200,145.00 € | 86,510,152.00 € | 0.23% | - € | - € | 0.00% | 200,145.00 € | 0.23% |
| Accounting controls | - € | - € | 0.00% | 105,981.00 € | - € | 0.00% | 105,981.00 € | 0.00% |
| Reporting | - € | - € | 0.00% | 464,968.00 € | - € | 0.00% | 464,968.00 € | 0.00% |
| | - € | - € | 0.00% | - € | - € | 0.00% | - € | 0.00% |
| | - € | - € | 0.00% | - € | - € | 0.00% | - € | 0.00% |
| | - € | - € | 0.00% | - € | - € | 0.00% | - € | 0.00% |
| | - € | - € | 0.00% | - € | - € | 0.00% | - € | 0.00% |
| | - € | - € | 0.00% | - € | - € | 0.00% | - € | 0.00% |
| | - € | - € | 0.00% | - € | - € | 0.00% | - € | 0.00% |
| OVERALL total estimated cost of control at EC level for expenditure | 2,368,428.79 € | 148,715,466.62 € | 1.59% | 605,641.00 € | - € | 0.00% | 2,974,069.79 € | 2.00% |

SHARED/POOLED CONTROL ACTIVITIES (RTD & REA)

| | | | | | | | | |
|------------------------------------|-----|-----|-------|-----|-----|-------|-----|-------|
| Common Audit Service (only DG RTD) | - € | - € | 0.00% | - € | - € | 0.00% | - € | 0.00% |
| Validation services (only REA) | - € | - € | 0.00% | - € | - € | 0.00% | - € | 0.00% |
| Expert management (only REA) | - € | - € | 0.00% | - € | - € | 0.00% | - € | 0.00% |

NON-EXPENDITURE ITEMS ****

| SCIC | Ex ante controls*** | | | Ex post controls | | | Total | |
|---|---------------------|-----------------|------------------------|------------------|-------------------------------------|----------------------|---|------------------------|
| | (a) | (b) | (c) | (d) | (e) | (f) | (g) | (h) |
| Relevant Control System (RCS) / Other as defined in Annex 6 of the AAR* | EC total costs | related amounts | Ratio (%)** (a)/(b) | EC total costs | total value verified and/or audited | Ratio (%) (d)/(e) | EC total estimated cost of controls (a)+(d) | Ratio (%)** (g)/(b) |
| Only applicable for DGs with non-expenditure items | | | | | | | | |
| Inventory Management | - € | - € | N/A | 301,295.27 € | - € | N/A | 301,295.27 € | N/A |
| Missions | - € | - € | N/A | 225,698.00 € | 1,765,519.85 € | 12.78% | 225,698.00 € | N/A |
| | - € | - € | N/A | - € | - € | N/A | - € | N/A |
| | - € | - € | N/A | - € | - € | N/A | - € | N/A |

* if the control costs are not attributable to a single RCS and may relate to a 'mix' of expenditure, revenue, assets/liabilities, etc, they may be grouped

** ratio possibly "Not Applicable (N/A)", e.g. if a RCS 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 & ex-post characteristics) can be reported in the ex-ante column provided that a footnote clarifies this (their nature + their cost). Example:

MS system audits in shared management.

**** These include revenue operations (e.g. assigned revenue, fines, interest); assets (e.g. (in) tangible or financial assets, inventories, treasury) and financial liabilities or 'off balance sheet' items (e.g.

employee benefits, guarantees offered or other commitments)

Remarks for Table Y

For DG SCIC revenue is of strategic importance, therefore also a separate Relevant Control System has been dedicated to it. The *ex post* accounting controls and controls carried out as part of reporting, are also performed on revenue. Consequently, following the methodology applied in the past years, the total cost of control for DG SCIC is compared to the total of expenditure and revenue. This is the reason that revenue is included into the table for expenditure.

Ex post controls on payments to ACI are performed on contracts concluded by the European Commission (EUR 44,772,153.95), the European Parliament (EUR 55,340,603.88) and the Court of Justice (EUR 4,053,620.94). If we compare the cost of control (EUR 34,692.00) to this total expenditure (EUR 104,166,378.77) the indicator would be 0.03%. As the cost of control for this particular RCS is rather low, it is not considered as a distorting factor that all cost is taken into account for the overall figure for DG SCIC, while related only to a part of the relevant expenditure.

The cost of control on transactions in the Relevant Control System Cooperation 3rd countries was assessed as 0% as the time spent on controls was below 10% of an FTE.

Accounting controls are in fact *ex post* controls performed on transactions related to the RCSs ACIs, Procurement, Grants, Staff Expenditure, Cooperation 3rd Countries and Income (Revenue collection). Therefore, the cost of control should be compared to the sum of expenditure and revenue. The relevant indicator is 0.07%.

Reporting is not a separate Relevant Control System, and controls executed are relevant for all RCSs. The associated cost should be compared to the sum of expenditure and revenue. The relevant indicator is 0.31%.

Inventory management is not a separate Relevant Control System. The associated costs are not incorporated into the total figure for DG SCIC, which is in line with last year's methodology. The reason behind this is that inventoried items are used during several years, therefore comparison with the current year's budgetary execution is not possible. Additionally, DG SCIC as domain leader for audio-visual equipment is also responsible for the audio-visual inventory purchased with appropriations of other DGs.

Missions is not a separate RCS, the control activities here are related to checks made for mission expenditure. As the payments are made by PMO and not by DG SCIC, the cost of these controls is not taken into account in the overall figure. However, it is considered useful to show how the cost of controls relate to the total of payments made by PMO.

Payment Times Statistics, DG SCIC 2022

| | |
|--|--------------|
| Year | 2022 |
| Days Authorising Officer (with Susp) | 11.73 |
| Days Authorising Officer (without Susp) | 9.85 |
| Days Horizontal Services | 4.54 |
| Days Total (with Susp.) | 16.27 |
| Days Total (without Susp.) | 14.39 |
| Number of Payment Requests | 1041 |
| % late | 6.34% |

The data for Average Payment Times displayed in Table 6 of Annex 3 is not correct, as it does not include all invoices that due to the specificities of DG SCIC operations are paid via hors budget accounts. The correct data is displayed above.

ANNEX 8: Specific annexes related to ‘assessment of the effectiveness of the internal control systems’

DG SCIC has assessed its internal control system during the reporting year and has concluded ⁽¹⁶⁾ that it is effective and the components and principles are present and functioning well overall, but some improvements are needed as minor deficiencies were identified related to principles 8, 11, 12, 13, 14 and 15.

The improvements and/or remedial measures implemented or envisaged are:

- Update of the DG SCIC’s Anti-Fraud Strategy (as also defined in the DG SCIC’s Management Plan 2023). However, central services consider DG SCIC as ‘low risk DG’ as far as fraud-related risks are concerned (this is relevant for internal control principle 8);
- Coordination of the IT budget and IT portfolio management needed to be streamlined, which was done with the new Unit C6 in January 2023 (this is relevant for internal control principle 11);
- DG SCIC will make sure that security plans for all its IT systems are updated on time (this is relevant for internal control principle 11);
- An IT steering board will be put in place in 2023 at the level of the DG (this is relevant for the internal control principle 11);
- Update of the Internal Control Strategy (this is relevant for internal control principle 12);
- Implementation of digital solutions needs to be reassessed (this is relevant for internal control principle 13);
- Communication Plan will be drafted in early 2023 (this is relevant for internal control principle 14);
- Social media manager was appointed in April (this is relevant for internal control principle 15)

⁽¹⁶⁾ Assessment of the State of Internal Control – Year 2022, [Ares\(2023\)1071527](#), 14/02/2023.

ANNEX 9: Specific annexes related to 'Control results' and 'Assurance: Reservations'

1. Annex related to 'Control results' - Table X: Estimated risk at payment and at closure

Table X : Estimated risk at payment and at closure

| DG SCIC -1 | Payments made (2022;MEUR) -2 | minus new prefinancing [plus retentions made] (in 2022;MEUR) -3 | plus cleared prefinancing [minus retentions released and deductions of expenditure made by MS] (in 2022;MEUR) -4 | Relevant expenditure (for 2022;MEUR) -5 | Detected error rate or equivalent estimates -6 | Estimated risk at payment (2022;MEUR) -7 | Adjusted Average Recoveries and Corrections (adjusted ARC; %) -8 | Estimated future corrections [and deductions] (for 2022;MEUR) -9 | Estimated risk at Closure (2022;MEUR) -10 |
|---------------------------|------------------------------------|--|--|---|---|--|---|--|---|
| ACI expenditure | 44.77 | 0.00 | 0.00 | 44.77 | 0.50% - 0.50% | 0.22 - 0.22 | 0.00% - 0.00% | 0.00 - 0.00 | 0.22 - 0.22 |
| Procurement | 16.73 | 0.00 | 0.00 | 16.73 | 0.50% - 0.50% | 0.08 - 0.08 | 0.00% - 0.00% | 0.00 - 0.00 | 0.08 - 0.08 |
| Grants | 0.38 | -0.11 | 0.20 | 0.47 | 0.50% - 0.50% | 0.00 - 0.00 | 0.00% - 0.00% | 0.00 - 0.00 | 0.00 - 0.00 |
| Staff expenditure | 0.24 | 0.00 | 0.00 | 0.24 | 0.50% - 0.50% | 0.00 - 0.00 | 0.00% - 0.00% | 0.00 - 0.00 | 0.00 - 0.00 |
| Cooperation 3rd countries | 0.08 | 0.00 | 0.00 | 0.08 | 0.50% - 0.50% | 0.00 - 0.00 | 0.00% - 0.00% | 0.00 - 0.00 | 0.00 - 0.00 |
| DG total | 62.21 | -0.11 | 0.20 | 62.30 | | 0.31 - 0.31 | 0.00% - 0.00% | 0.00 - 0.00 | 0.31 - 0.31 |
| | | | | | Overall risk at payment in % | 0.50% - 0.50% (7) / (5) | | Overall risk at closure in % | 0.50% - 0.50% (10) / (5) |

Notes to the table X

(1) Relevant Control Systems differentiated per relevant portfolio segments and at a level which is lower than the DG total

(2) Payments made or equivalent, e.g. expenditure registered in the Commission's accounting system, accepted expenditure or cleared pre-financing. In any case, this means after the preventive (ex ante) control measures have already been implemented earlier in the cycle.

In all cases of Co-Delegations (Internal Rules Article 3), 'payments made' are reported by the Delegated DGs. For Cross-SubDelegations (Internal Rules Article 12), the reporting remains with the Delegating DGs.

(3) New pre-financing actually paid by out by the department itself during the financial year (i.e. excluding any pre-financing received as a transfer from another department). as per note 2.5.1 to the Commission annual accounts thus excluding 'Other advances to Member States' which are covered on a purely payment-made basis (note 2.5.2). Pre-financing paid/cleared' are always covered by the Delegated DGs, even for Cross-SubDelegations.

Retentions: in Cohesion, the 10% retention applied during the year.

(4) Pre-financing actually cleared during the financial year (i.e. their 'delta' in the Financial Year 'actuals', not their 'cut-off' based estimated 'consumption').

Retentions: in Cohesion, the retentions released during the year by the Commission.

(5) For the purpose of equivalence with the ECA's scope of the EC funds with potential exposure to legality & regularity errors (see the ECA's Annual Report methodological Annex 1.1), our concept of 'relevant expenditure' includes the payments made, subtracts the new pre-financing paid out and adds the pre-financing actually cleared during the FY. This is a separate and 'hybrid' concept, intentionally combining elements from the budgetary accounting and from the general ledger accounting.

(6) In this column, we disclose the detected error rates or equivalent estimates. For low-risk types of expenditure, where there are indications that the equivalent error rate might be close to 'zero' (e.g. *administrative expenditure, operating contributions to agencies*), the rate which should be used is 0.5% as a conservative estimate, unless the DG has a more precise estimate based on evidence.

(8) The adjusted average recovery and corrections percentage is based on the 7 years historic Average of Recoveries and financial Corrections (ARC), which is the best available indication of the corrective measures each department applied over the past years as a result of ex post controls. For DG SCIC the ARC is 0.00%.

ANNEX 10: Reporting – Human resources, digital transformation and information management and sound environmental management

Objective: DG SCIC employs a competent and engaged workforce and contributes to gender equality at all levels of management to effectively deliver on the Commission's priorities and core business

Indicator 1: Number and percentage of first female appointments to middle management positions

Source of data: Sysper, SEC(2020)146

| Baseline (2018) | Target (2022) + (2024) | Latest known results (2022) |
|--------------------|--|--|
| 61%, 22 out of 36 | 2022: Quantitative target for female first appointments to middle management positions: 5 2024: to be defined | 5 (but the target rose to 8 in the meantime, due to opt-outs) In 2022, there were only two middle management appointments, one of them (i.e., 50%) female |

Indicator 2: DG SCIC's staff engagement index

Source of data: Commission staff survey

| Baseline (2018) | Target (2024) | Latest known results (2022) |
|--------------------|------------------|-------------------------------------|
| 75% | 75% | 78% (Commission average was 72%) |

Main outputs in 2022:

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|---|---|--|---|
| First female middle manager appointment | 2 female middle managers appointed | End of 2022 | 1 appointed by the end of 2022 |
| Implementing the follow-up plan to the Staff Opinion survey 2021 | Measures agreed for 2022 completed | End of 2022 | Done. Measures completed |
| Gender equality in deputy head of unit positions in the end of 2022 | Percentage of deputy heads of unit in the Service | 50% female and 50% male deputy heads of unit | 70% and 30% male Deputy Heads of Unit |

Objective: DG SCIC is using innovative, trusted digital solutions for better policy-shaping, information management and administrative processes to forge a truly digitally transformed, user-focused and data-driven Commission

Indicator 1: Degree of implementation of the digital solutions modernisation plan ⁽¹⁷⁾

Source of data: DIGIT and DG SCIC.C3

| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|--|-----------------------------|------------------|-----------------------------------|
| Simultaneous Interpretation Delivery Platforms (SIDPs) – 36% | 100% | 100% | 88% |
| MIRA – New corporate tool for management of meeting rooms, meeting and interpretation services – 50% | 100% | 100% | 88% |
| Interpreter’s Digital Toolbox – 39% | 100% | 100% | 63% |

DG SCIC has made considerable progress in aligning its IT initiatives to the priorities of the Commission's Digital Strategy. As indicated by DG DIGIT, with regard to the current indicator it is not always possible to reach 100% for each information system. Instead, the indicator allows to monitor the evolution and to set goals for improvement. In the coming years, DG SCIC will focus on providing APIs (Application Programming Interfaces) and exchanging its data between the different information systems, for example to be able to improve its workflows and extract statistics about its services.

Indicator 2: Percentage of DG SCIC’s key data assets for which corporate principles for data governance have been implemented

Source of data: EC data inventory

| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|--------------------|-----------------------------|------------------|-----------------------------------|
| 35% | 50% | 80% | 51% |

⁽¹⁷⁾ 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. At the beginning of the year n+1, the Solution Owner and IT Investments Team will assess the progress made on the basis of the proposed modernisation plan. For each of the 3 solutions, a table will reflect – per principle – the progress achieved during the last year.

Indicator 3: Percentage of staff attending awareness raising activities on data protection compliance

Source of data: DG SCIC.C3

| Baseline (2019) | Interim Milestone (2022) | Target (2024) | Latest known results (2022) |
|---------------------------|--|-------------------------|--|
| 0% | Newcomers – 100% Data protection awareness when organising meetings or events (guidance booklet – ready for distribution) Audience – for all meeting organisers, Commission DPCs | 100% of staff | 100% Completed. The information has been prepared and is waiting for validation by the DPO before distribution |

Main outputs in 2022:

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|--|--|---|--|
| Digitalisation of freelance interpreters' personal files | Electronic personal files with scanned content in NomComm | Q4 | Done. Finalised in August |
| Ensure information sharing and promotion of collaborative working practices | Percentage of files (i.e. electronic folders which contain documents belonging to same category of actions) opened up at DG and Commission level | 50% at DG level 5% at Commission level | 42% at DG level 7.5% at Commission level |
| Implementation of the corporate principles for data governance for DG SCIC's key data assets | Percentage of implementation of the corporate principles for data governance for DG SCIC's key data assets | 50% | 51% |
| Full compliance with the EC's IT security framework | Percentage of IT systems with IT security plan | 100% | 90% All 10 IT systems registered in GoviS have a security plan, but the plans have to be updated ever two years and this was not done for one of the IT systems |
| Improved usability and security for Simultaneous Interpreting Delivery Platforms | New functionalities added for conference management (e.g., breakout sessions) to improve security for sensitive meetings | June 2022 | New functionalities added. Usability is improving and security work ongoing in cooperation with DG DIGIT and Interactio |

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|---|--|---------------|---|
| Roll-out of MIRA | At least 75% of meeting rooms in Brussels on-boarded | End 2022 | Partly delivered |
| IT project to modernise corporate management tools for the provision of interpretation | Decision to on-board the HR Transformation project Kick-off of the analysis of the data and the modules to be migrated to SuccessFactors (SAP) | Q1 | Following the decision of the General Secretariat of the Council to launch a new IT development to modernise its IT systems, it was decided to align the DG SCIC project to the Council's initiative and to digitalise interpretation request procedures. Gap analysis about the onboarding of the HR Transformation project finished. |
| Automatic transfer of meeting documentation from the Council | Service is set up | Q3 | Development is finished. Waiting for DG DIGIT to work on integration with IDT |
| Interpreters' Digital Toolbox: Stage 2 – Additional functionalities documentation interface | Acceptance of deliverables by DG SCIC | Q4 | Development work continued, including bug fixing and improvement of the code. Acceptance of deliverables expected 2023 Q2 |
| Migration of DG SCIC glossaries to IATE | Migration completed | Q4 | Migration almost completed; remaining files were migrated in Q1 2023 |
| Development of the IATE user interface for interpreters | Development of the remaining deliverables foreseen in MoU with CdT (alphabetical sorting of search results, faceted search, user-friendly exports). Acceptance of all deliverables by mutual agreement | Q4 | Project completed |

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|---|---|-------------------------------------|--|
| Comprehensive revision of the corporate decentralised record on meetings and events | <p>A new template for a privacy statement for conferences</p> <p>A new template for a privacy statement for meetings and events</p> <p>List of Commission tools for conferences with a corporate aspect</p> <p>Document for a consultant to prepare guidance for DGs using third-party tools when organising a conference from a data protection perspective if using cloud-based storage</p> | End 2022 | Completed and with the DPO for validation |
| General awareness-raising activities | <p>At least 2 presentations in Management Meetings and/or Directorate meetings</p> <p>Data Protection pages on SCICNet are updated, including information for Data Protection Day (28 January)</p> | <p>End 2022</p> <p>January 2022</p> | <p>2 presentations were scheduled, however only one took place due to other high-level priorities</p> <p>Completed</p> |
| Awareness-raising and compliance for controllers | <p>Procedure to ensure data protection agreements with external processors for all new contracts is in place</p> <p>Percentage of information held on external processors (including sub-processors) that is complete and follows the Standard Contractual Clauses.</p> | <p>July 2022</p> <p>60%</p> | <p>This is ongoing with the external processors in DG SCIC</p> <p>60%</p> |

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|---------------|---|---------------|--|
| | Percentage of controllers that are aware of their obligations with regards to data subject rights | 100% | 60% Controllers who dealt with data subject rights were advised by the DPC, however, guidance will be made more widespread on the new Internet pages to meet the obligation for all controllers to be aware |

Objective: DG SCIC takes full account of its environmental impact in all its actions and actively promotes measures to reduce the related day-to-day impact of the administration and its work

Main outputs in 2022:

I. More efficient use of resources (energy, water, paper):

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|--|---|---------------|---|
| Staff awareness action(s) to reduce energy use in the framework of EMAS corporate campaigns and/or awareness actions about DG's total energy consumption in collaboration with OIB | Awareness-raising action(s) in cooperation with other DGs occupying the L107 building | End 2022 | L107 participated in the optimisation of comfort hours' action (to switch off heating/ventilation one hour earlier) since 15 March 2022. However, since the further energy saving were later introduced Commission-wide, and these were accompanied by the corporate communication campaign, no local awareness-raising action was necessary |

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|---|--|--|---|
| Participation in the end-of-year energy saving action, by closing down one of the DG's buildings during the Christmas and New Year's holiday period | VM18 building closed down during the Christmas and New Year period | End 2022 | WM18 and CCAB closed 23 December 2022 – 6 January 2023 L107 closed 23 December – 2 January Additionally, CCAB was closed 1 - 19 August 2022 |
| Paperless working methods at DG level (e.g. paperless working: esignatories, financial circuits, collaborative working tools) and staff awareness raising to reduce office paper use in the framework of EMAS corporate campaigns and/or raise awareness about DG's office paper use in collaboration with OIB/OIL where appropriate. | Reduction of paper consumption (in %) | - 10% compared to 2019 ⁽¹⁸⁾ | Target not reached. Interpreters still need paper documents for their work. The amount of paper used shall reduce with the Paper smart booth project |

⁽¹⁸⁾ Pages printed in DG SCIC in 2019: 550.720, in 2020: 497.463 (data from DG DIGIT). In 2020, the figure was not as low as expected (since most of the EC staff were teleworking for big part of the year). It is possible that interpreters, who were physically working on premises after the first lockdown, kept the numbers high.

II. Reducing CO₂, equivalent CO₂ and other atmospheric emissions

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|---|---|----------|---|
| Staff awareness actions on reducing GHG emissions (such as actions on sustainable commuting during EU Mobility Week, and VeloWalk corporate events) and/or raise staff awareness of sustainable commuting in collaboration with OIB (e.g. availability of bicycle parking facilities, lockers and showers, promote the reduction of parking space use among staff). | SCICnet article + Article in GreenSCIC Newsletter during EU Mobility Week and VeloWalk to promote the sustainable commuting | End 2022 | 'VeloMai Challenge 2022' article posted on SCICnet in early May and 'Velomai 2022 - Cycling for peace' article included in May edition of Green Digest newsletter |
| Consolidated report on ways of delivering DG SCIC's missions including from an environmental point of view, on the basis of the ongoing internal reflection on our processes | Processes in DG SCIC identified for an action on reducing CO ₂ emissions | End 2022 | Done. DG SCIC pledged (Ares(2022)3820612) to implement the principles contained in the 'Guidance note on business travel and external experts' travel in the framework of greening the Commission' (Ares(2022)3580980). DG SCIC's pledge was followed by the note containing the 'Overview of DG SCIC's concrete efforts to implement the pledge' (Ares(2022)5046886) |

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|---|---|---------------|---|
| Staff awareness of digital pollution and gradual change of behaviour avoiding large emails, encouraging the use of ICT platforms, avoiding unnecessary storage of data. | SCICnet article + Article in GreenSCIC Newsletter on digital sobriety/mindfulness | End 2022 | 'Go digital, go green – Tips for a paperless workplace' article included in May edition of Green Digest newsletter. 'Digital mindfulness' lunchtime presentation organised in cooperation with DG DIGIT and DGT in November. |

III. Reducing and management of waste

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|---|---|------------------------------|---|
| Staff awareness actions about waste reduction and sorting in the framework of EMAS corporate campaigns and/or staff awareness actions about DG's waste generation in collaboration with OIB where appropriate | Participation in collection of old household electronic appliances (collective action by several DGs) Possibly other awareness-raising action(s) in cooperation with other DGs occupying the L107 building | January 2022 End 2022 | Cyreo collection of household electronic appliance successfully run from 24 January until 14 February CyclUp collection of old textiles from 27 June to 15 July 'Less waste, more action' info fair in L107 on 30 November Combined Cyreo and CyclUp collections started on 5 December (all were collective actions of EMAS taskforce for L107) |

IV. Promoting green public procurement (GPP)

| Output | Indicator | Target | Latest known results (situation on 31/12/2022) |
|------------------------------------|---|---------------|--|
| Usage of GPP criteria in contracts | Percentage of contracts relevant for GPP criteria | 100% | 100% |

ANNEX 11: Implementation through national or international public-sector bodies and bodies governed by private law with a public sector mission (if applicable)

not applicable

ANNEX 12: EAMR of the Union Delegations (if applicable)

not applicable

ANNEX 13: Decentralised agencies and/or EU Trust Funds (if applicable)

not applicable