



## AMENDING BUDGET 2009

In line with established practice, the ETF reviewed the implementation of its work programme activities and the consumption of its 2009 budget during the second and third quarter of the year. Following this review, and in accordance with the Financial Regulation, the ETF hereby requests the approval of the Board for a limited redistribution of the 2009 commitment and payment credits.

The attached budget refers to the initial 2009 appropriations cleared by the Board in November 2008 and voted by the European Parliament together with the Community budget in December 2008.

### Revenue

The attached budget integrates two new revenue items that the ETF received since the 2009 budget was first established:

- Earmarked expenditure: €225,856.49 representing funds assigned to ETF by the Italian Ministry of Foreign Affairs, comprising €25,856.49 of interest gained in 2008 and €200,000.00 received as support for the ETF's involvement in Lebanon through projects on entrepreneurial learning and national qualification frameworks.
- Internal assigned revenue: €85,791.00 representing funds returned by the Translation Centre for the Bodies of the European Union (CdT) after having assessed the real costs of translations of previous years.

No further income is expected from the MEDA-ETE convention, which covers the period 2005-10, as all funds have been received and final activities are being implemented in 2009. A second revision of the convention's budget was agreed in August 2009, and is reflected in this amending budget.

### Expenditure

While activities performed until now are in line with the work programme adopted by the Board in November 2008 (93% of the ETF subvention was committed by 30 September 2009), and in addition to the transfer already agreed by the Board via the written procedure launched on 14 August 2009 (ETF-GB-09-024), the ETF is proposing another budgetary reallocation to reinforce operational activities.

As the procurement for the refurbishment of an adequate meeting room within the ETF has proved difficult to achieve in 2009, the funds originally foreseen for this purpose have been allocated to the following operational activities:

- Organisation of an event related to the 100th Anniversary of Women's Day in the frame of Gender equality and equity;
- A study aimed at providing evidence based information on education institutions and enterprise cooperation in partner countries

Both these activities can be financed through the reallocation funds within the current ETF subvention.

The attached amending budget contains the details of the original budget, the modifications performed until now under the authority of the Director (within chapters or between chapters under 10% - Art 23 of the Financial Regulation) and the ones already approved by the Board, and the above mentioned modifications.

Overall, in 2009 the ETF is expected to manage a total of €21,038,769 commitment appropriations, corresponding to €19,872,000 from the EU subvention, €85,791 from Translation Centre and €1,106,834 from earmarked revenue (including unused funds from conventions in previous years). In addition, the subvention funds related to activities carried forward to 2009 from 2008 amount to a total of €2,776,466.

Further details on the execution of 2009 budget will be presented to the Board together with the Financial Statements, at the meeting in June 2010.

Art.	Item	Title	Amending Budget 2009		Budget 2009		Amending Budget 2008	
			COM	PAY	COM	PAY	COM	PAY

**TITLE 1 European Community subsidy**

100	Chap. 10	Pre-Accession Strategy (15.03.02. (ex B7-033))	-	-	-	-	-	-
		Phare	-	-	-	-	-	-
	1 00 1	Phare (Bulgaria,Romania ) contribution to ETF-Subsidy under Titles 1 and 2	-	-	-	-	-	-
	1 00 2	Phare (Bulgaria,Romania) contribution to ETF-Subsidy under Title 3	-	-	-	-	-	-
	1 00 3	Phare (Croatia) contribution to ETF-Subsidy under Titles 1 and 2	-	-	-	-	-	-
	1 00 4	Phare (Croatia) contribution to ETF-Subsidy under Title 3	-	-	-	-	-	-
101		Pre-Accession	-	-	-	-	-	-
	1 01 1	Pre-Accession (Turkey) contribution to ETF-Subsidy under Titles 1 and 2	-	-	-	-	-	-
	1 01 2	Pre-Accession (Turkey) contribution to ETF-Subsidy under Title 3	-	-	-	-	-	-
	Chap. 11	External action - Tacis, CARDs and MEDA - (15.03.03. (ex B7-664))	-	-	-	-	-	-
110	0 00 0	Support Commission and Wider Europe initiatives	-	-	-	-	-	-
	1 10 1	External action (Tacis,CARDs)- subsidy under Titles 1 and 2	-	-	-	-	-	-
	1 10 2	External action (Tacis,CARDs)- subsidy under Title 3	-	-	-	-	-	-
	Chap.12	European Training Foundation (15.02.27)	14,772,000.00	14,772,000.00	14,772,000.00	14,772,000.00	17,984,000.00	17,984,000.00
120		European Training Foundation	14,772,000.00	14,772,000.00	14,772,000.00	14,772,000.00	17,984,000.00	17,984,000.00
	1 20 1	ETF - Subsidy under Titles 1 and 2	12,000,000.00	12,000,000.00	12,000,000.00	12,000,000.00	13,484,000.00	13,484,000.00
	1 20 2	ETF - Subsidy under Title 3	2,772,000.00	2,772,000.00	2,772,000.00	2,772,000.00	4,500,000.00	4,500,000.00
	Chap.13	DG EAC - European Training Foundation	5,100,000.00	5,100,000.00	5,100,000.00	5,100,000.00	-	-
140		European Training Foundation - Assigned revenue	5,100,000.00	5,100,000.00	5,100,000.00	5,100,000.00	-	-
	1 30 1	ETF - Assigned revenue under Titles 1 and 2	3,569,000.00	3,569,000.00	3,569,000.00	3,569,000.00	-	-
	1 30 2	ETF - Assigned revenue under Title 3	1,531,000.00	1,531,000.00	1,531,000.00	1,531,000.00	-	-
	TITLE 1		TOTAL TITLE 1	19,872,000.00	19,872,000.00	19,872,000.00	17,984,000.00	17,984,000.00

**TITLE 9 MISCELLANEOUS REVENUE**

900	Chap. 90	Miscellaneous revenue	85,791.00	85,791.00	-	-	-	-
		Miscellaneous revenue	85,791.00	85,791.00	-	-	-	-
	9 00 0	Miscellaneous revenue	85,791.00	85,791.00	-	-	-	-
	TITLE 9		TOTAL TITLE 9	85,791.00	85,791.00	-	-	-

**TITLE 10 RESULTS EARLIER YEARS**

10 11	Chap. 10 1	Results earlier years	-	-	-	-	-	-
		Results earlier years	-	-	-	-	-	-
	10 11 1	Result budget year -/- 1	-	-	-	-	-	-
	TITLE 10		TOTAL TITLE 10	-	-	-	-	-
			TOTAL ETF SUBVENTION REVENUE	19,957,791.00	19,957,791.00	19,872,000.00	19,872,000.00	17,984,000.00

Art.	Item	Title	Amending Budget 2009		Budget 2009		Amending Budget 2008	
			COM	PAY	COM	PAY	COM	PAY

**TITLE 4 REVENUE FROM OTHER SOURCES (Earmarked revenue)**

430	Chap. 4.3	Cooperation with Italian institutions	225,856.49	225,856.49	-	-	437,007.14	437,007.14	
	430 0	Cooperation with Italian institutions	225,856.49	225,856.49	-	-	437,007.14	437,007.14	
490	Chap. 4.9	Cooperation with Italian institutions - Financing earlier years	203,252.43	629,667.59	-	-	423,622.91	559,372.50	
	490 0	Cooperation with Italian institutions - Financing earlier years*	203,252.43	629,667.59	-	-	423,622.91	559,372.50	
	TITLE 4		TOTAL TITLE 4	429,108.92	855,524.08	-	-	860,630.05	996,379.64

**TITLE 5 MEDA - ETE (Earmarked revenue)**

500	Chap. 5.0	MEDA-ETE	-	-	-	-	500,000.00	500,000.00	
	500 0	MEDA-ETE	-	-	-	-	500,000.00	500,000.00	
590	Chap. 5.9	MEDA-ETE - Financing earlier years	651,868.97	998,283.35	-	-	525,251.77	2,024,463.90	
	590 0	MEDA-ETE - Financing earlier years*	651,868.97	998,283.35	-	-	525,251.77	2,024,463.90	
	TITLE 5		TOTAL TITLE 5	651,868.97	998,283.35	-	-	1,025,251.77	2,524,463.90

**TITLE 6 TEMPUS - TECHNICAL ASSISTANCE (Earmarked revenue)**

600	Chap. 6.0	TEMPUS	-	-	-	-	-	-	
	600 0	TEMPUS	-	-	-	-	-	-	
690	Chap. 6.9	TEMPUS - Financing earlier years	-	-	-	-	414,617.98	538,243.87	
	690 0	TEMPUS - Financing earlier years*	-	-	-	-	414,617.98	538,243.87	
	TITLE 6		TOTAL TITLE 6	-	-	-	414,617.98	538,243.87	
			TOTAL EARMARKED / PROJECT REVENUE	1,080,977.89	1,853,807.43	-	-	2,300,499.80	4,059,087.41
			GRAND TOTAL	21,038,768.89	21,811,598.43	19,872,000.00	19,872,000.00	20,284,499.80	22,043,087.41

EXPENDITURE

Art.	Item	Title	Amending Budget 2009		Modifications 2009		Budget 2009		Amending Budget 2008		Assumptions 2009	
			COM	PAY	COM	PAY	COM	PAY	COM	PAY	COM	PAY

**TITLE 1 EXPENDITURE RELATING TO PERSONS WORKING WITH THE FOUNDATION**

Chap. 11 Staff in active employment			11,784,480.00	11,784,480.00	-458,520.00	-458,520.00	12,243,000.00	12,243,000.00	11,727,022.50	11,727,022.50		
1 10	Agents included in the workforce		8,126,551.00	8,126,551.00	-391,449.00	-391,449.00	8,518,000.00	8,518,000.00	7,833,100.00	7,833,100.00		
1 10 0	Basic salaries		6,457,224.00	6,457,224.00	-450,776.00	-450,776.00	6,908,000.00	6,908,000.00	6,332,100.00	6,332,100.00	This appropriation is intended to cover the basic salary costs and management allowance of the ETF's Temporary Agents as indicated in the Staff regulations (art. 44 & 66) and Conditions of Employment of Other Servants of the European Communities (art. 20). Planning assumptions: * 96 Temporary Agent posts in the ETF establishment plan with an estimated lower turnover compared to previous years due to a more stable situation (Tempus activities closed in June 2008, new mandate adopted). The full time equivalent (FTE) of those 96 posts are estimated at 91 (88 FTEs are foreseen in 2008 due to high turnover related to TEMPUS closing of activities) Revised assumptions: Adjustments based on actual hiring process, actual parental leaves, unaccepted job offers, delayed entry into service of selected staff upon their request, unexpected resignations, greater number of staff in part time and unpaid leave.	
1 10 1	Family allowances		714,843.00	714,843.00	4,843.00	4,843.00	710,000.00	710,000.00	690,000.00	690,000.00	This appropriation is intended to cover the family allowances of the ETF's Temporary Agents as indicated in the Staff Regulations (art. 67) and Conditions of Employment of Other Servants of the European Communities (art. 20). Planning assumptions: * 91 FTE Temporary Agents. Increase due the higher number of FTE and to usual increase in education costs based on historical trends. Revised assumptions: Adjustments based on actual figures	
1 10 2	Transfer and expatriation allowance		954,484.00	954,484.00	54,484.00	54,484.00	900,000.00	900,000.00	811,000.00	811,000.00	This appropriation is intended to cover the expatriation allowance of the Temporary Agents of the ETF as indicated in the Staff Regulations (art. 69) and Conditions of Employment of Other Servants of the European Communities (art. 20). Planning assumptions: * 91 FTE Temporary Agents. Increase due the higher number of FTE and to historical trends. Revised assumptions: Adjustments based on retroactive corrections	
1 10 3	Secretarial allowance		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
1 11	Other staff		1,483,017.00	1,483,017.00	26,017.00	26,017.00	1,457,000.00	1,457,000.00	1,563,800.00	1,563,800.00		
1 11 0	Contractual agent		1,315,963.00	1,315,963.00	15,963.00	15,963.00	1,300,000.00	1,300,000.00	1,407,100.00	1,407,100.00	This appropriation covers all salaries, allowances, social security related costs for Contract Agents + annual leave not taken at the end of their contract by Contract Agents and related salary adaptations. Planning assumptions: * 33 Contract Agents including costs (installation, daily allowances, travel costs etc.) linked to start or end of service (to be paid after end of service) with an estimated lower turnover compared to previous years due to a more stable situation (Tempus activities closed in June 2008, new mandate adopted). The full time equivalent (FTE) is estimated at 28. Revised assumptions: Adjustments based on actual figures	
1 11 2	Local staff		167,054.00	167,054.00	10,054.00	10,054.00	157,000.00	157,000.00	156,700.00	156,700.00	This appropriation covers all salaries, allowances, social security related costs for Local Agents. Planning assumptions: * 3 Local Agents. Slight increase based on historical cost trends. Revised assumptions: Adjustments based on actual increased salary costs	
1 13	Insurance against sickness, accidents and occupational disease, unemployment insurance and maintenance of pension rights		361,981.00	361,981.00	-13,019.00	-13,019.00	375,000.00	375,000.00	355,500.00	355,500.00		
1 13 0	Insurance against sickness		226,377.00	226,377.00	-8,623.00	-8,623.00	235,000.00	235,000.00	222,500.00	222,500.00	This appropriation covers insurance against sickness costs as per article 72 of the Staff Regulations and Conditions of Employment of Other Servants of the European Communities (art. 28) Planning assumptions: * 91 FTE Temporary Agents Revised assumptions: Adjustments based on actual figures	
1 13 1	Insurance against accidents and occupational disease		46,987.00	46,987.00	-3,013.00	-3,013.00	50,000.00	50,000.00	46,500.00	46,500.00	This appropriation covers insurance against accident and occupational disease costs as per article 73 of the Staff Regulations and Conditions of Employment of Other Servants of the European Communities (art. 28) Planning assumptions: * 91 FTE Temporary Agents Revised assumptions: Adjustments based on actual figures	
1 13 2	Unemployment insurance for temporary staff		88,617.00	88,617.00	-1,383.00	-1,383.00	90,000.00	90,000.00	86,500.00	86,500.00	This appropriation covers insurance against unemployment costs for Temporary Agents as per article 28a of the Conditions of Employment of Other Servants of the European Communities Planning assumptions: * 91 FTE Temporary Agents Revised assumptions: Adjustments based on actual figures	
1 13 3	Pension		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		

EXPENDITURE

Art.	Item	Title	Amending Budget 2009		Modifications 2009		Budget 2009		Amending Budget 2008		Assumptions 2009	
			COM	PAY	COM	PAY	COM	PAY	COM	PAY	COM	PAY
1 14	Sundry allowances		149,746.00	149,746.00	-17,754.00	-17,754.00	167,500.00	167,500.00	175,000.00	175,000.00		
1 14 0	Birth and death allowance		793.00	793.00	-1,707.00	-1,707.00	2,500.00	2,500.00	2,000.00	2,000.00	Staff Regulations of Officials of the European Communities, and in particular art. 70, 74 and 75 thereof and Conditions of Employment of Other Servants of the European Communities (art. 28).	
											This appropriation is intended to cover: - birth grants; - in the event of an official's death: - the deceased's full remuneration until the end of the third month following that in which death occurred, - the costs of transporting the body to the deceased's place of origin	
											Planning assumptions: * historical trend. Revised assumptions: Adjustments based on actual figures	
1 14 1	Annual travel costs from the place of employment to the place of origin		139,309.00	139,309.00	-691.00	-691.00	140,000.00	140,000.00	155,000.00	155,000.00	Staff Regulations of Officials of the European Communities, and in particular Art. 8 of Annex VII therefore applicable by analogy to Temporary Agents.	
											This appropriation covers the lump-sum payment of travel costs of relevant staff, their spouses and dependants from the place of employment to the place of origin. Planning assumptions: * 91 FTE Temporary Agents and historical trend.	
1 14 2	Accommodation and transport allowances		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
1 14 3	Fixed entertainment allowances		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
1 14 4	Fixed local travel allowances		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
1 14 7	Allowances for shift work or standby duty at the official's place of work and/or at home		9,644.00	9,644.00	-15,356.00	-15,356.00	25,000.00	25,000.00	18,000.00	18,000.00	Staff Regulations of Officials of the European Communities, and in particular Art. 56a and Conditions of Employment of Other Servants (art. 16). Planning assumptions: * 1 staff on duty during closing time throughout the year (1 in 2008). Revised assumptions: Role shared between a temporary and contract agents, leading to a reduction in costs	
1 15	Overtime		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
1 15 0	Overtime		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
1 17	Supplementary services		330,881.00	330,881.00	-140,119.00	-140,119.00	471,000.00	471,000.00	515,622.50	515,622.50		
1 17 0	Freelance interpreters and conference personnel		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	These appropriations cover the costs of traineeships for young professionals from the EU and ETF partner countries in order to give them the opportunity to get to know the practices of an EU agency. Planning assumptions: 3 six-month traineeships (3 in 2008, 5 in 2007) Revised assumptions: Additional man-months traineeships	
1 17 2	Cost of organising traineeships with the Foundation		27,963.00	27,963.00	6,963.00	6,963.00	21,000.00	21,000.00	16,500.00	16,500.00		
1 17 5	Other translation and typing services and work to be contracted out		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
1 17 7	Other services rendered and institutional audit services		302,918.00	302,918.00	-147,082.00	-147,082.00	450,000.00	450,000.00	499,122.50	499,122.50	This appropriation is intended to cover recourse to other suppliers of services, consultants and experts, for services under the general administration of the ETF when such services cannot be provided by ETF staff (for reasons of expertise or availability) Planning assumptions: * Appropriations are mostly used for: 1) services provided, for instance by the EU administrative bodies through Service Level Agreements (i.e. processing of salary costs and other optional services, financial management services etc.) - (estimated at €100,000 - €100,000 in 2008, €100,000 in 2007) 2) service providers (interim staff) replacing ETF staff for short periods covering peak periods and the short-term absence of regular ETF staff. (estimated at €280,000 - €350,000 in 2008, €500,000 in 2007) 3) relocation services for new comers (estimated at €20,000) 4) consultancy services to improve ETF effectiveness and efficiency (estimated at €50,000 - €50,000 in 2008, €150,000 in 2007) Revised assumptions: More reduced use of interim services and relocation	
1 18	Recruitment and transformation costs		329,799.00	329,799.00	55,299.00	55,299.00	274,500.00	274,500.00	360,000.00	360,000.00		

EXPENDITURE

Art.	Item	Title	Amending Budget 2009		Modifications 2009		Budget 2009		Amending Budget 2008		Assumptions 2009	
			COM	PAY	COM	PAY	COM	PAY	COM	PAY		
1 18 0	Sundry recruitment expenses		130,292,00	130,292,00	80,292,00	80,292,00	50,000,00	50,000,00	174,000,00	174,000,00	Staff Regulations of Officials of the European Communities, and in particular Art. 27 to 31 and 33 thereof.  This appropriation is intended to cover various recruitment expenses including : - publication costs, - costs directly linked to the promotion and organisation of group recruitment tests (hire of rooms, furniture, machines and miscellaneous equipment, water, fees for the preparation and correction of tests, etc.), - travel costs and daily allowances for candidates and external selection panel member(s) - pre-recruitment medical examinations. Planning assumptions: * historical trends. Revised assumptions: Recruitment activity more expensive due to higher profiles selection	
1 18 1	Travelling expenses		6,059,00	6,059,00	-941,00	-941,00	7,000,00	7,000,00	7,000,00	7,000,00	Staff Regulation of Officials of the European Communities, and in particular Art. 71 thereof.  This appropriation is intended to cover travel expenses for staff members and their families when they start or end their service. Planning assumptions: * historical trends	
1 18 2	Installation allowance		94,668,00	94,668,00	-5,332,00	-5,332,00	100,000,00	100,000,00	70,000,00	70,000,00	Staff Regulations of Officials of the European Communities, and in particular Art. 5 and 6 of Annex VII thereof.  This appropriation covers installation and resettlement allowances due to staff having to change their place of residence on taking up their duties, on transfer to a new place of employment and upon leaving the institution and resettling elsewhere. Planning assumptions: * historical trend	
1 18 3	Moving expenses		82,722,00	82,722,00	15,222,00	15,222,00	67,500,00	67,500,00	85,000,00	85,000,00	Staff Regulations of officials of the European Communities, and in particular Art. 20 and 71 thereof and Art. 9 of Annex VII thereof.  This appropriation is intended to cover the removal expenses of a new staff entering the service as well as the expenses of members of staff leaving the ETF. Planning assumptions: * historical trend. Revised assumptions: Adjustments based on actual figures	
1 18 4	Temporary daily allowance		16,058,00	16,058,00	-33,942,00	-33,942,00	50,000,00	50,000,00	24,000,00	24,000,00	Staff Regulation of Officials of the European Communities, and in particular Art. 20 and 71 thereof and Art. 10 of Annex VII thereto.  This appropriation covers temporary daily subsistence allowances for staff who can prove that they must change their place of residence on taking up their duties, or transferring to a new place of employment. Planning assumptions: * historical trend. Revised assumptions: Adjustments based on actual figures	
1 19	Weightings (Correction coefficients)		1,002,505,00	1,002,505,00	22,505,00	22,505,00	980,000,00	980,000,00	924,000,00	924,000,00		
1 19 0	Weightings (Correction coefficients)		830,155,00	830,155,00	30,155,00	30,155,00	800,000,00	800,000,00	754,000,00	754,000,00	Staff Regulations of Officials of the European Communities, and in particular Art. 64 and 65 and Art. 17 (3) of Annex VII thereof.  This appropriation covers the cost of weightings applied to the remuneration of staff. The weightings are adopted by the Council on a proposal from the Commission but are agreed at the end of the year with the increases/decreases backdated to 1 July. It also covers the cost of weightings applied to any emoluments transferred to a country other than the country of employment. Planning assumptions: * historical trend - decrease of weighting factor in 2007 might be counterbalanced by an increase in 2009 Revised assumptions: Adjustments based on actual figures	
1 19 1	Salarial adaptation		172,350,00	172,350,00	-7,650,00	-7,650,00	180,000,00	180,000,00	170,000,00	170,000,00	Staff Regulations of Officials of the European Communities, and in particular Articles 65 and 65a and Annex XI thereof.  Financial Regulation of 21 December 1977 applicable to the general budget of the European Communities (OJ L 356, 31.12.1977, p. 1) as last amended by Regulation (EC, ECSC, Euratom) No 2548/98 (OJ L 320, 28.11.1998, p. 1).  This appropriation is intended to cover the costs of any adjustments to remuneration approved by the Council during the financial year. It is purely provisional and backdated to 1 July. Planning assumptions: *historical trend	
<b>Chap. 1 3 Missions and travel</b>			<b>997,000,00</b>	<b>997,000,00</b>	<b>-59,000,00</b>	<b>-59,000,00</b>	<b>1,056,000,00</b>	<b>1,056,000,00</b>	<b>937,000,00</b>	<b>937,000,00</b>		
1 30	Mission and travel expenses		997,000,00	997,000,00	-59,000,00	-59,000,00	1,056,000,00	1,056,000,00	937,000,00	937,000,00		

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1 30 0	Mission and travel expenses		997,000.00	997,000.00	-59,000.00	-59,000.00	1,056,000.00	1,056,000.00	937,000.00	937,000.00	Staff Regulations of Officials of the European Communities, and in particular Art. 11 to 13 of Annex VII thereof.	
											This appropriation is intended to cover: transport expenses; payments of daily mission allowances and the necessary or extraordinary costs incurred in the performance of a mission by staff covered by the Staff Regulations applicable to Officials of the European Communities.	
											Planning assumptions:	
											increase in operational and management missions (higher than the 2007 level) in view of the new mandate, increased OPS activities and budget, ABAC deployment related missions, insurance costs and a slight reduction in long-term missions	
											* €905,000 - operational and management missions, increase compared to 2007 level (€840,000) in view of the new mandate, increased OPS activities and budget, ABAC deployment related missions and insurance costs	
											* €90,000 - two long term missions for staff development purposes (three in 2007 at € 175,000)	
											* €61,000 - staff development missions (€50,000 in 2007)	
											Revised assumptions:	
											reconsideration of mission needs based on actual consumption, linked to unused FTEs	
	<b>Chap. 1 4 Socio-medical infrastructure</b>		<b>219,584.00</b>	<b>219,584.00</b>	<b>9,584.00</b>	<b>9,584.00</b>	<b>210,000.00</b>	<b>210,000.00</b>	<b>194,000.00</b>	<b>194,000.00</b>		
1 40	<i>Running costs of restaurants and canteens</i>		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
1 40 0	Running costs of restaurants and canteens		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
1 42	<i>Restaurants, meals and canteens</i>		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
1 42 0	Restaurants, meals and canteens		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
1 43	<i>Medical service</i>		34,584.00	34,584.00	4,584.00	4,584.00	30,000.00	30,000.00	29,000.00	29,000.00	Staff Regulations of Officials of the European Communities, and in particular Art. 59 and Art. 8 of Annex II thereof.	
1 43 0	Medical service		34,584.00	34,584.00	4,584.00	4,584.00	30,000.00	30,000.00	29,000.00	29,000.00	This appropriation is intended to cover the costs of the external health service acting for the ETF (in particular carrying out regular medical examinations of ETF staff, the cost of a medical officer and medical products, first aid material etc.).	
											Planning assumptions:	
											* historical trend	
											in 2008: annual check up €5,300 ETF medical officer €21,600 Medical supplies €2,100	
											Revised assumptions: Adjustments based on actual figures (includes H1N1 prevention)	
1 44	<i>Internal training</i>		180,000.00	180,000.00	30,000.00	30,000.00	150,000.00	150,000.00	150,000.00	150,000.00	Staff Regulations of Officials of the European Communities, and in particular Art. 24 (3) thereof.	
1 44 0	Internal training		180,000.00	180,000.00	30,000.00	30,000.00	150,000.00	150,000.00	150,000.00	150,000.00	This appropriation is intended to cover introductory courses for new recruits, staff development courses, retraining, courses on the use of modern techniques, seminars, information sessions on EU matters etc. It also covers the purchase of equipment, supplies and documentation and the hiring of consultants.	
											Planning assumptions:	
											An estimated average of €1,200 per staff member across all contract types (€1,200 in 2008, €1,150 in 2007) is planned for training, plus eventual didactic material and supplies at €6,000 (€6,000 in 2008, €5,100 in 2007)	
											Revised assumptions: Increased training investment linked to ETF capacity building	
1 49	<i>Other interventions</i>		5,000.00	5,000.00	-25,000.00	-25,000.00	30,000.00	30,000.00	p.m.	p.m.	Staff Regulations of Officials of the European Communities, and in particular Art. 24 (3) thereof.	
1 49 0	Other interventions		5,000.00	5,000.00	-25,000.00	-25,000.00	30,000.00	30,000.00	15,000.00	15,000.00	This appropriation is intended to cover amongst other social events and institutional well being programmes that the ETF is putting in place.	
											Planning assumptions:	
											* in-house week events	
											* ETF Christmas events	
											* other social events to support well-being/social integration programme	
											Revised assumptions: Adjustments based on actual figures	
	<b>Chap. 1 5 Staff exchanges between the Foundation and the public sector</b>		<b>83,688.00</b>	<b>83,688.00</b>	<b>-216,312.00</b>	<b>-216,312.00</b>	<b>300,000.00</b>	<b>300,000.00</b>	<b>200,000.00</b>	<b>200,000.00</b>		
1 52	<i>Staff exchanges between the Foundation and the public sector</i>		83,688.00	83,688.00	-216,312.00	-216,312.00	300,000.00	300,000.00	200,000.00	200,000.00		

Art.	Item	Title	Amending Budget 2009		Modifications 2009		Budget 2009		Amending Budget 2008		Assumptions 2009
			COM	PAY	COM	PAY	COM	PAY	COM	PAY	
1 52 0	National experts seconded		83,688.00	83,688.00	-216,312.00	-216,312.00	300,000.00	300,000.00	200,000.00	200,000.00	This appropriation is intended to cover the costs of national or international officials and of private sector employees temporarily seconded to the ETF to provide knowledge of matters in which they have in-depth experience. Planning assumptions: * 6 FTE Revised assumptions: New selection process has been introduced for ENDs, which led to later selection.
	<b>Chap. 17 Entertainment and representation expenses</b>		<b>12,000.00</b>	<b>12,000.00</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>8,944.00</b>	<b>8,944.00</b>	
1 70	Entertainment and representation expenses		12,000.00	12,000.00	2,000.00	2,000.00	10,000.00	10,000.00	8,944.00	8,944.00	
1 70 0	Entertainment and representation expenses		12,000.00	12,000.00	2,000.00	2,000.00	10,000.00	10,000.00	8,944.00	8,944.00	This chapter covers expenses linked to hospitality costs for guests (e.g. lunches, dinners, etc.). Planning assumptions: On the basis of previous experience, an amount of €5,000 has been budgeted to cover catering requests to Villa Gualino (lunches, coffee breaks), and another €5,000 will cover the reimbursement of representation costs, including catering expenses, taxi costs and small gifts authorised by the Director. Revised assumptions: Adjustments based on actual figures
	<b>Chap. 19 Pensions and pension subsidies</b>		<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	
1 90	Pensions and pension subsidies		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
1 90 0	Pensions and pension subsidies		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
	<b>TITLE 1 TOTAL TITLE 1</b>		<b>13,096,752.00</b>	<b>13,096,752.00</b>	<b>-722,248.00</b>	<b>-722,248.00</b>	<b>13,819,000.00</b>	<b>13,819,000.00</b>	<b>13,066,966.50</b>	<b>13,066,966.50</b>	

**TITLE 2 BUILDING, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE**

<b>Chap. 2 0 Investments in immovable property, rental of buildings and associated costs</b>	592,730.85	592,730.85	-159,269.15	-159,269.15	752,000.00	752,000.00	646,014.67	646,014.67		
<b>2 00</b>	<i>Rentals</i>	8,734.53	8,734.53	2,234.53	2,234.53	6,500.00	6,500.00	5,499.40	5,499.40	
2 00 0	Rentals	8,734.53	8,734.53	2,234.53	2,234.53	6,500.00	6,500.00	5,499.40	5,499.40	This appropriation is intended to cover property rental Planning assumptions: The estimate includes: symbolic amount for rental of ETF Villa Gualino office premises (€) as indicated in the ETF/Villa Gualino agreements, the rent for a single office in the DG EAC building in Tour Madou, Brussels (plus an annual indexation of around 5%). It is assumed that the passage of the office to a permanent ETF representation in Brussels as of mid-2008 will not distort this estimate. Revised assumptions: Increase due to allocation of funds for an emergency office
<b>2 01</b>	<i>Insurance</i>	<i>p.m.</i>								
2 01 0	Insurance	p.m.	This appropriation is intended to cover reimbursement of the insurance contracts paid on behalf of ETF by the Villa Gualino consortia for the ETF occupied area of the Villa Gualino building. Planning assumptions: From 2007 onwards this expenditure is incorporated in BL2090 - Other expenditure on buildings.							
<b>2 02</b>	<i>Water, gas, electricity and heating</i>	110,000.00	110,000.00	-20,000.00	-20,000.00	130,000.00	130,000.00	156,215.27	156,215.27	
2 02 0	Water, gas, electricity and heating	110,000.00	110,000.00	-20,000.00	-20,000.00	130,000.00	130,000.00	156,215.27	156,215.27	This appropriation is intended to cover utilities (water, gas, electricity and heating). Planning assumptions: Costs tend to rise with extreme weather (hot in summer or cold in winter) and with energy costs in general. An increase of 7% to follow the trend of the increase in costs registered during past years was taken into account in 2007. Active savings measures are an objective of 2009 but are currently assumed to counter-act these trends only to a certain degree. The Tempus repatriation is not expected to reduce utility costs as staff numbers are expected to remain largely constant when including increases in short term externals and contract staff. A small dividend might accrue due to the lower number of "fixed" Tempus contractors or assessors. This will only be evident towards late 2008 however. The re-tendering of some Villa Gualino contracts might have an additional impact by either raising or cutting costs. Revised assumptions: Adjustments based on actual figures
<b>2 03</b>	<i>Cleaning and maintenance</i>	256,400.00	256,400.00	-57,100.00	-57,100.00	313,500.00	313,500.00	260,000.00	260,000.00	

**EXPENDITURE**

Art.	Item	Title	Amending Budget 2009		Modifications 2009		Budget 2009		Amending Budget 2008		Assumptions 2009
			COM	PAY	COM	PAY	COM	PAY	COM	PAY	
2 03 0	Cleaning and maintenance		256,400.00	256,400.00	-57,100.00	-57,100.00	313,500.00	313,500.00	260,000.00	260,000.00	This appropriation is intended to cover maintenance costs (infrastructure, plants, lifts, heating, air-conditioning, pipes) and cleaning of the common spaces as well as for the cleaning of the ETF building areas.  The total cost for maintenance and cleaning of the parts of the building jointly used varies according to the number of unforeseen repairs and interventions during the year. The age of the property and infrastructure tends to place this estimate at risk due to breakages, failures and the urgent needs that may emerge with preventative maintenance or replacements. Planning assumptions: The total cost of maintaining and cleaning jointly used parts of the building varies according to the number and size of unforeseen repairs and interventions during the year. Due to the ageing of the building and some technical problems (roofing, drains, air conditioning, ventilation) the number of interventions has tended to increase over recent years. Despite this, attempts will be made to limit the budget to that forecast. Variable staffing in 2009 is also to be taken into account, the current assumption being that ETF staff numbers (total complement) will remain similar to the current figures The re-tendering of some Villa Gualino contracts might have an additional impact. During 2009 the ETF expects to enter into  Revised assumptions: Adjustments based on actual figures
2 04	<i>Furnishing of premises</i>	9,946.90	9,946.90	-10,053.10	-10,053.10	20,000.00	20,000.00	14,300.00	14,300.00		
2 04 0	Furnishing of premises	9,946.90	9,946.90	-10,053.10	-10,053.10	20,000.00	20,000.00	14,300.00	14,300.00	This appropriation is intended to cover the performance of small-scale jobs for fitting out the building (such as changes to partitions, nameplates and signs, painting, etc.). Planning assumptions: Staff turnover and reorganisation may lead to changes in the office occupation plan. The arrival of new contract agents and experts will mean finding suitable office space. A reserve has been planned for eventual partitions and furnishing. Reception outfitting and refurbishment, including meeting rooms, may raise this estimate. A modest office reorganisation and redecoration in 2008 may require further work in 2009. Revised assumptions: No additional refurbishment, adjustments based on actual figures	
2 05	<i>Security and surveillance</i>	99,469.42	99,469.42	-50,530.58	-50,530.58	150,000.00	150,000.00	113,000.00	113,000.00		
2 05 0	Security and surveillance	99,469.42	99,469.42	-50,530.58	-50,530.58	150,000.00	150,000.00	113,000.00	113,000.00	This appropriation is intended to cover the various expenses relating to the security and safety of the building. The following activities are gathered under this budget item: surveillance, maintenance of anti-intrusion system, purchase and maintenance of fire equipment and costs of inspections required by Italian laws. Planning assumptions: A new contract for security has been concluded. A margin was foreseen in view of the increase of the hourly fee. However, attempts are being made to limit the budget to the amount spent in 2008 (by enforcing limitations of works scheduled outside normal hours or during weekends etc.) These efforts are not always successful however. Additional improvements to the security infrastructure are overdue (CCTV) and are now scheduled for 2009. These will need to be found within this planning envelope. Revised assumptions: CCTV project has not been implemented, and costs have been maintained at previous level	
2 09	<i>Other expenditure on buildings</i>	108,180.00	108,180.00	-23,820.00	-23,820.00	132,000.00	132,000.00	97,000.00	97,000.00		
2 09 0	Other expenditure on buildings	108,180.00	108,180.00	-23,820.00	-23,820.00	132,000.00	132,000.00	97,000.00	97,000.00	This appropriation is intended to cover other expenses related to the building not specifically provided for, notably taxes and roads, drainage, refuse collection, as well as administrative costs, payable to the Villa Gualino Consortium as provided for in the contract CON/03/ETF/0071. Planning assumptions: * reimbursement to the Villa Gualino consortium for related insurance policies (for an estimated amount of €6,100 in 2009) * management and administrative fees paid to Villa Gualino, in line with the site agreement, are proportional to running costs (18% of the total paid on BL 2030 and 2020). * refuse collection tax - estimated €32,000 * the assumption is made that costs will rise due to municipal charges being further increased. Revised assumptions: Adjustments based on actual figures	
<b>Chap. 2 1 Information &amp; Communication Technology</b>			524,575.91	524,575.91	-66,424.09	-66,424.09	591,000.00	591,000.00	454,600.00	454,600.00	
2 10	<i>ICT expenditure</i>	524,575.91	524,575.91	-66,424.09	-66,424.09	591,000.00	591,000.00	454,600.00	454,600.00		

Art.	Item	Title	Amending Budget 2009		Modifications 2009		Budget 2009		Amending Budget 2008		Assumptions 2009	
			COM	PAY	COM	PAY	COM	PAY	COM	PAY		
2 10 0	ICT hardware		91,674.56	91,674.56	-8,325.44	-8,325.44	100,000.00	100,000.00	47,800.00	47,800.00	This item covers the purchase of computer hardware including network servers, personal computers, printers and networking / communications equipment etc. The life cycle of ICT equipment is usually of three/four years with smaller or larger procurement depending upon the amount of equipment reaching obsolescence. Planning assumptions: On average, the the ETF replaces between one third and one quarter of its ICT technology (PCs, portables, printers etc.) per year due to obsolescence. In 2009 no special purchase of additional servers/computers is foreseen other than regular replacement. No ABAC related equipment requirements have emerged at this time although this could change as planning becomes more detailed in late 2008. Conversely the need to upgrade user workstations to allow richer collaboration environments is now gaining importance and this line foresees the procurement of new equipment in this area. Revised assumptions: Adjustments based on actual figures, including the virtualisation project	
2 10 1	Software development and purchase		135,186.20	135,186.20	-34,813.80	-34,813.80	170,000.00	170,000.00	139,000.00	139,000.00	This item has been allocated to cover the purchase of standard software applications and for the development of software systems. Planning assumptions: Based on current needs and requirements expressed, an amount of €170 000 has been forecast to cover licensing costs and software development projects (€30,000 for local system reengineering linked to the introduction of ABAC - €600 x 5 days x 10 ETF local systems) Revised assumptions: ABAC project has been postponed to 2010, related development costs not needed and moved to other internal projects	
2 10 2	Other expenses		158,513.34	158,513.34	-22,486.66	-22,486.66	181,000.00	181,000.00	136,800.00	136,800.00	This item has been allocated to cover the costs associated with the maintenance and support of both ICT hardware and software including the purchase of computer durables, maintenance and other interventions. Infrastructure Support: the major cost in this item is that of currently running maintenance and support contracts for hardware (for both servers and network infrastructure) and software systems e.g. Microsoft, Oracle and IBM Lotus Notes. Includes also costs indicated in Service Level Agreements (SLAs) for IT systems Planning assumptions: Ongoing contracts for the maintenance of hardware and software amount to the figure estimated and are therefore unlikely to decrease - €190,000 * (to be verified in planning phase) ABAC - SLA with DG Budget - Start up fee (no ABAC Assets) and 3/12 of the yearly fee (€30,000-€25,000) * No SAP licences (ABAC related) are included * No TESTA communications hardware costs are envisaged Revised assumptions: ABAC project has been postponed but funds have been re-assigned to the virtualisation project.	
2 10 3	Telecoms costs		128,000.00	128,000.00	28,000.00	28,000.00	100,000.00	100,000.00	131,000.00	131,000.00	This appropriation is intended to cover the fixed costs of subscriptions, communication costs and internet service fees. Planning assumptions: Telecommunications costs are continuing to drop and the recent EU directive on mobile telephony will certainly help in this respect although it needs to be remembered that the ETF works with many partner countries outside the EU where these costs may not see similar decreases. Consumption however is growing, especially of mobile telecommunications. Staff missions and safety needs together with increased communication requirements are pushing up costs. Telephone and ADSL lines (for internet) in the ETF office in Brussels are also a factor explaining the increase in this article. The replacement of telephony hardware and services is expected in 2009, counter-balancing the increase. Revised assumptions: Adjustments based on actual figures	
2 10 4	Telecoms equipment costs		11,201.81	11,201.81	-28,798.19	-28,798.19	40,000.00	40,000.00	p.m.	p.m.	This appropriation is intended to cover expenses relating to telecommunications equipment, including cables, purchase, rental, installation, servicing, documentation, and for maintenance contracts of the internal telephone system. Planning assumptions: Some of the existing phones and the telephone exchange need to be replaced. A feasibility study will be carried out in late 2008/2009 and additional funds would be necessary should a need to replace this technology emerge. This might increase the costs of equipment in 2009. Revised assumptions: VOIP / new PBX will not be deployed in 2009	
<b>Chap. 2 2 Movable property and associated costs</b>			<b>26,584.24</b>	<b>26,584.24</b>	<b>-38,415.76</b>	<b>-38,415.76</b>	<b>65,000.00</b>	<b>65,000.00</b>	<b>30,390.00</b>	<b>30,390.00</b>		
2 20	Technical installations and office equipment		22,943.62	22,943.62	-25,056.38	-25,056.38	48,000.00	48,000.00	26,790.00	26,790.00		

Art.	Item	Title	Amending Budget 2009		Modifications 2009		Budget 2009		Amending Budget 2008		Assumptions 2009	
			COM	PAY	COM	PAY	COM	PAY	COM	PAY		
2 20 0	Purchase		261.81	261.81	-13,738.19	-13,738.19	14,000.00	14,000.00	2,260.00	2,260.00	This appropriation is intended to cover the purchase of technical and office equipment, especially audiovisual, copying, archiving and interpretation equipment. This appropriation is also used for the general replacement of old office equipment such as faxes, binding machines etc. Planning assumptions: Some improvements might be necessary such as integration of the audio system for meeting rooms. Some office equipment might reach replacement age as well. Revised assumptions: No investment in meeting room equipment	
2 20 2	Rentals		22,631.81	22,631.81	-7,368.19	-7,368.19	30,000.00	30,000.00	22,630.00	22,630.00	This appropriation is intended to cover the costs of rental/leasing of materials and/or equipment, which it is uneconomic or difficult to purchase on account of limited available budgetary resources (e.g. copy machines). Planning assumptions: Costs related to the use of copiers saw a decrease which will most probably continue post Tempus departure. Revised assumptions: Adjustments based on actual figures	
2 20 3	Maintenance, utilisation and repairs		50.00	50.00	-3,950.00	-3,950.00	4,000.00	4,000.00	1,900.00	1,900.00	This appropriation covers the costs of maintenance and repair of the materials and equipment listed under items 2200 to 220. and the cost of additional copies in excess of the number stipulated in the Foundation's supplier framework contract. Planning assumptions: Ongoing maintenance contracts plus an estimated amount for additional copies justify the budget request. Revised assumptions: Adjustments based on actual figures	
2 21	<i>Furniture</i>		640.62	640.62	-10,359.38	-10,359.38	11,000.00	11,000.00	1,000.00	1,000.00	This appropriation covers the purchase of new furniture. Planning assumptions: Further to the advice given by the ETF doctor, procurement should be launched to replace existing desk seats with new ergonomic ones. Budget permitting, the replacement of furniture for meeting rooms is foreseen. Revised assumptions: In 2009 a plan was put forward to completely re-equip a meeting room, with a cost of approximately 200,000 (and a transfer request to the Board submitted ETF-GB-09-022), but due to procurement problems, it will not take place in 2009 and therefore funds have been reallocated to operational activities.	
2 21 0	Purchase		640.62	640.62	-10,359.38	-10,359.38	11,000.00	11,000.00	1,000.00	1,000.00		
2 23	<i>Transport</i>		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	This appropriation was intended to cover the operating, maintenance, fuel and related costs of the ETF van. The van has been decommissioned and there are no plans to replace it. Planning assumptions: ETF van decommissioned - funds no longer needed.	
2 23 3	Maintenance, utilisation and repairs		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
2 25	<i>Documentation and library</i>		3,000.00	3,000.00	-3,000.00	-3,000.00	6,000.00	6,000.00	2,600.00	2,600.00	This appropriation is intended for the acquisition of publications and subscriptions, for general ETF use and/or the use of the non-operational departments (e.g. computer manuals, legal books, newspapers, magazines etc.). Until 2006 the title was "Library stocks, purchase of books". Planning assumptions: 10 subscriptions to newspapers and magazines (10 in 2007 and 2008) ~ 10-20 publications (10-20 in 2007, 10 in 2008) Revised assumptions: Adjustments based on actual figures	
2 25 0	Purchase of non-operational publications and subscriptions		3,000.00	3,000.00	-3,000.00	-3,000.00	6,000.00	6,000.00	2,600.00	2,600.00		
2 25 1	Miscellaneous library expenses		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	Unforeseen, extraordinary library expenses (e.g. binding, conservation of works). Until 2006 the title was "Special Library Material"	
2 25 2	Subscriptions to newspapers and magazines		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	Since 2007, this expenditure has been incorporated in item 2250 - Purchase of non-operational publications and subscriptions. This item will no longer be used.	
2 25 4	Binding expenses and conservation of works		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	Since 2007, this expenditure has been incorporated in item 2251 - Miscellaneous library expenses. This item will no longer be used.	
<b>Chap. 2 3 Current administrative expenditure</b>			<b>114,154.00</b>	<b>114,154.00</b>	<b>-42,846.00</b>	<b>-42,846.00</b>	<b>157,000.00</b>	<b>157,000.00</b>	<b>128,530.00</b>	<b>128,530.00</b>		
2 30	<i>Stationery and office supplies</i>		40,000.00	40,000.00	-10,000.00	-10,000.00	50,000.00	50,000.00	29,300.00	29,300.00	Office supplies , normal and headed paper, envelopes, business cards, etc. as well as Promotional material (pens, bags, mouse mats) Planning assumptions: The ETF will not change corporate design in 2009. Based on experience from previous years, an amount of €5,000 has been budgeted to cover expenses for branded stationery, another €10,000 will cover the production of business cards, folders, block notes and other customised office supply. An amount of €10,000 will cover expenses for promotional material used for meetings and visitors (pens, lanyards, mouse mats, etc.). Due to the new framework contract for stationery and paper (concluded 2008) costs should see a slight rise due to delivery costs (immediate delivery for individual "orders" is foreseen) However, following the departure of TEMPUS, there might be a reduction in costs for consumables (paper, stationery). The estimate takes this into account and attempts to limit the budget needs. Revised assumptions: Adjustments based on actual figures	
2 30 0	Stationery and office supplies		40,000.00	40,000.00	-10,000.00	-10,000.00	50,000.00	50,000.00	29,300.00	29,300.00		

EXPENDITURE

Art.	Item	Title	Amending Budget 2009		Modifications 2009		Budget 2009		Amending Budget 2008		Assumptions 2009
			COM	PAY	COM	PAY	COM	PAY	COM	PAY	
2 32	<i>Financial charges</i>		1,000,00	1,000,00	-1,000,00	-1,000,00	2,000,00	2,000,00	2,000,00	2,000,00	This item covers bank charges and other financial charges as well as damages and interest (former budget items 2322 and 2340). Until 2006 the title was "Bank charges". Planning assumptions: Bank charges can be highly variable and unpredictable. However past experience indicates that €2000 is a safe maximum estimate of potential costs.
2 32 0	Miscellaneous Financial expenditure		1,000,00	1,000,00	-1,000,00	-1,000,00	2,000,00	2,000,00	2,000,00	2,000,00	
2 32 1	Exchange rate losses		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	This item is intended to cover exchange rate losses.
2 32 2	Other financial charges		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	This expenditure is incorporated in Item 2320 - Miscellaneous financial expenditure. This item will no longer be used.
2 33	<i>Legal expenses</i>		30,000,00	30,000,00	p.m.	p.m.	30,000,00	30,000,00	15,230,00	15,230,00	This item is intended to cover * general legal expenses, * trial expenses, * external lawyers' expenses. Planning assumptions: based on current forecast of ongoing legal cases
2 33 0	Legal expenses		30,000,00	30,000,00	p.m.	p.m.	30,000,00	30,000,00	15,230,00	15,230,00	
2 35	<i>Other operating expenditure</i>		38,154,00	38,154,00	15,154,00	15,154,00	23,000,00	23,000,00	62,000,00	62,000,00	This appropriation is intended to cover sundry insurance expenses (notably civil liability, insurance against theft, insurance for computer equipment and cabling; for the safes and contents). Planning assumptions: Significant reduction compared to 2007 and 2008 due to adherence to EC framework contract for civil liability, leading to approximate saving of up to €10,000 (2007 budget - €27,000, 2008 budget - €28,000) ~ €1,1 million: electronic appliances and software all risks ~ €120,000: theft and robbery ~ €15 million: fire and natural disasters Statutory staff, Detached National Experts and stagiaires: civil liability of third parties and employees ~ 2 FTE: civil liability accounting officer (1 in 2007) Statutory staff, Detached National Experts and stagiaires: legal expenses. Revised assumptions: All administrative insurance has been grouped on this budget line
2 35 0	Miscellaneous insurance		17,104,00	17,104,00	3,104,00	3,104,00	14,000,00	14,000,00	28,000,00	28,000,00	
2 35 2	Miscellaneous expenditure on internal meetings		18,000,00	18,000,00	13,000,00	13,000,00	5,000,00	5,000,00	30,000,00	30,000,00	This item is intended to cover expenditure (coffee, tea, water) related to internal ETF meetings. Expenditures (coffee, tea, water) related to internal meetings for training and recruitment procedures will be covered by BL 1440 and BL 1180 respectively. The amount budgeted under BL 2352 is to cover all miscellaneous expenditure on internal meetings Planning assumptions: historical trend Revised assumptions: Increased use of internal meetings
2 35 5	Petty expenses		3,050,00	3,050,00	-950,00	-950,00	4,000,00	4,000,00	4,000,00	4,000,00	This item is intended to cover other operating expenditure for which no special provision is made (e.g. broken windows/doors flooding, plumber, change of locks, etc.). Planning assumptions: historical trend (€5000 foreseen in 2007, €4000 in 2008)
2 36	<i>Publications</i>		5,000,00	5,000,00	-47,000,00	-47,000,00	52,000,00	52,000,00	20,000,00	20,000,00	This appropriation is intended to cover the cost of legal documents, which the Foundation is obliged to publish (budget, invitations to tender, etc.). Planning assumptions: Publication of the full budget in the Official Journal will cost between €25,000 and €30,000. As a revised budget will also have to be published in full, €60,000 is a necessary amount. Savings are be expected since the introduction of a new system for management of the translations/publications of the budget at the Commission - SEI-BUD Revised assumptions: Revision of costs as only the summary of the budget needs to be published in the Official Journal
2 36 0	Publications		5,000,00	5,000,00	-47,000,00	-47,000,00	52,000,00	52,000,00	20,000,00	20,000,00	
<b>Chap. 2 4 Post and telecommunications</b>			<b>45,200,00</b>	<b>45,200,00</b>	<b>-4,800,00</b>	<b>-4,800,00</b>	<b>50,000,00</b>	<b>50,000,00</b>	<b>53,480,00</b>	<b>53,480,00</b>	
2 40	<i>Correspondence and courier expenses</i>		45,200,00	45,200,00	-4,800,00	-4,800,00	50,000,00	50,000,00	53,480,00	53,480,00	
2 40 0	Correspondence and courier expenses		45,200,00	45,200,00	-4,800,00	-4,800,00	50,000,00	50,000,00	53,480,00	53,480,00	This appropriation is intended to cover correspondence and courier expenses, including the dispatching of parcels by post. Planning assumptions: Extremely volatile, it is likely that mailing over the long term will most probably decrease although at best 2009 can be considered a transition year and therefore levels can only be assumed to be the same as 2008 with a moderate risk of increase.
2 41	<i>Telecommunications</i>		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	

EXPENDITURE

Art.	Item	Title	Amending Budget 2009		Modifications 2009		Budget 2009		Amending Budget 2008		Assumptions 2009
			COM	PAY	COM	PAY	COM	PAY	COM	PAY	
2 41 0	Subscriptions and fees		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	See remarks of BL 2103
2 41 1	Equipment		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	See remarks of BL 2104
	<b>Chap. 2 5 Meetings and associated costs</b>		<b>185,000.00</b>	<b>185,000.00</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>135,000.00</b>	<b>135,000.00</b>	<b>145,800.00</b>	<b>145,800.00</b>	
2 50	<i>Meetings and associated costs</i>		185,000.00	185,000.00	50,000.00	50,000.00	135,000.00	135,000.00	145,800.00	145,800.00	
2 50 0	Meetings expenses in general		185,000.00	185,000.00	50,000.00	50,000.00	135,000.00	135,000.00	145,800.00	145,800.00	This appropriation is intended to cover the costs relating to the meetings of the Governing Board and the participation of GB members to other meetings organised by the ETF. Planning assumptions: The amount is based on two Governing Board meetings, costing approximately €65,000-70,000. In the event that a third meeting is organised, the ETF will attempt to reduce the meeting cost Revised assumptions: A third governing board meeting had to be organised in 2009
<b>TITLE 2</b>		<b>TOTAL TITLE 2</b>	<b>1,488,245.00</b>	<b>1,488,245.00</b>	<b>-261,755.00</b>	<b>-261,755.00</b>	<b>1,750,000.00</b>	<b>1,750,000.00</b>	<b>1,458,814.67</b>	<b>1,458,814.67</b>	
0											
0											
<b>TITLE 3 EXPENSES RELATING TO PERFORMANCE OF SPECIFIC MISSIONS</b>											
	<b>Chap. 3 0 Operational expenses</b>		<b>1,555,190.00</b>	<b>1,556,800.82</b>	<b>820,190.00</b>	<b>821,800.82</b>	<b>735,000.00</b>	<b>735,000.00</b>	<b>747,341.33</b>	<b>640,218.83</b>	
3 00	<i>Operational documentation</i>		22,000.00	22,000.00	p.m.	p.m.	22,000.00	22,000.00	16,800.00	16,800.00	
3 00 0	Purchase of operational publications and subscriptions		22,000.00	22,000.00	p.m.	p.m.	22,000.00	22,000.00	16,800.00	16,800.00	This appropriation is intended for the acquisition of publications and subscriptions, which are intended for the use of the operational departments. Planning assumptions: On average 100 publications per year 20-30 subscriptions to journals and electronic information sources (similar to 2007 and 2008).
3 01	<i>Publicising of information</i>		1,163,123.72	1,164,734.54	708,123.72	709,734.54	455,000.00	455,000.00	472,300.00	365,177.50	
3 01 0	General publications		1,163,123.72	1,164,734.54	708,123.72	709,734.54	455,000.00	455,000.00	472,300.00	365,177.50	This appropriation is intended to cover the costs associated with writing, editing, printing and distributing publications of a corporate nature (e.g. information leaflet, Work Programme, Annual Report, Highlights), as well as corporate activities, website maintenance and development. Planning assumptions: The ETF will not change corporate identity in 2009. Corporate publications = €200,000 (Highlights 2008, Flagship Publication 2009, Work Programme, Activity Report, brochures and leaflets - €190,000 in 2008 and 2009) Editorial Board = €40,000 (three meetings and fees for the work on ETF publications throughout the year - €30,000 in 2008, €15,000 in 2007). Internal communication = €10,000 (internal newsletter, posters, etc. - €8,000 in 2008, €10,000 in 2007) Media and promotion = €50,000 (press campaigns to promote the organisation of specific projects - €35,000 in 2008). Website = €50,000 (maintenance and development - €45,000 in 2008 and 2007). Cover corporate events = €105,000 (launching conference of the recast regulation and presentation of flagship publication 2009 in Brussels - €5,000 in 2008, €90,000 in 2007). If the ETF, in the light of the recast regulation, decides to change its logo and corporate identity, an additional €150,000 will be
											Revised assumptions: Additional events are organised in 2009, including thematic events (e.g. 2010 Women's Day anniversary, Education and training for change, sustainability and social gains), the Conference on Education-Business Cooperation (to be organised jointly by ETF with the European Economic and Social Committee, planned for December 2009), and the ETF rebranding project, as detailed in the request for transfer ETF-GB-09-022.
3 03	<i>Professional memberships and fees</i>		4,275.28	4,275.28	-3,724.72	-3,724.72	8,000.00	8,000.00	4,241.33	4,241.33	
3 03 0	Professional memberships and fees		4,275.28	4,275.28	-3,724.72	-3,724.72	8,000.00	8,000.00	4,241.33	4,241.33	This appropriation is intended to cover the costs associated with professional memberships and fees. Planning assumptions: The ETF is currently a member of five organisations (EADI, Torino International, IABC, MPI, World Editors Forum).
3 04	<i>Translation costs</i>		365,791.00	365,791.00	115,791.00	115,791.00	250,000.00	250,000.00	254,000.00	254,000.00	

Art.	Item	Title	Amending Budget 2009		Modifications 2009		Budget 2009		Amending Budget 2008		Assumptions 2009	
			COM	PAY	COM	PAY	COM	PAY	COM	PAY		
3 04 0	Translation costs		365,791.00	365,791.00	115,791.00	115,791.00	250,000.00	250,000.00	254,000.00	254,000.00	<p>This appropriation is intended to cover translation costs for corporate documents unrelated to specific operational activities.</p> <p>Planning assumptions:</p> <p>Governing Board documents = €120,000 ( €120,000 in 2008, €130,000 in 2007)</p> <p>General governance/letters/directorate =€15,000 (€15,000 in 2008, €20,000 in 2007)</p> <p>Corporate publications and media =€35,000 (€39,000 in 2008, €39,000 in 2007)</p> <p>Website = €30,000 ( €30,000 in 2007, €50,000 in 2007)</p> <p>Revised assumptions:</p> <p>Includes 85,791 returned by the Translation Centre, which will cover the increased needs for translation in 2010.</p>	
3 05	Meetings of the Advisory Forum		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
3 05 0	Meetings of the Advisory Forum		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	<p>Appropriations to cover corporate advisory meetings (Advisory Forum)</p> <p>Planning assumptions:</p> <p>* no Advisory Forum foreseen in 2009</p>	
<b>Chap. 3 1 Priority actions : Work programme activities</b>			<b>3,817,604.00</b>	<b>3,815,993.18</b>	<b>249,604.00</b>	<b>247,993.18</b>	<b>3,568,000.00</b>	<b>3,568,000.00</b>	<b>2,710,877.50</b>	<b>2,818,000.00</b>		
3 10	Priority actions : Work programme activities		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
3 10 0	Support to Commission : Input to the project cycle ENPI, IPA, DCECI		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
3 11	Capacity building, information analysis for partner countries		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
3 11 0	Capacity building, information analysis for partner countries		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
3 12	Development Activities - thematic areas		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
3 12 0	Development Activities - thematic areas		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.		
3 13	Various costs linked to Work programme activities		p.m.	4,775.50	-8,000.00	-3,224.50	8,000.00	8,000.00	8,000.00	8,000.00		
3 13 0	Insurance costs related to Work programme activities		p.m.	4,775.50	-8,000.00	-3,224.50	8,000.00	8,000.00	8,000.00	8,000.00	<p>This appropriation is intended to the insurance costs related to Work programme activities.</p> <p>Planning assumptions:</p> <p>Injury insurance for AA/END/stagiaries, and for ~ 1000 external person days for participants at ETF events and conferences.</p>	
3 14	Projects to support strengthening knowledge and systems		342,383.00	350,000.00	-7,617.00	p.m.	350,000.00	350,000.00	92,877.50	200,000.00		
3 14 0	Projects to support strengthening knowledge and systems		342,383.00	350,000.00	-7,617.00	p.m.	350,000.00	350,000.00	92,877.50	200,000.00	<p>This appropriation refers to the quality control of ETF activities through evaluation and audit. The ETF has established a benchmark of 10% of Chapter 31 appropriations for its quality control activities. These funds are allocated according to annual audit and evaluation plans adopted in the Work Programme.</p> <p>Planning assumptions:</p> <p>€100,000 - Audit to verify 10% of financial transactions, plus possible extra for Governing Board/Commission recommendations (€30,000 in 2008, €70,000 in 2007)</p> <p>€150,000 - Evaluation (€100,000 in 2008, €150,000 in 2007)</p> <p>€50,000 - Donor information in the frame of the Sector Wide Approach, information exchange for donors becomes a key issue for the ETF. An information/IT platform is foreseen (€20,000 in 2008, €10,000 revised in 2007)</p> <p>€50,000 - Business development (0€ in 2008, €50,000 in 2007)</p>	
3 15	Projects in support of EU's External Assistance in the Neighbourhood area		1,317,234.00	1,318,217.68	127,234.00	128,217.68	1,190,000.00	1,190,000.00	930,000.00	930,000.00		
3 15 0	Projects in support of EU's External Assistance in the Neighbourhood area		1,317,234.00	1,318,217.68	127,234.00	128,217.68	1,190,000.00	1,190,000.00	930,000.00	930,000.00	<p>This appropriation covers the costs of the ETF's contribution to prosperity and development in the European Neighbourhood region through co-operation and partnership in human resource policy development and implementation (ENPI). The budget line includes operational costs as well as associated publication and translation costs. Details on the projects can be found in the Work Programme</p> <p>Planning assumptions:</p> <p>For the Work Programme 2009, the funds will be used to support ETF operational interventions in 16 partner countries and/or territories</p> <p>Revised assumptions:</p> <p>In 2009 the work on the Turin process has been anticipated and additional funds have been allocated in order to support this cross-regional project</p>	

EXPENDITURE

Art.	Item	Title	Amending Budget 2009		Modifications 2009		Budget 2009		Amending Budget 2008		Assumptions 2009	
			COM	PAY	COM	PAY	COM	PAY	COM	PAY	COM	PAY
3 16	Projects in support of EU's External Assistance in the Enlargement area		1,180,087.00	1,180,000.00	90,087.00	90,000.00	1,090,000.00	1,090,000.00	920,000.00	920,000.00		
3 16 0	Projects in support of EU's External Assistance in the Enlargement area		1,180,087.00	1,180,000.00	90,087.00	90,000.00	1,090,000.00	1,090,000.00	920,000.00	920,000.00	This appropriation covers the costs of the ETF's contribution to the EU enlargement process (IPA) by supporting the modernisation and reform of education, labour market and training systems in candidate and potential candidate countries. The budget line includes operational costs as well as associated publication and translation costs. Details on the projects can be found in the Work Programme Planning assumptions: For the Work Programme 2009, the funds will be used to support ETF operational interventions in 8 partner countries and/or territories Revised assumptions: In 2009 the work on the Turin process has been anticipated, and additional funds have been allocated in order to support this cross-regional project	
3 17	Projects in support of EU's External Assistance in the Development Co-operation instrument		505,000.00	505,000.00	15,000.00	15,000.00	490,000.00	490,000.00	355,000.00	355,000.00		
3 17 0	Projects in support of EU's External Assistance in the Development Co-operation instrument		505,000.00	505,000.00	15,000.00	15,000.00	490,000.00	490,000.00	355,000.00	355,000.00	This appropriation covers the costs of the ETF's contribution to human resources development in developing countries (DCI) The budget line includes operational costs as well as associated publication and translation costs. Details on the projects can be found in the Work Programme Planning assumptions: For the Work Programme 2009, the funds will be used to support ETF operational interventions in 5 partner countries Revised assumptions: Increased support in the Central Asia region, for the DCI-SCHOOL and DCI-NQF projects	
3 18	Projects: Innovation & Learning		472,900.00	458,000.00	32,900.00	18,000.00	440,000.00	440,000.00	405,000.00	405,000.00		
3 18 0	Projects: Innovation & Learning		472,900.00	458,000.00	32,900.00	18,000.00	440,000.00	440,000.00	405,000.00	405,000.00	This budget line covers the costs of support to the European Commission and partner country policy development through innovation and learning (ILP). The budget line includes operational costs as well as associated publication and translation costs. Details on the projects can be found in the Work Programme Planning assumptions: For the Work Programme 2009, the funds will be used to support ETF operational interventions in the field of innovation, learning and knowledge management Revised assumptions: Increased support for the communities of practice	
<b>TITLE 3</b>		<b>TOTAL TITLE 3</b>	<b>5,372,794.00</b>	<b>5,372,794.00</b>	<b>1,069,794.00</b>	<b>1,069,794.00</b>	<b>4,303,000.00</b>	<b>4,303,000.00</b>	<b>3,458,218.83</b>	<b>3,458,218.83</b>		
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**TITLE 9 EXPENSES NOT SPECIFICALLY PROVIDED FOR**

Chap. 9 9 Expenses not specifically provided for	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
9 90 Reserve	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
9 90 0 Reserve	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
<b>TITLE 9</b>	<b>TOTAL TITLE 9</b>	<b>p.m.</b>									

**TITLE 10 RESULTS EARLIER YEARS**

Chap. 10 1 Results earlier years	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
10 10 Results earlier years	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
10 10 0 Results earlier years	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
<b>TITLE 10</b>	<b>TOTAL TITLE 10</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	
<b>TOTAL EXPENDITURE ETF PROPER</b>	<b>19,957,791.00</b>	<b>19,957,791.00</b>	<b>85,791.00</b>	<b>85,791.00</b>	<b>19,872,000.00</b>	<b>19,872,000.00</b>	<b>17,984,000.00</b>	<b>17,984,000.00</b>			

**TITLE 4 Cooperation with other organisations (Earmarked expenditure)**

Chap. 4 1 Co-operation with other international institutions	p.m.										
4 10 Co-operation with other international institutions	p.m.										
4 10 0 World bank	p.m.										
4 11 Co-operation with other international institutions											
4 11 0 Swiss Agency for Development and Cooperation	p.m.										
Chap. 4 2 Co-operation with other European agencies	p.m.										
4 20 SI2 support service	p.m.										

Art.	Item	Title	Amending Budget 2009		Modifications 2009		Budget 2009		Amending Budget 2008		Assumptions 2009
			COM	PAY	COM	PAY	COM	PAY	COM	PAY	
4 20 0	Funds relating to the participation of other European agencies into the SI2 support service		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
	<b>Chap. 4 3 Co-operation with national institutions</b>		<b>429,108.92</b>	<b>855,524.08</b>	<b>429,108.92</b>	<b>855,524.08</b>			<b>860,630.05</b>	<b>996,379.64</b>	
4 30	Co-operation with Italian institutions		429,108.92	855,524.08	429,108.92	855,524.08			860,630.05	996,379.64	
4 30 0	Cooperation with Italian institutions (1)		429,108.92	855,524.08	429,108.92	855,524.08			860,630.05	996,379.64	
	<b>Chap. 4 4 Implementation of EU members states projects</b>				<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	
4 40	Projects related to bilateral agreement between EU members states and other countries				p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
4 40 0	Technical assistance				p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
4 40 1	"Italian Small and Medium Enterprises Programme for Albania" (ISMEPA)				p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
<b>TITLE 4 TOTAL TITLE 4</b>			<b>429,108.92</b>	<b>855,524.08</b>	<b>429,108.92</b>	<b>855,524.08</b>			<b>860,630.05</b>	<b>996,379.64</b>	

**TITLE 5 EARMARKED EXPENDITURE**

Education and Training for Employment (ETE), project MED 2004/083-494

<b>Chap. 5 1 Human resources</b>	<b>116,816.12</b>	<b>263,275.06</b>	<b>116,816.12</b>	<b>263,275.06</b>	<b>p.m.</b>	<b>p.m.</b>	<b>183,306.50</b>	<b>332,569.10</b>			
5 11 EU Expert fees	16,650.00	72,024.43	16,650.00	72,024.43	p.m.	p.m.	40,310.00	93,130.00			
5 11 0 EU Expert fees	16,650.00	72,024.43	16,650.00	72,024.43	p.m.	p.m.	40,310.00	93,130.00			
5 12 MEDA Expert fees	5,350.00	111,650.00	5,350.00	111,650.00	p.m.	p.m.	8,450.00	38,450.00			
5 12 0 MEDA Expert fees	5,350.00	111,650.00	5,350.00	111,650.00	p.m.	p.m.	8,450.00	38,450.00			
5 13 Administrative support	92,233.57	63,793.39	92,233.57	63,793.39	p.m.	p.m.	119,507.39	184,386.09			
5 13 0 Administrative support	92,233.57	63,793.39	92,233.57	63,793.39	p.m.	p.m.	119,507.39	184,386.09			
5 14 Ad Hoc support	2,582.55	15,807.24	2,582.55	15,807.24	p.m.	p.m.	15,039.11	16,603.01			
5 14 0 Ad Hoc support	2,582.55	15,807.24	2,582.55	15,807.24	p.m.	p.m.	15,039.11	16,603.01			
<b>Chap. 5 2 Travel and Per Diems</b>	<b>317,978.25</b>	<b>345,615.59</b>	<b>317,978.25</b>	<b>345,615.59</b>	<b>p.m.</b>	<b>p.m.</b>	<b>414,000.00</b>	<b>604,769.30</b>			
5 21 Per Diems	105,318.94	115,194.47	105,318.94	115,194.47	p.m.	p.m.	141,000.00	220,644.61			
5 21 1 Experts per diems	105,291.94	80,724.40	105,291.94	80,724.40	p.m.	p.m.	116,000.00	167,805.38			
5 21 3 Project Team per diems	27.00	34,470.07	27.00	34,470.07	p.m.	p.m.	25,000.00	52,839.23			
5 22 Travel expenses	212,659.31	230,421.12	212,659.31	230,421.12	p.m.	p.m.	273,000.00	384,124.69			
5 22 1 EU Expert travel	29,070.96	36,763.67	29,070.96	36,763.67	p.m.	p.m.	37,000.00	56,268.08			
5 22 2 MEDA Expert travel	183,473.15	170,532.56	183,473.15	170,532.56	p.m.	p.m.	216,000.00	282,926.64			
5 22 3 Project Team travel	115.20	23,124.89	115.20	23,124.89	p.m.	p.m.	20,000.00	44,929.97			
<b>Chap. 5 3 Other cost/services</b>	<b>202,074.60</b>	<b>289,553.70</b>	<b>202,074.60</b>	<b>289,553.70</b>	<b>p.m.</b>	<b>p.m.</b>	<b>412,945.27</b>	<b>449,794.32</b>			
5 31 Visibility	9,437.03	99,076.45	9,437.03	99,076.45	p.m.	p.m.	63,309.56	78,221.96			
5 31 0 Visibility	9,437.03	99,076.45	9,437.03	99,076.45	p.m.	p.m.	63,309.56	78,221.96			
5 32 Conferences/seminars	192,637.57	190,477.25	192,637.57	190,477.25	p.m.	p.m.	349,635.71	371,572.36			
5 32 0 Conferences/seminars	192,637.57	190,477.25	192,637.57	190,477.25	p.m.	p.m.	349,635.71	371,572.36			
<b>Chap. 5 4 Procurement activity for component 3</b>			<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>535,016.00</b>			
5 40 Procurement activity for component 3			p.m.	p.m.	p.m.	p.m.	p.m.	535,016.00			
5 40 0 Procurement activity for component 3			p.m.	p.m.	p.m.	p.m.	p.m.	535,016.00			
<b>Chap. 5 5 Procurement activity for component 4</b>		<b>84,839.00</b>		<b>84,839.00</b>		<b>p.m.</b>	<b>p.m.</b>	<b>587,315.18</b>			
5 50 Procurement activity for component 4		84,839.00		84,839.00		p.m.	p.m.	587,315.18			
5 50 0 Procurement activity for component 4		84,839.00		84,839.00		p.m.	p.m.	587,315.18			
<b>Chap. 5 6 Financial Auditing</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>p.m.</b>	<b>p.m.</b>	<b>15,000.00</b>	<b>15,000.00</b>			
5 60 Financial Auditing	15,000.00	15,000.00	15,000.00	15,000.00	p.m.	p.m.	15,000.00	15,000.00			
5 60 0 Technical assistance	15,000.00	15,000.00	15,000.00	15,000.00	p.m.	p.m.	15,000.00	15,000.00			
<b>Chap. 5 7 Contingencies</b>		<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>			
5 70 Contingencies		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.			
5 70 0 Contingencies		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.			

EXPENDITURE

Art.	Item	Title	Amending Budget 2009		Modifications 2009		Budget 2009		Amending Budget 2008		Assumptions 2009
			COM	PAY	COM	PAY	COM	PAY	COM	PAY	
TITLE 5	TOTAL TITLE 5		651,868.97	998,283.35	651,868.97	998,283.35	p.m.	p.m.	1,025,251.77	2,524,463.90	

**TITLE 6 TEMPUS TECHNICAL ASSISTANCE CONVENTION (Earmarked expenditure)**

<b>Chap. 6 1 Selection</b>	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
6 10 Selection	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
6 10 1 Evaluation meetings	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
6 10 2 Lead experts information sessions	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
6 10 3 JEP Technical assessment	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
6 10 4 IMG Technical assessment	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
6 10 5 SCM Academic assessment	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
6 10 6 SCM Technical assessment	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
<b>Chap. 6 2 Contract Management</b>	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	213,585.00	257,595.60	
6 20 Contract Assessment	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	213,585.00	257,595.60	
6 20 1 Reports - Content assessment	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	56,086.00	56,086.00	
6 20 2 Reports - Financial assessment	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	146,799.00	170,917.22	
6 20 3 Financial audits	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	10,700.00	30,592.38	
6 20 4 Project administration software	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
<b>Chap. 6 3 Publication &amp; Information</b>	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	78,100.00	90,226.00	
6 30 Publication & Information	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	78,100.00	90,226.00	
6 30 1 Tempus guide for applicants	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
6 30 2 Tempus country fiche	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
6 30 3 Tempus studies	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	25,000.00	25,000.00	
6 30 4 Tempus information & publicity materials	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	53,100.00	53,100.00	
6 30 5 Website development	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	12,126.00	
6 30 6 Tempus project documentation	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
6 30 7 Tempus annual report	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
6 30 8 Miscellaneous	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
6 30 9 Regional conferences	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
<b>Chap. 6 4 Administrative expenses</b>	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	122,932.98	190,422.27	
6 40 Administrative expenses	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	122,932.98	190,422.27	
6 40 1 Mailing costs	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	28,358.98	88,757.52	
6 40 2 Translation costs	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	26,992.00	
6 40 3 Filing, registration, data input	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	94,574.00	74,672.75	
<b>Chap. 6 5 Reserve</b>	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
6 50 Reserve	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
6 50 0 Reserve	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	414,617.98	538,243.87	
<b>TITLE 6 TOTAL TITLE 6</b>	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	2,300,499.80	4,059,087.41	
<b>TOTAL ETF EARMARKED EXPENDITURE</b>	1,080,977.89	1,853,807.43	1,080,977.89	1,853,807.43	p.m.	p.m.	p.m.	p.m.	2,300,499.80	4,059,087.41	
<b>GRAND TOTAL EXPENDITURE</b>	21,038,768.89	21,811,598.43	1,166,768.89	1,939,598.43	19,872,000.00	19,872,000.00	20,284,499.80	22,043,087.41			

**European Training Foundation  
ESTABLISHMENT PLAN 2009**

**GB09DEC025**

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<b>Grade</b>	<b>2009</b>		<b>2008</b>		<b>2008</b>	
	Authorised posts		actual at 31 Dec 2008		Authorised posts	
	Permanent	Temp.	Permanent	Temp.	Permanent	Temp.
AD 16						
AD 15						
AD 14	1			1		1
AD 13	3					3
AD 12	8			7		7
AD 11	10			12		13
AD 10	5			3		5
AD 9	13			11		12
AD 8	11			7		10
AD 7	8			8		3
AD 6				1		
AD 5						
<i>Sub-total AD</i>	<i>0</i>	<i>59</i>	<i>0</i>	<i>50</i>	<i>0</i>	<i>54</i>
AST 11						
AST 10	3					1
AST 9	8			5		8
AST 8	4			2		4
AST 7	7			7		8
AST 6	10			8		11
AST 5	4			2		10
AST 4	1			3		
AST 3				3		
AST 2				6		
AST 1						
<i>Sub-total AST</i>		<i>37</i>		<i>36</i>		<i>42</i>
<b>Total</b>	<b>0</b>	<b>96</b>	<b>0</b>	<b>86</b>	<b>0</b>	<b>96</b>