

AMENDING BUDGET 2/2012

The main objective of the Amending Budget 2/2012 is to re-assign the amounts available in Title 1 as result of the non-increase of salary adaptation decided at the end of 2011 for 2011 and 2012. Based on the updated information following Q3 assessment, this Amending Budget also proposes small reallocations in line with the updated needs.

The attached budget refers to the Amending Budget 1/2012 adopted by the Governing Board at its meeting of 15 June 2012.

Revenue

ETF receives its revenue as subvention from the European Commission. In addition, ETF can receive funding from other institutions for activities included in its mandate.

No additional revenue is included in this Amending Budget.

Expenditure

The activities performed until now are in line with the work programme adopted by the Board in June 2012.

2a. Subvention

A general re-allocation of appropriations from Title 1 is proposed, aiming at increasing the support for operational activities. The availability comes mainly from salary-related appropriations originally foreseen for the estimated increase in salaries linked to the yearly salary adaptation. As no decision on the increase has been taken by the European Council in 2011, these appropriations have been freed and will be re-allocated.

Until this amending budget, ETF has transferred 124,000€ or 0.6% from Titles 1 and 2 (administrative expenditure) to Title 3 (operational expenditure), representing a 2.4% increase in the latter. These funds have mainly gone to increase support in ongoing activities (such as the conference in Amman and Young Mediterranean Leaders initiative) and IPA II. These appropriations were available following an initial review of salary costs (linked to the non-increase in 2011, a partial amount), and were transferred under the authority of the Director.

The present Amending Budget proposes the reallocation of:

- 237,450€ (-1.8%) from Title 1, amount resulting from availability on salary costs, all linked to the non-increase of salaries at the end of 2011 updated with the recruitment situation,
- to Title 2 (19,450€, +1.3%) for replacing ageing hardware and
- to Title 3 (218,000€, +4.2%) increasing the impact of current activities:
 - Support to the new ETF intranet, aiming at fostering internal communication.
 - Input on ongoing activities Qualification Frameworks in Ukraine, regional development and skills forecasting
 - School development project (Central Asia) - fund all local and international expertise through July 2014. The estimated cost of the event is 120,000€
 - Methodological development on Foresight/HRD strategies
 - Dissemination activities for Torino process

At the same time, a reallocation of payment appropriation in Title 3 is proposed, re-aligned with the actual payment schedule of the operational activities.

Overall, considering the previous transfers and the proposed Amending Budget, 1.7% of ETF's budget will be allocated from the administrative to operational activities.

2b. Internally Assigned revenue

In 2012, due to reimbursement to ETF of expenses incurred in previous years arising from won litigations, the Local Staff (salary costs) and Legal Expenses (legal costs) budget have been increased by €40,735.05 and €17,252.78 respectively (as indicated in the Financial Statements 2011). These amounts, being an internal assigned revenue, can serve no other purpose, their execution will not be considered for purpose of assessing 2012 budget execution performance and will be reported in the Financial Statements as well as in the Annual Activity Report 2012. Should they not be needed in 2012, they will be reimbursed to EC. Excluding this unforeseen income arising from won litigations, the amount originally foreseen as part of the subvention for these budget lines has been re-allocated to operational activities.

Presentation

The attached amending budget contains the details of the previous amending budget and the above mentioned modifications.

By adopting this Amending Budget, the Governing Board is agreeing to the use of the reallocated appropriations and related activities as indicated at point 2a.

Overall, in 2012 ETF is expected to manage a subvention of €20 144 530 and an external assigned revenue of €135 815.

Art.		Item	Title	Amending Budget 1/2012		Amendments		Amending Budget N.2/2012	
				COM	PAY	COM	PAY	COM	PAY
TITLE 1 European Community subsidy									
	Chap. 1 0	Pre-Accession Strategy (15.03.02. (ex B7-033))							
1 00		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							
1 01		Pre-Acession							
	1 01 1	Pre-Acession (Turkey) contribution to ETF-Subsidy under Titles 1 and 2							
	1 01 2	Pre-Acession (Turkey) contribution to ETF-Subsidy under Title 3							
	Chap. 1 1	External action - Tacis, CARDS and MEDA - (15.03.03. (ex B7-664))							
1 10	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.1 2	European Training Foundation (15.02.27)		20 044 530	20 044 530			20 044 530	20 044 530
1 20		European Training Foundation		20 044 530	20 044 530			20 044 530	20 044 530
	1 20 1	ETF - Subsidy under Titles 1 and 2		15 012 854	15 012 854			15 012 854	15 012 854
	1 20 2	ETF - Subsidy under Title 3		5 031 676	5 031 676			5 031 676	5 031 676
	Chap.1 3	DG EAC - European Training Foundation		100 000	100 000			100 000	100 000
1 30		Union contribution from recovery of surplus from previous years		100 000	100 000			100 000	100 000
	1 30 1	Contribution to Title 1 and 2		100 000	100 000			100 000	100 000
	1 30 2	Contribution to Title 3		pm	pm			pm	pm
	TITLE 1	TOTAL TITLE 1		20 144 530	20 144 530			20 144 530	20 144 530

TITLE 8 European Community contribution in kind

	Chap. 8 0	European Community contribution in kind	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.
8 00		<i>European Community contribution in kind</i>	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.
	8 00 0	European Community contribution in kind	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.
	TITLE 8	TOTAL TITLE 8	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.

TITLE 9 MISCELLANEOUS REVENUE

	Chap. 9 0	Miscellaneous revenue	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.
9 00		<i>Miscellaneous revenue</i>	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.
	9 00 0	Miscellaneous revenue	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.
	TITLE 9	TOTAL TITLE 9	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.

TITLE 10 RESULTS EARLIER YEARS

	Chap. 10 1	Results earlier years	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.
10 11		<i>Results earlier years</i>	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.
	10 11 1	Result budget year -/- 1	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.
	TITLE 10	TOTAL TITLE 10	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.

TOTAL ETF SUBVENTION REVENUE	20 144 530	20 144 530			20 144 530	20 144 530
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Art.	Item	Title	Amending Budget 1/2012		Amendments		Amending Budget N.2/2012	
			COM	PAY	COM	PAY	COM	PAY

TITLE 4 REVENUE FROM OTHER SOURCES (Earmarked revenue)

	Chap. 4 3	Cooperation with Italian institutions	2 805	2 805			2 805	2 805
4 30		<i>Cooperation with Italian institutions</i>	2 805	2 805			2 805	2 805
	4 30 0	Cooperation with Italian institutions	2 805	2 805			2 805	2 805
	Chap. 4 9	Cooperation with Italian institutions - Financing earlier years	133 010	133 010			133 010	133 010
4 90		<i>Cooperation with Italian institutions - Financing earlier years</i>	133 010	133 010			133 010	133 010
	4 90 0	Cooperation with Italian institutions - Financing earlier years*	133 010	133 010			133 010	133 010
	TITLE 4	TOTAL TITLE 4	135 815	135 815			135 815	135 815

TITLE 5 MEDA - ETE (Earmarked revenue)

	Chap. 5 0	MEDA-ETE					-	-
5 00		<i>MEDA-ETE</i>					-	-
	5 00 0	MEDA-ETE					-	-
	Chap. 5 9	MEDA-ETE - Financing earlier years	248 467	248 467			248 467	248 467
5 90		<i>MEDA-ETE - Financing earlier years</i>	248 467	248 467			248 467	248 467
	5 90 0	MEDA-ETE - Financing earlier years*	248 467	248 467			248 467	248 467
	TITLE 5	TOTAL TITLE 5	248 467	248 467			248 467	248 467

* The MEDA-ETE project has been finalised in 2009 and the latest payments have been done in 2010, the remaining amount has been returned to the commission during 2012

TOTAL EARMARKED / PROJECT REVENUE			384 282	384 282			384 282	384 282
GRAND TOTAL			20 528 812	20 528 812			20 528 812	20 528 812

Art. Item Title			Amending Budget 1/2012		Amendments		Amending Budget N.2/2012		Revised assumptions 2012	
			COM	PAY	COM	PAY	COM	PAY		
TITLE 1 EXPENDITURE RELATING TO PERSONS WORKING WITH THE FOUNDATION										
Chap. 1 1 Staff in active employment			13 227 564	13 227 564	- 412 194	- 412 194	12 815 370	12 815 370		
1 10	Agents included in the workforce		9 720 484	9 720 484	- 412 000	- 412 000	9 308 484	9 308 484		
1 10 0	Basic salaries		7 739 384	7 739 384	- 312 000	- 312 000	7 427 384	7 427 384	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: The ETF establishment plan is of 96 posts (61 AD and 35 AST). With the budget at disposal, at least 4 FTE shall not be paid in 2012, thus having 92 FTE paid. Based on past experience in particular in terms of turnover, time a post remains vacant until availability of newly selected staff, part time, parental and unpaid leaves, it is estimated that 2 FTE can be saved for part time/parental leave etc and 2 FTE will have to be saved by postponing start of service in 2012. Revised assumptions: The expected salary adaptation in 2011 did not occur, decreasing the overall salary costs in 2012. In addition, updated estimates regarding the financial requirements	
1 10 1	Family allowances		978 700	978 700	- 70 000	- 70 000	908 700	908 700	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: It is estimated that staff who were entitled to family allowances in 2011 will still be in 2012. Therefore the estimated needs for 2012 is based on both the assumption that the majority of newly recruited staff in 2012 will be entitled to this allowance and to the usual yearly increase of both salary (and consequently the family allowances) and educational costs. Revised assumptions: The expected salary adaptation in 2011 did not occur, decreasing the overall salary costs in 2012. In addition, updated estimates regarding the financial requirements	
1 10 2	Transfer and expatriation allowance		1 002 400	1 002 400	- 30 000	- 30 000	972 400	972 400	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: It is known that staff who were entitled to expatriation allowances in 2011 will still be in 2012. Therefore the estimated needs for 2012 is based on both this fact and that the vast majority of newly recruited staff in 2012 will be entitled to this allowance and to the usual yearly increase of both salary (and consequently the expatriation allowances). Revised assumptions: The expected salary adaptation in 2011 did not occur, decreasing the overall salary costs in 2012. In addition, updated estimates regarding the financial requirements	
1 10 3	Secretarial allowance									
1 11	Other staff		1 786 200	1 786 200	- 110 694	- 110 694	1 675 506	1 675 506		
1 11 0	Contractual agent		1 656 200	1 656 200	- 70 000	- 70 000	1 586 200	1 586 200	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: It is planned to have 36 Contract Agents but with the budget at disposal, at least 1,5 FTE shall not be paid in 2012 thus having 34,5 FTE paid. Based on past experience in particular in terms of turnover, time a post remains vacant until availability of newly selected staff, part time, parental and unpaid leaves, it is estimated that 0,5 FTE can be saved for part time/parental leave etc and 1 FTE will have to be saved by postponing start of service in 2012. Budget includes cost relating to start and end of service such as installation, daily allowances, travel costs etc.). Revised assumptions: The expected salary adaptation in 2011 did not occur, decreasing the overall salary costs in 2012. In addition, updated estimates regarding the financial requirements	
1 11 2	Local staff		130 000	130 000	- 40 694	- 40 694	89 306	89 306	This appropriation covers all salaries, allowances, social security related costs for Local Agents. Planning assumptions: 2 Local Agents. Slight increase based on historical trend. Revised assumptions: Availability on BL 1112 as funds returned to ETF are available (€40, 735); This availability will contribute to Title 1 needs and release funds from subvention	
1 13	Insurance against sickness, accidents and occupational disease, unemployment insurance and maintenance of pension rights		432 900	432 900	- 28 000	- 28 000	404 900	404 900		

Art.	Item	Title	Amending Budget 1/2012		Amendments		Amending Budget N.2/2012		Revised assumptions 2012
			COM	PAY	COM	PAY	COM	PAY	
1 13 0	Insurance against sickness		266 600	266 600	- 5 000	- 5 000	261 600	261 600	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: It is known that this insurance cost is for all staff. Therefore the estimated needs for 2012 is based on the estimated cost for 92 FTE plus the usual yearly increase of salary (and consequently the insurance cost). Revised assumptions: Lower salary costs as no salary adaptation in 2011 and higher turnover compared to historical trends
1 13 1	Insurance against accidents and occupational disease		58 000	58 000	- 18 000	- 18 000	40 000	40 000	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: It is known that this insurance cost is for all staff. Therefore the estimated needs for 2012 is based on the estimated cost for 92 FTE plus the usual yearly increase of salary (and consequently the insurance cost). Revised assumptions: The expected salary adaptation in 2011 did not occur, decreasing the overall salary costs in 2012. In addition, updated estimates regarding the requirements
1 13 2	Unemployment insurance for temporary staff		108 300	108 300	- 5 000	- 5 000	103 300	103 300	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: It is known that this insurance cost is for all staff. Therefore the estimated needs for 2012 is based on the estimated cost for 92 FTE plus the usual yearly increase of salary (and consequently the insurance cost). Revised assumptions: Lower salary costs as no salary adaptation in 2011 and higher turnover compared to historical trends
1 13 3	Pension								
1 14	Sundry allowances		170 800	170 800	200	200	171 000	171 000	
1 14 0	Birth and death allowance		800	800	200	200	1 000	1 000	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: Birth and death allowance based on historical trend Revised assumptions: Needs linked to actual situation of birth allowances
1 14 1	Annual travel costs from the place of employment to the place of origin		170 000	170 000			170 000	170 000	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: It is known that staff who were entitled to that allowance in 2011 will still be in 2012. Therefore the estimated needs for 2012 is based on both this fact and that the vast majority of newly recruited staff in 2012 may be entitled to this allowance and to the usual yearly increase of both salary (and consequently the annual travel cost allowance).
1 14 2	Accommodation and transport allowances								
1 14 3	Fixed entertainment allowances								
1 14 4	Fixed local travel allowances								
1 14 7	Allowances for shift work or standby duty at the official's place of work and/or at home	p.m.	p.m.				p.m.	p.m.	Staff Regulations of Officials of the European Communities, and in particular Art. 56a and Conditions of Employment of Other Servants (art. 16). Planning assumptions: No Temporary Agent on standby duty during closing time throughout the year in 2011. Only Contract Agents, the cost of which is paid under BL1110
1 15	Overtime								
1 15 0	Overtime								
1 17	Supplementary services		327 000	327 000	77 000	77 000	404 000	404 000	
1 17 0	Freelance interpreters and conference. personnel								

Amending Budget N.2/2012

EXPENDITURE

Art.	Item	Title	Amending Budget 1/2012		Amendments		Amending Budget N.2/2012		Revised assumptions 2012
			COM	PAY	COM	PAY	COM	PAY	
1 17 2	Cost of organising traineeships with the Foundation		10 000	10 000			10 000	10 000	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: Cost for last months of internship to be paid to 2 internships who started in 2011 + 2 new internships to start in 2012
1 17 5	Other translation and typing services and work to be contracted out								
1 17 7	Other services rendered and institutional audit services		317 000	317 000	77 000	77 000	394 000	394 000	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: 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.), service providers for Interim support, ETF receptionists etc. - estimated at €198,637). 2) Usually for consultancy work, staff surveys, relocation services for new comers for €60,000 but decreased because of budgetary limitations - to €40,400 Revised assumptions: Interim support increased request due to higher number of resignation and compensation for absences
1 18	Recruitment and transformation costs		288 580	288 580	37 800	37 800	326 380	326 380	
1 18 0	Sundry recruitment expenses		30 730	30 730	10 000	10 000	40 730	40 730	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: <input type="checkbox"/> Specific supplies for tests/interviews needed/publication <input type="checkbox"/> External Selection Assessment Board members based on historical trends Revised assumptions: Higher number of selection procedure
1 18 1	Travelling expenses		10 000	10 000			10 000	10 000	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 for start or end of service travelling expenses
1 18 2	Installation allowance		110 550	110 550	25 000	25 000	135 550	135 550	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: Cost linked to installation cost of new comers who started in 2011 and who will start in 2012 as well as cost lined to re-installation allowance for leavers in 2012 or who have left before but have not yet relocate outside Turin. Revised assumptions: (Re-)installation costs higher due to high number of end of services compared to historical trends and subsequent higher number of newcomers for replacement
1 18 3	Moving expenses		75 100	75 100	25 000	25 000	100 100	100 100	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: Cost linked to moving cost of new comers who started in 2011 and who will start in 2012 as well as cost linked to moving costs for leavers in 2012 or who have left before but have not yet moved outside Turin. Revised assumptions: Removal costs higher due to high number of end of services compared to historical trends and subsequent higher number of newcomers for replacement

Amending Budget N.2/2012

EXPENDITURE

Art.	Item	Title	Amending Budget 1/2012		Amendments		Amending Budget N.2/2012		Revised assumptions 2012
			COM	PAY	COM	PAY	COM	PAY	
1 18 4	Temporary daily allowance		62 200	62 200	- 22 200	- 22 200	40 000	40 000	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: Cost linked to new comers upon start of service and depend on both their family situation, place of recruitment. Revised assumptions: Lower salary costs as no salary adaptation in 2011 and higher turnover compared to historical trends. The expected salary adaptation in 2011 did not occur, decreasing the overall salary costs in 2012. In addition, updated estimates regarding the require
1 19	Weightings (Correction coefficients)		501 600	501 600	23 500	23 500	525 100	525 100	
1 19 0	Weightings (Correction coefficients)		401 600	401 600	123 500	123 500	525 100	525 100	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: This weighting is for all staff. Therefore the estimated needs for 2012 is based on the estimated cost for 92 FTE plus the usual yearly increase of weighting for Italy. Revised assumptions: The expected decrease of the weighting factor (planed for 2012 at the end of 2011) did not happen, resulting in higher needs.
1 19 1	Salarial adaptation		100 000	100 000	- 100 000	- 100 000			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: This salary increase is for all staff. Therefore the estimated needs for 2012 is based on limited budget availability and for 92 FTE Revised assumptions: According to updated PMO practice, the salarial adaptation has been considered for across the actual salary-related budget lines, and this appropriations can be re-assigned
Chap. 1 3 Missions and travel			108 000	108 000	42 899	42 899	150 899	150 899	
1 30	Mission and travel expenses		108 000	108 000	42 899	42 899	150 899	150 899	
1 30 0	Mission and travel expenses		108 000	108 000	42 899	42 899	150 899	150 899	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: Since 2011, mission costs are split in two lines, administrative (1300) and operational (3200). Administrative missions will cover staff development missions and missions with an administrative purpose. Estimate for the administrative missions is done based on the historical trends. Revised assumptions: Need for mission funds for Directorate and central services higher than initially planned. Revision of needs for the administrative missions takes into account all missions planned until the end of the year
Chap. 1 4 Socio-medical infrastructure			202 290	202 290	25 000	25 000	227 290	227 290	
1 40	Running costs of restaurants and canteens								
1 40 0	Running costs of restaurants and canteens								
1 42	Restaurants, meals and canteens								
1 42 0	Restaurants, meals and canteens								

Art.	Item	Title	Amending Budget 1/2012		Amendments		Amending Budget N.2/2012		Revised assumptions 2012
			COM	PAY	COM	PAY	COM	PAY	
1 43		Medical service	37 290	37 290	- 5 000	- 5 000	32 290	32 290	<p>Staff Regulations of Officials of the European Communities, and in particular Art. 59 and Art. 8 of Annex II thereof.</p> <p>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.).</p> <p>Planning assumptions: Annual medical check up visits, ETF medical advisor and medical supplies, based on historical trends</p> <p>Revised assumptions: Revision of needs related to the services provided by ETF medical advisor/annual medical check-up</p>
	1 43 0	Medical service	37 290	37 290	- 5 000	- 5 000	32 290	32 290	
1 44		Internal training	160 000	160 000	30 000	30 000	190 000	190 000	<p>Staff Regulations of Officials of the European Communities, and in particular Art. 24 (3) thereof.</p> <p>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.</p> <p>Planning assumptions: Amount necessary to progressively try to reach an acceptable level of budget to cover for adequate learning and development activities for all staff.</p> <p>Revised assumptions: L&D activities needs higher than initially estimated</p>
	1 44 0	Internal training	160 000	160 000	30 000	30 000	190 000	190 000	
1 49		Other interventions	5 000	5 000			5 000	5 000	<p>This appropriation is intended to cover amongst other social events and institutional well being programmes that the ETF is putting in place.</p> <p>Planning assumptions: Well-being activities as well as ETF Christmas events</p>
	1 49 0	Other interventions	5 000	5 000			5 000	5 000	
Chap. 1 5 Staff exchanges between the Foundation and the public sector			68 000	68 000	- 28 655	- 28 655	39 345	39 345	
1 52		Staff exchanges between the Foundation and the public sector	68 000	68 000	- 28 655	- 28 655	39 345	39 345	<p>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.</p> <p>Planning assumptions: Cost for 1 Seconded National Expert</p> <p>Revised assumptions: One SNE ending secondment earlier than expected. Adjustment in line with the actual needs until the end of the year</p>
	1 52 0	National experts seconded	68 000	68 000	- 28 655	- 28 655	39 345	39 345	
Chap. 1 7 Entertainment and representation expenses			12 000	12 000			12 000	12 000	
1 70		Entertainment and representation expenses	12 000	12 000			12 000	12 000	<p>This chapter covers expenses linked to hospitality costs for guests (e.g. lunches, dinners, etc.).</p> <p>Planning assumptions: Ongoing catering requests to Villa Gualino (lunches, coffee breaks) (estimated €3,000) Ongoing representation costs including catering expenses, taxi costs and small gifts authorised by the Director (€4,000) Representation costs linked to end of year (€5,000)</p>
	1 70 0	Entertainment and representation expenses	12 000	12 000			12 000	12 000	
Chap. 1 9 Pensions and pension subsidies									
1 90		Pensions and pension subsidies							
	1 90 0	Pensions and pension subsidies							
TITLE 1 TOTAL TITLE 1			13 617 854	13 617 854	- 372 950	- 372 950	13 244 904	13 244 904	

TITLE 2 BUILDING, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE

Chap. 2 0 Investments in immovable property, rental of buildings and associated costs	516 281	516 281	- 5 498	- 5 498	510 783	510 783	
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Art.	Item	Title	Amending Budget 1/2012		Amendments		Amending Budget N.2/2012		Revised assumptions 2012
			COM	PAY	COM	PAY	COM	PAY	
2 00	Rentals		8 601	8 601			8 601	8 601	
	2 00 0	Rentals	8 601	8 601			8 601	8 601	This appropriation is intended to cover property rental Planning assumptions: Symbolic amount for rent of ETF Villa Gualino premises Rent for a single office in Madou Tower, including annual indexation of around 5% (est. €6,100) Reservation for ETF alternative office (oct-oct) as indicated in the ETF Business Continuity Plan (BCP) plus indexation (€2500)
2 01	Insurance								
	2 01 0	Insurance							
2 02	Water, gas, electricity and heating		110 000	110 000	- 2 000	- 2 000	108 000	108 000	
	2 02 0	Water, gas, electricity and heating	110 000	110 000	- 2 000	- 2 000	108 000	108 000	This appropriation is intended to cover utilities (water, gas, electricity and heating). Planning assumptions: Current expenditure trend and Villa Gualino forecast indicated that in 2011 we will likely pay 110000€. Considering the changes in costs of the energy and gas, for 2012 it is better to plan for the same amount of 2011. Minimum requirement considered 110000€ Revised assumptions: Savings linked to the actual costs estimated from the administrator of the VG compendium to be in line with the one of 2011
2 03	Cleaning and maintenance		204 700	204 700			204 700	204 700	
	2 03 0	Cleaning and maintenance	204 700	204 700			204 700	204 700	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: Cleaning services (€70,000) Running Costs reimbursement to Villa Gualino (€125,000) Green plants maintenance (€1,500) Rodent and insect control services (€1,200) Painting, Moves (new contract) (€7,000)
2 04	Furnishing of premises				6 000	6 000	6 000	6 000	
	2 04 0	Furnishing of premises	p.m.	p.m.	6 000	6 000	6 000	6 000	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: No expenditure is foreseen. Should any appropriations become available during the year, a new floor for Sala Europa should be considered (€15,000) Revised assumptions: Need of office partitioning and painting
2 05	Security and surveillance		107 980	107 980			107 980	107 980	
	2 05 0	Security and surveillance	107 980	107 980			107 980	107 980	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: On site surveillance services: calculation is made on 260 days of service (est. €80,100) Inspections and radio surveillance (est. €11,880) RSPP services, running from Nov to Oct (est. €10,000) Maintenance of various security services such as portable and fixed fire extinguishers, security doors, emergency exit doors, anti intrusion system (est. €6,000) Should additional appropriations become available, new emergency doors for Sala Europa should be considered (€16,000) Revised assumptions: a
2 09	Other expenditure on buildings		85 000	85 000	- 9 498	- 9 498	75 502	75 502	

Art.	Item	Title	Amending Budget 1/2012		Amendments		Amending Budget N.2/2012		Revised assumptions 2012
			COM	PAY	COM	PAY	COM	PAY	
2 09 0	Other expenditure on buildings		85 000	85 000	- 9 498	- 9 498	75 502	75 502	<p>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.</p> <p>Planning assumptions: Garbage tax to Turin municipality (€38,000) Management fees to Villa Gualino (20% on budget of 2030 and 2020) (€47,000) Should additional appropriations be available, consultancy on the building relating to office reviews and refurbishment should be considered. Revised assumptions: Savings linked to the actual costs being lower than estimates</p>
Chap. 2 1 Information & Communication Technology			705 639	705 639	59 957	59 957	765 596	765 596	
2 10	ICT expenditure		579 739	579 739	58 000	58 000	637 739	637 739	
2 10 0	ICT hardware		93 900	93 900	58 000	58 000	151 900	151 900	
2 10 1	Software acquisition, maintenance and development		254 839	254 839			254 839	254 839	<p>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: Hardware maintenance (clock-in/clock-out,)servers, UPS, firewall) and replacement (e.g. replacement of 40 to 50 desktop computers, UPS for servers) Replacement of main air-conditioning data centre II remains optional. Revised assumptions: Due to aging equipment, ETF needs to acquire a Storage Area Network and a Firewall, each estimated at €40,000 each</p> <p>This item has been allocated to cover the purchase of standard software applications and for the development of software systems. Planning assumptions: Software development activities (corresponding to 265 person/days senior consultant on site) Novell, Citrix, Oracle, Microsoft, Lotus Notes, Business Objects, VMware etc licences maintenance Ad-hoc purchase of software (linked to ITM service delivery, not development) ALLEGRO annual fees (€12,000) and specific customisation</p> <p>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: Starting from 2011, this line has been distributed across BL 2100 and 2101</p> <p>This appropriation is intended to cover the fixed costs of subscriptions, communication costs and internet service fees. Planning assumptions: Telecom expenses fixed and mobile (€102,000) Internet service provider (€25,000) Belgacom service provider for Tour Madou (€4,000) New PABX for the telephone system (€100,000)</p> <p>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: This line has been merged into BL2103</p> <p>This appropriation is intended to cover expenses relating the the use of EC distributed systems Planning assumptions: ABAC annual fees (€60,000) and SAP licences S-TESTA secure data connection to EC (€30,000) ABAC assets and migration Revised assumptions: ABAC Asset cost claimed by DG Bug is higher that committed (25,000 instead of 15,000)</p>
2 10 2	Other expenses						-	-	
2 10 3	Telecoms costs		231 000	231 000			231 000	231 000	
2 10 4	Telecoms equipment costs		-	-	-	-	-	-	
2 10 5	European Commission IT systems		125 900	125 900	1 957	1 957	127 857	127 857	
Chap. 2 2 Movable property and associated costs			25 800	25 800	17 500	17 500	43 300	43 300	
2 20	Technical installations and office equipment		25 800	25 800			25 800	25 800	

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EXPENDITURE

Art.	Item	Title	Amending Budget 1/2012		Amendments		Amending Budget N.2/2012		Revised assumptions 2012
			COM	PAY	COM	PAY	COM	PAY	
2 20 0	Technical installations and office equipment		25 800	25 800			25 800	25 800	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: Rental of copiers (€25,100) Rental of water dispensers (€652)
2 20 2	Rentals						-	-	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).
2 20 3	Maintenance, utilisation and repairs						-	-	This appropriation covers the costs of maintenance and repair of the materials and equipment listed under items 2200 to 2202 and the cost of additional copies in excess of the number stipulated in the Foundation's supplier framework contract.
2 21	Furniture				17 500	17 500	17 500	17 500	
2 21 0	Purchase	p.m.	p.m.		17 500	17 500	17 500	17 500	This appropriation covers the purchase of new furniture. Planning assumptions: Should money become available, complete set of furniture for the reception and new furniture for the Sala Alpi should be considered. Revised assumptions: Needs for new furniture, in particular for the new training room and ergonomic chairs
2 25	Documentation and library								
2 25 0	Purchase of non-operational publications and subscriptions								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.)
Chap. 2 3 Current administrative expenditure			90 280	90 280	- 21 109	- 21 109	69 171	69 171	
2 30	Stationery and office supplies		55 000	55 000	- 9 500	- 9 500	45 500	45 500	
2 30 0	Stationery and office supplies		55 000	55 000	- 9 500	- 9 500	45 500	45 500	Office supplies, normal and headed paper, envelopes, business cards, etc. as well as Promotional material (pens, bags, mouse mats) Planning assumptions: 25,000 Purchase of regular stationery 12,000 ECD promotional material (pens, bags, mouse mats, etc.) used for meetings and visitors 8,000 ECD branded stationery (folders, block-notes, etc.) 10,000 ECD headed paper envelopes, business cards Revised assumptions: Savings linked to the use of stationery and office supplies
2 32	Financial charges		1 000	1 000			1 000	1 000	
2 32 0	Miscellaneous Financial expenditure		1 000	1 000			1 000	1 000	This item covers bank charges and other financial charges as well as damages and interest. Planning assumptions: Bank charges
2 32 1	Exchange rate losses								
2 32 2	Other financial charges								
2 33	Legal expenses		5 000	5 000	- 4 775	- 4 775	225	225	
2 33 0	Legal expenses		5 000	5 000	- 4 775	- 4 775	225	225	This item is intended to cover * general legal expenses, * trial expenses, * external lawyers' expenses. Planning assumptions: Provision of legal advice. The estimated need is €9,000 out of which 5,000 represent new appropriations, the rest of €4,000 will be covered from legal funds recovered by ETF during 2011 Revised assumptions: In 2012, due to reimbursement to ETF of legal expenses incurred of previous years arising from won litigations, the Legal Expenses budget has been increased by €17,252.78 (as indicated in the Financial Statements 2011). This amount, being an internal assi
2 35	Other operating expenditure		24 280	24 280	- 6 834	- 6 834	17 446	17 446	

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EXPENDITURE

Art.	Item	Title	Amending Budget 1/2012		Amendments		Amending Budget N.2/2012		Revised assumptions 2012
			COM	PAY	COM	PAY	COM	PAY	
2 35 0	Miscellaneous insurance		18 450	18 450	- 7 334	- 7 334	11 116	11 116	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: Accident insurance Civil liability Theft and robbery Fire, other risks and electronic insurance Revised assumptions: Savings linked to the actual cost of insurance
2 35 2	Miscellaneous expenditure on internal meetings		2 830	2 830			2 830	2 830	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: catering costs related to internal meetings at the ETF (water, brown bag lunches, light aperitif)
2 35 5	Petty expenses		3 000	3 000	500	500	3 500	3 500	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: Urgent expenses Staff on Duty (SoD) (€1500) Reserve for urgent interventions and/or repairs (€1500) Revised assumptions: Increase the reserve for unforeseen petty expenses (quick interventions) , which will have to be dealt with by ETF
2 36	Publications		5 000	5 000			5 000	5 000	
2 36 0	Publications		5 000	5 000			5 000	5 000	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: 5,000 for publication of the ETF budget and related documents in the Official Journal
Chap. 2 4 Post and telecommunications			38 000	38 000	- 7 900	- 7 900	30 100	30 100	
2 40	Correspondence and courier expenses		38 000	38 000	- 7 900	- 7 900	30 100	30 100	
2 40 0	Correspondence and courier expenses		38 000	38 000	- 7 900	- 7 900	30 100	30 100	This appropriation is intended to cover correspondence and courier expenses, including the dispatching of parcels by post. Planning assumptions: 3 couriers used, costs estimations based on previous years Revised assumptions: Savings linked to the actual number of mailing
2 41	Telecommunications								
2 41 0	Subscriptions and fees								See remarks of BL 2103
2 41 1	Equipment								See remarks of BL 2104
Chap. 2 5 Meetings and associated costs			120 000	120 000	- 12 000	- 12 000	108 000	108 000	
2 50	Meetings and associated costs		120 000	120 000	- 12 000	- 12 000	108 000	108 000	
2 50 0	Meetings expenses in general		120 000	120 000	- 12 000	- 12 000	108 000	108 000	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: Two Governing Board meetings (June and November), with an average of 50 participants Revised assumptions: In the view of the planned reduction of governance costs in ETF, some savings have already been made in correspondence with the first meeting (June), and further savings could be expected in the planning of the second (November)
TITLE 2 TOTAL TITLE 2			1 496 000	1 496 000	30 950	30 950	1 526 950	1 526 950	

TITLE 3 EXPENSES RELATING TO PERFORMANCE OF SPECIFIC MISSIONS

Chap. 3 0 Operational expenses			903 500	903 500	58 602	13 000	962 102	916 500	
3 00	Operational documentation		28 500	28 500	- 4 898		23 602	28 500	

Art.	Item	Title	Amending Budget 1/2012		Amendments		Amending Budget N.2/2012		Revised assumptions 2012
			COM	PAY	COM	PAY	COM	PAY	
3 00 0	Purchase of operational publications and subscriptions		28 500	28 500	- 4 898		23 602	28 500	This appropriation is intended for the acquisition of publications and subscriptions, which are intended for the use of the operational departments. Planning assumptions: Regular purchase of operational publications (relevant newspapers, journals, magazines and online resources, and also books, single articles and additional e-resources requested by staff) Revised assumptions: Reallocation of this amount within EBPM-Knowledge Management project, aiming for acquisition of expertise
3 01	Publicising of information		625 000	625 000	81 500	33 000	706 500	658 000	
3 01 0	General publications		625 000	625 000	81 500	33 000	706 500	658 000	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: Internal Communication (€60,000) Corporate Events (€300,000) Media and promotion (€40,000) Corporate Publications (€175,000) Website and Social Media (€30,000) Revised assumptions: External printing costs originally foreseen for the projects are internalized to COMM department. 17,000€ for photocopier rental (which reduces costs for publication in projects) and 16,000€ in support of the YML initiative for the conference in Amman. T
3 03	Professional memberships and fees		5 000	5 000			5 000	5 000	
3 03 0	Professional memberships and fees		5 000	5 000			5 000	5 000	This appropriation is intended to cover the costs associated with professional memberships and fees. Planning assumptions: 5 membership fees
3 04	Translation costs		245 000	245 000	- 18 000	- 20 000	227 000	225 000	
3 04 0	Translation costs		245 000	245 000	- 18 000	- 20 000	227 000	225 000	This appropriation is intended to cover translation costs for corporate documents unrelated to specific operational activities. Planning assumptions: 128,000 statutory documents for GB meetings and written procedures 15,000 general governance/letters/directorate 80,000 corporate publications and media 22,000 web related documents Should appropriations be available, translation of Live and Learn magazine should be envisaged (€40,000) Revised assumptions: A more judicious approach to translations, including the commitment to use only "normal" (as opposed to "urgent") translations allows a saving currently estimated at €18,000. Payment appropriations adjusted based on current payment expectations until the
3 05	Meetings of the Advisory Forum								
3 05 0	Meetings of the Advisory Forum								Appropriations to cover corporate advisory meetings (Advisory Forum)
Chap. 3 1 Priority actions : Work programme activities			3 298 600	3 298 600	237 998	329 000	3 536 598	3 627 600	
3 10	Priority actions : Work programme activities								
3 10 0	Support to Commission : Input to the project cycle ENPI, IPA, DCECI								
3 11	Capacity building, information analysis for partner countries								
3 11 0	Capacity building, information analysis for partner countries								
3 12	Development Activities - thematic areas								
3 12 0	Development Activities - thematic areas								
3 13	Various costs linked to Work programme activities								

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EXPENDITURE

Art.	Item	Title	Amending Budget 1/2012		Amendments		Amending Budget N.2/2012		Revised assumptions 2012
			COM	PAY	COM	PAY	COM	PAY	
3 13 0		Insurance costs related to Work programme activities							This appropriation is intended to the insurance costs related to Work programme activities.
3 14		Projects to support strenghtening knowledge and systems	309 000	309 000	- 20 000		309 000	289 000	
3 14 0		Projects to support strenghtening knowledge and systems	309 000	309 000	- 20 000		309 000	289 000	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. Planning assumptions: Preparation and report on ETF's annual work programme in line with its Council regulation (€50,000) Maintain and implement the annual programme of project evaluations in line with the ETF Mid Term Perspective (€159,000) Contribution to the achievement of ETF objectives supporting compliance with its regulatory framework (€50,000) Strengthen ETF's capacity to exchange information and good practices with Member State donors and international organisations for the benefit of the partner countries (€50,000) Revised assumptions: Payments slower than originally estimated, payment appropriation could be reallocated to other activities in Title 3
3 15		Projects in support of EU's External Assistance in the Neighbourhood area	1 183 200	1 183 200	- 46 139	30 000	1 137 061	1 213 200	
3 15 0		Projects in support of EU's External Assistance in the Neighbourhood area	1 183 200	1 183 200	- 46 139	30 000	1 137 061	1 213 200	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 Revised assumptions: The amount of Payment appropriation available on this line should ensure processing of open payments according to the current payment schedule until close to the end of the year. Increased support in input on ongoing activities Qualification Frameworks in
3 16		Projects in support of EU's External Assistance in the Enlargement area	835 000	835 000	- 74 825	77 000	760 175	912 000	
3 16 0		Projects in support of EU's External Assistance in the Enlargement area	835 000	835 000	- 74 825	77 000	760 175	912 000	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 Revised assumptions: Needs of CA for initial co-funding the event in Austria in December. Availability following decommitment of executed activities is being allocated to contribute to Ukraine country project Payment appropriations adjusted based on current payment expectati
3 17		Projects in support of EU's External Assistance in the Development Co-operation instrument	277 800	277 800	97 000	50 000	374 800	327 800	
3 17 0		Projects in support of EU's External Assistance in the Development Co-operation instrument	277 800	277 800	97 000	50 000	374 800	327 800	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 Revised assumptions: School development project - fund all expertise local and international through July 2014. The estimated cost of the event is 120,000€, but only 100,000€ will be made available in the first transfer, the remaining 20,000€ will be looked after either thro
3 18		Projects: Thematic expertise development	426 220	426 220	175 940	111 000	602 160	537 220	
3 18 0		Projects in Thematic expertise development	426 220	426 220	175 940	111 000	602 160	537 220	This budget line covers the costs of support to the European Commission and partner country policy development through Thematic expertise development (TED). 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 Revised assumptions: Increased support for the IPA II Phase 1 activity, currently estimated at 138,000€ Methodological development on foresight/HRD strategies - top up Payment appropriations adjusted based on current payment expectations until the end of the year
3 19		Projects: Evidence based policy making	267 380	267 380	86 021	81 000	353 401	348 380	

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EXPENDITURE

Art.	Item	Title	Amending Budget 1/2012		Amendments		Amending Budget N.2/2012		Revised assumptions 2012
			COM	PAY	COM	PAY	COM	PAY	
3 19 0	Projects in	Evidence based policy making	267 380	267 380	86 021	81 000	353 401	348 380	This budget line covers the costs of support to the European Commission and partner country policy development through evidence based policy making (EBPM). 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 Revised assumptions: Increased support for the Amman conference, linked to the YML (Youth Mediterranean Leaders) initiative. In addition, there is an increased support for Torino Process (Preparation of the 2013 conference - Workshop 1.5 day (15 participants) in February 2013
Chap. 3 2 Operational Missions			828 576	828 576	45 400		873 976	828 576	
3 20	Operational Missions		828 576	828 576	45 400		873 976	828 576	
3 20 0	Operational Missions		828 576	828 576	45 400		873 976	828 576	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: From 2011, mission costs are split in two lines, administrative (1300) and operational (3200). Operational missions will cover the operational missions of the Operations Department, PMED, ECD and Directorate. Revised assumptions: Increased request for missions, following transfer from project budgets (IPA, DCI, ENP)
TITLE 3 TOTAL TITLE 3			5 030 676	5 030 676	342 000	342 000	5 372 676	5 372 676	

0

TITLE 8 European Community contribution in kind

Chap. 8 0 European Community contribution in kind		p.m.	p.m.		p.m.	p.m.	
8 80	European Community contribution in kind	p.m.	p.m.		p.m.	p.m.	
8 00 0	European Community contribution in kind	p.m.	p.m.		p.m.	p.m.	
TITLE 8 TOTAL TITLE 8		p.m.	p.m.		p.m.	p.m.	

TITLE 9 EXPENSES NOT SPECIFICALLY PROVIDED FOR

Chap. 9 9 Expenses not specifically provided for							
9 90	Reserve						
9 90 0	Reserve						
TITLE 9 TOTAL TITLE 9							

TITLE 10 RESULTS EARLIER YEARS

Chap. 10 1 Results earlier years		p.m.	p.m.		p.m.	p.m.	
10 10	Results earlier years	p.m.	p.m.		p.m.	p.m.	
10 10 0	Results earlier years	p.m.	p.m.		p.m.	p.m.	
TITLE 10 TOTAL TITLE 10		p.m.	p.m.		p.m.	p.m.	

TOTAL EXPENDITURE ETF PROPER

20 144 530 20 144 530

20 144 530 20 144 530

TITLE 4 Cooperation with other organisations (Earmarked expenditure)

Chap. 4 1 Co-operation with other international institutions							
4 10	Co-operation with other international institutions						
4 10 0	World bank						

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EXPENDITURE

Art.	Item	Title	Amending Budget 1/2012		Amendments		Amending Budget N.2/2012		Revised assumptions 2012
			COM	PAY	COM	PAY	COM	PAY	
4 11		Co-operation with other international institutions							
4 11 0		Swiss Agency for Development and Cooperation							
Chap. 4 2 Co-operation with other European agencies									
4 20		SI2 support service							
4 20 0		Funds relating to the participation of other European agencies into the SI2 support service							
Chap. 4 3 Co-operation with national institutions			135 815	135 815			135 815	135 815	
4 30		Co-operation with Italian institutions	135 815	135 815			135 815	135 815	
4 30 0		Cooperation with Italian institutions (1)	135 815	135 815			135 815	135 815	The bank interest yielded in 2011 has been added to the existing funds from the Italian ministry of Foreign Affairs. As agreed, the funds will be used for two projects in Lebanon
Chap. 4 4 Implementation of EU members states projects									
4 40		Projects related to bilateral agreement between EU members states and other countries							
4 40 0		Technical assistance							
4 40 1		"Italian Small and Medium Enterprises Programme for Albania" (ISMEPA)							
TITLE 4 TOTAL TITLE 4			135 815	135 815			135 815	135 815	

TITLE 5 EARMARKED EXPENDITURE

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

Chap. 5 1 Human resources			66 542	66 542			66 542	66 542	
5 11		EU Expert fees	29 857	29 857			29 857	29 857	
5 11 0		EU Expert fees	29 857	29 857			29 857	29 857	
5 12		MEDA Expert fess	25 350	25 350			25 350	25 350	
5 12 0		MEDA Expert fess	25 350	25 350			25 350	25 350	
5 13		Administrative support	6 936	6 936			6 936	6 936	
5 13 0		Administrative support	6 936	6 936			6 936	6 936	
5 14		Ad Hoc support	4 398	4 398			4 398	4 398	
5 14 0		Ad Hoc support	4 398	4 398			4 398	4 398	
Chap. 5 2 Travel and Per Diems			117 067	117 067			117 067	117 067	
5 21		Per Diems	27 776	27 776			27 776	27 776	
5 21 1		Experts per diems	13 081	13 081			13 081	13 081	
5 21 3		Project Team per diems	14 695	14 695			14 695	14 695	
5 22		Travel expenses	89 291	89 291			89 291	89 291	
5 22 1		EU Expert travel	32 037	32 037			32 037	32 037	
5 22 2		MEDA Expert travel	53 860	53 860			53 860	53 860	
5 22 3		Project Team travel	3 394	3 394			3 394	3 394	
Chap. 5 3 Other cost/services			63 926	63 926			63 926	63 926	
5 31		Visibility	44 611	44 611			44 611	44 611	
5 31 0		Visibility	44 611	44 611			44 611	44 611	
5 32		Conferences/seminars	19 316	19 316			19 316	19 316	
5 32 0		Conferences/seminars	19 316	19 316			19 316	19 316	
Chap. 5 4 Procurement activity for component 3									
5 40		Procurement activity for component 3							
5 40 0		Procurement activity for component 3							
Chap. 5 5 Procurement activity for component 4			932	932			932	932	
5 50		Procurement activity for component 4	932	932			932	932	

Amending Budget N.2/2012

EXPENDITURE

Art.	Item	Title	Amending Budget 1/2012		Amendments		Amending Budget N.2/2012		Revised assumptions 2012
			COM	PAY	COM	PAY	COM	PAY	
	5 50 0	Procurement activity for component 4	932	932			932	932	
Chap. 5 6 Financial Auditing									
5 60		Financial Auditing							
	5 60 0	Technical assistance							
Chap. 5 7 Contingencies									
5 70		Contingencies							
	5 70 0	Contingencies							
TITLE 5 TOTAL TITLE 5			248 467	248 467			248 467	248 467	

* The MEDA-ETE project has been finalised in 2009 and the latest payments have been done in 2010, the remaining amount has been returned to the commission during 2012

TOTAL ETF EARMARKED EXPENDITURE			384 282	384 282			384 282	384 282	
GRAND TOTAL EXPENDITURE			20 528 812	20 528 812			20 528 812	20 528 812	

**European Training Foundation
ESTABLISHMENT PLAN 2012**

GB/12/DEC/007

Grade	2012 Authorised posts		2011 Authorised posts		2010 Actual at 31 Dec 2010	
	Permanent	Temp.	Permanent	Temp.	Permanent	Temp.
AD 16						
AD 15						
AD 14		1		1		1
AD 13		4		4		
AD 12		8		4		5
AD 11		10		12		11
AD 10		3		4		3
AD 9		11		11		12
AD 8		9		5		4
AD 7		12		18		20
AD 6						1
AD 5		3		2		
<i>Sub-total AD</i>	0	61	0	61	0	57
AST 11						
AST 10		5		4		
AST 9		4		6		6
AST 8		5		1		4
AST 7		6		6		5
AST 6		2		7		6
AST 5		4		1		2
AST 4		3		5		4
AST 3		4		2		5
AST 2		2		3		3
AST 1						
<i>Sub-total AST</i>		35		35		35
Total	0	96	0	96	0	92

Chapter 3 0

The likely schedule of payments vis-à-vis commitments is as follows:

Commitments		Payments	
		2012	2013
Pre-2012 Commitments still outstanding	134 397	134 397	-
Appropriations 2012	962 102	782 103	179 999
Total	1 096 499	916 500	179 999

Chapter 3 1

The likely schedule of payments vis-à-vis commitments is as follows:

Commitments		Payments	
		2012	2013
Pre-2012 Commitments still outstanding	1 696 125	1 696 125	-
Appropriations 2012	3 536 598	1 931 475	1 605 123
Total	5 232 723	3 627 600	1 605 123

Chapter 3 2

The likely schedule of payments vis-à-vis commitments is as follows:

Commitments		Payments	
		2012	2013
Pre-2012 Commitments still outstanding	136 203	136 203	-
Appropriations 2012	873 976	692 373	181 603
Total	1 010 179	828 576	181 603