

AMENDING BUDGET 1/2013



AMENDING BUDGET 1/2013

The main objective of this amending budget is to incorporate the existing and new assigned revenue, which is normally undefined at the time of the adoption of the budget (November/December 2012 for the 2013 budget), and to adjust the subvention to the actual amount made available by DG EAC.

The attached budget refers to the 2013 budget adopted by the Board at its meeting of November 2012.

Revenue

The ETF's main source of revenue is its subvention from the European Commission. In addition, in accordance with Article 15.3 of its founding Regulation, ETF can receive funding from other sources for activities included in its mandate.

1a. Subvention

There is a decrease of €1 000 in the contribution that the ETF receives from the European Commission, a technical adjustment due to roundings;

1b. Assigned revenue

The amending budget integrates €52 070.17 available from previous years, assigned to the ETF by the Italian Ministry of Foreign Affairs. The interest accumulated in 2012 amounts to €1 081.20 and has been included as new appropriations with the agreement of the Ministry;

1c. Assigned revenue

The amending budget integrates the amount of €594 721.60 received from the Commission (DG DEVCO) as the first instalment of funding for the Governance for Employability in the Mediterranean (GEMM) project ;

1d. Assigned revenue

The amending budget integrates the amount of €1 249 800 received from the Commission (DG Enlargement) as the first instalment of funding for the Frame Skills for the Future (FRAME) project.

Expenditure

The activities performed until now are in line with the work programme adopted by the Board in November 2012 and subsequently revised with the written procedure 2013-364 on 15 Feb 2013.

2a. Subvention

The necessary €1 000 will be released from operational missions to comply with the technical adjustment.

During the first months of 2013, the ETF carried out three budgetary transfers to adapt the budget to actual needs, covering as follows:

- Increased support for internships and interim support (€65 000), learning and development activities (€23 000) and socio-medical support (€16 000) within Title 1;
- Transfer from corporate events of dedicated funds for the Policy Leaders' Forum (Marseille, Oct 2013), which is a regional event (€60 000 within Title 3);
- As agreed by the Governing Board on 5 Feb 2013 (2013-364), €54 642 has been allocated to preparatory activities for the FRAME project from operational missions within Title 3;
- Allocation of funds for finalising of the intranet project (€57 000 from Title 1 to Title 2);
- Transfer of funds from specific country budget lines for additional participants for the Torino Process conference, 8-9 May (€14 000 within Title 3).

2b. Assigned revenue

The €594 721.60 received as the first instalment of funding for the Governance for Employability in the Mediterranean project (GEMM) will be used for the activities foreseen for the 2013 phase of the project. The project has a budget of €3 130 000 (out of which the ETF's contribution is €1 130 000) and is expected to be finalised in 2015.

The ETF has received from DG Enlargement €1 249 800 as the first instalment of the €1 400 000 foreseen for the Frame Skills for the Future (FRAME) project, to be implemented during 2013-2014.

The €53 121.37 available from the Italian Ministry of Foreign Affairs will support ETF's activities in Lebanon.

Presentation

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

Two new budget lines have been created under Chapter 42 (Co-operation with other European institutions and other bodies) to accommodate the earmarked funds for the GEMM and FRAME projects (4200 and 4201 respectively)

Title 5 (MEDA-ETE : Earmarked revenue) has been removed, following finalisation of the project.

Currently, in 2013 the ETF is expected to manage a subvention of €20 143 500 and an assigned revenue of € 1 897 673.

Art.	Item	Title	Initial Budget 2013		Amendments 1 / 2013		Amending Budget 1 / 2013	
			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-Accession						
	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						
1 20	Chap.1 2	European Training Foundation (15.02.27)	20 026 500	20 026 500			20 026 500	20 026 500
		European Training Foundation	20 026 500	20 026 500			20 026 500	20 026 500
	1 20 1	ETF - Subsidy under Titles 1 and 2	15 081 500	15 081 500			15 081 500	15 081 500
	1 20 2	ETF - Subsidy under Title 3	4 945 000	4 945 000			4 945 000	4 945 000
1 30	Chap.1 3	DG EAC - European Training Foundation	118 000	118 000	- 1 000	- 1 000	117 000	117 000
		Union contribution from recovery of surplus from previous years	118 000	118 000	- 1 000	- 1 000	117 000	117 000
	1 30 1	Contribution to Title 1 and 2						
	1 30 2	Contribution to Title 3	118 000	118 000	- 1 000	- 1 000	117 000	117 000
	TITLE 1	TOTAL TITLE 1	20 144 500	20 144 500	- 1 000	- 1 000	20 143 500	20 143 500

TITLE 8 European Community contribution in kind								
8 00	Chap. 8 0	European Community contribution in kind	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.
		European Community contribution in kind	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								
9 00	Chap. 9 0	Miscellaneous revenue	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.
		Miscellaneous revenue	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.

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REVENUE

Art.	Item	Title	Initial Budget 2013		Amendments 1 / 2013		Amending Budget 1 / 2013	
			COM	PAY	COM	PAY	COM	PAY

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		Results earlier years	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	20 144 500	20 144 500	- 1 000	- 1 000	20 143 500	20 143 500
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TITLE 4 REVENUE FROM OTHER SOURCES (Earmarked revenue)

	Chap. 4 2	Co-operation with other European institutions and other bodies	p.m.	p.m.	1 844 522	1 844 522	1 844 522	1 844 522
4 30		Projects related to agreements between European Commission and the Foundation	p.m.	p.m.	1 844 522	1 844 522	1 844 522	1 844 522
	4 30 0	GEMM Project	p.m.	p.m.	594 722	594 722	594 722	594 722
	4 20 1	FRAME Project	p.m.	p.m.	1 249 800	1 249 800	1 249 800	1 249 800
	Chap. 4 3	Cooperation with Italian institutions	p.m.	p.m.	1 081	1 081	1 081	1 081
4 30		Cooperation with Italian institutions	p.m.	p.m.	1 081	1 081	1 081	1 081
	4 30 0	Cooperation with Italian institutions	p.m.	p.m.	1 081	1 081	1 081	1 081
	Chap. 4 9	Cooperation with Italian institutions - Financing earlier years	p.m.	p.m.	52 070	52 070	52 070	52 070
4 90		Cooperation with Italian institutions - Financing earlier years	p.m.	p.m.	52 070	52 070	52 070	52 070
	4 90 0	Cooperation with Italian institutions - Financing earlier years	p.m.	p.m.	52 070	52 070	52 070	52 070
	TITLE 4	TOTAL TITLE 4	p.m.	p.m.	1 897 673	1 897 673	1 897 673	1 897 673

TOTAL EARMARKED / PROJECT REVENUE	p.m.	p.m.	1 897 673	1 897 673	1 897 673	1 897 673
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GRAND TOTAL	20 144 500	20 144 500	1 896 673	1 896 673	22 041 173	22 041 173
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ARTICLE 130 - EXPENDITURE			Initial Budget 2013		Amendments 1 / 2013		Amending Budget 1 / 2013		Revised assumptions 2013	
Art.	Item	Title	COM	PAY	COM	PAY	COM	PAY		
TITLE 1 EXPENDITURE RELATING TO PERSONS WORKING WITH THE FOUNDATION										
Chap. 1 1 Staff in active employment			13 190 800	13 190 800	- 24 400	- 24 400	13 166 400	13 166 400		
1 10		Agents included in the workforce	9 502 000	9 502 000	- 6 400	- 6 400	9 495 600	9 495 600		
	1 10 0	Basic salaries	7 615 000	7 615 000	3 600	3 600	7 618 600	7 618 600	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 its disposal, and without considering an eventual high retroactive salary adaption, at least 5 FTE shall not be paid in 2013, thus 91 FTE could be paid. Based on past experience in particular in terms of turnover, the time posts remain vacant until the availability of newly selected staff, part time, parental and unpaid leave, it is estimated that 2.5 FTE can be saved for part time/parental leave etc and 2.5 FTE will have to be saved by postponing the start of service from mid 2013 onwards. Revised assumptions: Small variation linked to previous transfers for increased support in Interim staff and Training, restored through appropriations from ENDS and salary weightings (not needed)	
	1 10 1	Family allowances	863 000	863 000			863 000	863 000	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 2012 will still be in 2013. Therefore the estimated needs for 2013 is based on both the assumption that the majority of newly recruited staff in 2013 will be entitled to this allowance but without the usual high yearly increase of both salary (and consequently the family allowances) and education costs.	
	1 10 2	Transfer and expatriation allowance	1 024 000	1 024 000	- 10 000	- 10 000	1 014 000	1 014 000	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 2012 will still be in 2013. This represents a percentage of the basic salary. Therefore the estimated needs for 2013 is based on both this fact and the fact that the vast majority of newly recruited staff are entitled to this allowance but without the usual high yearly increase of salary (and consequently expatriation allowance). Revised assumptions: Current needs lower than initial estimates	
	1 10 3	Secretarial allowance								
1 11		Other staff	2 048 000	2 048 000	20 000	20 000	2 068 000	2 068 000		
	1 11 0	Contract agents	1 918 000	1 918 000	20 000	20 000	1 938 000	1 938 000	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 35 posts occupied by end 2013. It is estimated that 0,5 FTE can be saved for part time/parental leave etc. The budget includes costs relating to start and end of service such as installation, daily allowances, travel costs etc. As several Contract Agents started during Q3 and Q4 of 2012, many of those installation costs need to be covered in 2013, having a higher impact on 2013 overall cost for Contract Agents compared to last year. * Service provided by an Italian labour law company for application of certain labour law for contract staff choosing Italian social security. Revised assumptions: Small increase based on the actual type of contract agents recruited.	
	1 11 2	Local staff	130 000	130 000			130 000	130 000	This appropriation covers all salaries, allowances, social security related costs for Local Agents. Planning assumptions: * 2 Local Agents. Slight increase based on historical trend.+ service provided by an Italian labour law company for application of Italian legislation to Local Agents and preparation of salary related documentation.	
1 13		Insurance against sickness, accidents and occupational disease, unemployment insurance and maintenance of pension rights	413 000	413 000			413 000	413 000		

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Art.	Item	Title	Initial Budget 2013		Amendments 1 / 2013		Amending Budget 1 / 2013		Revised assumptions 2013
			COM	PAY	COM	PAY	COM	PAY	
1 13 0	Insurance against sickness		264 000	264 000			264 000	264 000	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 2013 is based on the estimated cost for 91 FTE but without the high usual yearly increase of salary (and consequently insurance costs).
1 13 1	Insurance against accidents and occupational disease		41 000	41 000			41 000	41 000	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 2013 is based on the estimated cost for 91 FTEbut without the high usual yearly increase of salary (and consequently insurance costs).
1 13 2	Unemployment insurance for temporary staff		108 000	108 000			108 000	108 000	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 2013 is based on the estimated cost for 91 FTE but without the high usual yearly increase of salary (and consequently unemployment insurance costs).
1 13 3	Pension								
1 14	Sundry allowances		175 800	175 800			175 800	175 800	
1 14 0	Birth and death allowance		800	800			800	800	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.
1 14 1	Annual travel costs from the place of employment to the place of origin		175 000	175 000			175 000	175 000	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 2012 will still be in 2013. Therefore the estimated needs for 2013 is based on both this fact and that the vast majority of newly recruited staff in 2013 may be entitled to this allowance but without the high 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.	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).
1 15	Overtime								
1 15 0	Overtime								
1 17	Supplementary services		229 000	229 000	65 000	65 000	294 000	294 000	
1 17 0	Freelance interpreters and conference. personnel								

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Art.	Item	Title	Initial Budget 2013		Amendments 1 / 2013		Amending Budget 1 / 2013		Revised assumptions 2013
			COM	PAY	COM	PAY	COM	PAY	
	1 17 2	Cost of organising traineeships with the Foundation			15 000	15 000	15 000	15 000	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: * No internship planned. Depending on the rate of the salary adaption that may take place, any availability may be used for internships during the year. Revised assumptions: Following decision to not recruit SNEs, two internships are planned in 2013 (Young Mediterranean Leaders)
	1 17 5	Other translation and typing services and work to be contracted out							
	1 17 7	Other services rendered and institutional audit services	229 000	229 000	50 000	50 000	279 000	279 000	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: * Services provided, for instance by the EU administrative bodies through Service Level Agreements (i.e issuance of and of processing of salary costs and other optional services, financial management services etc.). * Approx only 1 FTE interim staff can be planned due to budget restrictions. Usually used for compensating for ETF staff absence (long-sickness, parental leave or other) or for covering peak periods (minimum 1, ensuring restricted support due to budget restrictions). * Service providers (reception services, calculation made on 250 days of service). * Relocation services for newcomers (estimated at €14,000 depending on n° of newcomers and type of service needed). * HR consultancy and/or Job satisfaction survey & Follow-up. Revised assumptions: Increased interim support needed
1 18	Recruitment and transformation costs		201 000	201 000	- 13 000	- 13 000	188 000	188 000	
	1 18 0	Sundry recruitment expenses	25 000	25 000			25 000	25 000	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: * Reimbursement to candidates & other : <input type="checkbox"/> Average cost based on historical trend <input type="checkbox"/> up to 5 selection procedures planned <input type="checkbox"/> Average 6 candidates entitled to reimbursement per procedure <input type="checkbox"/> Travel/hotel cost linked to pre-recruitment medical check up <input type="checkbox"/> Pre-recruitment medical check up costs <input type="checkbox"/> Specific supplies for tests/interviews needed/publication <input type="checkbox"/> External SAB members based on historical trends
	1 18 1	Travelling expenses	8 000	8 000			8 000	8 000	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

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Art.	Item	Title	Initial Budget 2013		Amendments 1 / 2013		Amending Budget 1 / 2013		Revised assumptions 2013
			COM	PAY	COM	PAY	COM	PAY	
1 18 2	Installation allowance		58 000	58 000			58 000	58 000	<p>Staff Regulations of Officials of the European Communities, and in particular Art. 5 and 6 of Annex VII thereof.</p> <p>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.</p> <p>Planning assumptions: * Costs linked to installation allowance payable to newcomers (Temporary Agents) who started in 2012 and who will start in 2013 as well as the costs linked to re-installation allowance payable to leavers (Temporary Agents) in 2013 or who have left before but have not yet relocated outside Turin.</p>
1 18 3	Moving expenses		77 000	77 000			77 000	77 000	<p>Staff Regulations of officials of the European Communities, and in particular Art. 20 and 71 thereof and Art. 9 of Annex VII thereof.</p> <p>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.</p> <p>Planning assumptions: * Costs linked to removals of newcomers (Temporary + Contract Agents) who started in 2012 and who will start in 2013 as well as costs linked to removals for leavers (Temporary + Contract Agents) in 2013 or who have left before but have not yet relocated outside Turin.</p>
1 18 4	Temporary daily allowance		33 000	33 000	- 13 000	- 13 000	20 000	20 000	<p>Staff Regulation of Officials of the European Communities, and in particular Art. 20 and 71 thereof and Art. 10 of Annex VII thereto.</p> <p>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.</p> <p>Planning assumptions: * Costs linked to newcomers upon start of service and depending on both their family situation and place of recruitment.</p> <p>Revised assumptions: Current needs lower than initial estimates</p>
1 19	<i>Weightings (Correction coefficients)</i>		622 000	622 000	- 90 000	- 90 000	532 000	532 000	
1 19 0	Weightings (Correction coefficients)		532 000	532 000			532 000	532 000	<p>Staff Regulations of Officials of the European Communities, and in particular Art. 64 and 65 and Art. 17 (3) of Annex VII thereof.</p> <p>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.</p> <p>Planning assumptions: * It is known that this weighting is for all staff. Therefore the estimated needs for 2013 is based on the estimated costs for 91 FTE at the 2012 rate therefore not including any potential increase of weighting for Italy.</p>
1 19 1	Salarial adaptation		90 000	90 000	- 90 000	- 90 000	0	0	<p>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).</p> <p>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.</p> <p>Planning assumptions: * It is known that this salary increase is for all staff. Therefore the estimated needs for 2013 is at this stage very limited considering budget availability.</p> <p>Revised assumptions: No expectations to pay the salary adaptation in 2013</p>
Chap. 1 3 Missions and travel			114 000	114 000			114 000	114 000	
1 30	<i>Mission and travel expenses</i>		114 000	114 000			114 000	114 000	

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Art.	Item	Title	Initial Budget 2013		Amendments 1 / 2013		Amending Budget 1 / 2013		Revised assumptions 2013
			COM	PAY	COM	PAY	COM	PAY	
1 30 0	Mission and travel expenses		114 000	114 000			114 000	114 000	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.
Chap. 1 4 Socio-medical infrastructure			197 100	197 100	39 000	39 000	236 100	236 100	
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								
1 43	Medical service		26 340	26 340	6 000	6 000	32 340	32 340	
1 43 0	Medical service		26 340	26 340	6 000	6 000	32 340	32 340	Staff Regulations of Officials of the European Communities, and in particular Art. 59 and Art. 8 of Annex II thereof. 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: * Annual medical check up visits, medical advisor, supplies etc. Revised assumptions: Increased medical services from SEPIN and acquisition of a defibrillator.
1 44	Internal training		167 000	167 000	23 000	23 000	190 000	190 000	
1 44 0	Internal training		167 000	167 000	23 000	23 000	190 000	190 000	Staff Regulations of Officials of the European Communities, and in particular Art. 24 (3) thereof. 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: * This appropriation allows for minimum investment at corporate level and less at individual level. Priority will therefore be given to corporate training, team buildings, management trainings, language training, efficiency management trainings etc. Other activities such as Study Support Scheme, individual training requests, will be supported as much as possible, depending on corporate consumption. Revised assumptions: Reinforcing the learning and development activities in 2013.
1 49	Other interventions		3 760	3 760	10 000	10 000	13 760	13 760	
1 49 0	Other interventions		3 760	3 760	10 000	10 000	13 760	13 760	This appropriation is intended to cover amongst other social events and institutional well being programmes that the ETF is putting in place. Planning assumptions: * Social and well-being activities. Revised assumptions: Increased support to the ETF canteen initiative, following pilot evaluation.
Chap. 1 5 Staff exchanges between the ETF and the public sector			71 600	71 600	- 71 600	- 71 600	0	0	
1 52	Staff exchanges between the ETF and the public sector		71 600	71 600	- 71 600	- 71 600	0	0	
1 52 0	National experts seconded		71 600	71 600	- 71 600	- 71 600	0	0	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: * Cost for 2 Seconded National Experts starting during the year Revised assumptions: No SNEs will be recruited by ETF in 2013, due to difficulties in recruiting them.
Chap. 1 7 Entertainment and representation expenses			12 000	12 000			12 000	12 000	

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Art. Item Title			Initial Budget 2013		Amendments 1 / 2013		Amending Budget 1 / 2013		Revised assumptions 2013	
			COM	PAY	COM	PAY	COM	PAY		
1 70		Entertainment and representation expenses	12 000	12 000			12 000	12 000		
1 70 0		Entertainment and representation expenses	12 000	12 000			12 000	12 000	<div>This chapter covers expenses linked to hospitality costs for guests (e.g. lunches, dinners, etc.). Planning assumptions: * Ongoing catering requests (lunches, coffee breaks). Estimated costs would cover an average expenditure of €20 for a total of 150 persons over the year (guests + ETF staff). * Ongoing representation costs including catering expenses, taxi costs and small gifts authorised by the Director. Estimated cost would cover an average expenditure of €35 for a total of 120 pax/gifts over the year. * Representation costs linked to the end of the year activities.</div>	
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			13 585 500	13 585 500	- 57 000	- 57 000	13 528 500	13 528 500		

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Art.	Item	Title	Initial Budget 2013		Amendments 1 / 2013		Amending Budget 1 / 2013		Revised assumptions 2013
			COM	PAY	COM	PAY	COM	PAY	
TITLE 2 BUILDING, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE									
Chap. 2 0 Investments in immovable property, rental of buildings and associated costs			529 296	529 296	- 1 000	- 1 000	528 296	528 296	
2 00		Rentals	8 691	8 691			8 691	8 691	
2 00 0		Rentals	8 691	8 691			8 691	8 691	This appropriation is intended to cover property rental Planning assumptions: * Symbolic amount for rent of Villa Gualino premises: 1 € * Rent for a single office in Madou Tower, including annual indexation of around 5%: 6400 € * Reservation for ETF alternative office (oct-oct) as indicated in the ETF Business Continuity Plan (BCP)
2 01		Insurance							
2 01 0		Insurance							
2 02		Water, gas, electricity and heating	130 000	130 000			130 000	130 000	
2 02 0		Water, gas, electricity and heating	130 000	130 000			130 000	130 000	This appropriation is intended to cover utilities (water, gas, electricity and heating). Planning assumptions: * Current expenditure trend and VG forecast indicated that in 2012 we will likely pay 130 000 €. Considering the increasing costs of energy, for 2013 it is better to plan for 140 000 € . Minimum requirement considered 130 000 € (reconciliation due by 31/03/2014)
2 03		Cleaning and maintenance	172 371	172 371			172 371	172 371	
2 03 0		Cleaning and maintenance	172 371	172 371			172 371	172 371	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 urgent needs that may emerge with preventative maintenance or replacements. Planning assumptions: * Cleaning services: the amount includes a margin for additional cleaning services linked to events taking place at ETF premises. * VG costs reimbursements, based on historic estimates. * Green plants maintenance. * Disinfestation services. * Odd jobs as for the new contract (painting, moves - including materials).
2 04		Furnishing of premises	32 354	32 354			32 354	32 354	
2 04 0		Furnishing of premises	32 354	32 354			32 354	32 354	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: * New floor for Sala Europa * Office painting, partitioning, blinds ect.
2 05		Security and surveillance	124 880	124 880			124 880	124 880	
2 05 0		Security and surveillance	124 880	124 880			124 880	124 880	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 based on current contract with small rounding for unforeseen events * Inspections and radiosurveillance * Maintenance of various security services such as portable and fixed fire extinguishers, security doors, emergency exit doors, anti intrusion system * RSPP (Reposnsible for security and protection at work) services, running from March to Febr: fixed 6451.81 + consultancy * New emergency doors for Sala Europa (x4)
2 09		Other expenditure on buildings	61 000	61 000	- 1 000	- 1 000	60 000	60 000	

Art.	Item	Title	Initial Budget 2013		Amendments 1 / 2013		Amending Budget 1 / 2013		Revised assumptions 2013
			COM	PAY	COM	PAY	COM	PAY	
	2 09 0	Other expenditure on buildings	61 000	61 000	- 1 000	- 1 000	60 000	60 000	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: * Garbage taxes to Turin municipality * Insurance reimbursement to Villa Gualino * Consultancy on the building relating to office reviews and refurbishment Revised assumptions: Releasing funds for the acquisition of small meeting equipment.
Chap. 2 1 Information & Communication Technology			641 154	641 154	57 000	57 000	698 154	698 154	
2 10	ICT expenditure		509 604	509 604	57 000	57 000	566 604	566 604	
	2 10 0	ICT hardware	108 205	108 205			108 205	108 205	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: * ELEX maintenance of Clock-in/out system Yearly fee * On site server maintenance estimate (to be relaunched in Q4/2012) * UPS maintenance * Firewall maintenance new procurement Q4/2012 * Extreme Networks ICT infrastructure Maintenance * PC replacement * New mobile devices * Maintenance network printers * Extraordinary maintenance and repairs * Consumer parts (toner, disks) * Replacement main airconditioning data centre I and data centre II * Maintenance for Enterasys wireless infrastructure (ex CFT/11/ETF/0032 PE ETF.88053)
	2 10 1	Software acquisition, maintenance and development	244 435	244 435	57 000	57 000	301 435	301 435	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 Revised assumptions: Additional amount requested for the finalisation of the Intranet project
	2 10 2	Other expenses							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
	2 10 3	Telecoms costs	156 964	156 964			156 964	156 964	This appropriation is intended to cover the fixed costs of subscriptions, communication costs and internet service fees. Planning assumptions: * Internet service provider IT GATE for the first six months * Internet service provider - tender to be launched in the Q1 2013 to cover the remainder of the year with additional services for voice (with new IP PBX) * Belgacom Tour Madou * Telecom expenses (committed by 01/01/2013) estimation based on previous years is around 130000€ * IP PBX Maintenance * IP PBX Telecommuter extension * IP PBX Unified Messaging and fax server extension

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Art.	Item	Title	Initial Budget 2013		Amendments 1 / 2013		Amending Budget 1 / 2013		Revised assumptions 2013
			COM	PAY	COM	PAY	COM	PAY	
2 10 4		Telecoms equipment costs							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
2 10 5		European Commission IT systems	131 550	131 550			131 550	131 550	This appropriation is intended to cover expenses relating the the use of EC distributed systems Planning assumptions: * ABAC fees * ABAC Asset fees * Sap Licence * IT Hosting fr ABAC * S-Testa wth Orange fee for 2013
Chap. 2 2 Movable property and associated costs			105 600	105 600	1 000	1 000	106 600	106 600	
2 20		<i>Technical installations and office equipment</i>	23 100	23 100	1 000	1 000	24 100	24 100	
2 20 0		Technical installations and office equipment	23 100	23 100	1 000	1 000	24 100	24 100	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 * Rental of water dispensers + 50€ of possible indexation Revised assumptions: Replacement of broken equipment
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		<i>Furniture</i>	82 500	82 500			82 500	82 500	
2 21 0		Purchase	82 500	82 500			82 500	82 500	This appropriation covers the purchase of new furniture. Planning assumptions: * Replacement of office chairs, including ergonomics * 90 new folding armchairs for Sala Europa * 30 new folding and versatile tables for Sala Europa * Complete new reception furniture (in order to maximise the benefit of the reception and surveillance contract and service)
2 23		<i>Transport</i>							
2 23 3		Maintenance, utilisation and repairs							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.
2 25		<i>Documentation and library</i>							
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			81 950	81 950			81 950	81 950	
2 30		<i>Stationery and office supplies</i>	50 000	50 000			50 000	50 000	
2 30 0		Stationery and office supplies	50 000	50 000			50 000	50 000	Office supplies, normal and headed paper, envelopes, business cards, etc. as well as promotional material (pens, bags, mouse mats) Planning assumptions: * branded stationery (2,000 folders + 2,000 block notes) * headed paper, envelopes, business cards, etc. * promotional material (pens, bags, mouse mats, etc.) used for meetings and visitors * Office Stationery
2 32		<i>Financial charges</i>	2 000	2 000			2 000	2 000	

Art.	Item	Title	Initial Budget 2013		Amendments 1 / 2013		Amending Budget 1 / 2013		Revised assumptions 2013
			COM	PAY	COM	PAY	COM	PAY	
2 32 0	Miscellaneous Financial expenditure		2 000	2 000			2 000	2 000	This item covers bank charges and other financial charges as well as damages and interest. Planning assumptions: * Miscellaneous financial expenditure (covers bank charges)
2 32 1	Exchange rate losses								
2 32 2	Other financial charges								
2 33	Legal expenses								
2 33 0	Legal expenses		p.m.	p.m.			p.m.	p.m.	This item is intended to cover * general legal expenses, * trial expenses, * external lawyers' expenses. Planning assumptions: * In 2012, due to reimbursement to ETF of legal expenses incurred from previous years arising from won litigations, the legal expenses budget has been increased by €17,252.78. This amount, being an internal assigned revenue, can serve no other purpose, its execution will not be considered in the assessment of the 2012 budget execution performance and will be reported in the Financial Statements as well as in the Annual Activity Report 2012. It will be committed to cover ongoing legal cases in 2012, and whatever is not paid during 2012-13 will be reimbursed to EC end-2013. In addition, the ETF has similarly received €3,559.79 in 2012 which will be carried over to 2013 and used for eventual new litigations. As the nature of this expenditure (linked to ongoing and future litigations) is highly volatile, no additional contribution is requested from the subvention in 2013. Should unforeseen events occur, transfers should be envisaged during the year.
2 35	Other operating expenditure		26 950	26 950			26 950	26 950	
2 35 0	Miscellaneous insurance		18 450	18 450			18 450	18 450	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 VANBREDA * Civil Liability MARSH * Theft and robbery ALLIANZ * Collective insurance versus accidents for non statutory (VanBreda) * Fire, ARD and electronic insurance UNIPOL * Reserve for reconciliation
2 35 2	Miscellaneous expenditure on internal meetings		5 000	5 000			5 000	5 000	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		3 500	3 500			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: * Imprest Account * Urgent expenses Staff on Duty
2 36	Publications		3 000	3 000			3 000	3 000	
2 36 0	Publications		3 000	3 000			3 000	3 000	This appropriation is intended to cover the cost of legal documents, which the ETF is obliged to publish (budget, invitations to tender, etc.). Planning assumptions: * Publication of the ETF budget and related documents in the Official Journal
Chap. 2 4 Post and telecommunications			38 000	38 000			38 000	38 000	
2 40	Correspondence and courier expenses		38 000	38 000			38 000	38 000	
2 40 0	Correspondence and courier expenses		38 000	38 000			38 000	38 000	This appropriation is intended to cover correspondence and courier expenses, including the dispatching of parcels by post. Planning assumptions: * TNT Pony Express * DHL - Estimation based on previous year * Easy Mail - Estimation based on previous year
2 41	Telecommunications								
2 41 0	Subscriptions and fees								See remarks of BL 2103

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Art. Item Title			Initial Budget 2013		Amendments 1 / 2013		Amending Budget 1 / 2013		Revised assumptions 2013	
			COM	PAY	COM	PAY	COM	PAY		
2 41 1 Equipment									See remarks of BL 2104	
Chap. 2 5 Meetings and associated costs			100 000	100 000			100 000	100 000		
<i>2 50 Meetings and associated costs</i>			100 000	100 000			100 000	100 000		
2 50 0 Meetings expenses in general			100 000	100 000			100 000	100 000	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: * First GB meeting, Turin, 2 days, 50 participants (27 guests, 7 self, 13 ETF) * Second GB meeting, Turin, 2 days, 50 participants (27 guests, 7 self, 13 ETF)	
TITLE 2 TOTAL TITLE 2			1 496 000	1 496 000	57 000	57 000	1 553 000	1 553 000		

European Training Foundation
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EXPENDITURE

Art.	Item	Title	Initial Budget 2013		Amendments 1 / 2013		Amending Budget 1 / 2013		Revised assumptions 2013
			COM	PAY	COM	PAY	COM	PAY	

TITLE 3 EXPENSES RELATING TO PERFORMANCE OF SPECIFIC MISSIONS

Chap. 3 0 Operational expenses		1 014 000	1 014 000	- 46 000	- 46 000	968 000	968 000	
3 00	Operational documentation	24 000	24 000			24 000	24 000	
3 00 0	Purchase of operational publications and subscriptions	24 000	24 000			24 000	24 000	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)
3 01	Publicising of information	745 000	745 000	- 46 000	- 46 000	699 000	699 000	
3 01 0	General publications	745 000	745 000	- 46 000	- 46 000	699 000	699 000	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: Digital Media (€130,000) Corporate Events (€400,000) Publications and Content productions(€175,000) Dissemination and promotion (€40,000) Revised assumptions: The Policy Leaders Forum (Marseille, Oct 2013) will be a regional event (rather than corporate), so the funds have been transferred to the region/project.
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	240 000	240 000			240 000	240 000	
3 04 0	Translation costs	240 000	240 000			240 000	240 000	This appropriation is intended to cover translation costs for corporate documents unrelated to specific operational activities. Planning assumptions: Statutory documents for GB meetings and written procedures General governance/letters/directorate Corporate publications and media Web related documents Should appropriations be available, the translation of Live and Learn magazine should be envisaged
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		3 173 000	3 173 000	100 642	100 642	3 273 642	3 273 642	
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							
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 strengthening knowledge and systems	310 000	310 000	- 2 000	- 2 000	308 000	308 000	

European Training Foundation
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Art.	Item	Title	Initial Budget 2013		Amendments 1 / 2013		Amending Budget 1 / 2013		Revised assumptions 2013
			COM	PAY	COM	PAY	COM	PAY	
3 14 0	Projects to support strenghtening knowledge and systems		310 000	310 000	- 2 000	- 2 000	308 000	308 000	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 (€40,000) Maintain and implement the annual programme of project evaluations in line with the ETF Mid Term Perspective
3 15	<i>Projects in support of EU's External Assistance in the Neighbourhood area</i>		1 128 840	1 128 840	- 10 000	- 10 000	1 118 840	1 118 840	
3 15 0	Projects in support of EU's External Assistance in the Neighbourhood area		1 128 840	1 128 840	- 10 000	- 10 000	1 118 840	1 118 840	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: Support participation of several participants to the Torino process conference
3 16	<i>Projects in support of EU's External Assistance in the Enlargement area</i>		790 000	790 000	54 642	54 642	844 642	844 642	
3 16 0	Projects in support of EU's External Assistance in the Enlargement area		790 000	790 000	54 642	54 642	844 642	844 642	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: Allocation for the Frame project, as previously agreed with the Board
3 17	<i>Projects in support of EU's External Assistance in the Development Co-operation instrument</i>		355 560	355 560	- 2 000	- 2 000	353 560	353 560	
3 17 0	Projects in support of EU's External Assistance in the Development Co-operation instrument		355 560	355 560	- 2 000	- 2 000	353 560	353 560	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: Support participation to one participant to the Torino process conference
3 18	<i>Projects: Thematic expertise development</i>		588 600	588 600	60 000	60 000	648 600	648 600	
3 18 0	Projects in Thematic expertise development		414 820	414 820			414 820	414 820	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
3 19	<i>Projects: Evidence based policy making</i>		173 780	173 780	60 000	60 000	233 780	233 780	
3 19 0	Projects in Evidence based policy making		173 780	173 780	60 000	60 000	233 780	233 780	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: The Policy Leaders Forum (Marseille, Oct 2013) will be a regional event (rather than corporate), so the funds have been transferred here from corporate conferences.
Chap. 3 2 Operational Missions			876 000	876 000	- 55 642	- 55 642	820 358	820 358	
3 20	<i>Operational Missions</i>		876 000	876 000	- 55 642	- 55 642	820 358	820 358	
3 20 0	Operational Missions		876 000	876 000	- 55 642	- 55 642	820 358	820 358	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. Revised assumptions: As agreed by the Governing Board on 5 Feb 2013 (2013-364), the FRAME project has been allocated 54,642€ from Operational Missions. The 1,000€ resulting the reduction of the subvention have also been released from this budget line.
TITLE 3	TOTAL TITLE 3		5 063 000	5 063 000	- 1 000	- 1 000	5 062 000	5 062 000	

0

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 80 <i>European Community contribution in kind</i>	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	

European Training Foundation
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EXPENDITURE

Art.	Item	Title	Initial Budget 2013		Amendments 1 / 2013		Amending Budget 1 / 2013		Revised assumptions 2013
			COM	PAY	COM	PAY	COM	PAY	
	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 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									
10 10		Results earlier years	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.	
TITLE 10		TOTAL TITLE 10	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	

TOTAL EXPENDITURE ETF PROPER			20 144 500	20 144 500	- 1 000	- 1 000	20 143 500	20 143 500	
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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							
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 institutions and other bodies					1 844 522	1 844 522	1 844 522	1 844 522	
4 20		Projects related to agreements between European Commission and the Foundation			1 844 522	1 844 522	1 844 522	1 844 522	
4 20 0		GEMM Project	p.m.	p.m.	594 722	594 722	594 722	594 722	Revised assumptions: In 2013, the ETF has received the first installment for the Governance for Employability in the Mediterranean (GEMM) project, which will have an overall of 3 130 000€ (out of which 1 130 000€ will be co-financed by ETF by staff allocation) and will finalise in 2015.
4 20 1		FRAME Project	p.m.	p.m.	1 249 800	1 249 800	1 249 800	1 249 800	Revised assumptions: The ETF has received from DG Enlargement €1 249 800 as the first instalment of the €1,400,000 foreseen for the Frame Skills for the Future (FRAME) project, to be implemented during 2013-2014.
Chap. 4 3 Co-operation with national institutions					53 151	53 151	53 151	53 151	
4 30		Co-operation with Italian institutions			53 151	53 151	53 151	53 151	
4 30 0		Cooperation with Italian institutions			53 151	53 151	53 151	53 151	Revised assumptions: Appropriations available from previous years, assigned to ETF by the Italian Ministry of Foreign Affairs. The interest accumulated in 2012 has been integrated as additional funding.
Chap. 4 4 Implementation of EU member states projects									

European Training Foundation
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Art. Item Title			Initial Budget 2013		Amendments 1 / 2013		Amending Budget 1 / 2013		Revised assumptions 2013	
			COM	PAY	COM	PAY	COM	PAY		
4 40		Projects related to bilateral agreement between EU member 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					1 897 673	1 897 673	1 897 673	1 897 673		
TOTAL ETF EARMARKED EXPENDITURE					1 897 673	1 897 673	1 897 673	1 897 673		
GRAND TOTAL EXPENDITURE			20 144 500	20 144 500	1 896 673	1 896 673	22 041 173	22 041 173		

European Training Foundation
ESTABLISHMENT PLAN 2013

GB/13/DEC/005

Grade	2013 Authorised posts		2012 Authorised posts		2011 Actual on 31 Dec 2011	
	Permanent	Temp.	Permanent	Temp.	Permanent	Temp.
AD 16						
AD 15						
AD 14		1		1		1
AD 13		4		4		
AD 12		10		9		5
AD 11		8		9		14
AD 10		3		4		1
AD 9		12		11		10
AD 8		6		4		6
AD 7		15		17		16
AD 6		3				1
AD 5				2		1
<i>Sub-total AD</i>	<i>0</i>	<i>62</i>	<i>0</i>	<i>61</i>	<i>0</i>	<i>55</i>
AST 11						
AST 10		7		4		
AST 9		3		6		6
AST 8		5		5		4
AST 7		7		6		8
AST 6		1		4		3
AST 5		6		3		3
AST 4		1		5		3
AST 3		4		2		5
AST 2						3
AST 1						
<i>Sub-total AST</i>		<i>34</i>		<i>35</i>		<i>35</i>
Total	0	96	0	96	0	90

Chapter 3 0

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

Commitments		Payments	
		2013	2014
Pre-2013 commitments still outstanding	180 000	180 000	-
Appropriations 2013	968 000	788 000	180 000
Total	1 148 000	968 000	180 000

Chapter 3 1

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

Commitments		Payments	
		2013	2014
Pre-2013 commitments still outstanding	1 605 000	1 605 000	-
Appropriations 2013	3 273 642	1 668 642	1 605 000
Total	4 878 642	3 273 642	1 605 000

Chapter 3 2

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

Commitments		Payments	
		2013	2014
Pre-2013 commitments still outstanding	181 000	181 000	-
Appropriations 2013	820 358	639 358	181 000
Total	1 001 358	820 358	181 000