

## Transfer

Current transfer proposal plans to re-allocate appropriations from Title 1 (€ -294,700) to Title 2 (€+198,700) and Title 3 (€ +96,000) in order to maximise the use of ETF's resources while bearing in mind the achievement of the objectives foreseen in the work programme, striving to obtain the best value for the money assigned to the agency. The total amount re-allocated is €370,000, corresponding to 1.8% of ETF's annual budget.

	Release	Need	Transfer within same Title	Transfer between Titles
Title 1	-355,000	+60,300	60,300	-294,700
Title 2	-15,000	+213,700	15,000	198,700
Title 3	-	+96,000		96,000
<b>Total</b>	<b>-370,000</b>	<b>370,000</b>		

The appropriations available correspond in Title 1 to the retroactive salary adaptation (part of which represents amounts recovered from previous years, and part reductions applied to 2014) and the funds returned from Court cases while in Title 2 they correspond to lower cost of utilities and are proposed to be allocated to activities proposed by the departments. Most of the activities put forward are new, their implementation being considered as allowing ETF to better reach its objectives, others were held in reserve at the beginning of the year should funds become available and in other cases they are activities which are anticipated from the 2015 plan.

## Summary of re-allocations by budget lines

Budget Line	Appropriations (€) Release (-) Need (+)	Justification and value added
1100 - Basic salaries	-215,000	
1141 - Annual travel costs from the place of employment to the place of origin	-10,000	Amounts corresponding to the retroactive salary adaptation (part of which represents amounts recovered from previous years and part reductions applied to 2014) and the funds returned to ETF from Court cases.
1177 - Other services rendered and institutional audit services	+25,000	Interim staff support linked to the increased workload due to staff long absence.
1182 - Installation allowance	-10,000	
1183 - Moving expenses	-20,000	
1184 - Temporary daily allowance	-10,000	Amounts corresponding to the retroactive salary adaptation (part of which represents amounts recovered from previous years, and part reductions applied to 2014) and the funds returned to ETF from Court cases
1190 - Weightings (Correction coefficient)	-90,000	
1440 - Internal training	+35,300	Increased support in training for management and operational activities in order to ensure ETF staff delivers best results in the challenging environment ETF operates in.

<b>Total Title 1</b>	<b>-294,700</b>	
2020 - Water, gas, electricity and heating	-15,000	Utilities cost lower than originally foreseen
2030 - Cleaning and maintenance	+19,200	Increased expenses linked to final costs (reconciliation) for the ETF's building, as recently communicated by the Regione Piemonte.
2050 - Security and surveillance	+11,500	Due to ongoing works additional surveillance services are needed
2100 - ICT hardware	+37,000	Improvements in the IT equipment (portable devices as permanently assigned devices for frequent mission goers to substitute PCs, audio-conference equipment, replacement of end-of-life PCs and screens) will allow increased productivity of staff
2101 - Software development and purchase	+146,000	Improvements of the intranet (competence profiles for staff, optimizing search function, integration with mission management system); Changes to the website on request of the Budget Authority as indicated in the 2012 discharge report (Board members and ETF managers' CVs and profiles); Improvements in the ETF's infrastructure (adoption of Sharepoint) will allow considerably improved document management; Modifications to Dashboard (internal monitoring and reporting system) in order to address improvements resulting from internal audit; Implementation of an eRecruitment module for the ETF's HR management software
<b>Total Title 2</b>	<b>+198,700</b>	
3010 - General publications	+35,000	Adjust the budget foreseen for ETF's corporate conference to the updated number of participants. In addition, the Board members have asked for a video to showcase ETF activities.
3140 - Projects to support strengthening knowledge and systems	+15,000	External audit on the ETF accounts – at the request of the Court of Auditors, ETF is outsourcing the audit
3150 - Projects in support of EU's External Assistance in the Neighbourhood area	+22,000	Due to the lack of security in Libya, the ETF is organising some of the activities planned in its work programme at its premises in Turin, leading to higher costs.
3160 - Projects in support of EU's External Assistance in the Enlargement area	+11,000	The work on NQF in former Yugoslav Republic of Macedonia is requesting more support to the country, which involves additional funds.
3170 - Projects in support of EU's External Assistance in the Development Co-operation instrument	+10,000	Additional costs involved by the finalisation and follow up of the tracer study carried out in Kazakhstan, which is informing decisions necessary for increasing the relevance of VET to the labour market.
3180 - Projects in Thematic expertise development	+3,000	Fine-tuning in the implementation of the entrepreneurial communities in the view of better tailoring the ETF interventions is requiring additional funds.
<b>Total Title 3</b>	<b>+96,000</b>	