

# AMENDING BUDGET 2/2014



# AMENDING BUDGET 2/2014

The main objective of this amending budget is to incorporate the new revenue, to reflect the budget transfers performed until now in 2014 and propose a new transfer.

The attached budget uses as reference the Amending Budget 1 - 2014 budget adopted by the Board at its meeting of June 6<sup>th</sup>, 2014.

## 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, the ETF can receive funding from other sources for activities included in its mandate.

### 1a. ETF's subvention (Titles 1, 2, 3)

There are no modifications to the subvention ETF is receiving from the European Commission.

### 1b. Assigned revenue – FRAME (Title 4)

The Frame Skills for the Future (FRAME) project has a budget of €1 400 000, started in 2013 and is expected to be finalised during end of 2014.

This amending budget integrates the amount of €150 200 representing the last instalment for the project. The activities are planned to be finalised in December 2014, while last payments, reporting and audit will be ready during 2015.

### 1c. Miscellaneous revenue (Title 9)

Starting from 2014, the ETF can incorporate the interest generated by the subvention received from the Commission (Art. 58 ETF Financial regulation). The amount accumulated as interest for the first three quarters of 2014 amounts to €14 552.88, and is proposed to be allocated for replacement of office furniture.

## Expenditure

The activities performed until now are in line with the work programme adopted by the Board on 22 November 2013 and first amending budget.

### 2a. ETF's subvention (Titles 1, 2, 3)

Since the previous amending budget, the ETF performed three transfers in order to maximise the use of the ETF budget in line with the priorities in the partner countries:

- Transfer 3/2014 (28 Aug 2014) - following written consultation and approval of the Governing Board - GB/14/DEC/09. The ETF has sought the approval of the Board having regard to the distribution of existing budget availability to the list of proposed activities aimed at maximising the use of the ETF budget in our work with the partner countries (referred to in the revised assumptions as Tr3);
- Transfer 4/2014 (16 Oct 2014) – performed under the authority of the Director – consisting in (1) internal re-shuffle in Title 1 linked to the reimbursement of educational allowance, actual salary costs and missions related to learning and development activities, (2) internal reallocation in Title 3 (commitment appropriation) linked to maximising the impact

of ETF's activities in the partner countries activating pending priorities and (3) internal reallocation in Title 3 (payment appropriation) linked to actual payment rhythm of the ETF activities (referred to in the revised assumptions as Tr4).

- Transfer 5/2014 (4 Nov 2014) – performed under the authority of the Director – consisting in internal reallocation in Title 3 (commitment appropriation) for ensuring Russian cross-language editing for entrepreneurial communities for achieving an impact on the target audience.

The presented redistribution of expenditure integrates these transfers and proposes (referred to in the assumption as “new transfer”):

- an additional reallocation of appropriations to Title 3 operational activities (commitment and payment appropriation) from Title 1 salary-related savings mainly (retroactive decrease of Italian weighting factor - confirmed on Nov 18<sup>th</sup> to decrease by 4%, staff annual travel and (re)installation allowance) in order to ensure timely booking of the logistics for the “Torino Process 2015 – Moving skills forward together” conference planned for June 2015 and production of an ETF video presentation.
- an internal re-shuffle in Title 1 linked to actual salary costs, revised requests for interim support and removal costs to anticipated needs for education allowances and other salary related retroactive modification
- an internal reassignment in Title 2, directing the saved amounts on maintenance, water, gas, electricity and other building costs to replacement of obsolete office furniture. Same destination for part of the amounts made available by the reduction of weighting factor (confirmed on Nov 18<sup>th</sup>).

In addition Title 2 is increased by €14 552.88 available as generated interest for the subvention for the first three quarters of 2014, proposed to be allocated for replacement of obsolete office furniture.

#### 2b. Assigned revenue – FRAME (Title 4)

The ETF has received in 2014 from DG Enlargement €150 200 as the last instalment for the €1 400 000 foreseen for the Frame Skills for the Future (FRAME) project, to be implemented during 2013-2014. The funds received are going to support finalisation of the project as described in the work programme.

## Presentation

The attached amending budget contains the details of the initial assumptions as well as the above mentioned modifications together with the revised assumptions.

Currently, in 2014 the ETF is expected to manage a subvention of €20 143 500, a generated interest of €14 552.88 and an assigned revenue of € 2 388 420.85.

## European Training Foundation

## Amending Budget 2 / 2014

## REVENUE

Item/Art.	Title	Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014	
		COM	PAY	COM	PAY	COM	PAY

## TITLE 1 European Community subsidy

<b>Chap. 1 0</b>	<b>Pre-Accession Strategy (15.03.02. (ex B7-033))</b>	<b>p.m.</b>	<b>p.m.</b>			<b>p.m.</b>	<b>p.m.</b>
1 00	Phare	p.m.	p.m.			p.m.	p.m.
1 00 1	Phare (Bulgaria,Romania ) contribution to ETF-Subsidy under Titles 1 and 2	p.m.	p.m.			p.m.	p.m.
1 00 2	Phare (Bulgaria,Romania) contribution to ETF-Subsidy under Title 3	p.m.	p.m.			p.m.	p.m.
1 00 3	Phare (Croatia) contribution to ETF-Subsidy under Titles 1 and 2	p.m.	p.m.			p.m.	p.m.
1 00 4	Phare (Croatia) contribution to ETF-Subsidy under Title 3	p.m.	p.m.			p.m.	p.m.
1 01	Pre-Accession	p.m.	p.m.			p.m.	p.m.
1 01 1	Pre-Acession (Turkey) contribution to ETF-Subsidy under Titles 1 and 2	p.m.	p.m.			p.m.	p.m.
1 01 2	Pre-Acession (Turkey) contribution to ETF-Subsidy under Title 3	p.m.	p.m.			p.m.	p.m.
<b>Chap. 1 1</b>	<b>External action - Tacis, CARDS and MEDA - (15.03.03. (ex B7-664))</b>	<b>p.m.</b>	<b>p.m.</b>			<b>p.m.</b>	<b>p.m.</b>
1 10	Support Commission and Wider Europe initiatives	p.m.	p.m.			p.m.	p.m.
1 10 1	External action (Tacis,CARDS)- subsidy under Titles 1 and 2	p.m.	p.m.			p.m.	p.m.
1 10 2	External action (Tacis,CARDS)- subsidy under Title 3	p.m.	p.m.			p.m.	p.m.
<b>Chap.1 2</b>	<b>European Training Foundation (15.02.12, ex 15.02.27)</b>	<b>20 018 500.00</b>	<b>20 018 500.00</b>			<b>20 018 500.00</b>	<b>20 018 500.00</b>
1 20	European Training Foundation	20 018 500.00	20 018 500.00			20 018 500.00	20 018 500.00
1 20 1	ETF - Subsidy under Titles 1 and 2	15 160 000.00	15 160 000.00			15 160 000.00	15 160 000.00
1 20 2	ETF - Subsidy under Title 3	4 858 500.00	4 858 500.00			4 858 500.00	4 858 500.00
<b>Chap.1 3</b>	<b>DG EAC - European Training Foundation</b>	<b>125 000.00</b>	<b>125 000.00</b>			<b>125 000.00</b>	<b>125 000.00</b>
1 30	Union contribution from recovery of surplus from previous years	125 000.00	125 000.00			125 000.00	125 000.00
1 30 1	Contribution to Title 1 and 2	p.m.	p.m.			p.m.	p.m.
1 30 2	Contribution to Title 3	125 000.00	125 000.00			125 000.00	125 000.00
<b>TITLE 1</b>	<b>TOTAL TITLE 1</b>	<b>20 143 500.00</b>	<b>20 143 500.00</b>			<b>20 143 500.00</b>	<b>20 143 500.00</b>

## TITLE 8 European Community contribution in kind

<b>Chap. 8 0</b>	<b>European Community contribution in kind</b>						
8 00	European Community contribution in kind						
8 00 0	European Community contribution in kind						
<b>TITLE 8</b>	<b>TOTAL TITLE 8</b>						

## Amending Budget 2 / 2014

## REVENUE

Item/Art.	Title	Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014	
		COM	PAY	COM	PAY	COM	PAY

## TITLE 9 MISCELLANEOUS REVENUE

<b>Chap. 9 0</b>	<b>Miscellaneous revenue</b>	<b>p.m.</b>	<b>p.m.</b>	<b>+ 14 552.88</b>	<b>+ 14 552.88</b>	<b>14 552.88</b>	<b>14 552.88</b>
9 00	Miscellaneous revenue	p.m.	p.m.	+ 14 552.88	+ 14 552.88	14 552.88	14 552.88
9 00 0	Miscellaneous revenue	p.m.	p.m.	+ 14 552.88	+ 14 552.88	14 552.88	14 552.88
<b>TITLE 9</b>	<b>TOTAL TITLE 9</b>	<b>p.m.</b>	<b>p.m.</b>	<b>+ 14 552.88</b>	<b>+ 14 552.88</b>	<b>14 552.88</b>	<b>14 552.88</b>

## TITLE 10 RESULTS EARLIER YEARS

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

<b>TOTAL ETF SUBVENTION REVENUE</b>	<b>20 143 500.00</b>	<b>20 143 500.00</b>	<b>+ 14 552.88</b>	<b>+ 14 552.88</b>	<b>20 158 052.88</b>	<b>20 158 052.88</b>
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## TITLE 4 REVENUE FROM OTHER SOURCES (Earmarked revenue)

<b>Chap. 4 2</b>	<b>Co-operation with other European institutions and other bodies</b>	<b>2 213 538.63</b>	<b>2 213 538.63</b>	<b>+ 150 200.00</b>	<b>+ 150 200.00</b>	<b>2 363 738.63</b>	<b>2 363 738.63</b>
4 20	Projects related to agreements between European Commission and the Foundation	952 520.00	952 520.00	+ 150 200.00	+ 150 200.00	1 102 720.00	1 102 720.00
4 20 0	GEMM Project	952 520.00	952 520.00			952 520.00	952 520.00
4 20 1	FRAME Project			+ 150 200.00	+ 150 200.00	150 200.00	150 200.00
4 21	Financing earlier years	1 261 018.63	1 261 018.63			1 261 018.63	1 261 018.63
4 21 0	GEMM Project	472 663.40	472 663.40			472 663.40	472 663.40
4 21 1	FRAME Project	788 355.23	788 355.23			788 355.23	788 355.23
<b>Chap. 4 3</b>	<b>Cooperation with Italian institutions</b>	<b>p.m.</b>	<b>p.m.</b>				
4 30	Cooperation with Italian institutions	p.m.	p.m.				
4 30 0	Cooperation with Italian institutions		p.m.				
<b>Chap. 4 9</b>	<b>Cooperation with Italian institutions - Financing earlier years</b>	<b>24 682.22</b>	<b>24 682.22</b>			<b>24 682.22</b>	<b>24 682.22</b>
4 90	Cooperation with Italian institutions - Financing earlier years	24 682.22	24 682.22			24 682.22	24 682.22
4 90 0	Cooperation with Italian institutions - Financing earlier years	24 682.22	24 682.22			24 682.22	24 682.22
<b>TITLE 4</b>	<b>TOTAL TITLE 4</b>	<b>2 238 220.85</b>	<b>2 238 220.85</b>	<b>+ 150 200.00</b>	<b>+ 150 200.00</b>	<b>2 388 420.85</b>	<b>2 388 420.85</b>

<b>TOTAL EARMARKED / PROJECT REVENUE</b>	<b>2 238 220.85</b>	<b>2 238 220.85</b>	<b>+ 150 200.00</b>	<b>+ 150 200.00</b>	<b>2 388 420.85</b>	<b>2 388 420.85</b>
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<b>GRAND TOTAL</b>	<b>22 381 720.85</b>	<b>22 381 720.85</b>	<b>+ 164 752.88</b>	<b>+ 164 752.88</b>	<b>22 546 473.73</b>	<b>22 546 473.73</b>
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Item/Art.	Title	Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014		Assumptions 2014
		COM	PAY	COM	PAY	COM	PAY	
TITLE 1 EXPENDITURE RELATING TO PERSONS WORKING WITH THE FOUNDATION								
Chap. 1 1 Staff in active employment		13 015 000.00	13 015 000.00	- 644 100.00	- 644 100.00	12 370 900.00	12 370 900.00	
Art. 110 Agents included in the workforce		9 814 306.00	9 814 306.00	- 216 000.00	- 216 000.00	9 598 306.00	9 598 306.00	
1 10 0	Basic salaries	7 886 000.00	7 886 000.00	- 248 000.00	- 248 000.00	7 638 000.00	7 638 000.00	This appropriation is intended to cover the basic salary costs and management allowance of the ETF's Temporary Agents as indicated in the Staff regulations (art. 44 & 66) and Conditions of Employment of Other Servants of the European Communities (art. 20). Planning assumptions: * The ETF establishment plan is of 94 posts (61 AD and 33 AST). With the budget at disposal, at least 2.5 FTE shall not be paid in 2014, thus having 91.5 FTE paid. This figure of FTE that can not be paid could be reviewed to a higher rate in case retroactive payment of 2011 salary adaptation takes places in 2014 and not in 2013 as currently assumed. The 2.5 FTE not paid is 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 1.5 FTE can be saved for part time/parental leave etc and 1 FTE will have to be saved by postponing start of service. Revised assumptions: 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 and actual salary costs(Tr3 - €215,000 , Tr4 - 25,000€, new transfer)
1 10 1	Family allowances	876 000.00	876 000.00	+ 50 000.00	+ 50 000.00	926 000.00	926 000.00	This appropriation is intended to cover the family allowances of the ETF's Temporary Agents as indicated in the Staff Regulations (art. 67) and Conditions of Employment of Other Servants of the European Communities (art. 20). Planning assumptions: * It is estimated that staff who were entitled to family and education allowances in 2013 will still be in 2014. Therefore the estimated needs for 2014 is based on both the assumption that the majority of newly recruited staff in 2014 will be entitled to this allowance and considers the impact of 2011 and 2012 salary adaptations that will impact 2014 budget. Revised assumptions: More efficient way of dealing with reimbursement of education fees on a 1/12 monthly basis (estimating the overall cost for the whole academic year instead of the effective monthly or trimester expense). This leads for this year to an increase of 1/12 monthly cost for the period Sept-December) - Tr4 +€45,000, new transfer +€5000
1 10 2	Transfer and expatriation allowance	1 052 306.00	1 052 306.00	- 18 000.00	- 18 000.00	1 034 306.00	1 034 306.00	This appropriation is intended to cover the expatriation allowance of the Temporary Agents of the ETF as indicated in the Staff Regulations (art. 69) and Conditions of Employment of Other Servants of the European Communities (art. 20). Planning assumptions: * It is estimated that staff who were entitled to expatriation allowance in 2013 will still be in 2014. Therefore the estimated needs for 2014 is based on both the assumption that the majority of newly recruited staff in 2014 will be entitled to this allowance and considers the impact of 2011 and 2012 salary adaptations that will impact 2014 budget. Revised assumptions: see assumptions on BL1100 (Tr4 -€14,000, new transfer €-4,000)
1 10 3	Secretarial allowance	p.m.	p.m.			p.m.	p.m.	
Art. 111 Other staff		1 836 894.00	1 836 894.00	- 26 000.00	- 26 000.00	1 810 894.00	1 810 894.00	
1 11 0	Contract agents	1 701 894.00	1 701 894.00	- 17 000.00	- 17 000.00	1 684 894.00	1 684 894.00	This appropriation covers all salaries, allowances, social security related costs for Contract Agents + annual leave not taken at the end of their contract by Contract Agents and related salary adaptations. Planning assumptions: * By end 2013, 39 Contract Agents will be employed. with the initial budget availalbe only 37.5 FTE could be paid. Now, with the additional latest 200,000 budget cut on that budget line, it implies that only 5 FTE cannot be paid. If budget remains as it, it allows only for 32.5 FTE to be paid. This budget line shall also cover for the cost relating to start and end of service such as installation, daily allowances, travel costs at start, end of service, annual home travel allowance etc.).  * Service provided by an Italian labour law company for application of certain labour law for contract staff choosing Italian social security Revised assumptions: impact of educational allowance (see BL1101) (Tr4 +€2,000) and decrease of weithing factor (new transfer -€19,000)

## EXPENDITURE

Item/Art.	Title	Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014		Assumptions 2014
		COM	PAY	COM	PAY	COM	PAY	
1 11 2	Local staff	135 000.00	135 000.00	- 9 000.00	- 9 000.00	126 000.00	126 000.00	This appropriation covers all salaries, allowances, social security related costs for Local Agents. Planning assumptions: * 2 Local Agents. Slight increase for expected salary adaptation for Local Agents 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. Revised assumptions: availability based to actual salary costs (new transfer)
Art. 113	Insurance against sickness, accidents and occupational disease, unemployment insurance and maintenance of pension rights	410 000.00	410 000.00	+ 12 500.00	+ 12 500.00	422 500.00	422 500.00	
1 13 0	Insurance against sickness	270 000.00	270 000.00	+ 6 000.00	+ 6 000.00	276 000.00	276 000.00	This appropriation covers insurance against sickness costs as per article 72 of the Staff Regulations and Conditions of Employment of Other Servants of the European Communities (art. 28) Planning assumptions: * It is known that this insurance cost is for all staff. Therefore the estimated needs for 2014 is based on the estimated cost for 91.5 FTE. Revised assumptions: based on actual salary costs (Tr4 +€6,000)
1 13 1	Insurance against accidents and occupational disease	36 000.00	36 000.00	+ 5 500.00	+ 5 500.00	41 500.00	41 500.00	This appropriation covers insurance against accident and occupational disease costs as per article 73 of the Staff Regulations and Conditions of Employment of Other Servants of the European Communities (art. 28) Planning assumptions: * It is known that this insurance cost is for all staff. Therefore the estimated needs for 2014 is based on the estimated cost for 91.5 FTE. Revised assumptions: based on actual salary costs (new transfer)
1 13 2	Unemployment insurance for temporary staff	104 000.00	104 000.00	+ 1 000.00	+ 1 000.00	105 000.00	105 000.00	This appropriation covers insurance against unemployment costs for Temporary Agents as per article 28a of the Conditions of Employment of Other Servants of the European Communities Planning assumptions: * It is known that this insurance cost is for all staff. Therefore the estimated needs for 2014 is based on the estimated cost for 91.5 FTE. Revised assumptions: based on actual salary costs (Tr4 +€1,000)
1 13 3	Pension	p.m.	p.m.			p.m.	p.m.	
Art. 114	Sundry allowances	135 800.00	135 800.00	- 37 400.00	- 37 400.00	98 400.00	98 400.00	
1 14 0	Birth and death allowance	800.00	800.00	- 400.00	- 400.00	400.00	400.00	Staff Regulations of Officials of the European Communities, and in particular art. 70, 74 and 75 thereof and Conditions of Employment of Other Servants of the European Communities (art. 28).  This appropriation is intended to cover : - birth grants; - in the event of an official's death: – the deceased's full remuneration until the end of the third month following that in which death occurred, – the costs of transporting the body to the deceased's place of origin Planning assumptions: * Birth and death allowance based on historical trend of 4/year Revised assumptions: based on actual salary costs (new transfer)
1 14 1	Annual travel costs from the place of employment to the place of origin	135 000.00	135 000.00	- 37 000.00	- 37 000.00	98 000.00	98 000.00	Staff Regulations of Officials of the European Communities, and in particular Art. 8 of Annex VII therefore applicable by analogy to Temporary Agents.  This appropriation covers the lump-sum payment of travel costs of relevant staff, their spouses and dependants from the place of employment to the place of origin. Planning assumptions: * Considering the revised draft 2014 Staff Regulations, it is expected a decrease in the number of staff entitled to that allowance. However, as of today, no indication on how the geographical distance can be calculated in practice. This appropriation might therefore need adjustments (increase or further decrease) once Implementing Rules are known. Revised assumptions: based on actual salary costs (Tr3 -€10,000, -€22,000 new transfer)
1 14 2	Accommodation and transport allowances		p.m.				p.m.	
1 14 3	Fixed entertainment allowances		p.m.				p.m.	
1 14 4	Fixed local travel allowances		p.m.				p.m.	

## European Training Foundation

## Amending Budget 2 / 2014

## EXPENDITURE

Item/Art.	Title	Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014		Assumptions 2014
		COM	PAY	COM	PAY	COM	PAY	
1 14 7	Allowances for shift work or standby duty at the official's place of work and/or at home							Staff Regulations of Officials of the European Communities, and in particular Art. 56a and Conditions of Employment of Other Servants (art. 16).
Art. 115	Overtime	p.m.	p.m.			p.m.	p.m.	
1 15 0	Overtime	p.m.	p.m.			p.m.	p.m.	
Art. 117	Supplementary services	265 000.00	265 000.00	+ 13 500.00	+ 13 500.00	278 500.00	278 500.00	
1 17 0	Freelance interpreters and conference personnel		p.m.				p.m.	
1 17 2	Cost of organising traineeships with the Foundation							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 budget available at this stage for traineeship
1 17 5	Other translation and typing services and work to be contracted out		p.m.				p.m.	
1 17 7	Other services rendered and institutional audit services	265 000.00	265 000.00	+ 13 500.00	+ 13 500.00	278 500.00	278 500.00	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 processing of salary costs and other optional services, financial management services etc.) + Interagency Service Legal Agreement for secretariat of coordination agency + cost of EC badge * Approx only 1.5 FTE interim staff can be planned due to budget restriction. Usually used for compensating for ETF staff absence (long-sickness, parental leave or else) or for covering peak periods + associated cost for interim according to Italian Law. * Service providers (reception services)- calculation made on 250 days of service. * Relocation services for new comers (estimated at €10,000 depending on n° of newcomers needs and type of service needed). * This appropriation is for HR consultancy and/or Job satisfaction survey & Followup. Considering budget current restrictions, the current appropriation represents only the yearly minimum cost necessary for Inter-Agency cost through a common framework contract for staff surveys. For the launch of a new satisfaction survey in 2014, an estimated additional 15,000 Euro would be needed. Revised assumptions: Interim staff support linked to the increased workload due to staff long absence (Tr3 +€25,000, new transfer -€11.500)
Art. 118	Recruitment and transformation costs	213 000.00	213 000.00	- 93 700.00	- 93 700.00	119 300.00	119 300.00	
1 18 0	Sundry recruitment expenses	50 000.00	50 000.00	- 5 000.00	- 5 000.00	45 000.00	45 000.00	Staff Regulations of Officials of the European Communities, and in particular Art. 27 to 31 and 33 thereof.  This appropriation is intended to cover various recruitment expenses including : - publication costs, - costs directly linked to the promotion and organisation of group recruitment tests (hire of rooms, furniture, machines and miscellaneous equipment, water, fees for the preparation and correction of tests, etc.), - travel costs and daily allowances for candidates and external selection panel member(s) - pre-recruitment medical examinations. Planning assumptions: * Reimbursement to candidates & other · Average cost based on historical trend · up to 5 selection procedures planned · Average 6 candidates entitled to reimbursement per procedure · Travel/hotel cost for pre-recruitment medical check up (average cost BRX/LUX/TUR) · Pre-recruitment medical check up costs · Specific supplies for tests/interviews needed/publication · External SAB members based on historical trends Should an assessment centre be organised, additional funds would be needed



## Amending Budget 2 / 2014

## EXPENDITURE

Item/Art.	Title	Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014		Assumptions 2014
		COM	PAY	COM	PAY	COM	PAY	
1 18 1	Travelling expenses	5 000.00	5 000.00	- 3 700.00	- 3 700.00	1 300.00	1 300.00	<p>Staff Regulation of Officials of the European Communities, and in particular Art. 71 thereof.</p> <p>This appropriation is intended to cover travel expenses for staff members and their families when they start or end their service.</p> <p>Planning assumptions: * Travel cost for staff upon start and end of service. Estimation considering the new SR but without knowing at this stage how in practice the geographical distance will have to be calculated. This appropriation might therefore need adjustments (increase or further decrease) once Implementing Rules are known.</p> <p>Revised assumptions: availability linked to actual costs (new transfer)</p>
1 18 2	Installation allowance	63 000.00	63 000.00	- 26 200.00	- 26 200.00	36 800.00	36 800.00	<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: * Cost linked to installation cost of new comers who started in 2013 and who will start in 2014 as well as cost lined to re-installation allowance for leavers in 2014 or who have left before but have not yet relocate outside Turin. Cost estimated for 5 double (re-)installations.</p> <p>Revised assumptions: availability linked to actual costs (Tr3 -€10,000, -€12,000 new transfer)</p>
1 18 3	Moving expenses	55 000.00	55 000.00	- 44 000.00	- 44 000.00	11 000.00	11 000.00	<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: * Cost linked to removal cost of new comers who started in 2013 and who will start in 2014 as well as cost linked to removal cost for leavers in 2013 or who have left before but have not yet relocate outside Turin.</p> <p>According to the draft revised SR, a new way of contributing to removal cost will enter into force, however, it is unknown as of today how in practice. This appropriation might therefore need adjustments (increase or further decrease) once Implementing Rules are known. Currently estimated for 5 temporary agents and 3 contract agents.</p> <p>Revised assumptions: see assumptions on BL1100 (Tr3 -€20,000, Tr4 -€15,000, new transfer)</p>

## EXPENDITURE

Item/Art.	Title	Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014		Assumptions 2014
		COM	PAY	COM	PAY	COM	PAY	
1 18 4	Temporary daily allowance	40 000.00	40 000.00	- 14 800.00	- 14 800.00	25 200.00	25 200.00	<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: * Cost linked to new comers upon start of service and depend on both their family situation, place of recruitment. Current planned needs for 32 months @ daily rate for staff entitled to household allowance.</p> <p>Revised assumptions: see assumptions on BL1100 (Tr3 -€10,000, Tr4 -€5,000, new transfer)</p>
<i>Art. 119</i>	<i>Weightings (Correction coefficients)</i>	<i>340 000.00</i>	<i>340 000.00</i>	<i>- 297 000.00</i>	<i>- 297 000.00</i>	<i>43 000.00</i>	<i>43 000.00</i>	
1 19 0	Weightings (Correction coefficients)	340 000.00	340 000.00	- 297 000.00	- 297 000.00	43 000.00	43 000.00	<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 2014 is based on the estimated cost for 91.5 FTE @ the rate known as of today. Should the weighting factor for Italy is increased or diminished, the appropriation will need to be revised.</p> <p>Revised assumptions: availability linked to lower weighting factor (Tr3 -€90,000). On 18 Dec the ETF has been informed that the weighting factor will decrease by 4%, implying a considerable release of funds.</p>
1 19 1	Salarial adaptation							<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: * As it is known there will be no salary adaptation for the year 2014, this line is p.m in 2014</p>
<b>Chap. 1 3 Missions and travel</b>		<b>110 000.00</b>	<b>110 000.00</b>	<b>+ 5 000.00</b>	<b>+ 5 000.00</b>	<b>115 000.00</b>	<b>115 000.00</b>	
<i>Art. 130</i>	<i>Mission and travel expenses</i>	<i>110 000.00</i>	<i>110 000.00</i>	<i>+ 5 000.00</i>	<i>+ 5 000.00</i>	<i>115 000.00</i>	<i>115 000.00</i>	
1 30 0	Mission and travel expenses	110 000.00	110 000.00	+ 5 000.00	+ 5 000.00	115 000.00	115 000.00	<p>Staff Regulations of Officials of the European Communities, and in particular Art. 11 to 13 of Annex VII thereof.</p> <p>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.</p> <p>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.</p> <p>Revised assumptions: Increased support linked to Learning and Development activities (Tr4 +€5,000)</p>
<b>Chap. 1 4 Socio-medical infrastructure</b>		<b>306 000.00</b>	<b>306 000.00</b>	<b>+ 15 300.00</b>	<b>+ 15 300.00</b>	<b>321 300.00</b>	<b>321 300.00</b>	
<i>Art. 140</i>	<i>Running costs of restaurants and canteens</i>	<i>p.m.</i>	<i>p.m.</i>			<i>p.m.</i>	<i>p.m.</i>	
1 40 0	Running costs of restaurants and canteens	p.m.	p.m.			p.m.	p.m.	

## EXPENDITURE

Item/Art.	Title	Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014		Assumptions 2014
		COM	PAY	COM	PAY	COM	PAY	
Art. 142	Restaurants, meals and canteens	p.m.	p.m.			p.m.	p.m.	
1 42 0	Restaurants, meals and canteens	p.m.	p.m.			p.m.	p.m.	
Art. 143	Medical service	30 000.00	30 000.00	- 5 000.00	- 5 000.00	25 000.00	25 000.00	
1 43 0	Medical service	30 000.00	30 000.00	- 5 000.00	- 5 000.00	25 000.00	25 000.00	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 (average cost for 100 visits) * ETF medical advisor visits and consultancy cost, including mission cost when representing the ETF at the Inter-institutional Medical College * Medical supplies and medicines, or other medical services. Should a potential psycho-socio support be offered to staff, this appropriation will have to be increased. Revised assumptions: Savings linked to the actual health related costs ( -€5,000 new transfer)
Art. 144	Internal training	210 000.00	210 000.00	+ 20 300.00	+ 20 300.00	230 300.00	230 300.00	
1 44 0	Internal training	210 000.00	210 000.00	+ 20 300.00	+ 20 300.00	230 300.00	230 300.00	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 the corporate consumption. Currently estimated 15,000 for language classes, 10,000 for SSS, 100,000 for corporate L&D activities and 55,000 for ITR. This will be revised depending on needs that will be finetuned after discussion with Management end 2013. Revised assumptions: 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 (Tr3 +€35,300, new transfer -€15000)
Art. 149	Other interventions	66 000.00	66 000.00			66 000.00	66 000.00	
1 49 0	Other interventions	66 000.00	66 000.00			66 000.00	66 000.00	This appropriation is intended to cover amongst other social events and institutional well being programmes that the ETF is putting in place. Planning assumptions: * Well-being activities and ETF Christmas events, canteen. Should the canteen go on for the whole year, the appropriation shall be increased as the average monthly cost is around 1,000 Euro.
<b>Chap. 1 5 Staff exchanges between the ETF and the public sector</b>		<b>p.m.</b>	<b>p.m.</b>			<b>p.m.</b>	<b>p.m.</b>	
Art. 152	Staff exchanges between the ETF and the public sector	p.m.	p.m.			p.m.	p.m.	
1 52 0	National experts seconded	p.m.	p.m.			p.m.	p.m.	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: No funds are foreseen for seconded national experts
<b>Chap. 1 7 Entertainment and representation expenses</b>		<b>12 000.00</b>	<b>12 000.00</b>			<b>12 000.00</b>	<b>12 000.00</b>	
Art. 170	Entertainment and representation expenses	12 000.00	12 000.00			12 000.00	12 000.00	

EXPENDITURE

Item/Art.	Title	Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014		Assumptions 2014
		COM	PAY	COM	PAY	COM	PAY	
1 70 0	Entertainment and representation expenses	12 000.00	12 000.00			12 000.00	12 000.00	<p>This chapter covers expenses linked to hospitality costs for guests (e.g. lunches, dinners, etc.).</p> <p>Planning assumptions: * ongoing catering requests (lunches, coffee breaks). Estimated cost would cover an average expenditure of €20 for a total of 150 pax over the year (guests + ETF staff).</p> <p>* 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.</p> <p>* representation costs linked to the end of the year activities</p>
Chap. 1 9 Pensions and pension subsidies		p.m.	p.m.			p.m.	p.m.	
Art. 190	Pensions and pension subsidies	p.m.	p.m.			p.m.	p.m.	
1 90 0	Pensions and pension subsidies	p.m.	p.m.			p.m.	p.m.	
TITLE 1	TOTAL TITLE 1	13 443 000.00	13 443 000.00	- 623 800.00	- 623 800.00	12 819 200.00	12 819 200.00	

## EXPENDITURE

Item/Art.		Title		Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014		Assumptions 2014	
				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		610 334.00	610 334.00	- 61 300.00	- 61 300.00	549 034.00	549 034.00				
Art. 200 Rentals		17 291.00	17 291.00	- 5 620.00	- 5 620.00	11 671.00	11 671.00				
2 00 0 Rentals		17 291.00	17 291.00	- 5 620.00	- 5 620.00	11 671.00	11 671.00	This appropriation is intended to cover property rental Planning assumptions: * Symbolic amount for rent al of ETF Villa Gualino premises: 1 €, committed by 01/01/2014, implemented by 01/01/2014, paid by 31/03/2014 * Rent for office in Joseph II : 16789.23€ + additional indexation for 2014?? (including 45,5% of charges locatives in 2013 paid under BL2030), committed by 01/01/2014, implemented by 01/01/2014, paid by 30/11/2014 * Reservation for ETF altenative office New DA to be launched in 2013 (oct-oct) as indicated in the ETF Business Continuity Plan (BCP) Revised assumptions: Rental costs for Turin business continuity office lower than foreseen (new transfer)			
Art. 201 Insurance		p.m.	p.m.			p.m.	p.m.				
2 01 0 Insurance		p.m.	p.m.			p.m.	p.m.				
Art. 202 Water, gas, electricity and heating		180 830.00	180 830.00	- 33 980.00	- 33 980.00	146 850.00	146 850.00				
2 02 0 Water, gas, electricity and heating		180 830.00	180 830.00	- 33 980.00	- 33 980.00	146 850.00	146 850.00	This appropriation is intended to cover utilities (water, gas, electricity and heating). Planning assumptions: * Current expenditure trend and VG forecast indicated that in 2013 we will likely pay 196310€. Considering the increasing costs of the energy and gas, for 2014 it is better to keep an appropriate margin Revised assumptions: Utilities costs lower than foreseen (Tr3 -€15,000, new transfer)			
Art. 203 Cleaning and maintenance		220 371.00	220 371.00	- 14 500.00	- 14 500.00	205 871.00	205 871.00				
2 03 0 Cleaning and maintenance		220 371.00	220 371.00	- 14 500.00	- 14 500.00	205 871.00	205 871.00	This appropriation is intended to cover maintenance costs (infrastructure, plants, lifts, heating, air-conditioning, pipes) and cleaning of the common spaces as well as for the cleaning of the ETF building areas. The total cost for maintenance and cleaning of the parts of the building jointly used varies according to the number of unforeseen repairs and interventions during the year. The age of the property and infrastructure tends to place this estimate at risk due to breakages, failures and urgent needs that may emerge with preventative maintenance or replacements. Planning assumptions: * Cleaning services: first month of January under current contract will cost 5737.50 € and then a new contract will be in place the estimated amounts can be 6000€ * 11 months + a margin for additional cleaning services linked to events taking place in ETF premises (committed by 01/01/2014, implemented by 31/12/2014, paid each months starting from January * VG costs reimbursements (partially committed by 01/01/2014, fully committed by 31/01/2014, monthly implementation, fully implemented by 31/12/2014, 70% paid by 30/04/2014, reconciliation due by 31/03/2015) * Maintenance for technical infrastructure * Green plants maintenance (committed by 01/01/2014, quarterly implementation, full implementation by 31/12/2014, paid at the end of each Q 375€, fully paid by 31/03/2015) * disinfection services (committed by 31/01/2014, implemented on quarterly base, full implementation by 31/12/2014, paid on quarterly base: 217.15€ by 31/03/2014, 217.75€ by 31/06/2014, 217.75€ by 31/09/2014, 217.75€ by 31/01/2015) * Odd jobs as for the new contract (painting, moves - including materials) Revised assumptions: Increased expenses linked to final costs (reconciliation) for the ETF's building, as recently communicated by the Regione Piemonte. (Tr3 +€19,200) compensated by revised breakdown (new transfer)			
Art. 204 Furnishing of premises		25 785.00	25 785.00	- 8 200.00	- 8 200.00	17 585.00	17 585.00				
2 04 0 Furnishing of premises		25 785.00	25 785.00	- 8 200.00	- 8 200.00	17 585.00	17 585.00	This appropriation is intended to cover the performance of small-scale jobs for fitting out the building (such as changes to partitions, nameplates and signs, painting, etc.). Planning assumptions: * improvement of office space, painting			
Art. 205 Security and surveillance		107 887.00	107 887.00	+ 6 500.00	+ 6 500.00	114 387.00	114 387.00				

European Training Foundation  
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Item/Art.	Title	Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014		Assumptions 2014
		COM	PAY	COM	PAY	COM	PAY	
2 05 0	Security and surveillance	107 887.00	107 887.00	+ 6 500.00	+ 6 500.00	114 387.00	114 387.00	This appropriation is intended to cover the various expenses relating to the security and safety of the building. The following activities are gathered under this budget item: surveillance, maintenance of anti-intrusion system, purchase and maintenance of fire equipment and costs of inspections required by Italian laws. Planning assumptions: * On Site Surveillance services: calculation is made on 260 days of service based on current contract with small rounding for unforeseen events (comm by 01/01/2014, impl throughout the year, paid 16.67%Q1, 25%Q2-Q3-Q4, 8.33% Q1 y+1) * Inspections and radiosurveillance (comm by 01/01/2014, impl throughout the year, paid 16.67%Q1, 25%Q2-Q3-Q4, 8.33% Q1 y+1) * Maintenance of various security services such as fire extinguisher portable and fixed, security doors, emergency exit doors, anti intrusion systemincluded now in gestione e manutenzione impianti tecnologici * Maintenance of ETF lifts new contract will be in place for 2014 gestione e manutenzione impianti tecnologici * RSPP services, running from 15 July 2013 : fisso 6451.81 + consulenza * ETF's Access control system in 2013 ( elex contract) price for 2014 is 5006.86€ Revised assumptions: Due to ongoing building works additional surveillance services are needed (Tr3 +€11,500)
Art. 209	Other expenditure on buildings	58 170.00	58 170.00	- 5 500.00	- 5 500.00	52 670.00	52 670.00	
2 09 0	Other expenditure on buildings	58 170.00	58 170.00	- 5 500.00	- 5 500.00	52 670.00	52 670.00	This appropriation is intended to cover other expenses related to the building not specifically provided for, notably taxes and roads, drainage, refuse collection, as well as administrative costs, payable to the Villa Gualino Consortium as provided for in the contract CON/03/ETF/0071. Planning assumptions: * Garbage taxes to Turin municipality (paid €33,675 in 2013 - comm by 01/01/2014, impl throughout the year, paid by end of Q3) * Insurance reimbursement to Villa Gualino Revised assumptions: Savings linked to other building costs (new transfer)
<b>Chap. 2 1 Information &amp; Communication Technology</b>		<b>761 616.00</b>	<b>761 616.00</b>	<b>+ 113 620.00</b>	<b>+ 113 620.00</b>	<b>875 236.00</b>	<b>875 236.00</b>	
Art. 210	ICT expenditure	601 716.00	601 716.00	+ 136 790.00	+ 136 790.00	738 506.00	738 506.00	
2 10 0	ICT hardware	83 200.00	83 200.00	+ 80 700.00	+ 80 700.00	163 900.00	163 900.00	This item covers the purchase of computer hardware including network servers, personal computers, printers and networking / communications equipment etc. as well as accessories and consumables. 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 ( to be committed by 01/01/2014, paid by 31/03/2014) now covered till 31/12/2013 contract price for 2014 is 783.79€ * On site server maintenance CON/12/ETF/0030 total cost for 2014 1985€ + 2 for bollo 1987€ ( Comm by 01/01/2014, impl throughout the year, paid by 31/03/2014) * Firewall maintenance CON/12/ETF/0029 paid upfront for 3 years till Dec 2015 * Extreme Networks ICT infrastructure Maintenance CON/11/ETF/0031 Price for 3rd year 18000, Running from December to December * Consumables (Toner, Backup disks, etc) * Replacement Backup Server * Replacement Network Printers * Maintenance for Enterasys wireless infrastructure Revised assumptions: Improvements in the IT equipment (portable devices as permanently assigned devices for frequent mission goes to substitute PCs, audio-conference equipment, replacement of end-of-life PCs and screens) will allow increased productivity of staff (Tr3 +€37,000, new transfer for replacement of back-up server)

## Amending Budget 2 / 2014

## EXPENDITURE

Item/Art.	Title	Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014		Assumptions 2014
		COM	PAY	COM	PAY	COM	PAY	
2 10 1	Software acquisition, maintenance and development	281 252.00	281 252.00	+ 124 850.00	+ 124 850.00	406 102.00	406 102.00	<p>This item has been allocated to cover the purchase of standard software applications, pay for its maintenance and for the development of software systems.</p> <p>Planning assumptions: * CITRIX technical support contract + on site consultancy CON/12/ETF/0020 ( to be committed by 30/09/2014) price for 3rd year is 12550+2</p> <p>* NotebookS yearly maintenance support</p> <p>* Lotus Notes SW maintenance CON/12/ETF/0025 ( to be committed by 01/01/2014)</p> <p>* Oracle maintenance for 2013 ( to be committed by 01/01/2014)</p> <p>* ALLEGRO Maintenance 10800€ (committed by 01/01/2014)</p> <p>* SSL Certificated 2yrs coverage till 27/03/2014</p> <p>* Solarwinds IP monitor renewal, Vmware software maintenance (to be procured in Q2/2014) for three years, Microsoft renewal Commission FWC, Yearly maintenance for 32 BO licences, SQL navigator yearly maintenance, Trend Micro Enterprise Security Suite Licences yearly maintenance fee, Citrix XenDesktop maintenance, Maintenance Swing Integrator may 2014, , Renewal of software maintenance and support Crossware email signature, Websense Hosted Email security services renewal, Maintenance STATA software, Maintenance Sitecore Software, Renewal of IBM Connections Extranet PVU user and Authorised user, Online services (Prezi, GoToMeeting)</p> <p>* Software Development expenses for IT processes to support corporate activities, corresponding to 265 programmer days: Allegro integration, ABAC integration, Knowledge management and Lotus Notes connections and Dashboard project, support for Global Platform for qualifications, Sharepoint Consultancy , Connections Consultancy,</p> <p>Revised assumptions: Improvements of the intranet , website, document management, internal management systems (Tr3 +€146,000, revised estimates - new transfer)</p>
2 10 2	Other expenses	p.m.	p.m.			p.m.	p.m.	<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</p> <p>Planning assumptions: Starting from 2011, this line has been distributed across BL 2100 and 2101</p>
2 10 3	Telecoms costs	237 264.00	237 264.00	- 68 760.00	- 68 760.00	168 504.00	168 504.00	<p>This appropriation is intended to cover the fixed costs of subscriptions, communication costs and internet service fees.</p> <p>Planning assumptions: * Internet service provider - new provider from February 2014 - estimated: tender not awarded yet (30.09.2013)</p> <p>* Cost to configure current IP PBX to use SIP Trunking</p> <p>* Belgacom Tour madou ( to be committed by 01/1/2014)</p> <p>* Telecom expenses ( committed by 01/01/2014) estimation based on previous years is around 130000€</p> <p>* IP PBX Maintenance</p> <p>* IP PBX Unified Messaging and fax server extension</p> <p>* Skype Integration</p> <p>Revised assumptions: amount adjusted to invoices expected in 2014</p>
2 10 4	Telecoms equipment costs	p.m.	p.m.			p.m.	p.m.	<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.</p> <p>Planning assumptions: This line has been merged into BL2103</p>
2 10 5	European Commission IT systems	159 900.00	159 900.00	- 23 170.00	- 23 170.00	136 730.00	136 730.00	<p>This appropriation is intended to cover expenses relating the the use of EC distributed systems</p> <p>Planning assumptions: * ABAC fees (committed by 01/01/2014)</p> <p>* ABAC Asset fees</p> <p>* IT Hosting fr ABAC</p> <p>* S-Testa current contract with Orange/HP until the 28th September 2014 ; TESTA-ng with T-Systems option MPLS 37K installation cost and around 9K yearly cost</p>
<b>Chap. 2 2 Movable property and associated costs</b>		<b>105 600.00</b>	<b>105 600.00</b>	<b>+ 329 932.88</b>	<b>+ 329 932.88</b>	<b>435 532.88</b>	<b>435 532.88</b>	
Art. 220	Technical installations and office equipment	23 100.00	23 100.00			23 100.00	23 100.00	

## EXPENDITURE

Item/Art.	Title	Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014		Assumptions 2014
		COM	PAY	COM	PAY	COM	PAY	
2 20 0	Technical installations and office equipment	23 100.00	23 100.00			23 100.00	23 100.00	This appropriation is intended to cover the purchase of technical and office equipment, especially audiovisual, copying, archiving and interpretation equipment. This appropriation is also used for the general replacement of old office equipment such as faxes, binding machines etc. Planning assumptions: * Rental of copiers (comm by 01/01/2014, impl throughout the year, 80% paid by Q1, 20% paid by Q4) * Rental of water dispensers + 50€ of possible indexation (comm by 28/02/2014, impl throughout the year, paid by Q2)
2 20 2	Rentals	p.m.	p.m.			p.m.	p.m.	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	p.m.	p.m.			p.m.	p.m.	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.
<i>Art. 221 Furniture</i>		<i>82 500.00</i>	<i>82 500.00</i>	<i>+ 329 932.88</i>	<i>+ 329 932.88</i>	<i>412 432.88</i>	<i>412 432.88</i>	
2 21 0	Purchase	82 500.00	82 500.00	+ 329 932.88	+ 329 932.88	412 432.88	412 432.88	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 get most of the reception and surveillance contract and service) Revised assumptions: The interest relative to 2014 subvention is assigned to acquisition of office furniture - replacing part of the current one, some older than 15 years (new revenue). Also, savings from Title 2 and amounts released from Title 1 linked to the reduced weighting factor are regrouped for the same purpose (new transfer)
<i>Art. 223 Transport</i>		<i>p.m.</i>	<i>p.m.</i>			<i>p.m.</i>	<i>p.m.</i>	
2 23 3	Maintenance, utilisation and repairs	p.m.	p.m.			p.m.	p.m.	This appropriation was intended to cover the operating, maintenance, fuel and related costs of the ETF van. The van has been decommissioned and there are no plans to replace it.
<i>Art. 225 Documentation and library</i>		<i>p.m.</i>	<i>p.m.</i>			<i>p.m.</i>	<i>p.m.</i>	
2 25 0	Purchase of non-operational publications and subscriptions	p.m.	p.m.			p.m.	p.m.	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.)
<b>Chap. 2 3 Current administrative expenditure</b>		<b>108 450.00</b>	<b>108 450.00</b>	<b>- 5 000.00</b>	<b>- 5 000.00</b>	<b>103 450.00</b>	<b>103 450.00</b>	
<i>Art. 230 Stationery and office supplies</i>		<i>60 000.00</i>	<i>60 000.00</i>	<i>- 5 000.00</i>	<i>- 5 000.00</i>	<i>55 000.00</i>	<i>55 000.00</i>	
2 30 0	Stationery and office supplies	60 000.00	60 000.00	- 5 000.00	- 5 000.00	55 000.00	55 000.00	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 * Additional items for 20th anniversary * Stationery Revised assumptions: Savings from stationery
<i>Art. 232 Financial charges</i>		<i>2 000.00</i>	<i>2 000.00</i>			<i>2 000.00</i>	<i>2 000.00</i>	
2 32 0	Miscellaneous Financial expenditure	2 000.00	2 000.00			2 000.00	2 000.00	This item covers bank charges and other financial charges as well as damages and interest. Planning assumptions: * Miscellaneous financial expenditure (covers bank charges)
2 32 1	Exchange rate losses	p.m.	p.m.			p.m.	p.m.	
2 32 2	Other financial charges	p.m.	p.m.			p.m.	p.m.	
<i>Art. 233 Legal expenses</i>		<i>15 000.00</i>	<i>15 000.00</i>			<i>15 000.00</i>	<i>15 000.00</i>	
2 33 0	Legal expenses	15 000.00	15 000.00			15 000.00	15 000.00	This item is intended to cover * general legal expenses, * trial expenses, * external lawyers' expenses. Planning assumptions: * Linked to ongoing and future litigations, highly volatile. Should unforeseen events occur, transfers should be envisaged during the year.



## EXPENDITURE

Item/Art.	Title	Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014		Assumptions 2014
		COM	PAY	COM	PAY	COM	PAY	
Art. 235	Other operating expenditure	26 950.00	26 950.00			26 950.00	26 950.00	
2 35 0	Miscellaneous insurance	18 450.00	18 450.00			18 450.00	18 450.00	This appropriation is intended to cover sundry insurance expenses (notably civil liability, insurance against theft, insurance for computer equipment and cabling; for the safes and contents). Planning assumptions: * 2000€ Accident insurance VANBREDA (comm by Q2, impl 75% y, 25% Q1 y+1, paid by Q2, reconciliation y+1) * Civil Liability MARSH (comm by Q2, impl 75% y, 25% Q1 y+1, paid by Q2, reconciliation y+1) * Theft and robbery ALLIANZ (comm by Q3, impl 50% y, 50% y+1, paid by Q3 reconciliation y+1) * Collettive insurance versus accidents for non statutory (VanBreda) * Fire, ARD and electronic insurance UNIPOL (comm by Q3, impl 50% y, 50% y+1, paid by Q3 reconciliation y+1) * Reserve for reconciliation
2 35 2	Miscellaneous expenditure on internal meetings	5 000.00	5 000.00			5 000.00	5 000.00	This item is intended to cover expenditure (coffee, tea, water) related to internal ETF meetings. Expenditures (coffee, tea, water) related to internal meetings for training and recruitment procedures will be covered by BL 1440 and BL 1180 respectively. The amount budgeted under BL 2352 is to cover all miscellaneous expenditure on internal meetings Planning assumptions: * catering costs related to internal meetings at the ETF (water, brown bag lunches, light aperitif)
2 35 5	Petty expenses	3 500.00	3 500.00			3 500.00	3 500.00	This item is intended to cover other operating expenditure for which no special provision is made (e.g. broken windows/doors, flooding, plumber, change of locks, etc.). Planning assumptions: * Imprest Account * Urgent expenses Staff-on-Duty
Art. 236	Publications	4 500.00	4 500.00			4 500.00	4 500.00	
2 36 0	Publications	4 500.00	4 500.00			4 500.00	4 500.00	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
<b>Chap. 2 4 Post and telecommunications</b>		<b>31 000.00</b>	<b>31 000.00</b>	<b>- 4 000.00</b>	<b>- 4 000.00</b>	<b>27 000.00</b>	<b>27 000.00</b>	
Art. 240	Correspondence and courier expenses	31 000.00	31 000.00	- 4 000.00	- 4 000.00	27 000.00	27 000.00	
2 40 0	Correspondence and courier expenses	31 000.00	31 000.00	- 4 000.00	- 4 000.00	27 000.00	27 000.00	This appropriation is intended to cover correspondence and courier expenses, including the dispatching of parcels by post. Planning assumptions: * Purchase of stamps * DHL - Estimation based on previous year Revised assumptions: Savings from mailing expenses
Art. 241	Telecommunications	p.m.	p.m.			p.m.	p.m.	
2 41 0	Subscriptions and fees	p.m.	p.m.			p.m.	p.m.	See remarks of BL 2103
2 41 1	Equipment							See remarks of BL 2104
<b>Chap. 2 5 Meetings and associated costs</b>		<b>100 000.00</b>	<b>100 000.00</b>			<b>100 000.00</b>	<b>100 000.00</b>	
Art. 250	Meetings and associated costs	100 000.00	100 000.00			100 000.00	100 000.00	
2 50 0	Meetings expenses in general	100 000.00	100 000.00			100 000.00	100 000.00	This appropriation is intended to cover the costs relating to the meetings of the Governing Board and the participation of GB members to other meetings organised by the ETF. Planning assumptions: * 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) , eventual additional nights if linked to the Corporate Conference
<b>TITLE 2</b>	<b>TOTAL TITLE 2</b>	<b>1 717 000.00</b>	<b>1 717 000.00</b>	<b>+ 373 252.88</b>	<b>+ 373 252.88</b>	<b>2 090 252.88</b>	<b>2 090 252.88</b>	

## EXPENDITURE

Item/Art.		Title		Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014		Assumptions 2014	
		COM	PAY	COM	PAY	COM	PAY	COM	PAY		
TITLE 3 EXPENSES RELATING TO PERFORMANCE OF SPECIFIC MISSIONS											
Chap. 3 0 Operational expenses		872 100.00	872 100.00	+ 85 000.00	+ 85 000.00	957 100.00	957 100.00				
Art. 300 Operational documentation		p.m.	p.m.			p.m.	p.m.				
3 00 0 Purchase of operational publications and subscriptions		p.m.	p.m.			p.m.	p.m.	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) - from 2014 this budget item will be integrated into budget item 3190 as part of the Knowledge Management			
Art. 301 Publicising of information		667 100.00	667 100.00	+ 105 000.00	+ 85 000.00	772 100.00	752 100.00				
3 01 0 General publications		667 100.00	667 100.00	+ 105 000.00	+ 85 000.00	772 100.00	752 100.00	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 Provide regular access to ETF knowledge for all target groups through the ETF website and through specialised blogs , Engage with stakeholders and key target publics through social media on a regular basis. * Corporate events - Organise dialogue-generating events and face-to-face communication with stakeholders throughout the year including two corporate conferences * Publications and content production - Produce and disseminate printed and online high-quality information on key thematic issues and expertise; § Prepare audio visual material through podcasts, videos and presentations; § Prepare a variety of products of interest to the media; § Place articles in specialised press. * Dissemination and promotion § Develop new formats for regular information exchange; § Provide access to ETF knowledge for all target groups through the ETF website through regularly updated information; § Develop interactive tools to support two-way communication; § Interact with a broad audience through social media tools; § Strengthen and widen media contacts; § Engage with media through social media. § Prepare a variety of products of interest to the media; § Place articles in specialised press. Revised assumptions: 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 and cross-editing in Russian of PLF documents (Tr3 +€35,000, Tr5 +€20,000)			
Art. 303 Professional memberships and fees		5 000.00	5 000.00			5 000.00	5 000.00				
3 03 0 Professional memberships and fees		5 000.00	5 000.00			5 000.00	5 000.00	This appropriation is intended to cover the costs associated with professional memberships and fees. Planning assumptions: 5 membership fees			
Art. 304 Translation costs		200 000.00	200 000.00	- 20 000.00		180 000.00	200 000.00				
3 04 0 Translation costs		200 000.00	200 000.00	- 20 000.00		180 000.00	200 000.00	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 Revised assumptions: Adjust the budget foreseen for ETF's corporate translations in order to allow for cross-editing in Russian of PLF documents (Tr5 -€20,000)			
Art. 305 Meetings of the Advisory Forum		p.m.	p.m.			p.m.	p.m.				
3 05 0 Meetings of the Advisory Forum		p.m.	p.m.			p.m.	p.m.	Appropriations to cover corporate advisory meetings (Advisory Forum)			
Chap. 3 1 Priority actions : Work programme activities		3 361 400.00	3 361 400.00	+ 180 100.00	+ 180 100.00	3 541 500.00	3 541 500.00				

## EXPENDITURE

Item/Art.	Title	Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014		Assumptions 2014
		COM	PAY	COM	PAY	COM	PAY	
Art. 310	Priority actions : Work programme activities	p.m.	p.m.			p.m.	p.m.	
3 10 0	Support to Commission : Input to the project cycle ENPI, IPA, DCECI	p.m.	p.m.			p.m.	p.m.	
Art. 311	Capacity building, information analysis for partner countries	p.m.	p.m.			p.m.	p.m.	
3 11 0	Capacity building, information analysis for partner countries	p.m.	p.m.			p.m.	p.m.	
Art. 312	Development Activities - thematic areas	p.m.	p.m.			p.m.	p.m.	
3 12 0	Development Activities - thematic areas	p.m.	p.m.			p.m.	p.m.	
Art. 313	Various costs linked to Work programme activities	p.m.	p.m.			p.m.	p.m.	
3 13 0	Insurance costs related to Work programme activities	p.m.	p.m.			p.m.	p.m.	This appropriation is intended to the insurance costs related to Work programme activities.
Art. 314	Projects to support strengthening knowledge and systems	250 000.00	250 000.00			250 000.00	250 000.00	
3 14 0	Projects to support strengthening knowledge and systems	250 000.00	250 000.00			250 000.00	250 000.00	This appropriation refers to the quality control of ETF activities through evaluation and audit. The ETF has established a benchmark of 7.5% 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: Maintain and implement the annual programme of project evaluations in line with the ETF Mid Term Perspective (€150,000) 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: External audit on the ETF accounts – at the request of the Court of Auditors, ETF is outsourcing the audit (Tr3 +€15,000) compensated by recent savings (new transfer -€15,000)
Art. 315	Projects in support of EU's External Assistance in the Neighbourhood area	1 370 700.00	1 370 700.00	+ 25 700.00	- 58 000.00	1 396 400.00	1 312 700.00	
3 15 0	Projects in support of EU's External Assistance in the Neighbourhood area	1 370 700.00	1 370 700.00	+ 25 700.00	- 58 000.00	1 396 400.00	1 312 700.00	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 - SEMED and Eastern Europe). 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: 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 (Tr3 +€22,000, Tr4 +€3,700) As payment appropriations is needed on other lines, given the relative slower payment rate part is assigned to lines more in need (Tr3 +€22,000, Tr4 - €80,000)
Art. 316	Projects in support of EU's External Assistance in the Enlargement area	777 800.00	777 800.00	- 4 700.00	+ 11 000.00	773 100.00	788 800.00	
3 16 0	Projects in support of EU's External Assistance in the Enlargement area	777 800.00	777 800.00	- 4 700.00	+ 11 000.00	773 100.00	788 800.00	This appropriation covers the costs of the ETF's contribution to the EU enlargement process (IPA / SEET) 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: Availability linked to finalised activities is made available to other operational projects (Tr3+€11,000, Tr4 -€15,700). Payment appropriation increased based on current estimates until the end of the year (Tr3 +€11,000).
Art. 317	Projects in support of EU's External Assistance in the Development Co-operation instrument	342 300.00	342 300.00	+ 22 000.00	+ 70 000.00	364 300.00	412 300.00	

## EXPENDITURE

Item/Art.	Title	Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014		Assumptions 2014
		COM	PAY	COM	PAY	COM	PAY	
3 17 0	Projects in support of EU's External Assistance in the Development Co-operation instrument	342 300.00	342 300.00	+ 22 000.00	+ 70 000.00	364 300.00	412 300.00	This appropriation covers the costs of the ETF's contribution to human resources development in developing countries (DCI / CA). 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: Fine-tuning in Central Asia projects, supporting Tadjik participation to Women Entrepreneurship workshop and finalising data collection to update VET report in Turkmenistan (Tr3 +€10,000, Tr4 +€12,000) . Payment appropriation increased based on current estimates until the end of the year.(Tr3 +€10,000, Tr4 +€40,000)
Art. 318	Projects: Thematic expertise development	620 600.00	620 600.00	+ 137 100.00	+ 157 100.00	757 700.00	777 700.00	
3 18 0	Projects in Thematic expertise development	435 600.00	435 600.00	+ 3 000.00	+ 23 000.00	438 600.00	458 600.00	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: Fine-tuning in the implementation of the entrepreneurial communities in the view of better tailoring the ETF interventions is requiring additional funds (Tr3 +€3,000)
Art. 319	Projects: Evidence based policy making	185 000.00	185 000.00	+ 134 100.00	+ 134 100.00	319 100.00	319 100.00	
3 19 0	Projects in Evidence based policy making	185 000.00	185 000.00	+ 134 100.00	+ 134 100.00	319 100.00	319 100.00	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 Capacity Building conference is planned for June 2015 in Turin. As June will be a very busy month in Turin, this amount needs to be anticipated in order to book and secure venue and accomodation for the conference and its participants (new transfer +€134,100). Payment appropriation increased based on current estimates until the end of the year (Tr4 +€40,000, new transfer).
<b>Chap. 3 2 Operational Missions</b>		<b>750 000.00</b>	<b>750 000.00</b>			<b>750 000.00</b>	<b>750 000.00</b>	
Art. 320	Operational Missions	750 000.00	750 000.00			750 000.00	750 000.00	
3 20 0	Operational Missions	750 000.00	750 000.00			750 000.00	750 000.00	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 and COMM.
<b>TITLE 3</b>	<b>TOTAL TITLE 3</b>	<b>4 983 500.00</b>	<b>4 983 500.00</b>	<b>+ 265 100.00</b>	<b>+ 265 100.00</b>	<b>5 248 600.00</b>	<b>5 248 600.00</b>	

## TITLE 8 European Community contribution in kind

<b>Chap. 8 0 European Community contribution in kind</b>	p.m.	p.m.		p.m.	p.m.	
Art. 880 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.	
<b>TITLE 8</b>	<b>TOTAL TITLE 8</b>	p.m.	p.m.		p.m.	p.m.

European Training Foundation  
Amending Budget 2 / 2014  
EXPENDITURE

Item/Art.	Title	Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014		Assumptions 2014
		COM	PAY	COM	PAY	COM	PAY	

TITLE 9 EXPENSES NOT SPECIFICALLY PROVIDED FOR

<b>Chap. 9 9</b>	<b>Expenses not specifically provided for</b>	p.m.	p.m.			p.m.	p.m.	
<i>Art. 990</i>	<i>Reserve</i>	<i>p.m.</i>	<i>p.m.</i>			<i>p.m.</i>	<i>p.m.</i>	
9 90 0	Reserve	p.m.	p.m.			p.m.	p.m.	
<b>TITLE 9</b>	<b>TOTAL TITLE 9</b>	p.m.	p.m.			p.m.	p.m.	

TITLE 10 RESULTS EARLIER YEARS

<b>Chap. 10 1</b>	<b>Results earlier years</b>	p.m.	p.m.			p.m.	p.m.	
<i>10 10</i>	<i>Results earlier years</i>	<i>p.m.</i>	<i>p.m.</i>			<i>p.m.</i>	<i>p.m.</i>	
10 10 0	Results earlier years	p.m.	p.m.			p.m.	p.m.	
<b>TITLE 10</b>	<b>TOTAL TITLE 10</b>	p.m.	p.m.			p.m.	p.m.	

<b>TOTAL EXPENDITURE ETF PROPER</b>	<b>20 143 500.00 20 143 500.00</b>	<b>+ 14 552.88 + 14 552.88</b>	<b>20 158 052.88 20 158 052.88</b>	
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TITLE 4 Cooperation with other organisations (Earmarked expenditure)

Chap. 4 1 Co-operation with other international institutions		p.m.	p.m.			p.m.	p.m.	
Art. 410	Co-operation with other international institutions	p.m.	p.m.			p.m.	p.m.	
4 10 0	World bank	p.m.	p.m.			p.m.	p.m.	
Art. 411	Co-operation with other international institutions	p.m.	p.m.			p.m.	p.m.	
4 11 0	Swiss Agency for Development and Cooperation	p.m.	p.m.			p.m.	p.m.	
Chap. 4 2 Co-operation with other European institutions and other bodies		1 425 183.40	1 425 183.40	+ 150 200.00	+ 150 200.00	2 363 738.63	2 363 738.63	
Art. 420	Projects related to agreements between European Commission and the Foundation	1 425 183.40	1 425 183.40	+ 150 200.00	+ 150 200.00	2 363 738.63	2 363 738.63	
4 20 0	GEMM Project	1 425 183.40	1 425 183.40			1 425 183.40	1 425 183.40	Planning assumptions: The ETF has received in 2013 from DG DEVCO €594 721.60 as the first pre-financing for the Governance for Employability in the Mediterranean project (GEMM). The €472 663.40 included in this amending budget as funds available from previous years are part of this first pre-financing and are used to conclude and pay the activities committed in the 2013 phase of the project. The €952 520.00 received as the second pre-financing for the GEMM project will be used for the activities foreseen for the 2014 phase of the project. The project has a total budget of €3 130 000 (out of which the ETF's contribution is €1 130 000) and is expected to be finalised in 2015.
4 20 1	FRAME Project	788 355.23	788 355.23	+ 150 200.00	+ 150 200.00	938 555.23	938 555.23	Planning assumptions: The ETF has received in 2013 from DG Enlargement €1 249 800.00 as pre-financing for the €1 400 000 foreseen for the Frame Skills for the Future (FRAME) project, to be implemented during 2013-2014. The €788 355.23 included in this amending budget are part of this first instalment and are used to conclude and pay the activities committed in the 2013 phase of the project. Revised assumptions: the ETF has received the last installment for the FRAME project (150,200€). The activities are planned to be finalised at the end of 2014, while payments , reports and audit will continue in early 2015
Chap. 4 3 Co-operation with national institutions		24 682.22	24 682.22			24 682.22	24 682.22	

## European Training Foundation

## Amending Budget 2 / 2014

## EXPENDITURE

Item/Art.	Title	Adopted Budget (Amending Budget 1 / 2014)		Amendments 2 / 2014		Amending Budget 2 / 2014		Assumptions 2014
		COM	PAY	COM	PAY	COM	PAY	
Art. 430	Co-operation with Italian institutions	24 682.22	24 682.22			24 682.22	24 682.22	
4 30 0	Cooperation with Italian institutions	24 682.22	24 682.22			24 682.22	24 682.22	Planning assumptions: The €24 682.22 available from previous years of funding from the Italian Ministry of Foreign Affairs will support the finalisation and payment of ETF's agreed activities in Lebanon
<b>Chap. 4 4 Implementation of EU member states projects</b>		p.m.	p.m.			p.m.	p.m.	
Art. 440	Projects related to bilateral agreement between EU member states and other countries	p.m.	p.m.			p.m.	p.m.	
4 40 0	Technical assistance	p.m.	p.m.			p.m.	p.m.	
4 40 1	"Italian Small and Medium Enterprises Programme for Albania" (ISMEPA)	p.m.	p.m.			p.m.	p.m.	
<b>TITLE 4</b>	<b>TOTAL TITLE 4</b>	<b>2 238 220.85</b>	<b>2 238 220.85</b>	<b>+ 150 200.00</b>	<b>+ 150 200.00</b>	<b>2 388 420.85</b>	<b>2 388 420.85</b>	

<b>TOTAL ETF EARMARKED EXPENDITURE</b>	<b>2 238 220.85</b>	<b>2 238 220.85</b>	<b>+ 150 200.00</b>	<b>+ 150 200.00</b>	<b>2 388 421</b>	<b>2 388 421</b>	
<b>GRAND TOTAL EXPENDITURE</b>	<b>22 381 720.85</b>	<b>22 381 720.85</b>	<b>+ 164 752.88</b>	<b>+ 164 752.88</b>	<b>22 546 474</b>	<b>22 546 474</b>	

**European Training Foundation**  
**ESTABLISHMENT PLAN 2014**

GB/14/DEC/017

Grade	2014 Authorised posts		2013 Authorised posts		2012 Actual on 31 Dec 2012	
	Permanent	Temp.	Permanent	Temp.	Permanent	Temp.
AD 16						
AD 15						
AD 14		1		1		1
AD 13		4		4		
AD 12		10		10		7
AD 11		8		8		11
AD 10		4		3		1
AD 9		12		12		12
AD 8		8		6		5
AD 7		14		15		20
AD 6				3		
AD 5						3
<i>Sub-total AD</i>	<i>0</i>	<i>61</i>	<i>0</i>	<i>62</i>	<i>0</i>	<i>60</i>
AST 11						
AST 10		3		7		1
AST 9		8		3		5
AST 8		6		5		5
AST 7		4		7		6
AST 6		4		1		3
AST 5		5		6		3
AST 4		2		1		3
AST 3		1		4		6
AST 2						1
AST 1						
<i>Sub-total AST</i>		<i>33</i>		<i>34</i>		<i>33</i>
<b>Total</b>	<b>0</b>	<b>94</b>	<b>0</b>	<b>96</b>	<b>0</b>	<b>93</b>

### Chapter 3 0

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

Commitments		Payments	
		2014	2015
Pre-2014 commitments still outstanding	145 951	145 951	-
Appropriations 2014	<b>957 100</b>	811 149	145 951
Total	1 103 051	<b>957 100</b>	145 951

### Chapter 3 1

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

Commitments		Payments	
		2014	2015
Pre-2014 commitments still outstanding	1 367 124	1 367 124	-
Appropriations 2014	<b>3 541 500</b>	2 174 376	1 367 124
Total	4 908 624	<b>3 541 500</b>	1 367 124

### Chapter 3 2

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

Commitments		Payments	
		2014	2015
Pre-2014 commitments still outstanding	181 304	181 304	-
Appropriations 2014	<b>750 000</b>	568 696	181 304
Total	931 304	<b>750 000</b>	181 304