

AMENDING BUDGET 2/2016



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The main objective of this amending budget is to integrate in the ETF budget the new miscellaneous revenue and to reflect the latest adjustments for 2016.

The attached budget uses as reference the Amended Budget 1-2016 adopted by the Board at its meeting of 10 June 2016.

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 the ETF has received from the European Commission.

1b. Assigned revenue – ITF, GEMM (Title 4)

There are no modifications to the assigned revenue.

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 2016 amounts to €1 132,22 and is integrated as miscellaneous revenue.

Expenditure

The activities performed until now are in line with the work programme adopted by the Board on 24 November 2015 and revised with the Amended Budget 1-2016 on 10 June 2016.

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

Since the adoption of the Amending Budget 1-2016, the list of proposals with activities, which could be funded in the case of budget availability, has been maintained. Available appropriations were allocated to the highest priorities in three transfers:

Transfer 3 – was adopted via written procedure by the Governing Board on 2 Sep 2016 (GB/16/DEC/008). It reallocated €160 400 from Title 1 to Title 2 (€18 000) and Title 3 (€142 400) and it refers to activities that have been identified as strategic priorities following the internal planning exercise for 2017-2020 and from the 2016 mid-year budget review. They are covering areas of intervention that will allow the ETF to better reach its objectives. Other activities proposed for funding are activities which have been held in reserve since the beginning of the year, should funds become available during 2016.

Transfer 4 – adopted under the authority of the Director on 21 Oct 2016. Following the Q3 budget review and the Q3 progress report discussion, the transfer reallocates appropriations within Titles: €1 000 in Title 1 (increased support in social activities), €80 000 in Title 2 (IT infrastructure and adoption of EU IT systems Sysper and eInvoicing) and €900 in Title 3. It also includes a reallocation between Titles, from Title 1 to Title 3 of €41 600 (re-allocation of the costs for printing machine from Administration to Communications) within the limit of 10% allowed under the authority of the director.

Transfer 5 – adopted under the authority of the Director on 18 Nov 2016. Following the news received on salary adaptation and weighting factors on 4 Nov and the date for the first Governing Board meeting of 2017 confirmed on 3 March 2017, as well as pending priorities for the infrastructure, the transfer includes reallocation of appropriations within Title 1 (€66 803 for covering the salary increase) and Title 2 (€114 197 for the early Governing Board meeting in March 2017, acquisition of IT mobile equipment and furniture for meeting rooms) .

The miscellaneous revenue of €1 132,22 is proposed to be allocated to the improvements to the IT infrastructure.

Detailed information on the activities can be found in the “Revised Assumptions” column in the Amending budget.

The total redistribution of expenditure since the beginning of the year represents €1 314 527 commitment and payment appropriations, corresponding to 6.5% of total subvention.

2b. Assigned revenue

There are no modifications to the assigned revenue.

Presentation

The attached amending budget contains the details of the last amending budget (1-2016) and the above mentioned modifications.

Currently, in 2016 the ETF is expected to manage a subvention of €20 146 132,22 and an assigned revenue of €754 716.89.

Amending Budget 2 / 2016

REVENUE

Item/Art.	Title	Amending Budget 1 / 2016		Amendments 2/2016		Amending Budget 2 / 2016	
		COM	PAY	COM	PAY	COM	PAY

TITLE 1 European Union contribution

Chap.1 2	European Training Foundation (15.02.12, ex 15.02.27)	19 956 000.00	19 956 000.00	-	-	19 956 000.00	19 956 000.00
1 20	<i>European Training Foundation</i>	<i>19 956 000.00</i>	<i>19 956 000.00</i>	-	-	<i>19 956 000.00</i>	<i>19 956 000.00</i>
1 20 0	ETF - Subsidy	19 956 000.00	19 956 000.00			19 956 000.00	19 956 000.00
1 20 1	ETF - Subsidy under Titles 1 and 2						
1 20 2	ETF - Subsidy under Title 3						
Chap.1 3	Union contribution from recovery of surplus from previous years	189 000.00	189 000.00	-	-	189 000.00	189 000.00
1 30	<i>Union contribution from recovery of surplus from previous years</i>	<i>189 000.00</i>	<i>189 000.00</i>	-	-	<i>189 000.00</i>	<i>189 000.00</i>
1 30 0	Contribution	189 000.00	189 000.00			189 000.00	189 000.00
1 30 1	Contribution to Title 1 and 2						
1 30 2	Contribution to Title 3						
TITLE 1	TOTAL TITLE 1	20 145 000.00	20 145 000.00	-	-	20 145 000.00	20 145 000.00

TITLE 8 European Union contribution in kind

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

TITLE 9 MISCELLANEOUS REVENUE

Chap. 9 0	Miscellaneous revenue	p.m.	p.m.	+ 1 132.22	+ 1 132.22	+ 1 132.22	+ 1 132.22
9 00	<i>Miscellaneous revenue</i>	<i>p.m.</i>	<i>p.m.</i>	<i>+ 1 132.22</i>	<i>+ 1 132.22</i>	<i>+ 1 132.22</i>	<i>+ 1 132.22</i>
9 00 0	Miscellaneous revenue	p.m.	p.m.	+ 1 132.22	+ 1 132.22	1 132.22	1 132.22
TITLE 9	TOTAL TITLE 9	p.m.	p.m.	+ 1 132.22	+ 1 132.22	+ 1 132.22	+ 1 132.22

TITLE 10 RESULTS EARLIER YEARS

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

TOTAL ETF SUBVENTION REVENUE	20 145 000.00	20 145 000.00	+ 1 132.22	+ 1 132.22	20 146 132.22	20 146 132.22
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Amending Budget 2 / 2016

REVENUE

Item/Art.	Title	Amending Budget 1 / 2016		Amendments 2/2016		Amending Budget 2 / 2016	
		COM	PAY	COM	PAY	COM	PAY

TITLE 4 REVENUE FROM OTHER SOURCES (Earmarked revenue)

Chap. 4 2	Co-operation with other European institutions and other bodies	754 412.23	754 412.23	-	-	754 412.23	754 412.23
4 20	<i>Projects related to agreements between European Commission and the Foundation</i>	<i>p.m.</i>	<i>p.m.</i>	-	-	<i>p.m.</i>	<i>p.m.</i>
4 20 0	GEMM Project	p.m.	p.m.	-	-	p.m.	p.m.
4 20 1	FRAME Project	p.m.	p.m.	-	-	p.m.	p.m.
4 21	<i>Financing earlier years</i>	<i>754 412.23</i>	<i>754 412.23</i>	-	-	<i>754 412.23</i>	<i>754 412.23</i>
4 21 0	GEMM Project	754 412.23	754 412.23			754 412.23	754 412.23
4 21 1	FRAME Project	p.m.	p.m.	-	-	p.m.	p.m.
Chap. 4 3	Cooperation with Italian institutions	p.m.	p.m.	-	-	p.m.	p.m.
4 30	<i>Cooperation with Italian institutions</i>	<i>p.m.</i>	<i>p.m.</i>	-	-	<i>p.m.</i>	<i>p.m.</i>
4 30 0	Cooperation with Italian institutions	p.m.	p.m.	-	-	p.m.	p.m.
Chap. 4 9	Cooperation with Italian institutions - Financing earlier years	304.66	304.66	-	-	304.66	304.66
4 90	<i>Cooperation with Italian institutions - Financing earlier years</i>	<i>304.66</i>	<i>304.66</i>	-	-	<i>304.66</i>	<i>304.66</i>
4 90 0	Cooperation with Italian institutions - Financing earlier years	304.66	304.66			304.66	304.66
TITLE 4	TOTAL TITLE 4	754 716.89	754 716.89	-	-	754 716.89	754 716.89

TOTAL EARMARKED / PROJECT REVENUE		754 716.89	754 716.89	-	-	754 716.89	754 716.89
GRAND TOTAL		20 899 716.89	20 899 716.89	+ 1 132.22	+ 1 132.22	20 900 849.11	20 900 849.11

Item/Art.	Title	Amending Budget 1 / 2016		Amendments 2/2016		Amending Budget 2 / 2016		Revised assumptions 2 / 2016
		COM	PAY	COM	PAY	COM	PAY	
TITLE 1 EXPENDITURE RELATING TO PERSONS WORKING WITH THE FOUNDATION								
Chap. 1 1 Staff in active employment		13 080 500.00	13 080 500.00	- 136 297.00	- 136 297.00	12 944 203.00	12 944 203.00	
Art. 110 Agents included in the workforce		10 492 000.00	10 492 000.00	+ 13 803.00	+ 13 803.00	10 505 803.00	10 505 803.00	
1 10 0 Temporary Agents		10 492 000.00	10 492 000.00	+ 13 803.00	+ 13 803.00	10 505 803.00	10 505 803.00	<p>This budget line covers 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).</p> <p>As from 2016, this budget line covers all salaries, allowances, social security and contributions, weighting factor, salary adaptation, annual leave not taken at the end of the contract, cost of starting and end of service for Temporary Agents (previously on budget lines 1101, 1102, 1130, 1131, 1132, 1140, 1141, 1181, 1182, 1183, 1184), as well as the possible modifications due to the weighting factor (1190) and salary adaptation (1191). Until 2016 this budget line was named "Basic Salary"</p> <p>Planning assumptions: The ETF establishment plan of 90 posts will be achieved from the beginning of 2016. No increase in weighting factor is expected for 2015 and only a very small increase (from 100.4 to 100.6) in 2016. The salary adaptation for 2015 is estimated at +1%, same for 2016. It is assumed that 1 FTE will not be paid linked to part-time arrangements</p> <p>Revised assumptions (1): Availability derives from current recruitment situation (start of service, recruitment place without installation/removal/etc), combination with the unexpected negative Weighting Factor 2015 impacting 2016 and increased salary cost (2.4%), estimated salary adaptation 2016 of 1% and no change in the Weighting Factor at the end of the year (€-150,000 on 5/4/2016, -€70,000 with Amending budget)</p> <p>Revised assumptions (2): Postponement of starting dates linked to 3 vacant positions, and no removal, no installation cost in 2016 for any of them but daily allowances (-€25,000 on 01-Sep-2016). Indications received from PMO point to a 2.1% increase in the salary adaptation instead of 1% initially budgeted. No indications on the possible fluctuation of the weighting factor that is considered at this stage to remain as is. This is compensated by additional savings compared to Q2 due to delay in start of service and additional part times. (-€21,000 on 21-Oct-2016). Increased linked to the higher than planned net result of modification of the salary adaptation (actual 3.3%) and weighting factor (from 99.4 to 97.9) (+€59,803 on 18-Nov-2016).</p>
1 10 1 Family allowances		-	-	-	-	-	-	<p>This budget line covered 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).</p> <p>Planning assumptions: As from 2016, this line will be integrated in budget line 1100</p>
1 10 2 Transfer and expatriation allowance		-	-	-	-	-	-	<p>This budget line covered 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).</p> <p>Planning assumptions: As from 2016, this line will be integrated in budget line 1100</p>
Art. 111 Other staff		2 116 500.00	2 116 500.00	- 66 000.00	- 66 000.00	2 050 500.00	2 050 500.00	
1 11 0 Contract agents		2 045 000.00	2 045 000.00	- 59 000.00	- 59 000.00	1 986 000.00	1 986 000.00	<p>This budget line covers all salaries, allowances, social security and contributions, weighting factor, salary adaptation, annual leave not taken at the end of the contract, cost of starting and end of service for Contract Agents.</p> <p>Planning assumptions: From early 2016 until the end of the year, 40 contract agents will be employed, accounted for 39 full time equivalents due to part time arrangements.</p> <p>Revised assumptions (1): see budget line 1100 (€-70,000 on 5/4/2016)</p> <p>Revised assumptions (2): See budget line 1100 (-€45,000 on 01-Sep-2016, -€21,000 on 21-Oct-2016, +€7,000 on 18-Nov-2016).</p>

Item/Art.	Title	Amending Budget 1 / 2016		Amendments 2/2016		Amending Budget 2 / 2016		Revised assumptions 2 / 2016
		COM	PAY	COM	PAY	COM	PAY	
1 11 2	Local staff	71 500.00	71 500.00	- 7 000.00	- 7 000.00	64 500.00	64 500.00	<p>This budget line covers all salaries, allowances, social security and contributions for Local Agents.</p> <p>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.</p> <p>Revised assumptions (1): There were foreseen 2 Local agents for 2016, there will be only one (€-13,500 on 5/4/2016, €-50,000 with Amending budget)</p> <p>Revised assumptions (2): 2 Local agents were foreseen for 2016 but there will be only one. (-€7,000 on 01-Sep-2016).</p>
Art. 113	Insurance against sickness, accidents and occupational disease, unemployment insurance and maintenance of pension rights	-	-	-	-	-	-	
1 13 0	Insurance against sickness	-	-	-	-	-	-	<p>This budget line covered 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)</p> <p>Planning assumptions: As from 2016, this line will be integrated in budget line 1100</p>
1 13 1	Insurance against accidents and occupational disease	-	-	-	-	-	-	<p>This budget line covered 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)</p> <p>Planning assumptions: As from 2016, this line will be integrated in budget line 1100</p>
1 13 2	Unemployment insurance for temporary staff	-	-	-	-	-	-	<p>This budget line covered insurance against unemployment costs for Temporary Agents as per article 28a of the Conditions of Employment of Other Servants of the European Communities</p> <p>Planning assumptions: As from 2016, this line will be integrated in budget line 1100</p>
Art. 114	Sundry allowances	-	-	-	-	-	-	
1 14 0	Birth and death allowance	-	-	-	-	-	-	<p>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).</p> <p>This budget line covered :</p> <ul style="list-style-type: none"> - birth grants; - in the event of an official's death: <ul style="list-style-type: none"> – 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 <p>Planning assumptions: As from 2016, this line will be integrated in budget line 1100</p>
1 14 1	Annual travel costs from the place of employment to the place of origin	-	-	-	-	-	-	<p>Staff Regulations of Officials of the European Communities, and in particular Art. 8 of Annex VII therefore applicable by analogy to Temporary Agents.</p> <p>This budget line covered the lump-sum payment of travel costs of relevant staff, their spouses and dependants from the place of employment to the place of origin.</p> <p>Planning assumptions: As from 2016, this line will be integrated in budget line 1100</p>
Art. 117	Supplementary services	368 000.00	368 000.00	- 19 100.00	- 19 100.00	348 900.00	348 900.00	
1 17 2	Cost of organising traineeships with the Foundation	-	-	-	-	-	-	<p>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.</p> <p>Planning assumptions: No internships are foreseen in 2016</p>

Item/Art.	Title	Amending Budget 1 / 2016		Amendments 2/2016		Amending Budget 2 / 2016		Revised assumptions 2 / 2016
		COM	PAY	COM	PAY	COM	PAY	
1 17 7	Other services rendered and institutional audit services	368 000.00	368 000.00	- 19 100.00	- 19 100.00	348 900.00	348 900.00	<p>This budget line covers 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).</p> <p>Planning assumptions: * Services provided by the EU administrative bodies through Service Level Agreements (processing of salary costs and other optional services) and Interagency Service Legal Agreement for secretariat of coordination agency and cost of EC badge * Approximately 3 FTE interim staff can be contracted with the budget available, 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 4 newcomers. * HR consultancy and Job satisfaction survey & Followup</p> <p>Revised assumptions (2): Reception costs lower than planned, linked to new contract in place.. (-€8,000 on 01-Sep-2016). Savings on interim due to holidays taken during the summer and impact of delay in start of services on relocation services not taking place in 2016 compared to initial plans (-€5,100 on 21-Oct-2016). not needed according to revised estimations (-€6,000 on 18-Nov-2016).</p>
Art. 118 Recruitment and transformation costs		104 000.00	104 000.00	- 65 000.00	- 65 000.00	39 000.00	39 000.00	
1 18 0	Sundry recruitment expenses	104 000.00	104 000.00	- 65 000.00	- 65 000.00	39 000.00	39 000.00	<p>Staff Regulations of Officials of the European Communities, and in particular Art. 27 to 31 and 33 thereof.</p> <p>This budget line covers 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.</p> <p>Planning assumptions: Average cost based on historical trend for up to 4 selection procedures planned with an average 5 candidates entitled to reimbursement per procedure. Travel/hotel cost for pre-recruitment medical check up (average cost Bruxelles/Luxembourg/Turin) and pre-recruitment medical check up costs. Organisation of one assessment centre.</p> <p>Revised assumptions (1): Estimated cost linked to Director publication of vacancy notice (€75,000 on 5/4/2016)</p> <p>Revised assumptions (2): Costs for dissemination of ETF vacancies lower than expected, assessment centre planned for 2016 will only occur in 2017 (-€65,000 on 01-Sep-2016).</p>
1 18 1	Travelling expenses	-	-	-	-	-	-	<p>Staff Regulation of Officials of the European Communities, and in particular Art. 71 thereof.</p> <p>This budget line covered travel expenses for staff members and their families when they start or end their service.</p> <p>Planning assumptions: As from 2016, this line will be integrated in budget line 1100</p>
1 18 2	Installation allowance	-	-	-	-	-	-	<p>Staff Regulations of Officials of the European Communities, and in particular Art. 5 and 6 of Annex VII thereof.</p> <p>This budget line covered 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: As from 2016, this line will be integrated in budget line 1100</p>

Item/Art.	Title	Amending Budget 1 / 2016		Amendments 2/2016		Amending Budget 2 / 2016		Revised assumptions 2 / 2016
		COM	PAY	COM	PAY	COM	PAY	
1 18 3	Moving expenses	-	-	-	-	-	-	Staff Regulations of officials of the European Communities, and in particular Art. 20 and 71 thereof and Art. 9 of Annex VII thereof. This budget line covered the removal expenses of a new staff entering the service as well as the expenses of members of staff leaving the ETF. Planning assumptions: As from 2016, this line will be integrated in budget line 1100
1 18 4	Temporary daily allowance	-	-	-	-	-	-	Staff Regulation of Officials of the European Communities, and in particular Art. 20 and 71 thereof and Art. 10 of Annex VII thereto. This budget line covered temporary daily subsistence allowances for staff who can prove that they must change their place of residence on taking up their duties, or transferring to a new place of employment. Planning assumptions: As from 2016, this line will be integrated in budget line 1100
<i>Art. 119 Weightings (Correction coefficients)</i>		-	-	-	-	-	-	
1 19 0	Weightings (Correction coefficients)	-	-	-	-	-	-	Staff Regulations of Officials of the European Communities, and in particular Art. 64 and 65 and Art. 17 (3) of Annex VII thereof. This budget line covered 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 covered the cost of weightings applied to any emoluments transferred to a country other than the country of employment. Planning assumptions: As from 2016, this line will be integrated in budget line 1100
1 19 1	Salarial adaptation	-	-	-	-	-	-	Staff Regulations of Officials of the European Communities, and in particular Articles 65 and 65a and Annex XI thereof. Financial Regulation of 21 December 1977 applicable to the general budget of the European Communities (OJ L 356, 31.12.1977, p. 1) as last amended by Regulation (EC, ECSC, Euratom) No 2548/98 (OJ L 320, 28.11.1998, p. 1). This budget line covered the costs of any adjustments to remuneration approved by the Council during the financial year. Planning assumptions: As from 2016, this line will be integrated in budget line 1100
Chap. 1 3 Missions and travel		115 900.00	115 900.00	- 5 900.00	- 5 900.00	110 000.00	110 000.00	
<i>Art. 130 Mission and travel expenses</i>		<i>115 900.00</i>	<i>115 900.00</i>	<i>- 5 900.00</i>	<i>- 5 900.00</i>	<i>110 000.00</i>	<i>110 000.00</i>	
1 30 0	Mission and travel expenses	115 900.00	115 900.00	- 5 900.00	- 5 900.00	110 000.00	110 000.00	Staff Regulations of Officials of the European Communities, and in particular Art. 11 to 13 of Annex VII thereof. This budget line covers: 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: administrative missions linked to governance, learning and development Revised assumptions (1): Decision to reduce and rationalise administrative missions in line with the actual expenditure of 2015 (€-11,100 on 5/4/2016, €23,000 with Amending Budget) Revised assumptions (2): Rationalisation of administrative missions (-€5,900 on 01-Sep-2016).
Chap. 1 4 Socio-medical infrastructure		306 000.00	306 000.00	- 55 456.00	- 55 456.00	250 544.00	250 544.00	
<i>Art. 143 Medical service</i>		<i>31 000.00</i>	<i>31 000.00</i>	<i>- 4 456.00</i>	<i>- 4 456.00</i>	<i>26 544.00</i>	<i>26 544.00</i>	

Item/Art.	Title	Amending Budget 1 / 2016		Amendments 2/2016		Amending Budget 2 / 2016		Revised assumptions 2 / 2016
		COM	PAY	COM	PAY	COM	PAY	
1 43 0	Medical service	31 000.00	31 000.00	- 4 456.00	- 4 456.00	26 544.00	26 544.00	<p>Staff Regulations of Officials of the European Communities, and in particular Art. 59 and Art. 8 of Annex II thereof.</p> <p>This budget line covers the costs of the external health service acting for the ETF (in particular carrying out regular medical examinations of ETF staff, the cost of a medical officer and medical products, first aid material etc.).</p> <p>Planning assumptions: annual medical check up visits (average cost for 90 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. Psychosocial support to staff and other initiatives.</p> <p>Revised assumptions (1): Availability derives from lower medical expenses. New contract in place since end of Q1 2016 (€-4,000 with Amending Budget)</p> <p>Revised assumptions (2): Availability derives from lower medical expenses. New contract in place since end of Q1 2016 (-€2,500 on 01-Sep-2016). not needed according to revised estimations (-€1,956 on 18-Nov-2016).</p>
Art. 144	Internal training	250 000.00	250 000.00	- 46 000.00	- 46 000.00	204 000.00	204 000.00	
1 44 0	Internal training	250 000.00	250 000.00	- 46 000.00	- 46 000.00	204 000.00	204 000.00	<p>Staff Regulations of Officials of the European Communities, and in particular Art. 24 (3) thereof.</p> <p>This budget line covers introductory courses for new recruits, staff development courses, retraining, courses on the use of modern techniques, seminars, information sessions on EU matters etc. It also covers the purchase of equipment, supplies and documentation and the hiring of consultants.</p> <p>Planning assumptions: This appropriation correspond to expected needs at corporate level including follow-up of Staff survey of 2015, 360° and personal development plan for managers, strategic project leaders (SPLs) and Coordinators, individual training requests, LTR as well as corporate and team activities;</p> <p>Revised assumptions (2): not needed according to revised estimations (-€46,000 on 18-Nov-2016).</p>
Art. 149	Other interventions	25 000.00	25 000.00	- 5 000.00	- 5 000.00	20 000.00	20 000.00	
1 49 0	Other interventions	25 000.00	25 000.00	- 5 000.00	- 5 000.00	20 000.00	20 000.00	<p>This budget line covers amongst other social events and institutional well being programmes that the ETF is putting in place.</p> <p>Planning assumptions: Social/well being activities and services such as ETF Christmas events, canteen/coffee services, other social events, cost for canteen.</p> <p>Revised assumptions (2): Savings based on actual costs (-€6,000 on 01-Sep-2016). To cover activities organised by Staff Committee considering that part of the existing amount has been used with volunteers for the Universal Children DAY (+€1,000 on 21-Oct-2016).</p>
Chap. 15 Staff exchanges between the ETF and the public sector		17 000.00	17 000.00	- 5 497.00	- 5 497.00	11 503.00	11 503.00	
Art. 152	Staff exchanges between the ETF and the public sector	17 000.00	17 000.00	- 5 497.00	- 5 497.00	11 503.00	11 503.00	
1 52 0	National experts seconded	17 000.00	17 000.00	- 5 497.00	- 5 497.00	11 503.00	11 503.00	<p>This budget line covers the costs of national or international officials and of private sector employees temporarily seconded to the ETF to provide knowledge of matters in which they have in-depth experience.</p> <p>Planning assumptions: Cost estimated for 1 Seconded National Expert for half of the year</p> <p>Revised assumptions (1): One SNE planned for mid 2016 but will not start before September (€-23,000 with Amending Budget)</p> <p>Revised assumptions (2): Travel cost and related family cost higher than those for the initially considered candidate (+€4,000 on 01-Sep-2016). not needed according to revised estimations (-€9,497 on 18-Nov-2016).</p>
Chap. 17 Entertainment and representation expenses		8 400.00	8 400.00	- 3 350.00	- 3 350.00	5 050.00	5 050.00	
Art. 170	Entertainment and representation expenses	8 400.00	8 400.00	- 3 350.00	- 3 350.00	5 050.00	5 050.00	

EXPENDITURE		Amending Budget 1 / 2016		Amendments 2/2016		Amending Budget 2 / 2016		Revised assumptions 2 / 2016
Item/Art.	Title	COM	PAY	COM	PAY	COM	PAY	
1 70 0	Entertainment and representation expenses	8 400.00	8 400.00	- 3 350.00	- 3 350.00	5 050.00	5 050.00	This chapter covers expenses linked to hospitality costs for guests (e.g. lunches, dinners, etc.). Planning assumptions: representation costs including catering expenses, local transport costs and small gifts authorised by the Director and representation costs linked to the end of the year activities Revised assumptions (2): not needed according to revised estimations (-€3,350 on 18-Nov-2016).
TITLE 1 TOTAL TITLE 1		13 527 800.00	13 527 800.00	- 206 500.00	- 206 500.00	13 321 300.00	13 321 300.00	
TITLE 2 BUILDING, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE								
Chap. 2 0 Investments in immovable property, rental of buildings and associated costs		625 600.00	625 600.00	- 119 649.00	- 119 649.00	505 951.00	505 951.00	
Art. 200 Rentals		14 501.00	14 501.00	- 2 693.00	- 2 693.00	11 808.00	11 808.00	
2 00 0	Rentals	14 501.00	14 501.00	- 2 693.00	- 2 693.00	11 808.00	11 808.00	This budget line covers property rental Planning assumptions: Symbolic amount for rent al of ETF Villa Gualino premises: €1, Rent for office in Joseph II : €12,000 including indexation, Reservation for ETF alternative office: €2,500. Revised assumptions (2): not needed according to revised estimations (-€2,693 on 18-Nov-2016).
Art. 201 Insurance		-	-	-	-	-	-	
2 01 0	Insurance	-	-	-	-	-	-	
Art. 202 Water, gas, electricity and heating		143 742.00	143 742.00	- 36 847.00	- 36 847.00	106 895.00	106 895.00	
2 02 0	Water, gas, electricity and heating	143 742.00	143 742.00	- 36 847.00	- 36 847.00	106 895.00	106 895.00	This budget line covers utilities (water, gas, electricity and heating). Planning assumptions: based on current expenditure trend and Villa Gualino forecast , with an indexation of 3% due to general increase in costs. Revised assumptions (2): Availability based on the current estimation of utilities cost (-€18,000 on 01-Sep-2016). Reserve for utilities cost. The Regione Piedmont has not yet sent any indication on cost repartition. Cost reconciliation can eventually be made with 2017 budget. (-€13,417 on 21-Oct-2016). not needed according to revised estimations (-€5,430 on 18-Nov-2016).
Art. 203 Cleaning and maintenance		227 050.00	227 050.00	- 63 909.00	- 63 909.00	163 141.00	163 141.00	
2 03 0	Cleaning and maintenance	227 050.00	227 050.00	- 63 909.00	- 63 909.00	163 141.00	163 141.00	This budget line covers 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 common parts of the building 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: Charge locative for office in Bruxelles /Joseph II (€5,400 including indexation); Cleaning services as per current contract, including extraordinary maintenance, (€100,000) Costs reimbursements to Regione Piemonte for Villa Gualino (€35,000) Management of technological systems (€55,000) Green plants maintenance (€1650) Extraordinary works linked to management of technological system (€30,000) Priorities not covered: improvement of existing activities (€28,050) Revised assumptions (2): Cleaning and maintenance in 2016 were expecting an increase linked to new contract, which is not yet in place. (-€30,000 on 01-Sep-2016). Considering we are already in October, proposal to transfer out the reserve for extra ordinary maintenance works as likely not needed (-€23,909 on 21-Oct-2016). not needed according to revised estimations (-€10,000 on 18-Nov-2016).
Art. 204 Furnishing of premises		65 000.00	65 000.00	- 10 000.00	- 10 000.00	55 000.00	55 000.00	

Item/Art.	Title	Amending Budget 1 / 2016		Amendments 2/2016		Amending Budget 2 / 2016		Revised assumptions 2 / 2016
		COM	PAY	COM	PAY	COM	PAY	
2 04 0	Furnishing of premises	65 000.00	65 000.00	- 10 000.00	- 10 000.00	55 000.00	55 000.00	<p>This budget line covers the performance of small-scale jobs for fitting out the building (such as changes to partitions, nameplates and signs, painting, etc.).</p> <p>Planning assumptions: Building graphics, painting (€15,000) ETF's contribution to extraordinary maintenance (€50,000)</p> <p>Priorities not covered: Painting of additional offices (€3,000)</p> <p>Revised assumptions (2): not needed according to revised estimations (-€10,000 on 18-Nov-2016).</p>
<i>Art. 205 Security and surveillance</i>		128 007.00	128 007.00	- 1 300.00	- 1 300.00	126 707.00	126 707.00	
2 05 0	Security and surveillance	128 007.00	128 007.00	- 1 300.00	- 1 300.00	126 707.00	126 707.00	<p>This budget line covers 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.</p> <p>Planning assumptions: On Site Surveillance services (€80,000), inspections and radiosurveillance (€35,000), RSPP services as per current contract rates (€8,000). New solution for ETF's Access control system (€5,007).</p> <p>Priorities not covered: Better option for ETF's access control system (€1,000)</p> <p>Revised assumptions (2): Savings in the area of Security and surveillance (-€4,800 on 01-Sep-2016). Available considering decreased needs in additional surveillance in 2016 (-€2,000 on 21-Oct-2016). Replacement of damaged fire-fighting doors (+€5,500 on 18-Nov-2016).</p>
<i>Art. 209 Other expenditure on buildings</i>		47 300.00	47 300.00	- 4 900.00	- 4 900.00	42 400.00	42 400.00	
2 09 0	Other expenditure on buildings	47 300.00	47 300.00	- 4 900.00	- 4 900.00	42 400.00	42 400.00	<p>This budget line covers other expenses related to the building not specifically provided for, notably taxes and roads, drainage, refuse collection, as well as administrative costs, payable to the Villa Gualino Consortium as provided for in the contract CON/03/ETF/0071.</p> <p>Planning assumptions: Garbage taxes to Turin municipality (€38,000), Insurance reimbursement to Villa Gualino (€1,300)</p> <p>Priorities not covered: Consultancy on the building (to follow up extraordinary maintenance works to technological systems and building the Regione Piemonte will perform under the new contract)</p> <p>Revised assumptions (1): Technical support to the negotiation between EC and Regione Piemonte for the division of the utilities systems and additional space (€8,000 with Amending Budget)</p> <p>Revised assumptions (2): Consultancy aiming at evaluating and planning of splitting of ETF's utility systems from the Villa Gualino's ones. The actual works will be carried out through another procurement. (+€50,500 on 01-Sep-2016). not needed according to revised estimations (-€55,400 on 18-Nov-2016).</p>
Chap. 2 1 Information & Communication Technology		768 150.00	768 150.00	+ 74 695.22	+ 74 695.22	842 845.22	842 845.22	
<i>Art. 210 ICT expenditure</i>		648 250.00	648 250.00	+ 31 995.22	+ 31 995.22	680 245.22	680 245.22	

Item/Art.	Title	Amending Budget 1 / 2016		Amendments 2/2016		Amending Budget 2 / 2016		Revised assumptions 2 / 2016
		COM	PAY	COM	PAY	COM	PAY	
2 10 0	ICT hardware	149 000.00	149 000.00	+ 63 729.22	+ 63 729.22	212 729.22	212 729.22	<p>This budget line 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.</p> <p>Planning assumptions: Maintenance (€38,000) and replacement (€52,000) of ICT infrastructure, server hardware, storage devices, printers, firewalls. Expenses for toner, back-up media, network infrastructure improvements (wifi and wired).</p> <p>Priorities not covered: up to €75,000 would be needed to allow all replacement and improvement needs.</p> <p>Revised assumptions (1): Following the internal re-structuring of AD services, it was decided to group all hardware items under ICT. As a result, the budget for the project related to "Improve multimedia equipment in meeting rooms and printing services" is moved from Facilities to ICT (€31,000 with Amending Budget)</p> <p>Revised assumptions (2): Purchase additional high-speed storage in order to achieve performance and reliability improvements. (+€35,000 on 21-Oct-2016). Acquisition of mobile devices and wireless infrastructure, in order to efficientise ETF's delivery (+€27,597 on 18-Nov-2016). Integrates accumulated interest of €1132,22</p>
2 10 1	Software acquisition, maintenance and development	331 650.00	331 650.00	+ 2 600.00	+ 2 600.00	334 250.00	334 250.00	<p>This budget line covers the purchase of standard software applications, its maintenance and the development of software systems.</p> <p>Planning assumptions: Support service intranet, Enhance Intranet functionality, Enhance functionality of IBM Connection Extranet, Enhance Allegro functionality , Project management system, ALLEGRO Maintenance, Migration e-mail to MS Exchange Outlook, licences and maintenance fees, Continuation of deployment of Sharepoint as corporate document and knowledge management system, integration with ETF Microsoft environment (e.g. Office, Project, Exchange)environment, Maintenance of corporate IBM Notes based systems such as TRAMS, Dashboard, Timerecording etc and their integration with other corporate systems such as ALLEGRO, ABAC</p> <p>Priorities not covered: up to €37950 additional would be needed to cover all enhancements and developments currently needed.</p> <p>Revised assumptions (1): Various improvement of IT systems - Consultancy Days for Outlook Coaching and unplanned long absence (€15,000 on 5/04/2016), Outlook Integration, Performance Appraisal, Reports and Certificates, upgrade to latest version (Allegro)(€16,000 on 5/4/2016), Dashboard incorporation of Performance Indicators Reporting for Key, Productivity and Quality (result from Efficiency Study) (€8,600 on 5/4/2016), Introducing events taxonomy (€2,150 with Amending Budget), an authoring tool for publications in Sharepoint (€6,200 with Amending Budget), performance improvements for the internam monitoring system Dashboard (€14,000 with Amending Budget)</p> <p>Revised assumptions (2): Consultancy to assess ETF needs for the contacts database (a CRM system) and integration with the event management system – highlighted as a strategic priority during the internal planning exercise and consultancy days for replacement of unavailable staff. (+€32,600 on 01-Sep-2016). The amount reserved for needs assessment in the area of CRM system can be released as according to the interinstitutional contract Microsoft will provide 10 days consultancy for free. (-€20,000 on 21-Oct-2016). not needed according to revised estimations (-€10,000 on 18-Nov-2016).</p>
2 10 3	Telecoms costs	167 600.00	167 600.00	- 34 334.00	- 34 334.00	133 266.00	133 266.00	<p>This budget line covers the fixed costs of subscriptions, communication costs and internet service fees.</p> <p>Planning assumptions: Fixed and mobile telephony consumption charges, telecommunication services, internet, phones and videoconference maintenance</p> <p>Revised assumptions (2): Amount available based on bills paid so far and more accurate projection of costs until the end of the year, especially for mobile services. Next invoice (Aug/Sept) expected mid October could provide more reliable forecast (-€20,674 on 21-Oct-2016). not needed according to revised estimations (-€13,660 on 18-Nov-2016).</p>

Item/Art.	Title	Amending Budget 1 / 2016		Amendments 2/2016		Amending Budget 2 / 2016		Revised assumptions 2 / 2016
		COM	PAY	COM	PAY	COM	PAY	
2 10 5	European Commission IT systems	119 900.00	119 900.00	+ 42 700.00	+ 42 700.00	162 600.00	162 600.00	<p>This budget line covers expenses relating the the use of EC distributed systems</p> <p>Planning assumptions: ABAC annual fee, ABAC Asset annual fee, ABAC Hosting fees, ABAC e-invoicing, Testa-ng , SYSPER implementation costs.</p> <p>Revised assumptions (2): The electronic invoicing system (ePrior) will not be adopted in 2016, and the costs for ABAC hosting lower than planned (-€12,400 on 01-Sep-2016), 10,000€ -e-INVOICING start up fee - anticipate the payment of the start-up fees will free up budget in 2017. In the budget planned in the SPD we put aside 10,000 euros, whereas if the ETF will implement all the modules available (e-invoicing, e-request and e-submission), 50-60,000 euros fees will have to be paid, 35,000€ - SYSPER annual fee - ensure that the ETF will be part of the first batch of Agencies to adopt SYSPER. DG HR informed of their intention to have the SLA signed and to receive the payment of the fees still in 2016 in order to start the activities early January 2017 (+€45,000 on 21-Oct-2016). Acquisition of eSubmission module, following recommendation of European Court of Auditors (+€10,100 on 18-Nov-2016).</p>
Chap. 2 2 Movable property and associated costs		56 100.00	56 100.00	+ 46 871.00	+ 46 871.00	102 971.00	102 971.00	
Art. 220	Technical installations and office equipment	36 100.00	36 100.00	- 129.00	- 129.00	35 971.00	35 971.00	
2 20 0	Technical installations and office equipment	36 100.00	36 100.00	- 129.00	- 129.00	35 971.00	35 971.00	<p>This budget line covers the purchase of technical and office equipment, especially audiovisual, copying, archiving and interpretation equipment.</p> <p>This budget line is also used for the general replacement of old office equipment such as faxes, binding machines etc.</p> <p>Planning assumptions: Rental of black&white and colour copy/printing facilities (€65,000) , rental of water dispensers (€1,100)</p> <p>Priorities not covered: optimisation of meeting rooms(€1,000)</p> <p>Revised assumptions (1): Following the internal re-structuring of AD services, it was decided to group all hardware items under ICT. The budget for the project related to "Improve multimedia equipment in meeting rooms and printing services" is moved from Facilities to ICT (€-31,000 with Amending Budget))</p> <p>Revised assumptions (2): not needed according to revised estimations (-€129 on 18-Nov-2016).</p>
Art. 221	Furniture	20 000.00	20 000.00	+ 47 000.00	+ 47 000.00	67 000.00	67 000.00	
2 21 0	Purchase	20 000.00	20 000.00	+ 47 000.00	+ 47 000.00	67 000.00	67 000.00	
Chap. 2 3 Current administrative expenditure		74 570.00	74 570.00	- 16 785.00	- 16 785.00	57 785.00	57 785.00	<p>This budget line covers the purchase of new furniture.</p> <p>Planning assumptions: Replacement of obsolete office furniture and related items, including ergonomics</p> <p>Revised assumptions (2): Provision of ergonomic furniture to ETF Staff (desk, office chair, cupboards, meeting table), as recommended by the Health and Safety framework (+€17,000 on 01-Sep-2016). Acquisition of tables for meetings aiming at improving the ETF meeting rooms (+€30,000 on 18-Nov-2016).</p>
Art. 230	Stationery and office supplies	43 000.00	43 000.00	- 10 000.00	- 10 000.00	33 000.00	33 000.00	
2 30 0	Stationery and office supplies	43 000.00	43 000.00	- 10 000.00	- 10 000.00	33 000.00	33 000.00	
Art. 232	Financial charges	250.00	250.00	+ 100.00	+ 100.00	350.00	350.00	<p>Office supplies, normal and headed paper, envelopes, business cards, etc. as well as promotional material (pens, bags, mouse mats)</p> <p>Planning assumptions: Normal and branded stationery , headed paper, envelopes, business cards, etc., promotional material (pens, bags, mouse mats, etc.) used for meetings and visitors.</p> <p>Revised assumptions (2): Savings in the area of stationery and office supplies (-€10,000 on 01-Sep-2016).</p>

Item/Art.	Title	Amending Budget 1 / 2016		Amendments 2/2016		Amending Budget 2 / 2016		Revised assumptions 2 / 2016
		COM	PAY	COM	PAY	COM	PAY	
2 32 0	Miscellaneous Financial expenditure	250.00	250.00	+ 100.00	+ 100.00	350.00	350.00	This budget line covers bank charges and other financial charges as well as damages and interest. Planning assumptions: Miscellaneous financial expenditure (covers bank charges) Revised assumptions (1): Availability derives from lower bank fees (€-1,750 with Amending Budget) Revised assumptions (2): A bank transfer was rejected and generated higher charges (+€100 on 01-Sep-2016).
Art. 233	Legal expenses	3 320.00	3 320.00	-	-	3 320.00	3 320.00	
2 33 0	Legal expenses	3 320.00	3 320.00	-	-	3 320.00	3 320.00	This budget line covers * general legal expenses, * trial expenses, * external lawyers' expenses. Planning assumptions: Legal services - reserve for external legal advice Revised assumptions (1): Availability derives from lower need in Legal expenditure (€-6,680 with Amending Budget)
Art. 235	Other operating expenditure	23 500.00	23 500.00	- 3 155.00	- 3 155.00	20 345.00	20 345.00	
2 35 0	Miscellaneous insurance	18 500.00	18 500.00	- 2 826.00	- 2 826.00	15 674.00	15 674.00	This budget line covers 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 Unipol , Collettive insurance versus accidents for non statutory (VanBreda), Fire, ARD and electronic insurance UNIPOL , reserve for reconciliation Revised assumptions (2): not needed according to revised estimations (-€2,826 on 18-Nov-2016).
2 35 2	Miscellaneous expenditure on internal meetings	p.m.	p.m.	-	-	p.m.	p.m.	This budget line covers expenditure related to internal ETF meetings (coffee, tea, water) . Expenditure (coffee, tea, water) related to internal meetings for training and recruitment procedures will be covered by BL 1440 and BL 1180 respectively. Planning assumptions: No expenditure is foreseen for 2016.
2 35 5	Petty expenses	5 000.00	5 000.00	- 329.00	- 329.00	4 671.00	4 671.00	This budget line covers 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 for petty expenses, Urgent expenses Staff on Duty Revised assumptions (2): not needed according to revised estimations (-€329 on 18-Nov-2016).
Art. 236	Publications	4 500.00	4 500.00	- 3 730.00	- 3 730.00	770.00	770.00	
2 36 0	Publications	4 500.00	4 500.00	- 3 730.00	- 3 730.00	770.00	770.00	This budget line covers 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 Revised assumptions (2): not needed according to revised estimations (-€3,730 on 18-Nov-2016).
Chap. 2 4	Post and telecommunications	26 200.00	26 200.00	- 6 000.00	- 6 000.00	20 200.00	20 200.00	
Art. 240	Correspondence and courier expenses	26 200.00	26 200.00	- 6 000.00	- 6 000.00	20 200.00	20 200.00	
2 40 0	Correspondence and courier expenses	26 200.00	26 200.00	- 6 000.00	- 6 000.00	20 200.00	20 200.00	This budget line covers correspondence and courier expenses, including the dispatching of parcels by post. Planning assumptions: DHL - Estimation based on previous year (€25,000), Purchase of stamps,Imprest Account for mailing (€1,200) Revised assumptions (2): Savings in the area of courier expenses (-€7,000 on 01-Sep-2016). Current estimates for DHL indicate a higher consumption towards the end of the year (+€1,000 on 18-Nov-2016).
Chap. 2 5	Meetings and associated costs	100 000.00	100 000.00	+ 40 000.00	+ 40 000.00	140 000.00	140 000.00	
Art. 250	Meetings and associated costs	100 000.00	100 000.00	+ 40 000.00	+ 40 000.00	140 000.00	140 000.00	

Item/Art.	Title	Amending Budget 1 / 2016		Amendments 2/2016		Amending Budget 2 / 2016		Revised assumptions 2 / 2016
		COM	PAY	COM	PAY	COM	PAY	
2 50 0	Meetings expenses in general	100 000.00	100 000.00	+ 40 000.00	+ 40 000.00	140 000.00	140 000.00	<p>This budget line covers the costs relating to the meetings of the Governing Board and the participation of GB members to other meetings organised by the ETF.</p> <p>Planning assumptions: First GB meeting, Turin, 1 day, 50 participants, Second GB meeting, Turin, 1 days, 50 participants</p> <p>Revised assumptions (2): The first Governing Board of 2017 has been confirmed for 3 March 2017. In order to ensure availability of the venue and participants the venue, hotels and flights should be booked already this year. (+€40,000 on 18-Nov-2016).</p>
TITLE 2 TOTAL TITLE 2		1 650 620.00	1 650 620.00	+ 19 132.22	+ 19 132.22	1 669 752.22	1 669 752.22	
TITLE 3 EXPENSES RELATING TO PERFORMANCE OF SPECIFIC MISSIONS								
Chap. 3 0 Operational expenses		667 580.00	667 580.00	+ 39 300.00	+ 39 300.00	706 880.00	706 880.00	<p>This budget line covers 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 other corporate communication activities, website maintenance and development.</p> <p>Planning assumptions: DIGITAL MEDIA: Continued work on building social media networks, website upgrade and maintenance (€170,000) EXTERNAL COMMUNICATION: Ongoing corporate media and audiovisual activities (€110,000) INTERNAL COMMUNICATION: small budget for miscellaneous internal communication activities (€4,500) PUBLICATIONS: publications and other content production (films, online presentations, publications, Live and Learn magazine, templates, quality through the editorial board) (€100,000)</p> <p>Revised assumptions (1): Film demonstrating ETF activities and their positive impact (4 partner countries) as a tool for visibility of the ETF's activities as part of an experiment in use of social media as an alternative to advertising (€38,080 with Amending Budget) and coverage for the last number of Live and Learn magazine, postponed in order to have funds available for the ETF's participation to Commission open day (€10,000 with Amending Budget)</p> <p>Revised assumptions (2): Acquisition of a SLR camera and lenses, to be used by OPS/COMM staff for documenting relevant missions (+€3,200 on 01-Sep-2016). Reallocation of costs for colour photocopier, initially foreseen in Title 2 (+€37,000 on 21-Oct-2016).</p>
Art. 301 Publicising of information		432 580.00	432 580.00	+ 40 200.00	+ 40 200.00	472 780.00	472 780.00	
3 01 0	General publications	432 580.00	432 580.00	+ 40 200.00	+ 40 200.00	472 780.00	472 780.00	
Art. 303 Professional memberships and fees		5 000.00	5 000.00	- 900.00	- 900.00	4 100.00	4 100.00	<p>This budget line covers the costs associated with professional memberships and fees.</p> <p>Planning assumptions: Various memberships</p> <p>Revised assumptions (2): Amount available following payment of all memberships (-€900 on 21-Oct-2016).</p>
3 03 0	Professional memberships and fees	5 000.00	5 000.00	- 900.00	- 900.00	4 100.00	4 100.00	
Art. 304 Translation costs		230 000.00	230 000.00	-	-	230 000.00	230 000.00	
3 04 0	Translation costs	230 000.00	230 000.00	-	-	230 000.00	230 000.00	<p>This budget line covers translation costs for corporate documents unrelated to specific operational activities.</p> <p>Planning assumptions: Translations for corporate documents, based on previous years.</p> <p>Revised assumptions (1): New requirement for all job vacancies to be translated into all official languages (€50000 on 5/4/2016)</p>
Chap. 3 1 Priority actions : Work programme activities		3 538 000.00	3 538 000.00	+ 124 200.00	+ 124 200.00	3 662 200.00	3 662 200.00	
Art. 310 Priority actions : Work programme activities		3 318 000.00	3 318 000.00	+ 118 200.00	+ 118 200.00	3 436 200.00	3 436 200.00	

Item/Art.	Title	Amending Budget 1 / 2016		Amendments 2/2016		Amending Budget 2 / 2016		Revised assumptions 2 / 2016
		COM	PAY	COM	PAY	COM	PAY	
3 10 0	Strategic Projects	3 318 000.00	3 318 000.00	+ 118 200.00	+ 118 200.00	3 436 200.00	3 436 200.00	<p>This budget line covers costs associated with the implementation of the strategic projects, as described in the work programme.</p> <p>Planning assumptions: The strategic projects of ETF are focused on the following thematic areas:</p> <ul style="list-style-type: none"> • Support to the EU policy and external assistance (IPA, ENI-South, ENI-East, DCI) • Torino Process • Qualifications • VET governance • VET provision and quality • Employment and employability • Entrepreneurial learning and enterprise skills <p>More details can be found in the work programme.</p> <p>Revised assumptions (1): Torino Process: On-line database and interactive navigation for content and data for Torino Process, which is an important action and development for the all ETF (€80,000 on 5/4/2016); Torino Process: cover the revised estimation of workshops in the countries (€45,000 with Amending Budget) and an workshop on presentation of collected data aiming at production of infographics (€30,000 with Amending Budget)</p> <p>Provision on VET Quality - National expertise for a SEMED WBL review (Egypt and Jordan) together with UNESCO (€15,000 with Amending Budget) and additional cost of the meeting of the regional project WBL in EE and KAZ event on 28-30 June in Turin for additional participants (€10,000 with Amending Budget).</p> <p>Revised assumptions (2): €12,500 for consultancy on the digitalisation of ETF's function delivery (€25,000 estimated, 12,500 already available) , highlighted as a strategic priority during the planning week exercise; €86,400 - Torino Process project – covering part of venue and accommodation for Torino process conference 2017; €10,000 – TP-EL – support to Montenegro good practice – co-finance promotional material ; €46,000 – TP-PROVQ – underestimation of current activities. There are €36,700 savings from various other projects, which will be used to cover part of the needs above. (+€118,200 on 01-Sep-2016).</p>
Art. 314	Projects to support strenghtening knowledge and systems	220 000.00	220 000.00	+ 6 000.00	+ 6 000.00	226 000.00	226 000.00	
3 14 0	Projects to support strenghtening knowledge and systems	220 000.00	220 000.00	+ 6 000.00	+ 6 000.00	226 000.00	226 000.00	<p>This budget line covers expenditure related to 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.</p> <p>Planning assumptions: Monitoring and Evaluation, Audit and Risk management, Stakeholder's management, Knowledge management. Mode details are in the work programme.</p> <p>Revised assumptions (2): To cover the induction process for the new partner country observers on the GB and for the participation of the Ukrainian minister to the Governing Board meeting in November (+€6,000 on 01-Sep-2016).</p>
Art. 315	Projects in support of EU's External Assistance in the Neighbourhood area	p.m.	p.m.	-	-	p.m.	p.m.	
3 15 0	Projects in support of EU's External Assistance in the Neighbourhood area	-	-	-	-	-	-	<p>This budget line 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</p> <p>Planning assumptions: as from 2015, all project activities are grouped under BL3100, payment appropriation will be made available for activities committed previously.</p>
Art. 316	Projects in support of EU's External Assistance in the Enlargement area	p.m.	p.m.	-	-	p.m.	p.m.	

Item/Art.	Title	Amending Budget 1 / 2016		Amendments 2/2016		Amending Budget 2 / 2016		Revised assumptions 2 / 2016
		COM	PAY	COM	PAY	COM	PAY	
3 16 0	Projects in support of EU's External Assistance in the Enlargement area	-	-	-	-	-	-	This budget line 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 Planning assumptions: as from 2015, all project activities are grouped under BL3100, payment appropriation will be made available for activities committed previously.
Art. 317	Projects in support of EU's External Assistance in the Development Co-operation instrument	p.m.	p.m.	-	-	p.m.	p.m.	
3 17 0	Projects in support of EU's External Assistance in the Development Co-operation instrument	-	-	-	-	-	-	This budget line 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 Planning assumptions: as from 2015, all project activities are grouped under BL3100, payment appropriation will be made available for activities committed previously.
Art. 318	Projects: Thematic expertise development	p.m.	p.m.	-	-	p.m.	p.m.	
3 18 0	Projects in Thematic expertise development	-	-	-	-	-	-	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 Planning assumptions: as from 2015, all project activities are grouped under BL3100, payment appropriation will be made available for activities committed previously.
Art. 319	Projects: Evidence based policy making	p.m.	p.m.	-	-	p.m.	p.m.	
3 19 0	Projects in Evidence based policy making	-	-	-	-	-	-	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 Planning assumptions: as from 2015, all project activities are grouped under BL3100, payment appropriation will be made available for activities committed previously.
Chap. 3 2 Operational Missions		761 000.00	761 000.00	+ 25 000.00	+ 25 000.00	786 000.00	786 000.00	
Art. 320	Operational Missions	761 000.00	761 000.00	+ 25 000.00	+ 25 000.00	786 000.00	786 000.00	
3 20 0	Operational Missions	761 000.00	761 000.00	+ 25 000.00	+ 25 000.00	786 000.00	786 000.00	This budget line covers: 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: Operational Missions to support the implementation of the strategic projects Revised assumptions (2): Increase in operational mission budget corresponding to missions costing more than expected, as well as new missions to follow up under the Ex Ante Impact Assessment in candidate countries and other country support. (+€15,000 on 01-Sep-2016). SP-GOV - €5,000 - additional missions needed for UKR, MOR and TUN, due to increased importance and breadth of the actions (e.g. in Ukraine the financing component has emerged; in Morocco the demand from MoE has expanded compared to the initial one; in Tunisia the synergy between SPs leads to combine several events hence the additional support of the PO is important). This would lead to stronger integration of GOV expertise in the countries otherwise resulting in weaker implementation in the three countries. Country Desks – 5,000€ - Additional mission funds requested to cover additional requests and needs (MOR, AZE, TK, ALB, regional TRP) and more expensive missions . Missing presence of CD in some important events could represent a risk. (+€10,000 on 21-Oct-2016).
TITLE 3	TOTAL TITLE 3	4 966 580.00	4 966 580.00	+ 188 500.00	+ 188 500.00	5 155 080.00	5 155 080.00	
TITLE 8 European Union contribution in kind								
Chap. 8 0 European Union contribution in kind		p.m.	p.m.	-	-	p.m.	p.m.	

Item/Art.	Title	Amending Budget 1 / 2016		Amendments 2/2016		Amending Budget 2 / 2016		Revised assumptions 2 / 2016
		COM	PAY	COM	PAY	COM	PAY	
Art. 880	European Union contribution in kind	p.m.	p.m.	-	-	p.m.	p.m.	
8 00 0	European Union contribution in kind	p.m.	p.m.	-	-	p.m.	p.m.	
TITLE 8	TOTAL TITLE 8	p.m.	p.m.	-	-	p.m.	p.m.	
TITLE 9 EXPENSES NOT SPECIFICALLY PROVIDED FOR								
Chap. 9 9	Expenses not specifically provided for	p.m.	p.m.	-	-	p.m.	p.m.	
Art. 990	Reserve	p.m.	p.m.	-	-	p.m.	p.m.	
9 90 0	Reserve	p.m.	p.m.	-	-	p.m.	p.m.	
TITLE 9	TOTAL TITLE 9	p.m.	p.m.	-	-	p.m.	p.m.	
TITLE 10 RESULTS EARLIER YEARS								
Chap. 10 1	Results earlier years	p.m.	p.m.	-	-	p.m.	p.m.	
10 10	Results earlier years	p.m.	p.m.	-	-	p.m.	p.m.	
10 10 0	Results earlier years	p.m.	p.m.	-	-	p.m.	p.m.	
TITLE 10	TOTAL TITLE 10	p.m.	p.m.	-	-	p.m.	p.m.	
TOTAL EXPENDITURE ETF PROPER		20 145 000.00	20 145 000.00	+ 1 132.22	+ 1 132.22	20 146 132.22	20 146 132.22	
TITLE 4 Cooperation with other organisations (Earmarked expenditure)								
Chap. 4 2	Co-operation with other European institutions and other bodies	754 412.23	754 412.23	-	-	754 412.23	754 412.23	
Art. 420	Projects related to agreements between European Commission and the Foundation	754 412.23	754 412.23	-	-	754 412.23	754 412.23	
4 20 0	GEMM Project	754 412.23	754 412.23	-	-	754 412.23	754 412.23	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 2016. All funds currently available derive from funding from previous year, no additional funds are expected in 2016.
4 20 1	FRAME Project	-	-	-	-	-	-	Planning assumptions: The ETF has received in 2013 and 2014 from DG Enlargement the €1 400 000 planned for the Frame Skills for the Future (FRAME) project, to be implemented during 2013-2014. All activities are planned to be finalised in 2014 and last payments, reporting and audit were in 2015. The project is finalised.
Chap. 4 3	Co-operation with national institutions	304.66	304.66	-	-	304.66	304.66	
Art. 430	Co-operation with Italian institutions	304.66	304.66	-	-	304.66	304.66	
4 30 0	Cooperation with Italian institutions	304.66	304.66	-	-	304.66	304.66	Residual funding from the Italian Ministry of Foreign Affairs to support the finalisation and payment of ETF's agreed activities in Lebanon. All planned activities have been completed, no further funds nor activities are expected under this co-operation. Planning assumptions: The remaining amount will be used for the originally assigned purpose (support ETF's activities in Lebanon)
TITLE 4	TOTAL TITLE 4	754 716.89	754 716.89	-	-	754 716.89	754 716.89	
TOTAL ETF EARMARKED EXPENDITURE								
		754 716.89	754 716.89	-	-	754 716.89	754 716.89	
GRAND TOTAL EXPENDITURE								
		20 899 716.89	20 899 716.89	+ 1 132.22	+ 1 132.22	20 900 849.11	20 900 849.11	

European Training Foundation
Amending Budget 2 / 2016
ESTABLISHMENT PLAN

ETF-GB-16-016

Grade	2016 Authorised posts		2015 Authorised posts		2014 Actual on 31 Dec 2014	
	Permanent	Temp.	Permanent	Temp.	Permanent	Temp.
AD 16						
AD 15						
AD 14		1		1		1
AD 13		6		6		
AD 12		13		12		10
AD 11		9		8		8
AD 10		6		4		5
AD 9		12		12		13
AD 8		7		8		5
AD 7		5		9		15
AD 6						1
AD 5						1
<i>Sub-total AD</i>	0	59	0	60	0	59
AST 11		2				
AST 10		4		4		2
AST 9		9		9		7
AST 8		6		6		5
AST 7		4		4		4
AST 6		4		4		4
AST 5		2		5		3
AST 4						3
AST 3						5
AST 2						
AST 1						
<i>Sub-total AST</i>		31		32		33
Total	0	90	0	92	0	92

European Training Foundation
Amending Budget 2 / 2016
Payment Schedule

ETF-GB-16-016

Chapter 3 0

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

Commitments		Payments	
		2016	2017
Pre-2016 commitments still outstanding	112 947	112 947	-
Appropriations 2016	706 880	593 933	112 947
Total	819 827	706 880	112 947

Chapter 3 1

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

Commitments		Payments	
		2016	2017
Pre-2016 commitments still outstanding	1 380 615	1 380 615	-
Appropriations 2016	3 662 200	2 281 585	1 380 615
Total	5 042 815	3 662 200	1 380 615

Chapter 3 2

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

Commitments		Payments	
		2016	2017
Pre-2016 commitments still outstanding	149 674	149 674	-
Appropriations 2016	786 000	636 326	149 674
Total	935 674	786 000	149 674