

AMENDING BUDGET 1/2022

AMENDING BUDGET 1/2022

The main objectives of this amending budget are to propose a reallocation of appropriations which enables the ETF to respond to the challenges presented by the increase in the cost of utilities and the expected impact of inflation in salary adaptations, to present the transfers already performed under the authority of the Director, to integrate the additional revenue and to raise attention to the upcoming challenges.

Revenue

The ETF's main source of revenue is its contribution 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. EC contribution (Titles 1, 2, 3)

There are no modifications to the commitment appropriations the ETF expects to implement by the end of the year.

1b. Other revenue

The ETF has been assigned €1 000 000 as part of the service level agreement signed with the European Commission (DG EMPL) for the provision of services to support the international dimension of Centres of Vocational Excellence covering activities for 2022 and 2023.

The ETF will receive €30 000 as part of the service level agreement with EU OSHA for the provision of accounting services. The yearly estimate is €60 000, but in 2022 the services will start from July.

The ETF expects to receive €188 000 as part of several financing agreements with GIZ for the project "Skills for Africa" - provision of ETF's expertise in the frame of ACQF (African Continental Qualifications Framework).

The ETF expects to receive €2 000 000 as part of the contribution agreement with the Delegation of the European Union to the Republic of Kazakhstan for the project "Dialogue and Action for Resourceful Youth in Central Asia (DARYA)". Total value of the project is €10m covering activities for 5 years.

The revenue also includes the €7,640 remaining from the 2021 project ADM-MULTI/2020/417-237: "Delivery of VET training seminars and study".

Expenditure

The activities performed until now and the proposed changes are aligned with the priorities and objectives in the single programming document adopted by the Board on 23 November 2021 but have been affected by the conflict in Ukraine, the increase in utilities' cost and revised estimates on staff costs.

2a. EC contribution (Titles 1, 2, 3)

This amending budget includes three transfers falling under the authority of the Director that have already been performed, as well as a proposal for reallocation which takes into account the various limitations and opportunities emerged during 2022:

- The intermediate salary update of 2.4% applied retroactively from January 2022 as per EC information received on 12 May;
- The estimated increase of almost 1% of the correction coefficient for Italy from July onwards (from 94.1 to 94.9);
- The activation of the 2020 salary adaptation (+2.5%), suspended at the time due to the application of an exception clause triggered by a significant drop down of the EU'S GDP, applicable from July;
- The unavailability of sufficient funds under the traineeship line to continue with the agreed 10 trainees in 2021 (discussed with the GB in the November meeting);
- The increased cost of utilities (gas, electricity).

In particular:

In Title 1, and as discussed with the GB in the November meeting, it was decided to continue the 10 traineeships the ETF was offering at the end of 2021. This decision was prior to the rise on inflation. Resources from estimated savings from temporary agents salaries were directed towards traineeship costs in two transfers. News received from PMO on 19 April on the activation of the 2020 salary adaptation (+2.5%) and the intermediate salary adaptation (+2.4%) have highlighted an acute need for increasing the appropriations dedicated to salaries. The original assumptions for the salary expenditure 2022 (net effect of salary adaptation and weighting factor of 1%) are obsolete and the ETF will face a likely increase estimated of at least 2.4% for the first half and 6.4% for the second half of the year. Taking into account the ongoing vacancies, part-time, etc, the ETF estimates that it would need an additional €416 000 to reflect these revised assumptions. Through internal savings and reduction of activities (learning and development, social measures, strategic development), without impacting on the operational expenditure, the ETF has identified only €69 600 which could be allocated for the moment to fill this gap.

It would be very useful if there could be an increase in the overall EU contribution to the ETF to allow the agency to fill in the remaining gap. In the absence of additional administrative appropriations, the ETF will have to identify the needed funds by postponing into 2023 some of the operational activities foreseen for 2022.

In Title 2, the first months of the year have seen a steep increase in the utilities costs, electricity and gas costs increased two respectively three fold, with a pick in the aftermath of the Ukrainian war. Part of this increase is planned to be absorbed by efficiency measures (reduced use of the building, reduction of heating/cooling hours, reduction of services), negative priorities (such as the project on collaborative spaces, works on meeting rooms, reducing reserve from extraordinary maintenance etc) and reallocation of stationery costs. There will be a close monitoring of the evolution of the consumption and of the prices (expected to reduce slightly) and should the revised estimates not decrease enough, an additional increase of appropriations might be needed to cover the last two months of the year.

In Title 3, the war of Ukraine has impacted some actions leading to their cancellation or postponement (several planned activities with Moldova and Ukraine, work on qualifications database), while new actions have been designed to support the country during the conflict (like creation of the Ukraine

resources hub under the ETF website). These have compensated each other and resulted in a neutral impact on operational resources.

Savings in the area of strategic development under Title 3 have been directed to cover part of the gap in salary costs, and come from the external financial audit for only one year rather than two as per past practice, limiting the implementation of the OneETF organisational culture and leadership development strands to closure of ongoing actions and decision to internalise the development of new methods for strategic foresight, mapping of stakeholder in support of operational departments (internal development in 2022 and possible follow up in 2023).

The table below summarises the changes proposed in this amending budget:

Budgetary title	Initial Budget (€)	Changes (€)	Amending Budget (€)	%
Title 1	14 833 000	+38 200	14 871 200	+0.3%
Title 2	2 054 000	-5 700	2 048 300	-0.3%
Title 3	4 839 000	-32 500	4 806 500	-0.7%
Total EC Contribution	21 726 000		21 726 000	0%
Other revenue - Title 1	-	+30 000	30 000	0.2%
Other revenue - Title 3	-	+1 195 640	1 195 640	25.0%
Other revenue - Title 4		+2 000 000	2 000 000	-
Total ETF Budget	21 726 000	+3 225 640	24 951 640	+14.8%

More detailed information on the activities can be found in the “Assumptions” column in the amending budget table.

European Training Foundation

Amending Budget 1 / 2022

REVENUE

Item/Art.	Title	Budget 2022		Amendments		Amending Budget 1 / 2022	
		COM	PAY	COM	PAY	COM	PAY
TITLE 1 European Union contribution							
Chap.1 2	European Training Foundation (07.10.06, ex 04.03.14, ex 15.02.12, ex 15.02.27)	21 378 798	21 378 798	-	-	21 378 798.00	21 378 798.00
1 20	European Training Foundation	21 378 798	21 378 798	-	-	21 378 798.00	21 378 798.00
1 20 0	ETF - Subsidy	21 378 798	21 378 798	-	-	21 378 798.00	21 378 798.00
Chap.1 3	Union contribution from recovery of surplus from previous years	347 202	347 202	-	-	347 202.00	347 202.00
1 30	Union contribution from recovery of surplus from previous years	347 202	347 202	-	-	347 202.00	347 202.00
1 30 0	Contribution	347 202	347 202	-	-	347 202.00	347 202.00
TITLE 1	TOTAL TITLE 1	21 726 000	21 726 000	-	-	21 726 000.00	21 726 000.00
TITLE 8 European Union contribution in kind							
Chap. 8 0	European Union contribution in kind	p.m.	p.m.	-	-	-	-
8 00	European Union contribution in kind	p.m.	p.m.	-	-	-	-
8 00 0	European Union contribution in kind	p.m.	p.m.	-	-	-	-
TITLE 8	TOTAL TITLE 8	p.m.	p.m.	-	-	-	-
TITLE 9 MISCELLANEOUS REVENUE							
Chap. 9 0	Miscellaneous revenue	p.m.	p.m.	-	-	-	-
9 00	Miscellaneous revenue	p.m.	p.m.	-	-	-	-
9 00 0	Miscellaneous revenue	p.m.	p.m.	-	-	p.m.	p.m.
TITLE 9	TOTAL TITLE 9	p.m.	p.m.	-	-	-	-
TITLE 10 RESULTS EARLIER YEARS							
Chap. 10 1	Results earlier years	p.m.	p.m.	-	-	-	-
10 11	Results earlier years	p.m.	p.m.	-	-	-	-
10 11 1	Result budget year -/- 1	p.m.	p.m.	-	-	-	-
TITLE 10	TOTAL TITLE 10	p.m.	p.m.	-	-	-	-
TOTAL ETF SUBVENTION REVENUE		21 726 000	21 726 000	-	-	21 726 000.00	21 726 000.00

REVENUE

Item/Art.	Title	Budget 2022		Amendments		Amending Budget 1 / 2022		
		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		p.m.	p.m.	+3 225 640	+3 225 640	3 225 640.00	3 225 640.00
4 20	Projects related to agreements between European Commission and the Foundation		p.m.	p.m.	-	-	-	-
4 20 3	ADM-MULTI/2020/417-237: "Delivery of VET training seminars and study"		p.m.	p.m.	-	-	-	-
4 20 4	SLA DG EMPL: "International dimension of Centres of Vocational Excellence"		p.m.	p.m.	+1 000 000	+1 000 000	1 000 000.00	1 000 000.00
4 20 5	GIZ 81251617/81276409: "Skills initiative for Africa"		p.m.	p.m.	+ 188 000	+ 188 000	188 000.00	188 000.00
4 20 6	NDICI ASIA/2022/043-337: "Dialogue and Action for Resourceful Youth in Central Asia (DARYA)"		p.m.	p.m.	+2 000 000	+2 000 000	2 000 000.00	2 000 000.00
4 20 7	SLA EU-OSHA: "Provision of Accountancy services"		p.m.	p.m.	+ 30 000	+ 30 000	30 000.00	30 000.00
4 21	Financing earlier years		p.m.	p.m.	+ 7 640	+ 7 640	7 640.00	7 640.00
4 21 3	ADM-MULTI/2020/417-237: "Delivery of VET training seminars and study"		p.m.	p.m.	+ 7 640	+ 7 640	7 640.00	7 640.00
Chap. 4 3	Cooperation with Italian institutions							
4 30	Cooperation with Italian institutions		p.m.	p.m.	-	-	-	-
4 30 0	Cooperation with Italian institutions		p.m.	p.m.	-	-	-	-
TITLE 4	TOTAL TITLE 4		p.m.	p.m.	+3 225 640	+3 225 640	3 225 640.00	3 225 640.00
TOTAL EARMARKED / PROJECT REVENUE			p.m.	p.m.	+3 225 640	+3 225 640	3 225 640.00	3 225 640.00
GRAND TOTAL			21 726 000	21 726 000	+3 225 640	+3 225 640	24 951 640.00	24 951 640.00

Item/Art.	Title	Budget 2022		Amendments		Amending Budget 1 / 2022		Assumptions 2022
		COM	PAY	COM	PAY	COM	PAY	
TITLE 1 EXPENDITURE RELATING TO PERSONS WORKING WITH THE FOUNDATION								
Chap. 1 1	Staff in active employment	14 502 000	14 502 000	+ 119 700	+ 119 700	14 621 700	14 621 700	
<i>Art. 110</i>	<i>Agents included in the workforce</i>	<i>11 659 000</i>	<i>11 659 000</i>	<i>+ 31 500</i>	<i>+ 31 500</i>	<i>11 690 500</i>	<i>11 690 500</i>	
1 10 0	Temporary Agents	11 659 000	11 659 000	+ 31 500	+ 31 500	11 690 500	11 690 500	<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). It 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, as well as the possible modifications due to the weighting factor and salary adaptation.</p> <p>Planning assumptions: The ETF establishment plan of 86 posts will be achieved from the beginning of 2022 as well as the 2 additional TA for offsetting part times (cf art. 38. 2 of the FR). Estimated salary adaptation (2%) combined with estimated decrease in the weighting factor result in a net increase of 1%. Small increase foreseen for automatic increase in step and reclassification, as well as savings from staff turnover and recruitment in lower grades.</p> <p>Revised assumptions (1): A first transfer was made based on perceived savings on Temporary Agents salary costs, linked to increased number of retired staff, as appropriations were needed for the extension of the trainees (-€36,500 on 15-Mar-2022). During May, news on salary costs pointed to a higher than foreseen salary adaptation (now estimated at +2.4%) and application of the suspended salary adaptation of 2020 (+2.5%) leading to an estimated increase of €297,000 in the salaries of temporary agents. Only a small part can be assigned at this moment (+€38,000 proposal for amending budget). Net increase 1,500€. NB. Includes €30,000 external revenue from SLA EU-OSHA (accountancy services)</p>
<i>Art. 111</i>	<i>Other staff</i>	<i>2 514 000</i>	<i>2 514 000</i>	<i>+ 31 600</i>	<i>+ 31 600</i>	<i>2 545 600</i>	<i>2 545 600</i>	
1 11 0	Contract agents	2 447 000	2 447 000	+ 31 600	+ 31 600	2 478 600	2 478 600	<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: In 2022 there are expected 42 contract agents and possibly additional short-term contract agents as the ETF intends to offset long-term part time workers, recurrent parental leave, or long-term sickness absences amongst the same population.</p> <p>Revised assumptions (1): Higher than foreseen salary adaptation (now estimated at +2.4%) and application of the suspended salary adaptation of 2020 (+2.5%) lead to an estimated increase of €129,000 in the salaries of contract agents. Only a small part can be assigned at this moment (+€31,600 - proposal for amending budget);</p>
1 11 2	Local staff	67 000	67 000	-	-	67 000	67 000	<p>This budget line covers all salaries, allowances, social security and contributions for Local Agents.</p> <p>Planning assumptions: Salary for 1 Local Agent and services provided by an Italian labour law company for application of Italian legislation to Local Agents and preparation of salary related documentation.</p>
<i>Art. 117</i>	<i>Supplementary services</i>	<i>320 000</i>	<i>320 000</i>	<i>+ 56 600</i>	<i>+ 56 600</i>	<i>376 600</i>	<i>376 600</i>	
1 17 2	Cost of organising traineeships with the Foundation	20 000	20 000	+ 76 600	+ 76 600	96 600	96 600	<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: the ETF foresees 3 FTE internships in 2022</p> <p>Revised assumptions (1): During late 2021 the ETF has increased the number of trainees it intends to form to 10, which led to an increase in the cost for the first months of 2022. (+€30,000 on 28-Jan-2022); Nine trainees were extended until September (+€31,000 on 15-Mar-2022) and four of them were further extended from mid-Sept until end Dec 2022 (+€15,600 proposal for amending budget);</p>
1 17 7	Other services rendered and institutional audit services	300 000	300 000	- 20 000	- 20 000	280 000	280 000	<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, * Relocation services newcomers; * Consultancy services.</p> <p>Revised assumptions (1): Staff survey could be postponed to 2023 allowing savings (-€20,000 proposal for amending budget);</p>
<i>Art. 118</i>	<i>Recruitment and transformation costs</i>	<i>9 000</i>	<i>9 000</i>	<i>-</i>	<i>-</i>	<i>9 000</i>	<i>9 000</i>	
1 18 0	Sundry recruitment expenses	9 000	9 000	-	-	9 000	9 000	<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).</p> <p>Planning assumptions: Average cost based on historical trend for up to 18 candidates entitled to reimbursement per procedure. Travel/hotel cost for pre-recruitment medical check up (average cost Bruxelles/Luxembourg/Turin); As of 2018 the pre-recruitment medical check up costs are funded under BL1430 - medical services.</p>
Chap. 1 3	Missions and travel	65 000	65 000	-	-	65 000	65 000	
<i>Art. 130</i>	<i>Mission and travel expenses</i>	<i>65 000</i>	<i>65 000</i>	<i>-</i>	<i>-</i>	<i>65 000</i>	<i>65 000</i>	

Item/Art.	Title	Budget 2022		Amendments		Amending Budget 1 / 2022		Assumptions 2022
		COM	PAY	COM	PAY	COM	PAY	
1 30 0	Mission and travel expenses	65 000	65 000	-	-	65 000	65 000	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: Covers directorate's and administrative missions . Attempts are made to reduce the appropriations for missions by a more intensive use of online meetings and synergy. As of 2019, learning and development missions are funded from the budget line 1440 - Internal training
Chap. 1 4 Socio-medical infrastructure		262 000	262 000	- 51 500	- 51 500	210 500	210 500	
Art. 143	Medical service	25 000	25 000	+ 8 500	+ 8 500	33 500	33 500	
1 43 0	Medical service	25 000	25 000	+ 8 500	+ 8 500	33 500	33 500	Staff Regulations of Officials of the European Communities, and in particular Art. 59 and Art. 8 of Annex II thereof. This budget line covers the costs of the external health service acting for the ETF (in particular carrying out regular and pre-recruitment 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 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; Psycho-social support to staff and other initiatives; Pre-recruitment medical costs and COVID-19 related medical material. Revised assumptions (1): Extension of medical services (+€5,500 on 15-Mar-2022);Psycho social support (15 sessions) and follow-up on staff well-being with Medical Advisor and Psicologist (+€3,000 proposal for amending budget);
Art. 144	Internal training	210 000	210 000	- 95 000	- 95 000	115 000	115 000	
1 44 0	Internal training	210 000	210 000	- 95 000	- 95 000	115 000	115 000	Staff Regulations of Officials of the European Communities, and in particular Art. 24 (3) thereof. 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. Planning assumptions: This appropriation correspond to expected needs at corporate level, individual training requests, language training as well as corporate and team activities; as of 2019 it includes mission costs related to learning and development. Revised assumptions (1): Learning and development appropriations have been reduced, in order to allow for the increase in trainees costs. (-€30,000 on 28-Jan-2022);Further reduction of the planned L&D activities in order to allow the other priorities (-€65,000 proposal for amending budget);
Art. 149	Other interventions	27 000	27 000	+ 35 000	+ 35 000	62 000	62 000	
1 49 0	Other interventions	27 000	27 000	+ 35 000	+ 35 000	62 000	62 000	This budget line covers amongst other social events and institutional well being programmes that the ETF is putting in place. Planning assumptions: Social/well being activities and services such as ETF Christmas events, canteen/coffee services for staff events and internal meetings, other social events and contribution to schooling costs and financial aid for parents with disabled children Revised assumptions (1): Top-up on education allowance (payment of 1st half of pre-school postponed to 2023). No budget has been foreseen for other social measures, like the COVID equipment lump-sum, day-out, Christmas party or any other social event. (+€35,000 proposal for amending budget);
Chap. 1 5 Staff exchanges between the ETF and the public sector		p.m.	p.m.	-	-	p.m.	p.m.	
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 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. Planning assumptions: No Seconded National Experts are foreseen any longer since 2020.
Chap. 1 7 Entertainment and representation expenses		4 000	4 000	-	-	4 000	4 000	
Art. 170	Entertainment and representation expenses	4 000	4 000	-	-	4 000	4 000	
1 70 0	Entertainment and representation expenses	4 000	4 000	-	-	4 000	4 000	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 as well as representation costs linked to the end of the year activities
TITLE 1	TOTAL TITLE 1	14 833 000	14 833 000	+ 68 200	+ 68 200	14 901 200	14 901 200	

TITLE 2 BUILDING, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE

Chap. 2 0	Investments in immovable property, rental of buildings and associated costs	706 800	706 800	+ 22 300	+ 22 300	729 100	729 100	
Art. 200	Rentals	2 501	2 501	+ 300	+ 300	2 801	2 801	

Item/Art.	Title	Budget 2022		Amendments		Amending Budget 1 / 2022		Assumptions 2022
		COM	PAY	COM	PAY	COM	PAY	
2 00 0	Rentals	2 501	2 501	+ 300	+ 300	2 801	2 801	This budget line covers property rental and "charges locatives". Planning assumptions: Symbolic amount for rental of ETF Villa Gualino premises, alternative office, external archive. Revised assumptions (1): Small increase in the rent for small archive space in town (+€300 proposal for amending budget);
Art. 202	Water, gas, electricity and heating	140 000	140 000	+ 22 000	+ 22 000	162 000	162 000	
2 02 0	Water, gas, electricity and heating	140 000	140 000	+ 22 000	+ 22 000	162 000	162 000	This budget line covers utilities (water, gas, electricity and heating). Planning assumptions: Utilities cost forecast based on current consumption Revised assumptions (1): The utilities costs have increased drastically (electricity doubled and gas costs tripled). A first transfer (+€13,000 on 31-Mar-2022) allowed to ensure immediate needs are covered, and a second one would allow to cover estimateds until November(+€9,000 proposal for amending budget); Consumption and prices will be monitored closely, another increase of this budget line could be expected until the end of the year.
Art. 203	Building associated costs (ex. Cleaning and Maintenance)	564 299	564 299	-	-	564 299	564 299	
2 03 0	Building associated costs (ex. Cleaning and Maintenance)	564 299	564 299	-	-	564 299	564 299	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: Canteen, reception, water dispensers, cleaning, management of technological systems, green plant maintenance, on site surveillance, inspection and radio surveillance; regione Piemonte costs ; greening, optimisation and extra-ordinary maintenance of management of technological system (heating, lights) - towards EMAS certification; RSPP services; ETF's Access control system; garbage taxes to Turin municipality ; insurance on the building - reimbursement to the region; EEAS security advice
Chap. 2 1 Information & Communication Technology		1 143 000	1 143 000	-	-	1 143 000	1 143 000	
Art. 210	ICT expenditure	1 143 000	1 143 000	-	-	1 143 000	1 143 000	
2 10 0	ICT hardware	75 000	75 000	+ 45 000	+ 45 000	120 000	120 000	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. Since 2017 it also includes expenses related to copiers/faxes etc, previously on budget line 2200. Planning assumptions: Maintenance and improvement of ICT infrastructure including WiFi, wired network infrastructure, servers and storage; managed print services; digital workplace - hardware; multimedia equipment; mobile devices. Revised assumptions (1): Replacement of the current Next Generation Firewall (+€45,000 on 15-Mar-2022);
2 10 1	Software acquisition, maintenance and development	728 650	728 650	- 45 000	- 45 000	683 650	683 650	This budget line covers the purchase of standard software applications, its maintenance and the development of software systems. Planning assumptions: Software licences and maintenance fees; cloud and hosting services; Advancing information management, sharing and integration; cloud migration; ICT consultancy services; end user support services; digital technology partners Revised assumptions (1): Postponement of digitalisation activities (-€45,000 on 15-Mar-2022);
2 10 3	Telecoms costs	132 985	132 985	-	-	132 985	132 985	This budget line covers the fixed costs of subscriptions, communication costs and internet service fees. Planning assumptions: Mobile services; internet connectivity; hosted IP PBX and related services
2 10 5	European Commission IT systems	206 365	206 365	-	-	206 365	206 365	This budget line covers expenses relating the the use of EC distributed systems Planning assumptions: ABAC annual fee; ABAC hosting fee; ABAC Assets annual fee; ePrior (elnvoice ;eSubmission; eTendering; eRequest) and PPMT fees; TESTA-ng connectivity fee; SYSPER annual fee (estimate); CERT-EU; Ares and Rachel annual fees; no fees are yet foreseen for MIPS.
Chap. 2 2 Movable property and associated costs		p.m.	p.m.	-	-	p.m.	p.m.	
Art. 220	Technical equipment and furniture (ex Technical installations and office equipment)	p.m.	p.m.	-	-	p.m.	p.m.	
2 20 0	Technical equipment and furniture (ex Technical installations and office equipment)	p.m.	p.m.	-	-	p.m.	p.m.	This budget line covers the purchase of technical and office equipment, especially audiovisual, copying, archiving and interpretation equipment, as well as office furniture. Planning assumptions: Continuous upgrade of obsolete furniture
Chap. 2 3 Current administrative expenditure		66 000	66 000	- 28 000	- 28 000	38 000	38 000	
Art. 230	Stationery and office supplies	37 000	37 000	- 28 000	- 28 000	9 000	9 000	

Item/Art.	Title	Budget 2022		Amendments		Amending Budget 1 / 2022		Assumptions 2022
		COM	PAY	COM	PAY	COM	PAY	
2 30 0	Stationery and office supplies	37 000	37 000	- 28 000	- 28 000	9 000	9 000	Office supplies, normal and headed paper, envelopes, business cards, etc. as well as promotional material (pens, bags, mouse mats) Planning assumptions: Normal and branded stationery , headed paper, envelopes, business cards, etc., promotional material (pens, bags, etc.) used for meetings and visitors. Revised assumptions (1): Decision to reduce stationery in order to secure utilities (-€13,000 on 31-Mar-2022); Promotion materials - branded stationery - as savings are needed, the ETF will use the current available stocks (-€15,000 proposal for amending budget);
<i>Art. 232</i>	<i>Financial charges</i>	<i>p.m.</i>	<i>p.m.</i>	-	-	<i>p.m.</i>	<i>p.m.</i>	
2 32 0	Miscellaneous Financial expenditure (discontinued)	p.m.	p.m.	-	-	p.m.	p.m.	This budget line covers bank charges and other financial charges as well as damages and interest. As of 2021, it has been merged into BL 2330 Planning assumptions: Miscellaneous financial expenditure (covers bank charges)
<i>Art. 233</i>	<i>Other expenses (ex Legal expense)</i>	29 000	29 000	-	-	29 000	29 000	
2 33 0	Miscellaneous legal, insurance, publication and financial expenditure (ex Legal expenses)	29 000	29 000	-	-	29 000	29 000	Miscellaneous administrative and financial expenses, like general legal expenses, trial expenses, external lawyers' expenses, miscellaneous expenditure on insurance , publications in Official Journal , financial charges Planning assumptions: Legal services - reserve for external legal advice; publication of the ETF budget and related documents in the Official Journal ; accident insurance , civil liability , theft and robbery , collective insurance versus accidents for non statutory , fire, ARD and electronic insurance , reserve for reconciliation.
Chap. 2 4 Post and telecommunications		8 200	8 200	-	-	8 200	8 200	
<i>Art. 240</i>	<i>Correspondence and courier expenses</i>	8 200	8 200	-	-	8 200	8 200	
2 40 0	Correspondence and courier expenses	8 200	8 200	-	-	8 200	8 200	This budget line covers correspondence and courier expenses, including the dispatching of parcels by post. Planning assumptions: Courier expenses - estimation based on previous year , purchase of stamps, imprest account for mailing
Chap. 2 5 Meetings and associated costs		130 000	130 000	-	-	130 000	130 000	
<i>Art. 250</i>	<i>Meetings and associated costs</i>	130 000	130 000	-	-	130 000	130 000	
2 50 0	Meetings expenses in general	130 000	130 000	-	-	130 000	130 000	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. Planning assumptions: Three governing board meetings (two in Torino and one in Bruxelles)
TITLE 2	TOTAL TITLE 2	2 054 000	2 054 000	- 5 700	- 5 700	2 048 300	2 048 300	

TITLE 3 EXPENSES RELATING TO PERFORMANCE OF SPECIFIC MISSIONS

Chap. 3 0 Operational expenses		375 000	375 000	-	-	375 000	375 000	
<i>Art. 301</i>	<i>Communications</i>	315 000	315 000	-	-	315 000	315 000	
3 01 0	Communications	315 000	315 000	-	-	315 000	315 000	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 corporate activities, website maintenance and development. Planning assumptions: website design and development , hosting and technical support, Live and Learn and other corporate publications, thematic publications , media relations , printer , audio visual , design
<i>Art. 303</i>	<i>Professional memberships and fees</i>	<i>p.m.</i>	<i>p.m.</i>	-	-	<i>p.m.</i>	<i>p.m.</i>	
3 03 0	Professional memberships and fees (discontinued)	p.m.	p.m.	-	-	p.m.	p.m.	This budget line covered the costs associated with professional memberships and fees. As of 2021 it has been merged into budget item 3010.
<i>Art. 304</i>	<i>Translation costs</i>	60 000	60 000	-	-	60 000	60 000	
3 04 0	Translation costs	60 000	60 000	-	-	60 000	60 000	This budget line covers translation costs for corporate documents unrelated to specific operational activities. Planning assumptions: Translation of corporate documents
Chap. 3 1 Priority actions : Work programme activities		4 064 000	4 064 000	+1 163 140	+1 163 140	5 227 140	5 227 140	
<i>Art. 310</i>	<i>Priority actions : Work programme activities</i>	3 817 000	3 817 000	+1 195 640	+1 195 640	5 012 640	5 012 640	
3 10 0	Operational Projects	3 817 000	3 817 000	+1 195 640	+1 195 640	5 012 640	5 012 640	This budget line covers costs associated with the implementation of the operational projects, as described in the work programme. Planning assumptions: Implementation of the operational activities. More details can be found in the work programme. Revised assumptions (1): NB. Includes external assigned revenue: * 1,000,000€ from SLA DG EMPL (COVES), for two years; * 7,640€ from EC (ADM-MULTI/2020/417-237: "Delivery of VET training seminars and study") * 188,000€ from GIZ - "Skills for Africa"
<i>Art. 314</i>	<i>Projects to support strengthening knowledge and systems</i>	247 000	247 000	- 32 500	- 32 500	214 500	214 500	

Item/Art.	Title	Budget 2022		Amendments		Amending Budget 1 / 2022		Assumptions 2022
		COM	PAY	COM	PAY	COM	PAY	
3 14 0	Projects to support strengthening knowledge and systems	247 000	247 000	- 32 500	- 32 500	214 500	214 500	This budget line covers expenditure related to evaluation and audit, for ETF's quality control activities and strategic development. These funds are allocated according to annual audit and evaluation plans adopted in the Work Programme. Planning assumptions: Monitoring and evaluation, audit and risk management, stakeholder's management. More details are in the work programme. Revised assumptions (1): Savings linked to decision to cover the funds needed only for 2022 audit of account (instead of covering both 2022 and 2023 as done previously), limiting the implementation of the OneETF organisational culture and leadership development strands to closure of ongoing actions with no initiation of additional actions and decision to internalise the development of new methods for strategic foresight, mapping of stakeholder in support of operational departments (internal development in 2022 and possible follow up in 2023) (-€32,500 proposal for amending budget);
Chap. 3 2 Operational Missions		400 000	400 000	-	-	400 000	400 000	
<i>Art. 320 Operational Missions</i>		<i>400 000</i>	<i>400 000</i>	-	-	<i>400 000</i>	<i>400 000</i>	
3 20 0	Operational Missions	400 000	400 000	-	-	400 000	400 000	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 operational projects. Attempts are made to reduce the appropriations for missions by a more intensive use of online/virtual meetings and synergy.
TITLE 3	TOTAL TITLE 3	4 839 000	4 839 000	+1 163 140	+1 163 140	6 002 140	6 002 140	

TITLE 8 European Union contribution in kind

Chap. 8 0 European Union contribution in kind		p.m.	p.m.	-	-	p.m.	p.m.	
<i>Art. 880 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 EXPENSES NOT SPECIFICALLY PROVIDED FOR

Chap. 9 9 Expenses not specifically provided for		p.m.	p.m.	-	-	p.m.	p.m.	
<i>Art. 990 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.	
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.	p.m.	p.m.	
<i>10 10 Results earlier years</i>		<i>p.m.</i>	<i>p.m.</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.	p.m.	p.m.	
TITLE 10	TOTAL TITLE 10	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	

TOTAL EXPENDITURE ETF PROPER	21 726 000	21 726 000	+1 225 640	+1 225 640	22 951 640	22 951 640	
-------------------------------------	-------------------	-------------------	-------------------	-------------------	-------------------	-------------------	--

TITLE 4 Cooperation with other organisations (Earmarked expenditure)

Chap. 4 2 Co-operation with other European institutions and other bodies		p.m.	p.m.	+2 000 000	+2 000 000	2 000 000	2 000 000	
<i>Art. 420 Projects related to agreements between European Commission and the Foundation</i>		<i>p.m.</i>	<i>p.m.</i>	<i>+2 000 000</i>	<i>+2 000 000</i>	<i>2 000 000</i>	<i>2 000 000</i>	
4 20 6	INDICI ASIA/2022/043-337: "Dialogue and Action for Resourceful Youth in Central Asia (DARYA)"	p.m.	p.m.	+2 000 000	+2 000 000	2 000 000	2 000 000	Revised assumptions (1): The ETF expects to receive €2 000 000 as part of the contribution agreement with the Delegation of the European Union to the Republic of Kazakhstan for the project "Dialogue and Action for Resourceful Youth in Central Asia (DARYA)". Total value of the project is €10m covering activities for 5 years
Chap. 4 3 Co-operation with national institutions		p.m.	p.m.	-	-	p.m.	p.m.	
<i>Art. 430 Co-operation 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.	
TITLE 4	TOTAL TITLE 4	p.m.	p.m.	+2 000 000	+2 000 000	2 000 000	2 000 000	

TOTAL ETF EARMARKED EXPENDITURE	p.m.	p.m.	+2 000 000	+2 000 000	2 000 000	2 000 000	
----------------------------------------	-------------	-------------	-------------------	-------------------	------------------	------------------	--

GRAND TOTAL EXPENDITURE	21 726 000	21 726 000	+3 225 640	+3 225 640	24 951 640	24 951 640	
--------------------------------	-------------------	-------------------	-------------------	-------------------	-------------------	-------------------	--

Item/Art.	Title	Budget 2022		Amendments		Amending Budget 1 / 2022		Assumptions 2022
		COM	PAY	COM	PAY	COM	PAY	

European Training Foundation
 Amending Budget 1 / 2022
 ESTABLISHMENT PLAN

GB/22/DEC/008

Grade	2022 Authorised posts		2021 Authorised posts		2020 Actual on 31/12/2020	
	Permanent	Temp.	Permanent	Temp.	Permanent	Temp.
AD 16						
AD 15						
AD 14		1		1		1
AD 13		5		5		2
AD 12		11		10		5
AD 11		10		10		10
AD 10		10		9		12
AD 9		12		13		13
AD 8		5		6		6
AD 7		4		3		6
AD 6						1
AD 5						
<i>Sub-total AD</i>	<i>0</i>	<i>58</i>	<i>0</i>	<i>57</i>		<i>56</i>
AST 11				1		1
AST 10		3		3		
AST 9		13		13		11
AST 8		6		6		5
AST 7		4		4		2
AST 6		2		1		3
AST 5				1		4
AST 4						3
AST 3						
AST 2						
AST 1						
<i>Sub-total AST</i>		<i>28</i>		<i>29</i>		<i>29</i>
Total	0	86	0	86		85

During 2018, based on article 38.2 of the ETF Financial Regulation, the ETF used for the first time the opportunity to “offset the effects of part-time work” by one additional appointment (function group AD). Should all posts be filled in since then, the number of TA employed would therefore be 86 +1.

By end 2021, it is expected to reach 86+2 as part time continues to be above 2 FTE (Art 38.2 of the ETF Financial Regulation). It is envisaged to use the opportunity provided by art. 38.2 beyond 2021.