

# BUDGET RECTIFICATIF 2/2022

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Les principaux objectifs du présent budget rectificatif sont de présenter les deux virements déjà effectués sous l'autorité du directeur, d'intégrer les recettes supplémentaires et d'attirer l'attention sur les défis à venir.

## Recettes

Les recettes de l'ETF proviennent principalement de la contribution de la Commission européenne. De plus, conformément à l'article 15, paragraphe 3, de son règlement fondateur, l'ETF peut recevoir des financements d'autres sources pour des activités relevant de son mandat.

### 1a. Contribution de la CE (titres 1, 2, 3)

Aucune modification n'est apportée aux crédits d'engagement et de paiement reçus en tant que contribution de l'Union que l'ETF compte exécuter d'ici la fin de l'exercice.

### 1b. Autres recettes

L'ETF prévoit de recevoir 100 000 EUR au titre du montant total de la convention de contribution ADM-MULTI/2022/435-528 — «séminaires d'EFP axés sur les possibilités», signée avec la DG INTPA le 11.10.2022 et couvrant des activités jusqu'au 31.10.2023.

Les recettes comprennent également le montant de 207,96 EUR représentant les intérêts bancaires cumulés en 2021.

## Dépenses

Les activités menées jusqu'à présent et les modifications proposées sont alignées sur les priorités et les objectifs du document unique de programmation adopté par le conseil de direction le 23 novembre 2021, mais ont été affectées par le conflit en Ukraine, l'augmentation du coût des services publics et les estimations révisées des frais de personnel.

### 2a. Contribution de la CE (titres 1, 2, 3)

Le présent budget rectificatif comporte deux virements relevant de l'autorité du directeur qui ont déjà été exécutés, en réponse à diverses limitations et possibilités apparues au cours de l'année 2022:

- le besoin de travailleurs temporaires supplémentaires (intérimaires) pour faire face à l'indisponibilité imprévue du personnel;
- la nécessité de couvrir les coûts plus élevés du médecin-conseil (nouveau contrat) et le remboursement de lunettes de bureau;
- l'augmentation du coût des services publics (gaz, électricité);
- l'entretien urgent du système de chauffage;
- l'augmentation des coûts de matériel liée à la hausse des prix due à la pénurie de puces;

- un ensemble supplémentaire de blogs et de vidéos pour la campagne sur l'orientation professionnelle.

Au titre 1, l'augmentation précédente des crédits liés aux rémunérations semble être en deçà de l'augmentation de l'adaptation salariale de 4,5 %, attendue de manière informelle, qui aura une incidence sur le second semestre de l'année, associée à une augmentation probable de + 1 % du coefficient correcteur pour l'Italie, qui aura une incidence sur les coûts salariaux des agents temporaires, contractuels et locaux. Les estimations actuelles indiquent que l'ETF sera en mesure de couvrir ces coûts au moyen de ressources propres (économies résultant d'un report des stages, de missions administratives, d'activités d'apprentissage et de développement) et de ressources provenant des recettes affectées externes.

Au titre 2, les mesures d'efficacité prises par l'ETF (réduction de l'utilisation du bâtiment, réduction des heures de chauffage/refroidissement, réduction des services), les priorités négatives (telles que le projet sur les espaces collaboratifs, les travaux sur les salles de réunion, la réduction de la réserve provenant de l'entretien extraordinaire, etc.) ont été complétées par une relative stabilité du coût des services publics, ce qui n'a entraîné qu'une légère augmentation supplémentaire des ressources pour le bâtiment, le gaz et l'électricité. Ces coûts, conjugués à une augmentation des coûts d'équipement TIC liée à la pénurie de puces, ont été couverts par des économies dans le domaine de la papeterie, du courrier, des assurances et des frais juridiques.

Au titre 3, les activités ont progressé conformément au programme de travail approuvé, les projets extrabudgétaires complétant les ressources propres de l'ETF pour aider l'agence à atteindre ses objectifs. Le premier financement supplémentaire limité a été intégré en tant que dépense au titre 3, tandis qu'après définition du financement le plus pertinent reçu par la suite, les recettes affectées externes les plus récentes ont été organisées dans un titre distinct (titre 4). À partir de 2023, toutes les recettes opérationnelles affectées externes, y compris celles actuellement associées au titre 3, seront déclarées sous le titre 4.

Le tableau ci-dessous résume les modifications proposées dans le présent budget rectificatif:

Titre du budget	Budget initial (€)	Budget approuvé (Bud. rect. 1) (€)	Modifications (€)	Budget approuvé (Bud. rect. 2) (€)	%
Titre 1	14 833 000	14 871 200	- 6 000	14 865 200	- 0,0 %
Titre 2	2 054 000	2 048 300	+ 6 000	2 054 300	+ 0,3 %
Titre 3	4 839 000	4 806 500		4 806 500	0,0 %
<b>Contribution totale de la CE</b>	<b>21 726 000</b>	<b>21 726 000</b>		<b>21 726 000</b>	<b>0 %</b>
Autres recettes - Titre 1	-	30 000	+ 208	30 208	0,0 %
Autres recettes - Titre 3	-	1 195 640		1 195 640	0,0 %
Autres recettes - Titre 4		2 000 000	+ 100 000	2 100 000	+ 5,0 %
<b>Budget total de l'ETF</b>	<b>21 726 000</b>	<b>24 951 640</b>	<b>+ 100 208</b>	<b>25 051 848</b>	<b>+ 0,4 %</b>

Des informations plus détaillées relatives aux activités figurent dans la colonne «Hypothèses» du tableau du budget rectificatif.

## REVENUE

Item/Art.	Title	Amending Budget 1 / 2022		Amendments		Amending Budget 2 / 2022	
		COM	PAY	COM	PAY	COM	PAY
<b>TITLE 1 European Union contribution</b>							
<b>Chap.1 2</b>	<b>European Training Foundation (07.10.06, ex 04.03.14, ex 15.02.12, ex 15.02.27)</b>	<b>21 378 798</b>	<b>21 378 798</b>	-	-	<b>21 378 798.00</b>	<b>21 378 798.00</b>
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
<b>Chap.1 3</b>	<b>Union contribution from recovery of surplus from previous years</b>	<b>347 202</b>	<b>347 202</b>	-	-	<b>347 202.00</b>	<b>347 202.00</b>
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
<b>TITLE 1</b>	<b>TOTAL TITLE 1</b>	<b>21 726 000</b>	<b>21 726 000</b>	-	-	<b>21 726 000.00</b>	<b>21 726 000.00</b>
<b>TITLE 8 European Union contribution in kind</b>							
<b>Chap. 8 0</b>	<b>European Union contribution in kind</b>	<b>p.m.</b>	<b>p.m.</b>	-	-		
8 00	European Union contribution in kind	p.m.	p.m.	-	-		
8 00 0	European Union contribution in kind	p.m.	p.m.	-	-		
<b>TITLE 8</b>	<b>TOTAL TITLE 8</b>	<b>p.m.</b>	<b>p.m.</b>	-	-		
<b>TITLE 9 MISCELLANEOUS REVENUE</b>							
<b>Chap. 9 0</b>	<b>Miscellaneous revenue</b>	<b>p.m.</b>	<b>p.m.</b>	<b>+ 208</b>	<b>+ 208</b>	<b>207.96</b>	<b>207.96</b>
9 00	Miscellaneous revenue	p.m.	p.m.	+ 208	+ 208	207.96	207.96
9 00 0	Miscellaneous revenue	p.m.	p.m.	+ 208	+ 208	207.96	207.96
<b>TITLE 9</b>	<b>TOTAL TITLE 9</b>	<b>p.m.</b>	<b>p.m.</b>	<b>+ 208</b>	<b>+ 208</b>	<b>207.96</b>	<b>207.96</b>
<b>TITLE 10 RESULTS EARLIER YEARS</b>							
<b>Chap. 10 1</b>	<b>Results earlier years</b>	<b>p.m.</b>	<b>p.m.</b>	-	-	-	-
10 11	Results earlier years	p.m.	p.m.	-	-	-	-
10 11 1	Result budget year -/- 1	p.m.	p.m.	-	-	-	-
<b>TITLE 10</b>	<b>TOTAL TITLE 10</b>	<b>p.m.</b>	<b>p.m.</b>	-	-	-	-
<b>TOTAL ETF SUBVENTION REVENUE</b>		<b>21 726 000</b>	<b>21 726 000</b>	<b>+ 208</b>	<b>+ 208</b>	<b>21 726 207.96</b>	<b>21 726 207.96</b>

## Amending Budget 2 / 2022

## REVENUE

Item/Art.	Title	Amending Budget 1 / 2022		Amendments		Amending Budget 2 / 2022	
		COM	PAY	COM	PAY	COM	PAY
<b>TITLE 4 REVENUE FROM OTHER SOURCES (Earmarked revenue)</b>							
<b>Chap. 4 2</b>	<b>Co-operation with other European institutions and other bodies</b>	<b>3 225 640</b>	<b>3 225 640</b>	<b>+ 100 000</b>	<b>+ 100 000</b>	<b>3 325 640.00</b>	<b>3 325 640.00</b>
4 20	Projects related to agreements between European Commission and the Foundation	p.m.	p.m.	+ 100 000	+ 100 000	100 000.00	100 000.00
4 20 3	INTPA Training	p.m.	p.m.	+ 100 000	+ 100 000	100 000.00	100 000.00
4 20 4	SLA DG EMPL: "International dimension of Centres of Vocational Excellence"	1 000 000	1 000 000			1 000 000.00	1 000 000.00
4 20 5	GIZ 81251617/81276409: "Skills initiative for Africa"	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)"	2 000 000	2 000 000			2 000 000.00	2 000 000.00
4 20 7	SLA EU-OSHA: "Provision of Accountancy services"	30 000	30 000			30 000.00	30 000.00
4 21	Financing earlier years	7 640.00	7 640.00	-	-	7 640.00	7 640.00
4 21 3	ADM-MULTI/2020/417-237: "Delivery of VET training seminars and study"	7 640	7 640			7 640.00	7 640.00
<b>Chap. 4 3</b>	<b>Cooperation with Italian institutions</b>						
4 30	Cooperation with Italian institutions	p.m.	p.m.	-	-	-	-
4 30 0	Cooperation with Italian institutions	p.m.	p.m.	-	-	-	-
<b>TITLE 4</b>	<b>TOTAL TITLE 4</b>	<b>3 225 640</b>	<b>3 225 640</b>	<b>+ 100 000</b>	<b>+ 100 000</b>	<b>3 325 640.00</b>	<b>3 325 640.00</b>
<b>TOTAL EARMARKED / PROJECT REVENUE</b>		<b>3 225 640</b>	<b>3 225 640</b>	<b>+ 100 000</b>	<b>+ 100 000</b>	<b>3 325 640.00</b>	<b>3 325 640.00</b>
<b>GRAND TOTAL</b>		<b>24 951 640</b>	<b>24 951 640</b>	<b>+ 100 208</b>	<b>+ 100 208</b>	<b>25 051 847.96</b>	<b>25 051 847.96</b>

Item/Art.	Title	Amending Budget 1 / 2022		Amendments		Amending Budget 2 / 2022		Assumptions 2022
		COM	PAY	COM	PAY	COM	PAY	
<b>TITLE 1 EXPENDITURE RELATING TO PERSONS WORKING WITH THE FOUNDATION</b>								
<b>Chap. 1 1</b>	<b>Staff in active employment</b>	<b>14 621 700</b>	<b>14 621 700</b>	<b>+ 15 208</b>	<b>+ 15 208</b>	<b>14 636 908</b>	<b>14 636 908</b>	
<i>Art. 110</i>	<i>Agents included in the workforce</i>	<i>11 690 500</i>	<i>11 690 500</i>	<i>+ 208</i>	<i>+ 208</i>	<i>11 690 708</i>	<i>11 690 708</i>	
1 10 0	Temporary Agents	11 690 500	11 690 500	+ 208	+ 208	11 690 708	11 690 708	<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 &amp; 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> <p>Revised assumptions (2): The accumulated bank interest for 2021</p>
<i>Art. 111</i>	<i>Other staff</i>	<i>2 545 600</i>	<i>2 545 600</i>	<i>+ 2 100</i>	<i>+ 2 100</i>	<i>2 547 700</i>	<i>2 547 700</i>	
1 11 0	Contract agents	2 478 600	2 478 600	-	-	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	+ 2 100	+ 2 100	69 100	69 100	<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> <p>Revised assumptions (2): Increase linked to revised salary estimates</p>
<i>Art. 117</i>	<i>Supplementary services</i>	<i>376 600</i>	<i>376 600</i>	<i>+ 12 900</i>	<i>+ 12 900</i>	<i>389 500</i>	<i>389 500</i>	
1 17 2	Cost of organising traineeships with the Foundation	96 600	96 600	- 4 100	- 4 100	92 500	92 500	<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> <p>Revised assumptions (2): Savings related to delayed start of the traineeships</p>
1 17 7	Other services rendered and institutional audit services	280 000	280 000	+ 17 000	+ 17 000	297 000	297 000	<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> <p>Revised assumptions (2): increase in temporary workers (interim support) in order to cover staff unavailability</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>	

Item/Art.	Title	Amending Budget 1 / 2022		Amendments		Amending Budget 2 / 2022		Assumptions 2022
		COM	PAY	COM	PAY	COM	PAY	
1 18 0	Sundry recruitment expenses	9 000	9 000	-	-	9 000	9 000	Staff Regulations of Officials of the European Communities, and in particular Art. 27 to 31 and 33 thereof.  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).  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.
<b>Chap. 1 3 Missions and travel</b>		<b>65 000</b>	<b>65 000</b>	<b>- 9 580</b>	<b>- 9 580</b>	<b>55 420</b>	<b>55 420</b>	
<i>Art. 130 Mission and travel expenses</i>		<i>65 000</i>	<i>65 000</i>	<i>- 9 580</i>	<i>- 9 580</i>	<i>55 420</i>	<i>55 420</i>	
1 30 0	Mission and travel expenses	65 000	65 000	- 9 580	- 9 580	55 420	55 420	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  Revised assumptions (2): savings related to actual missions taking place
<b>Chap. 1 4 Socio-medical infrastructure</b>		<b>210 500</b>	<b>210 500</b>	<b>- 8 920</b>	<b>- 8 920</b>	<b>201 580</b>	<b>201 580</b>	
<i>Art. 143 Medical service</i>		<i>33 500</i>	<i>33 500</i>	<i>+ 8 580</i>	<i>+ 8 580</i>	<i>42 080</i>	<i>42 080</i>	
1 43 0	Medical service	33 500	33 500	+ 8 580	+ 8 580	42 080	42 080	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);  Revised assumptions (2): increase linked to extended coverage of medical advisor (new contractor) and reimbursement of office glasses
<i>Art. 144 Internal training</i>		<i>115 000</i>	<i>115 000</i>	<i>- 17 500</i>	<i>- 17 500</i>	<i>97 500</i>	<i>97 500</i>	
1 44 0	Internal training	115 000	115 000	- 17 500	- 17 500	97 500	97 500	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);  Revised assumptions (2): Revised needs for ITR and LTR and savings from collective training organised online
<i>Art. 149 Other interventions</i>		<i>62 000</i>	<i>62 000</i>	<i>-</i>	<i>-</i>	<i>62 000</i>	<i>62 000</i>	
1 49 0	Other interventions	62 000	62 000	-	-	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);
<b>Chap. 1 5 Staff exchanges between the ETF and the public sector</b>		<b>p.m.</b>	<b>p.m.</b>	<b>-</b>	<b>-</b>	<b>p.m.</b>	<b>p.m.</b>	
<i>Art. 152 Staff exchanges between the ETF and the public sector</i>		<i>p.m.</i>	<i>p.m.</i>	<i>-</i>	<i>-</i>	<i>p.m.</i>	<i>p.m.</i>	



Item/Art.	Title	Amending Budget 1 / 2022		Amendments		Amending Budget 2 / 2022		Assumptions 2022
		COM	PAY	COM	PAY	COM	PAY	
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.
<b>Chap. 1 7 Entertainment and representation expenses</b>		<b>4 000</b>	<b>4 000</b>	<b>- 2 500</b>	<b>- 2 500</b>	<b>1 500</b>	<b>1 500</b>	
<i>Art. 170 Entertainment and representation expenses</i>		<i>4 000</i>	<i>4 000</i>	<i>- 2 500</i>	<i>- 2 500</i>	<i>1 500</i>	<i>1 500</i>	
1 70 0	Entertainment and representation expenses	4 000	4 000	- 2 500	- 2 500	1 500	1 500	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
<b>TITLE 1</b>	<b>TOTAL TITLE 1</b>	<b>14 901 200</b>	<b>14 901 200</b>	<b>- 5 792</b>	<b>- 5 792</b>	<b>14 895 408</b>	<b>14 895 408</b>	

**TITLE 2 BUILDING, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE**

<b>Chap. 2 0 Investments in immovable property, rental of buildings and associated costs</b>		<b>729 100</b>	<b>729 100</b>	<b>+ 23 572</b>	<b>+ 23 572</b>	<b>752 672</b>	<b>752 672</b>	
<i>Art. 200 Rentals</i>		<i>2 801</i>	<i>2 801</i>	<i>-</i>	<i>-</i>	<i>2 801</i>	<i>2 801</i>	
2 00 0	Rentals	2 801	2 801	-	-	2 801	2 801	This budget line covers property rental and "charges locatives".  Planning assumptions: Symbolic amount for rent al 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);
<i>Art. 202 Water, gas, electricity and heating</i>		<i>162 000</i>	<i>162 000</i>	<i>+ 15 572</i>	<i>+ 15 572</i>	<i>177 572</i>	<i>177 572</i>	
2 02 0	Water, gas, electricity and heating	162 000	162 000	+ 15 572	+ 15 572	177 572	177 572	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 trippled). 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.  Revised assumptions (2): Increase to cover the estimated utilities cost until the end of the year
<i>Art. 203 Building associated costs (ex. Cleaning and Maintenance)</i>		<i>564 299</i>	<i>564 299</i>	<i>+ 8 000</i>	<i>+ 8 000</i>	<i>572 299</i>	<i>572 299</i>	
2 03 0	Building associated costs (ex. Cleaning and Maintenance)	564 299	564 299	+ 8 000	+ 8 000	572 299	572 299	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  Revised assumptions (2): Urgent maintenance intervention on heating system (pipes to be replaced) in D1 sector
<b>Chap. 2 1 Information &amp; Communication Technology</b>		<b>1 143 000</b>	<b>1 143 000</b>	<b>+ 6 000</b>	<b>+ 6 000</b>	<b>1 149 000</b>	<b>1 149 000</b>	
<i>Art. 210 ICT expenditure</i>		<i>1 143 000</i>	<i>1 143 000</i>	<i>+ 6 000</i>	<i>+ 6 000</i>	<i>1 149 000</i>	<i>1 149 000</i>	
2 10 0	ICT hardware	120 000	120 000	+ 11 248	+ 11 248	131 248	131 248	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);  Revised assumptions (2): increase due to inflation and chip shortage prices for infrastructure support maintenance have been increased significantly

Item/Art.	Title	Amending Budget 1 / 2022		Amendments		Amending Budget 2 / 2022		Assumptions 2022
		COM	PAY	COM	PAY	COM	PAY	
2 10 1	Software acquisition, maintenance and development	683 650	683 650	- 5 248	- 5 248	678 402	678 402	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);  Revised assumptions (2): minor savings to allow increase on BL2100
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 (eInvoice ;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.
<b>Chap. 2 2 Movable property and associated costs</b>		<b>p.m.</b>	<b>p.m.</b>	<b>-</b>	<b>-</b>	<b>p.m.</b>	<b>p.m.</b>	
<i>Art. 220</i>	<i>Technical equipment and furniture (ex Technical installations and office equipment)</i>	<i>p.m.</i>	<i>p.m.</i>	<i>-</i>	<i>-</i>	<i>p.m.</i>	<i>p.m.</i>	
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
<b>Chap. 2 3 Current administrative expenditure</b>		<b>38 000</b>	<b>38 000</b>	<b>- 20 572</b>	<b>- 20 572</b>	<b>17 428</b>	<b>17 428</b>	
<i>Art. 230</i>	<i>Stationery and office supplies</i>	<i>9 000</i>	<i>9 000</i>	<i>- 2 572</i>	<i>- 2 572</i>	<i>6 428</i>	<i>6 428</i>	
2 30 0	Stationery and office supplies	9 000	9 000	- 2 572	- 2 572	6 428	6 428	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);  Revised assumptions (2): Lower consumption of stationery and paper than initially foreseen
<i>Art. 232</i>	<i>Financial charges</i>	<i>p.m.</i>	<i>p.m.</i>	<i>-</i>	<i>-</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>	<i>29 000</i>	<i>29 000</i>	<i>- 18 000</i>	<i>- 18 000</i>	<i>11 000</i>	<i>11 000</i>	
2 33 0	Miscellaneous legal, insurance, publication and financial expenditure (ex Legal expenses)	29 000	29 000	- 18 000	- 18 000	11 000	11 000	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.  Revised assumptions (2): Savings linked to shorter insurance coverage and release of unused legal expenditure
<b>Chap. 2 4 Post and telecommunications</b>		<b>8 200</b>	<b>8 200</b>	<b>- 3 000</b>	<b>- 3 000</b>	<b>5 200</b>	<b>5 200</b>	
<i>Art. 240</i>	<i>Correspondence and courier expenses</i>	<i>8 200</i>	<i>8 200</i>	<i>- 3 000</i>	<i>- 3 000</i>	<i>5 200</i>	<i>5 200</i>	
2 40 0	Correspondence and courier expenses	8 200	8 200	- 3 000	- 3 000	5 200	5 200	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  Revised assumptions (2): Consumption lower than initially planned
<b>Chap. 2 5 Meetings and associated costs</b>		<b>130 000</b>	<b>130 000</b>	<b>-</b>	<b>-</b>	<b>130 000</b>	<b>130 000</b>	
<i>Art. 250</i>	<i>Meetings and associated costs</i>	<i>130 000</i>	<i>130 000</i>	<i>-</i>	<i>-</i>	<i>130 000</i>	<i>130 000</i>	
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)
<b>TITLE 2</b>	<b>TOTAL TITLE 2</b>	<b>2 048 300</b>	<b>2 048 300</b>	<b>+ 6 000</b>	<b>+ 6 000</b>	<b>2 054 300</b>	<b>2 054 300</b>	

Item/Art.	Title	Amending Budget 1 / 2022		Amendments		Amending Budget 2 / 2022		Assumptions 2022
		COM	PAY	COM	PAY	COM	PAY	
<b>Chap. 3 0 Operational expenses</b>		<b>375 000</b>	<b>375 000</b>	-	-	<b>375 000</b>	<b>375 000</b>	
<i>Art. 301 Communications</i>		<b>315 000</b>	<b>315 000</b>	<b>+ 10 000</b>	<b>+ 10 000</b>	<b>325 000</b>	<b>325 000</b>	
3 01 0	Communications	315 000	315 000	+ 10 000	+ 10 000	325 000	325 000	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  Revised assumptions (2): Additional set of blogs and videos for career guidance campaign
<i>Art. 303 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 Translation costs</i>		<b>60 000</b>	<b>60 000</b>	<b>- 10 000</b>	<b>- 10 000</b>	<b>50 000</b>	<b>50 000</b>	
3 04 0	Translation costs	60 000	60 000	- 10 000	- 10 000	50 000	50 000	This budget line covers translation costs for corporate documents unrelated to specific operational activities.  Planning assumptions: Translation of corporate documents  Revised assumptions (2): Savings linked to reduced translation needs
<b>Chap. 3 1 Priority actions : Work programme activities</b>		<b>5 227 140</b>	<b>5 227 140</b>	-	-	<b>5 227 140</b>	<b>5 227 140</b>	
<i>Art. 310 Priority actions : Work programme activities</i>		<b>5 012 640</b>	<b>5 012 640</b>	-	-	<b>5 012 640</b>	<b>5 012 640</b>	
3 10 0	Operational Projects	5 012 640	5 012 640	-	-	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 Projects to support strengthening knowledge and systems</i>		<b>214 500</b>	<b>214 500</b>	-	-	<b>214 500</b>	<b>214 500</b>	
3 14 0	Projects to support strengthening knowledge and systems	214 500	214 500	-	-	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);
<b>Chap. 3 2 Operational Missions</b>		<b>400 000</b>	<b>400 000</b>	-	-	<b>400 000</b>	<b>400 000</b>	
<i>Art. 320 Operational Missions</i>		<b>400 000</b>	<b>400 000</b>	-	-	<b>400 000</b>	<b>400 000</b>	
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.
<b>TITLE 3</b>	<b>TOTAL TITLE 3</b>	<b>6 002 140</b>	<b>6 002 140</b>	-	-	<b>6 002 140</b>	<b>6 002 140</b>	

**TITLE 8 European Union contribution in kind**

<b>Chap. 8 0 European Union contribution in kind</b>		<b>p.m.</b>	<b>p.m.</b>	-	-	<b>p.m.</b>	<b>p.m.</b>	
<i>Art. 880 European Union contribution in kind</i>		<b>p.m.</b>	<b>p.m.</b>	-	-	<b>p.m.</b>	<b>p.m.</b>	
8 00 0	European Union contribution in kind	p.m.	p.m.	-	-	p.m.	p.m.	
<b>TITLE 8</b>	<b>TOTAL TITLE 8</b>	<b>p.m.</b>	<b>p.m.</b>	-	-	<b>p.m.</b>	<b>p.m.</b>	

**TITLE 9 EXPENSES NOT SPECIFICALLY PROVIDED FOR**

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

## Amending Budget 2 / 2022

## EXPENDITURE

Item/Art.	Title	Amending Budget 1 / 2022		Amendments		Amending Budget 2 / 2022		Assumptions 2022
		COM	PAY	COM	PAY	COM	PAY	
<b>TITLE 9</b>	<b>TOTAL TITLE 9</b>	p.m.	p.m.	-	-	p.m.	p.m.	
<b>TITLE 10 RESULTS EARLIER YEARS</b>								
<b>Chap. 10 1 Results earlier years</b>		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
10 10 Results earlier years		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
10 10 0 Results earlier years		p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
<b>TITLE 10</b>	<b>TOTAL TITLE 10</b>	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	
<b>TOTAL EXPENDITURE ETF PROPER</b>		<b>22 951 640</b>	<b>22 951 640</b>	<b>+ 208</b>	<b>+ 208</b>	<b>22 951 848</b>	<b>22 951 848</b>	

**TITLE 4 Cooperations with other organisations (Earmarked expenditure)**

<b>Chap. 4 2 Co-operation with other European institutions and other bodies</b>		<b>2 000 000</b>	<b>2 000 000</b>	<b>+ 100 000</b>	<b>+ 100 000</b>	<b>2 100 000</b>	<b>2 100 000</b>	
Art. 420 Projects related to agreements between European Commission and the Foundation		2 000 000	2 000 000	+ 100 000	+ 100 000	2 100 000	2 100 000	
4 20 3 INTPA Training		p.m.	p.m.	+ 100 000	+ 100 000	100 000	100 000	Revised assumptions (2): The ETF expects to receive €100 000 as the full amount of the contribution agreement ADM-MULTI/2022/435-528 – "Opportunity-Driven VET seminars" signed with DG INTPA on 11/10/2022 covering activities until 31/10/2023 as part of the bigger INTPA Training stream
4 20 6 NDICI ASIA/2022/043-337: "Dialogue and Action for Resourceful Youth in Central Asia (DARYA)"		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
<b>Chap. 4 3 Co-operation with national institutions</b>		p.m.	p.m.	-	-	p.m.	p.m.	
Art. 430 Co-operation with Italian institutions		p.m.	p.m.	-	-	p.m.	p.m.	
4 30 0 Cooperation with Italian institutions		p.m.	p.m.	-	-	p.m.	p.m.	
<b>TITLE 4</b>	<b>TOTAL TITLE 4</b>	<b>2 000 000</b>	<b>2 000 000</b>	<b>+ 100 000</b>	<b>+ 100 000</b>	<b>2 100 000</b>	<b>2 100 000</b>	
<b>TOTAL ETF EARMARKED EXPENDITURE</b>		<b>2 000 000</b>	<b>2 000 000</b>	<b>+ 100 000</b>	<b>+ 100 000</b>	<b>2 100 000</b>	<b>2 100 000</b>	
<b>GRAND TOTAL EXPENDITURE</b>		<b>24 951 640</b>	<b>24 951 640</b>	<b>+ 100 208</b>	<b>+ 100 208</b>	<b>25 051 848</b>	<b>25 051 848</b>	

European Training Foundation  
 Amending Budget 2 / 2022  
 ESTABLISHMENT PLAN

GB/22/DEC/012

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>
<b>Total</b>	<b>0</b>	<b>86</b>	<b>0</b>	<b>86</b>		<b>85</b>

Based on article 38.2 of the ETF Financial Regulation, the ETF uses the opportunity to “offset the effects of part-time work” by two additional appointments (function group AD). Should all posts be filled in since then, the number of TA employed would therefore be 86 +2 as part time continues to be above 2 FTE .

**European Training Foundation**  
**Amending Budget 2 / 2022**  
**Payment Schedule**

**Chapter 3 0**

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

<b>Commitments</b>		<b>Payments</b>	
		<b>2022</b>	<b>2023</b>
Pre-2022 commitments still outstanding	150 000	150 000	-
Appropriations 2022	<b>375 000</b>	225 000	150 000
<b>Total</b>	<b>525 000</b>	<b>375 000</b>	150 000

**Chapter 3 1**

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

<b>Commitments</b>		<b>Payments</b>	
		<b>2022</b>	<b>2023</b>
Pre-2022 commitments still outstanding	1 700 000	1 700 000	-
Appropriations 2022	<b>5 227 140</b>	3 527 140	1 700 000
<b>Total</b>	<b>6 927 140</b>	<b>5 227 140</b>	1 700 000

**Chapter 3 2**

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

<b>Commitments</b>		<b>Payments</b>	
		<b>2022</b>	<b>2023</b>
Pre-2022 commitments still outstanding	40 000	40 000	-
Appropriations 2022	<b>400 000</b>	360 000	40 000
<b>Total</b>	<b>440 000</b>	<b>400 000</b>	40 000