

OPINION OF THE GOVERNING BOARD ON THE ETF'S ANNUAL ACCOUNTS RELATING TO OPERATIONS UNDER THE 2014 BUDGET

The Governing Board takes note of the annual accounts relating to operations under the 2014 budget of the ETF. On the basis of:

- the statement of assurance in the Court of Auditors' Preliminary observations with a view to a report on the annual accounts of the ETF for the financial year 2014 received on 19 May 2014
- the Director's statutory declaration of assurance included in the 2014 Annual Activity Report;
- the detailed information on the ETF's achievements, management supervision and control and the functioning of the ETF internal control standards contained in the 2014 Annual Activity Report presented to the Board for adoption during this meeting on 5 June 2015;
- the certification of the annual accounts by the ETF Accounting Officer;
- the information provided by the Accounting Officer and the Director of ETF during this Governing Board meeting on 5 June 2015;

The Board has obtained reasonable assurance that the annual accounts for the year ending 31 December 2014 are reliable and that the underlying transactions as a whole are legal and regular.

On the basis of the above, the Board gives a positive opinion on the annual accounts for the 2014 budget year.

The Board looks forward to the report and observations of the Budgetary Authority at the end of the discharge procedure. The Board requests the Director of the European Training Foundation to take into account the observations and remarks with a view to further consolidating the ETF's accountability, effectiveness and efficiency in subsequent years.

The Board invites the ETF to forward the accounts to the Commission's Accounting Officer, the Court of Auditors, the European Parliament and the Council by 1 July 2015 as required under the ETF's funding Regulation and Financial Regulation.

Date

31/6/2015



Michel Servoz
Chair of the ETF Governing Board



ANNUAL ACCOUNTS

European Training Foundation 2014 annual accounts
accompanied by the 2014 report on budgetary and financial
management.

European Training Foundation
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The ETF - European Training Foundation is an EU agency that helps transition and developing countries to harness the potential of their human capital through the reform of education, training and labour market systems in the context of the EU's external relations policy. We are based in Turin, Italy, and are operational since 1994.

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TABLE OF CONTENTS

Glossary	4
I. Introduction	5
II. Governing Board and management team	6
III. Financial statements 2014	9
1. Balance sheet	9
2. Statements of financial performance	10
3. Statement of changes in net assets	11
4. Statement of cash-flow	12
5. Budget outturn account	13
6. Reconciliation of budget outturn versus economic outturn	14
7. Bank balances	15
8. Contingent assets & liabilities	16
IV. Notes to the financial statements	17
1. Balance sheet	19
2. Statements of financial performance	23
3. Statement of changes in net assets	25
4. Statement of cash flow	25
5. Budget outturn account	25
6. Reconciliation budget outturn versus economic outturn	25
7. Contingent assets & liabilities	25
8. Disclosures	25
V. Notes on budget execution and financial management	28
1. Introduction	28
2. Utilisation of appropriations	30
i. Appropriations of the current year – ETF subvention	30
ii. Appropriations on re-use of funds received in 2014	35
iii. Appropriations carry forward on re-use of funds 2011, 2012 and	36
iv. Appropriations carried forward from 2013 to 2014 – ETF subvention	37
v. Appropriations on earmarked funds	38
VI. ETF Staff establishment plan	40
Annex I: List of Governing Board members	41

GLOSSARY

Accounts payable	An organisation's current payables due within one (1) year. Accounts payable are current liabilities.
Accrual accounting	Accounting methodology that recognizes income when it is earned and expenses when they occur, rather than when they are actually received or paid, as opposed to cash accounting.
Agreements	Agreements are grants or delegation agreements between the European Commission and the ETF for specific tasks to be carried out by ETF
Assets	Assets are items owned by an individual or an organisation, which have commercial or exchange value. Assets may consist of specific property or claims against others.
C1/Current credit appropriations	Current year approved appropriations or funds set aside for current year operations and activities
C4/Internaly assigned appropriation	Current year approved appropriations or funds set aside for a specific assigned operations and activities coming from amounts recovered
C5/Internaly assigned appropriation – carried forward	Current year approved appropriations or funds set aside for a specific assigned operations and activities from previous years coming from amounts recovered
C8/Carry forward	Appropriations carried forward automatically. Carry forward of appropriations committed but not paid during the previous exercise, also called "Reste à liquider" (RAL) standing for "appropriations remaining to be paid".
R0/Earmarked funds	Funds received from sources other than the European Commission for a specific purpose.
Cash accounting	Accounting methodology based on cash flows, i.e. transactions are recognised when cash is received or paid, as opposed to accrual accounting.
Current asset	The group of assets considered to be liquid in that they can be turned into cash within one (1) year. Balance sheet line items include: cash, accounts receivable and inventory.
Current liability	Current liabilities are liabilities to be paid within one year of the balance sheet date.
Financial statements	Written reports which quantitatively describe the financial health of an organisation. They comprise a statements of financial performance (equivalent to a profit and loss statement), a balance sheet, a cash flow statement, a statement of changes in capital and explanatory notes.
Imprest account	Bank accounts and/or cash used for the payment of low value expenses.
Liability	A financial obligation, debt, claim or potential loss.
RAL	"Reste à liquider", standing for "appropriations remaining to be paid".

I. INTRODUCTION

Basis for preparation

The purpose of the financial statements is to provide information about the financial position, performance and cash flows of the European Training Foundation (hereinafter the ETF) that is useful to a wide range of readers.

The financial statements, which follow, have been prepared according to the accounting rules adopted by the European Commission's (hereinafter the EC) accounting officer, following the principles of accrual based accountancy where the economic outturn, balance and cash flow are concerned. For further information on accounting rules and principles refer to Section IV, *Notes to the financial statements*. The budget execution is prepared on the basis of modified cash accounting.

The accounting policies have been applied consistently throughout the period.

Reporting entity

These financial statements are for the ETF, an agency of the European Union established by the European Council Regulation 1360/90 of 7 May 1990.

The ETF helps transition and developing countries to harness the potential of their human capital through the reform of education, training and labour market systems in the context of the EU's external relations policy.

The establishment and implementation of the budget of the ETF comply with the revised ETF financial regulation, which was adopted by the Governing Board of the ETF on 20 December 2013 and entered into force 1 January 2014, (except Article 47 and 82 (5), which will enter into force 1 January 2015 and Article 32 and 33 (5 & 8) which will enter into force on 1 January 2016). This is supplemented by the Implementing Rules, which were adopted on 11 December 2014 and entered into force 1 January 2014 (except Article 25, which will enter into force on 1 January 2015).

The ETF receives an annual subsidy (subvention) from the operational budget of the EU and can also receive contributions from other public and private organisations as well as from governments. The ETF is entrusted with the management of additional funds by the EC, for the implementation of the following two actions:

- Governance for Employability in the Mediterranean
- FRAME: Skills for the future in the Balkan region.

II. GOVERNING BOARD AND MANAGEMENT TEAM

The Governing Board

The ETF is governed by a Board comprising one representative from each of the EU Member States, three representatives of the Commission and three non-voting independent experts appointed by the European Parliament. In addition, three representatives of the partner countries may attend meetings of the Governing Board as observers. The meetings are chaired by a representative of the European Commission.

The Governing Board convened twice in 2014. The Board is responsible for adopting the annual Work Programme of the ETF and its budget, which becomes final following final adoption of the general budget of the European Union.

- **Meeting held on 6 June 2014 (Turin)**

Annual activity report 2013

The 2013 Annual Activity Report (AAR) records the achievement of the ETF's objectives for 2013 as set out in its annual work programme. This was the fourth and the last year of the Mid-term Perspective 2010-13.

The Highlights document made available in the Governing Board restricted area before the meeting complements the AAR with additional information on operational activities.

The AAR details the results-related corporate outputs achieved in 2013 with annexes outlining areas of expenditure by function, theme, region and country. For the period 2010-13, the initial target was 590 outputs. In fact, 610 were achieved exceeding the target by 3.4%. However, the 2013 annual Work Programmes over the period refer to 616 outputs to be achieved (in terms of quantitative concrete targets), in other words an achievement rate of 99%. Outputs were cancelled for different reasons: due to the situation in the country; at the request of the partner country counterpart; or due to the negative priority given to those activities.

An external evaluation of the Torino Process concluded that it contributes to facilitating ownership and stakeholder participation in the partner countries, while a DG DEVCO study appreciates how VET systems benefit from the ETF's technical competencies.

ETF financial statements

The financial statements for 2013 were presented. The statements have been audited by the Court of Auditors and an opinion was received on 7th May 2013. This statement reported that in all material aspects, the ETF's Annual Accounts fairly represented its financial position as of 31 December 2013, and the results of its operations and its cash flows for the year were in accordance with the provisions of its Financial Regulation. The opinion of the Court is the basis for discharge by the European Parliament. Based on the 2013 Annual Activity Report, the director's statutory declaration of assurance and her expression of confidence in the checks and internal controls of the ETF, the ETF accounting officer's certification of the annual accounts and the Court of Auditors statement of assurance, the Governing Board was asked to give its opinion on the 2013 Annual Financial Accounts, which was a positive one.

The draft report for the discharge for the financial year 2013 was prepared by the European Parliament on 22 January 2015.

Amended budget 2014

The first 2014 amending budget was presented, which incorporates existing and new assigned revenue undefined at the time of the adoption of the budget (November 2013 for the 2014 budget) as well as the one budget transfer carried out in 2014.

There are no modifications to the subvention that the ETF receives from the European Commission.

- **Meeting held on 21 November 2014 (Turin)**

Work Programme and budget

The Governing Board adopted the ETF 2015 Work Programme.

The 2015 draft budget is based on the 2015 provisional draft estimate of revenue and expenditure approved by the Governing Board on 22 November 2013, and modified during the budgetary procedure. It is consistent with the EC financial programming for the ETF and follows the evolution of EU external relations activities.

The ETF's 2015 draft budget will enter into force once the Budget Authority adopts the General Budget of the European Union.

This 2015 draft budget is based on an overall contribution of €20,144,000 for both commitment and payment appropriations, composed of €19,945,000 contribution from the EU budget and €199,000 from the recovery of surplus related to 2013 budget execution.

The ETF's budget for 2015 is at the same level in nominal terms as all the previous budgets since 2011. This represents a real decrease of approximately 8% with respect to the 2011 budget. For Titles 1 and 2 (staff costs and administrative expenditure), the 2015 budget represents a survival budget, while Title 3 (operational expenditure) is reduced by 10.8%.

The Governing Board adopted the ETF provisional draft estimate of revenue and expenditure and underlying general guidelines for 2015.

In 2014, ETF had 2 amending budgets. Transfers were made in order to maximise the use of the ETF budget in line with the priorities in the partner countries.

ETF organisational structure and Management Team

The ETF's organisational structure is made up of the Directorate and departments operating within a specific field of responsibility.

In 2014, the following departments contributed to all ETF operations:

- Administration,
- Communication,
- Evidence-based Policy Making,
- Thematic Expertise Development,
- Geographical Operations,
- Planning, Monitoring and Evaluation.

In 2014 the ETF has carried out an assessment of its internal organisation and processes. The principal conclusion was that the ETF can further improve the efficiency of its delivery by consolidating activities into a smaller number of larger projects. The new delivery approach with seven strategic projects and a new organisational structure was approved by the ETF Governing Board in November 2014.

As of 1 January 2015, the ETF is composed of the following departments:

- Administration,
- Communication,
- Corporate Performance,
- Operations.

The respective heads of department, together with the Deputy Director form the Management Team (MT), which is an advisory function defined in the ETF Rules of Procedures (GB/11/DEC/018 of 22/11/2011) under articles 27 and 28. In 2014 there were twelve meetings of the MT with the Director. There were as well four other discussions on planning and making the ETF more strategic. The Head of the Administration Department organised monthly meetings with all managers on resource issues.

The main structure in 2014 was as follows:



III. Financial Statements 2014 (All amounts are in Euro)

1. Balance sheet on 31 December 2014 and 31 December 2013

ASSETS	31/12/2014	31/12/2013	LIABILITIES	31/12/2014	31/12/2013
A. NON CURRENT ASSETS			A. CAPITAL		
Intangible fixed assets			Accumulated surplus/deficit	1,913,677.11	808,026.97
Occupational right	5,000,000.00	5,000,000.00	Financial performance of the year	102,087.06	1,105,650.14
Software licenses	554,422.03	554,422.03	TOTAL CAPITAL	2,015,764.17	1,913,677.11
Internally developed software under construction	45,444.00				
Internally developed software in use	509,100.35	490,350.35	C. NON CURRENT LIABILITIES		
Depreciation	-4,035,923.80	-3,728,430.79	Provision for risks and liabilities		
	Subtotal	2,073,042.58	2,316,341.59	Legal cases	0.00
Tangible fixed assets					0.00
Plant & Machinery	4,344.00	4,344.00	TOTAL NON CURRENT LIABILITIES	0.00	0.00
Equipment and furniture	315,339.46	269,164.97	D. CURRENT LIABILITIES		
Computer equipment	737,658.45	669,926.09	Provisions for risks and charges	0.00	0.00
Other fixtures and fittings	192,266.30	198,205.80	Accounts payable	5,510,652.86	9,268,645.38
Depreciation	-940,837.21	-861,952.86	Current payables	8,799.29	24,996.88
	Subtotal	308,771.00	Sundry payables	7,328.00	1,761.12
			Deferral and accruals	2,334,123.11	1,980,629.31
TOTAL NON CURRENT ASSETS	2,381,813.58	2,596,029.59	Other accounts payable against consolidated EC entities	3,135,435.07	40,372.07
B. CURRENT ASSETS			Prefinancing received from consolidated EC entities	24,967.39	7,220,886.00
Stocks			TOTAL CURRENT LIABILITIES	5,510,652.86	9,268,645.38
Publications	3,558.95	2,424.37			
	Subtotal	3,558.95			
Short-term pre-financing					
Short-term pre-financing	855,892.33	926,212.28			
	Subtotal	855,892.33			
Short-term receivables					
Current receivables	1,250.00	2,700.00			
Sundry receivables	222,240.01	10,238.43			
Accrued income	12,648.00	0.00			
Deferred charges	137,976.44	134,133.05			
Short-term receivables with consolidated entities	2,079,864.06	0.00			
	Subtotal	2,453,978.51			
Cash and cash equivalents					
Bank accounts	1,831,173.66	7,508,414.77			
Imprest account	0.00	2,170.00			
	Subtotal	1,831,173.66			
TOTAL CURRENT ASSETS	5,144,603.45	8,586,292.90			
	TOTAL	7,526,417.03			
			TOTAL	7,526,417.03	11,182,322.49

2. Statements of financial performance

	2014	2013
Operational revenue	21,602,038.84	20,560,155.54
Operational revenue - EC subsidy	19,955,306.54	19,945,265.84
Operational revenue - miscellaneous	150,954.44	3,332.22
Operational revenue - Italian Ministry of Foreign Affairs	6,062.61	28,054.51
Operational revenue - Awaiting clearance EC	571,214.81	122,058.20
Operational revenue - Awaiting clearance EC	918,500.44	461,444.77
TOTAL OPERATIONAL REVENUE	21,602,038.84	20,560,155.54
Administrative expenses	-15,071,609.28	-14,174,533.16
Staff expenses	-12,590,994.00	-12,123,832.12
Fixed asset related expenses	-401,139.15	-362,357.46
Other administrative expenses	-2,079,476.13	-1,688,343.58
Operational expenses	-6,426,980.98	-5,279,090.68
Operational expenses - EC subsidy	-4,931,203.12	-4,667,533.20
Operational expenses - GEMM project	-571,214.81	-122,058.20
Operational expenses - FRAME project	-918,500.44	-461,444.77
Operational expenses - Italian Ministry of Foreign Affairs	-6,062.61	-28,054.51
TOTAL ADMINISTRATIVE AND OPERATIONAL EXPENSES	-21,498,590.26	-19,453,623.84
SURPLUS FROM OPERATIONAL ACTIVITIES	103,448.58	1,106,531.70
Financial expenses	-1,361.52	-881.56
DEFICIT FROM NON OPERATIONAL ACTIVITIES	-1,361.52	-881.56
SURPLUS FROM ORDINARY ACTIVITIES	102,087.06	1,105,650.14
SURPLUS/(DEFICIT) FROM EXTRAORDINARY ITEMS	0.00	0.00
FINANCIAL PERFORMANCE OF THE YEAR	102,087.06	1,105,650.14

3. Statement of Changes in Net assets

Capital	Accumulated Surplus / Deficit	Financial performance of the year	Capital (total)
Balance as of 31 December 2013	808,026.97	1,105,650.14	1,913,677.11
Changes in accounting policies	0.00		0.00
Other revaluations	0.00		0.00
Reclassifications	0.00		0.00
Allocation of the financial performance 2013	1,105,650.14	-1,105,650.14	0.00
Financial performance of the year 2014		102,087.06	102,087.06
Balance as of 31 December 2014	1,913,677.11	102,087.06	2,015,764.17

Note: ETF holds no reserves

4. Statement of cash-flow

Cash flows from operating activities	2014	2013
Surplus from operating activities	102,087.06	1,105,650.14
Adjustments		
Depreciation (intangible fixed assets)	307,493.01	271,924.19
Depreciation (tangible fixed assets)	94,375.72	88,420.16
Decrease in Provisions for risks and liabilities	0.00	-500,000.00
Provisions for risks and liabilities related to staff	0.00	-148,734.50
Decrease in stock	-1,134.58	2,824.56
Increase in short term pre-financing	70,319.95	-322,827.53
Increase in short term receivables	9,731.66	330,339.88
Increase in receivables related to consolidated EC entities	-2,079,864.06	1,653.89
Decrease in accounts payable	106,088.46	-1,003,959.47
Increase in liabilities related to consolidated EC entities	-4,100,855.61	7,071,647.03
Loss on sale of property, plant and equipment		
Net cash flow from operating activities	-5,491,758.39	6,896,938.35
Cash flows from investing activities		
Purchase of tangible and intangible fixed assets	-190,391.97	-495,291.14
Proceeds from tangible and intangible fixed assets (+)	2,739.25	
Net cash flow from investing activities	-187,652.72	-495,291.14
Net decrease in cash and cash equivalents	-5,679,411.11	6,401,647.21
Cash and cash equivalents at the beginning of the period	7,510,584.77	1,108,937.56
Cash and cash equivalents at the end of the period	1,831,173.66	7,510,584.77

As far as operating activities are concerned, the ETF holds no provision for receivables, pre-financing and extraordinary items. However, the ETF holds a provision for long term liabilities.

As far as investing activities are concerned the ETF had no revenue related to proceeds from fixed assets, financial activities or reclassification.

The ETF has no employee benefits, however, holidays not taken and accumulated flexitime hours are registered under other payables.

5. Budget outturn account

	31/12/2014	31/12/2013
Revenue		
EC subsidy	20,143,500.01	20,143,500.00
Bank interest re-used	14,552.88	0.00
Other subsidy from Commission	1,102,720.00	1,844,521.60
Other donors - Italian Ministry of Foreign Affairs	314.66	1,081.20
Miscellaneous revenue	124,924.46	14,946.19
Total revenue (a)	21,386,012.01	22,004,048.99
Expenditure		
<i>Staff - Title I of the budget</i>		
Payments	-12,712,420.34	-12,870,482.75
Appropriations carried forward	-183,600.40	-283,524.68
<i>Administration - Title II of the budget</i>		
Payments	-1,334,060.57	-1,291,444.09
Appropriations carried forward	-756,768.29	-527,963.06
<i>Operating activities - Title III of the budget</i>		
Payments	-5,187,282.95	-5,132,475.14
Appropriations carried forward	-5,096.53	-3,419.81
<i>EC - GEMM project - Title IV</i>		
Payments	-634,583.44	-122,058.20
Appropriations received - not paid in 2014	-790,599.96	-472,663.40
<i>EC - FRAME project - Title IV</i>		
Payments	-851,662.01	-461,444.77
Appropriations received - not paid in 2014	-86,893.22	-788,355.23
<i>Italian Ministry of Foreign Affairs - Title IV</i>		
Payments	-21,253.71	-28,469.15
Appropriations received - not paid in 2014	-3,743.17	-24,682.22
Total expenditure (b)	-22,567,964.59	-22,006,982.50
Outturn for the financial year (a-b)	-1,181,952.58	-2,933.51
Appropriations carried over and cancelled	81,496.96	125,795.46
Adjustment for carry forward from the previous year of appropriations available on 31 December arising from assigned revenue	1,292,752.88	75,354.86
Exchange rate differences	-4,103.79	17.35
Balance of the outturn account for the financial year	188,193.47	198,234.16
Balance carried over from the previous financial year	198,234.16	125,368.66
Reimbursements to EC	-198,234.16	-125,368.66
Total amount to be reimbursed to EC	188,193.47	198,234.16
Commission subsidy (accrued revenue)	20,143,500.01	20,143,500.00
Amount related to 2014 to be reimbursed to EC	0.00	198,234.16

6. Reconciliation budget outturn versus financial performance

Financial performance 2014	+/-	102,087.06
<i>Ajustment for accrual items (items not in the budgetary result but included in the financial performance)</i>		
Adjustments for Accrual Cut-off (reversal 31.12.N-1)	-	-2,165,875.14
Adjustments for Accrual Cut-off (cut- off 31.12.N)	+	1,922,835.24
Amount from liaison account with Commission booked in the Economic Outturn Account	-	188,193.47
Depreciation of intangible and tangible fixed assets	+	401,139.15
Provisions	+	0.00
Recovery Orders issued in 2014 not cashed	-	-14,000.00
Cleared Prefinancing in the year	+	891,217.12
Payments made from carry over of payment appropriations	+	759,395.17
Awaiting clearance EC for expenses 2014 on earmarked funds	+/-	-1,489,091.20
Exchange rate differences	+/-	-4,408.89
<i>Ajustment for budgetary items (item included in the budgetary result but not in the financial performance)</i>		
Asset acquisitions	-	-117,237.71
New pre-financing paid in the year 2014	-	-818,639.17
Budgetary recovery orders issued and cashed	-	0.00
Payment appropriations carried over to 2015	-	-1,931,171.18
Cancellation of unused carried over payment appropriations from previous year	+	81,496.96
Adjustment for carry-over from the previous year from assigned revenue	+	1,292,752.88
Provisions for untaken leave	-	614.90
Other - Funds ITF 2014	+/-	0.00
Other - pre-financing received other EC		1,102,720.00
Others	+/-	-13,835.19
	total	188,193.47
Budgetary result 2014		188,193.47
Delta not explained		0.00

7. Bank balances

	31.12.2014	31.12.2013
ETF		
ETF domestic Euro	0.00	0.00
ETF Euro	936,853.91	6,214,508.22
ETF Italian Ministry of Foreign Affairs	3,788.26	24,996.88
ETF Imprest account	0.00	2,170.00
	940,642.17	6,241,675.10
EC - Agreements		
GEMM	796,696.61	476,177.42
FRAME	93,834.88	792,732.25
	890,531.49	1,268,909.67
Total	1,831,173.66	7,510,584.77

The current agreements between the European Commission and the ETF are GEMM and FRAME. These funds, as well as the funds from the Italian Ministry of Foreign Affairs, are of a multi-annual nature and have no impact on the economic result for the ETF since they are paid to final beneficiaries or reimbursed if they are unspent. The funds will appear in the balance under accounts payable. This also applies to earned interest.

**8. Contingent assets and liabilities on 31 December 2014
and 31 December 2013**

CONTINGENT ASSETS	31/12/2014	31/12/2013
Guarantees received for pre-financing	78,528.90	0.00
TOTAL	78,528.90	0.00

CONTINGENT LIABILITIES	31/12/2014	31/12/2013
RAL - Commitments against appropriations not yet consumed	940,368.69	811,487.74
TOTAL	940,368.69	811,487.74

IV. NOTES TO THE FINANCIAL STATEMENTS

Accounting rules and principles

The accounting principles adopted are in line with the associated provisions of the Financial Regulation of the ETF, adopted by the Governing Board of the ETF on 10 January 2009 and supplemented by the Implementing Rules adopted on 15 April 2011.

The financial statements are drawn up in accordance with the generally accepted accounting principles specified in the detailed rules for implementing the general Financial Regulation, namely:

- (a) going concern basis;
- (b) prudence;
- (c) consistent accounting methods;
- (d) comparability of information;
- (e) materiality;
- (f) no netting;
- (g) reality over appearance;
- (h) accrual-based accounting.

The ETF's accounting rules are those applied by the EC. These are established in line with international accounting standards for the public sector (IPSAS) and published by the International Federation of Accountants (IFAC).

Accrual based accounting is the form of accounting under which transactions and other events are recognised when they occur (and not only when cash or its equivalent is received or paid). Therefore, the transactions and events are recorded in the accounting records and recognised in the financial statements of the periods to which they relate. The elements recognised under accrual accounting are assets, liabilities, net assets/equity, revenue and expenses.

Conversion into Euro

The ETF budget is drawn up and implemented in Euro and the accounts are presented in Euro. A limited number of operations are converted to national currencies using the Euro rates as published in the C series of the Official Journal of the EC and in accordance with the regulatory provisions on the issue. All budgetary and legal commitments are established in Euro.

Components of the financial statements

The financial statements include the following components:

1. Balance sheet;
2. Statements of financial performance;
3. Statement of changes in capital;
4. Statement of cash flow.

The following statements are provided to give an additional contribution to the presentation of a true and fair view:

5. Budget outturn account;
6. Reconciliation of budget outturn versus economic outturn;
7. Bank balances
8. Contingent assets and liabilities

Note related to Payroll charges

All salary calculations giving the total staff expenses included in the Statement of financial performance of the Agency are externalized to the Office for administration and payment of individual entitlements (also known as the Paymaster's Office-PMO) which is a central office of the European Commission.

The PMO's mission is to manage the financial rights of permanent, temporary and contractual staff working at the Commission, to calculate and to pay their salaries and other financial entitlements. The PMO provides these services to other EU institutions and agencies as well. The PMO is also responsible for managing the health insurance fund of the Institutions, together with processing and paying the claims of reimbursement from staff members. The PMO also manages the pension fund and pays the pensions of retired staff members. PMO is being audited by the European Court of Auditors.

The Agency is only responsible for the communication to the PMO of reliable information allowing the calculation of the staff costs. It is also responsible to check that this information has been correctly handled in the monthly payroll report used for accounting payroll costs. It is not responsible for the calculation of the payroll costs performed by PMO.

1. Balance sheet

The balance sheet is the financial statement listing all assets, liabilities and equity accounts, showing the financial position of an organization at a specific date. For the ETF this is 31 December 2014.

Assets

Fixed assets

Fixed assets are composed of tangible and intangible assets.

Intangible assets are occupational rights on the premises and software licenses. Depreciation for the occupational rights to the ETF premises is calculated on the basis of the 30 year duration of the rental agreement resulting from the financial contribution for reconstruction work. The annual rental cost is a symbolic amount of Euro 1.

The ETF has the occupational right to stay at the Villa Gualino premises until the end of 2027. However, there is continuing uncertainty about the long-term future of the Villa Gualino Complex, which has been partially abandoned since 2012. The conditions of its occupation are regulated by a service contract with the building owner (Regione Piemonte) that expires at the end of 2015. The ETF is currently negotiating the renewal of this contract for the period from 2016. Despite the uncertainty, the ETF has made no provision for a possible move nor for the remaining occupational rights (value: Euro 1,666,666.68)

In 2010 accounting rule N° 6 came into force with the end of the derogation period for the capitalisation of internally generated intangible assets. The level of materiality for a completed asset was set at Euro 500,000, but in 2011 this was reduced by the ETF to Euro 100,000. This means that this lower materiality threshold has been applied since 2011 to the new internally generated software, for which the development started in 2011. However, all other internally generated software for which the development started prior to 2011 will follow the former higher threshold.

In 2014, the applications TRAMS, Allegro and Intranet were continued to be in use and had some minor additional development costs and will continue to have minor development costs..

In 2014, the development the WEB 2016 and the customisation of Sharepoint started. Although for WEB 2016, no official project plan was presented, based on the experience with the Intranet, it was decided that the overall development costs would exceed the amount of Euro 100,000. As such, the development costs for both WEB 2016 and Sharepoint are registered under internally generated software under construction.

Tangible assets are all movable property items (computer equipment, technical installations and furniture) that have an acquisition price of Euro 420 or more and are recorded at cost in national currencies, converted into Euro at the accounting exchange rate applicable on the purchase date. Although the Financial Regulation does no longer indicate an acquisition price, ETF continued to keep Euro 420 as a basis for recognition of an asset

The delivery date is taken as the basis for the calculation of depreciation and is calculated on a monthly basis.

The fixed assets are not charged to expenditure accounts, but are registered immediately as an asset in the balance sheet. Depreciation is registered as expenditure. It has an influence on the economic result of the financial exercise. The net book value of the fixed assets is shown in the following two tables.

Both for the intangible and tangible assets, there is a correction on the balance value. These corrections are introduced due to the fact that 2 transactions in the asset system ABAC Assets could not be completed correctly in both 2013 and 2014.

Intangible assets

	Occupational rights on premises	Internally developed software under construction	Internally developed software in use	Software licences	Total
A. Purchase price:					
Value on 1.1.2014	5,000,000.00	0.00	489,909.35	554,422.03	6,044,331.38
Changes during year:					
• Additions	45,444.00	18,750.00			64,194.00
• Withdrawals / Reclassifications					0.00
• Correction on balance value		441.00			441.00
End of the year:	5,000,000.00	45,444.00	509,100.35	554,422.03	6,108,966.38
B. Depreciation					
Value on 1.1.2014	-3,166,666.66	0.00	-51,164.16	-509,632.03	-3,727,462.85
Changes during year:					
• Additions	-166,666.66		-127,275.10	-34,613.00	-328,554.76
• Withdrawals					0.00
• Correction on balance value		20,093.81			20,093.81
End of the year:	-3,333,333.32	0.00	-158,345.45	-544,245.03	-4,035,923.80
Net value (A + B)	1,666,666.68	45,444.00	350,754.90	10,177.00	2,073,042.58

Tangible assets

	Plant & Machinery	Installations, machine and furniture	Computer equipment	Other fixtures and fittings	Total
A. Purchase price:					
Value on 1.1.2014	4,344.00	269,164.97	669,926.09	198,205.80	1,141,640.86
Changes during year:					
• Reclassifications					0.00
• Additions	51,926.76	67,732.36	4,204.60	123,863.72	
• Withdrawals	-5,752.27		-10,144.10	-15,896.37	
• Correction on balance value					0.00
End of the year:	4,344.00	315,339.46	737,658.45	192,266.30	1,249,608.21
B. Depreciation					
Value on 1.1.2014	-4,344.00	-167,748.97	-557,535.02	-132,324.80	-861,952.79
Changes during year:					
• Reclassifications					0.00
• Additions	-17,244.76	-54,354.36	-22,776.60	-94,375.72	
• Withdrawals	5,347.27		10,144.10	15,491.37	
• Write-back					0.00
• Correction on balance value					0.00
End of the year:	-4,344.00	-179,646.46	-611,889.38	-144,957.30	-940,837.14
Net value (A + B)	0.00	135,693.00	125,769.07	47,309.00	308,771.07

The yearly depreciation rates applied to fixed assets are as follows:

Computer software and equipment	25%
Other fixtures and fittings	25%
Plant & Machinery	12.5%
Installations, machine and furniture	10%

Stocks

Publications are considered as ETF stocks as opposed to 'costs'. Although the commercial value of the publications is nil, the replacement value is estimated at Euro 3,558.95. The number of publications kept in stock is a bit higher than the previous year. ETF continued with the trend to have the publications available for download online instead of paper versions. The difference in the actual value is because ETF now prints publications itself when needed.

Short-term pre-financing

Pre-financing is one or more payments intended to provide contractors with a cash advance. It may be split into a number of payments over a period defined in the particular pre-financing agreement. At year-end outstanding pre-financing amounts are valued at the original amount(s) paid, deducting the amounts returned, eligible amounts cleared, estimated eligible amounts not yet cleared at year-end and value reductions.

Short-term receivables

Under short-term receivables, outstanding paid mission advances, deferred expenses and receivables with consolidated entities are registered. The amount of current and sundry receivables of Euro 2,453,978.51 is composed as follows:

Description - Current receivables	Amount
Customers	1,250.00
SUB - TOTAL	1,250.00
Description - Sundry receivables	Amount
Current accounts staff members	204,064.92
Mission advances paid	7,261.00
Other staff issues	6,658.18
Customers - consolidated entities	4,255.91
Accrued income	12,648.00
Deferred charges	137,976.44
Short-term receivables with consolidated entities	2,079,864.06
SUB - TOTAL	2,452,728.51
TOTAL	2,453,978.51

Cash account

Cash and cash equivalents are carried in the balance sheet at cost. They include cash in hand, deposits held with banks, payments sent to bank and interest received in January 2015 with a value date in 2014. A decrease with respect to the previous year is noted due to ETF having received the 1st instalment of the subvention for 2015 again in January 2015 instead of already in December 2014.

Liabilities

Net assets

The net assets are composed of the accumulated surplus/deficit from previous years plus the financial performance for the year. (See also table 3, statement of changes in net assets.)

Provision for risks and liabilities

Under provisions, liabilities such as payables and accruals where there is uncertainty about the timing or amount of the future expenditure required for the settlement of the legal obligation are reported. In 2014, ETF has no provision for legal cases or outstanding salary adjustments.

Accounts payable

The accounts payable are composed of current, sundry and other payables. The accounts payable, for an amount of Euro 5,510,652.86, are mainly associated with estimated accrued expenses on appropriations carried forward to 2015 and the estimated accrued expenses on pre-financing paid by the ETF to contractors. Included under accrued charges are the amounts owed to creditors for delivered goods or completed services and outstanding pre-financing received from the EU or other EU institutions.

Current payables for an amount of Euro 8,799.29 represent vendors for an amount of 5.011,03 and outstanding funds received from the Italian Ministry of Foreign Affairs for an amount of Euro 3,788.26. The latter is composed of amounts not yet committed and commitments carried forward totalling Euro 3,743.17. The interest earned in 2014 on the funds received from the Italian Ministry of Foreign Affairs came to Euro 45.09.

Sundry payables amount to Euro 7,328.- representing pending goods received, various staff costs and interest earned for the fourth quarter to be introduced in the budget 2015.

Other payables are the accrued charges related to pre-financing paid and amounts carried forward to 2015. As in the previous years, ETF continued to verify accrued expenses intensely and again extended the follow-up period for their calculation, which again improved the precision of the calculation. There is an overall increase compared with 2013. Also classified under other payables are the holidays not taken in 2014, for which there is a slight decrease. Reported for the second year under accrued charges are the hours of flexitime outstanding at the 31st December 2014. Due to the new Staff Regulations, these hours are now carried forward to the following year, where in the past these hours at the 31st of December were cancelled.

The accounts payable are composed as follows:

Description - Current payables	Amount
Vendors	5,011.03
Italian Trust Fund - interest gained 2014	45.09
Carry forwards ITF to 2015	3,743.17
SUB - TOTAL	8,799.29
Description - Sundry payables	Amount
Pending goods received	1,761.12
Staff	2,172.25
Interest 2014	3,394.63
SUB - TOTAL	7,328.00
Description - Other payables	Amount
Holidays not taken 2014	218,090.30
Flexi time not taken 2014	45,418.89
Accrued charges on paid pre-financing 2014	529,122.43
Accrued charges on carry forward to 2015	1,541,491.49
SUB - TOTAL	2,334,123.11
Other accounts payable against consolidated EC entities	24,967.39
Pre-financing received from consolidated EU entities	3,135,435.07
TOTAL	5,510,652.86

However, the overall high decrease in the pre-financing received from consolidated EU entities, compared with 2013, is due to the receipt of the 1st instalment of the ETF subvention 2015 again in January 2015. In the context of the regular EC subvention, the ETF managed to pay 94,80% of the available payment credits and has to return a total of Euro 188,193.47 to the EC. The amount is composed of the following:

Convention Description	EC DG or Service	Amount	Status/Comments
EC subsidy	DG EAC	188,193.47	Result 2014
GEMM project	DG DEVCO	1,547,241.60	GEMM pre-financing
FRAME project	DG ELARG	1,400,000.00	FRAME pre-financing
TOTAL		3,135,435.07	

In 2014, the amounts that are registered under “other accounts payable against consolidated EC entities” are the first instalment for the ETF subvention 2015, the accumulated bank interest for the GEMM and FRAME projects, awaiting clearance for the GEMM and FRAME projects and various small inter-agency balances coming from salary transactions.

Convention Description	EC DG or Service	Amount
Interest 2013 - 2014 GEMM	COMM - DEVCO	6,848.31
Interest 2013 - 2014 FRAME	COMM - ELARG	6,941.66
Inter-agency balance	ENVI	399.56
Inter-agency balance	COMM - COMM	318.14
Inter-agency balance	COMM - PMO	7,786.73
Inter-agency balance	EEAS	306.53
Inter-agency balance	AVIA	1,752.71
Inter-agency balance	JUST	120.60
Inter-agency balance	COMM - DGT	493.15
TOTAL		24,967.39

2. STATEMENTS OF FINANCIAL PERFORMANCE

The Statements of financial performance is equivalent to a ‘Profit & Loss Statement’. It shows income, expenses, and net income/loss for the year i.e. the ‘economic result’. The latter is determined by subtracting total expenses from total revenue. This difference is increased or reduced by the economic results of previous years and in particular the amounts paid back to the EC.

Operating revenue

The revenue is accounted for when established. For the EC subsidy this means the moment of the approval of the annual budget. Where other EC funding is concerned, the ETF is moving towards the same approach as non EC funding, i.e., the revenue is established only upon receipt of payment.

The operating revenue is composed as follows:

- The EC Annual Subsidy
The revenue associated with the EC subsidy comprises the annual subsidy received from the EC for an amount of Euro 20,143,530.01, minus the amount to be reimbursed i.e. Euro 188,193.47 (Result Budget Outturn Account), giving a total of Euro 19,955,306.54.
- Miscellaneous revenues comprises recovery orders for an amount of Euro 123,448.50, accumulated interest introduced in the budget for an amount of Euro 14,552.88, accrued income from the CDT for an amount of Euro 12,648,- and Euro 305.10 for exchange differences, adding up to a total amount of Euro 150,954.44.
- Other operating revenue
In 2014, the Italian Ministry of Foreign Affairs approved the re-use of earned interest for an amount of Euro 314.66. However, in order to give a more realistic presentation in line with the accrual accounting principles, the only revenue that was introduced in the accounts was the amount for the approved payments under these funds received. The remaining amount is included in the liabilities under “Deferrals and accruals”. This kind of funding is referred to as earmarked funds or earmarked revenue. An amount of Euro 6,062.61 is introduced as revenue under this line, corresponding to the amount

approved for payments relating to the funds received in financial years 2009, 2010, 2011, 2012, 2013 and 2014.

- Introduced as well as operating revenue are the adjustments for accrued expenses already accounted for in 2014, representing the amount of expenses for the GEMM and FRAME projects (Euro 571,214.81 and Euro 918,500.44), to be cleared with the EC.

Administrative and operational expenses

To calculate the result for the financial year, expenditure refers to payments made using payment appropriations of the same financial year, to which the accrued expenses on commitments of the same financial year that are carried forward to the following financial year are added and the deferred charges paid in the financial year deducted.

The payments recorded in the accounts are those authorised and made by the accounting officer during the year 2014.

Appropriations in Titles 1 and 2 are carried forward to the following financial year only. Only unused appropriations at the end of the financial year are thereafter cancelled. Appropriations in Title 3 are multiannual in character and may be carried forward to successive financial years. Appropriations for earmarked funds can be carried forward until the end date of the related agreement or until the total amount is paid in case the funds refer to re-use of received credits.

Carry forward is automatic where there is an outstanding legally binding commitment. Should this not be the case, eventual carry forward related to the ETF subsidy is subject to the prior authorisation of the Governing Board.

Expenditure is sub-divided by typology into administrative, operational, and financial. Payments associated with the earmarked funding are included in operational expenses.

Administrative expenses include 1) payments associated with staff including accrued expenditure associated with staff holidays not taken within the year 2) costs associated with stocks and fixed assets including depreciation, and 3) other administrative expenditure notably that related to infrastructure and equipment, including exchange rate losses.

Operational expenses are associated with the execution of the ETF's work programme. They also include amounts associated with the execution of projects financed outside the ETF's annual subsidy i.e. the earmarked funding.

Financial expenses comprise bank charges, interest for late payments.

3. STATEMENT OF CHANGES IN NET ASSETS

The statement of changes in net assets comprises only the financial performance of the year.

4. CASH FLOW STATEMENT

The cash flow statement represents the treasury movements or in other words the cash receipts minus cash payments over a given period of time. There is a decrease in cash flow due to the ETF receiving the 1st instalment of the subvention for 2015 in January 2015 where for the 1st instalment for 2014 was already received on the 31st of December 2013.

5. BUDGET OUTTURN ACCOUNT

The budgetary outturn account was prepared in accordance with the requirements of Commission Regulation (Article 143, Regulation (EU, Euratom) No 966/2012: Rules governing the accounts)

The budget outturn for 2014 is the difference between:

- all the cash revenue registered in the financial year;
- the volume of payments made from the appropriations of the financial year, plus the appropriations of the same financial year carried forward to the following financial year; and,
- the cancellations of appropriations carried forward from the previous financial year.

This difference is increased or reduced by:

- the balance resulting from exchange rate gains or losses recorded during the financial year.
- results from previous years paid back to the EC.

6. RECONCILIATION OF BUDGET OUTTURN VERSUS FINANCIAL PERFORMANCE

The budget outturn and reconciliation against the financial performance is presented to give a more complete picture to the reader and to demonstrate the difference between economic and budget outturn. The inclusion of this data assists the reader in linking the cash-based result of the budget outturn 2014 against the accrued of 2014.

7. CONTINGENT ASSETS AND LIABILITIES

Contingent assets and liabilities are mentioned separately in the financial statements and represent potential assets and liabilities. Under contingent assets, ETF recognized received bank guarantees for paid pre-financing. Under contingent liabilities ETF recognized RAL, i.e commitment appropriations remaining to be paid.

8. DISCLOSURES

Revenue divided in exchange and non-exchange transactions

The disclosure is presented in accordance with EC Accounting rule no. 4 and 17 which require that revenues are divided in exchange and non-exchange transactions.

Exchange transactions are transactions in which one entity receives assets or services, or has liabilities extinguished, and directly gives approximately equal value (primarily in the form of cash, goods, services, or use of assets) to another entity in exchange. An example of an

exchange transaction is the purchase or sale of goods or services, disposal of assets and bank interest.

Non-exchange transactions are transactions that are not exchange transactions. In a non-exchange transaction, an entity either receives value from another entity without directly giving approximately equal value in exchange, or gives value to another entity without directly receiving approximately equal value in exchange. Examples of non-exchange transactions include the subsidy from the European Commission, grants and donations.

Non-exchange transactions	2014	2013
EC subsidy	19,955,306.54	19,945,265.84
Miscellaneous	136,401.56	3,332.22
Italian Ministry of Foreign Affairs	6,062.61	28,054.51
Awaiting clearance EC	571,214.81	122,058.20
Awaiting clearance EC	918,500.44	461,444.77
	21,589,499.96	20,560,155.54
Exchange transactions		
Bank interest	14,552.88	0.00

Related party disclosure

The disclosure is presented in accordance with EC Accounting rule no. 15. This rule requires certain disclosures to be made about the remuneration of key management personnel during the reporting period, loans made to them and the consideration provided to them for services they provide to the entity other than as a member of the governing body or an employee. The disclosures required by this rule will ensure that appropriate minimum levels of transparency are applied to the remuneration of key management personnel.

	2014	2013
Number of Authorising Officers at the year end	1	1
Analysis by grade		
AD15		
AD14	1	1

The Authorising Officer is remunerated in accordance with the Staff Regulations of the European Communities.

Non-capitalised research and development costs

The disclosure is presented in accordance with EC Accounting rule no. 6 which requires that the amount of research and development costs for internally or externally generated intangible assets (software), which has not been capitalised, is presented. A specification of the relevant projects is attached as Appendix 5.

The following amounts were recognised as expenses in the economic outturn a	2014	2013
Research costs	97,327.00	0.00
Development Costs	74,049.00	383,706.00

Credit rating and quality of receivables and cash

In accordance with EC Accounting rule no. 11 Appendix 6 discloses the credit quality (rating) and risk in relation to the Agency's financial assets and liabilities.

Credit quality of financial assets that are neither past due nor impaired

	Available for sale financial assets (including accrued interest)	Loans (including short term deposits >3 months and <1 year)	Receivables with Member States	Receivables with third parties	Receivables with consolidated entities	Short-term deposits (< 3 months - including accrued interest)	Cash and cash equivalent
Counterparties with external credit rating1:	0.00	0.00	0.00	374,114.45	2,079,864.06	0.00	1,831,173.66
Prime and high grade	0.00	0.00	0.00	372,864.45	n/a	0.00	0.00
Upper medium grade	0.00	0.00	0.00		n/a	0.00	0.00
Lower medium grade	0.00	0.00	0.00		n/a	0.00	1,831,173.66
Non-investment grade	0.00	0.00	0.00		n/a	0.00	0.00
Unassigned	0.00	0.00	0.00	1,250.00	n/a	0.00	0.00
Counterparties without external credit rating:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Group 1 - Debtors who never defaulted			n/a				
Group 2 - Debtors who defaulted in the past			n/a		n/a		

Analysis of the age of financial assets that are not impaired

	Neither past due nor impaired (1)	Past due but not impaired			Total (1+2+3+4)
		< 1 year (2)	1-5 years (3)	> 5 years (4)	
Available for sale financial assets (including accrued interest)2					
Loans	31-Dec-14	0.00	0.00	0.00	0.00
Receivables with Member States	31-Dec-14	0.00	0.00	0.00	0.00
Receivables with third parties	31-Dec-14	0.00	0.00	0.00	0.00
Receivables with consolidated entities	31-Dec-14	374,114.45	0.00	0.00	374,114.45
	31-Dec-14	2,079,864.06	0.00	0.00	2,079,864.06

Liquidity risk

The entity's liabilities have remaining contractual maturities as summarised below:

At 31 December 2014	< 1 year	1 - 5 years	> 5 years	Total
Payables with third parties	16,127.29	0.00	0.00	16,127.29
Payables with consolidated entities	3,160,402.46	0.00	0.00	3,160,402.46
Total liabilities	3,176,529.75	0.00	0.00	3,176,529.75

V. NOTES ON BUDGET EXECUTION & FINANCIAL MANAGEMENT

1. Introduction

Budgetary Principles

The budgetary principles adopted by the ETF are in line with the associated provisions of the Financial Regulation of the ETF, adopted by the Governing Board of the ETF on 20 December 2013, entering into force 1 January 2014, (except Article 47 and 82 (5), which will enter into force 1 January 2015 and Article 32 and 33 (5 & 8) which will enter into force on 1 January 2016) and supplemented by the Implementing Rules adopted on 11 December 2014, entering into force 1 January 2014 (except Article 25, which will enter into force on 1 January 2015). The establishment and implementation of the budget of the ETF comply with:

- a) the principles of unity and budget accuracy
- b) the principle of annuality
- c) the principle of equilibrium
- d) the principle of unit of account
- e) the principle of universality
- f) the principle of specification
- g) the principle sound financial management
- h) the principle of transparency.

Budget Structure

The statement of expenditure of the ETF budget is set out on the basis of a nomenclature with a classification by purpose. It is thereby divided into four titles and each of the titles is broken down into chapters, articles and items.

The ETF applies the nomenclature and structure used by the EC for Titles 1, 2 and 3. Titles 1 and 2 relate to 'Administrative Expenditure' while Title 3 is reserved for 'Operational Expenditure'.

- Title 1 covers expenditure on staff authorised in the ETF establishment plan and expenditure on external staff (including auxiliary staff) and other management expenditure (including representation expenses);
- Title 2 covers administrative expenditure such as buildings, cleaning and maintenance, rental, telecommunications, water, gas and electricity and support expenditure (including meeting costs).
- Title 3 covers expenditure for the execution of the work programme and related ETF operations.

Title 4 is related to the earmarked funds or revenue associated with specific contracts or conventions with the EC and other donors. They are defined as follows:

- Title 4 represents co-operation with other organisations. At present, it consists of the contributions from the Italian Ministry of Foreign Affairs and the projects GEMM and FRAME.

Budget execution is prepared on the basis of a "modified cash accounting". The term 'modified' refers to the fact that the annual carry forward amounts are included in the budget.

Amounts "carried forward" relate to legal commitments entered into during the year, but not paid.

A "legal commitment" refers to legally binding actions undertaken by the ETF, for example contracts or other agreements and orders placed.

When referring to budgetary execution, the term "expenditure" refers to consumed commitment appropriations. Consumed commitment appropriations are made up of commitments paid in 2014 and commitments (partly) carried forward to 2015.

Detailed information on the relevant aspects of budgetary execution by Title, Chapter and Item and budgetary execution details for 2014 are provided later in the section “Utilisation of the appropriations”.

Execution ETF Budget in 2014

In order to provide the reader with a complete overview of the financial activities associated with the budget execution in 2014, a table with commitment and payment appropriations is presented hereafter. The payment figures include not only those executed in 2014, associated with the 2014 budget, but also the payments executed in 2014 based on the budgets of former years.

2. Utilisation of appropriations

i. Appropriations of the current year – ETF subvention

Commitment credits							Payment credits								
Item	Description	Initial budget 2014	Transfers 2014	Final commitment credits available 2014	Commitments 2014	Total commitments credits carried forward to 2015	Initial budget 2014	Transfers 2014	Final payment credits available 2014	Executed payments 2014 related to 2014 commitments	Executed payments 2014 related to 2013 commitments	Total amount payments executed 2014	Payment credits carried forward to 2015		
1100	Basic salaries	7,977,000.00	-345,203.38	7,631,796.62	7,631,796.62	100.00%	2,565.90	7,977,000.00	-345,203.38	7,631,796.62	7,629,230.72	0.00	7,629,230.72	99.97%	0.00
1101	Family allowances	876,000.00	47,518.08	923,518.08	923,518.08	100.00%	4,220.00	876,000.00	47,518.08	923,518.08	919,298.08	0.00	919,298.08	99.54%	0.00
1102	Transfer and expatriation allowance	1,052,306.00	-20,163.02	1,032,142.98	1,032,142.98	100.00%	0.00	1,052,306.00	-20,163.02	1,032,142.98	1,032,142.98	0.00	1,032,142.98	100.00%	0.00
1110	Contractual Agent	1,701,894.00	-19,529.91	1,682,364.09	1,682,364.09	100.00%	0.00	1,701,894.00	-19,529.91	1,682,364.09	1,682,364.09	0.00	1,682,364.09	100.00%	0.00
1112	Local staff	135,000.00	-10,066.72	124,933.28	124,933.28	100.00%	262.10	135,000.00	-10,066.72	124,933.28	124,671.18	0.00	124,671.18	99.79%	262.10
1130	Insurance against sickness	270,000.00	4,778.65	274,778.65	274,778.65	100.00%	0.00	270,000.00	4,778.65	274,778.65	274,778.65	0.00	274,778.65	100.00%	0.00
1131	Insurance against accidents and occupational disease	36,000.00	4,656.38	40,656.38	40,656.38	100.00%	0.00	36,000.00	4,656.38	40,656.38	40,656.38	0.00	40,656.38	100.00%	0.00
1132	Unemployment insurance for temporary staff	104,000.00	298.93	104,298.93	104,298.93	100.00%	0.00	104,000.00	298.93	104,298.93	104,298.93	0.00	104,298.93	100.00%	0.00
1140	Birth and death allowance	800.00	-403.38	396.62	396.62	100.00%	0.00	800.00	-403.38	396.62	396.62	0.00	396.62	100.00%	0.00
1141	Annual travel costs from the place of employment to the place of origin	135,000.00	-37,053.97	97,946.03	97,946.03	100.00%	0.00	135,000.00	-37,053.97	97,946.03	97,946.03	0.00	97,946.03	100.00%	0.00
1172	Cost of organizing traineeships with the Foundation	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
1177	Other services rendered and institutional audit services	230,000.00	48,470.59	278,470.59	278,470.59	100.00%	32,253.09	230,000.00	48,470.59	278,470.59	246,217.50	0.00	246,217.50	88.42%	32,253.09
1180	Sundry recruitment expenses	25,000.00	18,187.87	43,187.87	42,387.87	98.15%	2,429.75	25,000.00	18,187.87	43,187.87	39,958.12	0.00	39,958.12	92.52%	2,429.75
1181	Travelling expenses (beginning and end of contract)	5,000.00	-3,731.99	1,268.01	1,268.01	100.00%	0.00	5,000.00	-3,731.99	1,268.01	1,268.01	0.00	1,268.01	100.00%	0.00

Commitment credits							Payment credits								
Item	Description	Initial budget 2014	Transfers 2014	Final commitment credits available 2014	Commitments 2014	Total commitments credits carried forward to 2015	Initial budget 2014	Transfers 2014	Final payment credits available 2014	Executed payments 2014 related to 2014 commitments	Executed payments 2014 related to 2013 commitments	Total amount payments executed 2014	Payment credits carried forward to 2015		
1182	Installation allowance	63,000.00	-26,879.74	36,120.26	36,120.26	100.00%	0.00	63,000.00	-26,879.74	36,120.26	36,120.26	0.00	36,120.26	100.00%	0.00
1183	Moving expenses	55,000.00	-30,000.00	25,000.00	18,756.30	75.03%	12,657.20	55,000.00	-30,000.00	25,000.00	6,099.10	0.00	6,099.10	24.40%	12,657.20
1184	Temporary daily allowance	40,000.00	-14,831.27	25,168.73	25,168.73	100.00%	0.00	40,000.00	-14,831.27	25,168.73	25,168.73	0.00	25,168.73	100.00%	0.00
1190	Weightings (Correction coefficient)	400,000.00	-357,243.65	42,756.35	42,756.35	100.00%	0.00	400,000.00	-357,243.65	42,756.35	42,756.35	0.00	42,756.35	100.00%	0.00
1191	Salarial adaptation			0.00	0.00	0.00%	0.00			0.00	0.00	0.00	0.00	0.00%	0.00
Sub-Total	Chapter 11 - Staff in active employment	13,106,000.00	-741,196.53	12,364,803.47	12,357,759.77	99.94%	54,388.04	13,106,000.00	-741,196.53	12,364,803.47	12,303,371.73	0.00	12,303,371.73	99.50%	47,602.14
1300	Mission and travel expenses	110,000.00	5,000.00	115,000.00	112,808.83	98.09%	53,285.90	110,000.00	5,000.00	115,000.00	59,522.93	0.00	59,522.93	51.76%	53,285.90
Sub-Total	Chapter 13 - Missions and travel	110,000.00	5,000.00	115,000.00	112,808.83	98.09%	53,285.90	110,000.00	5,000.00	115,000.00	59,522.93	0.00	59,522.93	51.76%	53,285.90
1430	Medical service	30,000.00	-5,000.00	25,000.00	24,207.25	96.83%	13,303.64	30,000.00	-5,000.00	25,000.00	10,903.61	0.00	10,903.61	43.61%	13,303.64
1440	Internal training	180,000.00	46,300.00	226,300.00	225,069.37	99.46%	66,858.72	180,000.00	46,300.00	226,300.00	158,210.65	0.00	158,210.65	69.91%	66,858.72
1490	Other interventions	10,000.00	56,000.00	66,000.00	63,729.03	96.56%	2,300.00	10,000.00	56,000.00	66,000.00	61,429.03	0.00	61,429.03	93.07%	2,300.00
Sub-Total	Chapter 14 - Socio-medical infrastructure	220,000.00	97,300.00	317,300.00	313,005.65	98.65%	82,462.36	220,000.00	97,300.00	317,300.00	230,543.29	0.00	230,543.29	72.66%	82,462.36
1520	National experts seconded	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Sub-Total	Chapter 15 - Staff exchanges between the Foundation and the public sector	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
1700	Entertainment and representation expenses	12,000.00	0.00	12,000.00	11,815.53	98.46%	0.00	12,000.00	0.00	12,000.00	11,815.53	0.00	11,815.53	98.46%	0.00
Sub-Total	Chapter 17 - Entertainment and representation expenses	12,000.00	0.00	12,000.00	11,815.53	98.46%	0.00	12,000.00	0.00	12,000.00	11,815.53	0.00	11,815.53	98.46%	0.00
Sub-Total	Title 1 - EXPENDITURE relating to persons working	13,448,000.00	-638,896.53	12,809,103.47	12,795,389.78	99.89%	190,136.30	13,448,000.00	-638,896.53	12,809,103.47	12,605,253.48	0.00	12,605,253.48	98.41%	183,350.40

Commitment credits							Payment credits						
Item	Description	Initial budget 2014	Transfers 2014	Final commitment credits available 2014	Commitments 2014	Total commitments credits carried forward to 2015	Initial budget 2014	Transfers 2014	Final payment credits available 2014	Executed payments 2014 related to 2014 commitments	Executed payments 2014 related to 2013 commitments	Total amount payments executed 2014	Payment credits carried forward to 2015
	with the Foundation												
2000	Rentals	19,291.00	-7,624.37	11,666.63	11,666.63	100.00%	0.00	19,291.00	-7,624.37	11,666.63	11,666.63	0.00	11,666.63 100.00% 0.00
2020	Water, gas, electricity and heating	200,000.00	-53,150.00	146,850.00	146,850.00	100.00%	7.53	200,000.00	-53,150.00	146,850.00	146,842.47	0.00	146,842.47 99.99% 7.53
2030	Cleaning and maintenance	220,371.00	-17,480.93	202,890.07	202,890.07	100.00%	27,005.10	220,371.00	-17,480.93	202,890.07	175,884.97	0.00	175,884.97 86.69% 27,005.10
2040	Furnishing of premises	25,785.00	-8,780.00	17,005.00	17,005.00	100.00%	7,784.00	25,785.00	-8,780.00	17,005.00	9,221.00	0.00	9,221.00 54.23% 7,784.00
2050	Security and surveillance	107,887.00	6,499.86	114,386.86	114,386.86	100.00%	13,087.00	107,887.00	6,499.86	114,386.86	101,299.86	0.00	101,299.86 88.56% 13,087.00
2090	Other expenditure on buildings	37,000.00	20,391.17	57,391.17	57,391.17	100.00%	4,724.00	37,000.00	20,391.17	57,391.17	52,667.17	0.00	52,667.17 91.77% 4,724.00
21	Chapter Total	610,334.00	-60,144.27	550,189.73	550,189.73	100.00%	52,607.63	610,334.00	-60,144.27	550,189.73	497,582.10	0.00	497,582.10 90.44% 52,607.63
2100	ICT hardware	83,200.00	65,396.42	148,596.42	148,596.42	100.00%	92,743.20	83,200.00	65,396.42	148,596.42	55,853.22	0.00	55,853.22 37.59% 92,743.20
2101	Software development and purchase	281,252.00	94,215.84	375,467.84	375,467.84	100.00%	146,391.00	281,252.00	94,215.84	375,467.84	229,076.84	0.00	229,076.84 61.01% 146,391.00
2103	Telecoms Costs	237,264.00	-128,442.78	108,821.22	108,821.22	100.00%	0.00	237,264.00	-128,442.78	108,821.22	108,821.22	0.00	108,821.22 100.00% 0.00
2105	EC IT systems	159,900.00	-23,174.73	136,725.27	136,725.27	100.00%	49,176.17	159,900.00	-23,174.73	136,725.27	87,549.10	0.00	87,549.10 64.03% 49,176.17
21	Chapter Total	761,616.00	7,994.75	769,610.75	769,610.75	100.00%	288,310.37	761,616.00	7,994.75	769,610.75	481,300.38	0.00	481,300.38 2.63 288,310.37
2200	Purchase	23,100.00	-98.00	23,002.00	23,002.00	100.00%	4,240.80	23,100.00	-98.00	23,002.00	18,761.20	0.00	18,761.20 81.56% 4,240.80
2210	Purchase	97,052.88	441,810.26	538,863.14	538,844.62	100.00%	373,045.70	97,052.88	441,810.26	538,863.14	165,798.92	0.00	165,798.92 30.77% 373,045.70
22	Chapter Total	120,152.88	441,712.26	561,865.14	561,846.62	100.00%	377,286.50	120,152.88	441,712.26	561,865.14	184,560.12	0.00	184,560.12 32.85% 377,286.50
2300	Stationery and office supplies	60,000.00	259.33	60,259.33	60,259.33	100.00%	24,502.91	60,000.00	259.33	60,259.33	35,756.42	0.00	35,756.42 59.34% 24,502.91
2320	Miscellaneous Financial expenditure	2,000.00	-1,500.00	500.00	500.00	100.00%	425.77	2,000.00	-1,500.00	500.00	74.23	0.00	74.23 14.85% 425.77
2330	Legal expenses	10,000.00	-91.14	9,908.86	9,908.86	0.00%	4,461.50	10,000.00	-91.14	9,908.86	5,447.36	0.00	5,447.36 54.97% 4,461.50
2350	Miscellaneous insurance	18,450.00	-7,700.00	10,750.00	10,750.00	100.00%	1,266.98	18,450.00	-7,700.00	10,750.00	9,483.02	0.00	9,483.02 88.21% 1,266.98

Commitment credits							Payment credits								
Item	Description	Initial budget 2014	Transfers 2014	Final commitment credits available 2014	Commitments 2014	Total commitments credits carried forward to 2015	Initial budget 2014	Transfers 2014	Final payment credits available 2014	Executed payments 2014 related to 2014 commitments	Executed payments 2014 related to 2013 commitments	Total amount payments executed 2014	Payment credits carried forward to 2015		
2352	Miscellaneous expenditure on internal meetings	5,000.00	-4,152.20	847.80	847.80	100.00%	0.00	5,000.00	-4,152.20	847.80	847.80	0.00	847.80	100.00%	0.00
2355	Petty expenses	3,500.00	-334.08	3,165.92	3,165.92	100.00%	836.66	3,500.00	-334.08	3,165.92	2,329.26	0.00	2,329.26	73.57%	836.66
2360	Publications	4,500.00	-2,917.33	1,582.67	1,582.67	100.00%	700.00	4,500.00	-2,917.33	1,582.67	882.67	0.00	882.67	55.77%	700.00
23	Chapter Total	103,450.00	-16,435.42	87,014.58	87,014.58	100.00%	32,193.82	103,450.00	-16,435.42	87,014.58	54,820.76	0.00	54,820.76	63.00%	32,193.82
2400	Correspondence and courier expenses	31,000.00	-7,585.00	23,415.00	23,415.00	100.00%	2,990.56	31,000.00	-7,585.00	23,415.00	20,424.44	0.00	20,424.44	87.23%	2,990.56
24	Chapter Total	31,000.00	-7,585.00	23,415.00	23,415.00	100.00%	2,990.56	31,000.00	-7,585.00	23,415.00	20,424.44	0.00	20,424.44	87.23%	2,990.56
2500	Meetings expenses in general	100,000.00	-1,842.32	98,157.68	97,802.18	99.64%	3,379.41	100,000.00	-1,842.32	98,157.68	94,422.77	0.00	94,422.77	96.19%	3,379.41
25	Chapter Total	100,000.00	-1,842.32	98,157.68	97,802.18	99.64%	3,379.41	100,000.00	-1,842.32	98,157.68	94,422.77	0.00	94,422.77	96.19%	3,379.41
2	TOTAL:	1,726,552.88	363,700.00	2,090,252.88	2,089,878.86	99.98%	756,768.29	1,726,552.88	363,700.00	2,090,252.88	1,333,110.57	0.00	1,333,110.57	63.78%	756,768.29
3000	Purchase of operational publications and subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	
3010	General publications	667,100.00	134,736.37	801,836.37	801,836.37	100.00%	130,874.95	667,100.00	152,146.78	819,246.78	670,961.42	113,105.60	784,067.02	95.71%	0.00
3030	Professional memberships and fees	5,000.00	-2,475.00	2,525.00	2,525.00	100.00%	332.73	5,000.00	-2,807.73	2,192.27	2,192.27	0.00	2,192.27	100.00%	0.00
3040	Translation costs	200,000.00	-51,124.00	148,876.00	148,876.00	100.00%	1,408.00	200,000.00	-19,687.00	180,313.00	147,468.00	32,845.00	180,313.00	100.00%	0.00
30	Chapter Total	872,100.00	81,137.37	953,237.37	953,237.37	100.00%	132,615.68	2,598,652.88	129,652.05	1,001,752.05	820,621.69	145,950.60	966,572.29	96.49%	0.00
3140	Impact evaluation and WP act. auditing	250,000.00	-17,002.41	232,997.59	232,997.59	100.00%	68,252.25	250,000.00	-32,764.71	217,235.29	164,745.34	52,489.95	217,235.29	100.00%	0.00
3150	ENP - Projects in support of EU's External Assistance in the Neighbourhood area	1,370,700.00	40,057.80	1,410,757.80	1,407,636.21	99.78%	652,390.07	1,370,700.00	-127,236.41	1,243,463.59	755,246.14	477,198.71	1,232,444.85	99.11%	0.00
3160	IPA - Projects in support of EU's External	777,800.00	-10,842.48	766,957.52	765,082.52	99.76%	331,818.13	777,800.00	-24,430.16	753,369.84	433,264.39	304,468.63	737,733.02	97.92%	0.00

Commitment credits							Payment credits						
Item	Description	Initial budget 2014	Transfers 2014	Final commitment credits available 2014	Commitments 2014	Total commitments credits carried forward to 2015	Initial budget 2014	Transfers 2014	Final payment credits available 2014	Executed payments 2014 related to 2014 commitments	Executed payments 2014 related to 2013 commitments	Total amount payments executed 2014	Payment credits carried forward to 2015
	Assistance in the Enlargement area												
3170	DCI - Projects in support of EU's External Assistance in the Development Co-operation instrument	342,300.00	12,924.79	355,224.79	355,026.48	99.94%	104,438.49	342,300.00	116,152.25	458,452.25	250,587.99	184,363.20	434,951.19 94.87% 0.00
3180	ILP - Projects: Innovation & Learning	435,600.00	17,850.00	453,450.00	453,450.00	100.00%	150,545.40	435,600.00	71,877.30	507,477.30	302,904.60	204,517.20	507,421.80 99.99% 0.00
3190	Projects in Evidence based policy making	185,000.00	151,071.46	336,071.46	334,895.81	99.65%	104,196.77	185,000.00	164,985.37	349,985.37	230,699.04	118,438.33	349,137.37 99.76% 0.00
31	Chapter Total	3,361,400.00	194,059.16	3,555,459.16	3,549,088.61	99.82%	1,411,641.11	3,361,400.00	168,583.64	3,529,983.64	2,137,447.50	1,341,476.02	3,478,923.52 98.55% 0.00
3200	Operational missions	750,000.00	0.00	750,000.00	750,000.00	100.00%	180,163.23	750,000.00	-23,039.16	726,960.84	569,836.77	157,069.49	726,906.26 99.99% 0.00
32	Chapter Total	750,000.00	0.00	750,000.00	750,000.00	100.00%	180,163.23	875,000.00	-23,039.16	726,960.84	569,836.77	157,069.49	726,906.26 99.99% 0.00
3	TOTAL:	4,983,500.00	275,196.53	5,258,696.53	5,252,325.98	99.88%	1,724,420.02	5,062,000.00	275,196.53	5,258,696.53	3,527,905.96	1,644,496.11	5,172,402.07 98.36% 0.00
	Funds Source Total	20,158,052.88	0.00	20,158,052.88	20,137,594.62	99.90%	2,671,324.61	20,143,500.00	0.00	20,158,052.88	17,466,270.01	1,644,496.11	19,110,766.12 94.80% 940,118.69

ii. Appropriations on re-use of funds received in 2014

Budget Line	Description	Commitment credits							Payment credits						
		Initial budget available for commitments	Total amount transfers	Final budget available for commitments	Total amount commitments accepted	% Committed	Commitment credits carried forward to 2015	Budget available for payments	Total amount transfers	Total budget available for payments	Total amount payments accepted	% Payments executed	Available commitment credits carried forward to 2014	Available payment credits carried forward to 2014	Commitment & Payment credits automatically Carry forward
1100	Basic salaries	0.00	107,250.00	107,250.00	107,000.00	99.77%	250.00	0.00	107,250.00	107,250.00	107,000.00	99.77%	250.00	250.00	0.00
11	Chapter Total	0.00	107,250.00	107,250.00	107,000.00	99.77%	250.00	0.00	107,250.00	107,250.00	107,000.00	99.77%	250.00	250.00	0.00
1300	Mission and travel expenses	0.00	166.86	166.86	166.86	100.00%	0.00	0.00	166.86	166.86	166.86	100.00%	0.00	0.00	0.00
13	Chapter Total	0.00	166.86	166.86	166.86	100.00%	0.00	0.00	166.86	166.86	166.86	100.00%	0.00	0.00	0.00
1	TOTAL:	0.00	107,416.86	107,416.86	107,166.86	99.77%	250.00	0.00	107,416.86	107,416.86	107,166.86	99.77%	250.00	250.00	0.00
2350	Miscellaneous insurance	0.00	950.00	950.00	950.00	100.00%	0.00	0.00	950.00	950.00	950.00	100.00%	0.00	0.00	0.00
23	Chapter Total	0.00	950.00	950.00	950.00	100.00%	0.00	0.00	950.00	950.00	950.00	100.00%	0.00	0.00	0.00
2	TOTAL:	0.00	950.00	950.00	950.00	100.00%	0.00	0.00	950.00	950.00	950.00	100.00%	0.00	0.00	0.00
DCI - Projects in support of EU's External Assistance in the Development Co-operation instrument															
3170	Projects in Evidence based policy making	0.00	776.00	776.00	776.00	100.00%	0.00	0.00	776.00	776.00	776.00	100.00%	0.00	0.00	0.00
3190	Projects in Evidence based policy making	0.00	13,750.00	13,750.00	13,695.00	99.60%	55.00	0.00	13,750.00	13,750.00	10,685.07	77.71%	55.00	3,064.93	0.00
31	Chapter Total	0.00	14,526.00	14,526.00	14,471.00	99.62%	55.00	0.00	14,526.00	14,526.00	11,461.07	78.90%	55.00	3,064.93	0.00
3200	Operational missions	0.00	2,031.60	2,031.60	2,031.60	100.00%	0.00	0.00	2,031.60	2,031.60	0.00	0.00%	0.00	2,031.60	2,031.60
32	Chapter Total	0.00	2,031.60	2,031.60	2,031.60	100.00%	0.00	0.00	2,031.60	2,031.60	0.00	0.00%	0.00	2,031.60	2,031.60
3	TOTAL:	0.00	16,557.60	16,557.60	16,502.60	99.67%	55.00	0.00	16,557.60	16,557.60	11,461.07	69.22%	55.00	5,096.53	2,031.60
Funds Source Total		0.00	124,924.46	124,924.46	124,619.46	99.76%	305.00	0.00	124,924.46	124,924.46	119,577.93	95.72%	305.00	5,346.53	2,031.60

iii. Appropriations carry forward on re-use of funds received in 2013, 2012 and 2011

Budget Line	Description	Budget available for commitments	Commitment credits				Payment credits			
			Total amount commitments accepted	% Committed	Commitment credits carried forward to 2015	Budget available for payments	Total amount payments accepted	% Payments executed	Accepted payment and commitment credits carried forward to 2015	Payment credits available Carry forward
3010	General publications	0.00	0.00	0.00%	0.00	317.19	317.19	100.00%	-317.19	0.00
30	Chapter Total	0.00	0.00	0.00%	0.00	317.19	317.19	100.00%	-317.19	0.00
3160	IPA - Projects in support of EU's External Assistance in the Enlargement area	6,880.00	6,880.00	100.00%	0.00	3,102.62	3,102.62	0.00%	3,777.38	3,777.38
3170	DCI - Projects in support of EU's External Assistance in the Development Co-operation instrument	0.02	0.02	100.00%	0.00	0.00	0.00	0.00%	0.02	0.02
31	Chapter Total	6,880.02	6,880.02	100.00%	0.00	3,102.62	3,102.62	0.00%	3,777.40	3,777.40
3	TOTAL:	6,880.02	6,880.02	100.00%	0.00	3,419.81	3,419.81	0.00%	3,460.21	3,777.40
	Funds Source Total	6,880.02	6,880.02	100.00%	0.00	3,419.81	3,419.81	100.00%	3,460.21	3,777.40

iv. Appropriations carried forward from 2013 to 2014

Budget line	Description	Commitments carried forward from 2013 to 2014	Payment credits available from 2013 in 2014	Total amount payment credits executed 2014	Payments credits from 2013 cancelled in 2014
1112	Local staff	985.19	985.19	255.78	729.41
1172	Cost of organizing traineeships with the Foundation	34.32	34.32	0.00	34.32
1177	Other services rendered and institutional audit services	105,448.60	105,448.60	88,549.31	16,899.29
1180	Sundry recruitment expenses	11,324.12	11,324.12	8,992.10	2,332.02
1183	Removal expenses	0.00	0.00	0.00	
11	Chapter Total	117,792.23	117,792.23	97,797.19	19,995.04
1300	Mission and travel expenses	23,440.05	23,440.05	15,373.39	8,066.66
13	Chapter Total	23,440.05	23,440.05	15,373.39	8,066.66
1430	Medical service	20,300.00	20,300.00	14,360.10	5,939.90
1440	Internal training	118,678.38	118,678.38	108,718.52	9,959.86
1490	Other Interventions	3,314.02	3,314.02	2,230.36	1,083.66
14	Chapter Total	142,292.40	142,292.40	125,308.98	16,983.42
1700	Entertainment and representation expenses	0.00	0.00	0.00	0.00
17	Chapter Total	0.00	0.00	0.00	0.00
1	TOTAL:	283,524.68	283,524.68	238,479.56	45,045.12
2000	Rentals	8,059.52	8,059.52	5,769.49	2,290.03
2020	Water, gas and electricity	0.00	0.00	0.00	0.00
2030	Cleaning and maintenance	51,032.37	51,032.37	50,667.10	365.27
2040	Furnishing of premises	80,002.00	80,002.00	75,525.04	4,476.96
2050	Security and surveillance	23,039.96	23,039.96	21,804.34	1,235.62
2090	Other expenditure	39,072.00	39,072.00	39,062.00	10.00
20	Chapter Total	201,205.85	201,205.85	192,827.97	8,377.88
2100	ICT hardware	65,369.35	65,369.35	65,285.59	83.76
2101	Software development and purchase	94,247.00	94,247.00	87,124.50	7,122.50
2103	Telecoms Costs	41,987.89	41,987.89	34,425.39	7,562.50
2105	European Commission IT systems	0.00	0.00	0.00	0.00
21	Chapter Total	201,604.24	201,604.24	186,835.48	14,768.76
2200	Technical installations	4,236.76	4,236.76	4,236.72	0.04
2210	Purchase office equipment	45,032.24	45,032.24	38,104.00	6,928.24
22	Chapter Total	49,269.00	49,269.00	42,340.72	6,928.28
2300	Stationery and office supplies	15,681.67	15,681.67	15,349.33	332.34
2320	Miscellaneous financial expenses	1,150.00	1,150.00	679.53	470.47
2330	Legal expenses	3,145.02	3,145.02	2,454.53	690.49
2350	Miscellaneous insurance	1,242.32	1,242.32	0.00	1,242.32
2352	Internal meetings	0.00	0.00	0.00	0.00
2355	Petty expenses	447.21	447.21	16.90	430.31
2360	Publications	2,973.79	2,973.79	2,292.08	681.71
23	Chapter Total	24,640.01	24,640.01	20,792.37	3,847.64
2400	Correspondence and courier expenses	6,357.09	6,357.09	3,065.06	3,292.03
24	Chapter Total	6,357.09	6,357.09	3,065.06	3,292.03
2500	Meetings expenses in general	44,886.87	44,886.87	42,017.40	2,869.47
25	Chapter Total	44,886.87	44,886.87	42,017.40	2,869.47
2	TOTAL:	527,963.06	527,963.06	487,879.00	40,084.06
3000	Purchase of operational publications and subscriptions	0.00	0.00	0.00	0.00
3010	General publications	114,375.20	0.00	0.00	0.00
3040	Translation costs	32,950.95	0.00	0.00	0.00

30	Chapter Total	147,326.15	0.00	0.00	0.00
3140	Impact evaluation and WP act. auditing	46,200.92	0.00	0.00	0.00
3150	ENP - Projects in support of EU's External Assistance in the Neighbourhood area	533,517.40	0.00	0.00	0.00
3160	IPA - Projects in support of EU's External Assistance in the Enlargement area	345,422.78	0.00	0.00	0.00
3170	DCI - Projects in support of EU's External Assistance in the Development Co-operation instrument	202,187.79	0.00	0.00	0.00
3180	ILP - Projects: Innovation & Learning	228,292.76	0.00	0.00	0.00
3190	Projects in evidence based policy	123,209.52	0.00	0.00	0.00
31	Chapter Total	1,478,831.17	0.00	0.00	0.00
3200	Operational missions	181,304.03	0.00	0.00	0.00
32	Chapter Total	181,304.03	0.00	0.00	0.00
3	TOTAL:	1,807,461.35	0.00	0.00	0.00
	Funds Source Total	2,618,949.09	811,487.74	726,358.56	85,129.18

For Title 3, commitments related to the ETF subvention, an accumulated amount of Euro 1,807,461.35 was carried forward from 2013 to 2014. These commitments are paid with payment credits from 2014, and the amounts paid are included in table "i. Appropriations of the current year".

v. Appropriations earmarked funds

Chapter	Description	Commitment credits				Payment credits			
		Final commitment credits available 2014	Commitments 2014	Overall % committed	Available commitment credits carried forward to 2015	Final payment credits available 2014	Total Payments 2014	Overall % paid	Payment credits carried forward to 2015
42	Overall	0.60	-	0.00%	0.60	0.60	-	0.00%	0.60
42	HR - External - Admin Support	151,452.36	86,176.52	56.90%	65,275.84	151,452.36	86,176.52	56.90%	65,275.84
42	HR - Per diems - Abroad	60,301.51	60,301.51	100.00%	-	60,301.51	14,750.17	24.46%	45,551.34
42	Other - Publications	6,200.00	-	0.00%	6,200.00	6,200.00	-	0.00%	6,200.00
42	Other - Studies	682,028.77	625,508.95	91.71%	56,519.82	682,028.77	365,508.95	53.59%	316,519.82
42	Other - Translations	19,406.25	4,515.00	23.27%	14,891.25	19,406.25	4,515.00	23.27%	14,891.25
42	Other - Conferences	460,000.00	217,924.39	47.37%	242,075.61	460,000.00	148,291.91	32.24%	311,708.09
42	Other - Visibility	10,635.00	5,388.90	50.67%	5,246.10	10,635.00	3,688.90	34.69%	6,946.10
42	Travel - International	35,158.91	35,158.91	100.00%	-	35,158.91	11,651.99	33.14%	23,506.92
Total EC - GEMM Project		1,425,183.40	1,034,974.18	72.62%	390,209.22	1,425,183.40	634,583.44	44.53%	790,599.96
42	Overall	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	-
42	HR - Salaries	51,731.72	51,731.72	100.00%	0.00	51,731.72	46,959.69	90.78%	4,772.03
42	HR - Per diems	20,590.87	20,590.87	100.00%	0.00	20,590.87	13,934.41	67.67%	6,656.46
42	Other - Publications	34,642.00	34,642.00	0.00%	0.00	34,642.00	31,267.00	0.00%	3,375.00
42	Other - Studies	387,267.88	385,484.73	99.54%	1,783.15	387,267.88	369,984.73	95.54%	17,283.15
	Other - Translations	87,981.13	87,855.00	99.86%	126.13	87,981.13	35,925.00		52,056.13
42	Other - Conferences	322,334.42	320,503.97	99.43%	1,830.45	322,334.42	319,583.97	99.15%	2,750.45
42	Other - Visibility	15,372.00	15,372.00	100.00%	0.00	15,372.00	15,372.00	100.00%	-
42	International travel	18,635.21	18,635.21	100.00%	0.00	18,635.21	18,635.21	100.00%	-
Total EC - FRAME Project		938,555.23	934,815.50	99.60%	3,739.73	938,555.23	851,662.01	90.74%	86,893.22
43	Co-operation with national institutions - Funds 2006	1,475.24	1,475.24	100.00%	-	1,475.24	1,475.24	100.00%	-
43	Co-operation with national institutions - Funds 2008	443.81	443.81	100.00%	-	443.81	443.81	100.00%	0.00
43	Co-operation with national institutions - Funds 2009	21,212.34	21,212.34	100.00%	-	21,212.34	17,783.83	83.84%	3,428.51
43	Co-operation with national institutions - Funds 2011	-	-	0.00%	-	0.00	-	0.00%	-
43	Co-operation with national institutions - Funds 2012	469.63	469.63	100.00%	-	469.63	469.63	100.00%	-
43	Co-operation with national institutions - Funds 2013	1,081.20	1,081.20	100.00%	-	1,081.20	1,081.20	100.00%	-
43	Co-operation with national institutions - Funds 2014	314.66	314.66	100.00%	-	314.66	-	0.00%	314.66
	Total other donors:	24,996.88	24,996.88	100.00%	0.00	24,996.88	21,253.71	85.03%	3,743.17
Total	Total budget available:	2,388,735.51	1,994,786.56	83.51%	393,948.95	2,388,735.51	1,507,499.16	63.11%	881,236.35

VII. ETF STAFF ESTABLISHMENT PLAN 2014

FUNCTION GROUP	GRADE	Establishment Plan 2014	TAs in Post
AD	16		
	15		
	14	1	1
	13	4	
	12	10	10
	11	8	8
	10	4	5
	9	12	13
	8	8	5
	7	14	15
	6		1
	5		1
Sub-total Function Group AD		61	59
AST	11		
	10	3	2
	9	8	7
	8	6	5
	7	4	4
	6	4	4
	5	5	3
	4	2	3
	3	1	5
	2		
	1		
Sub-total Function Group AST		33	33
TOTAL TA posts		94	92

Additionally, ETF has 40 contract agents and 2 local agents

ANNEX I: LIST OF GOVERNING BOARD MEMBERS DURING 2014

European Commission Chair (June meeting)	Mr Jan Truszczyński Director General DG EAC European Commission
European Commission Chair (November meeting)	Mr Xavier Prats Monné Director General DG EAC European Commission
European Commission Alternate - Chair	Mr Antonio Silva Mendes Director - Education and Vocational Training DG EAC Directorate B European Commission
European Commission Member	Mr Gerhard Schumann-Hitzler Director DG ELARG D Regional Cooperation and Assistance; Turkish Cypriot community European Commission
European Commission Member	Mr Luis Riera Figueras Principal Adviser - Director (acting) DG DEVCO DGA1 B Task-force for an Enhanced Dialogue with International Organisations European Commission
European Commission Alternate	Ms Hélène Bourgade Head of Unit DG DEVCO B3 European Commission
European Commission Alternate (November meeting)	Ms Françoise Millecam Deputy Head of Unit Employment, Social Inclusion, Migration DG DEVCO B. European Commission
Non-voting Expert	Mr Jan Andersson
Non-voting Expert	Mr Jean-François Mezières President European Vocational Training Association
Non-voting Expert	Ms Sara Parkin Founder Director Forum for the Future
Austria - Member	Mr Karl Wieczorek Senior Expert Department for Vocational Training Federal Ministry for Economic Affairs and Labour
Austria - Alternate	Mr Reinhard Nöbauer Senior Expert Vocational Education and Training Federal Ministry of Education and Women's Affairs
Belgium - Member	Ms Micheline Scheys Secretary General Flemish Ministry of Education and Training

Bulgaria - Member

Ms Valentina Deikova
Director
Policies for Vocational Education and
Continuing Training Directorate
Ministry of Education, Youth and Science

Bulgaria - Alternate

Ms Emiliyana Dimitrova
Director
Policy Development
Ministry of Education, Youth and Science

Croatia – Member
(*June meeting*)

Ms Sabina Glasovac
Assistant Minister of Science Education
and Sports
Ministry of Science, Education and Sports

Croatia – Member
(*November meeting*)

Ms Monika Vričko
Head of Sector for Secondary Education
Ministry for Science, Education and Sports
Directorate for Education

Croatia – Alternate
(*June meeting*)

Ms Jelena Letica
Assistant Director for the Development of
VET and International Cooperation
Agency for Vocational Education and
Training and Adult Education

Croatia – Alternate
(*November meeting*)

Ms Tamara Hudolin
Agency for Vocational Education and
Training and Adult Education

Cyprus - Member

Mr Elias Margadjis
Director of Secondary Technical and
Vocational Education
Ministry of Education and Culture

Cyprus - Alternate

Mr Costandinos Georgious
Inspector
Secondary Technical and Vocational
Education
Ministry of Education and Culture

Czech Republic - Member

Ms Helena Úlovcová
Deputy Director
National Institute of Technical and
Vocational Education

Czech Republic - Alternate

Mr Jakub Stárek
Acting Director General of Section for
Education
Ministry of Education, Youth and Sports

Denmark – Member
(*June meeting*)

Mr Torben Kornbech Rasmussen
Educational Consultant
Department of Youth Education and
Vocational Adult Education and Training
Ministry of Children and Education

Denmark – Member
(*November meeting*)

Mr Lars Mortensen
Director General
Department of Upper Secondary Education and
Adult Education and Training and Youth
Ministry of Education

Denmark - Alternate	Mr Henrik Saxtorph Head of Section Ministry of Education and Children
Estonia - Member	Ms Külli All Deputy Vocational and Adult Education Ministry of Education and Research
Finland - Member	Ms Tarja Riihimäki Counsellor of Education Department for Education and Science Policy Vocational Education Division Ministry of Education and Culture
Finland - Alternate	Mr Ossi V. Lindqvist Professor Emeritus University of Eastern Finland
France - Member	Mr Frédéric Sansier Conseiller aux Affaires Internationales et au Développement à la Délégation aux Affaires Européennes et internationales Ministère Affaires Sociales et de la Santé
France - Alternate	Mr Michel Lefranc Chargé de mission à la DREIC Ministère de l'Education nationale
Germany - Member	Mr Andreas Drechsler Ministerialrat Bundesministerium für Bildung und Forschung
Germany - Alternate	Ms Ingrid Müller-Roosen Regiereungsdirektorin Bundesministerium für Bildung und Forschung
Greece - Member	Mr Ioannis Voutsinas Executive Director National Organisation for the Certification of Qualifications & Vocational Guidance
Greece - Alternate	Ms Athina Plessa-Papadaki Acting Director General for International and European Affairs Ministry of Education and Religious Affairs, Culture and Sports
Hungary - Member	Mr György Szent-Léleky Senior Counsellor Vocational and Adult Education and Training Ministry of National Economy
Hungary - Alternate	Ms Katalin Zoltán Ministry of National Economy
Ireland - Member	Ms Ann Mary Redmond Skills Development Division Department of Education & Skills
Italy - Member	Mr Gabriele Altana Consigliere d'Ambasciata Direzione Generale per l'Unione Europea Ministero degli Affari Esteri

Italy - Alternate

Mr Franco Giordano
Ministro Plenipotenziario - Consigliere
diplomatico del Sindaco di Torino
Città di Torino
Comune di Torino

Latvia – Member
(*June meeting*)

Ms Lauma Sika
Deputy State Secretary
Ministry of Education and Science

Latvia - Member
(*November meeting*)

Ms Liga Lejina
Deputy State Secretary – Director of the
Department of Policy Initiatives and
Development
Ministry of Education and Science of the
Republic of Latvia

Latvia - Alternate

Ms Dita Traidas
Director
State Education Development Agency

Lithuania - Member

Mr Saulius Zybartas
Director of the Department of General
Education and Vocational Training
Ministry of Education and Science

Lithuania - Alternate

Ms Aleksandra Sokolova
Deputy Head of the Vocational Education
and Guidance Division
Ministry of Education and Science

Luxembourg - Member

Mr Antonio De Carolis
Directeur à la formation professionnelle
Service de la Formation professionnelle
Ministère de l'Education nationale et de la
Formation professionnelle

Luxembourg – Alternate
(*November meeting*)

Ms Karin Meyer
Directrice adjointe à la formation
professionnelle
Service de la Formation professionnelle
Ministère de l'Education nationale, de
l'Enfance et de la Jeunesse

Malta - Member

Ms Edel Cassar
Chief Executive Officer
National Commission for Further and
Higher Education

Malta - Alternate

Mr Richard Curmi
Senior Manager
Malta Qualifications Council

Netherlands – Member
(*June meeting*)

Ms Boukje Spit
Head of Unit Innovation and Information
Directorate for Vocational and Adult
Education
Ministry of Education, Culture and Science

Netherlands – Member
(*November meeting*)

Mr Peter van IJsselmuiden
Coordinator International Affairs in
Vocational Education and Training
Department for Vocational and Adult
Education
Ministry of Education, Culture and Science

Poland - Member	Ms Stefania Wilkiel Counsellor to the Minister Strategy and International Cooperation Department Ministry of National Education
Poland - Alternate	Ms Danuta Czarnecka Deputy Director Department for International Programmes and Recognition of Diplomas Ministry of Science and Higher Education
Portugal - Member	Ms Isilda Costa Fernandes Director General of Employment and Industrial Relations Ministry of Solidarity, Employment and Social Security
Portugal - Alternate	Mr Félix Esménio Vogal do Conselho Diretivo Institute of Employment and Vocational Training (Istituto de Emprego e Formação Professional) Ministry of Labour and Social Solidarity
Romania – Member	Ms Liliana Preoteasa Director General General Directorate for Education and Lifelong Learning Ministry of Education, Research and Innovation
Romania – Alternate (November meeting)	Ms Gabriela Ciobanu Director National Center for Technical and Vocational Education and Training Development
Slovak Republic - Member	Mr Juraj Vantuch Head Slovak National Observatory of VET State Institute of Vocational Education and Training
Slovenia - Member	Mr Elido Bandelj Director Institute of the Republic of Slovenia for Vocational Education and Training
Slovenia – Alternate (June meeting)	Mr Anton Simonič Senior Advisor European Affairs Ministry of Education, Science and Sport
Slovenia - Alternate (November meeting)	Ms Slavica Černoša Ministry of Education and Sport
Spain - Member	Ms Gema Cavada Barrio Head of Service Deputy Directorate General for Guidance and VET Ministry of Education, Social Policy and Sport
Sweden – Member (June meeting)	Ms Karin Edholm Deputy Director Division for Upper Secondary and Adult Education Ministry of Education and Research

Sweden – Member
(November meeting)

Ms Carina Cronsoe
Deputy Director
Division for Upper Secondary and Adult
Education
Ministry of Education and Research

United Kingdom - Member

Mr Ian Pegg
Senior Policy Advisor
Department for Business, Innovation and
Skills

United Kingdom - Alternate

Ms Pamela Wilkinson
Department for Business, Innovation and
Skills