



**- CEPOL -
EUROPEAN POLICE COLLEGE**

ANNUAL ACCOUNTS

- 2013 -

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Certification from the Accounting Officer

The annual accounts of CEPOL, the European Police College, have been prepared in accordance with Title IX of the Financial Regulation of CEPOL and the accounting rules adopted by myself in my capacity as the Commission's Accounting Officer, as are to be applied by all the institutions and community bodies.

In line with Article 50(2) of the Financial Regulation of CEPOL, I have been nominated as the new Accounting Officer of CEPOL with effect of 01.04.2014.

Therefore, I acknowledge my responsibility for the preparation and presentation of the annual accounts of CEPOL in accordance with Article 50(4) of the Financial Regulation of CEPOL.

I have obtained from the Authorising Officer, who guarantees its reliability, all the information necessary for the production of the accounts that show CEPOL's assets and liabilities and the budgetary implementation.

In addition, I have obtained the hand-over report from the previous Accounting Officer who, regarding the provisional annual accounts of CEPOL for the year 2013, certifies that they were prepared in accordance with the applicable rules and regulations and that they present fairly, in all material aspects, the financial position, the results of the operations and the cash-flow of CEPOL.

I hereby certify that based on this information, and on such checks as I deemed necessary to sign off the accounts, I have a reasonable assurance that the accounts present fairly, in all material aspects, the financial position, the results of the operations and the cash-flow of CEPOL.

Brussels, 06 May 2014



Manfred Kraff
Accounting Officer

1. FINANCIAL STATEMENTS 2013

1.1 General information about CEPOL and its annual activities

CEPOL, as a community financed European Union Agency, was established by Council Decision 2005/681/JHA of 20 September 2005, which took effect on 1 January 2006. The current premises of the agency are in Bramshill, UK.

According to Article 1(2) of the Council Decision, CEPOL shall function as a network, by bringing together the national training institutes in the Member States. Its task is to implement the programmes and initiatives decided upon by the Governing Board pursuant to Article 1(3) of the Council Decision.

The aim of the agency is to help train senior police officers in the Member States by optimising cooperation between the agency's various components. It shall support and develop a European approach to the main problems facing Member States in the fight against crime, crime prevention and the maintenance of law and order and public security, in particular the cross-border dimensions of those problems.

New tasks are envisaged for CEPOL in the Commission Communication of 27 March 2013 entitled '*Establishing a European Law Enforcement Training Scheme*'.

On 16 April 2014 the European Parliament adopted a legislative resolution to amend Council Decision 2005/681/JHA whereby the seat of the Agency will be relocated to Budapest.

1. 2 BALANCE SHEET

ASSETS		31.12.2013	31.12.2012	Variation
A. NON CURRENT ASSETS				
Intangible assets		63,897.00	95,205.00	-31,308.00
Property, plant and equipment		137,808.96	182,315.96	-44,507.00
	Land and buildings	0.00	0.00	0.00
	Plant and equipment	0.00	0.00	0.00
	Computer hardware	125,341.00	167,978.00	-42,637.00
	Furniture and vehicles	12,293.96	13,958.96	-1,665.00
	Other fixtures and fittings	174.00	379.00	-205.00
	assets under Finance lease	0.00	0.00	0.00
	Property, plant and equipment under construction	0.00	0.00	0.00
Investments		0.00	0.00	0.00
Loans		0.00	0.00	0.00
Long-term pre-financing		0.00	0.00	0.00
Long-term receivables		0.00	0.00	0.00
TOTAL NON CURRENT ASSETS		201,705.96	277,520.96	-75,815.00
B. CURRENT ASSETS				
Inventories		0.00	0.00	0.00
Short-term pre-financing		207,557.29	437,007.29	-229,450.00
	Short-term pre-financing	207,557.29	437,007.29	-229,450.00
	<i>ST pre-financing with consolidated EU entities</i>	0.00	0.00	0.00
Short-term receivables		141,959.62	202,466.47	-60,506.85
	Current receivables	25,618.99	111,654.54	-86,035.55
	Term Deposits between 3 months & 1 year	0.00	0.00	0.00
	LT receivables falling due within a year	0.00	0.00	0.00
	Sundry receivables	94,573.31	58,670.21	35,903.10
	Other	21,767.32	32,141.72	-10,374.40
	Accrued income	4,881.26	0.00	4,881.26
	Deferred charges	16,886.06	32,141.72	-15,255.66
	<i>Accrued income with consolidated EU entities</i>	0.00	0.00	0.00
	<i>Deferred charges with consolidated EU entities</i>	0.00	0.00	0.00
	<i>Short-term receivables with consolidated EU entities</i>	0.00	0.00	0.00
Short-term Investments (AFS...)				
Cash and cash equivalents		2,080,616.92	2,882,388.57	-801,771.65
TOTAL CURRENT ASSETS		2,430,133.83	3,521,862.33	-1,091,728.50
TOTAL		2,631,839.79	3,799,383.29	-1,167,543.50

LIABILITIES		31.12.2013	31.12.2012	Variation
A. Net Assets		543,941.27	1,308,766.62	-764,825.35
Reserves		0.00	0.00	0.00
Accumulated surplus/deficit		1,308,766.62	1,556,382.20	-247,615.58
Economic outturn for the year - profit+ / loss-		-764,825.35	-247,615.58	-517,209.77
B. Minority interest		0.00	0.00	0.00
C. NON CURRENT LIABILITIES		0.00	0.00	0.00
Employee benefits		0.00	0.00	0.00
Provisions for risks and charges		0.00	0.00	0.00
Financial liabilities		0.00	0.00	0.00
Other long-term liabilities		0.00	0.00	0.00
	Other long-term liabilities	0.00	0.00	0.00
	Other LT liabilities with consolidated EU entities	0.00	0.00	0.00
	Pre-financing received from consolidated EU entities	0.00	0.00	0.00
	Other LT liabilities from consolidated EU entities	0.00	0.00	0.00
TOTAL A+B+C		543,941.27	1,308,766.62	-764,825.35
D. CURRENT LIABILITIES		2,087,898.52	2,490,616.67	-402,718.15
Provisions for risks and charges		534,767.80	117,799.00	416,968.80
Financial liabilities		0.00	0.00	0.00
Accounts payable		1,553,130.72	2,372,817.67	-819,686.95
	Current payables	1,812.08	15,472.92	-13,660.84
	Long-term liabilities falling due within the year	0.00	0.00	0.00
	Sundry payables	38,460.50	44,598.83	-6,138.33
	Other	710,883.00	1,446,214.89	-735,331.89
	Accrued charges	710,883.00	1,446,214.89	-735,331.89
	Deferred income	0.00	0.00	0.00
	Accrued charges with consolidated EU entities	0.00	0.00	0.00
	Deferred income with consolidated EU entities	0.00	0.00	0.00
	Accounts payable with consolidated EU entities	801,975.14	866,531.03	-64,555.89
	Pre-financing received from consolidated EU entities	793,308.53	854,807.46	-61,498.93
	Other accounts payable against consolidated EU entities	8,666.61	11,723.57	-3,056.96
TOTAL D		2,087,898.52	2,490,616.67	-402,718.15
TOTAL		2,631,839.79	3,799,383.29	-1,167,543.50

1.3 STATEMENT OF FINANCIAL PERFORMANCE

	2013	2012	Variation
Funds transferred from the Commission to other Institutions	0.00	0.00	0.00
Contributions of EFTA countries belonging to the EEA	0.00	0.00	0.00
Recovery of expenses	0.00	0.00	0.00
Revenues from administrative operations	8,040.26	55,156.15	-47,115.89
Other operating revenue	8,019,198.69	7,470,766.31	548,432.38
TOTAL OPERATING REVENUE	8,027,238.95	7,525,922.46	501,316.49
Administrative expenses	-4,825,854.45	-4,347,802.88	-478,051.57
All Staff expenses	-3,886,647.43	-3,342,723.94	-543,923.49
Fixed asset related expenses	-103,119.59	-96,601.14	-6,518.45
Other administrative expenses	-836,087.43	-908,477.80	72,390.37
Operational expenses	-3,954,062.81	-3,422,577.88	-531,484.93
Other operational expenses	-3,954,062.81	-3,422,577.88	-531,484.93
TOTAL OPERATING EXPENSES	-8,779,917.26	-7,770,380.76	-1,009,536.50
SURPLUS/(DEFICIT) FROM OPERATING ACTIVITIES	-752,678.31	-244,458.30	-508,220.01
Financial revenues	0.00	0.00	0.00
Financial expenses	-12,147.04	-3,157.28	-8,989.76
Movement in pensions (- expense, + revenue)	0.00	0.00	0.00
Share of net surpluses or deficits of associates and joint ventures accounted for using the equity method	0.00	0.00	0.00
SURPLUS/ (DEFICIT) FROM NON OPERATING ACTIVITIES	-12,147.04	-3,157.28	-8,989.76
SURPLUS/(DEFICIT) FROM ORDINARY ACTIVITIES	-764,825.35	-247,615.58	-517,209.77
Minority interest	0.00	0.00	0.00
Extraordinary gains (+)	0.00	0.00	0.00
Extraordinary losses (-)	0.00	0.00	0.00
SURPLUS/(DEFICIT) FROM EXTRAORDINARY ITEMS	0.00	0.00	0.00
ECONOMIC OUTTURN FOR THE YEAR	-764,825.35	-247,615.58	-517,209.77

1.4 CASHFLOW STATEMENT

Cash Flow – indirect method	2013	2012
Cash Flows from ordinary activities		
Surplus/(deficit) from ordinary activities	-764,825.35	-247,615.58
Operating activities <u>Adjustments</u>		
Amortization (intangible fixed assets) +	32,258.63	31,248.22
Depreciation (tangible fixed assets) +	64,136.76	65,352.92
Increase/(decrease) in Provisions for risks and liabilities	416,968.80	93,408.00
Increase/(decrease) in Value reduction for doubtful debts	0.00	0.00
(Increase)/decrease in Stock	0.00	0.00
(Increase)/decrease in Long term Pre-financing	0.00	0.00
(Increase)/decrease in Short term Pre-financing	229,450.00	-30,255.43
(Increase)/decrease in Long term Receivables	0.00	0.00
(Increase)/decrease in Short term Receivables	60,506.85	3,138,291.42
(Increase)/decrease in Receivables related to consolidated EU entities	0.00	275,281.59
Increase/(decrease) in Other Long term liabilities	0.00	0.00
Increase/(decrease) in Accounts payable	-755,131.06	147,725.25
Increase/(decrease) in Liabilities related to consolidated EU entities	-64,555.89	-2,705,774.82
Other non-cash movements	0.00	0.00
Net cash Flow from operating activities	-781,191.26	767,661.57
Cash Flows from investing activities		
Increase of tangible and intangible fixed assets (-)	-20,580.39	-91,304.59
Proceeds from tangible and intangible fixed assets (+)	0.00	1,008.00
Net cash flow from investing activities	-20,580.39	-90,296.59
Increase/(decrease) in Employee benefits	0.00	0.00
Net increase/(decrease) in cash and cash equivalents	-801,771.65	677,364.98
Cash and cash equivalents at the beginning of the period	2,882,388.57	2,205,023.59
Cash and cash equivalents at the end of the period	2,080,616.92	2,882,388.57

1.5 STATEMENT OF CHANGES IN NET ASSETS

Net assets	Reserves		Accumulated Surplus (+) / Deficit (-)	Economic result of the year	Net assets (total)
	Fair value reserve	Other reserves			
Balance as of 31 December 2012			1,556,382.20	-247,615.58	1,308,766.62
Changes in accounting policies	0.00	0.00	0.00	0.00	0.00
Balance as of 1 January 2013	0.00	0.00	1,556,382.20	-247,615.58	1,308,766.62
Other	0.00	0.00	0.00	0.00	0.00
Fair value movements	0.00	0.00	0.00	0.00	0.00
Movement in Guarantee Fund reserve	0.00	0.00	0.00	0.00	0.00
Allocation of the Economic Result of Previous Year	0.00	0.00	-247,615.58	247,615.58	0.00
Amounts credited to Member States	0.00	0.00	0.00	0.00	0.00
Economic result of the year	0.00	0.00	0.00	-764,825.35	-764,825.35
Balance as of 31 December 2013	0.00	0.00	1,308,766.62	-764,825.35	543,941.27

1.6 RECONCILIATION OF THE ACCRUAL BASED RESULT WITH THE BUDGET RESULT

	sign +/-	amount
Economic result (+ for surplus and - for deficit) of the consolidation reporting package including table M2	+/-	-764,825.35
<i>Adjustment for accrual items (items not in the budgetary result but included in the economic result)</i>		
Adjustments for Accrual Cut-off (reversal 31.12.N-1)	-	-1,446,214.89
Adjustments for Accrual Cut-off (cut- off 31.12.N)	+	710,883.00
Amount from liaison account with Commission booked in the Economic Outturn Account	-	0.00
Unpaid invoices at year end but booked in charges (class 6)	+	21,743.03
Depreciation of intangible and tangible assets (1)	+	96,395.39
Provisions (1)	+	416,968.80
Value reductions (1)	+	0.00
Recovery Orders issued in 2013 in class 7 and not yet cashed	-	-602.28
Pre-financing given in previous year and cleared in the year	+	437,007.29
Pre-financing received in previous year and cleared in the year	-	0.00
Payments made from carryover of payment appropriations	+	1,366,192.26
Accrued income	-	-4,881.26
Deferred expense	+	15,255.66
Other FA income	-	-2,020.00
Increase/decrease in debts balances	+/-	5,950.00
Other *)	+/-	
<i>Adjustment for budgetary items (item included in the budgetary result but not in the economic result)</i>		
Asset acquisitions (less unpaid amounts)	-	-20,580.39
New pre-financing paid in the year 2013 and remaining open as at 31.12.2013	-	-207,557.29
New pre-financing received in the year 2013 and remaining open as at. 31.12.2013	+	793,004.63
Budgetary recovery orders issued before 2013 and cashed in the year	+	66,456.43
Budgetary recovery orders issued in 2013 on balance sheet accounts (not 7 or 6 accounts) and cashed	+	150,011.46
Capital payments on financial leasing (they are budgetary payments but not in the economic result)	-	0.00
Payment appropriations carried over to 2014	-	-891,405.38
Cancellation of unused carried over payment appropriations from previous year	+	303,735.60
Adjustment for carry-over from the previous year of appropriations available at 31.12 arising from assigned revenue	+	0.00
Payments for stocks of leave and supplementary hours (they are budgetary payments but booked against provisions)	-	0.00
Other **)	+/-	24.57
total		1,045,541.28
Budgetary result (+ for surplus) (2)		793,308.53
Unrealised exchange rate differences which are not included in BOA		254,159.10
Delta not explained		-1,926.35

1.7 NOTES TO THE FINANCIAL STATEMENTS

1.7.1 Accounting principles

These Financial Statements have been drawn up in accordance with:

- The EU accounting rules adopted by myself in my capacity as the Commission's Accounting Officer, as are to be applied by all the institutions and community bodies,
- CEPOL's Financial Regulation adopted by the Governing Board on the 21st February 2014 (01/2014/GB),
- Generally accepted accounting principles as referred to in Article 95 of the CEPOL Financial Regulation.

- ***Going concern basis***

The accounts have been prepared on the going concern basis. There are no material uncertainties related to events or conditions that may cast significant doubt about the ability of CEPOL to continue its business.

- ***Prudence***

Assets and income have not been overstated; liabilities and expenses have not been understated.

No hidden reserves have been created.

- ***Consistency of accounting methods and presentation***

According to this principle the accounting methods and valuation should not be changed from one year to the next.

- ***Comparability of information***

The financial statements shall show the amount of the corresponding item for the previous year. Where the presentation or the classification of one of the components is changed, the corresponding amounts for the previous year shall be made comparable and reclassified.

- ***Materiality***

The financial statements have been presented according to this principle, so that items that are material by virtue of their nature should be presented separately in the financial statements. Items that are material by virtue of their size but with the same nature can be aggregated. Immaterial amounts should be aggregated with amounts of similar nature or function and need to be presented separately.

- ***No netting***

In accordance with this principle, assets and liabilities may not be offset against each other, nor may revenues and expenses, save where the revenues and expenses derive from the same transaction, from similar transactions or from hedging operations and provided that they are not individually material.

- ***Reality over appearance***

In order to represent faithfully the transactions and other events that it purports to represent, it is necessary that they are accounted for and presented in accordance with their substance and economic reality and not merely their legal form.

- ***Accrual-based accounting***

In accordance with this principal, the financial statements shall show the charges and income for the financial year, regardless of the date of payment or collection.

1.7.2 Fixed Assets

The movements in the intangible fixed assets in 2013 are composed of:

2013		Internally generated Computer Software	Other Computer Software	Total Computer Software	Other Intangible assets (1)	Intangible assets under construction	Total
Gross carrying amounts 01.01.2013	+	0.00	142,880.37	142,880.37	0.00	0.00	142,880.37
Additions	+	0.00	950.63	950.63	0.00	0.00	950.63
Disposals	-	0.00	0.00	0.00	0.00	0.00	0.00
Transfer between headings	+/-	0.00	0.00	0.00	0.00	0.00	0.00
Other changes (2)	+/-	0.00	0.00	0.00	0.00	0.00	0.00
Gross carrying amounts 31.12.2013		0.00	143,831.00	143,831.00	0.00	0.00	143,831.00
Accumulated amortization and impairment 01.01.2013	-	0.00	-47,675.37	-47,675.37	0.00	0.00	-47,675.37
Amortization	-	0.00	-32,258.63	-32,258.63	0.00	0.00	-32,258.63
Write-back of amortization	+	0.00	0.00	0.00	0.00	0.00	0.00
Disposals	+	0.00	0.00	0.00	0.00	0.00	0.00
Impairment (2)	-	0.00	0.00	0.00	0.00	0.00	0.00
Write-back of impairment	+	0.00	0.00	0.00	0.00	0.00	0.00
Transfer between headings	+/-	0.00	0.00	0.00	0.00	0.00	0.00
Other changes (2)	+/-	0.00	0.00	0.00	0.00	0.00	0.00
Accumulated amortization and impairment 31.12.2013		0.00	-79,934.00	-79,934.00	0.00	0.00	-79,934.00
Net carrying amounts 31.12.2013		0.00	63,897.00	63,897.00	0.00	0.00	63,897.00

Depreciation

Fixed assets are booked at purchase price less the accumulated depreciation. Individual assets are recognized as fixed assets (tangible or intangible) when their value equals or exceeds the limit of 420 €.

Depreciation is the systematic allocation of the depreciable amount of an asset over its useful life. The depreciation on fixed assets is calculated using the straight-line method with the following rates:

Type of asset	Straight line depreciation rate
Computer software	25%
Furniture	10%
Computer hardware	25%
Telecommunication and audio visual equipment	25%

The movements in the tangible fixed assets in 2013 are composed of:

2013		Land	Buildings	Plant and Equipment	Computer hardware	Furniture and vehicles	Other Fixtures and Fittings	Tangible assets under Finance lease	Tangible assets under construction	Total
Gross carrying amounts 01.01.2013	+	0.00	0.00	0.00	306,443.24	29,088.75	3,235.65	0.00	0.00	338,767.64
Additions	+	0.00	0.00	0.00	18,203.68	1,426.08	0.00	0.00	0.00	19,629.76
Disposals	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer between headings	+/-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other changes (1)	+/-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Gross carrying amounts 31.12.2013		0.00	0.00	0.00	324,646.92	30,514.83	3,235.65	0.00	0.00	358,397.40
										0.00
Accumulated amortization and impairment 01.01.2013	-	0.00	0.00	0.00	- 138,465.24	- 15,129.79	-2,856.65	0.00	0.00	-156,451.68
Depreciation	-	0.00	0.00	0.00	-67,610.38	-3,091.08	-205.00	0.00	0.00	-70,906.46
Write-back of depreciation	+	0.00	0.00	0.00	6,769.70	0.00	0.00	0.00	0.00	6,769.70
Disposals	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Impairment (1)	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Write-back of impairment	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer between headings	+/-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other changes (1)	+/-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Accumulated amortization and impairment 31.12.2013		0.00	0.00	0.00	199,305.92	18,220.87	-3,061.65	0.00	0.00	-220,588.44
Net carrying amounts 31.12.2013		0.00	0.00	0.00	125,341.00	12,293.96	174.00	0.00	0.00	137,808.96

1.7.3 Short-term pre-financing

	2013	2012
	€	€
Advance payments given on courses	207,557.29	437,007.29
	207,557.29	437,007.29

1.7.4 Short-term Receivables

	2013	2012
	€	€
Current receivables	25,618.99	111,654.54
Sundry receivables	94,573.31	58,670.21
Accrued income	4,881.26	0.00
Deferred charges	16,886.06	32,141.72
	141,959.62	202,466.47

1.7.5 Cash and Cash Equivalents

	2013	2012
	€	€
Bank current accounts	2,080,616.92	2,882,388.57
	2,080,616.92	2,882,388.57

1.7.6 Accounts Payable

	2013	2012
	€	€
Current payables	1,812.08	15,472.92
Sundry payables	38,460.50	44,598.83
Accrued charges	710,883.00	1,446,214.89
Accounts payables with consolidated EU entities	801,975.14	866,531.03
	1,553,130.72	2,372,817.67

Accounts payables with consolidated EU entities

Accounts payable with consolidated EU entities is composed of:

Pre-financing payable to EU entities:	2013	2012
	€	€
Subsidy	793,308.53	854,807.46
Interest payable to EC	8,666.61	11,723.57
	801,975.14	866,531.03

1.7.7 Contingent Liabilities

	2013	2012
	€	€
Contingent liability for carry-overs	336,125.00	582,397.00
Legal cases	0.00	33,673.31
	336,125.00	616,070.31

CEPOL recognises the difference between the amount of the **automatic carryover of commitment** appropriations (the budgetary commitment is the operation reserving the appropriation necessary to cover subsequent payments to honour a legal commitment) and the amounts to be paid for goods and services delivered in 2012.

	2013	2012
	€	€
Automatic carryover of commitment (Legal obligation)	891,405.38	1,669,927.86
Amounts to be paid for goods and services delivered in year 2013	-555,280.38	-1,087,531.00
Contingent liability amount	336,125.00	582,396.86

1.7.8 Revenue

Revenue and corresponding receivables are measured at the fair value of the consideration received or receivable and are accounted for in the period to which they relate.

CEPOL's main sources of revenue were:

	2013	2012
	€	€
Annual Subsidy - European Commission	8,450,640.00	8,450,640.00
Income from negative balance of budgetary result for the year	-793,308.53	-1,130,099.05
Miscellaneous Income	6,020.26	55,156.15
Exchange rate gains	353,282.22	
Other income - Provision reversal	8,585.00	150,225.36
		0.00
Other income- fixed asset	2,020.00	0.00
	8,027,238.95	7,525,922.46

1.7.9 Expenditure

Expenditure and corresponding payables are measured at their fair value and accounted for in the period to which they relate.

CEPOL's main expenditure was:

	2013	2012
	€	€
Staff related expenditure	3,886,647.43	3,342,723.94
Depreciation	103,119.59	96,601.14
Administrative expenditure	836,087.43	908,477.80
Operational expenditure	3,954,062.81	3,422,577.88
	8,779,917.26	7,770,380.76

Transactions with the European Commission, included above, are as follows:

	2013	2012
	€	€
Staff related expenditure	0.00	0.00
Administrative expenditure	74,918.84	173,441.30
Other operational expenditure	327,193.93	210,003.00
	402,112.77	383,444.30

1.7.10 Related Party Transactions

	2013	2012
	€	€
Loans given to Related Parties		
AD 13 - Director		
AD 10 - Deputy Director	0.00	0.00
AD 10 - Head of Corporate Services	0.00	0.00
	0.00	0.00

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

There are no Related Parties to CEPOL who have received any kind of loans from CEPOL in 2013.

1.7.11 Pension Obligations

CEPOL's staff members are part of the European Communities Pension Scheme which is a defined benefit pension plan.

A defined benefit plan is a pension plan that generally defines an amount of pension benefit that an employee will receive on retirement, usually dependent on one or more factors such as age and years of service. CEPOL staff contributes 10.6% of their basic salaries to the pension scheme and an additional 21.6% contribution is made by the European Commission subject to an annual increase according to the staff regulations. The cost to the European Commission is not reflected in CEPOL's accounts.

Future benefits payable to CEPOL staff under the European Communities Pension Scheme are accounted for in the accounts of the European Commission. No provisions for such pensions are made in these accounts.

1.7.12 Provisions for Risks and Charges

	2013	2012
	€	€
Outstanding staff salary adjustment for staff cost	40,948.95 ⁽¹⁾	65,280.00 ⁽¹⁾
Outstanding staff salary adjustment for TA allowances	223,009.51 ⁽¹⁾	37,448.00 ⁽¹⁾
Outstanding staff salary adjustment for CEPOL contributions	1,028.50 ⁽¹⁾	2,891.00 ⁽¹⁾
Outstanding staff salary adjustment for exchange rate	254,463.00 ⁽¹⁾	
Outstanding staff salary adjustment for interest on late payments	13,258.84 ⁽¹⁾	3,595.00 ⁽¹⁾
Outstanding staff salary adjustment for untaken leave	2,059.00 ⁽¹⁾	8,585.00 ⁽¹⁾
	534,767.80	117,799.00

(1) (relating to the last six months of 2011 and all of 2012 and 2013)

The provision amount relates to salary increases due to staff and not paid as at the end of 2013 and due to exchange differences impact not calculated in 2012 in value of € 212,317. It is deemed reasonable to expect these expenses will be settled in the near future.

1.7.13 Post balance sheet events

At the moment the relocation of the agency following the expected closure of Bramshill site by the UK Home is to be decided by the decision making forums which may subsequently lead to a budget amendment for 2014.

2. BUDGET IMPLEMENTATION 2013

2.1 BUDGETARY OUTTURN 2013 (DG Budget format)

			2013	2012
REVENUE				
	Balancing Commission subsidy	+	8,450,640.00	8,450,640.00
	Fee income	+	0.00	0.00
	Other income	+	166,606.89	138,213.65
TOTAL REVENUE (a)			8,617,246.89	8,588,853.65
EXPENDITURE				
	<i>Title I: Staff</i>			
	Payments	-	3,886,713.48	3,422,741.43
	Appropriations carried over	-	43,575.94	48,527.11
	<i>Title II: Administrative Expenses</i>			
	Payments	-	331,920.84	384,203.01
	Appropriations carried over	-	145,413.82	96,716.62
	<i>Title III: Operating Expenditure</i>			
	Payments	-	3,059,005.34	2,900,204.41
	Appropriations carried over	-	702,415.62	1,524,684.13
TOTAL EXPENDITURE (b)			8,169,045.04	8,377,076.71
OUTTURN FOR THE FINANCIAL YEAR (a-b)			448,201.85	211,776.94
Cancellation of unused payment appropriations carried over from previous year		+	303,735.60	705,441.52
Adjustment for carry-over from the previous year of appropriations available at 31.12 arising from assigned revenue		+	0.00	272,860.83
Exchange differences for the year (gain +/- loss -)		+/-	41,371.08	-59,980.24
BALANCE OF THE OUTTURN ACCOUNT FOR THE FINANCIAL YEAR			793,308.53	1,130,099.05
Balance year N-1		+/-	854,817.46	-275,281.59
Positive balance from year N-1 reimbursed in year N to the Commission		-	-854,817.46	0.00
Result used for determining amounts in general accounting			793,308.53	854,817.46
Commission subsidy - agency registers accrued revenue and Commission accrued expense			7,657,331.47	
Pre-financing remaining open to be reimbursed by agency to Commission in year N+1			793,308.53	

Not included in the budget outturn:

Interest generated by 31/12/N on the Commission balancing subsidy funds and to be reimbursed to the Commission (liability)	+	8,666.61	11,723.57
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2.2 BUDGETARY OUTTURN 2013 (format of the European Court of Auditors)

(1 000 euro)

REVENUE			EXPENDITURE										
Source of revenue	Revenue entered in the final budget for the financial year	Revenue collected	Allocation of expenditure	Final budget appropriations					Appropriations carried forward from previous financial year(s)*				
				entered	committed	paid	carried forward	cancelled	entered	committed	paid	to be carried forward	cancelled
Own revenue	0.00	0.00	Title I Staff	4,104.10	3,930.29	3,886.71	43.57	173.81	48.50	48.53	30.78	0.00	17.74
Community subsidies	8,450.64	8,450.64											
Other subsidies	0.00	0.00	Title II Administration	518.04	477.34	331.92	145.41	40.71	96.70	96.72	91.36	0.00	5.35
Other revenue	0.00	0.00	Title III Operating activities	3,828.50	3,611.59	2,964.93	646.67	216.90	1,524.70	1,524.68	1,244.05	0.00	280.63
TOTAL	8,450.64	8,450.64	TOTAL	8,450.64	8,019.22	7,183.56	835.65	431.42	1,669.90	1,669.93	1,366.19	0.00	303.74
NB: any discrepancies in totals are due to the effects of rounding.													
*Funds carried over to 2013 from 2012 include C4 appropriations													

2.3 CEPOL BUDGET IMPLEMENTATION 2013 REPORTS

Official Budget Title	Fund Source	Commitment				Payment			
		Credit Available Com Amount	Commitment Accepted Amount (Euro)	Commitment Workflow Amount (Euro)	% Commit	Credit Available Pay Amount	Payment Request Accepted Amount (Euro)	Pay Workflow Amount (Eur)	% Payment
A-1	C1	4,104,100.00	3,930,289.42	0.00	95.76 %	4,104,100.00	3,886,713.48	0.00	94.70 %
	C8	48,527.11	30,783.09	0.00	63.43 %	48,527.11	30,783.09	0.00	63.43 %
		4,152,627.11	3,961,072.51	0.00	95.39 %	4,152,627.11	3,917,496.57	0.00	94.34 %
A-2	C1	518,040.00	477,334.66	0.00	92.14 %	518,040.00	331,920.84	0.00	64.07 %
	C8	96,716.62	91,357.27	0.00	94.46 %	96,716.62	91,357.27	0.00	94.46 %
		614,756.62	568,691.93	0.00	92.51 %	614,756.62	423,278.11	0.00	68.85 %
B0-3	C1	3,828,500.00	3,611,597.16	0.00	94.33 %	3,828,500.00	2,964,930.25	0.00	77.44 %
	C4	166,631.46	149,823.80	0.00	89.91 %	166,631.46	94,075.09	0.00	56.46 %
	C8	1,524,684.13	1,244,051.90	0.00	81.59 %	1,524,684.13	1,244,051.90	0.00	81.59 %
		5,519,815.59	5,005,472.86	0.00	90.68 %	5,519,815.59	4,303,057.24	0.00	77.96 %
Total		10,287,199.32	9,535,237.30	0.00	92.69 %	10,287,199.32	8,643,831.92	0.00	84.03 %

C8 = Carried-over credits from 2012

C4 = Internal assigned revenue - Commitment appropriations reintroduced

IMPLEMENTATION OF THE 2013 BUDGET PER BUDGET LINE

Official Budget Title	Fund Source	Commitment				Payment			
		Credit Available Com Amount	Commitment Accepted Amount (Euro)	Commitment Workflow Amount (Euro)	% Commit	Credit Available Pay Amount	Payment Request Accepted Amount (Euro)	Pay Workflow Amount (Eur)	% Payment
A-1	C1	4,104,100.00	3,930,289.42	0.00	95.76 %	4,104,100.00	3,886,713.48	0.00	94.70 %
		4,104,100.00	3,930,289.42	0.00	95.76 %	4,104,100.00	3,886,713.48	0.00	94.70 %
A-2	C1	518,040.00	477,334.66	0.00	92.14 %	518,040.00	331,920.84	0.00	64.07 %
		518,040.00	477,334.66	0.00	92.14 %	518,040.00	331,920.84	0.00	64.07 %
B0-3	C1	3,828,500.00	3,611,597.16	0.00	94.33 %	3,828,500.00	2,964,930.25	0.00	77.44 %
		3,828,500.00	3,611,597.16	0.00	94.33 %	3,828,500.00	2,964,930.25	0.00	77.44 %
Total		8,450,640.00	8,019,221.24	0.00	94.89 %	8,450,640.00	7,183,564.57	0.00	85.01 %

Fund Source: C1

B. L.	Official Budget Item Desc (Fr)	Appropriation (1)	Committed (Amount Accepted + In WKFL) (2)	% Committed (2/1)	Paid (3)	% Paid (3/1)	Balance Commitment (1-2)	Balance Payment (2-3)
A-1100	Basic Salary	1,685,131.00	1,663,812.45	98.73%	1,663,812.45	98.73%	21,318.55	0.00
A-1101	Monthly and Family Allowances	489,054.00	487,812.46	99.75%	487,812.46	99.75%	1,241.54	0.00
A-1102	Expatriation & foreign residence allowances	104,351.30	101,529.83	97.30%	101,529.83	97.30%	2,821.47	0.00
A-1103	Entry & Departure Allowance	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00
	Sum:	2,278,536.30	2,253,154.74	98.89%	2,253,154.74	98.89%	25,381.56	0.00
A-1115	Contract staff	388,600.00	363,819.59	93.62%	363,819.59	93.62%	24,780.41	0.00
A-1118	National experts on secondment	278,000.00	277,272.89	99.74%	277,272.89	99.74%	727.11	0.00
	Sum:	666,600.00	641,092.48	96.17%	641,092.48	96.17%	25,507.52	0.00
A-1120	Further training & language courses & retraining f	17,500.00	12,500.00	71.43%	8,959.28	51.20%	5,000.00	3,540.72
	Sum:	17,500.00	12,500.00	71.43%	8,959.28	51.20%	5,000.00	3,540.72
A-1130	Social contributions	108,875.00	85,643.73	78.66%	85,643.73	78.66%	23,231.27	0.00
	Sum:	108,875.00	85,643.73	78.66%	85,643.73	78.66%	23,231.27	0.00
A-1141	Annual travel expenses from the place of employment	72,848.70	62,641.83	85.99%	62,641.83	85.99%	10,206.87	0.00
	Sum:	72,848.70	62,641.83	85.99%	62,641.83	85.99%	10,206.87	0.00
A-1174	Payment for admin assistance from Community institutions	45,000.00	18,161.18	40.36%	18,161.18	40.36%	26,838.82	0.00
A-1175	Other services and work to be contracted out	132,500.00	99,476.00	75.08%	65,198.96	49.21%	33,024.00	34,277.04
	Sum:	177,500.00	117,637.18	66.27%	83,360.14	46.96%	59,862.82	34,277.04
A-1180	Expenditure on recruitment	54,000.00	36,600.85	67.78%	35,480.39	65.70%	17,399.15	1,120.46
	Sum:	54,000.00	36,600.85	67.78%	35,480.39	65.70%	17,399.15	1,120.46

A-1190	Salary weightings	684,090.00	679,470.90	99.32%	679,470.90	99.32%	4,619.10	0.00
	Sum:	684,090.00	679,470.90	99.32%	679,470.90	99.32%	4,619.10	0.00
A-1300	Mission expenses & travel expenses & incidental expenditure	35,000.00	35,000.00	100.00%	30,362.28	86.75%	0.00	4,637.72
	Sum:	35,000.00	35,000.00	100.00%	30,362.28	86.75%	0.00	4,637.72
A-1410	Medical expenses	1,000.00	0.00	0.00%	0.00	0.00%	1,000.00	0.00
	Sum:	1,000.00	0.00	0.00%	0.00	0.00%	1,000.00	0.00
A-1420	Staff Committee	1,000.00	0.00	0.00%	0.00	0.00%	1,000.00	0.00
	Sum:	1,000.00	0.00	0.00%	0.00	0.00%	1,000.00	0.00
A-1610	Social contacts between staff	4,400.00	4,089.04	92.93%	4,089.04	92.93%	310.96	0.00
	Sum:	4,400.00	4,089.04	92.93%	4,089.04	92.93%	310.96	0.00
A-1700	Entertainment and representation expenses	2,750.00	2,458.67	89.41%	2,458.67	89.41%	291.33	0.00
	Sum:	2,750.00	2,458.67	89.41%	2,458.67	89.41%	291.33	0.00
A-2010	Insurance related to buildings	3,000.00	1,909.48	63.65%	1,909.48	63.65%	1,090.52	0.00
	Sum:	3,000.00	1,909.48	63.65%	1,909.48	63.65%	1,090.52	0.00
A-2020	Water & gas & electricity & heating	20,000.00	20,000.00	100.00%	15,734.98	78.67%	0.00	4,265.02
	Sum:	20,000.00	20,000.00	100.00%	15,734.98	78.67%	0.00	4,265.02
A-2030	Cleaning and maintenance	145,500.00	145,500.00	100.00%	114,411.39	78.63%	0.00	31,088.61
	Sum:	145,500.00	145,500.00	100.00%	114,411.39	78.63%	0.00	31,088.61
A-2040	Fitting-out of premises and other expenditures	5,000.00	2,613.63	52.27%	1,113.63	22.27%	2,386.37	1,500.00
	Sum:	5,000.00	2,613.63	52.27%	1,113.63	22.27%	2,386.37	1,500.00
A-2100	Acquisition of equipment and software	52,640.00	51,280.41	97.42%	17,327.93	32.92%	1,359.59	33,952.48
A-2102	Maintenance of equipment and software	46,000.00	43,776.12	95.17%	27,832.35	60.51%	2,223.88	15,943.77

A-2103	ICT Technical support and assistance	40,000.00	35,000.00	87.50%	20,000.00	50.00%	5,000.00	15,000.00
A-2104	Telecommunications	92,000.00	91,241.76	99.18%	78,171.21	84.97%	758.24	13,070.55
A-2105	Commission IT systems	35,400.00	35,400.00	100.00%	35,400.00	100.00%	0.00	0.00
	Sum:	266,040.00	256,698.29	96.49%	178,731.49	67.18%	9,341.71	77,966.80
A-2200	Purchase and replacement of office machinery	5,000.00	585.14	11.70%	585.14	11.70%	4,414.86	0.00
	Sum:	5,000.00	585.14	11.70%	585.14	11.70%	4,414.86	0.00
A-2210	Purchase and replacement of furniture	5,000.00	1,000.00	20.00%	0.00	0.00%	4,000.00	1,000.00
	Sum:	5,000.00	1,000.00	20.00%	0.00	0.00%	4,000.00	1,000.00
A-2250	Purchase of books & other works in hard copy	1,000.00	570.25	57.03%	570.25	57.03%	429.75	0.00
	Sum:	1,000.00	570.25	57.03%	570.25	57.03%	429.75	0.00
A-2300	Stationery	32,500.00	31,687.25	97.50%	7,815.65	24.05%	812.75	23,871.60
	Sum:	32,500.00	31,687.25	97.50%	7,815.65	24.05%	812.75	23,871.60
A-2320	Bank charges	3,000.00	854.62	28.49%	554.62	18.49%	2,145.38	300.00
	Sum:	3,000.00	854.62	28.49%	554.62	18.49%	2,145.38	300.00
A-2330	Legal expenses	8,000.00	0.00	0.00%	0.00	0.00%	8,000.00	0.00
	Sum:	8,000.00	0.00	0.00%	0.00	0.00%	8,000.00	0.00
A-2350	Miscellaneous insurance	9,000.00	916.00	10.18%	393.95	4.38%	8,084.00	522.05
	Sum:	9,000.00	916.00	10.18%	393.95	4.38%	8,084.00	522.05
A-2400	Postal and delivery charges	15,000.00	15,000.00	100.00%	10,100.26	67.34%	0.00	4,899.74
	Sum:	15,000.00	15,000.00	100.00%	10,100.26	67.34%	0.00	4,899.74
B3-000	Governance & Network meetings	177,000.00	159,199.34	89.94%	150,235.99	84.88%	17,800.66	8,963.35
	Sum:	177,000.00	159,199.34	89.94%	150,235.99	84.88%	17,800.66	8,963.35

B3-010	Working Groups	88,500.00	66,749.00	75.42%	63,423.90	71.67%	21,751.00	3,325.10
	Sum:	88,500.00	66,749.00	75.42%	63,423.90	71.67%	21,751.00	3,325.10
B3-100	Courses conferences & seminars	1,736,000.00	1,604,946.16	92.45%	1,262,049.53	72.70%	131,053.84	342,896.63
	Sum:	1,736,000.00	16,04,946.16	92.45%	1,262,049.53	72.70%	131,053.84	342,896.63
B3-111	Travel arrangements for participants	908,000.00	900,764.71	99.20%	848,764.71	93.48%	7,235.29	52,000.00
	Sum:	908,000.00	900,764.71	99.20%	848,764.71	93.48%	7,235.29	52,000.00
B3-130	Development and update of e-Learning modules	120,000.00	107,474.38	89.56%	65,153.33	54.29%	12,525.62	42,321.05
	Sum:	120,000.00	107,474.38	89.56%	65,153.33	54.29%	12,525.62	42,321.05
B3-200	Development of common curricula	130,000.00	129,366.43	99.51%	124,710.43	95.93%	633.57	4,656.00
	Sum:	130,000.00	129,366.43	99.51%	124,710.43	95.93%	633.57	4,656.00
B3-210	Research and Science events	40,000.00	33,937.02	84.84%	0.00	0.00%	6,062.98	33,937.02
	Sum:	40,000.00	33,937.02	84.84%	0.00	0.00%	6,062.98	33,937.02
B3-220	Equipment & operating expenses and services	70,000.00	63,425.00	90.61%	700.00	1.00%	6,575.00	62,725.00
	Sum:	70,000.00	63,425.00	90.61%	700.00	1.00%	6,575.00	62,725.00
B3-240	Exchanges	249,200.00	243,203.89	97.59%	219,803.93	88.20%	5,996.11	23,399.96
	Sum:	249,200.00	243,203.89	97.59%	219,803.93	88.20%	5,996.11	23,399.96
B3-250	External Relations	15,000.00	14,526.92	96.85%	6,544.99	43.63%	473.08	7,981.93
	Sum:	15,000.00	14,526.92	96.85%	6,544.99	43.63%	473.08	7,981.93
B3-510	Operational Missions	193,000.00	192,558.67	99.77%	180,028.02	93.28%	441.33	12,530.65
	Sum:	193,000.00	192,558.67	99.77%	180,028.02	93.28%	441.33	12,530.65
B3-700	Other Operational Activities	101,800.00	95,445.64	93.76%	43,515.42	42.75%	6,354.36	51,930.22
	Sum:	101,800.00	95,445.64	93.76%	43,515.42	42.75%	6,354.36	51,930.22

B3-710	Communications information and translations	0.00	0.00		0.00		0.00	0.00
	Sum:	0.00	0.00		0.00		0.00	0.00

	Sum:	8,450,640.00	8,019,221.24	94.89%	7,183,564.57	85.01%	431,418.76	835,656.67
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Fund Source: C8 = Payment appropriations from 2012 carried forward to 2013 *

Official Budget Title	Fund Source	Commitment				Payment			
		Credit Available Com Amount	Commitment Accepted Amount (Euro)	Commitment Workflow Amount (Euro)	% Commit	Credit Available Pay Amount	Payment Request Accepted Amount (Euro)	Pay Workflow Amount (Eur)	% Payment
A-1	C8	48,527.11	30,783.09	0.00	63.43 %	48,527.11	30,783.09	0.00	63.43 %
		48,527.11	30,783.09	0.00	63.43 %	48,527.11	30,783.09	0.00	63.43 %
A-2	C8	96,716.62	91,357.27	0.00	94.46 %	96,716.62	91,357.27	0.00	94.46 %
		96,716.62	91,357.27	0.00	94.46 %	96,716.62	91,357.27	0.00	94.46 %
B0-3	C8	1,524,684.13	1,244,051.90	0.00	81.59 %	1,524,684.13	1,244,051.90	0.00	81.59 %
		1,524,684.13	1,244,051.90	0.00	81.59 %	1,524,684.13	1,244,051.90	0.00	81.59 %
Total		1,669,927.86	1,366,192.26	0.00	81.81 %	1,669,927.86	1,366,192.26	0.00	81.81%

*Funds carried over to 2013 from 2012 include C4 appropriations

Fund Source: C8

B. L.	Official Budget Item Desc (Fr)	Appropriation (1)	Committed (Amount Accepted + In WKFL) (2)	% Committed (2/1)	Paid (3)	% Paid (3/1)	Balance Commitment (1-2)	Balance Payment (2-3)
A-1175	Other services and work to be contracted out	28,819.39	21,005.03	72.89%	21,005.03	72.89%	7,814.36	0.00
	Sum:	28,819.39	21,005.03	72.89%	21,005.03	72.89%	7,814.36	0.00
A-1180	Expenditure on recruitment	7,568.26	996.14	13.16%	996.14	13.16%	6,572.12	0.00
A-1181	Travel expenses (including family members)	1,117.15	883.31	79.07%	883.31	79.07%	233.84	0.00
	Sum:	8,685.41	1,879.45	21.64%	1,879.45	21.64%	6,805.96	0.00
A-1300	Mission expenses & travel expenses & incidental expenditure	7,904.15	5,163.95	65.33%	5,163.95	65.33%	2,740.20	0.00
	Sum:	7,904.15	5,163.95	65.33%	5,163.95	65.33%	2,740.20	0.00
A-1610	Social contacts between staff	1,800.00	1,692.74	94.04%	1,692.74	94.04%	107.26	0.00
	Sum:	1,800.00	1,692.74	94.04%	1,692.74	94.04%	107.26	0.00
A-1700	Entertainment and representation expenses	1,318.16	1,041.92	79.04%	1,041.92	79.04%	276.24	0.00
	Sum:	1,318.16	1,041.92	79.04%	1,041.92	79.04%	276.24	0.00
A-2020	Water & gas & electricity & heating	1,469.54	1,343.35	91.41%	1,343.35	91.41%	126.19	0.00
	Sum:	1,469.54	1,343.35	91.41%	1,343.35	91.41%	126.19	0.00
A-2030	Cleaning and maintenance	10,776.18	9,759.06	90.56%	9,759.06	90.56%	1,017.12	0.00
	Sum:	10,776.18	9,759.06	90.56%	9,759.06	90.56%	1,017.12	0.00
A-2090	Other expenditure relating to buildings	59.55	59.55	100.00%	59.55	100.00%	0.00	0.00
	Sum:	59.55	59.55	100.00%	59.55	100.00%	0.00	0.00
A-2100	Acquisition of equipment and software	41,431.00	40,345.06	97.38%	40,345.06	97.38%	1,085.94	0.00
A-2103	ICT Technical support and assistance	29,781.11	28,953.07	97.22%	28,953.07	97.22%	828.04	0.00

	Sum:	71,212.11	69,298.13	97.31%	69,298.13	97.31%	1,913.98	0.00
A-2200	Purchase and replacement of office machinery	572.94	118.44	20.67%	118.44	20.67%	454.50	0.00
	Sum:	572.94	118.44	20.67%	118.44	20.67%	454.50	0.00
A-2210	Purchase and replacement of furniture	5,000.00	4,634.52	92.69%	4,634.52	92.69%	365.48	0.00
	Sum:	5,000.00	4,634.52	92.69%	4,634.52	92.69%	365.48	0.00
A-2300	Stationery	3,119.93	2,698.57	86.49%	2,698.57	86.49%	421.36	0.00
	Sum:	3,119.93	2,698.57	86.49%	2,698.57	86.49%	421.36	0.00
A-2320	Bank charges	300.00	200.13	66.71%	200.13	66.71%	99.87	0.00
A-2329	Other financial charges	530.73	457.29	86.16%	457.29	86.16%	73.44	0.00
	Sum:	830.73	657.42	79.14%	657.42	79.14%	173.31	0.00
A-2350	Miscellaneous insurance	233.06	100.24	43.01%	100.24	43.01%	132.82	0.00
	Sum:	233.06	100.24	43.01%	100.24	43.01%	132.82	0.00
A-2400	Postal and delivery charges	3,442.58	2,687.99	78.08%	2,687.99	78.08%	754.59	0.00
	Sum:	3,442.58	2,687.99	78.08%	2,687.99	78.08%	754.59	0.00
B3-000	Governance & Network meetings	5,009.36	4,666.17	93.15%	4,666.17	93.15%	343.19	0.00
	Sum:	5,009.36	4,666.17	93.15%	4,666.17	93.15%	343.19	0.00
B3-060	Reimbursement of travel expenses	2,312.12	1,471.49	63.64%	1,471.49	63.64%	840.63	0.00
	Sum:	2,312.12	1,471.49	63.64%	1,471.49	63.64%	840.63	0.00
B3-100	Courses conferences & seminars	653,285.82	454,946.21	69.64%	454,946.21	69.64%	198,339.61	0.00
	Sum:	653,285.82	454,946.21	69.64%	454,946.21	69.64%	198,339.61	0.00
B3-111	Travel arrangements for participants	9,562.71	4,469.79	46.74%	4,469.79	46.74%	5,092.92	0.00
	Sum:	9,562.71	4,469.79	46.74%	4,469.79	46.74%	5,092.92	0.00

B3-130	Development and update of e-Learning modules	176,999.42	170,098.74	96.10%	170,098.74	96.10%	6,900.68	0.00
	Sum:	176,999.42	170,098.74	96.10%	170,098.74	96.10%	6,900.68	0.00
B3-200	Development of common curricula	63,078.40	25,081.47	39.76%	25,081.47	39.76%	37,996.93	0.00
	Sum:	63,078.40	25,081.47	39.76%	25,081.47	39.76%	37,996.93	0.00
B3-220	Equipment & operating expenses and services	111,028.42	102,465.56	92.29%	102,465.56	92.29%	8,562.86	0.00
	Sum:	111,028.42	102,465.56	92.29%	102,465.56	92.29%	8,562.86	0.00
B3-240	Exchanges	421,127.11	410,543.94	97.49%	410,543.94	97.49%	10,583.17	0.00
	Sum:	421,127.11	410,543.94	97.49%	410,543.94	97.49%	10,583.17	0.00
B3-250	External Relations	3,400.00	1,793.30	52.74%	1,793.30	52.74%	1,606.70	0.00
	Sum:	3,400.00	1,793.30	52.74%	1,793.30	52.74%	1,606.70	0.00
B3-390	Other expenditure related to Evaluation	37,600.00	37,600.00	100.00%	37,600.00	100.00%	0.00	0.00
	Sum:	37,600.00	37,600.00	100.00%	37,600.00	100.00%	0.00	0.00
B3-510	Operational Missions	24,874.33	21,190.81	85.19%	21,190.81	85.19%	3,683.52	0.00
	Sum:	24,874.33	21,190.81	85.19%	21,190.81	85.19%	3,683.52	0.00
B3-710	Communications information and translations	15,978.44	9,296.42	58.18%	9,296.42	58.18%	6,682.02	0.00
	Sum:	15,978.44	9,296.42	58.18%	9,296.42	58.18%	6,682.02	0.00
B3-720	Translation Services	428	428.00	100.00%	428.00	100.00%	0.00	0.00
	Sum:	428	428.00	100.00%	428.00	100.00%	0.00	0.00
	Sum:	1,669,927.86	1,366,192.26	81.81%	1,366,192.26	81.81%	303,735.60	0.00

C4 = Internal assigned revenue - Commitment appropriations reintroduced

Official Budget Item	Fund Source	Commitment				Payment			
		Credit Available Com Amount	Commitment Accepted Amount (Euro)	Commitment Workflow Amount (Euro)	% Commit	Credit Available Pay Amount	Payment Request Accepted Amount (Euro)	Pay Workflow Amount (Eur)	% Payment
B3-000	C4	6,457.80	5,417.80	0.00	83.90 %	6,457.80	4,169.68	0.00	64.57 %
		6,457.80	5,417.80	0.00	83.90 %	6,457.80	4,169.68	0.00	64.57 %
B3-100	C4	153,940.55	139,951.69	0.00	90.91 %	153,940.55	89,464.08	0.00	58.12 %
		153,940.55	139,951.69	0.00	90.91 %	153,940.55	89,464.08	0.00	58.12 %
B3-111	C4	328.40	0.00	0.00	0.00 %	328.40	0.00	0.00	0.00 %
		328.40	0.00	0.00	0.00 %	328.40	0.00	0.00	0.00 %
B3-200	C4	4,450.40	3,000.00	0.00	67.41 %	4,450.40	0.00	0.00	0.00 %
		4,450.40	3,000.00	0.00	67.41 %	4,450.40	0.00	0.00	0.00 %
B3-210	C4	1,012.98	1,012.98	0.00	100.00 %	1,012.98	0.00	0.00	0.00 %
		1,012.98	1,012.98	0.00	100.00 %	1,012.98	0.00	0.00	0.00 %
B3-510	C4	441.33	441.33	0.00	100.00 %	441.33	441.33	0.00	100.00 %
		441.33	441.33	0.00	100.00 %	441.33	441.33	0.00	100.00 %
Total		166,631.46	149,823.80	0.00	89.91 %	166,631.46	94,075.09	0.00	56.46 %

Fund Source: C4 - Internal assigned revenue

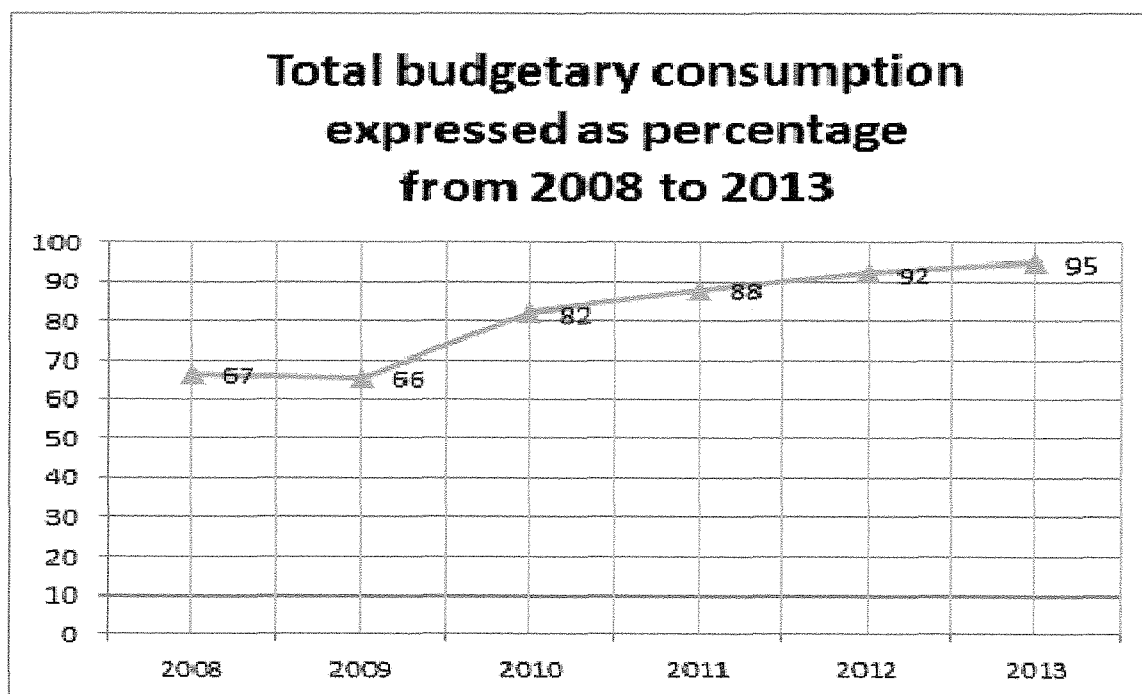
B. L.	Official Budget Item Desc (Fr)	Appropriation (1)	Committed (Amount Accepted + In WKFL) (2)	% Committed (2/1)	Paid (3)	% Paid (3/1)	Balance Commitment (1-2)	Balance Payment (2-3)
B3-000	Governance & Network meetings	6,457.80	5,417.80	83.90%	4,169.68	64.57%	1,040.00	1,248.12
	Sum:	6,457.80	5,417.80	83.90%	4,169.68	64.57%	1,040.00	1,248.12
B3-100	Courses conferences & seminars	153,940.55	139,951.69	90.91%	89,464.08	58.12%	13,988.86	50,487.61
	Sum:	153,940.55	139,951.69	90.91%	89,464.08	58.12%	13,988.86	50,487.61
B3-111	Travel arrangements for participants	328.40	0.00	0.00%	0.00	0.00%	328.40	0.00
	Sum:	328.40	0.00	0.00%	0.00	0.00%	328.40	0.00
B3-200	Development of common curricula	4,450.40	3,000.00	67.41%	0.00	0.00%	1,450.40	3,000.00
	Sum:	4,450.40	3,000.00	67.41%	0.00	0.00%	1,450.40	3,000.00
B3-210	Research and Science events	1,012.98	1,012.98	100.00%	0.00	0.00%	0.00	1,012.98
	Sum:	1,012.98	1,012.98	100.00%	0.00	0.00%	0.00	1,012.98
B3-510	Operational Missions	441.33	441.33	100.00%	441.33	100.00%	0.00	0.00
	Sum:	441.33	441.33	100.00%	441.33	100.00%	0.00	0.00
	Sum:	166,631.46	149,823.80	89.91%	94,075.09	56.46%	16,807.66	55,748.71

2.4 EXPLANATORY NOTES ON THE CEPOL BUDGET IMPLEMENTATION 2013 REPORTS

2013 Budgetary execution report

Strategic Objective 4.5	Budget management ensures implementation of Annual Work Program and contributes to CEPOL's future innovation
Performance in 2013	Timely payment of invoices Target 2013: 85% Performance 2013: 87% Performance 2012: 85.43% Consumption of Annual Budget Target 2013: Title 1: 95%, Title 2: 95%, Title 3: 80 %. (Average: 90%) Performance 2013: Title 1: 96%, Title 2: 92%, Title 3: 94 %. (Average: 94%)

Budget execution has been continually improving since 2010. As the graphic below shows:



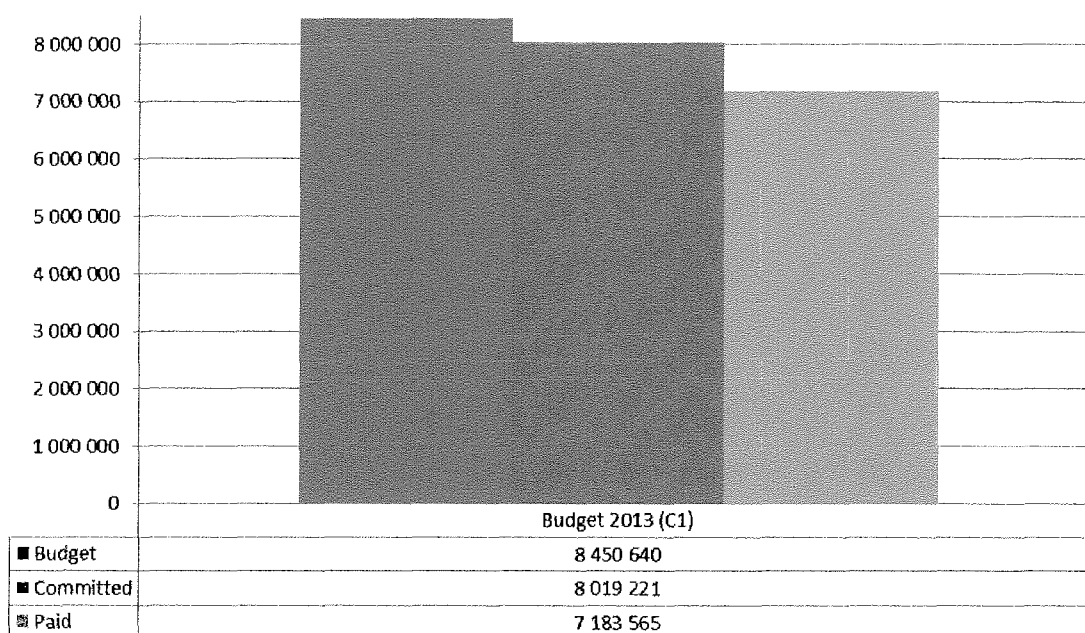
The 2013 percentage is based on the actual payment in 2013 plus the amounts carried over for payment in 2014. This means that the 95% is the maximum possible execution.

In 2013 CEPOL made legal commitments for a value of € 8,019,221.24 which corresponds to 95% of the available appropriations. Payments were made to the amount of € 7,183,564.57 or 85% of the total budget. This represents a significant improvement

compared to the previous year, where 76% of the budget has been paid at the end of the year. It is foreseen that by the end of 2014 the budget consumption will have further increased.

After the closing of the financial year 2013, CEPOL can report the overall use of the budget made available in 2012. In 2012, CEPOL's total budget was € 8,451,000.00 out of which € 6,425,774.22 was paid in 2012. In accordance with Financial Regulation article 10 an amount of € 1,669,927.86 was carried forward for payment in 2013. Out of this amount € 1,366,192.26 (82%) was actually paid, leading to total consumption of the 2012 budget of 92% or € 7,791,966.48. CEPOL expects to further improve implementation of the budget by boosting the planning cycle with working groups, and by the appointment of a planning officer.

The chart below gives an overview on the 2013 budget execution:

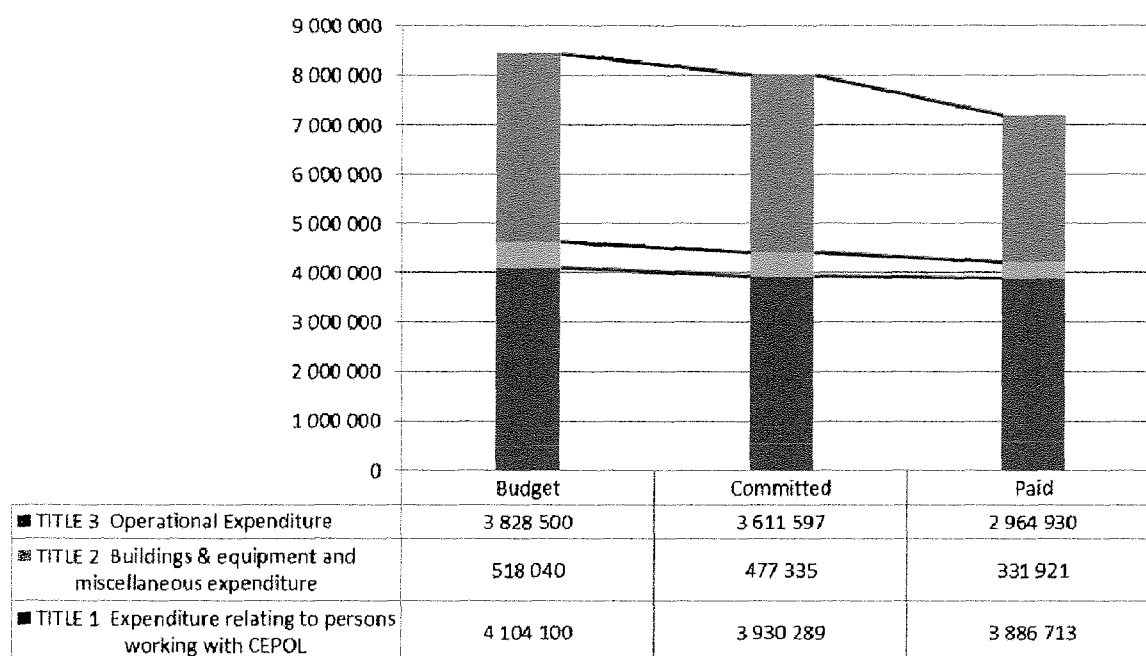


The final use of the 2013 payment appropriations will only be known at the end of 2014. In line with the Financial Regulation, CEPOL has carried over to 2014 those amounts (€ 891,405.38) that have been committed but have not yet been paid. Before the carry over process took place, all commitments were analysed and only the amounts that are actually expected to be paid have been carried over.

The analysis of the amount of funds carried over shows a significant improvement compared to previous years, as the table below demonstrates:

Carry over from to	Total budget of the year	Amount carried over	%	Amount (of carry over) cancelled	%
2010 to 2011	7,800,000.00	2,469,984.20	32%	679,000.92	27%
2011 to 2012	8,341,000.00	1,772,529.94	21%	705,441.52	40%
2012 to 2013	8,451,000.00	1,669,927.86	20%	303,735.60	18%
2013 to 2014	8,450,640.00	891,405.38	11%	N/A	

The chart below gives an overview on the 2013 budget execution by Title.



Details regarding the budget 2013 execution status by chapters are presented in *Annex 1*.

Title I – Staff expenditure

The budget in title 1 has been almost fully used for both commitment appropriations and payment appropriations. The accurate and regular monitoring of the 2013 budget resulted in a reduced under spending. An amount of € 173,810.58 has not been used due to staff turnover and the decision of the Court of Justice stating that the Council of the European Union was entitled to reject the Commission's proposal, based on the 'adjustment method', intended to increase the salaries of European officials by 1.7% for 2011. The European Commission is required to submit to the European Parliament and the Council new proposals with regard to the retroactive salary adjustment. Therefore the unused amount in Title 1 was returned to the Commission.

Only 1% of the budget in title 1 has been carried over for payment in 2014. These carry overs cover outstanding mission claims, recruitment expenditures, socio-medical infrastructure and other services costs.

Title II – Other administrative expenditure

Commitment appropriations have been executed to the level of 92% out of the budget of € 518,040.00 and the payment appropriations have been consumed up to 64%.

The carried forward funds on Title 2 constituted 30% of the total committed amount of € 477,334.66 to cover contracts entered into force during 2013 that have not lead to payments before the end of the year. As the carry over relates to contracts for goods/services to be delivered, CEPOL is confident that the amount carried over will be fully used.

Title III – Operational expenditure

Commitment appropriations have been executed to the level of 94% out of the budget of € 3,828,500.00. Compared to previous year the consumption of commitment appropriations has increased by 4%. The payment appropriation consumption reached 77% at the end of 2013.

The total amount carried over from Title 3 credits is 10% corresponding to € 646,666.91.

In 2013 CEPOL has recovered an amount of € 166,631.46 of which 90% has been committed and 56% paid. The funds committed but not yet paid correspond to € 55,748.71 and are carried over to 2014.

Transfers

In 2013, CEPOL processed 9 budget transfers which is a considerable progress compared to the previous year (37). All the transfers executed were transfers within titles. These transfers were necessary to maximise the utilisation of the financial resources made available to the Agency. All transfers were processed in conformity with the applicable articles in the Financial Regulation and the implementing rules.

Statistics on the 2013 financial transactions

During 2013, CEPOL processed a total of 1,162 payments (1,215 transactions in 2012). Out of the 1,162 payments requests processed, 1,138 payments can be used to provide statistics on the time it took to process them, up to the moment when the payment has left CEPOL's bank account. 151 payments did not meet the payment deadline (of 30 or 45 days, depending on the type of payment) which is a lower number than in 2012 (177).

The ratio expressed statistically is as follows (for more details see *Annex 2 Payment Time Limits*):

- 13% late payments (15% in 2012)
- 87% on time (85% in 2012).

An additional analysis shows that 92 of the late payments were made with a minimal delay of less than 10 days. However, 8 payments were made with a delay of more than 30 days which might indicate that supporting documents have not been received in full or weaknesses in the follow-up process. Payment delays will be closely monitored in 2014.

In order to follow the payment discipline, CEPOL's management implemented regular reporting on the invoices and their priority status.

47 recovery orders were issued in 2013 including the EU Subsidy and VAT claims. Out of these, 2 had not yet been received at 31 December 2013 for a total amount of € 602.28; for one the due date is in 2014, the other one for a value of € 186.49 was due on August 2013. CEPOL expects to receive the related amounts in 2014.

3. ESTABLISHMENT PLAN 2013

Statutory positions

	Staff employed 31.12.2013	Authorised 2012
Permanent AD	16	16
Permanent AST	10	12
Total Permanent	26	28
Temporary AD	16	16
Temporary AST	11*	12
Total Temporary	27	28

* Following departure of the HR Officer, one offer letter (CEPOL/2012/TA/002) was sent to the candidate on the reserve list; the candidate eventually declined the offer, therefore the position was re-launched for recruitment on 19/03/2014
A recruitment procedure for AST-3 failed early December 2013 as the Selection Committee concluded that there were no candidates that fulfilled the selection criteria.

Non-statutory positions

	Staff employed 31.12.2013
FG IV	0
FG III	0
FG II	7
FG I	1
Total Contract Agents	8
Total SNE (END)	6*

* The average number of SNE's in 2013 has been calculated to be 5.5

Recruitments made in the course of the year 2013:

a) Temporary Agents

- 1 x AD10 – Head of Corporate Services Department
- 2x AD 09 (1) Head of Training Unit, (1) Head of Finance from Reserve list
- 1x AD 05 Planning Officer
- 1x AST 05 ICT Officer
- 1x AST3 – Project & Management support Assistant

b) Contract Agents

- 3x FG II -Travel & Mission Assistant (2), (1) Web & Communications Assistant

c) Seconded National Experts

- 1x eLearning/Webinars
- 1x Exchange Programme
- 1x Training Unit
- 1x External Relation