



Annual accounts of the European Union Agency for Law Enforcement Training

Financial year 2016

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CERTIFICATION OF THE ACCOUNTS

The annual accounts of CEPOL, the European Union Agency for Law Enforcement Training, for the year 2016 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 union bodies.

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 certified its reliability, all the information necessary for the production of the accounts that show CEPOL's assets and liabilities and the budgetary implementation.

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.

[signed]

Rosa ALDEA BUSQUETS

Accounting Officer

12 June 2017

BACKGROUND INFORMATION ON CEPOL

The European Union Agency for Law Enforcement Training (CEPOL), an EU Agency based in Budapest, brings together a network of Member State training institutes for law enforcement officials. It shall support, develop, implement and coordinate training for law enforcement officials, while putting particular emphasis on the protection of human rights and fundamental freedoms in the context of law enforcement, in particular in the areas of prevention of and fight against serious crime affecting two or more Member States and terrorism, maintenance of public order, in particular international policing of major events, and planning and command of Union missions, which may also include training on law enforcement leadership and language skills.

CEPOL was established by Council Decision 2005/681/JHA of 20 September 2005. On 16 April 2014 the European Parliament adopted a legislative resolution to amend Council Decision 2005/681/JHA whereby the seat of the Agency was relocated from Bramshill, UK to Budapest, Hungary.

On 1 July 2016 the European Parliament adopted CEPOL's new regulation (Regulation (EU) 2015/2219 of the European Parliament and of the Council of 25 November 2015, hereinafter the 'Regulation'). The European Police College was renamed to the European Union Agency for Law Enforcement Training.

Following Article 92 of the Commission Delegated Regulation (EU) No 1271/2013, CEPOL is required to prepare and adopt its own annual accounts, which are ultimately consolidated in those of the EU. The preparation of the annual accounts is entrusted to the CEPOL's Accounting Officer who is appointed by the Management Board of CEPOL. Following Article 50 of the Decision 01/2014/GB of the Governing Board of the European Police College adopting the financial regulation and repealing decision 28/2011/GB, the annual accounts shall be prepared in accordance with the accounting rules adopted by the Commission's Accounting Officer (EU Accounting Rules, EAR) that are based on the International Public Sector Accounting Standards (IPSAS). Following the decision of the CEPOL Governing Board number 04/2014/GB of 13 March 2014, the Accounting Officer of the Commission shall as of 01 April 2014 act as the Accounting Officer of CEPOL.

CEPOL is financed as follows:

- (a) Annual balancing subsidy from the parent DG, DG HOME,
- (b) European Community assigned revenues deriving from previous years' surpluses,
- (c) Grant agreement with the European Commission.

FINANCIAL STATEMENTS AND EXPLANATORY NOTES

It should be noted that due to the rounding of figures into thousands of euros, some financial data in the tables below may appear not to add-up.

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BALANCE SHEET

EUR '000

	Note	31.12.2016	31.12.2015
NON-CURRENT ASSETS			
<i>Intangible assets</i>	2.1	3	7
<i>Property, plant and equipment</i>	2.2	433	613
		436	620
CURRENT ASSETS			
<i>Pre-financing</i>	2.3	66	2
<i>Exchange receivables and non-exchange recoverables</i>	2.4	3 307	2 713
		3 373	2 715
TOTAL ASSETS		3 809	3 336
CURRENT LIABILITIES			
<i>Payables</i>	2.5	(1 300)	(1 054)
<i>Accrued charges and deferred income</i>	2.6	(632)	(551)
		(1 933)	(1 605)
TOTAL LIABILITIES		(1 933)	(1 605)
NET ASSETS		1 876	1 731
<i>Accumulated surplus</i>		1 731	1 239
<i>Economic result of the year</i>		146	492
NET ASSETS		1 876	1 731

STATEMENT OF FINANCIAL PERFORMANCE

EUR '000

	Note	2016	2015
REVENUE			
Revenue from non-exchange transactions			
<i>Subsidy from the Commission</i>	3.1	8 715	8 562
Total		8 715	8 562
Revenue from exchange transactions			
<i>Other exchange revenue</i>	3.2	21	73
Total		21	74
		8 736	8 636
EXPENSES			
<i>Operating costs</i>	3.3	(4 682)	(4 131)
<i>Staff costs</i>	3.4	(2 812)	(2 955)
<i>Other expenses</i>	3.5	(1 096)	(1 059)
		(8 590)	(8 145)
ECONOMIC RESULT OF THE YEAR		146	492

CASHFLOW STATEMENT¹

EUR '000

	2016	2015
<i>Economic result of the year</i>	146	492
Operating activities		
<i>Depreciation and amortization</i>	201	230
<i>(Increase)/decrease in pre-financing</i>	(64)	288
<i>(Increase)/decrease in exchange receivables and non-exchange recoverables</i>	(594)	(636)
<i>Increase/(decrease) in payables</i>	247	268
<i>Increase/(decrease) in accrued charges and deferred income</i>	81	24
Investing activities		
<i>(Increase)/decrease in intangible assets and property, plant and equipment</i>	(17)	(666)
NET CASHFLOW	(0)	–
<i>Net increase/(decrease) in cash and cash equivalents</i>	–	–
<i>Cash and cash equivalents at the beginning of the year</i>	–	–
<i>Cash and cash equivalents at year-end</i>	–	–

The difference in payables movement and net cash flow compared to the amounts reported in 2015 annual accounts is due to incorrect sign of the payables movement.

¹ Following the appointment of the Accounting Officer of the Commission as the Accounting Officer of CEPOL, the treasury of CEPOL was integrated into the Commission's treasury system. Because of this, CEPOL does not have any bank accounts of its own. All payments and receipts are processed via the Commission's treasury system and registered on intercompany accounts which are presented under the heading exchange receivables.

STATEMENT OF CHANGES IN NET ASSETS

EUR '000

	Accumulated Surplus/(Deficit)	Economic result of the year	Net Assets
BALANCE AS AT 31.12.2014	544	695	1 239
<i>Allocation of the 2014 economic result</i>	695	(695)	–
<i>Economic result of the year</i>	–	492	492
BALANCE AS AT 31.12.2015	1 239	492	1 731
<i>Allocation of the 2015 economic result</i>	492	(492)	–
<i>Economic result of the year</i>	–	146	146
BALANCE AS AT 31.12.2016	1 731	146	1 876

NOTES TO THE FINANCIAL STATEMENTS

1. SIGNIFICANT ACCOUNTING POLICIES

1.1. ACCOUNTING PRINCIPLES

The objective of financial statements is to provide information about financial position, performance and cashflows of an entity that is useful to a wide range of users.

The overall considerations (or accounting principles) to be followed when preparing the financial statements are laid down in EU Accounting Rule 1 'Financial Statements' and are the same as those described in IPSAS 1: fair presentation, accrual basis, going concern, consistency of presentation, materiality, aggregation, offsetting and comparative information. The qualitative characteristics of financial reporting are relevance, reliability, understandability and comparability.

1.2. BASIS OF PREPARATION

1.2.1. Reporting period

Financial statements are presented annually. The accounting year begins on 1 January and ends on 31 December.

1.2.2. Currency and basis for conversion

The annual accounts are presented in thousands of euros, the euro being the EU's functional and reporting currency. Foreign currency transactions are translated into euros using the exchange rates prevailing at the dates of the transactions. Foreign exchange gains and losses resulting from the settlement of foreign currency transactions and from the re-translation at year-end exchange rates of monetary assets and liabilities denominated in foreign currencies are recognised in the statement of financial performance. Different conversion methods apply to property, plant and equipment and intangible assets, which retain their value in euros at the date when they were purchased.

Year-end balances of monetary assets and liabilities denominated in foreign currencies are translated into euros on the basis of the European Central Bank (ECB) exchange rates applying on 31 December.

Euro exchange rates

Currency	31.12.2016	31.12.2015	Currency	31.12.2016	31.12.2015
BGN	1.9558	1.9558	PLN	4.4103	4.2639
CZK	27.0210	27.0230	RON	4.5390	4.5240
DKK	7.4344	7.4626	SEK	9.5525	9.1895
GBP	0.8562	0.7340	CHF	1.0739	1.0835
HRK	7.5597	7.6380	JPY	123.4000	131.0700
HUF	309.8300	315.9800	USD	1.0541	1.0887

1.2.3. Use of estimates

In accordance with IPSAS and generally accepted accounting principles, the financial statements necessarily include amounts based on estimates and assumptions by management based on the most reliable information available. Significant estimates include, but are not limited to; accrued and deferred income and charges, provisions, financial risk on accounts receivables, contingent assets and liabilities, and degree of impairment of assets. Actual results could differ from those estimates.

Reasonable estimates are essential part of the preparation of financial statements and do not undermine their reliability. An estimate may need revision if changes occur in the circumstances on which the estimate was based or as a result of new information or more experience. By its nature, the revision of an estimate does not relate to prior periods and is not the correction of an error. The effect of a change in accounting estimate shall be recognised in the surplus or deficit in the periods in which it becomes known.

1.3. BALANCE SHEET

1.3.1. Intangible assets

Acquired computer software licences are stated at historical cost less accumulated amortisation and impairment losses. The assets are amortised on a straight-line basis over their estimated useful lives. The estimated useful lives of intangible assets depend on their specific economic lifetime or legal lifetime determined by an agreement. Internally developed intangible assets are capitalised when the relevant criteria of the EU accounting rules are met. The costs capitalisable include all directly attributable costs necessary to create, produce, and prepare the asset to be capable of operating in the manner intended by management. Costs associated with research activities, non-capitalisable development costs and maintenance costs are recognised as expenses as incurred.

1.3.2. Property, plant and equipment

All property, plant and equipment are stated at historical cost less accumulated depreciation and impairment losses. Historical cost includes expenditure that is directly attributable to the acquisition or construction of the asset. Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits or service potential associated with the item will flow to the entity and its cost can be measured reliably. Repairs and maintenance costs are charged to the statement of financial performance during the financial period in which they are incurred. Land and works of art are not depreciated as they are deemed to have an indefinite useful life. Assets under construction are not depreciated as these assets are not yet available for use. Depreciation on other assets is calculated using the straight-line method to allocate their cost less their residual values over their estimated useful lives, as follows:

Type of asset	Straight line depreciation rate
<i>Buildings</i>	4 % to 10 %
<i>Plant and equipment</i>	10 % to 25 %
<i>Furniture and vehicles</i>	10 % to 25 %
<i>Computer hardware</i>	25 % to 33 %
<i>Other</i>	10 % to 33 %

Gains or losses on disposals are determined by comparing proceeds less selling expenses with the carrying amount of the disposed asset and are included in the statement of financial performance.

Leases

Leases of tangible assets, where the entity has substantially all the risks and rewards of ownership, are classified as finance leases. Finance leases are capitalised at the inception of the lease at the lower of the fair value of the leased asset and the present value of the minimum lease payments. The interest element of the finance lease payment is charged to statement of financial performance over the period of the lease at a constant periodic rate in relation to the balance outstanding. The rental obligations, net of finance charges, are included in financial liabilities (non-current and current). The interest element of the finance cost is charged to the statement of financial performance over the lease period so as to produce a constant periodic interest rate on the remaining balance of the liability for each period. The assets held under finance leases are depreciated over the shorter of the assets' useful life and the lease term.

Leases where the lessor retains a significant portion of the risks and rewards inherent to ownership are classified as operating leases. Payments made under operating leases are charged to the statement of financial performance on a straight-line basis over the period of the lease.

1.3.3. Impairment of non-financial assets

Assets that have an indefinite useful life are not subject to amortisation/depreciation and are tested annually for impairment. Assets that are subject to amortisation/depreciation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and its value in use.

Intangible assets and property, plant and equipment residual values and useful lives are reviewed, and adjusted if appropriate, at least once per year. An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount. If the reasons for impairments recognised in previous years no longer apply, the impairment losses are reversed accordingly.

1.3.4. Financial assets

The financial assets are classified in the following categories: financial assets at fair value through profit or loss; loans and receivables; held-to-maturity investments; and available for sale financial assets. The classification of the financial instruments is determined at initial recognition and re-evaluated at each balance sheet date.

(i) Financial assets at fair value through profit or loss

A financial asset is classified in this category if acquired principally for the purpose of selling in the short term or if so designated by the entity. Derivatives are also categorised in this category. Assets in this category are classified as current assets if they are expected to be realised within 12 months of the balance sheet date. During this financial year, the entity did not hold any investments in this category.

(ii) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They arise when the entity provides money, goods or services directly to a debtor with no intention of trading the receivable. They are included in non-current assets, except for maturities within 12 months of the balance sheet date. Loans and receivables include term deposits with the original maturity above three months.

(iii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturities that the entity has the positive intention and ability to hold to maturity. During this financial year, the entity did not hold any investments in this category.

(iv) Available for sale financial assets

Available for sale financial assets are non-derivatives that are either designated in this category or not classified in any of the other categories. They are classified as either current or non-current assets, depending on the period of time the entity expects to hold them, which is usually the maturity date.

Initial recognition and measurement

Purchases and sales of financial assets at fair value through profit and loss, held-to-maturity and available for sale are recognised on trade date - the date on which the entity commits to purchase or sell the asset. Cash equivalents, loans and term deposits are recognised at settlement date. Financial instruments are initially recognised at fair value. For all financial assets not carried at fair value through profit and loss transaction costs are added to the fair value at initial recognition.

Financial instruments are derecognised when the rights to receive cashflows from the investments have expired or the entity has transferred substantially all risks and rewards of ownership to another party.

Subsequent measurement

Financial assets at fair value through profit and loss are subsequently carried at fair value with gains and losses arising changes in the fair value being included in the statement of financial performance in the period in which they arise.

Loans and receivables and held-to maturity investments are carried at amortised cost using the effective interest method.

Available for sale financial assets are subsequently carried at fair value. Gains and losses arising from changes in the fair value being recognised in the fair value reserve. Interest on available for sale

financial assets calculated using the effective interest method is recognised in the statement of financial performance.

The entity assesses at each balance sheet date whether there is objective evidence that a financial asset is impaired and whether an impairment loss should be recorded in the statement of financial performance.

1.3.5. Pre-financing amounts

Pre-financing is a payment intended to provide the beneficiary with a cash advance, i.e. a float. It may be split into a number of payments over a period defined in the particular contract, decision, agreement or basic legal act. The float or advance is either used for the purpose for which it was provided during the period defined in the agreement or it is repaid. If the beneficiary does not incur eligible expenditure, he has the obligation to return the pre-financing advance to the entity. The amount of the pre-financing may be reduced (wholly or partially) by the acceptance of eligible costs (which are recognised as expenses).

Pre-financing is, on subsequent balance sheet dates, measured at the amount initially recognised on the balance sheet less eligible expenses (including estimated amounts where necessary) incurred during the period.

1.3.6. Receivables and recoverables

As the EU accounting rules require a separate presentation of exchange and non-exchange transactions, for the purpose of drawing up the accounts, receivables are defined as stemming from non-exchange transactions and recoverables are defined as stemming from exchange transactions (when the entity receives value from another entity without directly giving approximately equal value in exchange).

Receivables from exchange transactions meet the definition of financial instruments and are thus classified as loans and receivables and measured accordingly (see 1.3.4 above).

Recoverables from non-exchange transactions are carried at original amount (adjusted for interests and penalties) less write-down for impairment. A write-down for impairment is established when there is objective evidence that the entity will not be able to collect all amounts due according to the original terms of the recoverables. The amount of the write-down is the difference between the asset's carrying amount and the recoverable amount. The amount of the write-down is recognised in the statement of financial performance.

1.3.7. Cash and cash equivalents

Cash and cash equivalents are financial instruments and classified and include cash at hand, deposits held at call or at short notice with banks, and other short-term highly liquid investments with original maturities of three months or less.

1.3.8. Provisions

Provisions are recognised when the entity has a present legal or constructive obligation towards third parties as a result of past events, it is more likely than not that an outflow of resources will be required to settle the obligation, and the amount can be reliably estimated. Provisions are not recognised for future operating losses. The amount of the provision is the best estimate of the expenditure expected to be required to settle the present obligation at the reporting date. Where the provision involves a large number of items, the obligation is estimated by weighting all possible outcomes by their associated probabilities ('expected value' method).

1.3.9. Payables

Included under accounts payable are both amounts related to exchange transactions such as the purchase of goods and services and non-exchange transactions related e.g. to cost claims from beneficiaries, grants or other EU funding.

Where grants or other funding is provided to the beneficiaries, the cost claims are recorded as payables for the requested amount when the cost claim is received. Upon verification and acceptance of the eligible costs, the payables are valued at the accepted and eligible amount.

Payables arising from the purchase of goods and services are recognised at invoice reception for the original amount and corresponding expenses are entered in the accounts when the supplies or services are delivered and accepted by the entity.

1.3.10. Accrued and deferred income and charges

Transactions and events are recognised in the financial statements in the period to which they relate. At year-end, if an invoice is not yet issued but the service has been rendered, the supplies have been delivered by the entity or a contractual agreement exists (e.g. by reference to a contract), an accrued income will be recognised in the financial statements. In addition, at year-end, if an invoice is issued but the services have not yet been rendered or the goods supplied have not yet been delivered, the revenue will be deferred and recognised in the subsequent accounting period.

Expenses are also accounted for in the period to which they relate. At the end of the accounting period, accrued expenses are recognised based on an estimated amount of the transfer obligation of the period. The calculation of accrued expenses is done in accordance with detailed operational and practical guidelines issued by the Accounting Officer which aim at ensuring that the financial statements provide a faithful representation of the economic and other phenomena they purport to represent. By analogy, if a payment has been made in advance for services or goods that have not yet been received, the expense will be deferred and recognised in the subsequent accounting period.

1.4. STATEMENT OF FINANCIAL PERFORMANCE

1.4.1. Revenue

Revenue comprises gross inflows of economic benefits or service potential received and receivable by the entity, which represents an increase in net assets, other than increases relating to contributions from owners.

Depending on the nature of the underlying transactions in the statement of financial performance it is distinguished between:

(i) Revenue from non-exchange transactions

Revenue from non-exchange transactions are taxes and transfers because the transferor provides resources to the recipient entity without the recipient entity providing approximately equal value directly in exchange.

Transfers are inflows of future economic benefits or service potential from non-exchange transactions, other than taxes. The entity shall recognise an asset in respect of transfers when the entity controls the resources as a result of a past event (the transfer) and expects to receive future economic benefits or service potential from those resources, and when the fair value can be reliably measured. An inflow of resources from a non-exchange transaction recognised as an asset (i.e. cash) is also recognised as revenue, except to the extent that the entity has a present obligation in respect of that transfer (condition), which needs to be satisfied before the revenue can be recognised. Until the condition is met the revenue is deferred and recognised as a liability (pre-financing received).

(ii) Revenue from exchange transactions

Revenue from the sale of goods and services is recognised when the significant risk and rewards of ownership of the goods are transferred to the purchaser. Revenue associated with a transaction involving the provision of services is recognised by reference to the stage of completion of the transaction at the reporting date.

1.4.2. Expenses

Expenses are decreases in economic benefits or service potential during the reporting period in the form of outflows or consumption of assets or incurrence of liabilities that result in decreases in net assets/equity. They include both the expenses from exchange transactions and expenses from non-exchange transactions.

Expenses from exchange transactions arising from the purchase of goods and services are recognised when the supplies are delivered and accepted by the entity. They are valued at original invoice amount. Furthermore, at the balance sheet date expenses related to the service delivered during the period for which an invoice has not yet been received or accepted are recognised in the statement of financial performance.

Expenses from non-exchange transactions account for the majority of the entity's operating expenses. They relate to transfers to beneficiaries and can be of three types: entitlements, transfers under agreement and discretionary grants, contributions and donations. Transfers are recognised as expenses in the period during which the events giving rise to the transfer occurred, as long as the nature of the transfer is allowed by regulation or an agreement has been signed authorising the transfer; any eligibility criteria have been met by the beneficiary; and a reasonable estimate of the amount can be made.

When a request for payment or cost claim is received and meets the recognition criteria, it is recognised as an expense for the eligible amount. At year-end, incurred eligible expenses due to the beneficiaries but not yet reported are estimated and recorded as accrued expense.

1.5. CONTINGENT ASSETS AND LIABILITIES

1.5.1. Contingent assets

A contingent asset is a possible asset that arises from past events and of which the existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the entity. A contingent asset is disclosed when an inflow of economic benefits or service potential is probable.

1.5.2. Contingent liabilities

A contingent liability is a possible obligation that arises from past events and of which the existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the entity; or a present obligation that arises from past events but is not recognised because: it is not probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation or, in the rare circumstances where the amount of the obligation cannot be measured with sufficient reliability.

2. NOTES TO THE BALANCE SHEET

ASSETS

2.1. INTANGIBLE ASSETS

The intangible assets entirely comprise computer software with an amortization rate of 25%.

EUR '000

<i>Gross carrying amount at 31.12.2015</i>	136
Gross carrying amount at 31.12.2016	136
<i>Accumulated amortisation at 31.12.2015</i>	(129)
<i>Amortisation charge of the year</i>	(4)
Accumulated amortisation at 31.12.2016	(133)
NET CARRYING AMOUNT at 31.12.2016	3
<i>NET CARRYING AMOUNT at 31.12.2015</i>	7

2.2. PROPERTY, PLANT AND EQUIPMENT

EUR '000

	Plant and equipment	Furniture and vehicles	Computer hardware	Other	Total
<i>Gross carrying amount at 31.12.2015</i>	19	67	606	406	1 097
<i>Additions</i>	–	3	11	3	17
Gross carrying amount at 31.12.2016	19	70	617	409	1 114
<i>Accumulated depreciation at 31.12.2015</i>	(2)	(11)	(375)	(95)	(484)
<i>Depreciation charge of the year</i>	(2)	(11)	(84)	(101)	(198)
Accumulated depreciation at 31.12.2016	(4)	(22)	(459)	(196)	(681)
NET CARRYING AMOUNT at 31.12.2016	14	48	158	213	433
<i>NET CARRYING AMOUNT at 31.12.2015</i>	17	56	230	311	613

2.3. PRE-FINANCING

EUR '000

	31.12.2016	31.12.2015
Current		
<i>Pre-financing</i>	66	2
Total	66	2

The outstanding pre-financing amounts of CEPOL relate to advance payments given in the last quarter of 2016 on training courses where the final date of implementation is end of 2017.

2.4. EXCHANGE RECEIVABLES & NON-EXCHANGE RECOVERABLES

At 31.12.2016, CEPOL did not have any non-current receivables and recoverables. The amounts included under this heading are of a short term nature and can be broken down as follows:

EUR '000

	31.12.2016	31.12.2015
Recoverables from non-exchange transactions		
<i>Member States</i>	124	63
<i>Other</i>	0	0
Total	124	64
Receivables from exchange transactions		
<i>Customers</i>	–	20
<i>Deferred charges relating to exchange transactions</i>	335	157
<i>Central treasury liaison accounts</i>	2 839	2 465
<i>Other</i>	9	8
Total	3 183	2 650
Total	3 307	2 713

The recoverables from Member States comprises mainly VAT amounts to be recovered from Hungary.

LIABILITIES

2.5. PAYABLES

EUR '000

	31.12.2016	31.12.2015
<i>Current payables</i>	128	194
<i>Payables to the Commission</i>	1 172	859
Total	1 300	1 054

The sub-heading current payables concerns amounts owed to suppliers (kEUR 18), Member States (kEUR 93) and to public bodies (kEUR 18).

The amount payables to the Commission comprises the unused amount of the 2016 Commission subsidy (kEUR 8 641) that is to be reimbursed by CEPOL in 2017.

2.6. ACCRUED CHARGES AND DEFERRED INCOME

At 31.12.2016 CEPOL does not have any deferred income.

EUR '000

	31.12.2016	31.12.2015
<i>Accrued charges</i>	632	551
Total	632	551

Accrued charges are the amounts estimated by the authorising officer of costs incurred for services and goods delivered in year 2016 but not yet invoiced or processed by the end of the year. They are composed of estimated operating expenses of kEUR 517 for training courses where no invoice has been validated by 31.12.2016. The portion of the estimated accrued charges which relates to pre-financing amounts paid has been recorded as a reduction of the pre-financing amounts (see note **2.3**).

Included under this heading are also accrued other services provided by third parties (kEUR 46), IT services (kEUR 13) and administrative expenses (kEUR 9).

The heading also includes accrued charges for untaken leave of kEUR 46.

3. NOTES TO THE STATEMENT OF FINANCIAL PERFORMANCE

REVENUE

NON-EXCHANGE REVENUE

3.1. OTHER NON-EXCHANGE REVENUE

	EUR '000	
	2016	2015
<i>Subsidy of the Commission</i>	8 715	7 912
<i>Miscellaneous income non-exchange</i>	–	651
Total	8 715	8 562

Included under the heading subsidy of the Commission is kEUR 8 715 related to the 2016 Commission subsidy that has been recorded as accrued income in CEPOL. Out of this amount kEUR 642 is related to a new task delegated to CEPOL via grant agreement. The unused amounts have been recorded in accounts payable (see note 2.5). The corresponding accrued expense will be recorded in the financial statements of the Commission.

The entire amount under the heading Other in 2015 relates to the net book value of fixed assets donated to CEPOL by the Hungarian Government in January 2015. The donation included both fixed assets and low value items that were directly expensed in 2015.

EXCHANGE REVENUE

3.2. OTHER EXCHANGE REVENUE

	EUR '000	
	2016	2015
<i>Foreign exchange gains</i>	19	63
<i>Other</i>	1	11
Total	21	73

The foreign exchange gains include both amounts related to realised and unrealised exchange gains. The corresponding exchange losses are included under other expenses (see note 3.5).

EXPENSES

3.3. OPERATING COSTS

Included under this heading are mostly expenses for courses, seminars and other CEPOL programme activities.

3.4. STAFF COSTS

Included under this heading are expenses for salaries, other employment-related allowances and benefits. The calculations related to staff costs are, based on the service level agreement, entrusted to the Office for Administration and Payment of Individual Entitlements (also known as the Paymaster's Office-PMO).

CEPOL staff members are part of the Pensions Scheme of European Officials. The administration of pensions is entrusted to the European Commission which also accounts for the underlying pension expenses and liabilities.

A defined benefit plan is a pension plan that generally defines an amount of benefit an employee will receive on retirement, usually dependent on one or more factors such as age and years of service. Both the CEPOL staff and the European Commission contribute to the pension scheme in the function of the basic salary of the staff. The contribution percentage is yearly revised to reflect the changes in staff regulation. 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.

3.5. OTHER EXPENSES

EUR '000

	2016	2015
<i>Property, plant and equipment related expenses</i>	222	263
<i>Foreign exchange losses</i>	20	74
<i>Communications & publications</i>	55	32
<i>Office supplies & maintenance</i>	56	233
<i>Missions</i>	31	33
<i>External IT services</i>	140	31
<i>External non IT services</i>	476	308
<i>Other</i>	95	85
Total	1 096	1 059

The foreign exchange losses include both amounts related to realised and unrealised exchange losses. The corresponding exchange gains are included under other exchange revenue (see note 3.2).

Other costs include recruitment costs, staff training costs and insurance costs, other than property, plant and equipment.

4. OTHER SIGNIFICANT DISCLOSURES

4.1. OUTSTANDING COMMITMENTS NOT YET EXPENSED

At 31.12.2016 the Outstanding commitments not yet expensed amounted to kEUR 1 279. The amount comprises the budgetary RAL ('*Reste à Liquider*') less related amounts that have been included as expenses in the 2016 statement of financial performance. The budgetary RAL is an amount representing the open commitments for which payments and/or de-commitments have not yet been made. This is the normal consequence of the existence of multi-annual programmes.

4.2. SERVICES IN-KIND

Based on the contract between CEPOL and Hungary that entered in force on 17.10.2014 the headquarters building in Budapest and the related services (utilities, maintenance, security services, etc.) are provided to CEPOL free of charge. The contract is valid for 10 years and its yearly value is estimated to be kEUR 530.

4.3. RELATED PARTIES

The related parties of CEPOL are the other EU consolidated entities and the key CEPOL management personnel. Transactions between these parties take place within normal CEPOL operations and therefore, no specific disclosure requirements are necessary for these transactions, in accordance with the EU accounting rules.

4.4. KEY MANAGEMENT ENTITLEMENTS

The highest ranked civil servant of CEPOL is the Executive Director, who executes the role of the Authorising Officer.

	31.12.2016	31.12.2015
<i>Executive Director</i>	<i>AD13</i>	<i>AD13</i>

The Executive Director is remunerated in accordance with the Staff Regulations of the European Union that is published on the Europa website which is the official document describing the rights and the obligation of all officials of the EU. The Executive Director has not received any preferential loans from CEPOL.

4.5. OTHER DISCLOSURES

The amounts related to the amicable settlement relating to case F-41-15-I EN P25167 with 3 former employees that were presented as accrued chages at year-end 2015 were paid during 2016.

5. FINANCIAL INSTRUMENTS DISCLOSURES

5.1. CURRENCY RISKS

Exposure to currency risk at year end

At 31.12.2016 the financial assets are composed of exchange receivables and non-exchange recoverables. Their ending balances are mainly quoted in EUR (kEUR 8 477), GBP (kGBP (3 270)) and HUF (kHUF (1 540)). The impact of other currencies (kEUR (360)) is individually immaterial.

At 31.12.2016 financial liabilities are entirely composed of accounts payable. Their ending balances are mainly quoted in EUR (kEUR 1 280). The impact of other currencies (kEUR 20) is individually immaterial.

5.2. CREDIT RISK

Financial assets that are neither past due nor impaired

At 31.12.2016 financial assets comprise exchange receivables and non-exchange recoverables that are neither past due nor impaired of kEUR 3 307. The past due not impaired recoverables relate to third parties and all are past due for less than 1 year.

Financial assets by risk category

Exchange receivables of kEUR 3 183 entirely relate to entities without external credit rating that never defaulted in the past. Non-exchange recoverables of kEUR 124 are composed of amounts due by the Member States, namely Hungary and the UK and are largely VAT related.

5.3. LIQUIDITY RISK

Maturity analysis of financial liabilities by remaining contractual maturity

The financial liabilities are composed of accounts payable to third parties (kEUR 128) and to consolidated entities (kEUR 1 172). All the accounts payable have remaining contractual maturity of less than 1 year.

REPORTS ON THE IMPLEMENTATION OF THE BUDGET

It should be noted that due to the rounding of figures into thousands of euros, some financial data in the tables below may appear not to add-up.

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1. BUDGETARY PRINCIPLES, STRUCTURE AND IMPLEMENTATION

1.1. BUDGETARY PRINCIPLES

The establishment and implementation of the budget of CEPOL is governed by the following basic principles set out in the Title II of the Financial Regulation of CEPOL:

Principles of unity and budget accuracy

This principle means that no revenue shall be collected and no expenditure effected unless booked to a line in the budget of CEPOL. No expenditure may be committed or authorised in excess of the appropriations authorised by the budget. An appropriation may be entered in the budget only if it is for an item of expenditure considered necessary.

Principle of annuality

The appropriations entered in the budget shall be authorised for a financial year which shall run from 1 January to 31 December.

Principle of equilibrium

Revenue and payment appropriations shall be in balance.

Principle of unit of account

The budget shall be drawn up and implemented in euro and the accounts shall be presented in euro.

Principle of universality

Total revenue shall cover total payment appropriations and all revenue and expenditure shall be entered in full without any adjustment against each other.

Principle of specification

Appropriations shall be earmarked for specific purposes by title and chapter. The chapters shall be further subdivided into articles and items.

Principle of sound financial management

Appropriations shall be used in accordance with the principle of sound financial management, namely in accordance with the principles of economy, efficiency and effectiveness.

Principle of transparency

The budget shall be established and implemented and the accounts presented in accordance with the principle of transparency. The budget and any amending budgets shall be published in the Official Journal of the European Union within three months of their adoption.

1.2. STRUCTURE AND PRESENTATION OF THE BUDGET

CEPOL makes use of non-differentiated appropriations for its administrative and operational expenditure.

Following the provisions of the Financial Regulation of CEPOL, the budget accounts shall consist of a statement of revenue and a statement of expenditure. The statement of expenditure must be set out on the basis of a nomenclature with a classification by purpose. That nomenclature shall be determined by CEPOL and shall make a clear distinction between administrative appropriations and operating appropriations:

Title 1 budget lines relate to staff expenditure such as salaries and allowances for personnel working with CEPOL. It also includes recruitment expenses, staff missions, expenses for the socio-medical infrastructure and representation costs.

Title 2 budget lines relate to all buildings, equipment and miscellaneous administrative expenditure.

Title 3 budget lines provide for the implementation of the activities and tasks assigned to CEPOL in accordance with its establishing Council Decision 2005/681/JHA of 20 September 2005.

Assigned revenue budget lines relate to financing of specific items of expenditure. They can be externally or internally assigned.

1.3. HIGHLIGHTS OF THE BUDGETARY IMPLEMENTATION

The budget of the agency is fully financed by the European Union. In 2016, CEPOL reached 95,95 % of budget implementation in commitments.

In 2015 a new task was delegated to CEPOL via a grant agreement with the European Commission. The project aims at building the capacity of relevant law enforcement services and other relevant personnel in the target countries by offering tailor-made learning and training activities in 4 MENA countries. The implementation has started in 2016 and the second instalment was available for commitments and payments.

The budget structure is divided in 4 Titles. Title 1 and 2 consist in staff and administrative costs. Title 3 is for operational cost deriving from the regular annual EU contribution and Title 4 has been exclusively created for the implementation of the MENA project.

2. BUDGET RESULT

EUR '000

	Title	2016	2015
Revenue		9 632	8 802
of which:			
European Union subsidy	10-0	8 686	8 502
Projects	40-0	946	300
Expenditure		(7 432)	(6 935)
of which:			
Staff expenditure	A-1	(3 070)	
Admin expenditure	A-2	(328)	
Operational expenditure	B-3	(3 440)	
Specific expenditure	B-4	(593)	
Payment appropriat. carried over to the following year		(1 477)	(1 399)
of which:			
Staff expenditure	A-1	(181)	(280)
Admin expenditure	A-2	(140)	(212)
Operational expenditure	B-3	(1 156)	(906)
Specific expenditure	B-4	–	–
Cancellation of unused appropri. carried over from year n-1		200	181
Evolution of assigned revenue		(354)	(81)
Exchange rate differences		(1)	(12)
Budget result		568	556

The presentation of the result has been improved without changing the result of the previous year.

3. RECONCILIATION OF ECONOMIC RESULT WITH BUDGET RESULT

EUR '000

	2016	2015
ECONOMIC RESULT OF THE YEAR	146	492
Adjustment for accrual items (items not in the budgetary result but included in the economic result)		
<i>Adjustments for accrual cut-off (net)</i>	(55)	(400)
<i>Unpaid invoices at year end but booked in expenses</i>	–	–
<i>Depreciation of intangible and tangible assets</i>	202	230
<i>Movement in provisions</i>	–	–
<i>Recovery orders issued in the year and not yet cashed</i>	(7)	(1)
<i>Pre-financing given in previous year and cleared in the year</i>	213	427
<i>Payments made from carry-over of payment appropriations</i>	1 504	1 331
<i>Other (adjustment related to MENA)</i>	602	300
Adjustment for budgetary items (item included in the budgetary result but not in the economic result)		
<i>Asset acquisitions (less unpaid amounts)</i>	(17)	(666)
<i>New pre-financing paid in the year and remaining open as at 31 December</i>	(397)	(227)
<i>New pre-financing received in the year and remaining open as at 31 December</i>	–	–
<i>Entitlements established in previous year and cashed in the year</i>	21	12
<i>Entitlements established on balance sheet accounts and cashed in the year</i>	21	318
<i>Payment appropriations carried over to next year</i>	(2 148)	(1 705)
<i>Cancellation of unused carried over payment appropriations from previous year</i>	200	181
<i>Adjustment for carry-over of assigned revenue appropriations from previous year</i>	316	228
<i>Other individually immaterial</i>	(33)	36
BUDGET RESULT OF THE YEAR	568	556

4. IMPLEMENTATION OF BUDGET REVENUE

4.1. Title 10-0

EUR '000

	Income appropriations		Entitlements established			Current year 6	Revenue		%	Outstanding
	Initial budget 1	Final budget 2	Current year 3	Carried 4	Total 5=3+4		Carried 7	Total 8=6+7		
10-0 European Union Subsidy	8 641	8 641	8 681	21	8 702	8 665	21	8 686	101%	15
Total chapter 10-0	8 641	8 641	8 681	21	8 702	8 665	21	8 686	101%	15
Total Title 10-0	8 641	8 641	8 681	21	8 702	8 665	21	8 686	101%	15

4.2. Title 40-0

EUR '000

	Income appropriations		Entitlements established			Current year 6	Revenue		%	Outstanding
	Initial budget 1	Final budget 2	Current year 3	Carried 4	Total 5=3+4		Carried 7	Total 8=6+7		
40-0 CT MENA Project	-	-	946	-	946	946	-	946	-	-
Total chapter 40-0	-	-	946	-	946	946	-	946	0%	-
Total Title 40-0	-	-	946	-	946	946	-	946	0%	-
GRAND TOTAL	8 641	8 641	9 627	21	9 648	9 612	21	9 632	111%	15

5. IMPLEMENTATION OF BUDGET EXPENDITURE

5.1. Breakdown & changes in commitment appropriations

5.1.1. Title A-1

EUR '000

		Budget appropriations of the year			Additional appropriations			Total	Total approp. available
		Initial adopted budget	Amending budgets	Transfers	Final budget adopted	Carryover	Assigned revenue		
		1	2	3	4=1+2+3	5	6	7=5+6	8=4+7
A-1100	Basic Salary	1 365	-	(205)	1 160	-	-	-	1 160
A-1101	Monthly Allowances	616	-	(129)	487	-	-	-	487
A-1102	Entry and departure allowances	115	-	(60)	55	-	-	-	55
A-1115	Contract staff	428	-	-	428	-	-	-	428
A-1118	National experts on secondment	269	-	(44)	225	-	-	-	225
A-1119	Internships	23	-	(23)	-	-	-	-	-
A-1120	Further training & language courses & retraining for staff	40	-	0	40	-	-	-	40
A-1130	Insurance against sickness	89	-	3	92	-	-	-	92
A-1141	Annual travel expenses from the place of employment to place of origin	53	-	(16)	37	-	-	-	37
A-1150	Overtime	5	-	(3)	2	-	-	-	2
A-1174	Payment for admin assistance from Community institutions	75	-	-	75	-	0	0	75
A-1175	Other services and work to be contracted out	98	-	119	217	-	-	-	217
A-1180	Expenditure on recruitment	40	-	100	140	-	-	-	140
Total chapter A-11		3 215	-	(256)	2 959	-	0	0	2 959
A-1300	Mission expenses & travel expenses & incidental expenditure for administrative missions	35	-	-	35	-	-	-	35
Total chapter A-13		35	-	-	35	-	-	-	35
A-1410	Medical expenses	4	-	11	15	-	-	-	15
A-1420	Staff Committee	2	-	-	2	-	-	-	2
A-1430	Schooling and nursery	402	-	(78)	324	-	15	15	340
Total chapter A-14		408	-	(67)	341	-	15	15	357
A-1610	Social contacts between staff	2	-	5	7	-	-	-	7
Total chapter A-16		2	-	5	7	-	-	-	7
A-1700	Entertainment and representation expenses	3	-	2	5	-	-	-	5
Total chapter A-17		3	-	2	5	-	-	-	5
Total Title A-1		3 663	-	(316)	3 347	-	16	16	3 363

5.1.2. Title A-2

EUR '000

		Initial adopted budget	Budget appropriations of the year Amending budgets	Transfers	Final budget adopted	Carryover	Additional appropriations Assigned revenue	Total	Total approp. available
		1	2	3	4=1+2+3	5	6	7=5+6	8=4+7
A-2003	cost of renting office space (parkings)	30	-	(18)	12	-	-	-	12
A-2010	Insurance	3	-	(1)	2	-	-	-	2
A-2040	Fitting-out of premises	5	-	(3)	2	-	-	-	2
Total chapter A-20		38	-	(22)	16	-	-	-	16
A-2100	Acquisition of equipment and software	70	-	47	117	-	-	-	117
A-2102	Maintenance of equipment and software	50	-	33	83	-	-	-	83
A-2103	ICT Technical support and assistance	50	-	(8)	42	-	-	-	42
A-2104	Telecommunications	80	-	(42)	38	-	1	1	39
A-2105	Commission IT systems	40	-	(9)	31	-	-	-	31
Total chapter A-21		290	-	20	310	-	1	1	311
A-2200	Purchase and replacement of office machinery	6	-	(2)	4	-	-	-	4
A-2210	Purchase and replacement of furniture	6	-	(2)	4	-	1	1	5
A-2250	Purchase of books & other works in hard copy & in electronic form	3	-	-	3	-	-	-	3
Total chapter A-22		15	-	(3)	11	-	1	1	12
A-2300	Stationery	28	-	5	33	-	-	-	33
A-2320	Bank charges	1	-	-	1	-	-	-	1
A-2330	Legal expenses	15	-	(2)	14	-	-	-	14
A-2350	Miscellaneous insurance	8	-	(8)	0	-	-	-	0
A-2354	Consultancy services	35	-	44	79	-	-	-	79
Total chapter A-23		87	-	40	127	-	-	-	127
A-2400	Postal and delivery charges	12	-	5	16	-	-	-	16
Total chapter A-24		12	-	5	16	-	-	-	16
Total Title A-2		441	-	40	481	-	2	2	483

5.1.3. Title B-3

EUR '000

		Initial adopted budget	Budget appropriations of the year		Final budget adopted	Carryover	Additional appropriations		Total	Total approp. available
		1	Amending budgets	Transfers	4=1+2+3	5	Assigned revenue	6	7=5+6	8=4+7
B3-000	Governance meetings	94	–	(13)	81	–	2	2	2	83
B3-010	Working Groups	40	–	(29)	11	–	–	–	–	11
B3-020	Network meetings	100	–	6	106	–	0	0	0	106
Total chapter B3-0		234	–	(36)	198	–	2	2	2	201
B3-100	Training activities	2 003	–	180	2 183	–	27	27	27	2 210
B3-111	Reimbursement of travel expenses - participants	1 020	–	70	1 090	–	5	5	5	1 095
B3-130	E-Learning modules	150	–	51	201	–	–	–	–	201
Total chapter B3-1		3 173	–	301	3 474	–	32	32	32	3 505
B3-200	Common curricula	30	–	(23)	7	–	–	–	–	7
B3-210	Research and science events	50	–	25	75	–	–	–	–	75
B3-220	Equipment & operating expenses and services relating to the Electronic Network	350	–	(228)	122	–	–	–	–	122
B3-240	Exchanges	380	–	195	575	–	–	–	–	575
B3-250	Co-operation with non-member states	10	–	–	10	–	–	–	–	10
B3-260	Development of CRM	50	–	(50)	–	–	–	–	–	–
B3-270	Consultancy for STNA and TNA methodology for LETS	70	–	(70)	–	–	–	–	–	–
Total chapter B3-2		940	–	(151)	789	–	–	–	–	789
B3-510	Network related missions	140	–	35	175	–	–	–	–	175
Total chapter B3-5		140	–	35	175	–	–	–	–	175
B3-700	Communications	50	–	127	177	–	–	–	–	177
Total chapter B3-7		50	–	127	177	–	–	–	–	177
Total Title B-3		4 537	–	276	4 813	–	34	34	34	4 847

5.1.4. Title B-4

EUR '000

		Initial adopted budget	Budget appropriations of the year			Final budget adopted	Carryover	Additional appropriations	Total	Total approp. available
		1	Amending budgets	Transfers		4=1+2+3	5	Assigned revenue	7=5+6	8=4+7
B4-111	1.1.1 - Technical staff	-	-	-	-	-	-	10	10	10
B4-121	1.2.1 - short term expert fees	-	-	-	-	-	-	209	209	209
B4-131	1.3.1 Abroad (staff assigned to the project)	-	-	-	-	-	-	128	128	128
B4-133	1.3.3 Seminar/conference participants	-	-	-	-	-	-	132	132	132
Total chapter B4-1		-	-	-	-	-	-	479	479	479
B4-211	2.1 International travel	-	-	-	-	-	-	159	159	159
B4-212	2.2 Local transportation	-	-	-	-	-	-	12	12	12
Total chapter B4-2		-	-	-	-	-	-	172	172	172
B4-312	3.2 Furniture, computer equipment	-	-	-	-	-	-	9	9	9
Total chapter B4-3		-	-	-	-	-	-	9	9	9
B4-414	4.4 Other services (tel/fax, electricity/heating, maintenance)	-	-	-	-	-	-	3	3	3
Total chapter B4-4		-	-	-	-	-	-	3	3	3
B4-511	5.1 Publications	-	-	-	-	-	-	3	3	3
B4-513	5.3 Expenditure verification/Audit	-	-	-	-	-	-	6	6	6
B4-514	5.4 Evaluation costs	-	-	-	-	-	-	6	6	6
B4-515	5.5 Translation, interpreters	-	-	-	-	-	-	100	100	100
B4-517	5.7 Costs of conferences/seminars ⁹	-	-	-	-	-	-	53	53	53
B4-518	5.8. Visibility actions	-	-	-	-	-	-	25	25	25
Total chapter B4-5		-	-	-	-	-	-	192	192	192
B4-711	8.1 - Indirect costs	-	-	-	-	-	-	66	66	66
Total chapter B4-7		-	-	-	-	-	-	66	66	66
B4-811	10.1 - Provision for contingency reserve	-	-	-	-	-	-	25	25	25
Total chapter B4-8		-	-	-	-	-	-	25	25	25
Total Title B-4		-	-	-	-	-	-	946	946	946
GRAND TOTAL		8 641	-	-	-	8 641	-	998	998	9 639

5.2. Breakdown & changes in payment appropriations

5.2.1. Title A-1

EUR '000

		Initial adopted budget	Budget appropriations of the year	Transfers	Final budget adopted	Carryover	Additional appropriations	Total	Total approp. available
		1	Amending budgets	3	4=1+2+3	5	Assigned revenue	7=5+6	8=4+7
A-1100	Basic Salary	1 365	–	(205)	1 160	–	–	–	1 160
A-1101	Monthly Allowances	616	–	(129)	487	–	–	–	487
A-1102	Entry and departure allowances	115	–	(60)	55	15	–	15	70
A-1115	Contract staff	428	–	–	428	–	–	–	428
A-1118	National experts on secondment	269	–	(44)	225	0	–	0	225
A-1119	Internships	23	–	(23)	–	–	–	–	–
A-1120	Further training & language courses & retraining for staff	40	–	0	40	6	–	6	46
A-1130	Insurance against sickness	89	–	3	92	–	–	–	92
A-1141	Annual travel expenses from the place of employment to place of origin	53	–	(16)	37	–	–	–	37
A-1150	Overtime	5	–	(3)	2	–	–	–	2
A-1174	Payment for admin assistance from Community institutions	75	–	–	75	11	0	11	86
A-1175	Other services and work to be contracted out	98	–	119	217	201	–	201	417
A-1180	Expenditure on recruitment	40	–	100	140	30	–	30	170
Total chapter A-11		3 215	–	(256)	2 959	262	0	262	3 221
A-1300	Mission expenses & travel expenses & incidental expenditure for administrative missions	35	–	–	35	5	–	5	40
Total chapter A-13		35	–	–	35	5	–	5	40
A-1410	Medical expenses	4	–	11	15	–	–	–	15
A-1420	Staff Committee	2	–	–	2	–	–	–	2
A-1430	Schooling and nursery	402	–	(78)	324	7	15	23	347
Total chapter A-14		408	–	(67)	341	7	15	23	364
A-1610	Social contacts between staff	2	–	5	7	6	–	6	13
Total chapter A-16		2	–	5	7	6	–	6	13
A-1700	Entertainment and representation expenses	3	–	2	5	0	–	0	5
Total chapter A-17		3	–	2	5	0	–	0	5
Title A-1		3 663	–	(316)	3 347	280	16	296	3 643

5.2.2. Title A-2

EUR '000

		Initial adopted budget	Budget appropriations of the year Amending budgets	Transfers	Final budget adopted	Carryover	Additional appropriations Assigned revenue	Total	Total approp. available
		1	2	3	4=1+2+3	5	6	7=5+6	8=4+7
A-2003	cost of renting office space (parkings)	30	-	(18)	12	7	-	7	19
A-2010	Insurance	3	-	(1)	2	-	-	-	2
A-2040	Fitting-out of premises	5	-	(3)	2	-	-	-	2
Total chapter A-20		38	-	(22)	16	7	-	7	23
A-2100	Acquisition of equipment and software	70	-	47	117	44	-	44	161
A-2102	Maintenance of equipment and software	50	-	33	83	41	-	41	124
A-2103	ICT Technical support and assistance	50	-	(8)	42	-	-	-	42
A-2104	Telecommunications	80	-	(42)	38	55	1	57	95
A-2105	Commission IT systems	40	-	(9)	31	4	-	4	34
Total chapter A-21		290	-	20	310	144	1	145	455
A-2200	Purchase and replacement of office machinery	6	-	(2)	4	4	-	4	8
A-2210	Purchase and replacement of furniture	6	-	(2)	4	7	1	8	12
A-2250	Purchase of books & other works in hard copy & in electronic form	3	-	-	3	-	-	-	3
Total chapter A-22		15	-	(3)	11	11	1	11	23
A-2300	Stationery	28	-	5	33	3	-	3	36
A-2320	Bank charges	1	-	-	1	-	-	-	1
A-2330	Legal expenses	15	-	(2)	14	8	-	8	21
A-2350	Miscellaneous insurance	8	-	(8)	0	0	-	0	1
A-2354	Consultancy services	35	-	44	79	39	-	39	119
Total chapter A-23		87	-	40	127	50	-	50	177
A-2400	Postal and delivery charges	12	-	5	16	1	-	1	17
Total chapter A-24		12	-	5	16	1	-	1	17
Title A-2		441	-	40	481	212	2	215	695

5.2.3. Title B-3

EUR '000

		Initial adopted budget	Budget appropriations of the year		Final budget adopted	Additional appropriations		Total	Total appopr. available
		1	Amending budgets	Transfers	4=1+2+3	Carryover	Assigned revenue	7=5+6	8=4+7
B3-000	Governance meetings	94	–	(13)	81	17	2	19	100
B3-010	Working Groups	40	–	(29)	11	16	–	16	27
B3-020	Network meetings	100	–	6	106	7	0	7	113
Total chapter B3-0		234	–	(36)	198	40	2	42	241
B3-100	Training activities	2 003	–	180	2 183	437	27	464	2 647
B3-111	Reimbursement of travel expenses - participants	1 020	–	70	1 090	63	5	68	1 158
B3-130	E-Learning modules	150	–	51	201	99	–	99	300
Total chapter B3-1		3 173	–	301	3 474	599	32	631	4 105
B3-200	Common curricula	30	–	(23)	7	–	–	–	7
B3-210	Research and science events	50	–	25	75	12	–	12	87
B3-220	Equipment & operating expenses and services relating to the Electronic Network	350	–	(228)	122	120	–	120	243
B3-240	Exchanges	380	–	195	575	70	–	70	645
B3-250	Co-operation with non-member states	10	–	–	10	–	–	–	10
B3-260	Development of CRM	50	–	(50)	–	–	–	–	–
B3-270	Consultancy for STNA and TNA methodology for LETS	70	–	(70)	–	–	–	–	–
Total chapter B3-2		940	–	(151)	789	202	–	202	991
B3-510	Network related missions	140	–	35	175	13	–	13	188
Total chapter B3-5		140	–	35	175	13	–	13	188
B3-700	Communications	50	–	127	177	60	–	60	236
Total chapter B3-7		50	–	127	177	60	–	60	236
Title B-3		4 537	–	276	4 813	914	34	948	5 761

5.2.4. Title B-4

EUR '000

		Initial adopted budget	Budget appropriations of the year			Final budget adopted	Carryover	Additional appropriations	Total	Total approp. available
		1	Amending budgets	Transfers		4=1+2+3	5	Assigned revenue	7=5+6	8=4+7
B4-111	1.1.1 - Technical staff	-	-	-	-	-	-	307	307	307
B4-121	1.2.1 - short term expert fees	-	-	-	-	-	-	209	209	209
B4-131	1.3.1 Abroad (staff assigned to the project)	-	-	-	-	-	-	128	128	128
B4-133	1.3.3 Seminar/conference participants	-	-	-	-	-	-	132	132	132
Total chapter B4-1		-	-	-	-	-	-	777	777	777
B4-211	2.1 International travel	-	-	-	-	-	-	159	159	159
B4-212	2.2 Local transportation	-	-	-	-	-	-	12	12	12
Total chapter B4-2		-	-	-	-	-	-	172	172	172
B4-312	3.2 Furniture, computer equipment	-	-	-	-	-	-	9	9	9
Total chapter B4-3		-	-	-	-	-	-	9	9	9
B4-414	4.4 Other services (tel/fax, electricity/heating, maintenance)	-	-	-	-	-	-	3	3	3
Total chapter B4-4		-	-	-	-	-	-	3	3	3
B4-511	5.1 Publications	-	-	-	-	-	-	3	3	3
B4-513	5.3 Expenditure verification/Audit	-	-	-	-	-	-	6	6	6
B4-514	5.4 Evaluation costs	-	-	-	-	-	-	6	6	6
B4-515	5.5 Translation, interpreters	-	-	-	-	-	-	100	100	100
B4-517	5.7 Costs of conferences/seminars ⁹	-	-	-	-	-	-	53	53	53
B4-518	5.8. Visibility actions	-	-	-	-	-	-	25	25	25
Total chapter B4-5		-	-	-	-	-	-	192	192	192
B4-711	8.1 - Indirect costs	-	-	-	-	-	-	66	66	66
Total chapter B4-7		-	-	-	-	-	-	66	66	66
B4-811	10.1 - Provision for contingency reserve	-	-	-	-	-	-	25	25	25
Total chapter B4-8		-	-	-	-	-	-	25	25	25
Title B-4		-	-	-	-	-	-	1 244	1 244	1 244
GRAND TOTAL		8 641	-	-	-	8 641	1 407	1 296	2 703	11 344

5.3. Implementation of commitment appropriations

5.3.1. Title A-1

EUR '000

		Commitments made						Appropriations carried over to 2017			Appropriations lapsing			
		Total approp. availab.	From final adopt. budget	From carry overs	From assigned revenue	Total	%	Assigned revenue	By decision	Total	From final adopted budget	From carry overs	From assigned revenue	Total
		1	2	3	4	5=2+3+4	6=5/1	7	8	9=7+8	10	11	12	13=10+11+12
A-1100	Basic Salary	1 160	1 159	-	-	1 159	100%	-	-	-	1	-	-	1
A-1101	Monthly Allowances	487	477	-	-	477	98%	-	-	-	10	-	-	10
A-1102	Entry and departure allowances	55	34	-	-	34	62%	-	-	-	21	-	-	21
A-1115	Contract staff	428	410	-	-	410	96%	-	-	-	18	-	-	18
A-1118	National experts on secondment	225	225	-	-	225	100%	-	-	-	0	-	-	0
A-1120	Further training & language courses & retraining for staff	40	40	-	-	40	100%	-	-	-	0	-	-	0
A-1130	Insurance against sickness	92	92	-	-	92	100%	-	-	-	0	-	-	0
A-1141	Annual travel expenses from the place of employment to place of origin	37	36	-	-	36	96%	-	-	-	1	-	-	1
A-1150	Overtime	2	1	-	-	1	37%	-	-	-	1	-	-	1
A-1174	Payment for admin assistance from Community institutions	75	64	-	-	64	85%	0	-	0	11	-	0	11
A-1175	Other services and work to be contracted out	217	216	-	-	216	100%	-	-	-	0	-	-	0
A-1180	Expenditure on recruitment	140	128	-	-	128	92%	-	-	-	12	-	-	12
Total chapter A-11		2 959	2 882	-	-	2 882	97%	0	-	0	76	-	0	77
A-1300	Mission expenses & travel expenses & incidental expenditure for administrative missions	35	34	-	-	34	97%	-	-	-	1	-	-	1
Total chapter A-13		35	34	-	-	34	97%	-	-	-	1	-	-	1
A-1410	Medical expenses	15	13	-	-	13	88%	-	-	-	2	-	-	2
A-1420	Staff Committee	2	-	-	-	-	0%	-	-	-	2	-	-	2
A-1430	Schooling and nursery	340	298	-	15	313	92%	-	-	-	27	-	-	27
Total chapter A-14		357	311	-	15	326	91%	-	-	-	31	-	-	31
A-1610	Social contacts between staff	7	4	-	-	4	56%	-	-	-	3	-	-	3
Total chapter A-16		7	4	-	-	4	56%	-	-	-	3	-	-	3
A-1700	Entertainment and representation expenses	5	5	-	-	5	90%	-	-	-	1	-	-	1
Total chapter A-17		5	5	-	-	5	90%	-	-	-	1	-	-	1
Total Title A-1		3 363	3 236	-	15	3 251	97%	0	-	0	112	-	0	112

5.3.2. Title A-2

EUR '000

		Commitments made						Appropriations carried over to 2017			Appropriations lapsing			
		Total approp. availab.	From final adopt. budget	From carry overs	From assigned revenue	Total	%	Assigned revenue	By decision	Total	From final adopted budget	From carry overs	From assigned revenue	Total
		1	2	3	4	5=2+3+4	6=5/1	7	8	9=7+8	10	11	12	13=10+11+12
A-2003	cost of renting office space (parkings)	12	12	-	-	12	100%	-	-	-	0	-	-	0
A-2010	Insurance	2	2	-	-	2	96%	-	-	-	0	-	-	0
A-2040	Fitting-out of premises	2	2	-	-	2	96%	-	-	-	0	-	-	0
Total chapter A-20		16	16	-	-	16	99%	-	-	-	0	-	-	0
A-2100	Acquisition of equipment and software	117	116	-	-	116	99%	-	-	-	1	-	-	1
A-2102	Maintenance of equipment and software	83	83	-	-	83	99%	-	-	-	0	-	-	0
A-2103	ICT Technical support and assistance	42	40	-	-	40	96%	-	-	-	2	-	-	2
A-2104	Telecommunications	39	36	-	-	36	91%	1	-	1	2	-	-	2
A-2105	Commission IT systems	31	31	-	-	31	100%	-	-	-	-	-	-	-
Total chapter A-21		311	305	-	-	305	98%	1	-	1	5	-	-	5
A-2200	Purchase and replacement of office machinery	4	4	-	-	4	84%	-	-	-	1	-	-	1
A-2210	Purchase and replacement of furniture	5	4	-	-	4	78%	-	-	-	0	-	1	1
A-2250	Purchase of books & other works in hard copy & in electronic form	3	2	-	-	2	85%	-	-	-	0	-	-	0
Total chapter A-22		12	10	-	-	10	82%	-	-	-	2	-	1	2
A-2300	Stationery	33	32	-	-	32	97%	-	-	-	1	-	-	1
A-2320	Bank charges	1	-	-	-	-	0%	-	-	-	1	-	-	1
A-2330	Legal expenses	14	11	-	-	11	81%	-	-	-	3	-	-	3
A-2350	Miscellaneous insurance	0	0	-	-	0	96%	-	-	-	0	-	-	0
A-2354	Consultancy services	79	78	-	-	78	98%	-	-	-	2	-	-	2
Total chapter A-23		127	121	-	-	121	95%	-	-	-	6	-	-	6
A-2400	Postal and delivery charges	16	16	-	-	16	100%	-	-	-	-	-	-	-
Total chapter A-24		16	16	-	-	16	100%	-	-	-	-	-	-	-
Total Title A-2		483	468	-	-	468	97%	1	-	1	13	-	1	13

5.3.3. Title B-3

EUR '000

		Commitments made						Appropriations carried over to 2017			Appropriations lapsing			Total 13=10+11 +12
		Total approp. availab.	From final adopt. budget	From carry overs	From assigned revenue	Total	%	Assigned revenue	By decision	Total	From final adopted budget	From carry overs	From assigned revenue	
		1	2	3	4	5=2+3+4	6=5/1	7	8	9=7+8	10	11	12	
B3-000	Governance meetings	83	62	-	-	62	75%	-	-	-	19	-	2	21
B3-010	Working Groups	11	11	-	-	11	96%	-	-	-	0	-	-	0
B3-020	Network meetings	106	97	-	-	97	91%	-	-	-	9	-	0	9
Total chapter B3-0		201	170	-	-	170	85%	-	-	-	28	-	2	31
B3-100	Training activities	2 210	2 051	-	10	2 061	93%	16	-	16	132	-	1	133
B3-111	Reimbursement of travel expenses - participants	1 095	1 080	-	-	1 080	99%	2	-	2	10	-	3	13
B3-130	E-Learning modules	201	183	-	-	183	91%	-	-	-	17	-	-	17
Total chapter B3-1		3 505	3 314	-	10	3 324	95%	18	-	18	159	-	4	163
B3-200	Common curricula	7	5	-	-	5	69%	-	-	-	2	-	-	2
B3-210	Research and science events	75	47	-	-	47	63%	-	-	-	28	-	-	28
B3-220	Equipment & operating expenses and services relating to the Electronic Network	122	122	-	-	122	100%	-	-	-	0	-	-	0
B3-240	Exchanges	575	575	-	-	575	100%	-	-	-	-	-	-	-
B3-250	Co-operation with non-member states	10	2	-	-	2	22%	-	-	-	8	-	-	8
Total chapter B3-2		789	751	-	-	751	95%	-	-	-	38	-	-	38
B3-510	Network related missions	175	175	-	-	175	100%	-	-	-	-	-	-	-
Total chapter B3-5		175	175	-	-	175	100%	-	-	-	-	-	-	-
B3-700	Communications	177	177	-	-	177	100%	-	-	-	-	-	-	-
Total chapter B3-7		177	177	-	-	177	100%	-	-	-	-	-	-	-
Total Title B-3		4 847	4 587	-	10	4 597	95%	18	-	18	226	-	6	232

5.3.4. Title B-4

EUR '000

		Commitments made					Appropriations carried over to 2017			Appropriations lapsing				Total 13=10+11 +12
		Total approp. availab.	From final adopt. budget	From carry overs	From assigned revenue	Total	%	Assigned revenue	By decision	Total	From final adopted budget	From carry overs	From assigned revenue	
		1	2	3	4	5=2+3+4	6=5/1	7	8	9=7+8	10	11	12	
B4-111	1.1.1 - Technical staff	10	-	-	-	-	0%	10	-	10	-	-	-	-
B4-121	1.2.1 - short term expert fees	209	-	-	209	209	100%	0	-	0	-	-	-	-
B4-131	1.3.1 Abroad (staff assigned to the project)	128	-	-	128	128	100%	-	-	-	-	-	-	-
B4-133	1.3.3 Seminar/conference participants	132	-	-	132	132	100%	0	-	0	-	-	-	-
Total chapter B4-1		479	-	-	470	470	98%	10	-	10	-	-	-	-
B4-211	2.1 International travel	159	-	-	159	159	100%	0	-	0	-	-	-	-
B4-212	2.2 Local transportation	12	-	-	12	12	100%	-	-	-	-	-	-	-
Total chapter B4-2		172	-	-	172	172	100%	0	-	0	-	-	-	-
B4-312	3.2 Furniture, computer equipment	9	-	-	9	9	95%	0	-	0	-	-	-	-
Total chapter B4-3		9	-	-	9	9	95%	0	-	0	-	-	-	-
B4-414	4.4 Other services (tel/fax, electricity/heating, maintenance)	3	-	-	-	-	0%	3	-	3	-	-	-	-
Total chapter B4-4		3	-	-	-	-	0%	3	-	3	-	-	-	-
B4-511	5.1 Publications	3	-	-	-	-	0%	3	-	3	-	-	-	-
B4-513	5.3 Expenditure verification/Audit	6	-	-	-	-	0%	6	-	6	-	-	-	-
B4-514	5.4 Evaluation costs	6	-	-	-	-	0%	6	-	6	-	-	-	-
B4-515	5.5 Translation, interpreters	100	-	-	100	100	100%	0	-	0	-	-	-	-
B4-517	5.7 Costs of conferences/seminars	53	-	-	38	38	71%	15	-	15	-	-	-	-
B4-518	5.8. Visibility actions	25	-	-	25	25	100%	-	-	-	-	-	-	-
Total chapter B4-5		192	-	-	162	162	84%	30	-	30	-	-	-	-
B4-711	8.1 - Indirect costs	66	-	-	-	-	0%	66	-	66	-	-	-	-
Total chapter B4-7		66	-	-	-	-	0%	66	-	66	-	-	-	-
B4-811	10.1 - Provision for contingency reserve	25	-	-	-	-	0%	25	-	25	-	-	-	-
Total chapter B4-8		25	-	-	-	-	0%	25	-	25	-	-	-	-
Total Title B-4		946	-	-	812	812	86%	134	-	134	-	-	-	-
GRAND TOTAL		9 639	8 291	-	838	9 129	95%	154	-	154	350	-	7	357

5.4. Implementation of payment appropriations

5.4.1. Title A-1

EUR '000

		Payments made						Appropriations carried over to 2017				Appropriations lapsing			
		Total approp. availab.	From final adopted budget	From carry overs	From assigned revenue	Total	%	Automatic carry overs	By decision	Assigned revenue	Total	From final budget	From carry overs	From assigned revenue	Total
		1	2	3	4	5=2+3+4	6 = 5/1	7	8	9	10=7+8+9	11	12	13	14=11+12+13
A-1100	Basic Salary	1 160	1 159	-	-	1 159	100%	-	-	-	-	1	-	-	1
A-1101	Monthly Allowances	487	477	-	-	477	98%	-	-	-	-	10	-	-	10
A-1102	Entry and departure allowances	70	22	15	-	36	52%	12	-	-	12	21	0	-	21
A-1115	Contract staff	428	410	-	-	410	96%	-	-	-	-	18	-	-	18
A-1118	National experts on secondment	225	225	0	-	225	100%	-	-	-	-	0	0	-	0
A-1120	Further training & language courses & retraining for staff	46	40	4	-	44	95%	-	-	-	-	0	2	-	2
A-1130	Insurance against sickness	92	92	-	-	92	100%	-	-	-	-	0	-	-	0
A-1141	Annual travel expenses from the place of employment to place of origin	37	36	-	-	36	96%	-	-	-	-	1	-	-	1
A-1150	Overtime	2	1	-	-	1	37%	-	-	-	-	1	-	-	1
A-1174	Payment for admin assistance from Community institutions	86	47	11	-	57	67%	17	-	0	18	11	-	0	11
A-1175	Other services and work to be contracted out	417	113	201	-	314	75%	103	-	-	103	0	0	-	0
A-1180	Expenditure on recruitment	170	107	19	-	126	74%	21	-	-	21	12	11	-	22
Total chapter A-11		3 221	2 728	249	-	2 977	92%	154	-	0	155	76	13	0	90
A-1300	Mission expenses & travel expenses & incidental expenditure for administrative missions	40	29	4	-	33	82%	5	-	-	5	1	1	-	2
Total chapter A-13		40	29	4	-	33	82%	5	-	-	5	1	1	-	2
A-1410	Medical expenses	15	0	-	-	0	1%	13	-	-	13	2	-	-	2
A-1420	Staff Committee	2	-	-	-	-	0%	-	-	-	-	2	-	-	2
A-1430	Schooling and nursery	347	290	-	15	305	88%	8	-	-	8	27	7	-	34
Total chapter A-14		364	290	-	15	306	84%	21	-	-	21	31	7	-	38
A-1610	Social contacts between staff	13	4	5	-	8	66%	-	-	-	-	3	1	-	4
Total chapter A-16		13	4	5	-	8	66%	-	-	-	-	3	1	-	4
A-1700	Entertainment and representation expenses	5	4	0	-	4	69%	1	-	-	1	1	0	-	1
Total chapter A-17		5	4	0	-	4	69%	1	-	-	1	1	0	-	1
Total Title A-1		3 643	3 055	257	15	3 328	91%	181	-	0	181	112	23	0	135

5.4.2. Title A-2

EUR '000

		Payments made						Appropriations carried over to 2017				Appropriations lapsing			Total 14=11+12 +13
		Total approp. availab.	From final adopted budget	From carry overs	From assigned revenue	Total	%	Automatic carry overs	By decision	Assigned revenue	Total	From final budget	From carry overs	From assigned revenue	
		1	2	3	4	5=2+3+4	6 = 5/1	7	8	9	10=7+8+9	11	12	13	
A-2003	cost of renting office space (parkings)	19	12	7	-	18	97%	-	-	-	-	0	1	-	1
A-2010	Insurance	2	2	-	-	2	96%	-	-	-	-	0	-	-	0
A-2040	Fitting-out of premises	2	2	-	-	2	81%	0	-	-	0	0	-	-	0
Total chapter A-20		23	16	7	-	22	95%	0	-	-	0	0	1	-	1
A-2100	Acquisition of equipment and software	161	91	44	-	134	84%	26	-	-	26	1	0	-	1
A-2102	Maintenance of equipment and software	124	67	21	-	88	71%	16	-	-	16	0	20	-	20
A-2103	ICT Technical support and assistance	42	40	-	-	40	96%	-	-	-	-	2	-	-	2
A-2104	Telecommunications	95	25	45	-	69	73%	11	-	1	13	2	11	-	13
A-2105	Commission IT systems	34	31	4	-	34	100%	-	-	-	-	-	-	-	-
Total chapter A-21		455	253	113	-	366	80%	52	-	1	54	5	31	-	35
A-2200	Purchase and replacement of office machinery	8	4	4	-	7	87%	0	-	-	0	1	0	-	1
A-2210	Purchase and replacement of furniture	12	4	5	-	9	76%	-	-	1	1	0	2	1	3
A-2250	Purchase of books & other works in hard copy & in electronic form	3	1	-	-	1	27%	1	-	-	1	0	-	-	0
Total chapter A-22		23	8	9	-	17	74%	2	-	1	2	2	2	1	4
A-2300	Stationery	36	30	2	-	32	90%	2	-	-	2	1	1	-	2
A-2320	Bank charges	1	-	-	-	-	0%	-	-	-	-	1	-	-	1
A-2330	Legal expenses	21	7	8	-	15	68%	4	-	-	4	3	0	-	3
A-2350	Miscellaneous insurance	1	0	0	-	1	97%	-	-	-	-	0	0	-	0
A-2354	Consultancy services	119	1	35	-	37	31%	76	-	-	76	2	4	-	6
Total chapter A-23		177	39	45	-	84	47%	82	-	-	82	6	5	-	11
A-2400	Postal and delivery charges	17	13	1	-	13	79%	3	-	-	3	-	0	-	0
Total chapter A-24		17	13	1	-	13	79%	3	-	-	3	-	0	-	0
Total Title A-2		695	328	174	-	502	72%	140	-	2	142	13	38	1	51

5.4.3. Title B-3

EUR '000

		Payments made						Appropriations carried over to 2017				Appropriations lapsing			
		Total approp. availab.	From final adopted budget	From carry overs	From assigned revenue	Total	%	Automatic carry overs	By decision	Assigned revenue	Total	From final budget	From carry overs	From assigned revenue	Total
		1	2	3	4	5=2+3+4	6 = 5/1	7	8	9	10=7+8+9	11	12	13	14=11+12+13
B3-000	Governance meetings	100	54	13	–	68	68%	8	–	2	10	19	4	2	25
B3-010	Working Groups	27	0	7	–	7	26%	11	–	–	11	0	9	–	9
B3-020	Network meetings	113	90	6	–	96	85%	7	–	0	7	9	1	0	10
Total chapter B3-0		241	145	26	–	171	71%	25	–	2	27	28	14	2	45
B3-100	Training activities	2 647	1 458	351	10	1 819	69%	594	–	17	610	132	86	1	218
B3-111	Reimbursement of travel expenses - participants	1 158	887	62	–	949	82%	193	–	5	198	10	0	3	14
B3-130	E-Learning modules	300	91	98	–	189	63%	92	–	–	92	17	1	–	19
Total chapter B3-1		4 105	2 436	512	10	2 957	72%	879	–	22	900	159	88	4	251
B3-200	Common curricula	7	–	–	–	–	0%	5	–	–	5	2	–	–	2
B3-210	Research and science events	87	26	11	–	37	42%	22	–	–	22	28	1	–	28
B3-220	Equipment & operating expenses and services relating to the Electronic Network	243	12	100	–	112	46%	110	–	–	110	0	21	–	21
B3-240	Exchanges	645	489	63	–	552	86%	86	–	–	86	–	7	–	7
B3-250	Co-operation with non-member states	10	1	–	–	1	12%	1	–	–	1	8	–	–	8
Total chapter B3-2		991	528	174	–	701	71%	223	–	–	223	38	29	–	67
B3-510	Network related missions	188	164	13	–	177	94%	11	–	–	11	–	–	–	–
Total chapter B3-5		188	164	13	–	177	94%	11	–	–	11	–	–	–	–
B3-700	Communications	236	158	51	–	209	88%	18	–	–	18	–	9	–	9
Total chapter B3-7		236	158	51	–	209	88%	18	–	–	18	–	9	–	9
Total Title B0-3		5 761	3 430	775	10	4 215	73%	1 156	–	24	1 181	226	139	6	371

5.4.4. Title B-4

EUR '000

		Payments made						Appropriations carried over to 2017				Appropriations lapsing			Total 14=11+12 +13
		Total approp. availab.	From final adopted budget	From carry overs	From assigned revenue	Total	%	Automatic carry overs	By decision	Assigned revenue	Total	From final budget	From carry overs	From assigned revenue	
		1	2	3	4	5=2+3+4	6 = 5/1	7	8	9	10=7+8+9	11	12	13	
B4-111	1.1.1 - Technical staff	307	-	-	161	161	53%	-	-	146	146	-	-	-	-
B4-121	1.2.1 - short term expert fees	209	-	-	164	164	78%	-	-	46	46	-	-	-	-
B4-131	1.3.1 Abroad (staff assigned to the project)	128	-	-	68	68	53%	-	-	60	60	-	-	-	-
B4-133	1.3.3 Seminar/conference participants	132	-	-	32	32	25%	-	-	100	100	-	-	-	-
Total chapter B4-1		777	-	-	425	425	55%	-	-	352	352	-	-	-	-
B4-211	2.1 International travel	159	-	-	55	55	34%	-	-	105	105	-	-	-	-
B4-212	2.2 Local transportation	12	-	-	2	2	12%	-	-	11	11	-	-	-	-
Total chapter B4-2		172	-	-	56	56	33%	-	-	116	116	-	-	-	-
B4-312	3.2 Furniture, computer equipment	9	-	-	6	6	62%	-	-	3	3	-	-	-	-
Total chapter B4-3		9	-	-	6	6	62%	-	-	3	3	-	-	-	-
B4-414	4.4 Other services (tel/fax, electricity/heating, maintenance)	3	-	-	-	-	0%	-	-	3	3	-	-	-	-
Total chapter B4-4		3	-	-	-	-	0%	-	-	3	3	-	-	-	-
B4-511	5.1 Publications	3	-	-	-	-	0%	-	-	3	3	-	-	-	-
B4-513	5.3 Expenditure verification/Audit	6	-	-	-	-	0%	-	-	6	6	-	-	-	-
B4-514	5.4 Evaluation costs	6	-	-	-	-	0%	-	-	6	6	-	-	-	-
B4-515	5.5 Translation, interpreters	100	-	-	79	79	79%	-	-	21	21	-	-	-	-
B4-517	5.7 Costs of conferences/seminars ⁹	53	-	-	27	27	52%	-	-	25	25	-	-	-	-
B4-518	5.8. Visibility actions	25	-	-	0	0	0%	-	-	25	25	-	-	-	-
Total chapter B4-5		192	-	-	106	106	55%	-	-	86	86	-	-	-	-
B4-711	8.1 - Indirect costs	66	-	-	-	-	0%	-	-	66	66	-	-	-	-
Total chapter B4-7		66	-	-	-	-	0%	-	-	66	66	-	-	-	-
B4-811	10.1 - Provision for contingency reserve	25	-	-	-	-	0%	-	-	25	25	-	-	-	-
Total chapter B4-8		25	-	-	-	-	0%	-	-	25	25	-	-	-	-
Total Title B0-4		1 244	-	-	593	593	48%	-	-	651	651	-	-	-	-
GRAND TOTAL		11 344	6 814	1 207	618	8 638	76%	1 477	-	677	2 155	350	200	7	557

6. COMMITMENTS OUTSTANDING

6.1. Title A-1

		Commitments outstanding at the end of prev. year				Commitments of the year				EUR '000
		Comm. carried forward from prev. year	Decommit. Revaluation Cancellations	Payments	Total	Comm. made during the year	Payment	Cancellation of comm. which cannot be carried forward	Commit. outstanding at year-end	Total commitments outstanding at year-end
		1	2	3	4=1+2-3	5	6	7	8=5-6-7	9=4+8
A-1100	Basic Salary	-	-	-	-	1 159	1 159	-	-	-
A-1101	Monthly Allowances	-	-	-	-	477	477	-	-	-
A-1102	Entry and departure allowances	15	(0)	15	-	34	22	-	12	12
A-1115	Contract staff	-	-	-	-	410	410	-	-	-
A-1118	National experts on secondment	0	(0)	0	-	225	225	-	-	-
A-1120	Further training & language courses & retraining for staff	6	(2)	4	-	40	40	-	-	-
A-1130	Insurance against sickness	-	-	-	-	92	92	-	-	-
A-1141	Annual travel expenses from the place of employment to place of origin	-	-	-	-	36	36	-	-	-
A-1150	Overtime	-	-	-	-	1	1	-	-	-
A-1174	Payment for admin assistance from Community institutions	11	-	11	-	64	47	-	17	17
A-1175	Other services and work to be contracted out	201	(0)	201	-	216	113	-	103	103
A-1180	Expenditure on recruitment	30	(11)	19	-	128	107	-	21	21
Total chapter A-11		262	(13)	249	-	2 882	2 728	-	154	154
A-1300	Mission expenses & travel expenses & incidental expenditure for administrative missions	5	(1)	4	-	34	29	-	5	5
Total chapter A-13		5	(1)	4	-	34	29	-	5	5
A-1410	Medical expenses	-	-	-	-	13	0	-	13	13
A-1430	Schooling and nursery	7	(7)	-	-	313	305	-	8	8
Total chapter A-14		7	(7)	-	-	326	306	-	21	21
A-1610	Social contacts between staff	6	(1)	5	-	4	4	-	-	-
Total chapter A-16		6	(1)	5	-	4	4	-	-	-
A-1700	Entertainment and representation expenses	0	(0)	0	-	5	4	-	1	1
Total chapter A-17		0	(0)	0	-	5	4	-	1	1
Total Title A-1		280	(23)	257	-	3 251	3 070	-	181	181

6.2. Title A-2

		Commitments outstanding at the end of prev. year				Commitments of the year				EUR '000
		Comm. carried forward from prev. year	Decommit. Revaluation Cancellations	Payments	Total	Comm. made during the year	Payment	Cancellation of comm. which cannot be carried forward	Commit. outstanding at year-end	Total commitments outstanding at year-end
		1	2	3	4=1+2-3	5	6	7	8=5-6-7	9=4+8
A-2003	cost of renting office space (parkings)	7	(1)	7	-	12	12	-	-	-
A-2010	Insurance	-	-	-	-	2	2	-	-	-
A-2040	Fitting-out of premises	-	-	-	-	2	2	-	0	0
Total chapter A-20		7	(1)	7	-	16	16	-	0	0
A-2100	Acquisition of equipment and software	44	(0)	44	-	116	91	-	26	26
A-2102	Maintenance of equipment and software	41	(20)	21	-	83	67	-	16	16
A-2103	ICT Technical support and assistance	-	-	-	-	40	40	-	-	-
A-2104	Telecommunications	55	(11)	45	-	36	25	-	11	11
A-2105	Commission IT systems	4	-	4	-	31	31	-	-	-
Total chapter A-21		144	(31)	113	-	305	253	-	52	52
A-2200	Purchase and replacement of office machinery	4	(0)	4	-	4	4	-	0	0
A-2210	Purchase and replacement of furniture	7	(2)	5	-	4	4	-	-	-
A-2250	Purchase of books & other works in hard copy & in electronic form	-	-	-	-	2	1	-	1	1
Total chapter A-22		11	(2)	9	-	10	8	-	2	2
A-2300	Stationery	3	(1)	2	-	32	30	-	2	2
A-2330	Legal expenses	8	(0)	8	-	11	7	-	4	4
A-2350	Miscellaneous insurance	0	(0)	0	-	0	0	-	-	-
A-2354	Consultancy services	39	(4)	35	-	78	1	-	76	76
Total chapter A-23		50	(5)	45	-	121	39	-	82	82
A-2400	Postal and delivery charges	1	(0)	1	-	16	13	-	3	3
Total chapter A-24		1	(0)	1	-	16	13	-	3	3
Total Title A-2		212	(38)	174	-	468	328	-	140	140

6.3. Title B-3

		Commitments outstanding at the end of prev. year				Commitments of the year			EUR '000	
		Comm. carried forward from prev. year	Decommit. Revaluation Cancellations	Payments	Total	Comm. made during the year	Payment	Cancellation of comm. which cannot be carried forward	Commit. outstanding at year-end	Total commitments outstanding at year-end
		1	2	3	4=1+2-3	5	6	7	8=5-6-7	9=4+8
B3-000	Governance meetings	17	(4)	13	–	62	54	–	8	8
B3-010	Working Groups	16	(9)	7	–	11	0	–	11	11
B3-020	Network meetings	7	(1)	6	–	97	90	–	7	7
Total chapter B3-0		40	(14)	26	–	170	145	–	25	25
B3-100	Training activities	437	(86)	351	–	2 061	1 468	–	594	594
B3-111	Reimbursement of travel expenses - participants	63	(0)	62	–	1 080	887	–	193	193
B3-130	E-Learning modules	99	(1)	98	–	183	91	–	92	92
Total chapter B3-1		599	(88)	512	–	3 324	2 446	–	879	879
B3-200	Common curricula	–	–	–	–	5	–	–	5	5
B3-210	Research and science events	12	(1)	11	–	47	26	–	22	22
B3-220	Equipment & operating expenses and services relating to the Electronic Network	120	(21)	100	–	122	12	–	110	110
B3-240	Exchanges	70	(7)	63	–	575	489	–	86	86
B3-250	Co-operation with non-member states	–	–	–	–	2	1	–	1	1
Total chapter B3-2		202	(29)	174	–	751	528	–	223	223
B3-510	Network related missions	13	–	13	–	175	164	–	11	11
Total chapter B3-5		13	–	13	–	175	164	–	11	11
B3-700	Communications	60	(9)	51	–	177	158	–	18	18
Total chapter B3-7		60	(9)	51	–	177	158	–	18	18
Total Title B-3		914	(139)	775	–	4 597	3 440	–	1 156	1 156

6.4. Title B-4

EUR '000										
Commitments outstanding at the end of prev. year						Commitments of the year			Total commitments	
		Comm. carried forward from prev. year	Decommit. Revaluation Cancellations	Payments	Total	Comm. made during the year	Payment	Cancellation of comm. which cannot be carried forward	Commit. outstanding at year-end	outstanding at year-end
		1	2	3	4=1+2-3	5	6	7	8=5-6-7	9=4+8
B4-111	1.1.1 - Technical staff	298	-	161	136	-	-	-	-	136
B4-121	1.2.1 - short term expert fees	-	-	-	-	209	164	-	46	46
B4-131	1.3.1 Abroad (staff assigned to the project)	-	-	-	-	128	68	-	60	60
B4-133	1.3.3 Seminar/conference participants	-	-	-	-	132	32	-	100	100
Total chapter B4-1		298	-	161	136	470	264	-	206	342
B4-211	2.1 International travel	-	-	-	-	159	55	-	105	105
B4-212	2.2 Local transportation	-	-	-	-	12	2	-	11	11
Total chapter B4-2		-	-	-	-	172	56	-	116	116
B4-312	3.2 Furniture, computer equipment	-	-	-	-	9	6	-	3	3
Total chapter B4-3		-	-	-	-	9	6	-	3	3
B4-515	5.5 Translation, interpreters	-	-	-	-	100	79	-	21	21
B4-517	5.7 Costs of conferences/seminars ⁹	-	-	-	-	38	27	-	10	10
B4-518	5.8. Visibility actions	-	-	-	-	25	0	-	25	25
Total chapter B4-5		-	-	-	-	162	106	-	56	56
Total Title B-4		298	-	161	136	812	432	-	381	517
GRAND TOTAL		1 705	(200)	1 368	136	9 129	7 271	-	1 858	1 994

7. GLOSSARY

ABAC

This is the name given to the Commission's accounting system, which since 2005 has been enriched by accrual accounting rules. Apart from the cash-based budget accounts, the Commission produces accrual-based accounts which recognise revenue when earned, rather than when collected. Expenses are recognised when incurred rather than when paid. This contrasts with cash basis budgetary accounting that recognises transactions and other events only when cash is received or paid.

Accounting

The act of recording and reporting financial transactions, including the creation of the transaction, its recognition, processing, and summarisation in the financial statements.

Administrative appropriations

Administrative appropriations cover the running costs of the Institutions and entities (staff, buildings, office equipment).

Adjustment

Amending budget or transfer of funds from one budget item to another

Adopted budget

Draft budget becomes the adopted budget as soon as it is approved by the Budgetary Authority. Cf. Budget.

Agencies

EU bodies having a distinct legal personality, and to whom budget implementing powers may be delegated under strict conditions. They are subject to a distinct discharge from the discharge authority.

Amending budget

Decision adopted during the budget year to amend (increase, decrease, transfer) aspects of the adopted budget of that year.

Annuality

The budgetary principle according to which expenditure and revenue is programmed and authorised for one year, starting on 1 January and ending on 31 December.

Appropriations

Budget funding. The budget forecasts both commitments (legal pledges to provide finance, provided that certain conditions are fulfilled) and payments (cash or bank transfers to the beneficiaries). Appropriations for commitments and payments often differ — differentiated appropriations — because multiannual programmes and projects are usually fully committed in the year they are decided and are paid over the years as the implementation of the programme and project progresses. Non-differentiated appropriations apply to administrative expenditure, for agricultural market support and direct payments and commitment appropriations equal payment appropriations.

Assigned revenue External/Internal

Dedicated revenue received to finance specific items of expenditure. Main sources of external assigned revenue are financial contributions from third countries to programmes financed by the Union. Main sources of internal assigned revenue is revenue from third parties in respect of goods, services or work supplied at their request; (c) revenue arising from the repayment of amounts wrongly paid and revenue from the sale of publications and films, including those on an electronic medium. The complete list of items constituting assigned revenue is given in the Financial Regulation Art.21.2.

Authorising Officer (AO)

The AO is responsible in each institution for authorising revenue and expenditure operations in accordance with the principles of sound financial management and for ensuring that the requirements of legality and regularity are complied with.

Budget

Annual financial plan, drawn up according to budgetary principles, that provides forecasts and authorises, for each financial year, an estimate of future costs and revenue and expenditures and their detailed description and justification, the latter included in budgetary remarks.

Budget result

The difference between income received and amounts paid, including adjustments for carry-overs, cancellations and exchange rate differences. The resulting amount will have to be reimbursed to the funding authority as provided in the Financial Regulation for Agencies.

Budget implementation

Consumption of the budget through expenditure and revenue operations.

Budget item / Budget line / Budget position

As far as the budget structure is concerned, revenue and expenditure are shown in the budget in accordance with a binding nomenclature which reflects the nature and purpose of each item, as imposed by the budgetary authority. The individual headings (title, chapter, article or item) provide a formal description of the nomenclature.

Budgetary authority

Institutions with decisional powers on budgetary matters: the European Parliament and the Council of Ministers

Budgetary commitment

A budgetary commitment is a reservation of appropriations to cover for subsequent expenses.

Cancellation of appropriations

Unused appropriations that may no longer be used.

Carryover of appropriations

Exception to the principle of annuality in so far as appropriations that could not be used in a given budget year may, under strict conditions, be exceptionally carried over for use during the following year.

Commitment appropriations

Commitment appropriations cover the total cost of legal obligations (contracts, grant agreements/decisions) that could be signed in the current financial year. Art. 7 FR: Commitment appropriations cover the total cost in the current financial year of legal obligations (contracts, grant agreements/decisions) entered into for operations extending over more than one year.

De-commitment

Cancellation of a reservation of appropriations

Differentiated appropriations

Differentiated appropriations are used to finance multiannual operations; they cover, for the current financial year, the total cost of the legal obligations entered into for operations whose implementation extends over more than one financial year. Art. 7 FR: Differentiated appropriations are entered for multiannual operations. They consist of commitment appropriations and payment appropriations.

Earmarked revenue

Revenue earmarked for a specific purpose, such as income from foundations, subsidies, gifts and bequests, including the earmarked revenue specific to each institution. (Cf. Assigned revenue)

Economic result

Impact on the balance sheet of expenditure and revenue based on accrual accounting rules.

Entitlements established

Entitlements are recovery orders that the European Union must establish for collecting income.

Exchange rate difference

The difference resulting from currency exchange rates applied to the transactions concerning countries outside the euro area, or from the revaluation of assets and liabilities in foreign currency at the closure.

Expenditure

Term used to describe spending the budget from all types of funds sources.

Financial regulation (FR)

Adopted through the ordinary legislative procedure after consulting the European Court of Auditors, this regulation lays down the rules for the establishment and implementation of the general budget of the European Union. (OJ L 298, 26.10.2012)

Funds Source

Type of appropriations (e.g.: C1, C2, etc.)

Grants

Direct financial contributions, by way of donation, from the budget in order to finance either an action intended to help achieve an objective part of an EU policy or the functioning of a body which pursues an aim of general European interest or has an objective forming part of an EU policy.

Implementation

Cf. Budget implementation

Income

Cf. Revenue

Joint Undertakings (JUs)

A legal EU-body established under the TFEU. The term can be used to describe any collaborative structure proposed for the "efficient execution of Union research, technological development and demonstration programmes".

Lapsing appropriations

Unused appropriations to be cancelled at the end of the financial year. Lapsing means the cancellation of all or part of the authorisation to make expenditures and/or incur liabilities which is represented by an appropriation.

Legal base (basic act)

The legal base or basis is, as a general rule, a law based on an article in the Treaty giving competence to the Community for a specific Title and setting out the conditions for fulfilling that competence including budget implementation. Certain Treaty articles authorise the Commission to undertake certain actions, which imply spending, without there being a further legal act.

Legal commitment

A legal commitment establishes a legal obligation towards third parties.

Non-differentiated appropriations

Non-differentiated appropriations are for operations of an annual nature. (Art. 9 FR). In the EU-Budget non-differentiated appropriations apply to administrative expenditure, for agricultural market support and direct payments

Operational appropriations

Operational appropriations finance the different policies, mainly in the form of grants or procurement.

Outstanding commitment

Legal commitments having not fully given rise to liquidation by payments. Cf. RAL.

Outturn

Cf. Budget result

Payment

A payment is a cash disbursement to honour legal obligations.

Payment appropriations

Payment appropriations cover expenditure due in the current year, arising from legal commitments entered in the current year and/or earlier years (Art. 7 FR).

RAL

Sum of outstanding commitments. Outstanding commitments (or RAL, from the French 'reste à liquider') are defined as the amount of appropriations committed that have not yet been paid. They *stem directly* from the existence of multiannual programmes and the dissociation between commitment and payment appropriations. (Cf. Outstanding commitments)

Recovery

The recovery order is the procedure by which the Authorising officer (AO) registers an entitlement by the Commission in order to retrieve the amount which is due. The entitlement is the right that the Commission has to claim the sum which is due by a debtor, usually a beneficiary.

Result

Cf. Outturn

Revenue

Term used to describe income from all sources financing the budget.

Rules of application

Detailed rules for the implementation of the financial regulation. They are set out in a Commission regulation adopted after consulting all institutions and cannot alter the financial regulation upon which they depend.

Surplus

Positive difference between revenue and expenditure (see Budget result) which has to be returned to the funding authority as provided in the Financial Regulation.

Transfer

Transfers between budget lines imply the relocation of appropriations from one budget line to another, in the course of the financial year, and thereby they constitute an exception to the budgetary principle of specification. They are, however, expressly authorised by the Treaty on the Functioning of the European Union under the conditions laid down in the Financial Regulation. The FR identifies different types of transfers depending on whether they are between or within budget titles, chapters, articles or headings and require different levels of authorization.