

# **BUDGET AND ESTABLISHMENT PLAN for 2016**

11 December 2015

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## 1. Explanatory note

### 1.1. Legal basis

Regulation (EC) No. 1211/2009 of the European Parliament and of the Council of 25 November 2009 establishing the Body of European Regulators for Electronic Communications (BEREC) and the Office<sup>1</sup> (hereafter, the BEREC Regulation).

Decision MC/2014/01<sup>2</sup> of the Management Committee of the Office of the Body of European Regulators for Electronic Communications (BEREC) on the financial regulation applicable to the BEREC Office in conformity with the framework Financial Regulation for the bodies referred to in Article 208 of Council regulation (EU, Euratom) No 966/2012 on the Financial regulation applicable to the general budget of the European Union<sup>3</sup> (hereafter, the BEREC Office Financial Regulation).

Communication from the Commission to the European Parliament and the Council on Programming of human and financial resources for decentralised agencies 2014-2020<sup>4</sup>

### 1.2. Budgetary procedure 2016

#### 1.2.1 Draft budget

In accordance with Article 33(2) of the BEREC Office Financial Regulation a provisional draft estimate of the BEREC Office budget 2016 was approved by the Management Committee by e-voting on 30 January 2015 and was officially sent to the European Commission on 2 February 2015.

In compliance with the requirement of Article 33 (3) of the BEREC Office Financial Regulation and Article 12 (1), 'Establishment of the budget', of the BEREC Regulation, the estimate of revenue and expenditure (draft budget) of the BEREC Office for 2016 was transmitted to the Commission, the European Parliament and the Council on 31 March 2015 in accordance with the BEREC Regulation and EU legislation.

In addition to the forecast for the European Union contributions, the following data is included in the template for estimates (entitled 'Agencies financial statement'), as requested by the Commission Directorate-General for Budget (further 'DG BUDG') (see Table 1 below for reference):

- Budgetary surplus of previous year N-2 (assigned revenues deriving from previous years' surpluses), i.e. Budget outturn 2014.

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<sup>1</sup> OJ L 337, 18.12.2009, p. 1

<sup>2</sup> [http://berec.europa.eu/eng/document\\_register/subject\\_matter/berec\\_office/download/0/3976-decision-of-the-berec-office-mc-on-the-f\\_0.pdf](http://berec.europa.eu/eng/document_register/subject_matter/berec_office/download/0/3976-decision-of-the-berec-office-mc-on-the-f_0.pdf)

<sup>3</sup> OJ L 298, 26.10.2012, p.1

<sup>4</sup> COM(2013)519 final, 10.07.2013,

[http://ec.europa.eu/budget/library/biblio/documents/fin\\_fw1420/COM\\_2013\\_519\\_en.pdf](http://ec.europa.eu/budget/library/biblio/documents/fin_fw1420/COM_2013_519_en.pdf)

Table 1: BEREC Office Revenue as transmitted to the Commission on 31 March 2015 (Financial Statement 2016). For reference

REVENUES	Revenues				
	Executed Budget 2014	Budget 2015	Draft Budget 2016		VAR 2016/2015 (%)
			Agency request	Budget forecast	
<b>1 REVENUE FROM FEES AND CHARGES (including balancing reserve from previous years surplus)</b>					
<b>2 EU CONTRIBUTION</b>	4 162 792	4 017 244	4 246 000	4 246 000	5,69%
<i>- Of which assigned revenues deriving from previous years' surpluses</i>	544 926	519 101	174 000	174 000	-66,48%
<b>3 THIRD COUNTRIES CONTRIBUTION (incl. EEA/EFTA and candidate countries)</b>		p.m.	p.m.	p.m.	
<i>- Of which EEA/EFTA (excl. Switzerland)</i>		p.m.	p.m. (2)	p.m. (2)	
<i>- Of which candidate countries</i>					
<b>4 OTHER CONTRIBUTIONS</b>		p.m.	p.m. (3)	p.m. (3)	
<i>- Of which additional EU funding stemming from ad hoc grants (FFR Art.7)</i>					
<i>- Of which additional EU funding stemming from delegation agreements (FFR Art.8)</i>					
<b>5 ADMINISTRATIVE OPERATIONS</b>	3 515 (1)	p.m.	p.m.	p.m.	
<i>- Of which interest generated by funds paid by the Commission by way of the EU contribution (FFR Art. 58)</i>		p.m.	p.m.	p.m.	
<b>6 REVENUES FROM SERVICES RENDERED AGAINST PAYMENT</b>					
<b>7 CORRECTION OF BUDGETARY IMBALANCES</b>					
<b>TOTAL</b>	<b>4 166 307</b>	<b>4 017 244</b>	<b>4 246 000</b>	<b>4 246 000</b>	<b>5,69%</b>

Footnotes to the March 2015 version of Financial Statement:

- (1) we have included the interest rate for Q1-Q3 of 2014 in 'other income', but it is not mentioned in expenditure, as this amount was not foreseen in the Budget and did not give rights to expenditure. In the budget outturn it is retaken and this way the balance of the year takes into account as to be returned to the Commission.
- (2) Subject to the signature of the Agreement with EFTA countries: should the agreement be signed, the EFTA contribution (estimated at 2.97%) should be 103 895 for 2015 and 120 925 for 2016.
- (3) Voluntary contributions from MS or their NRAs: should the Board of Regulators decide to approve such contributions, a new budgetary procedure will be launched.

## 2. Budget 2016

The Budgetary Authority approves budgets (revenues and planned expenditures) WITHOUT:

- Surplus, as the surplus amount comes back from previously approved budget
- EFTA and NRA contributions, as these are not under the sole authority of the Budgetary Authority.

The Budgetary Authority approves only the overall budget, without going into detail at the level of budget items.

The BEREC Office budget for 2016 was definitely adopted on 25 November 2015 at the same level as requested in the estimate financial statement for 2016: EUR 4,072,000. For reference, please see column 'Budget Forecast 2016' (EUR 4,246,000) in Table 1, by excluding assigned revenues from previous years' surpluses (EUR 174,000) that results in the 'fresh' EU contribution (EUR 4,072,000).

Budget 2014 includes transfers.

Budget 2015 includes transfers.

## 2.1 Revenue 2016 (Table 3)

The sources of revenue for 2016 are:

- A contribution from the European Union of EUR 4,246,000 which consists of:
  - o EUR 4,072,000: main subsidy from the European Union voted by the budgetary authority;
  - o EUR 174,000: budget outturn (surplus) 2014 returned to the European Commission in 2015<sup>5</sup>;
- EEA-EFTA contribution which is subject to the signature of the agreement. In anticipation of this revenue not to be collected this item is marked as "p.m." (*pro memoria*) in the Statement of revenue of the BEREC Office budget for 2016 (Table 3).
- Financial contribution from Member States or from NRAs: according to Article 5(2) of the BEREC Regulation is voluntary and subject to approval by the Board of Regulators (hereafter, BoR). In anticipation of this revenue not to be collected this item is marked as "p.m." in the Statement of revenue of the BEREC Office budget for 2016 (Table 3).
- Revenue from administrative operations which consists of:
  - o The interest generated by funds paid by the Commission by way of the EU contribution. It is not assigned revenue, therefore the BEREC Office cannot use the interest amount for expenditure. The amount should be returned together with the surplus and, therefore, will reduce the fresh credit for year N+2.
  - o Revenue from other administrative operations – the amounts are not certain.

Taking into account the aforementioned information, the interest generated by funds paid by the Commission and revenue from other administrative operations are shown in the budget as p.m. revenue items and are not considered in expenditure.

The total revenue in 2016 is therefore EUR 4,246,000.

According to Article 37 (1) of the BEREC Office Financial regulation in the statement of revenue the budget of the Office shall show:

- (a) the estimated revenue of the Office for the financial year concerned (year N, i.e. 2016);

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<sup>5</sup> Rounded figures from 4,071,541.71 and 174,458.29 respectively

(b) the estimated revenue for the preceding financial year (2015) and the revenue for year N-2 (2014);

(c) appropriate remarks on each revenue line.

## 2.2 Expenditure 2016 (Table 4)

According to Article 11 of the BEREC Regulation, the expenditure of the Office shall cover staff (Title 1), administrative, infrastructure expenditures (Title 2) and operational expenses (Title 3).

When presenting its budget for planned expenditures, the BEREC Office is required to consider the following:

- expenditure appropriations have to be specified by Titles, Chapters, Articles and Items (budget lines);
- budgetary surplus for the year 2014 which will be used for expenditures in the current respective year (2016) has to be divided between Chapters, Articles and Items (budget lines) in proportion to the EU contribution under each Title.

According to Article 37 (2) of the BEREC Office Financial regulation in the statement of expenditure the budget of the Office shall show:

- (a) the commitment and payment appropriations for year N (2016);
- (b) the commitment and payment appropriations for the preceding financial year (2015), and the expenditure committed and the expenditure paid in year N-2 (2014) – the latter also expressed as a percentage of the budget of the Union body of year N (2016);
- (d) appropriate remarks on each subdivision.

Certain operational activities and sub-activities to be performed by the BEREC Office during the financial year 2016 were reviewed and clarified during the preparation of the BEREC Office Work programme 2016 (MC(15)84). Therefore, in accordance with the work programme approved by the Management Committee a reallocation of budget between Chapters 30 and 31 was done as compared to the provisional draft budget (Table 2). The total amount of Title 3 remains unchanged.

Table 2: BEREC Office Title expenditure as transmitted to the Commission on 31 March 2015 (Financial Statement 2016). For reference

EXPENDITURE	Commitment appropriations				
	Executed Budget 2014	Budget 2015	Draft Budget 2016		VAR 2016/2015 (%)
			Agency request	Budget forecast	
<b>Title 3 - Operational expenditure</b>	<b>1 751 856</b>	<b>1 222 002</b>	<b>1 583 495</b>	<b>1 583 495</b>	<b>29,58%</b>
<b>Support to implementation of BEREC WP</b>	1 082 585	705 125	933 495	933 495	32,39%
<b>Horizontal activities (Other support not directly related to BEREC WP )</b>	669 271	516 877	650 000	650 000	25,76%

Table 3: Statement of revenue of the BEREC Office budget for 2016

Budget Titles	Description	Revenue	Estimated revenue		Remarks
		2014	2015	2016	
2 0	European Union subsidy				
2 0 0 0	European Union subsidy	4 162 792	4 017 244	4 246 000	Regulation (EC) No 1211/2009 of the European Parliament and of the Council of 25 November 2009 establishing the Body of European Regulators for Electronic Communications (BEREC) and the Office (OJ L 337, 18.12.2009, p.1). Pursuant to article 11(1)(a) a subsidy for the Office is entered in the Commission Section of the general EU budget
	<i>European Union main subsidy</i>	3 617 866	3 498 143	4 072 000	Rounded to thousands (from 4 071 542)
	<i>Assigned revenues deriving from previous years' surpluses</i>	544 926	519 101	174 000	In 2016 - Surplus 2014, rounded to thousands (from 174 458)
	Chapter 2 0	4 162 792	4 017 244	4 246 000	
	<b>Title 2</b>	<b>4 162 792</b>	<b>4 017 244</b>	<b>4 246 000</b>	
3 0	Third countries contribution (incl. EFTA and candidate countries)				
3 0 0 0	Third countries contribution (incl. EFTA and candidate countries)	p.m.	p.m.	p.m.	Subsidy from the EFTA countries. This subsidy represents a fixed percentage of the main EU subsidy. In anticipation of this revenue not to be collected this item is marked as "p.m."
	Chapter 3 0	p.m.	p.m.	p.m.	
	<b>Title 3</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	
4 0	Other contributions (Members states, NRAs, etc.)				
4 0 0 0	Other contributions (Members states, NRAs, etc.)	p.m.	p.m.	p.m.	Regulation (EC) No 1211/2009 of the European Parliament and of the Council of 25 November 2009 establishing the Body of European Regulators for Electronic Communications (BEREC) and the Office (OJ L 337, 18.12.2009, p.1). Pursuant to article 11(1)(b) shall be made on a voluntary basis and used to finance specific items of operational expenditure.
	Chapter 4 0	p.m.	p.m.	p.m.	
	<b>Title 4</b>	<b>p.m.</b>	<b>p.m.</b>	<b>p.m.</b>	
5 0	Administrative operations				
5 0 0 0	Administrative operations	3 515	6 695	p.m	Other revenue from administrative operations. Starting from Budget 2015 it also includes interest generated by funds paid by the Commission by way of the EU contribution.
	<i>Interest generated by funds paid by the Commission by way of the EU contribution</i>	3 515	1 397	p.m	<i>The interest is not assigned revenue, the BEREC Office cannot use the interest amount for expenditure. The amount should be returned together with the surplus and, therefore, will reduce the fresh credit for year N+2</i>
	<i>Other revenue from administrative operations</i>	0	5 298	p.m.	<i>Other revenue in 2015 includes the reimbursements of the price stability reserve of the Translation Centre (CdT) and is not assigned revenue. The amount received should be returned together with the surplus and, therefore, will reduce the fresh credit for year N+2</i>
	Chapter 5 0	3 515	6 695	p.m	
	<b>Title 5</b>	<b>3 515</b>	<b>6 695</b>	<b>p.m</b>	
	<b>GRAND TOTAL</b>	<b>4 166 307</b>	<b>4 023 939</b>	<b>4 246 000</b>	

Table 4: Statement of expenditure of the BEREC Office budget for 2016 – budget lines

Budget Titles	Description	Outturn 2014 (expenditure committed and expenditure paid)*	Appropriations		Outturn 2014/ 2016 %	Remarks
			2015	2016		
1	STAFF	2 075 921	2 326 472	2 402 000	86.42%	Total funding for covering personnel costs
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE	222 755	313 770	260 505	85.51%	Total funding for covering general administrative costs
3	OPERATIONAL EXPENDITURE	1 739 461	1 377 002	1 583 495	109.85%	Total funding for operational expenditure
	<b>GRAND TOTAL</b>	<b>4 038 137</b>	<b>4 017 244</b>	<b>4 246 000</b>	<b>95.10%</b>	

Budget Titles	Description	Outturn 2014 (expenditure committed and expenditure paid)	Appropriations		Outturn 2014/2016 %	Remarks
			2015	2016		
1	STAFF					
1 1	STAFF IN ACTIVE EMPLOYMENT					
1 1 0	<i>Staff in active employment</i>					
1 1 0 0	Basic salaries	747 639	700 146	780 000	95.85%	Staff Regulations applicable to officials of the European Union, and in particular Articles 62, 63, 64, 65 and 66 thereof and Art. 2 and 19 of the Conditions of Employment of Other Servants (CEOS). This appropriation is intended to cover basic salaries of temporary agents and the impact of salary weightings applicable to their remuneration.
1 1 0 1	Family allowances	141 157	178 600	204 000	69.19%	Staff Regulations applicable to officials of the European Union, and in particular Articles 42a, 42b, 62, 67, 68, 68a of the Staff Regulations and Section I of Annex VII thereto. This appropriation is intended to cover the household, dependent child and education allowances for temporary agents.



Budget Titles	Description	Outturn 2014 (expenditure committed and expenditure paid)*	Appropriations		Outturn 2014/ 2016 %	Remarks
			2015	2016		
1 1 0 2	Expatriation and foreign-residence allowances	138 948	141 000	202 000	68.79%	Staff Regulations applicable to officials of the European Union, and in particular Articles 62 and 69 thereof and Article 4 of Annex VII thereto. This appropriation is intended to cover the expatriation and foreign-residence allowances for temporary agents.
	<b>Article 1 1 0</b>	<b>1 027 744</b>	<b>1 019 746</b>	<b>1 186 000</b>	<b>86.66%</b>	
<b>1 1 1</b>	<b>Contract staff and other staff</b>					
1 1 1 0	Contract staff	131 067	289 200	365 514	35.86%	Conditions of employment of other servants of the European Union, and in particular Article 3a, 93 and Title IV thereof. This appropriation is intended to cover the remuneration and allowances, and the employer's social security contributions for Contract Agents
1 1 1 1	Seconded national experts	182 414	204 100	134 486	135.64%	This appropriation is intended to cover allowances and all other benefits of the seconded national experts from Member States.
	<b>Article 1 1 1</b>	<b>313 481</b>	<b>493 300</b>	<b>500 000</b>	<b>62.70%</b>	
<b>1 1 2</b>	<b>Employer's social security contributions</b>					
1 1 2 0	Insurance against sickness	32 472	36 000	37 000	87.76%	Staff Regulations applicable to officials of the European Union, and in particular Article 72 thereof. Rules on sickness insurance for officials of the European Union, and in particular Article 23 thereof. This appropriation is intended to cover sickness insurance costs.
1 1 2 1	Insurance against accidents and occupational disease	4 815	5 500	6 000	80.24%	Staff Regulations applicable to officials of the European Union, and in particular Article 73 thereof. This appropriation is intended to cover the employer's contribution to insurance against accidents and occupational diseases.
1 1 2 2	Insurance against unemployment	12 025	13 500	15 000	80.16%	Council Regulation (ECSC, EEC, Euratom) No 2799/85 of 27 September 1985 amending the Staff Regulations of officials and the conditions of employment of other servants of the European Communities (OJ L 265, 8.10.1985, p. 1). Conditions of employment of other servants of the European Union, and in particular Article 28a thereof. This appropriation is intended to cover the costs of insurance against unemployment.

Budget Titles	Description	Outturn 2014 (expenditure committed and expenditure paid)*	Appropriations		Outturn 2014/ 2016 %	Remarks
			2015	2016		
1 1 2 3	Constitution or maintenance of pension rights	0	0	0		Council Regulation (ECSC, EEC, Euratom) No 2799/85 of 27 September 1985 amending the Staff Regulations of officials and the conditions of employment of other servants of the European Communities (OJ L 265, 8.10.1985, p. 1). Conditions of employment of other servants of the European Union, and in particular Article 39 and 40 thereof. This appropriation is intended to cover the costs of pension rights
	<b>Article 1 1 2</b>	<b>49 311</b>	<b>55 000</b>	<b>58 000</b>	<b>85.02%</b>	
<b>1 1 3</b>	<b>Miscellaneous allowances and grants</b>					
1 1 3 0	Childbirth and death allowances and grants	0	1 000	1 000	0.00%	Staff Regulations applicable to officials of the European Union, and in particular Articles 70, 74 and 75 thereof. Conditions of employment of other servants of the European Union, and in particular Article 29 thereof. This item is intended to cover the childbirth grant and, in the event of the death of an official, payment of the deceased's full remuneration.
1 1 3 1	Travel expenses for annual leave	25 482	37 600	38 500	66.19%	Staff Regulations applicable to officials of the European Union, and in particular Article 7 of Annex VII thereto. This appropriation is intended to cover the flat-rate travel expenses for officials or temporary staff, their spouses and dependants.
1 1 3 9	Other allowances	0	0	0		Staff Regulations applicable to officials of the European Union, and in particular Article 14 of Annex VII thereto
	<b>Article 1 1 3</b>	<b>25 482</b>	<b>38 600</b>	<b>39 500</b>	<b>64.51%</b>	
<b>1 1 9</b>	<b>Salary weightings</b>					
1 1 9 0	Salary weightings	0	0	0		
1 1 9 1	Adjustments to remunerations	0	0	0		This appropriation is intended to cover the effects of any salary adjustments decided by the Council during the financial year
	<b>Article 1 1 9</b>	<b>0</b>	<b>0</b>	<b>0</b>		
	<b>CHAPTER 1 1</b>	<b>1 416 018</b>	<b>1 606 646</b>	<b>1 783 500</b>	<b>79.40%</b>	
<b>1 2</b>	<b>MISCELLANEOUS EXPENDITURE ON STAFF RECRUITMENT AND TRANSFER</b>					
<b>1 2 0</b>	<b>Recruitment expenses</b>					

Budget Titles	Description	Outturn 2014 (expenditure committed and expenditure paid)*	Appropriations		Outturn 2014/ 2016 %	Remarks
			2015	2016		
1 2 0 0	Travel expenses	49 305	28 000	10 000	493.05%	Decision MC (11) 24 of BEREC Office Management Committee on Reimbursement of expenses of participants to selection/recruitment procedures, PMO fees for candidates applications
1 2 0 1	Miscellaneous expenditure on staff recruitment	1 500	0	0		This appropriation is intended to cover miscellaneous expenditure for publishing vacancy notices, involved in recruitment procedures, the fees for the use of EPSO CAST database as stipulated in the SLA between the European Personnel Selection Office (EPSO) and Regulatory Agencies.
	<b>Article 1 2 0</b>	<b>50 805</b>	<b>28 000</b>	<b>10 000</b>	<b>508.05%</b>	
<b>1 2 1</b>	<b>Expenses on entering/leaving</b>					
1 2 1 0	Travel expenses on entering/leaving	4 384	4 000	3 000	146.12%	Staff Regulations applicable to officials of the European Union, and in particular Articles 20 and 71 thereof and Article 7 of Annex VII thereto. This appropriation is intended to cover the travel expenses of staff (including members of their families).
1 2 1 1	Installation, resettlement and transfer allowances	6 298	60 500	12 000	52.49%	Staff Regulations applicable to officials of the European Union, and in particular Articles 5 and 6 of Annex VII thereto and Art. 23 of the CEOS. This appropriation is intended to cover the installation allowances for temporary agents obliged to change residence after taking up their appointment or when they definitively cease their duties and settle elsewhere.
1 2 1 2	Removal expenses	5 929	2 700	6 000	98.82%	Staff Regulations applicable to officials of the European Union, and in particular Articles 20 and 71 thereof and Article 9 of Annex VII thereto. This appropriation is intended to cover the removal costs of temporary agents obliged to change residence after taking up their appointment or when transferred to a new place of work or when they definitively cease their duties and settle elsewhere.
1 2 1 3	Daily subsistence allowances	11 078	39 269	15 000	73.86%	Staff Regulations applicable to officials of the European Union, and in particular Articles 20 and 71 thereof and Article 10 of Annex VII thereto, as well as Articles 25 and 92 of the Conditions of Employment of other Servants. This appropriation is intended to cover the daily subsistence allowances due to staff able to prove that they were obliged to change their place of residence after taking up their duties (including transfer).
	<b>Article 1 2 1</b>	<b>27 690</b>	<b>106 469</b>	<b>36 000</b>	<b>76.92%</b>	

Budget Titles	Description	Outturn 2014 (expenditure committed and expenditure paid)*	Appropriations		Outturn 2014/ 2016 %	Remarks
			2015	2016		
	<b>CHAPTER 1 2</b>	<b>78 495</b>	<b>134 469</b>	<b>46 000</b>	<b>170.64%</b>	
<b>1 3</b>	<b>MISSIONS AND DUTY TRAVEL</b>					
1 3 0 0	Mission expenses, duty travel expenses and other ancillary expenditure	204 990	226 700	201 000	101.99%	This appropriation is intended to cover expenditure on travel, the payment of daily mission allowances and the ancillary or exceptional expenses incurred by staff in the interest of the service, in accordance with the provisions of the Staff Regulations applicable to officials of the European Union and PMO fees related to missions.
	<b>CHAPTER 1 3</b>	<b>204 990</b>	<b>226 700</b>	<b>201 000</b>	<b>101.99%</b>	
<b>1 4</b>	<b>SOCIOMEDICAL SERVICES</b>					
<b>1 4 0</b>	<b>Medical service</b>					
1 4 0 0	Medical service	5 750	7 000	6 000	95.83%	This appropriation is intended to cover the costs of annual medical inspections and of reviewing the health and safety conditions at work, medical checks linked to recruitment and other services provided by the Medical Service.
	<b>Article 1 4 0</b>	<b>5 750</b>	<b>7 000</b>	<b>6 000</b>	<b>95.83%</b>	
	<b>CHAPTER 1 4</b>	<b>5 750</b>	<b>7 000</b>	<b>6 000</b>	<b>95.83%</b>	
<b>1 5</b>	<b>TRAININGS</b>					
<b>1 5 0</b>	<b>Training</b>					
1 5 0 0	Training	62 738	81 500	70 000	89.63%	This appropriation is intended to cover the costs of language and other training needs.
	<b>Article 1 5 0</b>	<b>62 738</b>	<b>81 500</b>	<b>70 000</b>	<b>89.63%</b>	
	<b>CHAPTER 1 5</b>	<b>62 738</b>	<b>81 500</b>	<b>70 000</b>	<b>89.63%</b>	
<b>1 6</b>	<b>EXTERNAL SERVICES</b>					
1 6 0 0	External services	305 969	266 757	290 000	105.51%	This appropriation is intended to cover the costs of interim staff and external services such as those provided by PMO for calculation of salaries and allowances, Translation Centre for BEREC Office staff related translation and other language requests and vacancies publications in OJ.
	<b>CHAPTER 1 6</b>	<b>305 969</b>	<b>266 757</b>	<b>290 000</b>	<b>105.51%</b>	
<b>1 7</b>	<b>REPRESENTATION AND MISCELLANEOUS STAFF COSTS</b>					

Budget Titles	Description	Outturn 2014 (expenditure committed and expenditure paid)*	Appropriations		Outturn 2014/ 2016 %	Remarks
			2015	2016		
1 7 0 0	Representation, receptions and events, and miscellaneous staff expenses	1 962	3 400	5 500	35.66%	This appropriation is intended to cover the costs of representation, receptions, team events and other staff related expenses (e.g. badges for entry into Ecomm buildings in accordance with SLA with DG HR, Secretariat of Inter-Agencies Network, Staff Committee meetings etc).
	<b>CHAPTER 1 7</b>	<b>1 962</b>	<b>3 400</b>	<b>5 500</b>	<b>35.66%</b>	
	<b>TITLE 1</b>	<b>2 075 921</b>	<b>2 326 472</b>	<b>2 402 000</b>	<b>86.42%</b>	
<b>2</b>	<b>BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE</b>					
<b>2 0</b>	<b>RENTAL OF BUILDINGS AND ASSOCIATED COSTS</b>					
<b>2 0 0</b>	<b>Buildings and associated costs</b>					
2 0 0 0	Rent	29 331	30 890	33 000	88.88%	This appropriation is intended to cover the payment of rents for buildings or parts of buildings occupied by the Agency and the hiring of parking spaces.
2 0 0 1	Insurance	980	991	1 100	89.09%	This appropriation is intended to cover the insurance policy premiums in respect of the buildings or parts of buildings occupied by the Agency and their contents.
2 0 0 2	Water, gas, electricity and heating	23 379	26 850	30 250	77.29%	This appropriation is intended to cover current expenditure and other communal charges related to the Agency's premises.
2 0 0 3	Cleaning	0	0	0		This appropriation is intended to cover the cleaning services of the Agency's premises.
2 0 0 4	Fitting-out and maintenance of premises	9 278	2 290	1 055	879.45%	This appropriation is intended to cover the fitting-out of the premises and repairs in the building.
2 0 0 5	Security and surveillance of buildings	19 937	19 970	20 000	99.69%	This appropriation is intended to cover expenditures on buildings connected with security and surveillance, in particular contracts governing building security, hire and replenishment of extinguishers, purchase and maintenance of fire-fighting equipment, replacement of equipment for officials acting as voluntary firemen, costs of carrying out statutory inspections.
2 0 0 9	Other expenditure relating to the acquisition, construction or maintenance of a building	0	0	0		The appropriation is intended to cover expenditure on buildings not specially provided for in the articles in Chapter 20, for example market survey costs for rent of buildings, and costs of departmental removals and other handling costs.
	<b>Article 2 0 0</b>	<b>82 905</b>	<b>80 991</b>	<b>85 405</b>	<b>97.07%</b>	

Budget Titles	Description	Outturn 2014 (expenditure committed and expenditure paid)*	Appropriations		Outturn 2014/ 2016 %	Remarks
			2015	2016		
	<b>CHAPTER 2 0</b>	<b>82 905</b>	<b>80 991</b>	<b>85 405</b>	<b>97.07%</b>	
<b>2 1</b>	<b>INFORMATION TECHNOLOGY PURCHASES</b>					
<b>2 1 0</b>	<b>Information technology purchases</b>					
2 1 0 0	Computer equipment	4 815	35 562	20 500	23.49%	This appropriation is intended to cover the costs of purchasing computer equipment and other hardware.
2 1 0 1	Software	16 219	12 550	12 600	128.72%	This appropriation is intended to cover the costs of software.
2 1 0 2	Other external data processing services	49 392	107 900	48 800	101.21%	This appropriation is intended to cover external data processing services, including the ABAC annual and hosting fees, fees for maintaining of computer equipment, applications and SAP support, the fees for procurement of external IT services
	<b>Article 2 1 0</b>	<b>70 426</b>	<b>156 012</b>	<b>81 900</b>	<b>85.99%</b>	
	<b>CHAPTER 2 1</b>	<b>70 426</b>	<b>156 012</b>	<b>81 900</b>	<b>85.99%</b>	
<b>2 2</b>	<b>MOVABLE PROPERTY AND ASSOCIATED COSTS</b>					
<b>2 2 0</b>	<b>Technical installations and electronic office equipment</b>					
2 2 0 0	Technical installations and electronic office equipment	0	0	1 000	0.00%	This appropriation is to cover the costs of technical installations and electronic office equipment.
	<b>Article 2 2 0</b>	<b>0</b>	<b>0</b>	<b>1 000</b>	<b>0.00%</b>	
<b>2 2 1</b>	<b>Furniture</b>					
2 2 1 0	Furniture	5 968	3 920	5 000	119.36%	This appropriation is to cover the costs of purchasing, leasing, and repairs of furniture.
	<b>Article 2 2 1</b>	<b>5 968</b>	<b>3 920</b>	<b>5 000</b>	<b>119.36%</b>	
<b>2 2 9</b>	<b>Other movable property and associated costs</b>					
2 2 9 0	Books, newspapers and documentation	14 943	6 520	15 000	99.62%	This appropriation is intended to cover the purchase of publications, newspapers, periodicals, and subscriptions to information services
2 2 9 1	Cars, transport vehicles, and maintenance and repairs	0	0	0		This appropriation is to cover the costs of cars, transport vehicles, maintenance and repairs
2 2 9 9	Other movable property, and maintenance and repairs	0	0	0		This appropriation is to cover the costs of maintenance and repairs of equipment.
	<b>Article 2 2 9</b>	<b>14 943</b>	<b>6 520</b>	<b>15 000</b>	<b>99.62%</b>	
	<b>CHAPTER 2 2</b>	<b>20 911</b>	<b>10 440</b>	<b>21 000</b>	<b>99.57%</b>	

Budget Titles	Description	Outturn 2014 (expenditure committed and expenditure paid)*	Appropriations		Outturn 2014/ 2016 %	Remarks
			2015	2016		
<b>2 3</b>	<b>CURRENT ADMINISTRATIVE EXPENDITURE</b>					
<b>2 3 0</b>	<b>Stationery and office supplies</b>					
2 3 0 0	Stationery and office supplies	4 980	13 620	6 000	82.99%	This appropriation is intended to cover the purchase of stationery and various office supplies (including drinking water for the Office).
	<b>Article 2 3 0</b>	<b>4 980</b>	<b>13 620</b>	<b>6 000</b>	<b>82.99%</b>	
<b>2 3 2</b>	<b>Financial charges</b>					
2 3 2 0	Bank charges	295	400	500	59.02%	This appropriation is intended to cover bank charges, interest paid and other related costs such as hiring of a bank safe deposit box, etc.
2 3 2 1	Exchange rate losses	0	0	0		This appropriation is intended to cover exchange rate losses incurred by the Agency in the management of its budget, in so far as such losses cannot be offset against exchange rate gains.
2 3 2 9	Other financial charges	10 800	8 880	15 000	72.00%	This appropriation is intended to cover other financial charges (e.g. External Audit service).
	<b>Article 2 3 2</b>	<b>11 095</b>	<b>9 280</b>	<b>15 500</b>	<b>71.58%</b>	
<b>2 3 3</b>	<b>Legal expenses</b>					
2 3 3 0	Legal expenses	5 490	2 300	20 000	27.45%	This appropriation is intended to cover the Agency's legal expenses.
2 3 3 1	Damages	6 000	0	0		This appropriation is intended to cover the costs of damages payable
	<b>Article 2 3 3</b>	<b>11 490</b>	<b>2 300</b>	<b>20 000</b>	<b>57.45%</b>	
<b>2 3 5</b>	<b>Other operating expenses</b>					
2 3 5 0	Miscellaneous insurances	0	0	0		This appropriation is intended to cover the special insurances.
2 3 5 9	Other operating expenses	2 874	12 619	5 400	53.22%	This appropriation is intended to cover other operating expenditure not specifically provided for, including BEREC Office budget publication in OJ, translations related to the BEREC Office budgetary and legal issues.
	<b>Article 2 3 5</b>	<b>2 874</b>	<b>12 619</b>	<b>5 400</b>	<b>53.22%</b>	
	<b>CHAPTER 2 3</b>	<b>30 439</b>	<b>37 819</b>	<b>46 900</b>	<b>64.90%</b>	
<b>2 4</b>	<b>POSTAGE AND TELECOMM.</b>					
2 4 0 0	Postage and delivery charges	1 072	1 500	1 300	82.44%	This appropriation is intended to cover post office and special courier costs.

Budget Titles	Description	Outturn 2014 (expenditure committed and expenditure paid)*	Appropriations		Outturn 2014/ 2016 %	Remarks
			2015	2016		
2 4 1 0	Telecommunication charges	14 119	15 877	20 000	70.59%	This appropriation is intended to cover the costs of telecommunications, including IP telephony, Internet connectivity, sTesta and mobile communication costs.
	<b>CHAPTER 2 4</b>	<b>15 190</b>	<b>17 377</b>	<b>21 300</b>	<b>71.32%</b>	
<b>2 5</b>	<b>EXPENDITURE ON FORMAL AND OTHER MEETINGS</b>					
2 5 0 0	Meetings in general	2 884	11 131	4 000	72.09%	This appropriation is intended to cover the costs of promotional meetings, such as meetings with local authorities, boards of NRAs etc
	<b>CHAPTER 2 5</b>	<b>2 884</b>	<b>11 131</b>	<b>4 000</b>	<b>72.09%</b>	
	<b>TITLE 2</b>	<b>222 755</b>	<b>313 770</b>	<b>260 505</b>	<b>85.51%</b>	
<b>3</b>	<b>OPERATIONAL EXPENDITURE</b>					
<b>3 0</b>	<b>Support to implementation of BEREC WP 2015</b>					
<b>3 0 0</b>	<b>Support to implementation of BEREC WP 2015</b>					
3 0 0 1	Support to the BEREC Expert Working Groups	1 041 472	529 500	578 000	180.19%	This appropriation is intended to cover the costs of technical meetings (e.g. working groups), including the costs for EWG meetings organisation, travel costs and accommodation allowances of experts participating in group meetings, studies asked by EWGs, etc.
3 0 0 2	Activities under Articles 7 and 7a Framework Directive	11 525	31 000	33 000	34.92%	This appropriation is intended to cover the costs of technical meetings (Article 7 working groups), including the costs for Art.7 EWG meetings organisation, travel costs and accommodation allowances of experts participating in group meetings.
3 0 0 3	Collection exchange and transmission of information	18 262	68 125	150 495	12.13%	This appropriation is intended to cover the costs of the collection, exchange and transmission of information including the costs of workshops organisation, travel costs and accommodation allowances of experts participating in these workshops, fact-finding capacity
	<b>Article 3 0 0</b>	<b>1 071 258</b>	<b>628 625</b>	<b>761 495</b>	<b>140.68%</b>	
	<b>CHAPTER 3 0</b>	<b>1 071 258</b>	<b>628 625</b>	<b>761 495</b>	<b>140.68%</b>	
<b>3 1</b>	<b>Horizontal activities (other support not directly related to BEREC WP)</b>					
<b>3 1 0</b>	<b>Horizontal activities (other support not directly related to BEREC WP)</b>					



Budget Titles	Description	Outturn 2014 (expenditure committed and expenditure paid)*	Appropriations		Outturn 2014/ 2016	Remarks
			2015	2016	%	
3 1 0 1	Other support activities to BEREC	529 846	495 877	500 000	105.97%	This appropriation is intended to cover the costs of formal meetings (Plenaries, Management Committee meetings, etc), including organisation and reimbursement of the travel costs and accommodation of BEREC's Chair and Vice-chair and of the experts participating in group meetings and PMO fees.
3 1 0 2	Provision of advice and other ad-hoc services to BEREC and other parties	138 358	252 500	322 000	42.97%	This appropriation is intended to cover the costs of provision of ad-hoc services to BEREC and other parties, website costs, BEREC language services costs, BEREC collaboration tool etc.
	<b>Article 3 1 0</b>	<b>668 203</b>	<b>748 377</b>	<b>822 000</b>	<b>81.29%</b>	
	<b>CHAPTER 3 1</b>	<b>668 203</b>	<b>748 377</b>	<b>822 000</b>	<b>81.29%</b>	
	<b>TITLE 3</b>	<b>1 739 461</b>	<b>1 377 002</b>	<b>1 583 495</b>	<b>109.85%</b>	

\* Status on 30 November 2015. Final figures will be published in the Statement of revenue and expenditure of the BEREC Office for the financial year 2016 in the Official Journal

Table 5: Establishment plan 2016

TEMPORARY AGENTS					
Function group and grade	2014		2015		2016
	Authorised under the EU Budget	Filled as of 31.12.2014*	Authorised under the EU Budget	Filled as of 31.12.2015	Authorised under the EU Budget
AD 16					
AD 15					
AD 14	1	1	1	1	1
AD 13					
AD 12					
AD 11					
AD 10					1
AD 9	2	2	2	1	1
AD 8					2
AD 7	3	3	3	3	1
AD 6			2	2	2
AD 5	5	5	3	3	3
<b>Total grade AD</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>10</b>	<b>11</b>
AST 11					
AST 10					
AST 9					
AST 8					
AST 7					
AST 6					
AST 5					
AST 4			2	2	2
AST 3	4	4	2	2	2
AST 2					
AST 1	1	1			
<b>Total grade AST</b>	<b>5</b>	<b>5</b>	<b>4</b>	<b>4</b>	<b>4</b>
AST/SC 6					
AST/SC 5					
AST/SC 4					
AST/SC 3					
AST/SC 2					
AST/SC 1					
<b>Total grade AST/SC</b>					
<b>GRAND TOTAL</b>	<b>16</b>	<b>16</b>	<b>15</b>	<b>14</b>	<b>15</b>

\* including 1 job offer sent out

**Table 6: Estimate of number of Contract Agents and Seconded National Experts in 2016 (expressed in full-time equivalents)**

<b>CONTRACT AGENTS</b>					
<b>Contract Agents</b>	<b>Authorised 2014</b>	<b>Filled as of 31.12.2014*</b>	<b>Authorised 2015</b>	<b>Filled as of 31.12.2015**</b>	<b>Authorised 2016</b>
<b>Function Group IV</b>	3	3*	6***	6	6
<b>Function Group III</b>	2	1	1	1	1
<b>Function Group II</b>	1	2	1	1	1
<b>Function Group I</b>	0	0	0	0	0
<b>Total</b>	<b>6</b>	<b>6</b>	<b>8</b>	<b>8</b>	<b>8</b>

\* including 2 job offers sent out in 2014 for 2 entries into service in 2015

\*\* including 1 job offer sent out in 2015 for 1 entry into service in 2016

\*\*\* following the conversion of 2 SNEs into 2 CAs FGIV

<b>SECONDED NATIONAL EXPERTS</b>					
<b>SNE</b>	<b>Authorised 2014</b>	<b>Filled as of 31.12.2014*</b>	<b>Authorised 2015</b>	<b>Filled as of 31.12.2015</b>	<b>Authorised 2016</b>
<b>Total</b>	<b>6</b>	<b>5</b>	<b>4**</b>	<b>4</b>	<b>4</b>

\* including 1 job offer sent out

\*\* following the conversion of 2 SNEs into 2 CAs FGIV

Done at London, on 11 December 2015

**For the Management Committee,**

**(s)**

**Fátima BARROS**  
**BEREC Chair 2015**