Body of European Regulators for Electronic Communications
BEREC
OFFICE

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MC (16) 80

Annual Accounts of
the Office of the Body of European Regulators for Electronic Communications
(BEREC Office)

Financial year 2015

BEREC Office is
an agency of the EU

CONTENTS

CERTIFICATION OF THE ACCOUNTS

The annual accounts of BEREC Office, the Office of the Body of European Regulators for Electronic Communications for the year 2015 have been prepared in accordance with Title IX of the Financial Regulation of the BEREC Office and the accounting rules adopted by myself in my capacity as the Commission's Accounting Officer, as are to be applied by all the institutions and community bodies.

In line with Article 50(2) of the Financial Regulation of BEREC Office, I have been nominated as the new Accounting Officer of BEREC Office with effect of 18 April 2016.

Therefore, I acknowledge my responsibility for the preparation and presentation of the annual accounts of BEREC Office in accordance with Article 99 of the BEREC Office Financial Regulation.

I have obtained from the Authorising Officer, who certified its reliability, all the information necessary for the production of the accounts that show BEREC Office'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 BEREC Office.

(signed)

Manfred Kraff

Accounting Officer

BACKGROUND INFORMATION ON THE BEREC OFFICE

The BEREC Office was established by Regulation (EC) No 1211/2009 of the European Parliament and of the Council of 25 November 2009 ('the BEREC Regulation') as an Agency of the EU to provide professional and administrative support to the Body of European Regulators for Electronic Communications (BEREC).

With the same legal act the legislator established BEREC with the objective of contributing to the development and better functioning of the internal market for electronic communications networks and services. BEREC has no legal personality and is composed of the Board of Regulators. The Board of Regulators is composed of one representative of the National Regulatory Authority (NRA) established in each Member State with primary responsibility for overseeing the day-to-day operation of the markets for electronic communications networks and services.

BEREC acts as an exclusive forum for cooperation among NRAs, and between NRAs and the Commission, in the exercise of the full range of their responsibilities under the EU regulatory framework for electronic communications. BEREC also serves as a body for reflection, debate and advice for the European Parliament, the Council and the Commission in the electronic communications field.

The BEREC Office comprises a Management Committee and an Administrative Manager.

The BEREC Office, under the guidance of the Board of Regulators, performs the following tasks:

- providing professional and administrative support services to BEREC;
- collecting and exchanging information from NRAs in relation to all BEREC tasks;
- disseminating regulatory best practice among NRAs;
- assisting the Chair in the preparation of the work of the Board of Regulators;
- setting up EWGs, upon request of the Board of Regulators, providing them with the support needed to ensure their smooth functioning.

In compliance with the provisions of Article 13 of Regulation (EC) No 1211/2009, The BEREC Office is required to prepare and adopt its own annual accounts, which are ultimately consolidated in those of the EU. The preparation of the BEREC Office annual accounts is entrusted to the Accounting Officer who is appointed by the BEREC Office Management Committee.

The provisional accounts were prepared under the responsibility of an Interim Accounting Officer appointed by the BEREC Office Management Committee with Decision No MC/2015/13/.

Following the decision of the BEREC Office Management Committee No MC/2016/03 of 26 February 2016, as of 18 April 2016 the Accounting Officer of the Commission shall also act as the Accounting Officer of the BEREC Office.

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	31.12.2015	31.12.2014
NON-CURRENT ASSETS			
Intangible assets	*2.1*	*0*	*1*
Property, plant and equipment	*2.2*	*65*	*28*
		65	**29**
CURRENT ASSETS			
Exchange receivables and non-exchange recoverables	*2.3*	*60*	*63*
Cash and cash equivalents	*2.4*	*787*	*1 047*
		847	**1 109**
TOTAL ASSETS		**912**	**1 138**
CURRENT LIABILITIES			
Payables	*2.5*	*(220)*	*(174)*
Accrued charges and deferred income	*2.6*	*(244)*	*(420)*
		(464)	**(594)**
TOTAL LIABILITIES		**(464)**	**(594)**
NET ASSETS		**448**	**544**
Accumulated surplus		*544*	*99*
Economic result of the year		*(96)*	*445*
NET ASSETS		**448**	**544**

STATEMENT OF FINANCIAL PERFORMANCE

EUR '000

	Note	2015	2014
REVENUE			
Revenue from non-exchange transactions			
Subsidy from the Commission	*3.1*	*3 797*	*3 988*
Total		**3 797**	**3 988**
Revenue from exchange transactions			
Other exchange revenue	*3.2*	*7*	*23*
Total		**7**	**23**
		3 804	**4 012**
EXPENSES			
Operating costs	*3.3*	*(1 155)*	*(1 334)*
Staff costs	*3.4*	*(1 702)*	*(1 411)*
Other expenses	*3.5*	*(1 042)*	*(822)*
		(3 899)	**(3 566)**
ECONOMIC RESULT OF THE YEAR		**(96)**	**445**

CASHFLOW STATEMENT

EUR '000

	2015	2014
Economic result of the year	*(96)*	*445*
Operating activities		
Amortisation and depreciation	*15*	*15*
(Increase)/decrease in exchange receivables and non-exchange recoverables	*3*	*(34)*
(Increase)/decrease in pre-financing		
Increase/(decrease) in provisions	*-*	*(22)*
Increase/(decrease) in payables	*46*	*(346)*
Increase/(decrease) in accrued charges and deferred income	*(176)*	*37*
Investing activities		
(Increase)/decrease in intangible assets and property, plant and equipment	*(52)*	*(1)*
NET CASHFLOW	**(260)**	**94**
Net increase/(decrease) in cash and cash equivalents	*(260)*	*94*
Cash and cash equivalents at the beginning of the year	*1 047*	*953*
Cash and cash equivalents at year-end	*787*	*1 047*

STATEMENT OF CHANGES IN NET ASSETS

EUR '000

	Accumulated Surplus/(Deficit)	Economic result of the year	Net Assets
BALANCE AS AT 31.12.2013	**184**	**(85)**	**99**
Allocation of the 2013 economic result	*(85)*	*85*	*-*
Economic result of the year	*-*	*445*	*445*
BALANCE AS AT 31.12.2014	**99**	**445**	**544**
Allocation of the 2014 economic result	*445*	*(445)*	*-*
Economic result of the year	*-*	*(96)*	*(96)*
BALANCE AS AT 31.12.2015	**544**	**(96)**	**448**

NOTES TO THE FINANCIAL STATEMENTS

1. SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the entity are the same as those applied by all consolidated EU entities. They are outlined in the note 1 of the consolidated annual accounts of the EU. A summary of the most important policies is given below.

1.1. LEGAL BASIS AND ACCOUNTING RULES

In accordance with Article 143 of the Financial Regulation, the EU and its consolidated entities prepare their financial statements on the basis of accrual-based accounting rules that are based on International Public Sector Accounting Standards (IPSAS). The accounting rules adopted by the Accounting Officer of the Commission are applied by all the Institutions and bodies of the EU falling within the scope of consolidation in order to establish a uniform set of rules for accounting, valuation and presentation of the accounts with a view to harmonising the process for drawing up the financial statements and consolidation, as required by Article 152 of the Financial Regulation.

1.2. ACCOUNTING PRINCIPLES

The overall considerations (or accounting principles) to be followed when preparing the financial statements are laid down in EU accounting rule 2 (the same as in IPSAS 1): fair presentation, accrual basis, going concern, consistency of presentation, aggregation, offsetting and comparative information. The qualitative characteristics of financial reporting according to Article 144 of the Financial Regulation are relevance, reliability, understandability and comparability.

1.3. CONSOLIDATION

The accounts of this entity are fully consolidated in the EU consolidated annual accounts.

1.4. BASIS OF PREPARATION

1.4.1. 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. Year-end balances of monetary assets and liabilities denominated in foreign currencies are converted into euros on the basis of the exchange rates applying on 31 December.[1]

[1] http://ec.europa.eu/budget/contracts_grants/info_contracts/inforeuro/infozreuro_en.cfm

Euro exchange rates

Currency	31.12.2015	31.12.2014	Currency	31.12.2015	31.12.2014
BGN	**1,9558**	*1.9558*	**LTL**	**-**	*3.4528*
CZK	**27,0230**	*27.7350*	**PLN**	**4,2639**	*4.2732*
DKK	**7,4626**	*7.4453*	**RON**	**4,5240**	*4.4828*
GBP	**0,7340**	*0.7789*	**SEK**	**9,1895**	*9.3930*
HRK	**7,6380**	*7.6580*	**CHF**	**1,0835**	*1.2024*
HUF	**315,9800**	*315.5400*	**JPY**	**131,0700**	*145.2300*
LVL	**-**	*-*	**USD**	**1,0887**	*1.2140*

1.4.2. 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; amounts for employee benefit liabilities, provisions, financial risk on inventories and accounts receivables, accrued income and charges, contingent assets and liabilities, and degree of impairment of intangible assets and property, plant and equipment. Actual results could differ from those estimates. Changes in estimates are reflected in the period in which they become known.

1.5. BALANCE SHEET

1.5.1. 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.

1.5.2. 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 to their residual values over their estimated useful lives, as follows:

Type of asset	Straight line depreciation rate
Buildings	*4%*
Plant, machinery and equipment	*10% to 25%*
Furniture	*10% to 25%*
Fixtures and fittings	*10% to 33%*
Vehicles	*25%*
Computer hardware	*25%*
Other tangible assets	*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. Each lease payment is allocated between the liability and finance charges so as to achieve a constant rate on the finance balance outstanding. The rental obligations, net of finance charges, are included as liabilities. 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.

1.5.3. 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.

1.5.4. 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.

(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.

(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 time period in which the entity expects to dispose of them which is usually the remaining maturity at the balance sheet date.

1.5.5. 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 pre-financing agreement. The float or advance is repaid or used for the purpose for which it was provided during the period defined in the agreement. If the beneficiary does not incur eligible expenditures, he has the obligation to return the pre-financing advance to the entity. The amount of the pre-financing is reduced (wholly or partially) by the acceptance of eligible costs (which are recognised as expenses) and amounts returned.

At year-end, outstanding pre-financing amounts are valued at the original amount(s) paid less: amounts returned, eligible amounts expensed, estimated eligible amounts not yet cleared at year-end, and value reductions.

1.5.6. Receivables and recoverables

Receivables and recoverables are carried at original amount 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 receivables. 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.

1.5.7. Cash and cash equivalents

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

1.5.8. 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 expenditures 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).

1.5.9. Payables

A significant amount of the payables of the entity are not related to the purchase of goods or services – instead they are unpaid cost claims from beneficiaries of grants or other EU funding. They 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.

1.5.10. Accrued and deferred income and charges

At the end of the accounting period, accrued expenses are recognised based on an estimated amount of the transfer obligation of the period. Revenue is also accounted for in the period to which it relates. 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, 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.

1.6. STATEMENT OF FINANCIAL PERFORMANCE

1.6.1. Revenue

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.

Exchange 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.

1.6.2. Expenses

Exchange expenses 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 cost.

Non-exchange expenses account for the majority of the entity's 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 a contract 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.

1.7. CONTINGENT ASSETS AND LIABILITIES

1.7.1. 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.

1.7.2. 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 decrease in the value is due to the amortisation expense of the year related to the computer software.

2.2. PROPERTY, PLANT AND EQUIPMENT

EUR '000

	Furniture and vehicles	Computer hardware	Other and plant and equipment	Total
Gross carrying amount at 31.12.2014	*14*	*46*	*15*	*75*
Additions	*2*	*14*	*36*	*52*
Disposals	*(0)*	*(4)*	*(3)*	*(7)*
Gross carrying amount at 31.12.2015	**15**	**57**	**49**	**121**
Accumulated depreciation at 31.12.2014	*(3)*	*(36)*	*(8)*	*(47)*
Depreciation charge of the year	*(2)*	*(9)*	*(4)*	*(15)*
Disposals	*0*	*4*	*2*	*6*
Accumulated depreciation at 31.12.2015	**(4)**	**(41)**	**(11)**	**(56)**
NET CARRYING AMOUNT at 31.12.2015	**11**	**16**	**38**	**65**
NET CARRYING AMOUNT at 31.12.2014	*11*	*10*	*7*	*28*

2.3. EXCHANGE RECEIVABLES & NON-EXCHANGE RECOVERABLES

At 31.12.2015 the BEREC Office 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

	31.12.2015	31.12.2014
Current		
Recoverables from non-exchange transactions	*49*	*49*
Receivables from exchange transactions	*11*	*14*
Total	**60**	**63**

The heading recoverables from non-exchange transactions comprises mainly VAT amounts to be recovered from the Latvian Taxation Authorities.

In accordance with the Seat Agreement and the protocol on privileges and immunities of the European Union, the BEREC Office is entitled to VAT reimbursements for purchases with a value of more than EUR 177.86[2].

2.4. CASH AND CASH EQUIVALENTS

EUR '000

	31.12.2015	31.12.2014
Cash and cash equivalents	*787*	*1 047*
Total	**787**	**1 047**

Throughout 2015, the BEREC Office held bank accounts with ING Belgium (current accounts in EUR) and UniCredit Germany (current account in EUR).

[2] The Seat Agreement between the BEREC Office and the Government of the Republic of Latvia signed at Riga on 24.02.2011.
http://www.berec.europa.eu/eng/document_register/subject_matter/berec_office/others/1032-seat-agreement-between-the-berec-office-and-the-government-of-the-republic-of-latvia

LIABILITIES

2.5. PAYABLES

EUR '000

	31.12.2015	31.12.2014
Payables to the Commission	*220*	*174*
Total	**220**	**174**

The amount payable to the Commission relates to net pre-financing to be reimbursed by the BEREC Office in 2016.

2.6. ACCRUED CHARGES AND DEFERRED INCOME

At 31.12.2015 the BEREC Office does not have any deferred income. All the amounts under this heading comprise accrued charges.

EUR '000

	31.12.2015	31.12.2014
Accrued charges	*244*	*420*
Total	**244**	**420**

Accrued charges represent an estimate of liabilities that are not supported by an invoice or a cost claim or an expense summary at the end of the reporting period. Accrued charges have been estimated on the basis of accounting information provided by the Authorising Officer. Accrued charges include unspent annual leave to reflect any annual leave days carried over by the BEREC Office staff to the year 2016. Accrued charges for untaken leave represented of kEUR 23 as at 31.12.2015 (kEUR 18 as at 31 December 2014).

Additionally accrued charges represent estimated operating expenses of kEUR 109, accrued administrative expenses of kEUR 111 and accrued staff costs for medical services of kEUR 1, where no invoice has been received nor validated by 31.12.2015. In comparison at 31.12.2014 the accrued charges for operating expenses were KEUR 255, administrative expenses kEUR 144 and accrued staff costs for medical services kEUR 3.

3. NOTES TO THE STATEMENT OF FINANCIAL PERFORMANCE

NON-EXCHANGE REVENUE

3.1. OTHER NON-EXCHANGE REVENUE

EUR '000

	2015	2014
Subsidy of the Commission	*3 797*	*3 988*
Total	**3 797**	**3 988**

In 2015, the BEREC Office received two financial transfers corresponding to the subsidy (pre-financing) from the European Commission amounting to kEUR 4 017. The first subsidy of kEUR 2 475 was received on 1 April 2015 and the second subsidy of kEUR 1 542 on 21 October 2015. In 2014, the European Commission subsidy amounted to kEUR 4 162.

Included under the heading Subsidy of the Commission is kEUR 3 797 related to 2015 Commission subsidy that has been recorded as income in the BEREC Office. The corresponding movement has been noted in accounts payable (see note 2.5).

EXCHANGE REVENUE

3.2. OTHER EXCHANGE REVENUE

EUR '000

	2015	2014
Foreign exchange gains	*-*	*19*
Other	*7*	*4*
Total	**7**	**23**

Included under the heading 'Other' is kEUR 5 related to the Translation Centre for the Bodies of the EU (also known as the CDT) distribution of an excessive reserve created by CDT over previous years that corresponds to the proportion of the revenue invoiced to the BEREC Office on CDT overall revenues from the translation services.

Also included under the heading 'Other' is kEUR 2 related to the bank interest income. (kEUR 4 in 2014).

EXPENSES

3.3. OPERATING COSTS

Included under this heading are mostly expenses covering the BEREC Office's activities in relation to the fulfilment of its mission in support of BEREC.

3.4. STAFF COSTS

Included under this heading are expenses for salaries, other employment-related allowances and staff member 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).

The staff members of the BEREC Office are part of the European Officials Pensions Scheme. 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. The BEREC Office staff contributes 10.1% of their basic salaries to the pension scheme and an additional 20.2% contribution is made by the European Commission subject to an annual increase according to the staff regulations. The cost to the European Commission is not reflected in the BEREC Office's accounts.

Future benefits payable to the BEREC Office 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

	2015	2014
Property, plant and equipment related expenses	*90*	*100*
Foreign exchange losses	*0*	*0*
Communications & publications	*58*	*22*
Missions	*227*	*202*
External IT services	*69*	*38*
External non IT services	*431*	*313*
Other	*167*	*146*
Total	**1 042**	**822**

Other costs include recruitment costs, staff training costs, legal costs and office supplies costs.

4. OTHER SIGNIFICANT DISCLOSURES

4.1.1. Contingent liabilities

The BEREC Office as a lessee has entered into a property lease agreement. As at 31 December 2015, the future aggregate minimum lease payments under non-cancellable operating leases was kEUR 15 (kEUR 15 as at 31 December 2014).

4.1.2. Disclosure for non-exchange transaction

In a non-exchange transaction, an entity either receives value from another entity without directly giving approximately equal value in exchange, or gives value to another entity without directly receiving approximately equal value in exchange.

Disclosure and recognition of non-exchange transaction is governed by EU Accounting rule 17 which is based on International Public Accounting Standard (IPSAS) 23.

Therefore, the BEREC Office is disclosing the following:

As stated in the Seat Agreement and the Memorandum of Understanding between the Government of Latvia and the BEREC Office, the Latvian Government offers the renting of the BEREC Office building for the price of 3.16 EUR/m2. The premises have a total gross usable space of 772.5 m2. This gross usable space is based on the needs of an estimated staff of 30 persons and meeting room space appropriate for the activities of the BEREC Office. The monthly cost of rent is EUR 2,444.25. For the period 1.03.2015 to 31.12.2015 the monthly cost of rent was EUR 2,600.02 due factual costs of production and assembly of furniture in the rented premises.

According to a study published on the Latvian government’s website, in the first semester of 2014 the average price for renting a square meter of office space in Riga was around EUR 10. The BEREC Office is not in possession of more recent information regarding average price for the renting in 2015.

4.1.3. Related parties

The related parties of the BEREC office are the other EU consolidated entities and the key the BEREC Office management personnel. Transactions between these parties take place within normal the BEREC Office operations.

The BEREC Office is managed by the Administrative Manager, who in compliance with the provisions of Article 13 (1) of the BEREC Regulation shall act as Authorising Officer and shall implement the BEREC Office budget under the supervision of the Management Committee. In accordance with Article 40 of the BEREC Office Financial Regulation, the Administrative Manager may delegate his/her powers of budget implementation to staff members covered by the Staff Regulations. The Administrative Manager is employed in a temporary agent post, grade AD14. His remuneration, allowances and other entitlements are covered by the Conditions of Employment of Other Servants of the European Communities.

For the period 01.01.2015 – 19.01.2015 there was only 1 Authorising Officer. During the period 20.01.2015 – 31.12.2015 the BEREC Office had 2 Authorising Officers in total, of which one was Authorising Officer by delegation.

4.1.4. Legal cases

The BEREC Office had no court cases open at the end of or during 2015.

4.1.5. Events after the balance sheet date

No significant subsequent events have occurred that would materially impact these final annual accounts.

5. FINANCIAL INSTRUMENTS DISCLOSURES

5.1. CURRENCY RISKS

Exposure to currency risk at year end

The BEREC office does not have any significant exposure to foreign currency risk in respect of its monetary assets and liabilities. The ending balances are quoted only in EUR.

5.2. CREDIT RISK

Financial assets that are neither past due nor impaired

At 31.12.2015 financial assets comprise exchange receivables and non-exchange recoverables that are neither past due nor impaired of kEUR 60. The past due not impaired recoverables relate to Member States and all are past due for less than 1 year.

Financial assets by risk category

Exchange receivables of kEUR 11 entirely relate to entities without external credit rating that never defaulted in the past. Non-exchange recoverables of kEUR 49 compose amounts due by the Member States, namely Latvia and are VAT related.

EUR '000

Financial assets credit rating	Bank Current Accounts	Bank Current Accounts	Cash and cash equivalents
Credit rating	*A*	*S&P*[3]	*786*
Rating Agency	*BBB/A-2*	*S&P*	*1*
Total amount at 31.12.2015			**787**
Credit rating	*A*	*S&P*	*1 046*
Rating Agency	*A-*	*S&P*	*1*
Total amount at 31.12.2014			**1 047**

5.3. LIQUIDITY RISK

Maturity analysis of financial liabilities by remaining contractual maturity

The financial liabilities compose accounts payable to consolidated entities of kEUR 220. All the accounts payable have remaining contractual maturity of less than 1 year.

[3] Standard & Poor's

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.

CONTENTS

1. BUDGETARY PRINCIPLES, STRUCTURE AND IMPLEMENTATION

1.1. Budgetary principles

In Accordance with Title II of the BEREC Office Financial Regulation, the establishment and implementation of the budget of the BEREC Office shall comply with the following principles:

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 BEREC Office's budget.

An appropriation must not be entered in the budget if it is not for an item of expenditure that is considered necessary.

No expenditure may be committed or authorised in excess of the appropriations authorised by the budget

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

Budget 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.

1.2. Structure and presentation of the budget

In accordance with Article 11 of Council Regulation (EC) No 1211/2009[4] establishing the BEREC Office, the revenues and resources of the Office shall consist, in particular, of:

- a subsidy from the Union, entered under the appropriate headings of the general budget of the European Union (Commission Section), as decided by the budgetary authority and in accordance with Point 47 of the IIA of 17 May 2006;

- financial contributions from Member States or from their NRAs made on a voluntary basis in accordance with Article 5(2). These contributions shall be used to finance specific items of operational expenditure as defined in the agreement to be concluded between the Office and the Member States or their NRAs pursuant to Article 19(1)(b) of Commission Regulation (EC, Euratom) No 2343/2002 of 19 November 2002 on the framework Financial Regulation for the bodies referred to in Article 185 of Council Regulation (EC, Euratom) No 1605/2002 on the Financial Regulation applicable to the general budget of the European Communities.

The initial Budget of the BEREC Office for 2015, as adopted by the Management Committee of the BEREC Office (hereinafter, MC) and approved by the budgetary authority in 2014, is kEUR 4 017 including:

- kEUR 3 498: main subsidy from the European Union voted by the budgetary authority;

- kEUR 519: budget outturn (surplus) 2013

The budget of the BEREC Office is distributed in three Titles. Title 1 covers staff expenditure such as salaries, training and costs associated to recruitment procedures and staff welfare. Title 2 covers the costs relating to the functioning of the BEREC Office such as administrative costs on infrastructure, equipment and IT needs. Title 3 corresponds to the organisation's operational activities.

TITLE 1 - Staff expenses

TITLE 2 - Buildings, equipment and miscellaneous operating expenses

TITLE 3 - Operational expenses

1.3. Highlights of the budgetary implementation

The budget execution of the BEREC Office is calculated as the 2015 C1 credits in commitment appropriations.

[4] OJ L 337, 18.12.2009, p. 1

By the end of 2015, the BEREC Office received 2 instalments from the Commission, constituting the subsidy from the Commission and amounting to kEUR 4 017 (in 2014 – kEUR 4 163).

As regards expenditure, the BEREC Office has only non-differentiated appropriations; therefore, commitment and payment appropriations are equal.

The BEREC Office made 18 transfers of appropriations within the limits allowed to Administrative Manager based on Article 27(1) of the Decision MC/2014/1[5] on the BEREC Office Financial Regulation (in 2014 – 32):

The Administrative Manager may make transfers from one chapter to another and from one article to another without limit and from one title to another up to a maximum of 10% of the appropriations for the financial year shown on the line from which the transfer is made.

1 transfer beyond the limits allowed to the Administrative Manager (between Title 2 and Title 3 appropriations) was proposed to the Management Committee and approved by its Decision MC/2015/9 on 5 June 2015 (in 2014 – 2 transfers).

Out of kEUR 4 017 of allowed commitment and payment appropriations, kEUR 3 842 (95.65%) were accepted in commitments and kEUR 3 226 (80.31%) were paid (in 2014 – out of kEUR 4 163 of appropriations, kEUR 4 076 (97.91%) and kEUR 3 150 (75.66%) were accordingly committed and paid).

Commitments are entered in the accounts on the basis of the legal commitments entered into up to 31 December and payments on the basis of the payments made by the Accounting Officer by 31 December of that year, at the latest.

Non-differentiated appropriations corresponding to obligations duly contracted at the close of the financial year will be carried over automatically to the following financial year only.

The amount which was neither committed by the end of 2015 nor carried forward to 2016 will not be automatically deducted from the budget of any following year. The general rule is that if the implementation of commitment appropriations (fund source C1) in the budget for 2015 would remain below 95%, penalties amounting to a 2% reduction in the 2017 budget would be foreseen. This indicator for the BEREC Office is 95.65%.

The outstanding commitments at the end of the year are automatically carried forward to 2016.

The total carry-forward from 2015 to 2016 of kEUR 616 represents a percentage of 16.03% of total commitments established in 2015 (in 2014 – 22.73%).

Out of kEUR 927 carried forward from 2014 to 2015, kEUR 39 (4.17%) were cancelled (in 2014 out of carried-forward kEUR 462 – kEUR 65 (14.12%) were cancelled).

[5] Decision No MC/2014/1 of the Management Committee of the Office of the Body of European Regulators for Electronic Communications 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, 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

Cancellations happened mostly due to the fact that:

Title 1

The budgeted amounts for the

- Travel expenses on reimbursements to candidates were based on the average spending per candidate. The actual total costs were lower by kEUR 1 (5.01% of the total carried forward for this purpose appropriation) which were cancelled.

- The mission expenses were based on the average amount paid to mission performers during 2014. The actual spending was lower by kEUR 1 (5.50% of the total carried forward for this purpose appropriation), therefore, the unused appropriations had to be cancelled.

- Estimation for training services was based on the amount of the contracts. However, due to an internal mistake of DG HR the BEREC Office received invoices for actual amount lower by kEUR 9 (19.09% of the total carried forward for this purpose appropriation) and unused appropriation had to be cancelled.

- Services provided by PMO and HR were overestimated by kEUR 1 (0.48% of the total carried forward for this purpose appropriation) and unused appropriation had to be cancelled.

- Costs of travel and mission expenses of the Internal Control Coordinator Assistant were estimated basing on averages. The actual expenditure was lower by kEUR 1 (7.41% of the total carried forward for purpose appropriation) and had to be cancelled.

- Carry-forwards for interim staff contracts were based on the contracts amount. The actual expenditure was lower by kEUR 4 (3% of the total carried forward for this purpose appropriation) and unused appropriation had to be cancelled.

Title 2

- The amount carried forward for paying utilities was overestimated. The actual spending on these services was lower by 8.71% of the total carried-over for this purpose appropriation, therefore, the unused appropriations had to be cancelled.

- The amount budgeted for the legal expenses based on the amount of the contract signed was invoiced for lower amount actually used under this contract. The actual spending on these services was lower by kEUR 5 (87.4% of the total carried forward for this purpose appropriation), therefore, the unused appropriations had to be cancelled.

- The amount budgeted for publications was based on the estimates provided by the Publication Office. The actual amount invoiced was lower by kEUR 2 (48.16% of the total carried forward for this purpose appropriation). The unused appropriation had to be cancelled.

- The implementation of ‘Paperless’ project was delayed and the contract for customisation of the application had to be extended until 31 March 2016. The non-invoiced part of the relevant commitment, therefore, had to be cancelled (kEUR 2 – 11.64%) and re-committed under 2015 budget appropriations.

- The estimates of the needs for telecommunication services (that in accordance to contracts were in place until October – December 2015) were done on the basis of expenses incurred in the previous period. The actual spending on these services was lower by kEUR 1 (6.4% of the total carried forward for this purpose appropriations), therefore, the unused appropriations had to be cancelled.

Title 3

- Reimbursement of participants/experts to EWGs, Article 7 and 7a EWGs, Chair's and Vice-Chairs' travel were based on the number of people invited and eligible to receive reimbursements and average costs per expert.

However, the final costs depend on the actual participation and the number of applications received and actual costs incurred. These costs were lower than estimated by kEUR 12 (1.97% of the total carried forward for operational expenditure appropriations).

The amount of cancelled carried forward from 2014 appropriations (fund source C8) will not be automatically deducted from next year (i.e. 2016) budget. However, if the cancellation of payment appropriations (fund source C8) in the budget for 2015 exceeds 5%, 2% reduction may be applied for 2017 budget. This indicator for the BEREC Office is 4.17%.

More detailed information about the budget implementation is provided in the 'Report on the budgetary and financial management' of the year.

2. RESULT OF THE IMPLEMENTATION OF THE BUDGET

EUR '000

	2015	2014
Revenue for the financial year	*4 024*	*4 166*
Payments against current year appropriations	*(3 226)*	*(3 150)*
Payment appropriations carried over to year N+1	*(616)*	*(927)*
Cancellation of unused payment appropriations carried over from year N-1	*39*	*65*
Exchange rate difference	*(0)*	*19*
Adjustment for carry-over of assigned revenue appropriation from year N-1	*–*	*1*
Budget result	**220**	**174**

3. RECONCILIATION OF ECONOMIC RESULT WITH BUDGET RESULT

EUR '000

	2015	2014
Economic result of the year	**(96)**	**445**
Adjustment for accrual items (items not in the budgetary result but included in the economic result)		
Adjustments for accrual cut-off (net)	*(178)*	*28*
Depreciation of intangible and tangible assets	*15*	*17*
Movement in provisions	*-*	*(22)*
Payments made from carry-over of payment appropriations	*888*	*396*
Other	*-*	*(17)*
Adjustment for budgetary items (item included in the budgetary result but not in the economic result)		
Asset acquisitions (less unpaid amounts)	*(52)*	*(4)*
New pre-financing received in the year and remaining open as at 31 December	*220*	*174*
Payment appropriations carried over to next year	*(616)*	*(927)*
Cancellation of unused carried over payment appropriations from previous year	*39*	*65*
	220	**155**
Exchange rate difference	*(0)*	*19*
Budget result of the year	**220**	**174**

4. IMPLEMENTATION OF EU BUDGET REVENUE

EUR '000

Item		Income appropriations		Entitlements established			Revenue				Outstan-ding
		Initial	Final	Current year	Carried over	Total	Current year	Carried over	Total	% of budget	
Title 2: European Union Subsidy											
Chapter 20 : European Union Subsidy											
2000	*European Union Subsidy*	*4 017*	*4 017*	*4 017*	*–*	*4 017*	*4 017*	*–*	*4 017*	*100.00%*	*0*
Total Chapter 20		**4 017**	**4 017**	**4 017**	**–**	**4 017**	**4 017**	**–**	**4 017**	**100.00%**	**0**
Total Title 2		***4 017***	***4 017***	***4 017***	***–***	***4 017***	***4 017***	***–***	***4 017***	***100.00%***	***0***
Title 3: Third countries contribution (including EFTA and candidate countries)											
Chapter 30 : Third countries contribution (including EFTA and candidate countries)											
3000	*Third countries contribution (including EFTA and candidate countries)*	*p.m.*	*p.m.*	*0*	*–*	*0*	*0*	*–*	*0*	*–*	*0*
Total Chapter 30		**p.m.**	**p.m.**	**0**	**–**	**0**	**0**	**–**	**0**	**–**	**0**
Total Title 3		***p.m.***	***p.m.***	***0***	***–***	***0***	***0***	***–***	***0***	***–***	***0***
Title 4: Other contributions											
Chapter 40 : Other contributions											
*4000**	*Other contributions*	*p.m.*	*p.m.*	*0*	*–*	*0*	*0*	*–*	*0*	*–*	*0*
Total Chapter 40		**p.m.**	**p.m.**	**0**	**–**	**0**	**0**	**–**	**0**	**–**	**0**
Total Title 4		***p.m.***	***p.m.***	***0***	***–***	***0***	***0***	***–***	***0***	***–***	***0***
Title 5: Administrative operations and miscellaneous income											
Chapter 50 : Administrative operations and miscellaneous income											
*5000***	*Administrative operations and miscellaneous income*	*p.m.*	*p.m.*	*7*	*–*	*7*	*7*	*–*	*7*	*–*	*0*
Total Chapter 50		**p.m.**	**p.m.**	**7**	**–**	**7**	**7**	**–**	**7**	**–**	**0**
Total Title 5		***p.m.***	***p.m.***	***7***	***–***	***7***	***7***	***–***	***7***	***–***	***0***
Total BEREC OFFICE		**4 017**	**4 017**	**4 024**	**–**	**4 024**	**4 024**	**–**	**4 024**	**100.17%**	**0**

* Estimated voluntary contributions from Member States or from their NRAs. These contributions shall be used to finance specific items of operational expenditure as defined in an agreement to be concluded between the Office and the Member States of their NRAs.

** kEUR 5 - reimbursement by the Translation Centre of their price stability reserve to all the customers – this revenue should be considered as general revenue and cannot be used for expenditure + kEUR 2 of interest generated by funds paid by the Commission in quarter4/2014 – quarter 3/2015. Both amounts will be taken into account in the calculation of the budget result at the annual closure of the accounts of the agencies as foreseen in Article 20 FFR and will be recovered by the Commission in 2016 as a part of the surplus.

5. IMPLEMENTATION OF COMMITMENT APPROPRIATIONS BY BUDGET LINE

EUR '000

Budget line		Budget appropriations					Additional appropriations		Total		
		Voted budget 1	Changes 2	Total 3=1+2	Execution 4	% 5=4/3	Appropr. 6	Execution 7	Appropr. 8=3+6	Execution 9=4+7	% 10=9/8
Title 1 : Expenditure relating to persons working with the BEREC Office											
Chapter 11 : Staff in active employment											
1100	*Basic Salary*	*912*	*(212)*	*700*	*700*	*100.00%*	–	–	*700*	*700*	*100.00%*
1101	*Family Allowances*	*120*	*59*	*179*	*166*	*92.93%*	–	–	*179*	*166*	*92.93%*
1102	*Expatriation & Foreign Residence Allowances*	*146*	*(5)*	*141*	*140*	*99.33%*	–	–	*141*	*140*	*99.33%*
1110	*Contract staff*	*230*	*59*	*289*	*289*	*99.97%*	–	–	*289*	*289*	*99.97%*
1111	*Seconded national experts*	*200*	*4*	*204*	*204*	*99.98%*	–	–	*204*	*204*	*99.98%*
1120	*Insurance against sickness*	*36*	–	*36*	*34*	*94.86%*	–	–	*36*	*34*	*94.86%*
1121	*Insurance against accidents and occupational disease*	*6*	–	*6*	*5*	*91.82%*	–	–	*6*	*5*	*91.82%*
1122	*Insurance against unemployment*	*14*	–	*14*	*13*	*95.02%*	–	–	*14*	*13*	*95.02%*
1130	*Childbirth and death allowances and grants*	*1*	–	*1*	*0*	*19.83%*	–	–	*1*	*0*	*19.83%*
1131	*Travel expenses for annual leave*	*30*	*8*	*38*	*37*	*98.79%*	–	–	*38*	*37*	*98.79%*
Total Chapter 11		**1 694**	**(88)**	**1 607**	**1 589**	**98.88%**	**–**	**–**	**1 607**	**1 589**	**98.88%**
Chapter 12 : Miscellaneous expenditure on staff recruitment and transfer											
1200	*Travel expenses on recruitment/transfer*	*28*	*(1)*	*27*	*23*	*85.06%*	–	–	*27*	*23*	*85.06%*
1201	*Miscellaneous expenditure on staff recruitment*	*5*	*(5)*	–	–	–	–	–	–	–	–
1210	*Travel expenses on entering/leaving*	*2*	*2*	*4*	*4*	*88.90%*	–	–	*4*	*4*	*88.90%*
1211	*Installation, resettlement and transfer allowances*	*10*	*51*	*61*	*60*	*99.59%*			*61*	*60*	*99.59%*
1212	*Removal expenses*	*4*	*(1)*	*3*	*2*	*88.73%*			*3*	*2*	*88.73%*
1213	*Daily subsistence allowances*	*15*	*24*	*39*	*39*	*100.00%*			*39*	*39*	*100.00%*
Total Chapter 12		**64**	**70**	**134**	**129**	**96.21%**	**–**	**–**	**134**	**129**	**96.21%**
Chapter 13 : Missions and duty travel											
1300	*Mission expenses, duty travel expenses and other ancillary expenditure*	*195*	*32*	*227*	*227*	*99.97%*	–	–	*227*	*227*	*99.97%*
Total Chapter 13		**195**	**32**	**227**	**227**	**99.97%**	**–**	**–**	**227**	**227**	**99.97%**

EUR '000

Budget line		Budget appropriations					Additional appropriations		Total		
		Voted budget 1	Changes 2	Total 3=1+2	Execution 4	% 5=4/3	Appropr. 6	Execution 7	Appropr. 8=3+6	Execution 9=4+7	% 10=9/8
Chapter 14 : Sociomedical services											
1400	*Medical expenses*	*7*	*–*	*7*	*4*	*53.66%*	*–*	*–*	*7*	*4*	*53.66%*
Total Chapter 14		**7**	**–**	**7**	**4**	**53.66%**	**–**	**–**	**7**	**4**	**53.66%**
Chapter 15 : Trainings											
1500	*Training*	*70*	*12*	*82*	*82*	*99.97%*	*–*	*–*	*82*	*82*	*99.97%*
Total Chapter 15		**70**	**12**	**82**	**82**	**99.97%**	**–**	**–**	**82**	**82**	**99.97%**
Chapter 16 : External services											
1600	*External services*	*290*	*(23)*	*267*	*258*	*96.63%*	*–*	*–*	*267*	*258*	*96.63%*
Total Chapter 16		**290**	**(23)**	**267**	**258**	**96.63%**	**–**	**–**	**267**	**258**	**96.63%**
Chapter 17 : Representation and miscellaneous staff costs											
1700	*Representation, receptions and events, and miscellaneous staff expenses*	*6*	*(3)*	*3*	*3*	*99.30%*	*–*	*–*	*3*	*3*	*99.30%*
Total Chapter 17		**6**	**(3)**	**3**	**3**	**99.30%**	**–**	**–**	**3**	**3**	**99.30%**
Total Title 1		**2 326**	**–**	**2 326**	**2 291**	**98.48%**	**–**	**–**	**2 326**	**2 291**	**98.48%**

EUR '000

Budget line		Budget appropriations					Additional appropriations		Total		
		Voted budget 1	Changes 2	Total 3=1+2	Execution 4	% 5=4/3	Appropr. 6	Execution 7	Appropr. 8=3+6	Execution 9=4+7	% 10=9/8
Title 2 : Buildings, equipment and miscellaneous expenditure											
Chapter 20 : Investments in immovable property, rental of buildings and associated costs											
2000	*Rent*	*68*	*(37)*	*31*	*31*	*100.00%*	*–*	*–*	*31*	*31*	*100.00%*
2001	*Insurance related to buildings*	*1*	*(0)*	*1*	*1*	*99.94%*	*–*	*–*	*1*	*1*	*99.94%*
2002	*Water, gas, electricity & heating*	*20*	*7*	*27*	*22*	*83.12%*	*–*	*–*	*27*	*22*	*83.12%*
2004	*Fitting out premises and maintenance of premises*	*2*	*0*	*2*	*2*	*92.14%*	*–*	*–*	*2*	*2*	*92.14%*
2005	*Security and surveillance of buildings*	*20*	*(0)*	*20*	*20*	*99.84%*	*–*	*–*	*20*	*20*	*99.84%*
Total Chapter 20		**111**	**(30)**	**81**	**76**	**94.14%**	**–**	**–**	**81**	**76**	**94.14%**
Chapter 21 : Information technology purchases											
2100	*Computer equipment*	*30*	*6*	*36*	*36*	*99.97%*	*–*	*–*	*36*	*36*	*99.97%*
2101	*Software*	*162*	*(149)*	*13*	*13*	*100.00%*	*–*	*–*	*13*	*13*	*100.00%*
2102	*Other external data processing services*	*45*	*63*	*108*	*108*	*99.95%*	*–*	*–*	*108*	*108*	*99.95%*
Total Chapter 21		**237**	**(80)**	**156**	**156**	**99.96%**	**–**	**–**	**156**	**156**	**99.96%**
Chapter 22 : Movable property and associated costs											
2200	*Technical installations and electronic office equipment*	*1*	*(1)*	*–*	*–*	*–*	*–*	*–*	*–*	*–*	*–*
2210	*Furniture*	*5*	*(1)*	*4*	*4*	*99.98%*	*–*	*–*	*4*	*4*	*99.98%*
2290	*Books and publications*	*1*	*6*	*7*	*7*	*99.97%*	*–*	*–*	*7*	*7*	*99.97%*
2299	*Other movable property, and maintenance and repairs*	*1*	*(1)*	*–*	*–*	*–*	*–*	*–*	*–*	*–*	*–*
Total Chapter 22		**8**	**3**	**10**	**10**	**99.97%**	**–**	**–**	**10**	**10**	**99.97%**
Chapter 23 : Current administrative expenditure											
2300	*Stationery and office supplies*	*11*	*3*	*14*	*13*	*98.78%*	*–*	*–*	*14*	*13*	*98.78%*
2320	*Bank charges*	*0*	*0*	*0*	*0*	*97.53%*	*–*	*–*	*0*	*0*	*97.53%*
2329	*Other financial charges*	*–*	*9*	*9*	*9*	*100.00%*			*9*	*9*	*100.00%*
2330	*Legal expenses*	*75*	*(73)*	*2*	*2*	*100.00%*	*–*	*–*	*2*	*2*	*100.00%*
2350	*Miscellaneous insurance*	*3*	*(3)*	*–*	*–*	*–*	*–*	*–*	*–*	*–*	*–*
2353	*Other operating expenses*	*3*	*10*	*13*	*11*	*85.21%*	*–*	*–*	*13*	*11*	*85.21%*
Total Chapter 23		**92**	**(54)**	**38**	**36**	**94.60%**	**–**	**–**	**38**	**36**	**94.60%**

EUR '000

Budget line		Budget appropriations					Additional appropriations		Total		
		Voted budget 1	Changes 2	Total 3=1+2	Execution 4	% 5=4/3	Appropr. 6	Execution 7	Appropr. 8=3+6	Execution 9=4+7	% 10=9/8
Chapter 24 : Postage and telecommunications											
2400	*Postal and delivery charges*	*2*	*–*	*2*	*1*	*81.81%*	*–*	*–*	*2*	*1*	*81.81%*
2410	*Telecommunication charges*	*20*	*(4)*	*16*	*16*	*100.00%*			*16*	*16*	*100.00%*
Total Chapter 24		**22**	**(4)**	**17**	**17**	**98.43%**	**–**	**–**	**17**	**17**	**98.43%**
Chapter 25 : Expenditure on formal and other meetings											
2500	*Meetings in general*	*–*	*11*	*11*	*10*	*90.96%*	*–*	*–*	*11*	*10*	*90.96%*
Total Chapter 25		**–**	**11**	**11**	**10**	**90.96%**	**–**	**–**	**11**	**10**	**90.96%**
Total Title 2		**469**	**(155)**	**314**	**306**	**97.41%**	**–**	**–**	**314**	**306**	**97.41%**

EUR '000

Budget line		Budget appropriations: Voted budget 1	Changes 2	Total 3=1+2	Execution 4	% 5=4/3	Additional appropriations: Appropr. 6	Execution 7	Total: Appropr. 8=3+6	Execution 9=4+7	% 10=9/8
Title 3 : Operational Expenditure											
Chapter 30 : Support to implementation of BEREC Work Programme											
3001	*Support to the BEREC Expert Working Groups*	*560*	*(31)*	*530*	*517*	*97.72%*	–	–	*530*	*517*	*97.72%*
3002	*Activities under Articles 7 and 7a Framework Directive*	*47*	*(18)*	*29*	*6*	*20.78%*	–	–	*29*	*6*	*20.78%*
3003	*Collection, exchange and transmission of information*	*98*	*(30)*	*68*	*52*	*75.93%*	–	–	*68*	*52*	*75.93%*
Total Chapter 30		**705**	**(79)**	**627**	**575**	**91.79%**	**–**	**–**	**627**	**575**	**91.79%**
Chapter 31 : Horizontal activities (other support not directly related to BEREC Work Programme)											
3101	*Other support activities to BEREC*	*380*	*116*	*496*	*417*	*84.17%*	–	–	*496*	*417*	*84.17%*
3102	*Provision of advice and other ad-hoc services to BEREC and other parties*	*137*	*118*	*255*	*253*	*99.43%*	–	–	*255*	*253*	*99.43%*
Total Chapter 31		**517**	**234**	**750**	**670**	**89.35%**	**–**	**–**	**750**	**670**	**89.35%**
Total Title 3		**1 222**	**155**	**1 377**	**1 246**	**90.46%**	**–**	**–**	**1 377**	**1 246**	**90.46%**
TOTAL BEREC OFFICE		**4 017**	**–**	**4 017**	**3 842**	**95.65%**	**–**	**–**	**4 017**	**3 842**	**95.65%**

6. IMPLEMENTATION OF PAYMENT APPROPRIATIONS BY BUDGET LINE

EUR '000

Budget line		Budget appropriations					Additional appropriations		Total		
		Voted budget 1	Changes 2	Total 3=1+2	Execution 4	% 5=4/3	Appropr. 6	Execution 7	Appropr. 8=3+6	Execution 9=4+7	% 10=9/8
Title 1 : Expenditure relating to persons working with the BEREC Office											
Chapter 11 : Staff in active employment											
1100	*Basic Salary*	*912*	*(212)*	*700*	*700*	*100.00%*	–	–	*700*	*700*	*100.00%*
1101	*Family Allowances*	*120*	*59*	*179*	*166*	*92.93%*	–	–	*179*	*166*	*92.93%*
1102	*Expatriation & Foreign Residence Allowances*	*146*	*(5)*	*141*	*140*	*99.33%*	–	–	*141*	*140*	*99.33%*
1110	*Contract staff*	*230*	*59*	*289*	*289*	*99.97%*	–	–	*289*	*289*	*99.97%*
1111	*Seconded national experts*	*200*	*4*	*204*	*204*	*99.93%*	–	–	*204*	*204*	*99.93%*
1120	*Insurance against sickness*	*36*	–	*36*	*34*	*94.86%*	–	–	*36*	*34*	*94.86%*
1121	*Insurance against accidents and occupational disease*	*6*	–	*6*	*5*	*91.82%*	–	–	*6*	*5*	*91.82%*
1122	*Insurance against unemployment*	*14*	–	*14*	*13*	*95.02%*	–	–	*14*	*13*	*95.02%*
1130	*Childbirth and death allowances and grants*	*1*	–	*1*	*0*	*19.83%*	–	–	*1*	*0*	*19.83%*
1131	*Travel expenses for annual leave*	*30*	*8*	*38*	*37*	*98.79%*	–	–	*38*	*37*	*98.79%*
Total Chapter 11		**1 694**	**(88)**	**1 607**	**1 589**	**98.88%**	**–**	**–**	**1 607**	**1 589**	**98.88%**
Chapter 12 : Miscellaneous expenditure on staff recruitment and transfer											
1200	*Travel expenses on recruitment/transfer*	*28*	*(1)*	*27*	*21*	*77.47%*	*10*	*10*	*38*	*31*	*82.27%*
1201	*Miscellaneous expenditure on staff recruitment*	*5*	*(5)*	–	–	–	*2*	*2*	*2*	*2*	*100.00%*
1210	*Travel expenses on entering/leaving*	*2*	*2*	*4*	*4*	*88.90%*	–	–	*4*	*4*	*88.90%*
1211	*Installation, resettlement and transfer allowances*	*10*	*51*	*61*	*60*	*99.59%*	–	–	*61*	*60*	*99.59%*
1212	*Removal expenses*	*4*	*(1)*	*3*	*2*	*88.73%*	–	–	*3*	*2*	*88.73%*
1213	*Daily subsistence allowances*	*15*	*24*	*39*	*39*	*100.00%*	–	–	*39*	*39*	*100.00%*
Total Chapter 12		**64**	**70**	**134**	**127**	**94.66%**	**12**	**11**	**146**	**138**	**94.74%**
Chapter 13 : Missions and duty travel											
1300	*Mission expenses, duty travel expenses and other ancillary expenditure*	*195*	*32*	*227*	*197*	*86.71%*	*16*	*15*	*243*	*212*	*87.23%*
Total Chapter 13		**195**	**32**	**227**	**197**	**86.71%**	**16**	**15**	**243**	**212**	**87.23%**

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Budget line		Budget appropriations					Additional appropriations		Total		
		Voted budget 1	Changes 2	Total 3=1+2	Execution 4	% 5=4/3	Appropr. 6	Execution 7	Appropr. 8=3+6	Execution 9=4+7	% 10=9/8
Chapter 14 : Sociomedical services											
1400	*Medical expenses*	*7*	*–*	*7*	*3*	*40.90%*	*3*	*3*	*10*	*6*	*59.26%*
Total Chapter 14		**7**	**–**	**7**	**3**	**40.90%**	**3**	**3**	**10**	**6**	**59.26%**
Chapter 15 : Trainings											
1500	*Training*	*70*	*12*	*82*	*39*	*47.94%*	*46*	*37*	*128*	*77*	*59.82%*
Total Chapter 15		**70**	**12**	**82**	**39**	**47.94%**	**46**	**37**	**128**	**77**	**59.82%**
Chapter 16 : External services											
1600	*External services*	*290*	*(23)*	*267*	*172*	*64.44%*	*126*	*121*	*393*	*292*	*74.46%*
Total Chapter 16		**290**	**(23)**	**267**	**172**	**64.44%**	**126**	**121**	**393**	**292**	**74.46%**
Chapter 17 : Representation and miscellaneous staff costs											
1700	*Representation, receptions and events, and miscellaneous staff expenses*	*6*	*(3)*	*3*	*–*	*0.00%*	*1*	*0*	*4*	*0*	*11.42%*
Total Chapter 17		**6**	**(3)**	**3**	**–**	**0.00%**	**1**	**0**	**4**	**0**	**11.42%**
Total Title 1		**2 326**	**–**	**2 326**	**2 126**	**91.38%**	**204**	**188**	**2 531**	**2 314**	**91.45%**

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Budget line		Budget appropriations					Additional appropriations		Total		
		Voted budget 1	Changes 2	Total 3=1+2	Execution 4	% 5=4/3	Appropr. 6	Execution 7	Appropr. 8=3+6	Execution 9=4+7	% 10=9/8
Title 2 : Buildings, equipment and miscellaneous expenditure											
Chapter 20 : Investments in immovable property, rental of buildings and associated costs											
2000	*Rent*	*68*	*(37)*	*31*	*31*	*100.00%*	*–*	*–*	*31*	*31*	*100.00%*
2001	*Insurance related to buildings*	*1*	*(0)*	*1*	*1*	*99.94%*	*–*	*–*	*1*	*1*	*99.94%*
2002	*Water, gas, electricity & heating*	*20*	*7*	*27*	*20*	*75.67%*	*5*	*5*	*32*	*25*	*78.29%*
2004	*Fitting out premises and maintenance of premises*	*2*	*0*	*2*	*2*	*68.34%*	*1*	*1*	*3*	*2*	*74.24%*
2005	*Security and surveillance of buildings*	*20*	*(0)*	*20*	*5*	*24.96%*	*15*	*15*	*35*	*20*	*57.09%*
Total Chapter 20		**111**	**(30)**	**81**	**59**	**72.53%**	**21**	**20**	**102**	**79**	**77.70%**
Chapter 21 : Information technology purchases											
2100	*Computer equipment*	*30*	*6*	*36*	*25*	*69.27%*	*–*	*–*	*36*	*25*	*69.27%*
2101	*Software*	*162*	*(149)*	*13*	*13*	*100.00%*	*15*	*15*	*27*	*27*	*100.00%*
2102	*Other external data processing services*	*45*	*63*	*108*	*32*	*29.50%*	*20*	*18*	*128*	*50*	*39.26%*
Total Chapter 21		**237**	**(80)**	**156**	**69**	**44.24%**	**35**	**33**	**191**	**102**	**53.53%**
Chapter 22 : Movable property and associated costs											
2200	*Technical installations and electronic office equipment*	*1*	*(1)*	*–*	*–*	*–*	*–*	*–*	*–*	*–*	*–*
2210	*Furniture*	*5*	*(1)*	*4*	*4*	*99.98%*	*–*	*–*	*4*	*4*	*99.98%*
2290	*Books and publications*	*1*	*6*	*7*	*3*	*43.63%*	*5*	*3*	*12*	*5*	*47.20%*
2299	*Other movable property, and maintenance and repairs*	*1*	*(1)*	*–*	*–*	*–*	*–*	*–*	*–*	*–*	*–*
Total Chapter 22		**8**	**3**	**10**	**7**	**64.79%**	**5**	**3**	**15**	**9**	**60.60%**
Chapter 23 : Current administrative expenditure											
2300	*Stationery and office supplies*	*11*	*3*	*14*	*11*	*81.50%*	*0*	*0*	*14*	*11*	*81.61%*
2320	*Bank charges*	*0*	*0*	*0*	*0*	*90.00%*	*0*	*0*	*1*	*1*	*93.13%*
2329	*Other financial charges*	*–*	*9*	*9*	*–*	*0.00%*	*11*	*11*	*20*	*11*	*54.88%*
2330	*Legal expenses*	*75*	*(73)*	*2*	*2*	*100.00%*	*5*	*1*	*7*	*3*	*39.54%*
2350	*Miscellaneous insurance*	*3*	*(3)*	*–*	*–*	*–*	*–*	*–*	*–*	*–*	*–*
2353	*Other operating expenses*	*3*	*10*	*13*	*11*	*85.21%*	*0*	*–*	*13*	*11*	*83.90%*
Total Chapter 23		**92**	**(54)**	**38**	**25**	**64.82%**	**17**	**12**	**54**	**36**	**66.86%**

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Budget line		Budget appropriations					Additional appropriations		Total		
		Voted budget 1	Changes 2	Total 3=1+2	Execution 4	% 5=4/3	Appropr. 6	Execution 7	Appropr. 8=3+6	Execution 9=4+7	% 10=9/8
Chapter 24 : Postage and telecommunications											
2400	*Postal and delivery charges*	*2*	*–*	*2*	*1*	*75.15%*	*0*	*0*	*2*	*1*	*76.70%*
2410	*Telecommunication charges*	*20*	*(4)*	*16*	*1*	*7.02%*	*14*	*13*	*30*	*14*	*48.02%*
Total Chapter 24		**22**	**(4)**	**17**	**2**	**12.91%**	**14**	**13**	**32**	**16**	**49.47%**
Chapter 25 : Expenditure on formal and other meetings											
2500	*Meetings in general*	*–*	*11*	*11*	*10*	*90.96%*	*–*	*–*	*11*	*10*	*90.96%*
Total Chapter 25		**–**	**11**	**11**	**10**	**90.96%**	**–**	**–**	**11**	**10**	**90.96%**
Total Title 2		**469**	**(155)**	**314**	**171**	**54.63%**	**92**	**82**	**406**	**253**	**62.37%**

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Budget line		Budget appropriations					Additional appropriations		Total		
		Voted budget 1	Changes 2	Total 3=1+2	Execution 4	% 5=4/3	Appropr. 6	Execution 7	Appropr. 8=3+6	Execution 9=4+7	% 10=9/8
Title 3 : Operational Expenditure											
Chapter 30 : Support to implementation of BEREC Work Programme											
3001	*Support to the BEREC Expert Working Groups*	*560*	*(31)*	*530*	*472*	*89.15%*	*469*	*459*	*999*	*931*	*93.21%*
3002	*Activities under Articles 7 and 7a Framework Directive*	*47*	*(18)*	*29*	*6*	*20.78%*	*3*	*2*	*32*	*8*	*25.20%*
3003	*Collection, exchange and transmission of information*	*98*	*(30)*	*68*	*24*	*35.60%*	*0*	*0*	*69*	*25*	*36.04%*
Total Chapter 30		**705**	**(79)**	**627**	**502**	**80.16%**	**473**	**462**	**1 100**	**964**	**87.67%**
Chapter 31 : Horizontal activities (other support not directly related to BEREC Work Programme)											
3101	*Other support activities to BEREC*	*380*	*116*	*496*	*372*	*75.12%*	*45*	*44*	*541*	*416*	*76.98%*
3102	*Provision of advice and other ad-hoc services to BEREC and other parties*	*137*	*118*	*255*	*54*	*21.32%*	*113*	*113*	*368*	*167*	*45.51%*
Total Chapter 31		**517**	**234**	**750**	**427**	**56.87%**	**158**	**157**	**908**	**583**	**64.24%**
Total Title 3		**1 222**	**155**	**1 377**	**929**	**67.47%**	**631**	**618**	**2 008**	**1 547**	**77.07%**
TOTAL BEREC OFFICE		**4 017**	**–**	**4 017**	**3 226**	**80.31%**	**927**	**888**	**4 944**	**4 114**	**83.22%**