

Explanatory Note

Transfers by the Administrative Manager in the BEREC Office Budget 2016 in April-June 2016

1. Introduction to transfers by Administrative Manager

Article 27 from Decision MC/2014/1 of the Management Committee of the Office of the Body of European Regulators for Electronic Communication 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 (hereinafter referred to as “the BEREC Office Financial Regulation”) specifies that:

- The Administrative Manager may transfer appropriations from one chapter to another, from one article to another without limit and from one title to another up to a maximum of 10 % of the appropriations for the year shown on the line from which the transfer is made.
- The Administrative Manager shall inform the Management Committee as soon as possible of all transfers made.

The transfers made within Title 2. “Buildings, equipment and miscellaneous operating expenditure” of the BEREC Office 2016 budget have been made within the responsibility limits of the Administrative Manager.

2. Revenues

No changes on revenue side. All the transfers were made within section 2000, European Union subsidy.

3. Expenditure

3.1. Transfer within title 2

Legal base: Art.27(1)(b) - transfers from one chapter to another, from one article to another without limit.

The amounts transferred are provided in the table below:

Title Chapter Item	Description	Budget 2016 approved by budgetary authority	Transfers by Administrative Manager in January- March 2016	Transfers by Administrative Manager in April- June 2016	Budget with transfers	Difference (between initial and budget on 30.06.2016)
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE	260,505.00	64,376.00		325,241.00	24.85%
21	Information technology purchases	81,900.00	14,000.00	116.00	96,016.00	17.24%
A-2102	Other external data processing services	48,800.00	26,100.00	116.00	76,016.00	53.72%
22	Movable property and associated costs	21,000.00	-6,500.00	-116.00	14,384.00	-31.50%
A-2200	Technical installations and electronic office equipment	1,000.00		-116.00	884.00	-11.60%

Explanations:

Transfers from:

A-2200 - No technical installations need to be done.

Transfer to:

A-2102 - Due to decision to automatically renew direct service contract BEREK/15/010 for the next year (01.06.2016-31.05.2017), there was a need to increase the budget line.

Annex: Overview of Transfers in BEREC Office Budget 2016 in January-June 2016

Expenditure

Budget Line	Budget Line description	Budget 2016 approved by Budg. Authority	Agency transfers January-June 2016	Budget with transfers
	Budget Total	4,246,000	0	4,246,000
1	STAFF	2,402,000	-64,736	2,337,264
1 1	STAFF IN ACTIVE EMPLOYMENT	1,783,500	-30,900	1,752,600
1 1 0	Staff in active employment	1,186,000	-40,900	1,145,100
A-1100	Basic salaries	780,000	-20,900	759,100
A-1101	Family allowances	204,000		204,000
A-1102	Expatriation and foreign-residence allowances	202,000	-20,000	182,000
1 1 1	Contract staff and other staff	500,000	10,000	510,000
A-1110	Contract staff	365,514	-15,000	350,514
A-1111	Seconded national experts	134,486	25,000	159,486
1 1 2	Employer's social security contributions	58,000	0	58,000
A-1120	Insurance against sickness	37,000		37,000
A-1121	Insurance against accidents and occupational diseases	6,000		6,000
A-1122	Insurance against unemployment	15,000		15,000
1 1 3	Miscellaneous allowances and grants	39,500	0	39,500
A-1130	Childbirth and death allowances and grants	1,000		1,000
A-1131	Travel expenses for annual leave	38,500		38,500
A-1139	Other allowances	0		0
1 1 9	Salary weightings	0	0	0
1 1 9 0	Salary weightings	0		0
1 1 9 1	Adjustments to remunerations	0		0
1 2	MISCELLANEOUS EXPENDITURE ON STAFF RECRUITMENT AND TRANSFER	46,000	5,000	51,000
1 2 0	Recruitment expenses	10,000	5,000	15,000
A-1200	Travel expenses	10,000	5,000	15,000
A-1201	Miscellaneous expenditure on staff recruitment	0		0

Budget Line	Budget Line description	Budget 2016 approved by Budg. Authority	Agency transfers January-June 2016	Budget with transfers
1 2 1	Expenses on entering/leaving	36,000	0	36,000
A-1210	Travel expenses on entering/leaving	3,000		3,000
A-1211	Installation	12,000		12,000
A-1212	Removal expenses	6,000		6,000
A-1213	Daily subsistence allowances	15,000		15,000
1 3	MISSIONS AND DUTY TRAVEL	201,000	0	201,000
A-1300	Mission expenses	201,000		201,000
1 4	SOCIOMEDICAL SERVICES	6,000	0	6,000
1 4 0	Medical service	6,000	0	6,000
A-1400	Medical services	6,000		6,000
1 5	TRAININGS	70,000	0	70,000
1 5 0	Training	70,000	0	70,000
A-1500	Training and language courses	70,000		70,000
1 6	EXTERNAL SERVICES	290,000	-38,836	251,164
A-1600	External services and temporary assistance	290,000	-38,836	251,164
1 7	REPRESENTATION AND MISCELLANEOUS STAFF COSTS	5,500	0	5,500
A-1700	Representation and miscellaneous staff costs	5,500		5,500
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE	260,505	64,736	325,241
2 0	RENTAL OF BUILDINGS AND ASSOCIATED COSTS	85,405	6,621	92,026
2 0 0	Buildings and associated costs	85,405	6,621	92,026
A-2000	Rent	33,000	6,201	39,201
A-2001	Insurance	1,100		1,100
A-2002	Water	30,250	-2,346	27,904
A-2003	Cleaning	0		0
A-2004	Fitting-out and maintenance of premises	1,055	2,766	3,821
A-2005	Security and surveillance of buildings	20,000		20,000
A-2009	Other expenditure relating to buildings and premises	0		0
2 1	INFORMATION TECHNOLOGY PURCHASES	81,900	14,116	96,016
2 1 0	Information technology purchases	81,900	14,116	96,016
A-2100	Computer equipment	20,500	-7,500	13,000

Budget Line	Budget Line description	Budget 2016 approved by Budg. Authority	Agency transfers January-June 2016	Budget with transfers
A-2101	Software	12,600	-4,600	8,000
A-2102	Other external data processing services	48,800	26,216	75,016
2 2	MOVABLE PROPERTY AND ASSOCIATED COSTS	21,000	-6,616	14,384
2 2 0	Technical installations and electronic office equipment	1,000	-116	884
A-2200	Technical installations and electronic office equipment	1,000	-116	884
2 2 1	Furniture	5,000	0	5,000
A-2210	Furniture	5,000		5,000
2 2 9	Other movable property and associated costs	15,000	-6,500	8,500
A-2290	Books and publications	15,000	-6,500	8,500
A-2291	Cars, transport vehicles, and maintenance and repairs	0		0
A-2299	Other movable property, and maintenance and repairs	0		0
2 3	CURRENT ADMINISTRATIVE EXPENDITURE	46,900	44,615	91,515
2 3 0	Stationery and office supplies	6,000	2,935	8,935
A-2300	Stationery and office supplies	6,000	2,935	8,935
2 3 2	Financial charges	15,500	0	15,500
A-2320	Bank charges	500		500
A-2321	Exchange rate losses	0		0
A-2329	Other financial charges	15,000		15,000
2 3 3	Legal expenses	20,000	0	20,000
A-2330	Legal expenses	20,000		20,000
A-2331	Damages	0		0
2 3 5	Other operating expenses	5,400	41,680	47,080
2 3 5 0	Miscellaneous insurances	0		0
2 3 5 9	Other operating expenses	5,400	41,680	47,080
2 4	POSTAGE AND TELECOMM.	21,300	0	21,300
A-2400	Postage and delivery charges	1,300		1,300
A-2410	Telecommunication charges	20,000		20,000
2 5	EXPENDITURE ON FORMAL AND OTHER MEETINGS	4,000	6,000	10,000
A-2500	Expenditure on formal and other meetings	4,000	6,000	10,000
3	OPERATIONAL EXPENDITURE	1,583,495	0	1,583,495
3 0	Support to implementation of BEREC WP 2014	761,495	0	761,495

Budget Line	Budget Line description	Budget 2016 approved by Budg. Authority	Agency transfers January-June 2016	Budget with transfers
3 0 0	Support to implementation of BEREC WP 2014	761,495	0	761,495
B3-001	Support to the BEREC Expert Working Groups	578,000		578,000
B3-002	Activities under Articles 7 and 7a Framework Directive	33,000		33,000
B3-003	Collection exchange and transmission of information	150,495		150,495
3 1	Horizontal activities (other support not directly related to BEREC WP)	822,000	0	822,000
3 1 0	Horizontal activities (other support not directly related to BEREC WP)	822,000	0	822,000
B3-101	Other support activities to BEREC	500,000		500,000
B3-102	Provision of advice and other ad-hoc services to BEREC	322,000		322,000

Done at Riga, on 22 September 2016

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