

2020 Budget and Establishment Plan of the Agency for Support for BEREC (‘BEREC Office’)

6 December 2019

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1. Legal basis

The BEREC Office Budget 2020 is established in compliance with the following legal basis:

- Regulation (EU) 2018/1971 of the European Parliament and of the Council of 11 December 2018 establishing the Body of European Regulators for Electronic Communications (BEREC) and the Agency for Support for BEREC (BEREC Office), amending Regulation (EU) 2015/2120 and repealing Regulation (EC) No 1211/2009 (Text with EEA relevance)¹, in particular Articles 24 and 25.
- Decision MB/2019/13 of the Management Board of the Office of the BEREC Office on the financial regulation applicable to the BEREC Office in conformity with Delegated Regulation (EU) No 1271/2013 based on Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council of 25 October 2012 on the financial rules applicable to the general budget of the Union.²
- General Budget of the EU for 2020.

2. Budgetary procedure 2020

Each year, the Director shall draw up a provisional draft estimate of the BEREC Office's revenue and expenditure (the 'draft estimate') for the following financial year, including the establishment plan, and submit it to the Management Board. The information contained in the draft estimate shall be consistent with the draft single programming document of the Agency.

The Director shall submit the draft estimate to the Commission by 31 January each year.

The Commission shall submit the draft estimate to the budgetary authority (BA) together with the draft general budget of the Union. On the basis of the draft estimate, the Commission shall enter in the draft general budget of the Union the estimates it considers necessary for the establishment plan and the amount of the contribution to be charged to the general budget, which it shall place before the BA in accordance with Articles 313 and 314 of the Treaty on the Functioning of the European Union (TFEU). The BA authorises the appropriations for the contribution to the BEREC Office and adopts the BEREC Office's establishment plan.

The Management Board adopts the BEREC Office's budget. The budget shall become final following final adoption of the general budget of the Union. Where necessary, it shall be adjusted accordingly.

3. Structure of the budget

The provisions of Article 25 of Regulation (EU) 2018/1971 of the European Parliament and of the Council of 11 December 2018 establishing the Body of European Regulators for Electronic Communications (BEREC) and the Agency for Support for BEREC (BEREC Office), amending Regulation (EU) 2015/2120 and repealing Regulation (EC) No 1211/2009 determine the structure of the BEREC Office's budget, as follows:

¹ OJ L 321, 17.12.2018, p. 1–35

²

https://bereg.europa.eu/eng/document_register/subject_matter/bereg_office/decisions_of_the_management_board/8699-decision-no-mb201913-of-the-management-board-of-the-bereg-office-on-the-financial-regulation-applicable-to-the-bereg-office

Without prejudice to other resources, the BEREC Office's revenue shall comprise:

- a) a contribution from the Union;
- b) any voluntary financial contribution from the Member States or the NRAs;
- c) charges for publications and any other service provided by the BEREC Office;
- d) any contribution from third countries or the regulatory authorities competent in the field of electronic communications of third countries participating in the work of the BEREC Office, as provided for in Article 35 of Regulation (EU) 2018/1971.

The 2020 sources of revenue for BEREC Office are contribution from the EU and contributions from third countries, as shown below:

Main EU subsidy 2020:	7 117 000
Assigned revenues deriving from previous years surpluses:	23 402
Third countries contribution (incl. EFTA and candidate countries):	93 251
TOTAL:	7 233 653

Any additional revenue from third countries, MSs or from NRAs shall be incorporated in the amending budget and amending work programme.

The expenditure of the BEREC Office shall include staff remuneration, administrative and infrastructure expenses and operational expenditure.

4. Statement of revenue

Title	Budget line	Description	2018	2019	2020
2	2000	European Union subsidy			
		Main EU subsidy	4 124 336	5 677 665	7 117 000
		Assigned revenues deriving from previous years surpluses	206 664	23 335	23 402
		Total Title 2:	4 331 000	5 701 000	7 140 402
3	3000	Third countries contribution (incl. EFTA and candidate countries)	0	0	93 251
		Total Title 3:	0	0	93 251
4	4000	Other contributions(Member states, NRAs, etc)	0	0	p.m
		Total Title 4:	0	0	p.m
5	5000	Administrative Operations:			
		Interest generated by funds paid by the Commission by way of the EU contribution	0	p.m	p.m
		Other revenue from administrative operations	90	p.m	p.m
		Total Title 5:	90	p.m	p.m
TOTAL:			4 331 090	5 701 000	7 233 653

5. Statement of expenditure

Title	Description	Outturn 2018 ³	Appropriations		Outturn 2018/2020	Clarification
		2018	2019 ³	2020	%	
1	Staff	2 448 623	2 913 259	3 357 221	74.4%	Total funding for covering personnel costs
2	Buildings, equipment and miscellaneous operating expenditure	516 931	834 741.05	1 070 440	48.29%	Total funding for covering general administrative costs
3	Operational expenditure	1 365 445	1 953 000	2 805 992	48.66%	Total funding for operational expenditure
TOTAL		4 331 000	5 701 000	7 233 653	59.87%	

³ Status on 3 December 2019, final numbers will be published in the Statement of revenue and expenditure for the year 2019

Titles Chapters Articles Items	Description	Outturn 2018 ³	Appropriations		Outturn 2018/2020	Clarification				
			2019 ³	2020	%					
			1	STAFF EXPENDITURE						
			1 1	STAFF IN ACTIVE EMPLOYMENT						
1 1 0	Temporary agents									
1 1 0 0	Temporary agents' salaries and allowances	1,172,283.72	1,237,121.06	1,338,441.87	87.59%	This appropriation is intended to cover the following Temporary Agents (TA) costs in accordance with the provisions of the Staff Regulations applicable to officials of the European Union, namely: basic salaries and the impact of salary weightings the household, dependent child and education allowances, expatriation and foreign-residence allowances; childbirth grant and, in the event of the death of an TA, payment of the deceased's full remuneration, flat-rate travel expenses for officials or temporary staff, their spouses and dependents, travel expenses of staff when taking up duties, the installation allowances, removal costs, daily subsistence allowances, any other allowance for TAs deriving from payroll.				
	Total Article 110:	1,172,283.72	1,237,121.06	1,338,441.87	87.59%					
1 1 1	Contract staff and other staff									
1 1 1 1	Contract staff and Seconded National Experts (SNEs)	624,655.37	669,100.94	1,099,329.00	56.82%	This appropriation is intended to cover the remuneration and allowances, and the employer's social security contributions for Contract Agents and allowances of the seconded national experts (SNEs) from Member States and any other expenditure related to the use of SNEs.				
	Total Article 111:	624,655.37	669,100.94	1,099,329.00	56.82%					
1 1 2	Employer's social security contributions									
1 1 2 0	Employer's social security contributions	58,166.16	60,733.50	80,000.00	72.71%	This appropriation is intended to cover BEREC Offices social security contributions concerning TAs. The following costs are covered: sickness insurance, accident/occupational disease insurance, unemployment allowance and the costs of pension rights (pension contribution).				
	Total Article 112:	58,166.16	60,733.50	80,000.00	72.71%					
	TOTAL CHAPTER 11:	1,855,105.25	1,966,955.50	2,517,770.87	73.68%					
1 2	MISCELLANEOUS EXPENDITURE ON STAFF RECRUITMENT AND TRANSFER									
1 2 0	Recruitment expenses									
1 2 0 0	Recruitment expenses	25,717.96	18,172.59	30,000.00	85.73%	This chapter is intended to cover reimbursement of expenses of participants in selection/recruitment procedures, invitees from other entities to assist in the selections and other miscellaneous expenditure related to recruitment such as: for publishing vacancy notices, fees for EPSO as stipulated in the SLA between the European Personnel Selection Office (EPSO) and Regulatory Agencies.				
	Total CHAPTER 12:	25,717.96	18,172.59	30,000.00	85.73%					
13	MISSIONS AND DUTY TRAVEL									
130	Mission and duty travel									
1 3 0 0	Mission expenses, duty travel expenses and other ancillary expenditure	174,900.00	208,726.00	249,000.00	70.24%	This chapter 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 as well as the travel of invitees from other bodies in the interest of the the staff not covered under Chapters 12 and 14.				
	Total CHAPTER 13:	174,900.00	208,726.00	249,000.00	70.24%					
14	SOCIOMEDICAL SERVICES									
						This chapter is intended to cover the costs of annual medical inspections and of reviewing the health and				

Titles Chapters Articles Items	Description	Outturn 2018 ³	Appropriations		Outturn 2018/2020	Clarification				
			2019 ³	2020	%					
			1 4 0	Medical service						safety conditions at work, medical checks linked to recruitment and other services provided by the Medical Service or other medical establishments.
			1 4 0 0	Medical service	7,820.00		9,000.00	12,000.00	65.17%	
TOTAL CHAPTER 14:		7820	9,000.00	12,000.00	65.17%					
15	TRAININGS					This chapter is intended to cover the costs of language and other training needs.				
150	Training									
1 5 0 0	Training	79,766.25	88,726.41	90,000.00	88.63%					
TOTAL CHAPTER 15:		79,766.25	88,726.41	90,000.00	88.63%					
16	EXTERNAL SERVICES					This chapter is intended to cover the costs of interim staff, trainees and external services related to staff, such as those provided by PMO for calculation of salaries and allowances, recruitments and reimbursements of candidates, missions, etc. staff related translation and other language requests, publications in OJ, legal services for the staff, support to multilingual schooling for the children of the BERIC Office staff, social welfare activities, etc.				
1 6 0 0	External services	289,558.49	603,618.47	438,250.00	66.07%					
TOTAL CHAPTER 16:		289,558.49	603,618.47	438,250.00	65.18%					
17	REPRESENTATION AND MISCELLANEOUS STAFF COSTS					This chapter is intended to cover the costs of representation, receptions, team events, publicity of staff related matters, such as advertising of vacancies, traineeships, etc. 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.).				
170	Representation and miscellaneous staff costs									
1 7 0 0	Representation, receptions and events, and miscellaneous staff expenses	15,755.27	18,060.00	20,200.00	78.00%					
TOTAL CHAPTER 17:		15,755.27	18,060.00	20,200.00	78.00%					
TOTAL TITLE 1:		2,448,623.22	2,913,258.97	3,357,220.87	72.94%					
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE									
2 0	RENTAL OF BUILDINGS AND ASSOCIATED COSTS					This chapter is intended to cover the payment of rents for premises occupied by the Agency, including rent of parking spaces, the insurance policy premiums in respect of the premises and buildings occupied and their contents, current expenditure and other communal charges related to the Agency's premises, cleaning services, fitting-out of the premises and repairs in the building, 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, costs of carrying out statutory inspections and other expenditure in regards to running costs for the occupied building, associated services and utilities.				
2 0 0	Buildings and associated costs									
2 0 0 0	Rent of building and associated costs	134,030.35	179,195.80	232,565.00	57.63%					
TOTAL CHAPTER 20:		134,030.35	179,195.80	232,565.00	57.63%					
2 1	DATA PROCESSING AND TELECOMMUNICATIONS					This chapter is intended to cover: the costs of purchasing, rent, maintenance, installation and deployment of computer equipment, mobile equipment such as mobile phones, tables, chargers, cables, connectors, protective glasses and cases and other hardware (including routers, access points, copying, printing, scanning and other devices incl. peripheral devices), software purchases incl. licenses, software maintenance subscriptions and associated fees, digital certificates, external data processing services, including fees for IT systems and applications (i.e. ABAC, HERMES-ARES-NomCom, Sysper, eTendering etc.), implementation				
2 1 0	Data processing and telecommunications									
2 1 0 0	Data processing and telecommunications	248,754.25	404,000.56	423,224.87	58.78%					

Titles Chapters Articles Items	Description	Outturn 2018 ³	Appropriations		Outturn 2018/2020	Clarification				
			2019 ³	2020	%					
										of the disaster recovery and back-up plans, use of external ICT services and other external data processing services provided to the BEREC Office by the Commission, other bodies of the EU or service providers, monitoring and security related services like CERT-EU, etc., video-conferencing licenses and support, IaaS and PaaS services, managed services such as unified communication, etc., and costs of telecommunication services, including telephony (fixed or mobile), Internet connectivity, sTesta, DNS management and any related costs.
			TOTAL CHAPTER 21:	248,754.25	404,000.56		423,224.87	58.78%		
22	MOVABLE PROPERTY AND ASSOCIATED COSTS					This chapter is intended to cover the costs of purchasing/ leasing and maintenance/repairs of furniture, transport vehicles and other movable (non-IT) equipment and purchase of office supplies and stationary.				
2 2 0	Movable property and associated costs									
2200	Movable property and associated expenditure	18,577.70	55,215.73	55,200.00	33.66%					
	Total CHAPTER 22:	18,577.70	55,215.73	55,200.00	33.66%					
23	CURRENT ADMINISTRATIVE EXPENDITURE					This chapter is intended to cover the Agency's legal expenses, special insurances and other operating expenditure not specifically provided for, including accounting officer services, external audit services, BEREC Office budget publication in OJ, translations related to the BEREC Office budgetary and legal issues, post office and special courier costs and others.				
2 3 3	Current administrative expenditure									
2 3 3 0	Legal and other operating services	106,259.00	182,767.71	269,450.00	39.44%					
	TOTAL CHAPTER 23:	106,259.00	182,767.71	269,450.00	39.44%					
24	NON-OPERATIONAL MEDIA AND PUBLIC RELATIONS					This chapter is intended to cover the cost of Agencies communication activities, such as promotional and branding actions and materials, promotional meetings and implementation of the Agencies communication strategy and plan. **This Chapter is newly introduced as of 2020, previously the expenditure was covered under various Article within Title 2, therefore no comparative data is available from 2018 and 2019.				
240	Non-operational media and public relations									
2400	Non-operational media and public relations	0*	0*	68,000.00	n/a					
	TOTAL CHAPTER 24:	0*	0*	68,000.00	n/a					
25	NON-OPERATIONAL MEETINGS					This chapter is intended to cover BEREC Office meetings with the EU institutions, other bodies of the EU, representatives of the local authorities or diplomatic missions, etc. not linked to the implementation of the BEREC Communication Strategy and Plan.				
250	Non-operational meetings									
2 5 0 0	Non-operational meetings	9,310.11	13,561.25	22,000.00	42.32%					
	TOTAL CHAPTER 25:	9,310.11	13,561.25	22,000.00	42.32%					
	TOTAL TITLE 2:	516,931.41	834,741.05	1,070,439.87	48.29%					
3	OPERATIONAL EXPENDITURE									
3 0	BEREC PROGRAMME MANAGMENT SUPPORT					This chapter is intended to cover the costs of events organised by the BEREC expert working groups (WGs) (e.g. meetings, workshops, seminars, etc.), including the costs for WG event organisation, travel costs and accommodation allowances of experts participating in WG events, expanding and maintaining the audio-video conference facilities, commissioning studies requested by the WGs, costs of the collection, exchange and transmission of information, meeting between representatives of the WGs, EU institutions, other bodies of the EU or stakeholders and other related expenses, including the costs of technical meetings (Article 7/7a WGs (respectively Article 32, 33 of the EECC as from 2021)), including the costs working group meetings organisation, travel costs and accommodation allowances of participants in group meetings, developments of IT tools and/or database specifically only for the purpose of the activities under market				
3 0 0	BEREC programme management support									
3 0 0 1	BEREC Programme Management Support	373,006.52	440,317.18	920,200.00	40.54%					

Titles Chapters Articles Items	Description	Outturn 2018 ³	Appropriations		Outturn 2018/2020	Clarification				
			2019 ³	2020	%					
										analysis and regulatory training to the NRAs, studies commissioned in support to BEREC, establishment of fact-finding capacity, BEREC language services costs, costs related to the preparation of the BEREC WP and annual report.
				TOTAL CHAPTER 30:	373,006.52		440,317.18	920,200.00	40.54%	
3 1	OPERATION AND STRATEGIC SUPPORT TO BEREC					This chapter is intended to cover the costs of formal meetings (Board of Regulators and Contact Network meetings, meetings between BEREC and the EU institutions, BEREC Stakeholder forum or other BEREC events (public or internal), events with third parties, etc., including organisation and reimbursement of the travel costs and accommodation and PMO fees, the implementation of the BEREC Communication Strategy and Plan, ensuring of compliance with the transparency and accountability obligations, costs for any BEREC ICT systems, web-based applications, including public or internal tools for information sharing, collaboration, quality management, net neutrality, etc. and any other services in support to BEREC and the NRAs not covered in Chapter 30.				
3 1 0	Operation and strategic support to BEREC									
3 1 0 1	Operation and strategic support to BEREC	992,438.85	1,512,682.82	1,885,792.00	52.63%					
	TOTAL CHAPTER 31:	992,438.85	1,512,682.82	1,885,792.00	52.63%					
	TOTAL TITLE 3:	1,365,445.37	1,953,000.00	2,805,992.00	48.66%					

6. Establishment plan

Function group and grade	2020		2019		2018	
	Permanent posts	Temporary posts	Permanent posts	Temporary posts	Permanent posts	Temporary posts
AD 16	—	—	—	—	—	—
AD 15	—	—	—	—	—	—
AD 14	—	1	—	1	—	1
AD 13	—	—	—	—	—	—
AD 12	—	—	—	—	—	—
AD 11	—	1	—	1	—	1
AD 10	—	2	—	1	—	1
AD 9	—	2	—	2	—	2
AD 8	—	2	—	1	—	1
AD 7	—	2	—	4	—	2
AD 6	—	2	—	2	—	3
AD 5	—	1	—	1	—	—
Total AD	—	13	—	13	—	11
AST 11	—	—	—	—	—	—
AST 10	—	—	—	—	—	—
AST 9	—	—	—	—	—	—
AST 8	—	—	—	—	—	—
AST 7	—	—	—	—	—	—
AST 6	—	1	—	1	—	—
AST 5	—	1	—	1	—	1
AST 4	—	1	—	1	—	2
AST 3	—	—	—	—	—	—
AST 2	—	—	—	—	—	—
AST 1	—	—	—	—	—	—
Total AST	—	3	—	3	—	3
Total	—	16	—	16	—	14
Grand Total	16		16		14	

Number of Contract Agents and Seconded National Experts in 2020 (expressed in full-time equivalents)

Contract Agents	Estimated 2020	Actual 2019	Actual 2018
Function Group IV	12	10	8
Function Group III	6	4	0
Function Group II	4	4	1
Function Group I	0	0	0
Total	22	18	9
SNEs	Estimated 2020	Actual 2019	Actual 2018
Total	9	6	4

Done at Malta, on 06 December 2019.

For the Management Board,



Jeremy GODFREY
Chair