

AMENDING 1 to BUDGET & ESTABLISHMENT PLAN FOR 2016

EUROPEAN AGENCY FOR SAFETY AND HEALTH AT WORK

January 2016

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1. GENERAL INTRODUCTION

1.1. Legal basis

Council Regulation (EC) No 2062/94 of 18 July 1994 setting up a European Agency for Safety and Health at Work (OJ L 216, 20.8.1994, page 1) modified by Council Regulation (EC) No 1643/95 (OJ L 156, 7.7.1995, page, 1).

Council Regulation (EC) No. 1654/2003, of 18 June 2003, amending Regulation (EC) No. 2062/94 establishing a European Agency for Safety and Health at Work.

Council Regulation (EC) No. 1112/2005, of 24 June 2005 amending Regulation (EC) No 2062/94 establishing a European Agency for Safety and Health at Work

Multiannual Financial Framework (2014-2020) as per Council Regulation (EU, EURATOM) No 1311/2013 of 2 December 2013 (Official Journal No L/347 of 20 December 2013)

Financial Regulation of 15 January 2014 of the European Agency for Safety and Health at Work

Joint Committee Decision 160/2009 amending Protocol 31 to the EEA Agreement - Council Regulation (EC) No 2062/94, Council Regulation (EC) No 1643/95, Council Regulation (EC) No 1654/2003, Council Regulation (EC) No 1112/2005 (EU-OSHA).

Resolution of the Basque Institute for Safety and Health at Work (OSALAN) of 1st of June 2010

Seat agreement of 31 March 2014 between the Kingdom of Spain and European Agency for Safety and Health at Work

Agreement 30-CE-0535286/00-84 between EU-OSHA and the European Union for the Pilot Project "Health and Safety at Work of Older Workers"

Grant contract ENPI/2013/325-489 of the European Union for the Collaboration between EU-OSHA between European Neighbourhood and Partnership Countries (ENPI)

Commission Implementing Decision [C(2014) 9407] of 10 December 2014 finally adopting a Multi-country Action Programme for "Preparatory measures for participation of beneficiaries in EU Agencies"

1.2. Explanatory statement

This amending budget has been prepared in order to comply with Agency's Financial Regulation and mainly to :

- to transfer the total appropriations of € 45,000 from budget item "1100 - Basic salaries" to budget item "2120 - Services provided by I.T. external providers, consultancy & other operating staff" following staff reduction (- 1 temporary agent post of grade AST2) and proposal G/15/14g adopted by Governing Board the 5 November 2015;
- adjust the revenue and expenditure 2016 for the Pilot Project "Health and Safety at Work of Older Workers" for a total amount of € 941,294.82, result of the extension of the duration of the agreement and therefore respective carry-over/carry-forward of the 2015 appropriations;
- adjust the revenue and expenditure 2016 for the ENPI programme for a total amount of € 138,059.16, result of the respective carry-over/carry-forward of the 2015 appropriations;
- adjust the revenue and expenditure 2016 for the New IPA II programme for a total amount of € 410,000.00, result of the respective carry-over/carry-forward of the 2015 appropriations;
- in the sections 5 & 6 of the Agency's budget, report the occupation of the staff at 31/12/2015.

2. JUSTIFICATION OF MAIN HEADINGS

2.1. Revenue 2016

The estimated sources of revenue for 2016 are :

- a subsidy from the European Union of **€ 14,679,000** which consists in :
 - **€ 14,663,000** : main subsidy from the European Union to be voted by the Budget Authority;
 - **€ 16,000** : budget outturn 2014 to be returned to the European Commission in 2015;
- **€ 404,700** of EEA-EFTA funds which are 2,76% applied to the main subsidy from the European Union;
- a total of **€ 160,100** from Spanish and local authorities.
- an earmarked revenue of **€ 941,294.82** for the Pilot Project "Health and Safety at Work of Older Workers", result of the extension of the duration of the agreement until 2016 and therefore respective carry-over/carry-forward of the 2015 appropriations to 2016;
- an earmarked revenue of **€ 138,059.16** for the ENPI programme, result of the respective carry-over/carry-forward of the 2015 appropriations to 2016;
- an earmarked revenue of **€ 410,000.00** for the New IPA II programme, result of the respective carry-over/carry-forward of the 2015 appropriations to 2016.

The total estimated revenue in 2016 is therefore **€ 16,733,154.**

2.2. Expenditure 2016

Title 1 - Staff

Total expenditure under Title 1 is proposed at **€ 5,705,100**.

The calculation for Title 1 is based on the assumption that **41 Temporary Agents** mentioned in the proposed establishment plan for 2016 will be filled during the year.

The calculation for Title 1 is also based on the assumption that **24 Contract Agents** and **1 Local Agent** will be employed in the year 2016.

Compared to the Budget 2016, it represents one Temporary Agent post less. Related appropriations (€ 45,000) have been reallocated to the Title 2 of the Agency's budget and the Establishment plan amended accordingly.

Title 2 - Buildings, equipment and miscellaneous operating expenditure

Total expenditure under Title 2 is proposed at **€ 1,379,950**.

Compared to the Budget 2016, it represents an increase of € 45,000 reallocated to the budget item "2120 - Services provided by I.T. external providers, consultancy & other operating staff"

Title 3 - Operational expenditure

Total expenditure under Title 3 is proposed at **€ 8,158,750**.

Operational expenditure is related to the implementation of the 2016 Annual Management Plan.

Title 4 - Expenditure for implementing special projects funded by specific other subsidy

The total earmarked expenditure in 2016 for the Pilot Project "Health and Safety at Work of Older Workers" is **€ 941,294.82**, is the result of the extension of duration of the agreement until 2016 and therefore respective carry-over/carry-forward of the 2015 appropriations to 2016;

The total earmarked expenditure in 2016 for the European Neighbourhood and Partnership Instrument (ENPI) is **€ 138,059.16** and is the result of the respective carry-over/carry-forward of the 2015 appropriations to 2016;

The total earmarked expenditure in 2016 for the New IPA II programme is **€ 410,000.00** and is the result of the respective carry-over/carry-forward of the 2015 appropriations to 2016.

Total expenditure under Title 4 is proposed at **€ 1,489,353.98**

Title 5 - Reserve

This title is included to provide for any expenditure which were to be approved in reserve.

The total expenditure in 2016 is therefore **€ 16,733,154**.

3. STATEMENT OF REVENUE

Budget Title	Heading	Appropriations			Remarks
		2016	Amending 1	New amount	
1 0	EUROPEAN UNION SUBSIDY				
1 0 0	European Union subsidy	14,663,000		14,663,000	Council Regulation (EC) No 2062/94 of 18 July 1994 establishing a European Agency for Safety and Health at Work (OJ L 216 20.8.1994, p. 1), modified by Regulation (EC) No 1643/95 (OJ L 156, 7.7.1995, p. 1). Pursuant to article 12, paragraph 3, of this regulation, a subsidy for the Agency is entered in the Commission Section of the General Budget.
1 0 1	Other revenue from European Union subsidy	16,000		16,000	This appropriation is intended to cover any other revenues coming from the European Union as a result of the Agency budgetary surplus of year N-2.
1 0 2	EEA-EFTA Contribution	404,700		404,700	Subsidy from the EFTA countries within the framework of the EEA Agreement & the Joint Committee Decision 160/2009 amending Protocol 31 to the EEA Agreement. This subsidy represents a fixed percentage of the annual European Community subsidy.
	CHAPTER 1 0	15,083,700	0	15,083,700	
	TITLE 1	15,083,700	0	15,083,700	
2 0	OTHER SUBSIDIES				
2 0 0	Grant from the Basque Regional Government	100,000		100,000	This grant is meant to finance current expenditure.
2 0 1	Grant from the County of Bizkaia	p.m.		p.m.	This grant is meant to finance current expenditure.
2 0 2	Grant from the Spanish Government	60,100		60,100	This grant is meant to finance current expenditure.
2 0 3	Other grants	p.m.		p.m.	Revenue from other grants.
	CHAPTER 2 0	160,100		160,100	
2 2	OTHER SUBSIDY FOR SPECIFIC PROJECTS				
2 2 1	Subsidy from the European Commission - DG EMPL for Pilot Project "Health and Safety at Work of Older Workers" (earmarked)		941,295	941,295	This article corresponds to earmarked revenue for the Pilot Project "Health and Safety at Work of Older Workers" financed by the European Commission. The corresponding delegation agreement will run up to 2016 (initially 2015) for a total amount of € 2,000,000. As earmarked revenue, the available income in YEAR N is equal to the result of the respective carry-over/carry-forward of appropriations of YEAR N-1 to YEAR N + installment(s) to receive in YEAR N (if any).
2 2 2	Subsidy from the European Commission - DG NEAR for the European Neighbourhood and Partnership Instrument (ENPI) (earmarked).	p.m.	138,059	138,059	This article corresponds to earmarked revenue financed by the European Commission for the preparatory measures & collaboration of ENP countries with EU-OSHA. The project will run up to 2016 for a total amount of € 373,424. As earmarked revenue, the available income for ENPI in YEAR N is equal to the result of the respective carry-over/carry-forward of appropriations of YEAR N-1 to YEAR N + installment(s) to receive in YEAR N (if any).
2 2 3	Subsidy from the European Commission - DG NEAR for NEW IPA II PROGRAMME (earmarked)	p.m.	410,000	410,000	This article corresponds to earmarked revenue financed by the European Commission for the preparatory measures for participation of beneficiaries in EU Agencies (Commission Implementing Decision [C(2014) 9407]). The project will run up to 2017 for a total amount of € 410,000. As earmarked revenue, the available income for the new IPA II PROGRAMME in YEAR N is equal to the result of the respective carry-over/carry-forward of appropriations of YEAR N-1 to YEAR N + installment to receive in YEAR N (if any).
	CHAPTER 2 2	p.m.	1,489,354	1,489,354	
	TITLE 2	160,100	1,489,354	1,649,454	
5 0	PROCEEDS FROM THE SALE OF MOVABLE AND IMMOVABLE PROPERTY				
5 0 0	Proceeds from the sale of movable and immovable property	p.m.		p.m.	Proceeds from the sale of movable and immovable property.
	CHAPTER 5 0	p.m.		p.m.	
5 2	REVENUE FROM INVESTMENTS OR LOANS, BANK INTEREST AND				
5 2 0	Revenue from investments or loans, bank interest and other items	p.m.		p.m.	Revenue from investments or loans, bank interest and other items.
	CHAPTER 5 2	p.m.		p.m.	
5 4	MISCELLANEOUS REVENUE				
5 4 0	Miscellaneous revenue	p.m.		p.m.	Miscellaneous revenue
	CHAPTER 5 4	p.m.		p.m.	
5 9	OTHER REVENUE FROM ADMINISTRATIVE OPERATIONS				
5 9 0	Other revenue from administrative operations	p.m.		p.m.	Other revenue from administrative operations.
	CHAPTER 5 9	p.m.		p.m.	
	TITLE 5	p.m.		p.m.	
6 0	REVENUE FROM SERVICES RENDERED AGAINST PAYMENT				
6 0 0	Revenue from services rendered against payment	p.m.		p.m.	Revenue from services rendered against payment
6 0 1	Revenue from co-financing agreements	p.m.		p.m.	Revenue from co-financing agreements
6 0 2	Revenue from sale of publications	p.m.		p.m.	Revenue from sale of publications
6 0 3	Proceeds from the letting and hiring of immovable property	p.m.		p.m.	Proceeds from the letting and hiring of immovable property
	CHAPTER 6 0	p.m.		p.m.	
	TITLE 6	p.m.		p.m.	
	GRAND TOTAL	15,243,800	1,489,354	16,733,154	

4. STATEMENT OF EXPENDITURE

	Main items	Appropriations			Remarks
		2016	Amending 1	New amount	
1	COMMUNICATION, PROMOTION AND CAMPAIGNING	3,985,735		3,985,735	Two principal objectives underpin the Agency's communication strategy. First, it aims at establishing the Agency as the European reference point for information on OSH issues. And secondly, it focuses on ensuring that the Agency and its network are in a position to deliver the information that people need when they need it, taking into account existing infrastructures and their limitations at European and national levels.
2	NETWORKING AND COORDINATION	1,441,015		1,441,015	The Agency aims at having an effective and efficient network structure to support it in achieving its mission. A number of networks has been established, some directly linked to other activity areas. The networks covered by budget line involve the 84 Board members and 11 Bureau members, the focal points in the 28 Member States 3 EEA/EFTA countries, the European network partners and a number of international partners. Under this budget line, tasks aimed at ensuring an effective and efficient operation of the Agency and that the Agency activities are legal are also important elements in ensuring the implementation of the Agency's mission.
3	PREVENTION AND RESEARCH	2,732,000		2,732,000	PRU aims to identifying new and emerging risks in occupational safety and health, provide an accurate and comprehensive picture of OSH risks, provide tools for smaller workplaces to manage health and safety and mobilise the OSH community through new tools. This includes information projects related to research, practice and policy, as well as the collection and analysis of original data, and actions to stimulate debate among the Agency's stakeholders.
4	ADMINISTRATIVE SUPPORT	7,085,050		7,085,050	The administrative support is aimed to contribute to the implementation of the Agency's mandate through the provision of services in the functional areas of human resources, finance, accounting, documentation, general services and information & communication technology (ICT).
5	EXPENDITURE FOR IMPLEMENTING SPECIAL PROJECTS FUNDED BY SPECIFIC OTHER SUBSIDIES	p.m.	1,489,354	1,489,354	EU-OSHA participates to specific programmes/projects which are financed by earmarked appropriations.
	GRAND TOTAL	15,243,800	1,489,354	16,733,154	

Budget Title	Heading	Appropriations			Remarks
		2016	Amending 1	New amount	
1	STAFF	5,750,100	-45,000	5,705,100	Total funding for covering personnel costs.
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE	1,334,950	45,000	1,379,950	Total funding for covering general administrative costs.
3	OPERATIONAL EXPENDITURE	8,158,750		8,158,750	Total funding for operational expenditures.
4	EXPENDITURE FOR IMPLEMENTING SPECIAL PROJECTS FUNDED BY SPECIFIC OTHER SUBSIDY	p.m.	1,489,354	1,489,354	Total funding for operational expenditures funded by specific other subsidy.
5	RESERVE	p.m.		p.m.	Reserve for administrative and operational expenditure pending final approval of the Budget Authority
GRAND TOTAL		15,243,800	1,489,354	16,733,154	
Budget Title	Heading	Appropriations			Remarks
		2016	Amending 1	New amount	
1	STAFF				
1 1	STAFF IN ACTIVE EMPLOYMENT				
1 1 0	<i>Staff holding a post provided for in the establishment plan</i>				
1 1 0 0	Basic salaries	2,965,000	-45,000	2,920,000	Staff Regulations of Officials of the European Union, in particular Articles 62 and 66 thereof, and the Conditions of Employment of Other Servants (CEOS) and in particular Articles 19 and 20 thereof. This appropriation is intended to cover basic salaries of permanent officials and temporary staff.
1 1 0 1	Family allowances	490,000		490,000	Staff Regulations of Officials of the European Union, in particular Articles 42a, 42b, 62, 67, 68, 68a and Section I of Annex VII thereto, and Articles 16 and 20 of the CEOS. This appropriation is intended to cover the household, dependent child and education allowances for permanent officials and temporary staff.
1 1 0 2	Expatriation and foreign-residence allowances	415,000		415,000	Staff Regulations of Officials of the European Union, and in particular Articles 62 and 69 thereof and Article 4 of Annex VII thereto, and Articles 16 and 20 of the CEOS. This appropriation is intended to cover the expatriation and foreign-residence allowances for permanent officials and temporary staff.
1 1 0 3	Secretarial allowances	4,250		4,250	Staff Regulations of Officials of the European Union, and in particular Article 65, Article 18 of Annex XIII, and Article 20 of the CEOS. This item is intended to cover the secretarial allowance paid to temporary staff in category AST (formerly grade C) employed as shorthand-typists or typists, teleprinter operators, typesetters, executive secretaries or principal secretaries recruited before 1st May 2004.
	Article 1 1 0	3,874,250	-45,000	3,829,250	
1 1 1	<i>Other staff</i>				
1 1 1 2	Local staff	35,000		35,000	Article 4 of the CEOS and Title V thereof. This appropriation is intended to cover the remuneration (including overtime) and the employer's share of social security contributions for local staff.
1 1 1 3	Contract Agents	1,130,750		1,130,750	Article 3 of the CEOS and Title IV thereof. This appropriation is intended to cover remuneration, allowances and indemnities for contract agents. Amounts related to weighting factor, recruitment, travel expenses and daily allowances are charged respectively on items 1190, 1180, 1181 and 1184. The employer share in the social security system is charged on items 1130, 1131 and 1132.
	Article 1 1 1	1,165,750	0	1,165,750	
1 1 2	<i>Professional training of staff</i>				
1 1 2 0	Professional training of staff	120,000		120,000	Staff Regulations of Officials of the European Union, and in particular Article 24a(3), Article 11 and 81 of the CEOS.
	Article 1 1 2	120,000	0	120,000	
1 1 3	<i>Employer's social security contributions</i>				
1 1 3 0	Insurance against sickness	134,000		134,000	Staff Regulations of Officials of the European Union, and in particular Article 72, and Articles 28 and 95 of the CEOS thereof. This appropriation is intended to cover the employer's contribution.
1 1 3 1	Insurance against accidents and occupational disease	24,000		24,000	Staff Regulations of Officials of the European Union, and in particular Article 73 thereof and Article 28 and 95 of the CEOS thereof. This appropriation is intended to cover: - the employer's contribution to insurance against accidents and occupational disease, - a further provision is added to the appropriation to cover expenditure not covered by the insurance.
1 1 3 2	Insurance against unemployment	49,000		49,000	Staff Regulations of Officials of the European Union and in particular Article 28a and Article 96 of the CEOS. This appropriation is intended to insure relevant staff against unemployment.
1 1 3 3	Constitution or maintenance of pension rights	p.m.		p.m.	Staff Regulations of Officials of the European Union, and in particular Articles 6 and 83, and Articles 42 and 112 of the CEOS. This item is intended to cover payments by the Agency on behalf of relevant staff in order to constitute or maintain their pension rights in their country of origin.
	Article 1 1 3	207,000	0	207,000	

Budget Title	Heading	Appropriations			Remarks
		2016	Amending 1	New amount	
1 1 4	Miscellaneous allowances and grants				
1 1 4 0	Childbirth and death allowances and grants	600		600	Staff Regulations of Officials of the European Union, and in particular Articles 70, 74 and 75 thereof, and Articles 20 and 97 of the CEOS. This item is intended to cover: - the childbirth grant, and, in the event of the death of an official: - payment of the deceased's full remuneration until the end of the third month after the month in which the death occurred, - the cost of transporting the body to the official's place of origin.
1 1 4 1	Travel expenses for annual leave	55,000		55,000	Staff Regulations of Officials of the European Union, and in particular Article 8 of Annex VII thereto and Articles 26 and 92 of the CEOS. This appropriation is intended to cover the flat-rate travel expenses for relevant staff (TA), their spouses and dependants, from their place of employment to their place of origin.
1 1 4 3	Fixed duty allowances	p.m.		p.m.	Staff Regulations of Officials of the European Union, and in particular Article 14 of Annex VII thereto, and Article 22 of the CEOS.
	Article 1 1 4	55,600	0	55,600	
1 1 5	Overtime	p.m.		p.m.	
	Article 1 1 5	p.m.	0	p.m.	
1 1 7	Supplementary services				
1 1 7 5	Interim Services	150,000		150,000	This appropriation is intended to cover use of interim services, mainly typists. Recourse to interim services is required to adapt flexibly to ad hoc needs.
1 1 7 6	Officials on secondment from Member States	p.m.		p.m.	This appropriation is intended to enable the Agency to organise a program of exchange for national experts from Member States.
1 1 7 7	PMO administrative help	49,000		49,000	This appropriation is intended to cover the fees charged by PMO for the services provided and in line with the provisions of the Service Level Agreement.
1 1 7 8	Inter-agencies secretariat	1,000		1,000	This appropriation is intended to cover the fees - following provisions of the ad hoc Service Level Agreement- charged by the EU Agencies network for the administrative, operational and secretarial support in the frame of the EU Agencies coordination.
	Article 1 1 7	200,000	0	200,000	
1 1 8	Miscellaneous expenditure on staff recruitment and transfer				
1 1 8 0	Miscellaneous expenditure on staff recruitment	26,000		26,000	Staff Regulations of Officials of the European Union, and in particular Articles 27 to 31 and 33 thereof and Annex VII thereto. This appropriation is intended to cover the expenditure involved in recruitment procedures for TA, CA and Trainees.
1 1 8 1	Travel expenses	1,500		1,500	Staff Regulations of Officials of the European Union, and in particular Articles 20 and 71 thereof and Article 7 of Annex VII thereto and Art. 22 and 92 CEOS. This appropriation is intended to cover the travel expenses of relevant staff (TA, including members of their families) entering or leaving the service.
1 1 8 2	Installation, resettlement and transfer allowances	16,000		16,000	Staff Regulations of Officials of the European Union, and in particular Articles 5 and 6 of Annex VII thereto and Art. 23 of the CEOS. This appropriation is intended to cover the installation allowances for temporary agents obliged to change residence after taking up their appointment or when they definitively cease their duties and settle elsewhere.
1 1 8 3	Removal expenses	14,000		14,000	Staff Regulations of Officials of the European Union, and in particular Articles 20 and 71 thereof and Article 9 of Annex VII thereto. This appropriation is intended to cover the removal costs of temporary and contract agents obliged to change residence after taking up their appointment or when transferred to a new place of work or when they definitively cease their duties and settle elsewhere.
1 1 8 4	Temporary daily subsistence allowances	10,000		10,000	Staff Regulations of Officials of the European Union, and in particular Articles 20 and 71 thereof and Article 10 of Annex VII thereto, as well as Articles 25 and 92 of the CEOS. This appropriation is intended to cover the daily subsistence allowances due to staff (TA) able to prove that they were obliged to change their place of residence after taking up their duties (including transfer).
	Article 1 1 8	67,500	0	67,500	
1 1 9	Salary weightings - Adjustments to remuneration				
1 1 9 0	Salary weightings	p.m.		p.m.	Staff Regulations of Officials of the European Union, and in particular Articles 64 and 65 thereof, and Articles 20 and 92 of CEOS. This appropriation is intended to cover the impact of salary weightings applicable to the remuneration of relevant staff and to overtime.
1 1 9 1	Adjustments to remuneration	p.m.		p.m.	This appropriation is intended to cover the effects of any salary adjustments decided by the Council during the financial year.
	Article 1 1 9	p.m.	0	p.m.	
	CHAPTER 1 1	5,690,100	-45,000	5,645,100	

Budget Title	Heading	Appropriations			Remarks
		2016	Amending 1	New amount	
1 4	SOCIOMEDICAL INFRASTRUCTURE				
1 4 1	Medical service	32,000		32,000	This appropriation is intended to cover all expenditure relating to the medical service, medicines, preventative actions and the travel expenses of the Agency medical adviser, notably Art. 59 of the Staff Regulations.
1 4 2	Other welfare expenditure	4,000		4,000	This appropriation is intended to cover expenditure by the Agency on the social welfare activities of its staff
	CHAPTER 1 4	36,000	0	36,000	
1 5	MOBILITY				
1 5 2	Mobility				
1 5 2 0	Staff exchanges	p.m.		p.m.	This appropriation is intended to cover staff exchanges
1 5 2 1	Agency officials seconded to national administrations, international organisations or public sector institutions or undertakings.	p.m.		p.m.	This appropriation is intended to cover expenditure relating to the secondment or temporary assignment of Agency officials to national or international departments.
1 5 2 2	Trainees	24,000		24,000	This appropriation is intended to cover expenditure relating to trainees.
	Article 1 5 2	24,000	0	24,000	
	CHAPTER 1 5	24,000	0	24,000	
1 6	SOCIAL WELFARE				
1 6 0	Special assistance grants	p.m.		p.m.	This appropriation is intended to cover assistance in the form of cash which may be granted to an official, former official or survivors of a deceased official who find themselves in difficult circumstances.
1 6 2	Other social expenditure	p.m.		p.m.	This appropriation is intended to cover assistance for families, new arrivals, legal aid, grants for scouts and guides, grant to the secretariat of the parents' association.
1 6 3	Nursery centre	p.m.		p.m.	This appropriation is intended to cover the Agency's share of the cost of child care for the children of Agency staff in nurseries.
1 6 4	Additional aid for disabled persons	p.m.		p.m.	This appropriation is to enable reimbursement to disabled officials in active employment, spouses and dependent children, after national entitlements have been exhausted, of expenses (other than medical expenses) recognised as necessary, resulting from the disability and supported by documentary evidence.
	CHAPTER 1 6	p.m.	0	p.m.	
1 8	REGULARIZATION OF ACCUMULATED LOSSES				
1 8 0	Regularization of accumulated losses	p.m.		p.m.	This appropriation is intended to cover the accumulated losses as reflected in the budget outturn account table in the annual accounts and in accordance with article 16.2 of the Agency's Financial Regulations.
	CHAPTER 1 8	p.m.	0	p.m.	
1 9	PENSIONS AND SEVERANCE GRANTS				
1 9 0	Pensions and severance grants	p.m.		p.m.	This appropriation is intended to cover pensions and severance grants.
	CHAPTER 1 9	p.m.	0	p.m.	
	TITLE 1	5,750,100	-45,000	5,705,100	

Budget Title	Heading	Appropriations			Remarks
		2016	Amending 1	New amount	
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE				
2 0	RENTAL OF BUILDINGS AND ASSOCIATED COSTS				
2 0 0	Rent				
2 0 0 0	Rent	350,000		350,000	This appropriation is intended to cover the payment of rents for buildings or parts of buildings occupied by the Agency and the hiring of parking spaces.
2 0 1	Insurance				
2 0 1 0	Insurance	7,400		7,400	This appropriation is intended to cover the insurance policy premiums in respect of the buildings or parts of buildings occupied by the Agency and their contents.
2 0 2	Water, gas, electricity and heating				
2 0 2 0	Water, gas, electricity and heating	100,000		100,000	This appropriation is intended to cover current expenditure and other communal charges related to the Agency's premises.
2 0 3	Cleaning and maintenance				
2 0 3 0	Cleaning and maintenance	68,000		68,000	This appropriation is intended to cover the costs of cleaning and upkeep of the premises used by the Agency.
2 0 4	Fitting-out of premises				
2 0 4 0	Fitting-out of premises	20,000		20,000	This appropriation is intended to cover the fitting-out of the premises and repairs in the building.
2 0 5	Security and surveillance of buildings				
2 0 5 0	Security and surveillance of buildings	58,500		58,500	This appropriation is intended to cover miscellaneous expenditure on buildings connected with security and safety, in particular contracts governing building surveillance, hire and replenishment of extinguishers, purchase and maintenance of fire-fighting equipment, replacement of equipment for officials acting as voluntary firemen, costs of carrying out statutory inspections.
2 0 9	Administrative expenditure, taxes				
2 0 9 0	Administrative expenditure, taxes	p.m.		p.m.	The appropriation is intended to cover expenditure on buildings not specially provided for in the articles in Chapter 20, for example administrative expenses other than services (water, gas, electricity), expenses relating to buildings occupied by a number of tenants, expenses arising from drawing up the inventory of fixtures, municipal taxes and ancillary expenses.
	CHAPTER 2 0	603,900	0	603,900	
2 1 0	I.T. operating expenditure				
2 1 0 0	I.T. operating expenditure	140,000		140,000	This appropriation is intended to cover expenditure on software licences, installation, development and maintenance of information systems and data-processing consumables.
	Article 2 1 0	140,000	0	140,000	
2 1 2	Services provided by I.T. staff				
2 1 2 0	Services provided by I.T. external providers, consultancy & other operating staff	269,000	45,000	314,000	This appropriation is intended to cover expenditure on external operating staff (help-desk, operators, administrators, system engineers, etc.).
	Article 2 1 2	269,000	45,000	314,000	
2 1 3	Technical installations and electronic office equipment				
2 1 3 0	New and replacement purchases	88,800		88,800	This appropriation is intended to cover the purchase and installation of technical and data-processing equipment. The purchase of replacement equipment and installations under this item is conditional upon the discarding, in accordance with established procedure, of the technical and data-processing equipment and installations to be replaced.
2 1 3 2	Hire	p.m.		p.m.	This appropriation is intended to cover the hiring of miscellaneous equipment and various technical and data-processing installations.
2 1 3 3	Maintenance, use and repair	p.m.		p.m.	This appropriation is intended to cover the costs of maintaining and repairing the technical installations.
2 1 3 4	Electronic office equipment	p.m.		p.m.	This appropriation is intended to cover unforeseen costs associated with electronic office equipment.
	Article 2 1 3	88,800	0	88,800	
	CHAPTER 2 1	497,800	45,000	542,800	
2 2	MOVABLE PROPERTY ASSOCIATED COSTS				
2 2 1	New and replacement furniture purchases, furniture maintenance and repair				
2 2 1 0	New and replacement purchases, furniture maintenance and repair	25,650		25,650	This appropriation is intended to cover Agency requirements for furniture, soft furnishings, kitchen equipment and installations.
	Article 2 2 1	25,650	0	25,650	
2 2 3	Office vehicle				
2 2 3 1	Purchase of vehicle	p.m.		p.m.	This appropriation is intended to cover vehicle purchase
2 2 3 2	Vehicle upkeep, petrol and hiring means of transport	2,500		2,500	This appropriation is intended to cover insurance, maintenance, and petrol expenses for the official vehicle and the cost of hiring other means of transport (taxi, bus, car hire).
	Article 2 2 3	2,500	0	2,500	
2 2 5	Documentation and library expenditure				
2 2 5 0	Publications and subscriptions	8,000		8,000	This appropriation is intended to cover the purchase of publications and subscriptions to information services necessary for the work of the Agency. This includes: books and other publications, newspapers, periodicals, official journals, subscriptions to rapid information services, data bases, special library equipment, bindings and other expenditure necessary for the preservation of books and periodicals. As from 2011, this budgetary item corresponds to the merge of former 2250 & 2251.
	Article 2 2 5	8,000	0	8,000	
	CHAPTER 2 2	36,150	0	36,150	

Budget Title	Heading	Appropriations			Remarks
		2016	Amending 1	New amount	
2 3	CURRENT ADMINISTRATIVE EXPENDITURE				
2 3 0	Stationery and office supplies				
2 3 0 0	Stationery and office supplies	11,000		11,000	This appropriation is intended to cover the purchase of stationery and office supplies.
	Article 2 3 0	11,000	0	11,000	
2 3 2	Financial charges				
2 3 2 0	Bank charges	1,000		1,000	This appropriation is intended to cover bank charges and related cost (such as hiring of a bank safe deposit box, ...), exchange rate losses and other financial charges. As from 2011, this budgetary item corresponds to the merge of former 2320, 2321 & 2329.
	Article 2 3 2	1,000	0	1,000	
2 3 3	Outsourced services				
2 3 3 0	Legal expenses	10,000		10,000	This appropriation is intended to cover the Agency's legal expenses.
2 3 3 1	Audit services	26,000		26,000	This appropriation is intended to cover the Agency's expenses on audit services.
2 3 3 2	Other outsourced services	p.m.		p.m.	This appropriation is intended to cover the Agency's expenses on outsourced services other than the ones covered by budget items 2120, 2330 & 2331.
	Article 2 3 3	36,000	0	36,000	
2 3 4	Damages				
2 3 4 0	Damages	p.m.		p.m.	This appropriation is intended to cover damages payable.
	Article 2 3 4	p.m.		p.m.	
2 3 5	Other operating expenditures				
2 3 5 0	Miscellaneous insurance	0		0	This appropriation is intended to cover the special insurance for the Agency's accountant and the imprest account holder.
2 3 5 2	Internal catering expenses	6,500		6,500	This appropriation is intended to cover expenditure for the Agency's internal catering, such as refreshments and snacks at meetings, water and vending machines.
2 3 5 3	Departmental removals	0		0	This item is intended to cover the cost of removals within the building.
2 3 5 9	Other expenditure	0		0	This appropriation is intended to cover other operating expenditure not specifically provided for.
	Article 2 3 5	6,500	0	6,500	
	CHAPTER 2 3	54,500	0	54,500	
2 4	POSTAGE AND TELECOMMUNICATIONS				
2 4 0	Postage and delivery charges				
2 4 0 0	Postage and delivery charges	10,600		10,600	This appropriation is intended to cover expenditure on postal and delivery charges, including parcels sent by post.
	Article 2 4 0	10,600	0	10,600	
2 4 1	Telecommunications				
2 4 1 0	Telephone, telegraph, telex, radio and television subscriptions and charges	132,000		132,000	This appropriation is intended to cover telephone subscription costs and communications (official communications only, as private communications will be charged for), fax, conference calls, data transmission and the purchase of directories. Receptionist and switchboard service.
	Article 2 4 1	132,000	0	132,000	
	CHAPTER 2 4	142,600	0	142,600	
	TITLE 2	1,334,950	45,000	1,379,950	

Budget Title	Heading	Appropriations			Remarks
		2016	Amending 1	New amount	
3	OPERATIONAL EXPENDITURE				
3 2	COMMUNICATION, CAMPAIGNING AND PROMOTION				
3 2 0	Communication				This appropriation is intended to finance the Agency's communication activities, which will contribute to the implementation of the Annual Management Plan. These include cross publishing activities and the development, hosting, monitoring and promotion of its website and electronic communication platforms including audiovisual and multimedia content and social media; editing and publication-(including databases and mailing) of the results of studies, other information activities and corporate publications (annual report, budget...); development of communication partnerships; awareness raising, marketing and market research; monitoring and evaluation activities.
3 2 1	Campaigning				This appropriation is intended to cover the costs of the Agency's campaigning activities including the production and distribution of campaign material and websites as well as the organisation and management of conferences, seminars, exhibitions, public events, promotional activities, good practice award schemes, competitions, other campaigning activities and evaluations within the framework of bi-annual pan - European awareness raising and information campaigns. It also covers the provision of services and products to the Agency's network of Focal Points to ensure the effective dissemination of Agency information and campaign messages at Member State level.
3 2 2	Promotion				This appropriation is intended to cover the costs of promotion activities related to Agency information products and services, which will contribute to the implementation of the Annual Management Plan. These include: media relations and monitoring; corporate communications and public affairs; distribution; diffusion and promotion of the Online interactive Risk Assessment tool (OIRA); information and awareness raising products, actions and activities other than those linked to the Agency's principal biannual campaign; public events, conferences, seminars, exhibitions, campaigns etc.; as well as contributions to similar activities organised by third parties that contribute to the implementation and development of the Annual Management Plan.
3 2 3	Communication, Campaigning and Promotion	3,910,235		3,910,235	This appropriation covers communication, campaigning and promotion actions which will contribute to the implementation of the Annual Management Plan. They include: the development, hosting, monitoring and promotion of websites and electronic communication platforms; editing and publishing; development of audiovisual and multimedia content and social media; development of communication partnerships; awareness raising, marketing and market research; monitoring and evaluation; the production and distribution of campaign material and websites as well as the organisation and management of conferences, seminars, exhibitions, public events, promotional actions, good practice award schemes, competitions, other campaigning actions and evaluations; the provision of services and products to the Agency's network of Focal Points to ensure the effective dissemination of Agency information and campaign messages at Member State level; promotion actions related to Agency information products and services including media relations and monitoring; corporate communications and public affairs; distribution; diffusion and promotion of the Online interactive Risk Assessment tool (OIRA); information and awareness raising products and actions including participation in the Napo consortium; public events, conferences, seminars, exhibitions, campaigns etc.; as well as contributions to similar actions organised by third parties that contribute to the implementation and development of the Annual Management Plan.
3 2 9	Mission expenses, duty travel expenses and other ancillary expenditure for "Communication, Campaigning And Promotion".	75,500		75,500	This appropriation is intended to cover expenditure on transport, the payment of daily mission allowances and the ancillary or exceptional expenses incurred by established staff in the interests of the activity "Communication, Campaigning And Promotion", in accordance with the provisions of the Staff Regulations applicable to officials of the European Communities.
	Article 3 2 0	3,985,735	0	3,985,735	
	CHAPTER 3 2	3,985,735	0	3,985,735	
3 3	NETWORKING AND COORDINATION				
3 3 0	Networking and Coordination	577,000		577,000	This appropriation is intended to cover some of the operating expenses of activities in the priority area of Networking and Corporate Communication, Area 6 in the Annual Management Plan, and Corporate Management. These actions are particularly the focal point network, the Governing Board and its Bureau (including any ad hoc working groups), European and international networking as well as services in relation to the Management & Control and Programming and Evaluation activities. The appropriations in this budget line will also be used to cover expenditures related to ad hoc meetings (including travel and subsistence expenses, interpretation costs, and the hire of rooms) in connection with other activities under the area: "Networking and Corporate Communication".
3 3 2	Representation expenses	9,000		9,000	This appropriation is intended to cover entertainment and representation expenses.
3 3 4	Translation of studies, reports and working documents	695,015		695,015	This appropriation is intended to cover the translation of studies, reports, website information as well as working documents for the Governing Board and Bureau and for congresses, seminars, etc. into the different Community languages. The translation work will be carried out by the Translation Centre for the Bodies of the European Union in Luxembourg.
3 3 9	Mission expenses, duty travel expenses of "Networking and Coordination" and "Administrative Support" as well as other ancillary expenditure	160,000		160,000	This appropriation is intended to cover missions of staff in the Network Secretariat and administrative support
	Article 3 3 0	1,441,015	0	1,441,015	
	CHAPTER 3 3	1,441,015	0	1,441,015	
3 4	PREVENTION AND RESEARCH				
3 4 0	Prevention and Research information	2,611,000		2,611,000	This appropriation covers the operating expenses of activities proposed in the AMP under Priority Areas 1 to 6. They include tasks regarding: the development of foresight-related projects; the dissemination and analysis of data from the ESENER survey; development of the OSH Overview on micro and small enterprises; initiation of OSH Overviews on work related diseases and on the estimation of the costs to society of work-related accidents and illnesses; further work the further development of the Online interactive risk assessment (OIRA) tool and development of a knowledge-base on other 'e-tools'; the provision of good practice solutions for use at workplace level in the context of the Healthy Workplace Campaigns; the promotion and consolidation of the OSHwiki; analysis and dissemination of OSH information through the organisation of workshops, seminars, meetings, use of 'social media' and other activities amongst its stakeholders; activities to support initiatives taken by the European Commission; and further activities to foster the co-ordination of research and research management at EU level, and identify shared OSH research priorities. The appropriations in this budget line will also be used to cover expenditures related to ad hoc meetings (including travel and subsistence expenses, interpretation costs, and the hire of rooms) in connection with the above activities.
3 4 9	Mission expenses, duty travel expenses and other ancillary expenditure for "Prevention and research Unit".	121,000		121,000	This appropriation is intended to cover expenditure on transport, the payment of daily mission allowances and the ancillary or exceptional expenses incurred by established staff in the interests of the Prevention and Research Unit, in accordance with the provisions of the Staff Regulations applicable to officials of the European Communities.
	Article 3 4 0	2,732,000	0	2,732,000	
	CHAPTER 3 4	2,732,000	0	2,732,000	
	TITLE 3	8,158,750	0	8,158,750	

Budget Title	Heading	Appropriations			Remarks
		2016	Amending 1	New amount	
SPECIAL PROJECTS FUNDED BY SPECIFIC OTHER SUBSIDY					
4 7	HEALTH AND SAFETY AT WORK OF OLDER WORKERS				
4 7 0	Health and Safety at Work of Older Workers (earmarked)	-	941,295	941,295	This article includes the measures on identification, exchange and sharing of good practices on the occupational safety and health and older workers implementing the delegation agreement between the European Union and EU-OSHA (Pilot project - Health and Safety at Work of Older Workers). As earmarked expenditure, the available appropriations for the Pilot Project "Older Workers" in YEAR N is equal to the result of the respective carry-over/carry-forward of appropriations of YEAR N-1 to YEAR N. + installment(s) to receive in YEAR N (if any). The maximum funding for the pilot project "Older Workers" is € 2,000,000 for 2012-2016 (initially 2012-2015).
CHAPTER 4 7		-	941,295	941,295	
4 8	ENPI - PREPARATORY MEASURES FOR THE COLLABORATION OF EUROPEAN NEIGHBOURHOOD & PARTNERSHIP COUNTRIES				
4 8 0	ENPI - Preparatory measures for the collaboration of ENP countries with EU-OSHA (earmarked)	p.m.	138,059	138,059	The appropriation of this article is intended to cover the preparatory measures for a collaboration in occupational safety and health between EU-OSHA and the European Neighbourhood and Partnership Instrument countries. As earmarked expenditure, the available appropriations for the programme ENPI in YEAR N is equal to the result of the respective carry-over/carry-forward of appropriations of YEAR N-1 to YEAR N + installment(s) to receive in YEAR N (if any). The maximum funding for ENPI is € 373,424 for 2014-2016.
CHAPTER 4 8		p.m.	138,059	138,059	
4 9	NEW IPA II PROGRAMME				
4 9 0	New IPA II programme (earmarked)	p.m.	410,000	410,000	This appropriation is intended to put in place preparatory measures for the participation of the Western Balkans and Turkey in the network and activities of EU-OSHA. This includes integrating beneficiary countries into actions such as the development of a national tripartite focal point network, participation in expert events, and campaigning and awareness-raising activities. As earmarked expenditure, the available appropriations for the programme NEW IPA II in YEAR N is equal to the result of the respective carry-over/carry-forward of appropriations of YEAR N-1 to YEAR N + installment(s) to receive in YEAR N (if any). The maximum funding for NEW IPA II is € 410,000 for 2015-2017.
CHAPTER 4 9		p.m.	410,000	410,000	
TITLE 4		p.m.	1,489,354	1,489,354	
5	RESERVE				
5 0	RESERVE FOR ADMINISTRATIVE EXPENDITURE	p.m.		p.m.	
5 1	RESERVE FOR OPERATIONAL EXPENDITURE	p.m.		p.m.	
TITLE 5		p.m.		p.m.	
GRAND TOTAL		15,243,800	1,489,354	16,733,154	

5. ESTABLISHMENT PLAN 2016 FOR THE AGENCY

<i>TEMPORARY AGENTS</i>					
Category & grade	2015		2016		
	Actually filled at 31.12.2015	Authorised	2016	Amending 1	Authorised
AD16					
AD15					
AD14	1	1	1		1
AD13	2	1	1		1
AD12	1	1	2		2
AD11	1	2	1		1
AD10	1	2	3		3
AD9	1	2	1		1
AD8	6	6	7		7
AD7	6	5	5		5
AD6	4	4	3		3
AD5	-	-			-
Total grade AD	23	24	24		24
AST11					
AST10					
AST9	1	1	1		1
AST8	-	-	-		-
AST7	-	1	1		1
AST6	2	2	3		3
AST5	3	4	4		4
AST4	7	5	4		4
AST3	2	2	3		3
AST2	2	3	2	-1	1
AST1		-	-		-
Total grade AST	17	18	18	-1	17
AST/SC 6	-	-	-		-
AST/SC 5	-	-	-		-
AST/SC 4	-	-	-		-
AST/SC 3	-	-	-		-
AST/SC 2	-	-	-		-
AST/SC 1	-	-	-		-
AST/SC total	-	-	-		-
GRAND TOTAL	40	42	42	-1	41

Occupation at 31/12/2015 of two AD13 posts is in line with the decision adopted by the Governing Board the 5 November 2015 to make use of the article 38 of Agency's Financial Regulation

**6. ESTIMATE OF NUMBER OF CONTRACT AGENTS, LOCAL STAFF (EXPRESSED IN FULL-TIME EQUIVALENT)
AND SECONDED NATIONAL EXPERTS IN 2016**

CONTRACT AGENTS*, LOCAL STAFF & SECONDED NATIONAL EXPERTS						
Function group & grade	Actually filled at 31.12.2015	2015	2016	Amendment 1	New total	Remarks
FG IV	2	2	2		2	
FG III	12	12	12		12	
FG II	10	10	10		10	
FG I	-	-	-		-	
Total CA	24	24	24		24	
LA	1	1	1		1	
Total Local agent	1	1	1		1	
SNE	-	-	-		-	
Total SNE	-	-	-		-	
GRAND TOTAL	25	25	25		25	

* One Contract Agent FG IV is financed by ENPI funds (2014-2016) and is not part of the estimate.

* One Contract Agent FG IV is financed by NEW IPA II funds (2016-2017) and is not part of the estimate.