

BUDGET & ESTABLISHMENT PLAN FOR 2015

EUROPEAN AGENCY FOR SAFETY AND HEALTH AT WORK

NOVEMBER 2014

CONTENT

- 1. General introduction**
- 2. Justification of main headings**
- 3. Statement of revenue for budget 2015**
- 4. Statement of expenditure for budget 2015**
- 5. Establishment Plan for budget 2015**
- 6. Estimate of number of Contract Agents (expressed in full-time equivalent) and Seconded National Experts in 2015**

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 2011/273-995 for Instrument for pre-accession assistance for Western Balkans and Turkey - IPA III

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)

2. JUSTIFICATION OF MAIN HEADINGS

Budget 2013 includes authorised appropriations as per amending budgets 1 and 2.

Budget 2014 includes authorised appropriations as per amending budgets 1 and 2.

Variations between Draft Budget 2015 and Budget 2015 are reported in the column "delta".

The budget 2015 has been prepared following observations of DG EMPLOYMENT laid down in the correspondence Ares(2014)29621032 of the 10 September 2014 and following the appropriations entered in the draft EU budget 2015 for EU-OSHA.

2.1. Revenue 2015

The estimated sources of revenue for 2015 are :

- a subsidy from the European Union of € 14,679,000 which consists in :
 - € 14,534,000 : main subsidy from the European Union to be voted by the Budget Authority;
 - € 145,000 : budget outturn 2013 returned to the European Commission in 2014;
- € 431,660 of EEA-EFTA contribution equal to 2,97% applied to the main subsidy from the European Union;
- a total of € 160,100 from Spanish and local authorities.

Revenue for the Pilot Project "Health and Safety at Work of Older Workers" is marked "p.m." as it will be the result of the respective carry-over/carry-forward of the 2014 appropriations to 2015.

Revenue for the European Neighbourhood and Partnership Instrument (ENPI) is marked "p.m." as it will be the result of the respective carry-over/carry-forward of the 2014 appropriations to 2015.

The total estimated revenue in 2015 is therefore € 15,270,760.

The budget 2015 will become definitive after final adoption of the general budget of the European Union setting the amount of the subsidy and the establishment plan. If necessary, the budget and the establishment plan shall be adjusted accordingly.

2.2. Expenditure 2015

Title 1 - Staff

Total expenditure under Title 1 is proposed at € 5,606,200.

The calculation for Title 1 is based on the assumption that the **42 Temporary Agents** posts authorised in the establishment plan will be filled during 2015.

The calculation for Title 1 is also based on the assumption that **24 Contract Agents** and **1 Local Agent** will be employed in 2015.

Title 2 - Buildings, equipment and miscellaneous operating expenditure

Total expenditure under Title 2 is proposed at € 1,371,755.

Title 3 - Operational expenditure

Budget item "3203 - Communication, Campaigning & Promotion" has been created and is the result of the merge of budget items "3200 - Communication", "3201 - Campaigning" & "3202 - Promotion".

Total expenditure under Title 3 is proposed at € 8,292,805.

Operational expenditure is related to the implementation of the 2015 Annual Management Plan.

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

Expenditure for the project "Health and Safety at Work of Older Workers" is marked "p.m." as it will be result of the respective carry-over/carry-forward of the 2014 appropriations to 2015.

Expenditure for the European Neighbourhood and Partnership Instrument (ENPI) is marked "p.m." as it will be the result of the respective carry-over/carry-forward of the 2014 appropriations to 2015.

Title 5 - Reserve

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

The total expenditure in 2015 is therefore € 15,270,760.

3. STATEMENT OF REVENUE

Budget Title	Heading	Appropriations					Remarks
		2013	2014	DB 2015	delta	2015	
1 0	EUROPEAN UNION SUBSIDY						
1 0 0	European Union subsidy	14,035,000	14,013,900	14,534,000		14,534,000	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	643,900	81,000	145,000		145,000	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	392,980	424,621	440,380	-8,720	431,660	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 Union subsidy.
	CHAPTER 1 0	15,071,880	14,519,521	15,119,380	-8,720	15,110,660	
	TITLE 1	15,071,880	14,519,521	15,119,380	-8,720	15,110,660	
2 0	OTHER SUBSIDIES						
2 0 0	Grant from the Basque Regional Government	80,000	40,000	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.	p.m.		p.m.	This grant is meant to finance current expenditure.
2 0 2	Grant from the Spanish Government	100,000	60,100	60,100		60,100	This grant is meant to finance current expenditure.
2 0 3	Other grants	p.m.	p.m.	p.m.		p.m.	Revenue from other grants.
	CHAPTER 2 0	180,000	100,100	160,100		160,100	
2 2	OTHER SUBSIDY FOR SPECIFIC PROJECTS						
2 2 0	Subsidy from the European Commission - DG ELARG for IPA III programme (earmarked)	558,740	450,297	-		-	This article corresponds to earmarked IPA III revenue financed by the European Commission. The program will run up to 2014 for a total amount of € 900,000.
2 2 1	Subsidy from the European Commission - DG EMPL for Pilot Project "Health and Safety at Work of Older Workers" (earmarked)	1,650,000	1,997,512	p.m.		p.m.	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 2015 for a total amount of € 2,000,000.
2 2 2	Subsidy from the European Commission - DG DEVCO for the European Neighbourhood and Partnership Instrument (ENPI)		188,596	p.m.		p.m.	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.
	CHAPTER 2 2	2,208,740	2,636,405	p.m.		p.m.	
	TITLE 2	2,388,740	2,736,505	160,100	0	160,100	
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.	p.m.		p.m.	Proceeds from the sale of movable and immovable property.
	CHAPTER 5 0	p.m.	p.m.	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.	p.m.		p.m.	Revenue from investments or loans, bank interest and other items.
	CHAPTER 5 2	p.m.	p.m.	p.m.		p.m.	
5 4	MISCELLANEOUS REVENUE						
5 4 0	Miscellaneous revenue	p.m.	p.m.	p.m.		p.m.	Miscellaneous revenue
	CHAPTER 5 4	p.m.	p.m.	p.m.		p.m.	
5 9	OTHER REVENUE FROM ADMINISTRATIVE OPERATIONS						
5 9 0	Other revenue from administrative operations	p.m.	p.m.	p.m.		p.m.	Other revenue from administrative operations.
	CHAPTER 5 9	p.m.	p.m.	p.m.		p.m.	
	TITLE 5	p.m.	p.m.	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.	p.m.		p.m.	Revenue from services rendered against payment
6 0 1	Revenue from co-financing agreements	p.m.	p.m.	p.m.		p.m.	Revenue from co-financing agreements
6 0 2	Revenue from sale of publications	p.m.	p.m.	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.	p.m.		p.m.	Proceeds from the letting and hiring of immovable property
	CHAPTER 6 0	p.m.	p.m.	p.m.		p.m.	
	TITLE 6	p.m.	p.m.	p.m.		p.m.	
	GRAND TOTAL	17,460,620	17,256,026	15,279,480	-8,720	15,270,760	

4. STATEMENT OF EXPENDITURE

	Main items	Appropriations					Remarks
		2013	2014	DB 2015	delta	2015	
1	COMMUNICATION, PROMOTION AND CAMPAIGNING	3,504,816	3,900,560	3,862,805	-140,805	3,722,000	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	1,349,000	1,280,000	1,430,000	140,805	1,570,805	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	3,043,689	2,512,386	3,000,000		3,000,000	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	7,354,375	6,926,675	6,986,675	-8,720	6,977,955	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	2,208,740	2,636,405	p.m.		p.m.	EU-OSHA participates to specific programmes/projects which are financed by earmarked appropriations.
	GRAND TOTAL	17,460,620	17,256,026	15,279,480	-8,720	15,270,760	

Budget Title	Heading	Appropriations					Remarks
		2013	2014	DB 2015	delta	2015	
1	STAFF	5,494,000	5,556,100	5,606,200		5,606,200	Total funding for covering personnel costs.
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE	1,860,375	1,370,575	1,380,475	-8,720	1,371,755	Total funding for covering general administrative costs.
3	OPERATIONAL EXPENDITURE	7,897,505	7,692,946	8,292,805		8,292,805	Total funding for operational expenditures.
4	EXPENDITURE FOR IMPLEMENTING SPECIAL PROJECTS FUNDED BY SPECIFIC OTHER SUBSIDY	2,208,740	2,636,405	p.m.		p.m.	Total funding for operational expenditures funded by specific other subsidy.
5	RESERVE	p.m.	p.m.	p.m.		p.m.	Reserve for administrative and operational expenditure pending final approval of the Budget Authority
	GRAND TOTAL	17,460,620	17,256,026	15,279,480	-8,720	15,270,760	

Budget Title	Heading	Appropriations					Remarks
		2013	2014	DB 2015	delta	2015	
1	STAFF						
1 1	STAFF IN ACTIVE EMPLOYMENT						
1 1 0	Staff holding a post provided for in the establishment plan						
1 1 0 0	Basic salaries	2,935,000	2,863,900	3,030,000	-152,250	2,877,750	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	439,000	447,000	447,000	63,000	510,000	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	413,000	440,000	425,000	-10,000	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	4,200	4,200	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	3,791,200	3,755,100	3,906,250	-99,250	3,807,000	
1 1 1	Other staff						
1 1 1 2	Local staff	35,000	32,500	33,000		33,000	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	1,008,000	1,090,000	1,140,000	30,000	1,170,000	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	1,043,000	1,122,500	1,173,000	30,000	1,203,000	
1 1 2	Professional training of staff						
1 1 2 0	Professional training of staff	80,000	80,000	80,000		80,000	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	80,000	80,000	80,000	0	80,000	
1 1 3	Employer's social security contributions						
1 1 3 0	Insurance against sickness	130,000	131,000	131,000	-3,000	128,000	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	26,400	25,600	25,600		25,600	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	47,600	48,000	48,000		48,000	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.	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	204,000	204,600	204,600	-3,000	201,600	

Budget Title	Heading	Appropriations					Remarks
		2013	2014	DB 2015	delta	2015	
1 1 4	Miscellaneous allowances and grants						
1 1 4 0	Childbirth and death allowances and grants	800	400	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	75,000	78,804	70,000	-15,000	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.	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	75,800	79,204	70,600	-15,000	55,600	
1 1 5	Overtime	p.m.	p.m.	p.m.		p.m.	Staff Regulations of Officials of the European Union, in particular Article 56 thereof and Annex VI thereto. This article is intended to cover flat-rate payments or hourly-rate payments for overtime worked by relevant staff, local staff and other servants whom it has not been possible to compensate by free time under the normal arrangements.
	Article 1 1 5	p.m.	p.m.	p.m.	0	p.m.	
1 1 7	Supplementary services						
1 1 7 5	Interim Services	64,000	150,000	43,000	37,000	80,000	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	0	p.m.	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	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		1,196	p.m.	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	113,000	200,196	92,000	38,000	130,000	
1 1 8	Miscellaneous expenditure on staff recruitment and transfer						
1 1 8 0	Miscellaneous expenditure on staff recruitment	16,000	45,000	6,000	9,000	15,000	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	3,000	1,000	1,000	2,000	3,000	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	35,000	10,000	10,000	15,000	25,000	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	24,000	6,000	6,000	14,000	20,000	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	27,000	4,500	8,750	9,250	18,000	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	105,000	66,500	31,750	49,250	81,000	
1 1 9	Salary weightings - Adjustments to remuneration						
1 1 9 0	Salary weightings	20,000	p.m.	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.	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	20,000	p.m.	p.m.	0	p.m.	
	CHAPTER 1 1	5,432,000	5,508,100	5,558,200	0	5,558,200	

Budget Title	Heading	Appropriations					Remarks
		2013	2014	DB 2015	delta	2015	
1 4	SOCIOMEDICAL INFRASTRUCTURE						
1 4 1	<i>Medical service</i>	29,000	29,000	28,000		28,000	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	<i>Other welfare expenditure</i>	5,000	5,000	5,000		5,000	This appropriation is intended to cover expenditure by the Agency on the social welfare activities of its staff
	CHAPTER 1 4	34,000	34,000	33,000	0	33,000	
1 5	MOBILITY						
1 5 2	<i>Mobility</i>						
1 5 2 0	Staff exchanges	p.m.	p.m.	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.	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	28,000	14,000	15,000		15,000	This appropriation is intended to cover expenditure relating to trainees.
	Article 1 5 2	28,000	14,000	15,000	0	15,000	
	CHAPTER 1 5	28,000	14,000	15,000	0	15,000	
1 6	SOCIAL WELFARE						
1 6 0	<i>Special assistance grants</i>	p.m.	p.m.	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	<i>Other social expenditure</i>	p.m.	p.m.	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	<i>Nursery centre</i>	p.m.	p.m.	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	<i>Additional aid for disabled persons</i>	p.m.	p.m.	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.	p.m.	p.m.	0	p.m.	
1 8	REGULARIZATION OF ACCUMULATED LOSSES						
1 8 0	<i>Regularization of accumulated losses</i>	p.m.	p.m.	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.	p.m.	p.m.	0	p.m.	
1 9	PENSIONS AND SEVERANCE GRANTS						
1 9 0	<i>Pensions and severance grants</i>	p.m.	p.m.	p.m.		p.m.	This appropriation is intended to cover pensions and severance grants.
	CHAPTER 1 9	p.m.	p.m.	p.m.	0	p.m.	
	TITLE 1	5,494,000	5,556,100	5,606,200	0	5,606,200	

Budget Title	Heading	Appropriations					Remarks
		2013	2014	DB 2015	delta	2015	
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE						
2 0	RENTAL OF BUILDINGS AND ASSOCIATED COSTS						
2 0 0	Rent						
2 0 0 0	Rent	654,000	308,500	424,000	-42,445	381,555	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	8,750	8,750	8,750		8,750	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	105,000	100,000	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	24,000	64,000	64,000		64,000	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	318,000	41,000	10,500	11,500	22,000	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	56,500	61,500	61,500		61,500	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	986	p.m.	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	1,167,236	583,750	668,750	-30,945	637,805	
2 1 0	I.T. operating expenditure						
2 1 0 0	I.T. operating expenditure	237,000	180,000	180,000		180,000	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	237,000	180,000	180,000	0	180,000	
2 1 2	Services provided by I.T. staff						
2 1 2 0	Services provided by I.T. staff	162,832	312,400	250,000	13,000	263,000	This appropriation is intended to cover expenditure on external operating staff (help-desk, operators, administrators, system engineers, etc.).
	Article 2 1 2	162,832	312,400	250,000	13,000	263,000	
2 1 3	Technical installations and electronic office equipment						
2 1 3 0	New and replacement purchases	70,293	75,000	75,000	-13,000	62,000	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.	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	500	500	500		500	This appropriation is intended to cover the costs of maintaining and repairing the technical installations.
2 1 3 4	Electronic office equipment	300	300	300		300	This appropriation is intended to cover unforeseen costs associated with electronic office equipment.
	Article 2 1 3	71,093	75,800	75,800	-13,000	62,800	
	CHAPTER 2 1	470,925	568,200	505,800	0	505,800	
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	27,000	28,650	28,650		28,650	This appropriation is intended to cover Agency requirements for furniture, soft furnishings, kitchen equipment and installations.
	Article 2 2 1	27,000	28,650	28,650	0	28,650	
2 2 3	Office vehicle						
2 2 3 1	Purchase of vehicle	p.m.	p.m.	p.m.		p.m.	This appropriation is intended to cover vehicle purchase
2 2 3 2	Vehicle upkeep, petrol and hiring means of transport	1,650	2,000	3,000	-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	1,650	2,000	3,000	-500	2,500	
2 2 5	Documentation and library expenditure						
2 2 5 0	Publications and subscriptions	10,500	10,500	10,500	-2,500	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	10,500	10,500	10,500	-2,500	8,000	
	CHAPTER 2 2	39,150	41,150	42,150	-3,000	39,150	

Budget Title	Heading	Appropriations					Remarks
		2013	2014	DB 2015	delta	2015	
2 3	CURRENT ADMINISTRATIVE EXPENDITURE						
2 3 0	Stationery and office supplies						
2 3 0 0	Stationery and office supplies	10,000	11,000	11,000		11,000	This appropriation is intended to cover the purchase of stationery and office supplies.
	Article 2 3 0	10,000	11,000	11,000	0	11,000	
2 3 2	Financial charges						
2 3 2 0	Bank charges	2,000	1,600	1,600	-600	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	2,000	1,600	1,600	-600	1,000	
2 3 3	Outsourced services						
2 3 3 0	Legal expenses	2,500	3,950	10,000		10,000	This appropriation is intended to cover the Agency's legal expenses.
2 3 3 1	Audit services	p.m.	26,000	p.m.	26,000	26,000	This appropriation is intended to cover the Agency's expenses on internal audit services.
	Article 2 3 3	2,500	29,950	10,000	26,000	36,000	
2 3 4	Damages						
2 3 4 0	Damages	p.m.	p.m.	p.m.		p.m.	This appropriation is intended to cover damages payable.
	Article 2 3 4	p.m.	p.m.	p.m.	0	p.m.	
2 3 5	Other operating expenditures						
2 3 5 0	Miscellaneous insurance	p.m.	p.m.	p.m.		p.m.	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	6,000	6,500	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	650	700	700	-700	0	This item is intended to cover the cost of removals within the building.
2 3 5 9	Other expenditure	38,914	7,550	1,500	-1,500	0	This appropriation is intended to cover other operating expenditure not specifically provided for.
	Article 2 3 5	45,564	14,750	8,700	-2,200	6,500	
	CHAPTER 2 3	60,064	57,300	31,300	23,200	54,500	
2 4	POSTAGE AND TELECOMMUNICATIONS						
2 4 0	Postage and delivery charges						
2 4 0 0	Postage and delivery charges	11,500	10,500	10,500		10,500	This appropriation is intended to cover expenditure on postal and delivery charges, including parcels sent by post.
	Article 2 4 0	11,500	10,500	10,500	0	10,500	
2 4 1	Telecommunications						
2 4 1 0	Telephone, telegraph, telex, radio and television subscriptions and charges	111,500	109,675	121,975	2,025	124,000	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	111,500	109,675	121,975	2,025	124,000	
	CHAPTER 2 4	123,000	120,175	132,475	2,025	134,500	
	TITLE 2	1,860,375	1,370,575	1,380,475	-8,720	1,371,755	

Budget Title	Heading	Appropriations					Remarks
		2013	2014	DB 2015	delta	2015	
3	OPERATIONAL EXPENDITURE						
3 2	COMMUNICATION, CAMPAIGNING AND PROMOTION						
3 2 0	Communication, Campaigning And Promotion						
3 2 0 0	Communication	1,080,000	1,375,000	899,000	-899,000		- 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 0 1	Campaigning	1,804,816	1,860,560	2,000,000	-2,000,000		- 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 0 2	Promotion	570,000	615,000	895,000	-895,000		- 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 0 3	Communication, Campaigning and Promotion				3,646,500	3,646,500	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 0 9	Mission expenses, duty travel expenses and other ancillary expenditure for "Communication, Campaigning And Promotion".	50,000	50,000	68,805	6,695	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	3,504,816	3,900,560	3,862,805	-140,805	3,722,000	
	CHAPTER 3 2	3,504,816	3,900,560	3,862,805	-140,805	3,722,000	
3 3	NETWORKING AND COORDINATION						
3 3 0	Networking and Coordination						
3 3 0 0	Networking and Coordination	510,000	412,000	526,000	150,000	676,000	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 0 2	Representation expenses	9,000	9,000	9,000		9,000	This appropriation is intended to cover entertainment and representation expenses.
3 3 0 4	Translation of studies, reports and working documents	700,000	729,000	755,000	-29,195	725,805	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 0 9	Mission expenses, duty travel expenses of "Networking and Coordination" and "Administrative Support" as well as other ancillary expenditure	130,000	130,000	140,000	20,000	160,000	This appropriation is intended to cover missions of staff in the Network Secretariat and administrative support
	Article 3 3 0	1,349,000	1,280,000	1,430,000	140,805	1,570,805	
	CHAPTER 3 3	1,349,000	1,280,000	1,430,000	140,805	1,570,805	
3 4	PREVENTION AND RESEARCH						
3 4 0	PREVENTION AND RESEARCH						
3 4 0 0	Prevention and Research information	2,943,689	2,412,386	2,900,000	-21,000	2,879,000	This appropriation covers the operating expenses of activities proposed in the AMP-2015 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 0 9	Mission expenses, duty travel expenses and other ancillary expenditure for "Prevention and research Unit".	100,000	100,000	100,000	21,000	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	3,043,689	2,512,386	3,000,000	0	3,000,000	
	CHAPTER 3 4	3,043,689	2,512,386	3,000,000	0	3,000,000	
	TITLE 3	7,897,505	7,692,946	8,292,805	0	8,292,805	

Budget Title	Heading	Appropriations					Remarks
		2013	2014	DB 2015	delta	2015	
SPECIAL PROJECTS FUNDED BY SPECIFIC OTHER SUBSIDY							
4 6	IPA III TO SUPPORT WESTERN BALKANS AND TURKEY						This chapter includes preparatory measures for the participation of Western Balkans and Turkey in the European Agency for Safety and Health at Work. The maximum funding for the programme IPA III is € 900,000 for 2011-2014.
4 6 0	Instrument for pre-accession assistance for Western Balkans and Turkey - IPA III (earmarked)	558,740	450,297	-		-	
CHAPTER 4 6		558,740	450,297	-		-	
4 7	HEALTH AND SAFETY AT WORK OF OLDER WORKERS						This chapter 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). The Total amount is € 2,000,000 for 2012-2015.
4 7 0	Health and Safety at Work of Older Workers (earmarked)	1,650,000	1,997,512	p.m.		p.m.	
CHAPTER 4 7		1,650,000	1,997,512	p.m.	0	p.m.	
4 8	ENPI - PREPARATORY MEASURES FOR THE COLLABORATION OF EUROPEAN NEIGHBOURHOOD & PARTNERSHIP COUNTRIES						The appropriation of this chapter 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. The Total amount is € 373,424 for 2014-2016.
4 8 0	ENPI - Preparatory measures for the collaboration of ENP countries with EU-OSHA (earmarked)		188,596	p.m.		p.m.	
CHAPTER 4 8			188,596	p.m.	0	p.m.	
TITLE 4		2,208,740	2,636,405	p.m.	0	p.m.	
5	RESERVE						
5 0	RESERVE FOR ADMINISTRATIVE EXPENDITURE	p.m.	p.m.	p.m.		p.m.	
5 1	RESERVE FOR OPERATIONAL EXPENDITURE	p.m.	p.m.	p.m.		p.m.	
TITLE 5		p.m.	p.m.	p.m.	0	p.m.	
GRAND TOTAL		17,460,620	17,256,026	15,279,480	-8,720	15,270,760	

5. ESTABLISHMENT PLAN 2015 FOR THE AGENCY

<i>TEMPORARY AGENTS</i>					
Category & grade	2013		2014	2015	
	Actually filled at 31.12.2013	Authorised	Authorised	Authorised	
AD16					
AD15					
AD14	1	1	1	1	
AD13	1	1	1	1	
AD12	1	1	1	1	
AD11	1	1	1	2	
AD10	2	3	3	2	
AD9	2	1	1	2	
AD8	4	5	6	6	
AD7	5	5	5	5	
AD6	7	6	5	4	
AD5	-	-	-	-	
Total grade AD	24	24	24	24	
AST11					
AST10					
AST9	1	1	1	1	
AST8	-	-	-	-	
AST7	-	1	1	1	
AST6	-	1	1	2	
AST5	4	1	2	4	
AST4	7	6	8	5	
AST3	3	6	3	2	
AST2	1	3	2	3	
AST1	2	1	1	-	
Total grade AST	18	20	19	18	
AST/SC 6			-	-	
AST/SC 5			-	-	
AST/SC 4			-	-	
AST/SC 3			-	-	
AST/SC 2			-	-	
AST/SC 1			-	-	
AST/SC total			-	-	
GRAND TOTAL	42	44	43	42	

6. ESTIMATE OF NUMBER OF CONTRACT AGENTS (EXPRESSED IN FULL-TIME AND SECONDED NATIONAL EXPERTS IN 2015)

CONTRACT AGENTS* & SECONDED NATIONAL EXPERTS					
Function group & grade	Actually filled at 31.12.2013	2013	2014	2015	Remarks
FG IV	2	1	1	2	
FG III	11	13	13	12	
FG II	11	10	10	10	
FG I	-	-	-	-	
Total CA	24	24	24	24	
SNE	-	-	-	-	Cost free SNE as from 2011
Total SNE	-	-	-	-	
GRAND TOTAL	24	24	24	24	

* One local agent is financed by the EU subsidy and is not part of the estimate

* One Contract Agent FG IV is financed by IPA III funds (2011-2014) and is not part of the estimate.

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