

**AMENDING 1 to BUDGET & ESTABLISHMENT PLAN FOR 2015**

**EUROPEAN AGENCY FOR SAFETY AND HEALTH AT WORK**

**March 2015**

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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 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 :

- adjust the revenue and expenditure 2015 for the Pilot Project "Health and Safety at Work of Older Workers" for a total amount of € 1,343,840.68, result of the respective carry-over/carry-forward of the 2014 appropriations to 2015 (€ 1,343,840.68);
- adjust the revenue and expenditure 2015 by including the appropriations related to the ENPI programme for a total amount of € 297,924.93, result of the respective carry-over/carry-forward of the 2014 appropriations to 2015 (€ 113,096.93) and the second instalment of pre-financing (€ 184,828.00) to be received in 2015;
- in both sections revenue and expenditure, create budget articles 223 (revenue) and 490 (expenditure) for the NEW IPA II PROGRAMME;
- in the section expenditure: in Title 2, for the budget item "2120 - Services provided by I.T. staff": change of acronym to "2120 - Services provided by I.T. external providers, consultancy & other operating staff";
- in the section expenditure: in Title 2, creation of the budget item "2332 - Other outsourced services" in order to cover Agency's expenses for outsourced services other than the ones covered by budget items 2120, 2330 & 2331
- in the sections 5 & 6 of the Agency's budget, report the occupation of the staff at 31/12/2014.

## 2. JUSTIFICATION OF MAIN HEADINGS

### 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;
- a earmarked revenue of **€ 1,343,840.68** for the Pilot Project "Health and Safety at Work of Older Workers", result of the respective carry-over/carry-forward of the 2014 appropriations (€ 1,343,840.68) to 2015;
- a earmarked revenue of **€ 297,924.93** for the ENPI programme, result of the respective carry-over/carry-forward of the 2014 appropriations (€ 113,096.93) to 2015 and the second instalment of pre-financing (€ 184,828.00) to be received in 2015.

Revenue for the NEW IPA II PROGRAMME is marked "p.m." as unknown at this stage.

The total estimated revenue in 2015 is therefore **€ 16,912,525**.

## 2.2. Expenditure 2015

### Title 1 - Staff

Total expenditure under Title 1 is proposed at **€ 5,606,200** and remains unchanged.

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

Change of acronym for the budget item "2120 - Services provided by I.T. staff" to "2120 - Services provided by I.T. external providers, consultancy & other operating staff".

Creation of the budget item "2332 - Other outsourced services" in order to cover Agency's expenses for outsourced services other than the ones covered by budget items 2120, 2330 & 2331.

Total expenditure under Title 2 is proposed at **€ 1,371,755** and remains unchanged.

### Title 3 - Operational expenditure

Total expenditure under Title 3 is proposed at **€ 8,292,805** and remains unchanged.

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

The total earmarked expenditure in 2015 for the Pilot Project "Health and Safety at Work of Older Workers" is € 1,343,840.68 and is the result of the respective carry-over/carry-forward of the 2014 appropriations (€ 1,343,840.68) to 2015.

The total earmarked expenditure in 2015 for the European Neighbourhood and Partnership Instrument (ENPI) is € 297,924.93 and is the result of the respective carry-over/carry-forward of the 2014 appropriations (€ 113,096.93) to 2015 and the second instalment of pre-financing (€ 184,828.00) to be received in 2015.

Expenditure for the NEW IPA II PROGRAMME is marked "p.m." as unknown at this stage.

Total expenditure under Title 4 is proposed at **€ 1,641,766.**

### 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 **€ 16,912,525.**

### 3. STATEMENT OF REVENUE

Budget Title	Heading	Appropriations			Remarks
		B2015	Amending 1	New amount	
1 0	EUROPEAN UNION SUBSIDY				
1 0 0	European Union subsidy	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	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	431,660		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	15,110,660	0	15,110,660	
	TITLE 1	15,110,660	0	15,110,660	
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)	p.m.	1,343,841	1,343,841	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 NEAR for the European Neighbourhood and Partnership Instrument (ENPI) (earmarked)	p.m.	297,925	297,925	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.
2 2 3	Subsidy from the European Commission - DG NEAR for NEW IPA II PROGRAMME (earmarked)		p.m.	p.m.	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.
	CHAPTER 2 2	p.m.	1,641,766	1,641,766	
	TITLE 2	160,100	1,641,766	1,801,866	
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				
5 2 0	Revenue from investments or loans, bank interest and other	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	15,270,760	1,641,766	16,912,525	

#### 4. STATEMENT OF EXPENDITURE

	Main items	Appropriations			Remarks
		B2015	Amending 1	New amount	
1	COMMUNICATION, PROMOTION AND CAMPAIGNING	3,722,000		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	1,570,805		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	3,000,000		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	6,977,955		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	p.m.	1,641,766	1,641,766	EU-OSHA participates to specific programmes/projects which are financed by earmarked appropriations.
<b>GRAND TOTAL</b>		<b>15,270,760</b>	<b>1,641,766</b>	<b>16,912,525</b>	

Budget Title	Heading	Appropriations			Remarks
		B2015	Amending 1	New amount	
1	STAFF	5,606,200		5,606,200	Total funding for covering personnel costs.
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE	1,371,755		1,371,755	Total funding for covering general administrative costs.
3	OPERATIONAL EXPENDITURE	8,292,805		8,292,805	Total funding for operational expenditures.
4	EXPENDITURE FOR IMPLEMENTING SPECIAL PROJECTS FUNDED BY SPECIFIC OTHER SUBSIDY	p.m.	1,641,766	1,641,766	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
	<b>GRAND TOTAL</b>	<b>15,270,760</b>	<b>1,641,766</b>	<b>16,912,525</b>	

Budget Title	Heading	Appropriations			Remarks
		B2015	Amending 1	New amount	
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	2,877,750		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	510,000		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	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	3,807,000	0	3,807,000	
1 1 1	Other staff				
1 1 1 2	Local staff	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	1,170,000		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	1,203,000	0	1,203,000	
1 1 2	Professional training of staff				
1 1 2 0	Professional training of staff	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	0	80,000	
1 1 3	Employer's social security contributions				
1 1 3 0	Insurance against sickness	128,000		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	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	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.	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	201,600	0	201,600	



Budget Title	Heading	Appropriations			Remarks
		B2015	Amending 1	New amount	
<b>1 1 4</b>	<b>Miscellaneous allowances and grants</b>				
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	
<b>1 1 5</b>	<b>Overtime</b>	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.	0	p.m.	
<b>1 1 7</b>	<b>Supplementary services</b>				
1 1 7 5	Interim Services	80,000		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	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	130,000	0	130,000	
<b>1 1 8</b>	<b>Miscellaneous expenditure on staff recruitment and transfer</b>				
1 1 8 0	Miscellaneous expenditure on staff recruitment	15,000		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		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	25,000		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	20,000		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	18,000		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	81,000	0	81,000	
<b>1 1 9</b>	<b>Salary weightings - Adjustments to remuneration</b>				
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.	
	<b>CHAPTER 1 1</b>	<b>5,558,200</b>	<b>0</b>	<b>5,558,200</b>	

Budget Title	Heading	Appropriations			Remarks
		B2015	Amending 1	New amount	
<b>1 4</b>	<b>SOCIOMEDICAL INFRASTRUCTURE</b>				
<b>1 4 1</b>	<b>Medical service</b>	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.
<b>1 4 2</b>	<b>Other welfare expenditure</b>	5,000		5,000	This appropriation is intended to cover expenditure by the Agency on the social welfare activities of its staff
	<b>CHAPTER 1 4</b>	<b>33,000</b>	<b>0</b>	<b>33,000</b>	
<b>1 5</b>	<b>MOBILITY</b>				
<b>1 5 2</b>	<b>Mobility</b>				
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	15,000		15,000	This appropriation is intended to cover expenditure relating to trainees.
	<b>Article 1 5 2</b>	<b>15,000</b>	<b>0</b>	<b>15,000</b>	
	<b>CHAPTER 1 5</b>	<b>15,000</b>	<b>0</b>	<b>15,000</b>	
<b>1 6</b>	<b>SOCIAL WELFARE</b>				
<b>1 6 0</b>	<b>Special assistance grants</b>	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.
<b>1 6 2</b>	<b>Other social expenditure</b>	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.
<b>1 6 3</b>	<b>Nursery centre</b>	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.
<b>1 6 4</b>	<b>Additional aid for disabled persons</b>	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.
	<b>CHAPTER 1 6</b>	<b>p.m.</b>	<b>0</b>	<b>p.m.</b>	
<b>1 8</b>	<b>REGULARIZATION OF ACCUMULATED LOSSES</b>				
<b>1 8 0</b>	<b>Regularization of accumulated losses</b>	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.
	<b>CHAPTER 1 8</b>	<b>p.m.</b>	<b>0</b>	<b>p.m.</b>	
<b>1 9</b>	<b>PENSIONS AND SEVERANCE GRANTS</b>				
<b>1 9 0</b>	<b>Pensions and severance grants</b>	p.m.		p.m.	This appropriation is intended to cover pensions and severance grants.
	<b>CHAPTER 1 9</b>	<b>p.m.</b>	<b>0</b>	<b>p.m.</b>	
	<b>TITLE 1</b>	<b>5,606,200</b>	<b>0</b>	<b>5,606,200</b>	

Budget Title	Heading	Appropriations			Remarks
		B2015	Amending 1	New amount	
2	<b>BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE</b>				
2 0	<b>RENTAL OF BUILDINGS AND ASSOCIATED COSTS</b>				
2 0 0	<b>Rent</b>				
2 0 0 0	Rent	381,555		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	<b>Insurance</b>				
2 0 1 0	Insurance	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	<b>Water, gas, electricity and heating</b>				
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	<b>Cleaning and maintenance</b>				
2 0 3 0	Cleaning and maintenance	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	<b>Fitting-out of premises</b>				
2 0 4 0	Fitting-out of premises	22,000		22,000	This appropriation is intended to cover the fitting-out of the premises and repairs in the building.
2 0 5	<b>Security and surveillance of buildings</b>				
2 0 5 0	Security and surveillance of buildings	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	<b>Administrative expenditure, taxes</b>				
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.
	<b>CHAPTER 2 0</b>	<b>637,805</b>	<b>0</b>	<b>637,805</b>	
2 1 0	<b>I.T. operating expenditure</b>				
2 1 0 0	I.T. operating expenditure	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	180,000	0	180,000	
2 1 2	<b>Services provided by I.T. external providers, consultancy &amp; other operating staff</b>				
2 1 2 0	Services provided by I.T. external providers, consultancy & other operating staff	263,000		263,000	This appropriation is intended to cover expenditure on external operating staff (help-desk, operators, administrators, system engineers, etc.).
	Article 2 1 2	263,000	0	263,000	
2 1 3	<b>Technical installations and electronic office equipment</b>				
2 1 3 0	New and replacement purchases	62,000		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.	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	This appropriation is intended to cover the costs of maintaining and repairing the technical installations.
2 1 3 4	Electronic office equipment	300		300	This appropriation is intended to cover unforeseen costs associated with electronic office equipment.
	Article 2 1 3	62,800	0	62,800	
	<b>CHAPTER 2 1</b>	<b>505,800</b>	<b>0</b>	<b>505,800</b>	
2 2	<b>MOVABLE PROPERTY ASSOCIATED COSTS</b>				
2 2 1	<b>New and replacement furniture purchases, furniture maintenance and repair</b>				
2 2 1 0	New and replacement purchases, furniture maintenance and repair	28,650		28,650	This appropriation is intended to cover Agency requirements for furniture, soft furnishings, kitchen equipment and installations.
	Article 2 2 1	28,650	0	28,650	
2 2 3	<b>Office vehicle</b>				
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	<b>Documentation and library expenditure</b>				
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	
	<b>CHAPTER 2 2</b>	<b>39,150</b>	<b>0</b>	<b>39,150</b>	

Budget Title	Heading	Appropriations			Remarks
		B2015	Amending 1	New amount	
<b>2 3</b>	<b>CURRENT ADMINISTRATIVE EXPENDITURE</b>				
<b>2 3 0</b>	<b>Stationery and office supplies</b>				
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	
<b>2 3 2</b>	<b>Financial charges</b>				
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	
<b>2 3 3</b>	<b>Outsourced services</b>				
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.	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	
<b>2 3 4</b>	<b>Damages</b>				
2 3 4 0	Damages	p.m.		p.m.	This appropriation is intended to cover damages payable.
	Article 2 3 4	p.m.	0	p.m.	
<b>2 3 5</b>	<b>Other operating expenditures</b>				
2 3 5 0	Miscellaneous insurance	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	6,500		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
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	
	<b>CHAPTER 2 3</b>	<b>54,500</b>	<b>0</b>	<b>54,500</b>	
<b>2 4</b>	<b>POSTAGE AND TELECOMMUNICATIONS</b>				
<b>2 4 0</b>	<b>Postage and delivery charges</b>				
2 4 0 0	Postage and delivery charges	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	10,500	0	10,500	
<b>2 4 1</b>	<b>Telecommunications</b>				
2 4 1 0	Telephone, telegraph, telex, radio and television subscriptions and charges	124,000	0	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	124,000	0	124,000	
	<b>CHAPTER 2 4</b>	<b>134,500</b>	<b>0</b>	<b>134,500</b>	
	<b>TITLE 2</b>	<b>1,371,755</b>	<b>0</b>	<b>1,371,755</b>	

Budget Title	Heading	Appropriations			Remarks
		B2015	Amending 1	New amount	
<b>3</b>	<b>OPERATIONAL EXPENDITURE</b>				
<b>3 2</b>	<b>COMMUNICATION, CAMPAIGNING AND PROMOTION</b>				
<b>3 2 0</b>	<b>Communication, Campaigning And Promotion</b>				
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 audio-visual 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".	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	3,722,000	0	3,722,000	
	<b>CHAPTER 3 2</b>	<b>3,722,000</b>	<b>0</b>	<b>3,722,000</b>	
<b>3 3</b>	<b>NETWORKING AND COORDINATION</b>				
<b>3 3 0</b>	<b>Networking and Coordination</b>				
3 3 0 0	Networking and Coordination	676,000		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	This appropriation is intended to cover entertainment and representation expenses.
3 3 0 4	Translation of studies, reports and working documents	725,805		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	160,000		160,000	This appropriation is intended to cover missions of staff in the Network Secretariat and administrative support
	Article 3 3 0	1,570,805	0	1,570,805	
	<b>CHAPTER 3 3</b>	<b>1,570,805</b>	<b>0</b>	<b>1,570,805</b>	
<b>3 4</b>	<b>PREVENTION AND RESEARCH</b>				
<b>3 4 0</b>	<b>PREVENTION AND RESEARCH</b>				
3 4 0 0	Prevention and Research information	2,879,000		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".	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	3,000,000	0	3,000,000	
	<b>CHAPTER 3 4</b>	<b>3,000,000</b>	<b>0</b>	<b>3,000,000</b>	
	<b>TITLE 3</b>	<b>8,292,805</b>	<b>0</b>	<b>8,292,805</b>	

Budget Title	Heading	Appropriations			Remarks
		B2015	Amending 1	New amount	
<b>SPECIAL PROJECTS FUNDED BY SPECIFIC OTHER SUBSIDY</b>					
4 7	<b>HEALTH AND SAFETY AT WORK OF OLDER WORKERS</b>				
4 7 0	Health and Safety at Work of Older Workers (earmarked)	p.m.	1,343,841	1,343,841	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.
	<b>CHAPTER 4 7</b>	<b>p.m.</b>	<b>1,343,841</b>	<b>1,343,841</b>	
4 8	<b>ENPI - PREPARATORY MEASURES FOR THE COLLABORATION OF EUROPEAN NEIGHBOURHOOD &amp; PARTNERSHIP</b>				
4 8 0	ENPI - Preparatory measures for the collaboration of ENP countries with EU-OSHA (earmarked)	p.m.	297,925	297,925	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.
	<b>CHAPTER 4 8</b>	<b>p.m.</b>	<b>297,925</b>	<b>297,925</b>	
4 9	<b>NEW IPA II PROGRAMME</b>				
4 9 0	New IPA II programme (earmarked)	-	p.m.	p.m.	The appropriation of this chapter is intended to cover specific measures with the IPA II beneficiaries and stakeholders so as to prepare their future participation in EU-OSHA upon membership or earlier. The preparatory measures include establishing a certain benchmarking between the beneficiaries on the one side and the EU member states on the other side. It will eventually allow the IPA II beneficiaries to actively participate in key European policy areas, notably EU 2020 as well as the regional South East Europe. The total amount is € 410,000 for 2015-2017.
	<b>CHAPTER 4 9</b>	<b>-</b>	<b>p.m.</b>	<b>p.m.</b>	
	<b>TITLE 4</b>	<b>p.m.</b>	<b>1,641,766</b>	<b>1,641,766</b>	
5	<b>RESERVE</b>				
5 0	RESERVE FOR ADMINISTRATIVE EXPENDITURE	p.m.		p.m.	
5 1	RESERVE FOR OPERATIONAL EXPENDITURE	p.m.		p.m.	
	<b>TITLE 5</b>	<b>p.m.</b>	<b>0</b>	<b>p.m.</b>	
	<b>GRAND TOTAL</b>	<b>15,270,760</b>	<b>1,641,766</b>	<b>16,912,525</b>	

## 5. ESTABLISHMENT PLAN 2015 FOR THE AGENCY

<i>TEMPORARY AGENTS</i>						
Category & grade	2013		2014		2015	
	Actually filled at 31.12.2013	Authorised	Actually filled at 31.12.2014	Authorised	Authorised	
AD16						
AD15						
AD14	1	1	1	1	1	
AD13	1	1	1	1	1	
AD12	1	1	1	1	1	
AD11	1	1	1	1	2	
AD10	2	3	2	3	2	
AD9	2	1	1	1	2	
AD8	4	5	5	6	6	
AD7	5	5	6	5	5	
AD6	7	6	5	5	4	
AD5	-	-	-	-	-	
<b>Total grade AD</b>	<b>24</b>	<b>24</b>	<b>23</b>	<b>24</b>	<b>24</b>	
AST11						
AST10						
AST9	1	1	1	1	1	
AST8	-	-	-	-	-	
AST7	-	1	-	1	1	
AST6	-	1	1	1	2	
AST5	4	1	3	2	4	
AST4	7	6	8	8	5	
AST3	3	6	2	3	2	
AST2	1	3	2	2	3	
AST1	2	1	-	1	-	
<b>Total grade AST</b>	<b>18</b>	<b>20</b>	<b>17</b>	<b>19</b>	<b>18</b>	
AST/SC 6	-	-	-	-	-	
AST/SC 5	-	-	-	-	-	
AST/SC 4	-	-	-	-	-	
AST/SC 3	-	-	-	-	-	
AST/SC 2	-	-	-	-	-	
AST/SC 1	-	-	-	-	-	
AST/SC total	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>42</b>	<b>44</b>	<b>40</b>	<b>43</b>	<b>42</b>	

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

<b>CONTRACT AGENTS* &amp; SECONDED NATIONAL EXPERTS</b>						
<b>Function group &amp; grade</b>	<b>Actually filled at 31.12.2013</b>	<b>2013</b>	<b>Actually filled at 31.12.2014</b>	<b>2014</b>	<b>2015</b>	<b>Remarks</b>
<b>FG IV</b>	2	1	2	1	2	
<b>FG III</b>	11	13	12	13	12	
<b>FG II</b>	11	10	10	10	10	
<b>FG I</b>	-	-	-	-	-	
<b>Total CA</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>	
<b>SNE</b>	-	-	-	-	-	Cost free SNE as from 2011
<b>Total SNE</b>	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>	

\* One local agent is financed by the EU subsidy 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.

\* One Contract Agent FG IV might be financed by IPA II funds (2015-2017) and is not part of the estimate.