



**AMENDING 1 TO BUDGET & ESTABLISHMENT PLAN FOR 2019**

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

**December 2019**

## **CONTENT**

**1. General introduction**

**2. Justification of main headings**

**3. Statement of revenue for budget 2019**

**4. Statement of expenditure for budget 2019**

**5. Establishment Plan for budget 2019**

**6. Estimate of number of Contract Agents, Local Staff (expressed in full-time equivalent) and Seconded National Experts in 2019**

# 1. GENERAL INTRODUCTION

## 1.1. Legal basis

Regulation (EU) 2019/126 of the European Parliament and the Council of 16 January 2019 establishing the European Agency for Safety and Health at Work (EU-OSHA)

Financial Regulation of 27 September 2019 of the 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)

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).

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

Commission Implementing Decision [C(2016) 4893] of 20 July 2016 adopting a Multi-country Action Programme (2016)

Commission Implementing Decision [C(2018) 5074] of 31 July 2018 adopting a Multi-country Action Programme (2018)

## 1.2. Explanatory statement

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

- in sections revenue and expenditure, creation of the budget structure for articles 225 (revenue) and 420 (expenditure) dedicated to the IPA II 2018 PROGRAMME

- in the section expenditure: include the transfers of appropriations TR/01/19, TR/02/19, TR/03/19, TR/04/19, TR/05/19 and TR/06/19 following respective earlier Executive Director's decisions communicated to the Management Board via publication in the "Planning & Reporting" section of the Agency's extranet and available in annex)

## 2. JUSTIFICATION OF MAIN HEADINGS

### 2.1. Revenue 2019

The sources of revenue for 2019 are :

- a subsidy from the European Union of **€ 15,273,000** which consists in :
  - **€ 15,122,884** : main subsidy from the European Union to be voted by the Budget Authority;
  - **€ 150,116** : estimated budget outturn 2017 to be returned to the European Commission in 2018;
- **€ 365,900** of EEA-EFTA funds which are 2,42 % applied to the main subsidy from the European Union;
- a total of **€ 100,100** from Spanish and local authorities.

The total revenue in 2019 is therefore **€ 15,739,000**.

Revenue for the IPA II 2016 PROGRAMME (€ 290,000 for the period 2017-2019 and cashed in 2017) carries the token entry "p.m."

Revenue for the IPA II 2018 PROGRAMME (€ 399,626 for the period 2019-2022) carries the token entry "p.m." as it is pending final agreement between EU-OSHA and the European Commission

## **2.2. Expenditure 2019**

### **Title 1 - Staff**

The amending budget includes the transfers of appropriations TR/01/19 & TR/02/19 following respective earlier Executive Director's decisions and communication to the Management Board. □

The calculation for Title 1 is based on an establishment plan of 40 Temporary Agents posts and the estimated occupation of 25 Contract Agents full time equivalent.

Total expenditure under Title 1 is proposed at **€ 6,359,900** and remains unchanged.

### **Title 2 - Buildings, equipment and miscellaneous operating expenditure**

The amending budget includes the transfers of appropriations TR/03/19, TR/04/19 & TR/06/19 following respective earlier Executive Director's decisions and communication to the Management Board. □

Total expenditure under Title 2 is proposed at **€ 1,400,000** and remains unchanged.

### **Title 3 - Operational expenditure**

The amending budget includes the transfer of appropriations TR/05/19 following respective earlier Executive Director's decision and communication to the Management Board. □

Total expenditure under Title 3 is proposed at **€ 7,979,100** and remains unchanged.

Operational expenditure is related to the implementation of the Annual Work Programme 2019.

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

Total expenditure for the special project IPA 2016 Programme (budget article 410) carries the token entry "p.m." as it is the result of the carry-over/carry-forward of the 2018 appropriations to 2019 (€ 163,799.32)

Total expenditure for the special project IPA 2018 Programme (budget article 420) carries the token entry "p.m." as the final agreement between EU-OSHA and the European Commission (€399,626.00) is pending

### **Title 5 - Reserve**

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

The total expenditure in 2019 is therefore **€ 15,739,000** and remains unchanged.

### 3. STATEMENT OF REVENUE

Budget Title	Heading	2019	Amending 1	New amount	Remarks
<b>1 0</b>	<b>EUROPEAN UNION SUBSIDY</b>				
1 0 0	European Union contribution	15.122.884		15.122.884	Regulation (EU) 2019/126 of the European Parliament and the Council of 16 January 2019 establishing the European Agency for Safety and Health at Work (EU-OSHA), and repealing Council Regulation (EC) No 2062/94. Pursuant to article 13, paragraph 3, of this regulation, a contribution from the Union is entered in the general budget of the Union.
1 0 1	Other revenue from European Union contribution	150.116		150.116	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	365.900		365.900	Subsidy from the EFTA countries within the framework of the EEA Agreement & the Joint Committee Decision 160/2009 amending Protocol 31 to the EEA Agreement. This subsidy represents a fixed percentage of the annual European Community subsidy.
	CHAPTER 1 0	15.638.900	0	15.638.900	
	TITLE 1	15.638.900	0	15.638.900	
<b>2 0</b>	<b>OTHER SUBSIDIES</b>				
2 0 0	Grant from the Basque Regional Government	40.000		40.000	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	100.100	0	100.100	
<b>2 2</b>	<b>OTHER SUBSIDY FOR SPECIFIC PROJECTS</b>				
2 2 4	Grant agreement European Commission - DG NEAR for IPA II 2016 PROGRAMME (earmarked)	p.m.		p.m.	This article corresponds to earmarked revenue financed by the European Commission for the preparatory measures for the participation of IPA II beneficiaries in EU agencies following adoption of a Multi-country Action programme [C(2016)4893] constituting the basis for the support of EU specialised Agencies activities in the IPA region. The total amount is € 290,000 for the period 2017-2019.
2 2 5	Contribution agreement European Commission - DG NEAR for IPA II 2018 PROGRAMME (earmarked)			p.m.	This article corresponds to earmarked revenue financed by the European Commission for the preparatory measures for the participation of IPA II beneficiaries in EU agencies following adoption of a Multi-country Action programme [C(2018)5074] constituting the basis for the support of EU specialised Agencies activities in the IPA region. The total amount is € 399,626 for the period 2019-2022.
	CHAPTER 2 2	p.m.		p.m.	
	TITLE 2	100.100	0	100.100	
<b>5 0</b>	<b>PROCEEDS FROM THE SALE OF MOVABLE AND IMMOVABLE PROPERTY</b>				
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.	
<b>5 2</b>	<b>REVENUE FROM INVESTMENTS OR LOANS, BANK INTEREST AND</b>				
5 2 0	Revenue from investments or loans, bank interest and other items	p.m.		p.m.	Revenue from investments or loans, bank interest and other items.
	CHAPTER 5 2	p.m.		p.m.	
<b>5 4</b>	<b>MISCELLANEOUS REVENUE</b>				
5 4 0	Miscellaneous revenue	p.m.		p.m.	Miscellaneous revenue
	CHAPTER 5 4	p.m.		p.m.	
<b>5 9</b>	<b>OTHER REVENUE FROM ADMINISTRATIVE OPERATIONS</b>				
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.	
<b>6 0</b>	<b>REVENUE FROM SERVICES RENDERED AGAINST PAYMENT</b>				
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	15.739.000	0	15.739.000	

#### 4. STATEMENT OF EXPENDITURE

Budget Title	Heading	2019	Amending 1	New amount	Remarks
1	STAFF	6.359.900		6.359.900	Total funding for covering personnel costs.
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING	1.400.000		1.400.000	Total funding for covering general administrative costs.
3	OPERATIONAL EXPENDITURE	7.979.100		7.979.100	Total funding for operational expenditures.
4	EXPENDITURE FOR IMPLEMENTING SPECIAL PROJECTS FUNDED BY	p.m.		p.m.	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>15.739.000</b>	<b>0</b>	<b>15.739.000</b>	

Budget Title	Heading	2019	Amending 1	New amount	Remarks
1	STAFF				
1 1	STAFF IN ACTIVE EMPLOYMENT				
1 1 0	<i>Staff holding a post provided for in the establishment plan</i>				
1 1 0 0	Basic salaries	3.187.800		3.187.800	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	540.000	-35.829	504.171	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	473.000	-3.000	470.000	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	4.400		4.400	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	4.205.200	-38.829	4.166.371	
1 1 1	<i>Other staff</i>				
1 1 1 2	Local staff	-	450	450	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	1.412.000	-14.000	1.398.000	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	1.412.000	-13.550	1.398.450	
1 1 2	<i>Professional training of staff</i>				
1 1 2 0	Professional training for staff	120.000		120.000	Staff Regulations of Officials of the European Union, and in particular Article 24a(3), Article 11 and 81 of the CEOS. Rules governing EU-OSHA traineeship programme (Decision of the Governing Board 2018/02)
	Article 1 1 2	120.000	0	120.000	
1 1 3	<i>Employer's social security contributions</i>				
1 1 3 0	Insurance against sickness	151.000		151.000	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	18.000		18.000	Staff Regulations of Officials of the European Union, and in particular Article 73 thereof and Article 28 and 95 of the CEOS thereof. This appropriation is intended to cover: - the employer's contribution to insurance against accidents and occupational disease, - a further provision is added to the appropriation to cover expenditure not covered by the insurance.
1 1 3 2	Insurance against unemployment	56.000		56.000	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	225.000	0	225.000	

Budget Title	Heading	2019	Amending 1	New amount	Remarks
<b>1 1 4</b>	<b>Miscellaneous allowances and grants</b>				
1 1 4 0	Childbirth and death allowances and grants	p.m.		p.m.	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	62.000	-400	61.600	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	62.000	-400	61.600	
<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	100.000	24.000	124.000	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	Inter-institutional support	81.250	26.000	107.250	This appropriation is intended to cover the fees charged by European Institutions for the services provided (other than by budget items 1178 and 1410) in line with the provisions of ad hoc Service Level Agreement(s).
1 1 7 8	Inter-agencies secretariat	2.200	79	2.279	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 (Shared Support Office).
	Article 1 1 7	183.450	50.079	233.529	
<b>1 1 8</b>	<b>Miscellaneous expenditure on staff recruitment and transfer</b>				
1 1 8 0	Miscellaneous expenditure on staff recruitment	7.000		7.000	Staff Regulations of Officials of the European Union, and in particular Articles 27 to 31 and 33 thereof and Annex VII thereto. This appropriation is intended to cover the expenditure involved in recruitment procedures for TA, CA and Trainees.
1 1 8 1	Travel expenses	1.000		1.000	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	27.500		27.500	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	10.000		10.000	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	9.750	400	10.150	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	55.250	400	55.650	
<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>6.262.900</b>	<b>-2.300</b>	<b>6.260.600</b>	



Budget Title	Heading	2019	Amending 1	New amount	Remarks
<b>1 4</b>	<b>SOCIOMEDICAL INFRASTRUCTURE</b>				
<b>1 4 1</b>	<b>Medical service</b>				
1 4 1 0	Medical services	18.000		18.000	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>				
1 4 2 0	Other welfare expenditure	5.000	2.300	7.300	This appropriation is intended to cover expenditure by the Agency on the social welfare activities of its staff and other related costs
	<b>CHAPTER 1 4</b>	<b>23.000</b>	<b>2.300</b>	<b>25.300</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	74.000		74.000	This appropriation is intended to cover expenditure relating to trainees.
	Article 1 5 2	74.000	0	74.000	
	<b>CHAPTER 1 5</b>	<b>74.000</b>	<b>0</b>	<b>74.000</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>6.359.900</b>	<b>0</b>	<b>6.359.900</b>	

Budget Title	Heading	2019	Amending 1	New amount	Remarks
<b>2</b>	<b>BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING</b>				
<b>2 0</b>	<b>RENTAL OF BUILDINGS AND ASSOCIATED COSTS</b>				
<b>2 0 0</b>	<b>Rent</b>				
2 0 0 0	Rent	348.700		348.700	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.
<b>2 0 1</b>	<b>Insurance</b>				
2 0 1 0	Insurance	7.100		7.100	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.
<b>2 0 2</b>	<b>Water, gas, electricity and heating</b>				
2 0 2 0	Water, gas, electricity and heating	90.000		90.000	This appropriation is intended to cover current expenditure and other communal charges related to the Agency's premises.
<b>2 0 3</b>	<b>Cleaning and maintenance</b>				
2 0 3 0	Cleaning and maintenance	65.000	21.500	86.500	This appropriation is intended to cover the costs of cleaning and upkeep of the premises used by the Agency.
<b>2 0 4</b>	<b>Fitting-out of premises</b>				
2 0 4 0	Fitting-out of premises	15.000		15.000	This appropriation is intended to cover the fitting-out of the premises and repairs in the building.
<b>2 0 5</b>	<b>Security and surveillance of buildings</b>				
2 0 5 0	Security and surveillance of buildings	125.000	-21.500	103.500	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.
<b>2 0 9</b>	<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>650.800</b>	<b>0</b>	<b>650.800</b>	
<b>2 1 0</b>	<b>I.T. operating expenditure</b>				
2 1 0 0	I.T. operating expenditure	199.000	23.500	222.500	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	199.000	23.500	222.500	
<b>2 1 2</b>	<b>Services provided by I.T. staff</b>				
2 1 2 0	Services provided by I.T. external providers, consultancy & other operating staff	286.000	34.500	320.500	This appropriation is intended to cover expenditure on external operating staff (help-desk, operators, administrators, system engineers, etc.).
	Article 2 1 2	286.000	34.500	320.500	
<b>2 1 3</b>	<b>Technical installations and electronic office equipment</b>				
2 1 3 0	New and replacement purchases	77.000	-43.500	33.500	This appropriation is intended to cover the purchase and installation of technical and data-processing equipment. The purchase of replacement equipment and
2 1 3 2	Hire	p.m.		p.m.	This appropriation is intended to cover the hiring of miscellaneous equipment and various technical and data-processing installations.
2 1 3 3	Maintenance, use and repair	p.m.		p.m.	This appropriation is intended to cover the costs of maintaining and repairing the technical installations.
2 1 3 4	Electronic office equipment	p.m.		p.m.	This appropriation is intended to cover unforeseen costs associated with electronic office equipment.
	Article 2 1 3	77.000	-43.500	33.500	
	<b>CHAPTER 2 1</b>	<b>562.000</b>	<b>14.500</b>	<b>576.500</b>	
<b>2 2</b>	<b>MOVABLE PROPERTY ASSOCIATED COSTS</b>				
<b>2 2 1</b>	<b>New and replacement furniture purchases, furniture maintenance and</b>				
2 2 1 0	New and replacement purchases, furniture maintenance and repair	10.000		10.000	This appropriation is intended to cover Agency requirements for furniture, soft furnishings, kitchen equipment and installations.
	Article 2 2 1	10.000	0	10.000	
<b>2 2 3</b>	<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	2.000		2.000	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	2.000	0	2.000	
<b>2 2 5</b>	<b>Documentation and library expenditure</b>				
2 2 5 0	Publications and subscriptions	6.000		6.000	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.
	Article 2 2 5	6.000	0	6.000	
	<b>CHAPTER 2 2</b>	<b>18.000</b>	<b>0</b>	<b>18.000</b>	

Budget Title	Heading	2019	Amending 1	New amount	Remarks
<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	12.000		12.000	This appropriation is intended to cover the purchase of stationery and office supplies.
	Article 2 3 0	12.000	0	12.000	
<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.
2 3 2 1	Exchange rate losses	p.m.		p.m.	This appropriation is intended to cover exchange rate losses incurred by the Agency in the management of its budget, in so far as such losses cannot be offset against exchange rate gains.
2 3 2 9	Other financial charges	p.m.		p.m.	This appropriation is intended to cover other financial charges
	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	13.500		13.500	This appropriation is intended to cover the Agency's expenses on audit services.
2 3 3 2	Other outsourced services	26.500		26.500	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	50.000	0	50.000	
<b>2 3 4</b>	<b>Damages</b>	p.m.		p.m.	
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				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	6.200		6.200	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	p.m.		p.m.	This item is intended to cover the cost of removals within the building.
2 3 5 9	Other expenditure	p.m.		p.m.	This appropriation is intended to cover other operating expenditure not specifically provided for.
	Article 2 3 5	6.200	0	6.200	
	<b>CHAPTER 2 3</b>	<b>69.200</b>	<b>0</b>	<b>69.200</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	10.000		10.000	This appropriation is intended to cover expenditure on postal and delivery charges, including parcels sent by post.
	Article 2 4 0	10.000	0	10.000	
<b>2 4 1</b>	<b>Telecommunications</b>				
2 4 1 0	Telephone, telegraph, telex, radio and television subscriptions and charges	90.000	-14.500	75.500	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	90.000	-14.500	75.500	
	<b>CHAPTER 2 4</b>	<b>100.000</b>	<b>-14.500</b>	<b>85.500</b>	
	<b>TITLE 2</b>	<b>1.400.000</b>	<b>0</b>	<b>1.400.000</b>	

Budget Title	Heading	2019	Amending 1	New amount	Remarks
<b>3</b>	<b>OPERATIONAL EXPENDITURE</b>				
<b>3 0</b>	<b>PRIORITIIY AREAS &amp; OPERATIONAL ACTIVITIES</b>				
<b>3 0 1</b>	<b>Priority area 1 - Anticipating Change</b>				
3 0 1 0	Anticipating change and related activities defined in the Annual Work Programme	157.700		157.700	This appropriation is intended to cover all the necessary operational costs (including mission expenses) for the implementation of the Agency's activities related to the priority area "Anticipating change" (activity 1.2. Large-scale foresight & 1.3. Anticipating future challenges to OSH).
	Article 3 0 1	157.700	0	157.700	
<b>3 0 2</b>	<b>Priority area 2 - Facts and figures</b>				
3 0 2 0	Facts & figures and related activities defined in the Annual Work Programme	2.608.700	59.420	2.668.120	This appropriation is intended to cover all the necessary operational costs (including mission expenses) for the implementation of the Agency's activities related to the priority area "Facts & figures" (activities: 2.1. European Survey of Enterprises on New & Emerging Risks - ESENER, 2.3. OSH overview: Micro and small enterprises, 2.4. OSH overview : Work-related diseases and disabilities, 2.5. OSH overview: Costs and benefits of OSH, 2.7. OSH overview: Musculoskeletal disorders, 2.9. EU OSH info system & 2.10. Digitalization, 2.11. Compliance)
	Article 3 0 2	2.608.700	59.420	2.668.120	
<b>3 0 3</b>	<b>Priority area 3 - Tools for OSH management</b>				
3 0 3 0	Tools for OSH management and related activities defined in the Annual Work Programme	333.100	-59.420	273.680	This appropriation is intended to cover all the necessary operational costs (including mission expenses) for the implementation of the Agency's activities related to the priority area "Tools for OSH management" (activity 3.1. Online interactive Risk Assessment tool - OIRA)
	Article 3 0 3	333.100	-59.420	273.680	
<b>3 0 4</b>	<b>Priority area 4 - Raising awareness and communication</b>				
3 0 4 0	Raising awareness and communication and related activities defined in the Annual Work Programme	4.104.400		4.104.400	This appropriation is intended to cover all the necessary operational costs (including mission expenses) for the implementation of the Agency's activities related to the priority area "Raising awareness and communication" (activities: 4.5. Healthy Workplaces Campaign - HWC 2018-2019 "Dangerous substances", 4.6. 2020-2022 H W Campaign "Work related MSDs", 4.7. Awareness raising actions and communication, 4.8. Multilingualism & 4.9. HWCampaign 2023-2024)
	Article 3 0 4	4.104.400	0	4.104.400	
<b>3 0 5</b>	<b>Priority area 5 - Networking knowledge</b>				
3 0 5 0	Networking knowledge and related activities defined in the Annual Work Programme	126.300		126.300	This appropriation is intended to cover all the necessary operational costs (including mission expenses) for the implementation of the Agency's activities related to the priority area "Networking knowledge" (activity 5.3. Networking knowledge)
	Article 3 0 5	126.300	0	126.300	
<b>3 0 6</b>	<b>Priority area 6 - Networking</b>				
3 0 6 0	Networking and related activities defined in the Annual Work Programme	544.000		544.000	This appropriation is intended to cover all the necessary operational costs (including mission expenses) for the implementation of the Agency's activities related to the priority area "Networking" (activity 6.4. Strategic & operational networking)
	Article 3 0 6	544.000	0	544.000	
	<b>CHAPTER 3 0</b>	<b>7.874.200</b>	<b>0</b>	<b>7.874.200</b>	
<b>3 1</b>	<b>SUPPORT TO OPERATIONAL ACTIVITIES</b>				
<b>3 1 0</b>	<b>Support to operational activities</b>				
3 1 0 0	Support to operational activities	104.900		104.900	This appropriation is intended to cover the costs which do not fall under the priority areas but necessary for the implementation of the Agency's operational activities. It mainly covers transversal costs (including mission expenses) such like costs for corporate management, operational & administrative support and traineeships
	Article 3 1 0	104.900	0	104.900	
	<b>CHAPTER 3 1</b>	<b>104.900</b>	<b>0</b>	<b>104.900</b>	
	<b>TITLE 3</b>	<b>7.979.100</b>	<b>0</b>	<b>7.979.100</b>	

Budget Title	Heading	2019	Amending 1	New amount	Remarks
<b>SPECIAL PROJECTS FUNDED BY SPECIFIC OTHER SUBSIDY</b>					
<b>4 1</b>	<b>IPA II 2016 PROGRAMME</b>				
<b>4 1 0</b>	<b>IPA II 2016 programme (earmarked)</b>	p.m.		p.m.	This appropriation is intended to put in place preparatory measures for the participation of the Western Balkans and Turkey in the network and activities of EU-OSHA. This includes development of a national tripartite focal point network, good practices exchange with European Member states, support for trainings and awareness-raising initiatives. The maximum funding for IPA II 2016 is € 290,000 for the period 2017-2019.
	<b>CHAPTER 4 1</b>	<b>p.m.</b>	<b>0</b>	<b>p.m.</b>	
<b>4 2</b>	<b>IPA II 2018 PROGRAMME</b>				
<b>4 2 0</b>	<b>IPA II 2018 programme (earmarked)</b>	p.m.		p.m.	This appropriation is intended to put in place preparatory measures for the participation of the Western Balkans and Turkey in the network and activities of EU-OSHA. This includes the integration of the beneficiary countries into EU OSHA activities and networks through participation in events, translation of materials, and implementation of awareness-raising events and training. The maximum funding for IPA II 2018 is € 399,626 for the period 2019-2022.
	<b>CHAPTER 4 2</b>	<b>p.m.</b>	<b>0</b>	<b>p.m.</b>	
	<b>TITLE 4</b>	<b>p.m.</b>	<b>0</b>	<b>p.m.</b>	
<b>5</b>	<b>RESERVE</b>				
<b>5 0</b>	<b>RESERVE FOR ADMINISTRATIVE EXPENDITURE</b>	p.m.		p.m.	
<b>5 1</b>	<b>RESERVE FOR OPERATIONAL EXPENDITURE</b>	p.m.		p.m.	
	<b>TITLE 5</b>	<b>p.m.</b>	<b>0</b>	<b>p.m.</b>	
	<b>GRAND TOTAL</b>	<b>15.739.000</b>	<b>0</b>	<b>15.739.000</b>	

## 5. ESTABLISHMENT PLAN 2019 FOR THE AGENCY

<i>TEMPORARY AGENTS</i>					
Category & grade	2017		2018	2019	Remark
	Actually filled at 31.12.2017	Authorised	Authorised		
AD16					
AD15					
AD14	1	1	2	1	
AD13	2	2	1	2	
AD12	1	2	2	2	
AD11	-	1	1	1	
AD10	2	3	3	3	
AD9	4	3	4	5	As per Governing Board decision 2018/20
AD8	7	5	6	6	As per Governing Board decision 2018/20
AD7	4	7	5	4	
AD6	2				
AD5					
<b>Total grade AD</b>	<b>23</b>	<b>24</b>	<b>24</b>	<b>24</b>	
AST11					
AST10					
AST9	1	1	1	1	
AST8					
AST7			1	2	
AST6	2	3	3	4	
AST5	8	6	7	6	2017 occupation above EP authorised by GB decision 2016/39
AST4	2	2	1	2	
AST3	3	4	3	1	
AST2					
AST1					
<b>Total grade AST</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	
AST/SC 6					
AST/SC 5					
AST/SC 4					
AST/SC 3					
AST/SC 2					
AST/SC 1					
<b>AST/SC total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GRAND TOTAL</b>	<b>39</b>	<b>40</b>	<b>40</b>	<b>40</b>	

**6. ESTIMATE OF NUMBER OF CONTRACT AGENTS, LOCAL STAFF  
(EXPRESSED IN FULL-TIME EQUIVALENT)  
AND SECONDED NATIONAL EXPERTS IN 2019**

<b>CONTRACT AGENTS*, LOCAL STAFF &amp; SECONDED NATIONAL EXPERTS</b>					
<b>Function group &amp; grade</b>	<b>31.12.2017</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Remarks</b>
<b>FG IV</b>	2	2	2	2	
<b>FG III</b>	13	12	13	14	
<b>FG II</b>	9	10	10	9	
<b>FG I</b>		-	-	-	
<b>Total CA</b>	<b>24</b>	<b>24</b>	<b>25</b>	<b>25</b>	
<b>LS</b>	1	1	-	-	
<b>Total Local Staff</b>	<b>1</b>	<b>1</b>	<b>-</b>	<b>-</b>	
<b>SNE</b>	-	-	-	-	
<b>Total SNE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>GRAND TOTAL</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	

\* One Contract Agent FG IV is financed by IPA II 2016 PROGRAMME funds (2017-2019) and is not part of the estimate.

\* One Contract Agent FG IV is financed by IPA II 2018 PROGRAMME funds (2019-2021) and is not part of the estimate.

## Transfers of appropriations 2019 included in the amendment 1 to B2019

#	Title	from to	item	Current appropriations	Transfer	Newappropriations	Total transfer	Transfer(s) between Titles			Date of decision
								New FR Check Art. 26 10% limit	Cumulated amount	%	
TR/01/19	Title 1	from: to:	1101 1112 1177 1178 1420	540.000,00 - 81.250,00 2.200,00 5.000,00	- 14.829 450 12.000 79 2.300	525.171,00 450,00 93.250,00 2.279,00 7.300,00	14.829,00	n/a	n/a	n/a	08-05-2019

**Justification :** Reallocation of commitment and payment appropriations between Chapters 11 & 14 of the budget due to re-estimation of contractual obligations:

- local staff 2018 pending reimbursements (BL 1112)
- further services to provided by the Office for administration and payment of individual entitlements - PMO (BL 1177)
- further cost for the Shared Support Office (BL 1178)
- Agency's team building (BL 1420)

TR/02/19	Title 1	from: to:	1101 1102 1113 1141 1175 1177 1184	525.171,00 473.000,00 1.412.000,00 62.000,00 100.000,00 93.250,00 9.750,00	- 21.000 3.000 14.000 400 24.000 14.000 400	504.171,00 470.000,00 1.398.000,00 61.600,00 124.000,00 107.250,00 10.150,00	38.400,00	n/a	n/a	n/a	09-07-2019
----------	---------	--------------	--	--	--	--	-----------	-----	-----	-----	------------

**Justification :** Re-allocation of commitment and payment appropriations within Chapter 11 of the expenditure in order to :

- anticipate employment of interim staff for covering long term sickleave and maternity leave (BL 1175)
- cover the outsourcing of accounting services following Service Level Agreement signed with the European Commission at conditions 2020 (BL 1177)
- fully cover the Agency's obligations re daily subsistence in August payroll (BL 1184)

TR/03/19	Title 2	from: to:	2410 2100	90.000,00 199.000,00	- 12.500 12.500	77.500,00 211.500,00	12.500,00	n/a	n/a	n/a	07-08-2019
----------	---------	--------------	--------------	-------------------------	-----------------------	-------------------------	-----------	-----	-----	-----	------------

**Justification :**

- cost of some licenses has increased in 2019
- some unexpected needs of new licenses
- Sysper license was not estimated in the initial budget

TR/04/19	Title 2	from: to:	2050 2030	125.000,00 65.000,00	- 21.500 21.500	103.500,00 86.500,00	21.500,00	n/a	n/a	n/a	18-09-2019
----------	---------	--------------	--------------	-------------------------	-----------------------	-------------------------	-----------	-----	-----	-----	------------

**Justification :** Re-allocation of commitment and payment appropriations within Chapter 20 of the expenditure in order to cover the contracting of new cleaning services (BL 2030) in the Agency following the award of Call for Tender EUOSHA/2019/F/SE/0089.



## Transfers of appropriations 2019 included in the amendment 1 to B2019

#	Title	from to	item	Current appropriations	Transfer	Newappropriations	Total transfer	Transfer(s) between Titles			Date of decision
								New FR Check Art. 26 10% limit	Cumulated amount	%	

The availability of appropriation in BL 2050 is mainly explained by the postponing of some facility security works upon internal assessment.

TR/05/19	Title 3	from: to:	3030 3020	333.100,00 2.608.700,00	- 59.420	59.420	273.680,00 2.668.120,00	59.420,00	n/a	n/a	n/a	25-09-2019
----------	---------	--------------	--------------	----------------------------	-------------	--------	----------------------------	-----------	-----	-----	-----	------------

**Justification :** Re-allocation of financial resources between priority areas and activities for a total of EUR 59 420

- BL 3030 activity 3.1.: budget for the OiRA activity will be lower than anticipated as requests from Member States decreased for development of new tools. Promotion and communication tasks rescheduled to 2020 founding as EU SSD partners on education found external source of founding
- BL 3020 activity 2.1.: ESENER DVT tools - migration of ESENER-1 and 2 DVTs to new system plus development of ESENER-3 FVT which includes a comparison feature with ESENER-2 (+ EUR 46 725)
- BL 3020 activity 2.5.: further appropriations necessary for dissemination workshops (+ EUR 12 695)

TR/06/19	Title 2	from: to:	2130 2410 2100 2120	77.000,00 77.500,00 211.500,00 286.000,00	- - - -	43.500 2.000 11.000 34.500	33.500,00 75.500,00 222.500,00 320.500,00	45.500,00	n/a	n/a	n/a	08-11-2019
----------	---------	--------------	------------------------------	--	------------------	-------------------------------------	--	-----------	-----	-----	-----	------------

**Justification :** Re-allocation of appropriations between/within Telecom (Chapter 24) and ICT expenditure (Chapter 21) for a total of EUR 45 500 :

- BL 2100: renewal and purchases of necessary licenses (Proforma, CheckpointVPN, JanusSeal, Matomo plugins) imply a cost and total appropriations higher (+EUR 11 000) than initially planned
- BL 2120: running projects "CRM migration" and "Teams implementation" implies costs higher(+EUR 34 500) than intially expected

The re-allocation is made possible through the general reduction of telephony costs (- EUR 2 000) and the postponement of the project for a merged videoconference system (- EUR 43 500)