



BUDGET & ESTABLISHMENT PLAN FOR 2020

EUROPEAN AGENCY FOR SAFETY AND HEALTH AT WORK

December 2019

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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

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

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

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

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

2. JUSTIFICATION OF MAIN HEADINGS

Budget 2018 includes the expenditure committed and paid in the year (article 37 of Agency's Financial Regulation)

Budget 2019 includes commitment/payment appropriations and Agency's establishment plan as per amending budget 1

Budget 2020 includes commitment/payment appropriations and Agency's establishment plan for 2020.

2.1. Revenue 2020

The estimated sources of revenue for 2020 are :

- a subsidy from the European Union of **€ 15,579,000** which consists in :
 - **€ 15,507,072** : main subsidy from the European Union to be voted by the Budget Authority;
 - **€ 71,928** : budget outturn 2018 to be returned to the European Commission in 2019;
- **€ 379,000** of EEA-EFTA funds which are 2,45% applied to the main subsidy from the European Union;
- a total of **€ 100,100** from Spanish and local authorities.

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

The total estimated revenue in 2020 is therefore **€ 16,058,100**.

2.2. Expenditure 2020

Title 1 - Staff

Total expenditure under Title 1 is proposed at **€ 6,856,000**.

The calculation for Title 1 is based on the assumption that the **40 Temporary Agents posts** proposed in the establishment plan for 2020 will be filled during the year.

The calculation for Title 1 is also based on the assumption that **25 Full Time Equivalent** for **Contract Agents** will be employed in the year 2020.

The calculation for Title 1 anticipates recruitment costs (process to start in 2020) for new Executive Director in 2021.

Title 2 - Buildings, equipment and miscellaneous operating expenditure

Total expenditure under Title 2 is proposed at **€ 1,450,000**.

Title 3 - Operational expenditure

Total expenditure under Title 3 is proposed at **€ 7,752,100**.

Operational expenditure is related to the implementation of the Annual Work Programme 2020.

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

Total expenditure line 4100 for the special project IPA II 2016 Programme carries the token entry "p.m." as the expenditure 2020 might be the result of the carry-over/carry-forward of 2019 appropriations.

Total expenditure line 4200 for the special project IPA II 2018 Programme carries the token entry "p.m." as the expenditure 2020 might be the result of the carry-over/carry-forward of 2019 appropriations.

Title 5 - Reserve

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

The total expenditure in 2020 is therefore **€ 16,058,100**

3. STATEMENT OF REVENUE

Budget Title	Heading	2018		2019	DB2020	Variation	2020	Remarks
		Recorded	Cashed					
1 0	EUROPEAN UNION SUBSIDY							
1 0 0	European Union subsidy	14.716.096,00	14.716.096,00	15.122.884	15.507.072		15.507.072	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 subsidy	89.332,00	89.332,00	150.116	71.928		71.928	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	348.772,00	348.772,00	365.900	375.000	4.000	379.000	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	15.154.200,00	15.154.200,00	15.638.900	15.954.000	4.000	15.958.000	
	TITLE 1	15.154.200,00	15.154.200,00	15.638.900	15.954.000	4.000	15.958.000	
2 0	OTHER SUBSIDIES							
2 0 0	Grant from the Basque Regional Government	40.000,00	40.000,00	40.000	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	60.100,00	60.100,00	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.	Revenue from other grants.
	CHAPTER 2 0	100.100,00	100.100,00	100.100	100.100		100.100	
2 2	OTHER SUBSIDY FOR SPECIFIC PROJECTS							
2 2 3	Subsidy from the European Commission - DG NEAR for NEW IPA II PROGRAMME (earmarked)	-	-	-	-		-	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 total amount of € 410,000 for the period 2015-2017. As earmarked revenue, the available income for the new IPA II PROGRAMME in YEAR N is equal to the result of the respective carry-over/carry-forward of appropriations of YEAR N-1 to YEAR N + installment to receive in YEAR N.
2 2 4	Subsidy from the European Commission - DG NEAR for IPA II 2016 PROGRAMME (earmarked)	-	-	p.m.	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.	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(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.		p.m.	
	TITLE 2	100.100,00	100.100,00	100.100	100.100		100.100	
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.	Proceeds from the sale of movable and immovable property.
	CHAPTER 5 0	-	-	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	208,48	208,48	p.m.	p.m.		p.m.	Revenue from investments or loans, bank interest and other items.
	CHAPTER 5 2	208,48	208,48	p.m.	p.m.		p.m.	
5 4	MISCELLANEOUS REVENUE							
5 4 0	Miscellaneous revenue	-	-	p.m.	p.m.		p.m.	Miscellaneous revenue
	CHAPTER 5 4	-	-	p.m.	p.m.		p.m.	
5 9	OTHER REVENUE FROM ADMINISTRATIVE OPERATIONS							
5 9 0	Other revenue from administrative operations	2.328,86	2.328,86	p.m.	p.m.		p.m.	Other revenue from administrative operations.
	CHAPTER 5 9	2.328,86	2.328,86	p.m.	p.m.		p.m.	
	TITLE 5	2.537,34	2.537,34	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.	Revenue from services rendered against payment
6 0 1	Revenue from co-financing agreements	-	-	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.	Revenue from sale of publications
6 0 3	Proceeds from the letting and hiring of immovable property	-	-	p.m.	p.m.		p.m.	Proceeds from the letting and hiring of immovable property
	CHAPTER 6 0	-	-	p.m.	p.m.		p.m.	
	TITLE 6	-	-	p.m.	p.m.		p.m.	
	GRAND TOTAL	15.256.837,34	15.256.837,34	15.739.000	16.054.100	4.000	16.058.100	

4. STATEMENT OF EXPENDITURE

Budget Title	Heading	2018		2019	DB2020	Variation	2020	Remarks
		COM	PAY					
1	STAFF	5.990.214,22	5.892.153,78	6.359.900	6.806.000	50.000	6.856.000	Total funding for covering personnel costs.
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING	1.354.859,79	886.184,18	1.400.000	1.450.000		1.450.000	Total funding for covering general administrative costs.
3	OPERATIONAL EXPENDITURE	8.015.639,68	3.681.847,27	7.979.100	7.798.100	-46.000	7.752.100	Total funding for operational expenditures.
4	EXPENDITURE FOR IMPLEMENTING SPECIAL PROJECTS FUNDED	281.806,47	152.389,44	p.m.	p.m.		p.m.	Total funding for operational expenditures funded by specific other subsidy.
5	RESERVE	-	-	p.m.	p.m.		p.m.	Reserve for administrative and operational expenditure pending final approval of the Budget Authority
GRAND TOTAL		15.642.520,16	10.612.574,67	15.739.000	16.054.100	4.000	16.058.100	

Budget Title	Heading	2018		2019	DB2020	Variation	2020	Remarks
		COM	PAY					
1	STAFF							
1 1	STAFF IN ACTIVE EMPLOYMENT							
1 1 0	<i>Staff holding a post provided for in the establishment plan</i>							
1 1 0 0	Basic salaries	2.903.278,71	2.903.278,71	3.187.800	3.400.000	-29.000	3.371.000	Staff Regulations of Officials of the European Union, in particular Articles 62 and 66 thereof, and the Conditions of Employment of Other Servants (CEOS) and in particular Articles 19 and 20 thereof. This appropriation is intended to cover basic salaries of permanent officials and temporary staff.
1 1 0 1	Family allowances	526.191,90	526.191,90	504.171	553.000	3.000	556.000	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	434.088,89	434.088,89	470.000	488.000	11.000	499.000	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	4.374,30	4.374,30	4.400	4.600	700	5.300	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	3.867.933,80	3.867.933,80	4.166.371	4.445.600	-14.300	4.431.300	
1 1 1	<i>Other staff</i>							
1 1 1 2	Local staff	11.661,42	11.661,42	450	p.m.		p.m.	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	1.351.685,98	1.351.685,98	1.398.000	1.550.000	-35.000	1.515.000	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	1.363.347,40	1.363.347,40	1.398.450	1.550.000	-35.000	1.515.000	
1 1 2	<i>Professional training of staff</i>							
1 1 2 0	Professional training of staff	178.884,77	113.731,32	120.000	120.000		120.000	Staff Regulations of Officials of the European Union, and in particular Article 24a(3), Article 11 and 81 of the CEOS.
	Article 1 1 2	178.884,77	113.731,32	120.000	120.000	0	120.000	
1 1 3	<i>Employer's social security contributions</i>							
1 1 3 0	Insurance against sickness	152.729,54	152.729,54	151.000	156.000	7.000	163.000	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	17.145,16	17.145,16	18.000	20.000		20.000	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	57.412,06	57.412,06	56.000	58.000	3.600	61.600	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.	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	227.286,76	227.286,76	225.000	234.000	10.600	244.600	

Budget Title	Heading	2018		2019	DB2020	Variation	2020	Remarks
		COM	PAY					
1 1 4	Miscellaneous allowances and grants							
1 1 4 0	Childbirth and death allowances and grants	-	-	p.m.	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	53.057,46	53.057,46	61.600	62.000		62.000	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.	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	53.057,46	53.057,46	61.600	62.000	0	62.000	
1 1 5	Overtime							
	Article 1 1 5	-	-	p.m.	p.m.	0	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
1 1 7	Supplementary services							
1 1 7 5	Interim Services	129.978,19	107.923,57	124.000	100.000		100.000	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.		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	50.000,00	49.524,90	107.250	114.900		114.900	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	1.577,41	1.577,41	2.279	2.250	250	2.500	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	181.555,60	159.025,88	233.529	217.150	250	217.400	
1 1 8	Miscellaneous expenditure on staff recruitment and transfer							
1 1 8 0	Miscellaneous expenditure on staff recruitment	-	-	7.000	7.000	83.000	90.000	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	643,83	643,83	1.000	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	20.580,66	20.580,66	27.500	27.500	-20.000	7.500	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	10.994,45	10.994,45	10.000	10.000	5.000	15.000	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	3.868,38	3.868,38	10.150	9.750	-9.750	p.m.	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	36.087,32	36.087,32	55.650	55.250	58.250	113.500	
1 1 9	Salary weightings - Adjustments to remuneration							
1 1 9 0	Salary weightings	9.602,03	9.602,03	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.	This appropriation is intended to cover the effects of any salary adjustments decided by the Council during the financial year.
	Article 1 1 9	9.602,03	9.602,03	p.m.	p.m.	0	p.m.	
	CHAPTER 1 1	5.917.755,14	5.830.071,97	6.260.600,00	6.684.000	19.800	6.703.800	

Budget Title	Heading	2018		2019	DB2020	Variation	2020	Remarks
		COM	PAY					
1 4	SOCIOMEDICAL INFRASTRUCTURE							
1 4 1	Medical service							
1 4 1 0	Medical services	14.698,74	8.506,47	18.000	18.000	2.000	20.000	This appropriation is intended to cover all expenditure relating to the medical service, medicines, preventative actions and the travel expenses of the Agency medical adviser, notably Art. 59 of the Staff Regulations.
1 4 2	Other welfare expenditure							
1 4 2 0	Other welfare expenditure	6.904,36	2.719,36	7.300	5.000		5.000	This appropriation is intended to cover expenditure by the Agency on the social welfare activities of its staff and other related costs
	CHAPTER 1 4	21.603,10	11.225,83	25.300	23.000	2.000	25.000	
1 5	MOBILITY							
1 5 2	Mobility							
1 5 2 0	Staff exchanges	-	-	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.	50.855,98	50.855,98	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	-	-	74.000	64.000	28.200	92.200	This appropriation is intended to cover expenditure relating to trainees.
	Article 1 5 2	50.855,98	50.855,98	74.000	64.000	28.200	92.200	
	CHAPTER 1 5	50.855,98	50.855,98	74.000	64.000	28.200	92.200	
1 6	SOCIAL WELFARE							
1 6 0	Special assistance grants							
1 6 0 0	Special assistance grants	-	-	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	Other social expenditure							
1 6 2 0	Other social expenditure	-	-	p.m.	35.000		35.000	This appropriation is intended to cover assistance for families, new arrivals, legal aid, grants for scouts and guides, grant to the secretariat of the parents' association.
1 6 3	Nursery centre							
1 6 3 0	Nursery centre	-	-	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	Additional aid for disabled persons							
1 6 4 0	Additional aid for disabled persons	-	-	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.	35.000	0	35.000	
1 8	REGULARIZATION OF ACCUMULATED LOSSES							
1 8 0	Regularization of accumulated losses							
1 8 0 0	Regularization of accumulated losses	-	-	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.	0	p.m.	
1 9	PENSIONS AND SEVERANCE GRANTS							
1 9 0	Pensions and severance grants							
1 9 0 0	Pensions and severance grants	-	-	p.m.	p.m.		p.m.	This appropriation is intended to cover pensions and severance grants.
	CHAPTER 1 9	-	-	p.m.	p.m.	0	p.m.	
	TITLE 1	5.990.214,22	5.892.153,78	6.359.900	6.806.000	50.000	6.856.000	

Budget Title	Heading	2018		2019	DB2020	Variation	2020	Remarks
		COM	PAY					
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING							
2 0	RENTAL OF BUILDINGS AND ASSOCIATED COSTS							
2 0 0	Rent							
2 0 0 0	Rent	337.835,00	321.892,78	348.700	352.000		352.000	This appropriation is intended to cover the payment of rents for buildings or parts of buildings occupied by the Agency and the hiring of parking spaces.
2 0 1	Insurance							
2 0 1 0	Insurance	6.232,93	6.232,93	7.100	7.500		7.500	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	85.233,16	81.339,63	90.000	92.000	-2.000	90.000	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	57.702,58	22.079,05	86.500	70.000	5.000	75.000	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	11.593,00	487,61	15.000	16.000		16.000	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	108.347,44	76.033,09	103.500	100.000	-7.500	92.500	This appropriation is intended to cover miscellaneous expenditure on buildings connected with security and safety, in particular contracts governing building surveillance, hire and replenishment of extinguishers, purchase and maintenance of fire-fighting equipment, replacement of equipment for officials acting as voluntary firemen, costs of carrying out statutory inspections.
2 0 9	Administrative expenditure, taxes							
2 0 9 0	Administrative expenditure, taxes	-	-	p.m.	p.m.		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	606.944,11	508.065,09	650.800	637.500	-4.500	633.000	
2 1 0	I.T. operating expenditure							
2 1 0 0	I.T. operating expenditure	162.061,21	145.345,94	222.500	224.000	21.000	245.000	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	162.061,21	145.345,94	222.500	224.000	21.000	245.000	
2 1 2	Services provided by I.T. staff							
2 1 2 0	Services provided by I.T. external providers, consultancy & other operating staff	331.873,14	150.750,90	320.500	300.000	-21.000	279.000	This appropriation is intended to cover expenditure on external operating staff (help-desk, operators, administrators, system engineers, etc.).
	Article 2 1 2	331.873,14	150.750,90	320.500	300.000	-21.000	279.000	
2 1 3	Technical installations and electronic office equipment							
2 1 3 0	New and replacement purchases	56.940,68	22.077,61	33.500	80.000	5.000	85.000	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.	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.		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.		p.m.	This appropriation is intended to cover unforeseen costs associated with electronic office equipment.
	Article 2 1 3	56.940,68	22.077,61	33.500	80.000	5.000	85.000	
	CHAPTER 2 1	550.875,03	318.174,45	576.500	604.000	5.000	609.000	
2 2	MOVABLE PROPERTY ASSOCIATED COSTS							
2 2 1	New and replacement furniture purchases, furniture maintenance							
2 2 1 0	New and replacement purchases, furniture maintenance and repair	25.107,84	299,84	10.000	25.000		25.000	This appropriation is intended to cover Agency requirements for furniture, soft furnishings, kitchen equipment and installations.
	Article 2 2 1	25.107,84	299,84	10.000	25.000	0	25.000	
2 2 3	Office vehicle							
2 2 3 1	Purchase of vehicle	-	-	p.m.	p.m.	1.500	1.500	This appropriation is intended to cover vehicle purchase
2 2 3 2	Vehicle upkeep, petrol and hiring means of transport	2.193,11	2.193,11	2.000	p.m.		p.m.	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	2.193,11	2.193,11	2.000	p.m.	1.500	1.500	
2 2 5	Documentation and library expenditure							
2 2 5 0	Publications and subscriptions	8.000,00	4.745,75	6.000	7.000	3.000	10.000	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	8.000,00	4.745,75	6.000	7.000	3.000	10.000	
	CHAPTER 2 2	35.300,95	7.238,70	18.000	32.000	4.500	36.500	

Budget Title	Heading	2018		2019	DB2020	Variation	2020	Remarks
		COM	PAY					
2 3	CURRENT ADMINISTRATIVE EXPENDITURE							
2 3 0	Stationery and office supplies							
2 3 0 0	Stationery and office supplies	12.188,39	3.816,85	12.000	12.000		12.000	This appropriation is intended to cover the purchase of stationery and office supplies.
	Article 2 3 0	12.188,39	3.816,85	12.000	12.000	0	12.000	
2 3 2	Financial charges							
2 3 2 0	Bank charges	500,00	381,86	1.000	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
2 3 2 1	Exchange rate losses	-	-	p.m.	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
2 3 2 9	Other financial charges	-	-	p.m.	p.m.		p.m.	This appropriation is intended to cover other financial charges
	Article 2 3 2	500,00	381,86	1.000	1.000	0	1.000	
2 3 3	Outsourced services							
2 3 3 0	Legal expenses	12.170,00	3.390,00	10.000	10.000		10.000	This appropriation is intended to cover the Agency's legal expenses.
2 3 3 1	Audit services	19.575,00	-	13.500	24.500		24.500	This appropriation is intended to cover the Agency's expenses on audit services.
2 3 3 2	Other outsourced services	24.997,20	-	26.500	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	56.742,20	3.390,00	50.000	61.000	0	61.000	
2 3 4	Damages							
2 3 4 0	Damages	-	-	p.m.	p.m.		p.m.	This appropriation is intended to cover damages payable.
	Article 2 3 4	-	-	p.m.	p.m.	0	p.m.	
2 3 5	Other operating expenditures							
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	6.000,00	4.812,36	6.200	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	-	-	p.m.	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.		p.m.	This appropriation is intended to cover other operating expenditure not specifically provided for.
	Article 2 3 5	6.000,00	4.812,36	6.200	6.500	0	6.500	
	CHAPTER 2 3	75.430,59	12.401,07	69.200	80.500	0	80.500	
2 4	POSTAGE AND TELECOMMUNICATIONS							
2 4 0	Postage and delivery charges							
2 4 0 0	Postage and delivery charges	5.300,00	3.885,19	10.000	11.000		11.000	This appropriation is intended to cover expenditure on postal and delivery charges, including parcels sent by post.
	Article 2 4 0	5.300,00	3.885,19	10.000	11.000	0	11.000	
2 4 1	Telecommunications							
2 4 1 0	Telephone, telegraph, telex, radio and television subscriptions and charges	81.009,11	36.419,68	75.500	85.000	-5.000	80.000	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	81.009,11	36.419,68	75.500	85.000	-5.000	80.000	
	CHAPTER 2 4	86.309,11	40.304,87	85.500	96.000	-5.000	91.000	
	TITLE 2	1.354.859,79	886.184,18	1.400.000	1.450.000	0	1.450.000	

Budget Title	Heading	2018		2019	DB2020	Variation	2020	Remarks
		COM	PAY					
3	OPERATIONAL EXPENDITURE							
3 0	PRIORITY AREAS & OPERATIONAL ACTIVITIES							
3 0 1	Priority area 1 - Anticipating Change							
3 0 1 0	Anticipating change and related activities defined in the Annual Work Programme	170.125,00	85.215,57	157.700	157.700	-7.200	150.500	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 1.3. Anticipating future challenges to OSH).
	Article 3 0 1	170.125,00	85.215,57	157.700	157.700	-7.200	150.500	
3 0 2	Priority area 2 - Facts and figures							
3 0 2 0	Facts & figures and related activities defined in the Annual Work Programme	2.391.075,67	317.208,61	2.668.120	2.759.400	-407.400	2.352.000	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 "Facts & figures" (activities: 2.1. European Survey of Enterprises on New & Emerging Risks - ESENER, 2.7. OSH overview: Musculoskeletal disorders, 2.8. Worker exposure survey, 2.9. EU OSH Information System, 2.10. OSH and Digitalisation & 2.11. OSH overview: Supporting compliance)
	Article 3 0 2	2.391.075,67	317.208,61	2.668.120	2.759.400	-407.400	2.352.000	
3 0 3	Priority area 3 - Tools for OSH management							
3 0 3 0	Tools for OSH management and related activities defined in the Annual Work Programme	327.124,71	214.994,76	273.680	434.200	-57.800	376.400	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 "Tools for OSH management" (activity 3.1. Online interactive Risk Assessment tool - OiRA)
	Article 3 0 3	327.124,71	214.994,76	273.680	434.200	-57.800	376.400	
3 0 4	Priority area 4 - Raising awareness and communication							
3 0 4 0	Raising awareness and communication and related activities defined in the Annual Work Programme	4.249.083,70	2.593.263,26	4.104.400	3.650.400	242.400	3.892.800	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. HWC 2018-2019 "Dangerous substances", 4.6. 2020-2022 "Work-related MSDs", 4.7. Awareness raising actions and communication, 4.8. Multilingualism & 4.9. HWC 2023-2024/5 "OSH and Digitalisation")
	Article 3 0 4	4.249.083,70	2.593.263,26	4.104.400	3.650.400	242.400	3.892.800	
3 0 5	Priority area 5 - Networking knowledge							
3 0 5 0	Networking knowledge and related activities defined in the Annual Work Programme	230.994,09	98.675,21	126.300	121.500	190.000	311.500	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 actions" (activity 5.3. Networking knowledge)
	Article 3 0 5	230.994,09	98.675,21	126.300	121.500	190.000	311.500	
3 0 6	Priority area 6 - Networking							
3 0 6 0	Networking and related activities defined in the Annual Work Programme	473.894,73	248.023,75	544.000	551.800	-6.000	545.800	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	473.894,73	248.023,75	544.000	551.800	-6.000	545.800	
	CHAPTER 3 0	7.842.297,90	3.557.381,16	7.874.200	7.675.000	-46.000	7.629.000	
3 1	SUPPORT TO OPERATIONAL ACTIVITIES							
3 1 0	Support to operational activities							
3 1 0 0	Support to operational activities	173.341,78	124.466,11	104.900	123.100		123.100	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.
	Article 3 1 0	173.341,78	124.466,11	104.900	123.100	0	123.100	
	CHAPTER 3 1	173.341,78	124.466,11	104.900	123.100	0	123.100	
	TITLE 3	8.015.640	3.681.847	7.979.100	7.798.100	-46.000	7.752.100	

Budget Title	Heading	2018		2019	DB2020	Variation	2020	Remarks
		COM	PAY					
SPECIAL PROJECTS FUNDED BY SPECIFIC OTHER SUBSIDY								
4 1	IPA II 2016 PROGRAMME							
4 1 0	IPA II 2016 programme (earmarked)	255.617,71	126.200,68	p.m.	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.
	CHAPTER 4 1	255.617,71	126.200,68	p.m.	p.m.	0	p.m.	
4 2	IPA II 2018 PROGRAMME							
4 2 0	IPA II 2018 programme (earmarked)				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.
	CHAPTER 4 2				p.m.	0	p.m.	
4 9	NEW IPA II PROGRAMME							
4 9 0	New IPA II programme (earmarked)	26.188,76	26.188,76	-	-		-	This appropriation is intended to put in place preparatory measures for the participation of the Western Balkans and Turkey in the network and activities of EU-OSHA. This includes integrating beneficiary countries into actions such as the development of a national tripartite focal point network, participation in expert events, and campaigning and awareness-raising activities. As earmarked expenditure, the available appropriations for the programme NEW IPA II in YEAR N is equal to the result of the respective carry-over/carry-forward of appropriations of YEAR N-1 to YEAR N + installment(s) to receive in YEAR N (if any). The maximum funding for NEW IPA II is € 410,000 for 2015-2017.
	CHAPTER 4 9	26.188,76	26.188,76	-	-		-	
	TITLE 4	281.806,47	152.389,44	p.m.	p.m.	0	p.m.	
5	RESERVE							
5 0	RESERVE FOR ADMINISTRATIVE EXPENDITURE	-	-	p.m.	p.m.		p.m.	
5 1	RESERVE FOR OPERATIONAL EXPENDITURE	-	-	p.m.	p.m.		p.m.	
	TITLE 5	-	-	p.m.	p.m.	0	p.m.	
	GRAND TOTAL	15.642.520,16	10.612.574,67	15.739.000	16.054.100	4.000	16.058.100	

5. ESTABLISHMENT PLAN 2020

TEMPORARY AGENTS							
Category & grade	2018		2019	DB2020	Variation	B2020	Remark
	Actually filled at 31.12.2018	EU-OSHA establishment plan					
AD16							
AD15				-	+1	1	
AD14	1	2	1	1		1	
AD13	2	1	2	2	-1	1	
AD12	1	2	2	2		2	
AD11	1	1	1	2		2	
AD10	2	3	3	4		4	
AD9	6	4	5	7		7	EP2018: as per Governing Board decision 2018/20
AD8	6	6	6	4		4	EP2018: as per Governing Board decision 2018/21
AD7	3	5	4	2		2	
AD6	2						
AD5							
Total grade AD	24	24	24	24	0	24	
AST11							
AST10							
AST9	1	1	1	1		1	
AST8							
AST7	1	1	2	2		2	
AST6	3	3	4	6		6	
AST5	7	7	6	4		4	
AST4	1	1	2	3		3	
AST3	3	3	1				
AST2							
AST1							
Total grade AST	16	16	16	16	0	16	
AST/SC 6							
AST/SC 5							
AST/SC 4							
AST/SC 3							
AST/SC 2							
AST/SC 1							
AST/SC total	0	0	0	0	0	0	
GRAND TOTAL	40	40	40	40	0	40	

**6. ESTIMATE OF NUMBER OF CONTRACT AGENTS, LOCAL STAFF
(EXPRESSED IN FULL-TIME EQUIVALENT)
AND SECONDED NATIONAL EXPERTS IN 2020**

<i>CONTRACT AGENTS*, LOCAL STAFF & SECONDED NATIONAL EXPERTS</i>							
Function group & grade	31.12.2018	2018	2019	DB2020	Variation	2020	Remarks
FG IV	2	2	2	4	-1	3	
FG III	14	13	14	14		14	
FG II	9	10	9	8		8	
FG I		-	-	-		-	
Total CA	25	25	25	26	-1	25	
LS	-	-	-	-		-	
Total Local Staff	-	-	-	-		-	
SNE	-	-	-	-		-	
Total SNE	-	-	-	-		-	
GRAND TOTAL	25	25	25	26	-1	25	

* 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 (2019-2022) and is not part of the estimate.