

BUDGET & ESTABLISHMENT PLAN FOR 2021

EUROPEAN AGENCY FOR SAFETY AND HEALTH AT WORK

December 2021

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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

Proposal Multiannual Financial Framework 2021 - 2027

Joint Committee Decision 160/2009 amending Protocol 31 to the EEA Agreement & Protocol 32

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 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 2019 includes the expenditure committed and paid in the year (article 37 of Agency's Financial Regulation)

Budget 2020 includes commitment/payment appropriations and Agency's establishment as adopted by the Management Board the 11 December 2019 by written procedure.

Draft Budget 2021 includes commitment/payment appropriations and Agency's establishment plan requested for 2021 as adopted by the Management Board the 24 January 2020.

Budget 2021 includes commitment/payment appropriations and Agency's establishment plan for 2021

2.1. Revenue 2021

The estimated sources of revenue for 2021 are :

- a subsidy from the European Union of **€ 15,600,000** which consists in :

- **€ 15,346,768** : main subsidy from the European Union to be voted by the Budget Authority;

- **€ 253,232** : budget outturn 2019 to be returned to the European Commission in 2020;

- **€ 414,000** of EEA-EFTA funds which are 2,70 % 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 (€ 399,584 for the period 2019-2022 and cashed in 2019) carries the token entry "p.m.".

The total estimated revenue in 2021 is therefore **€ 16,114,100**.

2.2. Expenditure 2021

Title 1 - Staff

Total expenditure under Title 1 is proposed at **€ 7,094,000**.

The calculation for Title 1 is based on the assumption that the **40 Temporary Agents posts** proposed in the establishment plan for 2021 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 2021.

Title 2 - Buildings, equipment and miscellaneous operating expenditure

Total expenditure under Title 2 is proposed at **€ 1,540,200**.

Compared to DB2021, it represents an increase of EUR 65,200 mainly explained by the increase of ICT expenditure due to implementation of the general IT security framework.

Title 3 - Operational expenditure

Total expenditure under Title 3 is proposed at **€ 7,479,900**.

Compared to DB2021, it represents a decrease of EUR 5,700.

Operational expenditure is related to the implementation of the Annual Work Programme 2021.

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 2021 might be the result of the carry-over/carry-forward of 2020 appropriations.

Total expenditure line 4200 for the special project IPA II 2018 Programme carries the token entry "p.m." as the expenditure 2021 might be the result of the carry-over/carry-forward of 2020 appropriations.

Title 5 - Reserve

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

The total expenditure in 2021 is therefore **€ 16,114,100**

2.3 Establishment plan and estimate in FTE of contract staff and Seconded National Experts

The establishment plan, in line with the amended DB2021 and the proposal of the European commission, foresees two AD14 in 2021.

The total estimate for contract staff and Seconded National Experts (25 FTE) remains unchanged. Contract staff expressed in full-time equivalents is redistributed among categories (- 1 Contract Agent Function Group II to + 1 Contract Agent Function Group IV).

3. STATEMENT OF REVENUE

Budget Title	Heading	2019		2020	DB2021	delta	2021	Remarks
		Recorded	Cashed					
1 0	EUROPEAN UNION SUBSIDY							
1 0 0	European Union subsidy	14,908,278.00	14,908,278.00	15,507,072	15,326,661	20,107	15,346,768	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	150,116.00	150,116.00	71,928	252,339	893	253,232	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	360,781.00	360,781.00	379,000	375,500	38,500	414,000	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 & Protocol 32. This subsidy represents a fixed percentage of the annual European Union contribution.
	CHAPTER 1 0	15,419,175.00	15,419,175.00	15,958,000	15,954,500	59,500	16,014,000	
	TITLE 1	15,419,175.00	15,419,175.00	15,958,000	15,954,500	59,500	16,014,000	
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.			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 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)	399,584.00	399,584.00	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 € 399,584 for the period 2019-2022.
	CHAPTER 2 2	399,584.00	399,584.00	p.m.	p.m.		p.m.	
	TITLE 2	499,684.00	499,684.00	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	-	-	p.m.	p.m.		p.m.	Revenue from investments or loans, bank interest and other items.
	CHAPTER 5 2			p.m.	p.m.		p.m.	
5 4	MISCELLANEOUS REVENUE							
5 4 0	Miscellaneous revenue	218,341.41	491.03	p.m.	p.m.		p.m.	Miscellaneous revenue
	CHAPTER 5 4	218,341.41	491.03	p.m.	p.m.		p.m.	
5 9	OTHER REVENUE FROM ADMINISTRATIVE OPERATIONS			p.m.	p.m.		p.m.	
5 9 0	Other revenue from administrative operations	128.00	128.00	p.m.	p.m.		p.m.	Other revenue from administrative operations.
	CHAPTER 5 9	128.00	128.00	p.m.	p.m.		p.m.	
	TITLE 5	218,469.41	619.03	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	16,137,328.41	15,919,478.03	16,058,100	16,054,600	59,500	16,114,100	

4. STATEMENT OF EXPENDITURE

Budget Title	Heading	2019		2020	DB2021	delta	2021	Remarks
		COM	PAY					
1	STAFF	6,352,601.11	6,200,536.10	6,856,000	7,094,000	-	7,094,000	Total funding for covering personnel costs.
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING	1,336,523.81	1,017,456.79	1,450,000	1,475,000	65,200	1,540,200	Total funding for covering general administrative costs.
3	OPERATIONAL EXPENDITURE	7,710,273.77	4,795,112.44	7,752,100	7,485,600	-5,700	7,479,900	Total funding for operational expenditures.
4	EXPENDITURE FOR IMPLEMENTING SPECIAL PROJECTS FUNDED BY	156,528.33	149,208.70	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		15,555,927.02	12,162,314.03	16,058,100	16,054,600	59,500	16,114,100	

Budget Title	Heading	2019		2020	DB2021	delta	2021	Remarks
		COM	PAY					
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	3,162,440.96	3,162,440.96	3,371,000	3,500,000	-50,000	3,450,000	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	506,991.44	506,991.44	556,000	560,000	2,000	562,000	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	466,420.37	466,420.37	499,000	505,000	7,000	512,000	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	4,455.30	4,455.30	5,300	5,500	-500	5,000	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	4,140,308.07	4,140,308.07	4,431,300	4,570,500	-41,500	4,529,000	
1 1 1	Other staff							
1 1 1 2	Local staff	9.54	9.54	p.m.	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	1,342,486.54	1,342,486.54	1,515,000	1,560,000	53,525	1,613,525	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	1,342,496.08	1,342,496.08	1,515,000	1,560,000	53,525	1,613,525	
1 1 2	Professional training of staff							
1 1 2 0	Professional training of staff	145,000.00	92,111.67	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	145,000.00	92,111.67	120,000	120,000		120,000	
1 1 3	Employer's social security contributions							
1 1 3 0	Insurance against sickness	159,978.96	159,978.96	163,000	165,000	5,000	170,000	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	17,956.17	17,956.17	20,000	20,000	1,000	21,000	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	60,708.62	60,708.62	61,600	62,500	2,500	65,000	Staff Regulations of Officials of the European Union and in particular Article 28a and Article 96 of the CEOS. This appropriation is intended to insure relevant staff against unemployment.
1 1 3 3	Constitution or maintenance of pension rights	-	-	p.m.	p.m.		p.m.	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	238,643.75	238,643.75	244,600	247,500	8,500	256,000	

Budget Title	Heading	2019		2020	DB2021	delta	2021	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	56,477.84	56,477.84	62,000	63,000		63,000	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	56,477.84	56,477.84	62,000	63,000		63,000	
1 1 5	Overtime	-	-	p.m.	p.m.		p.m.	Staff Regulations of Officials of the European Union, in particular Article 56 thereof and Annex VI thereto. This article is intended to cover flat-rate payments or
	Article 1 1 5	-	-	p.m.	p.m.		p.m.	
1 1 7	Supplementary services							
1 1 7 5	Interim Services	177,619.52	101,066.58	100,000	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	107,250.00	99,126.55	114,900	159,250	0	159,250	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	2,278.35	2,278.35	2,500	2,750	-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	287,147.87	202,470.48	217,400	262,000	-250	261,750	
1 1 8	Miscellaneous expenditure on staff recruitment and transfer							
1 1 8 0	Miscellaneous expenditure on staff recruitment	8,001.13	8,001.13	90,000	40,000	-16,500	23,500	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	1,000	2,000	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	19,276.46	19,276.46	7,500	34,000	-2,000	32,000	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	-	-	15,000	25,000	0	25,000	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	9,954.86	9,954.86	p.m.	21,000	-2,775	18,225	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	37,232.45	37,232.45	113,500	121,000	-20,275	100,725	
1 1 9	Salary weightings - Adjustments to remuneration							
1 1 9 0	Salary weightings	-	-	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	-	-	p.m.	p.m.		p.m.	
	CHAPTER 1 1	6,247,306.06	6,109,740.34	6,703,800	6,944,000	-	6,944,000	

Budget Title	Heading	2019		2020	DB2021	delta	2021	Remarks
		COM	PAY					
1 4	SOCIOMEDICAL INFRASTRUCTURE							
1 4 1	Medical service							
1 4 1 0	Medical services	19,117.00	8,262.00	20,000	20,500	0	20,500	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	10,300.00	6,655.71	5,000	6,500	0	6,500	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	29,417.00	14,917.71	25,000	27,000	0	27,000	
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.	-	-	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	75,878.05	75,878.05	92,200	93,000	0	93,000	This appropriation is intended to cover expenditure relating to trainees.
	Article 1 5 2	75,878.05	75,878.05	92,200	93,000	0	93,000	
	CHAPTER 1 5	75,878.05	75,878.05	92,200	93,000	0	93,000	
1 6	SOCIAL WELFARE							
1 6 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	-	-	35,000	30,000	0	30,000	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	-	-	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	-	-	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	-	-	35,000	30,000	0	30,000	
1 8	REGULARIZATION OF ACCUMULATED LOSSES							
1 8 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.		p.m.	
1 9	PENSIONS AND SEVERANCE GRANTS							
1 9 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.		p.m.	
	TITLE 1	6,352,601.11	6,200,536.10	6,856,000	7,094,000	0	7,094,000	

Budget Title	Heading	2019		2020	DB2021	delta	2021	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	340,220.20	328,413.96	352,000	357,000	-5,000	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	6,276.01	6,275.94	7,500	7,700		7,700	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	83,507.66	80,161.52	90,000	91,500	-5,500	86,000	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	86,435.81	18,905.64	75,000	75,200	300	75,500	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	6,665.98	4,474.85	16,000	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	85,097.79	77,582.99	92,500	93,500	1,500	95,000	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	608,203.45	515,814.90	633,000	640,900	-8,700	632,200	
2 1 0	I.T. operating expenditure							
2 1 0 0	I.T. operating expenditure	220,328.49	207,283.00	245,000	258,100	36,900	295,000	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	220,328.49	207,283.00	245,000	258,100	36,900	295,000	
2 1 2	Services provided by I.T. staff							
2 1 2 0	Services provided by I.T. external providers, consultancy & other operating staff	320,441.80	222,477.90	279,000	310,000	30,000	340,000	This appropriation is intended to cover expenditure on external operating staff (help-desk, operators, administrators, system engineers, etc.).
	Article 2 1 2	320,441.80	222,477.90	279,000	310,000	30,000	340,000	
2 1 3	Technical installations and electronic office equipment							
2 1 3 0	New and replacement purchases	32,803.01	9,515.49	85,000	72,000	18,000	90,000	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	32,803.01	9,515.49	85,000	72,000	18,000	90,000	
	CHAPTER 2 1	573,573.30	439,276.39	609,000	640,100	84,900	725,000	
2 2	MOVABLE PROPERTY ASSOCIATED COSTS							
2 2 1	New and replacement furniture purchases, furniture maintenance and							
2 2 1 0	New and replacement purchases, furniture maintenance and repair	6,102.07	2,721.52	25,000	25,000	0	25,000	This appropriation is intended to cover Agency requirements for furniture, soft furnishings, kitchen equipment and installations.
	Article 2 2 1	6,102.07	2,721.52	25,000	25,000	0	25,000	
2 2 3	Office vehicle							
2 2 3 1	Purchase of vehicle	-	-	p.m.	p.m.		p.m.	This appropriation is intended to cover vehicle purchase
2 2 3 2	Vehicle upkeep, petrol and hiring means of transport	1,639.73	1,639.73	1,500	500	1,500	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	1,639.73	1,639.73	1,500	500	1,500	2,000	
2 2 5	Documentation and library expenditure							
2 2 5 0	Publications and subscriptions	5,681.15	4,680.15	10,000	10,000	0	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	5,681.15	4,680.15	10,000	10,000	0	10,000	
	CHAPTER 2 2	13,422.95	9,041.40	36,500	35,500	1,500	37,000	

Budget Title	Heading	2019		2020	DB2021	delta	2021	Remarks
		COM	PAY					
2 3	CURRENT ADMINISTRATIVE EXPENDITURE							
2 3 0	Stationery and office supplies							
2 3 0 0	Stationery and office supplies	11,936.41	1,236.41	12,000	12,000		12,000	This appropriation is intended to cover the purchase of stationery and office supplies.
	Article 2 3 0	11,936.41	1,236.41	12,000	12,000		12,000	
2 3 2	Financial charges							
2 3 2 0	Bank charges	392.87	392.87	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 financial
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 offset
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	392.87	392.87	1,000	1,000		1,000	
2 3 3	Outsourced services							
2 3 3 0	Legal expenses	4,125.00	4,125.00	10,000	10,000		10,000	This appropriation is intended to cover the Agency's legal expenses.
2 3 3 1	Audit services	13,050.00	-	24,500	20,000	-6,000	14,000	This appropriation is intended to cover the Agency's expenses on audit services.
2 3 3 2	Other outsourced services	24,060.06	-	26,500	25,000		25,000	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	41,235.06	4,125.00	61,000	55,000	-6,000	49,000	
2 3 4	Damages	-	-	p.m.	p.m.		p.m.	
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.		p.m.	
2 3 5	Other operating expenditures							
2 3 5 0	Miscellaneous insurance	-	-	p.m.	p.m.		p.m.	This appropriation is intended to cover the special insurance for the Agency's accountant and the imprest account holder.
2 3 5 2	Internal catering expenses	7,134.81	5,751.08	6,500	2,000		2,000	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	7,134.81	5,751.08	6,500	2,000	0	2,000	
	CHAPTER 2 3	60,699.15	11,505.36	80,500	70,000	-6,000	64,000	
2 4	POSTAGE AND TELECOMMUNICATIONS							
2 4 0	Postage and delivery charges							
2 4 0 0	Postage and delivery charges	5,180.00	4,244.77	11,000	8,500	-1,500	7,000	This appropriation is intended to cover expenditure on postal and delivery charges, including parcels sent by post.
	Article 2 4 0	5,180.00	4,244.77	11,000	8,500	-1,500	7,000	
2 4 1	Telecommunications							
2 4 1 0	Telephone, telegraph, telex, radio and television subscriptions and charges	75,444.96	37,573.97	80,000	80,000	-5,000	75,000	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	75,444.96	37,573.97	80,000	80,000	-5,000	75,000	
	CHAPTER 2 4	80,624.96	41,818.74	91,000	88,500	-6,500	82,000	
	TITLE 2	1,336,523.81	1,017,456.79	1,450,000	1,475,000	65,200	1,540,200	

Budget Title	Heading	2019		2020	DB2021	delta	2021	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	103,707.57	35,225.91	150,500	232,700	3,900	236,600	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	103,707.57	35,225.91	150,500	232,700	3,900	236,600	
3 0 2	Priority area 2 - Facts and figures							
3 0 2 0	Facts & figures and related activities defined in the Annual Work Programme	2,563,294.66	1,693,797.35	2,352,000	2,281,200	-27,700	2,253,500	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 "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 & 2.12. OSH. overview: Psychosocial risks)
	Article 3 0 2	2,563,294.66	1,693,797.35	2,352,000	2,281,200	-27,700	2,253,500	
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	237,169.99	114,137.89	376,400	307,000	51,600	358,600	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	237,169.99	114,137.89	376,400	307,000	51,600	358,600	
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	4,186,541.51	2,574,064.05	3,892,800	3,816,300	-189,700	3,626,600	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" (4.6. 2020-2022 "Work-related musculoskeletal disorders", 4.7. Awareness raising actions and communication, 4.8. Multilingualism & 4.9. HWC 2023-2024/5 "OSH and Digitalisation")
	Article 3 0 4	4,186,541.51	2,574,064.05	3,892,800	3,816,300	-189,700	3,626,600	
3 0 5	Priority area 5 - Networking knowledge							
3 0 5 0	Networking knowledge and related activities defined in the Annual Work Programme	43,680.17	27,692.22	311,500	186,500	336,700	523,200	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	43,680.17	27,692.22	311,500	186,500	336,700	523,200	
3 0 6	Priority area 6 - Networking							
3 0 6 0	Networking and related activities defined in the Annual Work Programme	521,902.37	319,834.82	545,800	555,300	-149,500	405,800	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	521,902.37	319,834.82	545,800	555,300	-149,500	405,800	
	CHAPTER 3 0	7,656,296.27	4,764,752.24	7,629,000	7,379,000	25,300	7,404,300	
3 1	SUPPORT TO OPERATIONAL ACTIVITIES							
3 1 0	Support to operational activities							
3 1 0 0	Support to operational activities	53,977.50	30,360.20	123,100	106,600	-31,000	75,600	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	53,977.50	30,360.20	123,100	106,600	-31,000	75,600	
	CHAPTER 3 1	53,977.50	30,360.20	123,100	106,600	-31,000	75,600	
	TITLE 3	7,710,274	4,795,112	7,752,100	7,485,600	-5,700	7,479,900	

Budget Title	Heading	2019		2020	DB2021	delta	2021	Remarks
		COM	PAY					
SPECIAL PROJECTS FUNDED BY SPECIFIC OTHER SUBSIDY								
4 1	IPA II 2016 PROGRAMME							
4 1 0	IPA II 2016 programme (earmarked)	156,528.33	149,208.70	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	156,528.33	149,208.70	p.m.	p.m.		p.m.	
4 2	IPA II 2018 PROGRAMME							
4 2 0	IPA II 2018 programme (earmarked)	-	-	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 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 € 399,584 for the period 2019-2022.
	CHAPTER 4 2				p.m.		p.m.	
	TITLE 4	156,528.33	149,208.70	p.m.	p.m.		p.m.	
5	RESERVE							
5 0	RESERVE FOR ADMINISTRATIVE EXPENDITURE	-	-	p.m.	p.m.	p.m.	p.m.	
5 1	RESERVE FOR OPERATIONAL EXPENDITURE	-	-	p.m.	p.m.	p.m.	p.m.	
	TITLE 5	-	-	p.m.	p.m.	p.m.	p.m.	
	GRAND TOTAL	15,555,927.02	12,162,314.03	16,058,100	16,054,600	59,500	16,114,100	

TEMPORARY AGENTS							
Category & grade	2019		B2020	DB2021	AM DB2021	New DB2021	Remark
	Actually filled at 31.12.2019	EU-OSHA establishment plan					
AD16							
AD15			1	1		1	
AD14	1	1	1	1	+1	2	
AD13	2	2	1	1	-1	-	
AD12	1	2	2	3		3	
AD11	2	1	2	2		2	
AD10	1	3	4	3		3	
AD9	7	5	7	9		9	
AD8	6	6	4	2		2	
AD7	2	4	2	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	2	2	3		3	
AST6	2	4	6	6		6	
AST5	8	6	4	3		3	
AST4	3	2	3	3		3	
AST3	1	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
(EXPRESSED IN FULL-TIME EQUIVALENT)
AND SECONDED NATIONAL EXPERTS IN 2021**

CONTRACT AGENTS* & SECONDED NATIONAL EXPERTS							
Function group & grade	31.12.2019	2019	2020	DB2021	delta	B2021	Remarks
FG IV	2	2	3	3	+1	4	
FG III	12	14	14	14		14	
FG II	9	9	8	8	-1	7	
FG I		-	-	-			
Total CA	23	25	25	25	0	25	
SNE	-	-	-	-	-	-	
Total SNE	-	-	-	-	-	-	
GRAND TOTAL	23	25	25	25	0	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.