



**2011 AMENDING BUDGET 2**

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

**November 2011**

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## 1. General introduction

### 1.1. Legal basis

Council Regulation (EC) No 2062/94 of 18 July 1994 setting up a European Agency for Safety and Health at Work (OJ L 216, 20.8.1994, page 1) and subsequent amendments.

European Agency for Safety and Health at Work's Financial Regulation of 18 November 2009.

Revised Financial Framework (2007-2013) as decided by the European Parliament and the Council the 18 of December 2007 (Decision 2008/29/EC - Official Journal L6/7 10.1.2008)

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).

Royal Decree 1595/2010 of the Kingdom of Spain of 26th of November 2010

Resolution of the Basque Institute for Security and Health at Work (OSALAN) of 1st of June 2010

Grant agreement 2009/205-943 (IPA II)

Grant agreement 2011/273-995 (IPA III)

### 1.2. Explanatory statement

This amending budget 2 has been prepared in order to comply with Agency's Financial Regulations and proposes in the sections revenue and expenditure :

- the decrease of € 39,900 of the grant from Spanish Government to the Agency for a new total in 2011 of € 60,100;
- to include the programme IPA III for a total amount of € 660,916 by creation of budget articles 106 (Revenue) and 460 (Expenditure) ;

The amending budget 2 also includes the transfers of appropriations TR/01/11, TR/02/11, TR/03/11, TR/04/11, TR/05/11, TR/06/11, TR/07/11, TR/08/11, TR/09/11, TR /10/11 & TR/11/11 following respective earlier Director's decisions communicated to the Governing Board via publication in the "Planning & Reporting" section of the Agency's extranet website.

## 2. Justification of main headings

### 2.1. Revenue 2011

The sources of revenue for the amending budget 2 in 2011 are :

- a subsidy from the European Community of € 14,880,720 which consists in :
  - € 14,316,000 : main subsidy from the European Community voted by Budget Authority end 2010;
  - € 340,720 of EEA-EFTA funds which are 2,38% applied to the main subsidy from the European Community voted by Budget Authority end 2010;
  - € 224,000 of the surplus 2009 returned to the Commission in 2010.
- a new total subsidy of € 160,100 from Spanish and local authorities (- € 39,900);
- a revenue of € 649,076 corresponding to the financing received from the European Commission for the programme IPA II (grant agreement 2009/205-943).
- a new revenue of € 660,916 corresponding to the financing to receive in 2011 from the European Commission for the programme IPA III (grant agreement 2011/273-995).

The new total revenue for 2011 is € 16,350,812.

Compared to the amended budget 2011, this corresponds to an increase of € 621,016.

### 2.2. Expenditure 2011

#### Title 1 - Staff

The amending budget 2 includes the transfers of appropriations TR/01/11, TR/02/11, TR/03/11, TR08/11 & TR09/11 following respective earlier Director's decisions communicated to the Governing Board via publication in the "Planning & Reporting" section of the Agency's extranet website.

The decrease of € 39.900 of the grant from Spanish Government is impacted in the budget line "1100 - Basic salaries".

The new total expenditure under Title 1 is € 5,579,320.

Compared to the amended budget 2011, this corresponds to a decrease € 39,900.

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

The amending budget 2 includes the transfer of appropriations TR/04/11, TR/10/11 & TR/11/11 following respective earlier Director's decision communicated to the Governing Board via publication in the "Planning & Reporting" section of the Agency's extranet website.

Total expenditure under Title 2 is € 1,645,000 and remains unchanged.

**Title 3 - Operating expenditure**

The amending budget 2 includes the transfer of appropriations TR/05/11, TR/06/11 & TR/07/11 following respective earlier Director's decision communicated to the Governing Board via publication

Total expenditure under Title 3 is at € 7,816,500 and remains unchanged.

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

The amending budget 2 proposes the inclusion of the new programme IPA III (grant agreement 2011/273-995) financed by the European Commission for a total of € 900,000 and for a duration of 36 months. The programme IPA III, starting the 01 December 2011, covers the preparatory measures for the participation of Western Balkans and Turkey in the European Agency for Safety and Health at Work.

The budget article "460 - Instrument for pre-accession assistance for Western Balkans and Turkey (IPA III)" is created for the inscription of the financing € 660,916 to be received in 2011 for the first phase of the programme.

The total for IPA II is € 649,076 and remains unchanged.

The new total expenditure under Title 4 is € 1,309,992.

Compared to the amended budget 2011, this corresponds to an increase of € 660,916.

**Title 5 - Reserve**

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

The new total expenditure for 2011 is € 16,350,812.

Compared to the amended budget 2011, this corresponds to an increase of € 621,016.

### 3. STATEMENT OF REVENUE

Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
<b>1 0</b>	<b>EUROPEAN COMMUNITY SUBSIDY</b>				
1 0 0	European Community subsidy	14,880,720		14,880,720	Council Regulation (EC) No 2062/94 of 18 July 1994 establishing a European Agency for Safety and Health at Work (OJ L 216 20.8.1994, p. 1), modified by Regulation (EC) No 1643/95 (OJ L 156, 7.7.1995, p. 1). Pursuant to article 12, paragraph 3, of this regulation, a subsidy for the Agency is entered in the Commission Section of the General Budget. Joint Committee Decision 160/2009 amending Protocol 31 to the EEA Agreement.
1 0 5	IPA II programme (earmarked)	649,076		649,076	This article corresponds to earmarked IPA II revenue and includes financing by E.C. for IPA II program which will run up to 2011 for a total amount of €900.000.
1 0 6	IPA III programme (earmarked)		660,916	660,916	This article corresponds to earmarked IPA III revenue financed by E.C. The program will run up to 2014 for a total amount of €900.000.
	<b>CHAPTER 1 0</b>	<b>15,529,796</b>	<b>660,916</b>	<b>16,190,712</b>	
	<b>TITLE 1</b>	<b>15,529,796</b>	<b>660,916</b>	<b>16,190,712</b>	
Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
<b>2</b>	<b>OTHER SUBSIDIES</b>				
2 0	OTHER SUBSIDIES				
2 0 0	Grant from the Basque Regional Government	100,000		100,000	This grant is meant to finance current expenditure.
2 0 1	Grant from the County of Bizkaia	p.m.		p.m.	This grant is meant to finance current expenditure.
2 0 2	Grant from the Spanish Government	100,000	-39,900	60,100	This grant is meant to finance current expenditure.
2 0 3	Other grants	p.m.		p.m.	Revenue from other grants.
	<b>CHAPTER 2 0</b>	<b>200,000</b>	<b>-39,900</b>	<b>160,100</b>	
	<b>TITLE 2</b>	<b>200,000</b>	<b>-39,900</b>	<b>160,100</b>	
Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
<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.
	<b>CHAPTER 5 0</b>	<b>p.m.</b>		<b>p.m.</b>	
<b>5 2</b>	<b>REVENUE FROM INVESTMENTS OR LOANS, BANK INTEREST AND OTHER ITEMS</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.
	<b>CHAPTER 5 2</b>	<b>p.m.</b>		<b>p.m.</b>	
<b>5 4</b>	<b>MISCELLANEOUS REVENUE</b>				
5 4 0	Miscellaneous revenue	p.m.		p.m.	Miscellaneous revenue
	<b>CHAPTER 5 4</b>	<b>p.m.</b>		<b>p.m.</b>	
<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.
	<b>CHAPTER 5 9</b>	<b>p.m.</b>		<b>p.m.</b>	
	<b>TITLE 5</b>	<b>p.m.</b>		<b>p.m.</b>	
Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
<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
	<b>CHAPTER 6 0</b>	<b>p.m.</b>		<b>p.m.</b>	
	<b>TITLE 6</b>	<b>p.m.</b>		<b>p.m.</b>	
	<b>GRAND TOTAL</b>	<b>15,729,796</b>	<b>621,016</b>	<b>16,350,812</b>	

#### 4. STATEMENT OF EXPENDITURE

	Activity	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
1	EUROPEAN RISK OBSERVATORY - ANTICIPATING CHANGE	947,750	-35,000	912,750	The European Risk Observatory aims to identify new and emerging risks. In order to achieve this, it will give an overview of safety and health at work in Europe, describe the trends and underlying factors, and anticipate changes in work and their likely consequences for safety and health. Additionally, it aims to stimulate debate and reflection among the Agency's stakeholders and to provide a platform for debate between policy-makers at various levels.
2	WORKING ENVIRONMENT INFORMATION	1,247,500	0	1,247,500	The objective of this activity is to promote Member State co-operation on information collection and research, and the sharing of knowledge on good practice solutions at the workplace level.
3	COMMUNICATION, CAMPAIGNING AND PROMOTION	4,353,190	-35,000	4,318,190	Two principal objectives underpin the Agency's communication strategy. First, it aims at establishing the Agency as the European reference point for information on OSH issues. And secondly, it focuses on ensuring that the Agency and its network are in a position to deliver the information that people need when they need it, taking into account existing infrastructures and their limitations at European and national levels.
4	NETWORKING AND COORDINATION	1,268,060	70,000	1,338,060	The Agency aims at having an effective and efficient network structure to support it in achieving its mission. A number of networks has been established, some directly linked to other activity areas. The networks covered by this activity involve the 84 Board members and 11 Bureau members, the focal points in the 27 Member States, the 4 EFTA countries and in Turkey and Croatia, the European network partners and a number of international partners. Under this activity, tasks aimed at ensuring an effective and efficient operation of the Agency and that the Agency activities are legal are also important elements in ensuring the implementation of the Agency's mission.
5	ADMINISTRATIVE SUPPORT	7,264,220	-39,900	7,224,320	This activity is aimed to support the implementation of the Agency's mandate through the provision of services in the functional areas of human resources, finance, accounting, documentation, general services and information & communication technology (ICT).
6	EXPENDITURE FOR IMPLEMENTING SPECIAL PROJECTS FUNDED BY SPECIFIC OTHER SUBSIDY	649,076	660,916	1,309,992	This activity corresponds to programs financed by earmarked contracts.
	<b>GRAND TOTAL</b>	<b>15,729,796</b>	<b>621,016</b>	<b>16,350,812</b>	

Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
1	STAFF	5,619,220	-39,900	5,579,320	Total funding for covering personnel costs.
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE	1,645,000		1,645,000	Total funding for covering general administrative costs.
3	OPERATING EXPENDITURE	7,816,500		7,816,500	Total funding for operational expenditures.
4	EXPENDITURE FOR IMPLEMENTING SPECIAL PROJECTS FUNDED BY SPECIFIC OTHER SUBSIDY	649,076	660,916	1,309,992	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>15,729,796</b>	<b>621,016</b>	<b>16,350,812</b>	

Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
<b>ADMINISTRATIVE SUPPORT</b>					
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	3,000,000	-108,900	2,891,100	Staff Regulations applicable to officials of the European Communities, and in particular Articles 62 and 66 thereof and Art. 2 of the Conditions of Employment of Other Servants (CEOS). This appropriation is intended to cover basic salaries of permanent officials and temporary staff.
1 1 0 1	Family allowances	415,000		415,000	Staff Regulations applicable to officials of the European Communities, and in particular Articles 42a, 42b, 62, 67, 68, 68a of the Staff Regulations and Section I of Annex VII thereto. 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	429,000		429,000	Staff Regulations applicable to officials of the European Communities, and in particular Articles 62 and 69 thereof and Article 4 of Annex VII thereto. This appropriation is intended to cover the expatriation and foreign-residence allowances for permanent officials and temporary staff.
1 1 0 3	Secretarial allowances	4,160		4,160	Staff Regulations applicable to officials of the European Communities, and in particular Article 18 of Annex XIII. 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	3,848,160	-108,900	3,739,260	

Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
1 1 1	Other staff				
1 1 1 2	Local staff	35,672		35,672	Conditions of employment of other servants of the European Communities, and in particular Article 4 of 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	1,000,000		1,000,000	CEOS, and in particular Art. 3 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	1,035,672		1,035,672	
1 1 2	Professional training of staff				
1 1 2 0	Professional training of staff	110,000		110,000	Staff Regulations applicable to officials of the European Communities, and in particular the third paragraph of Article 24a of the Staff Regulations and Art. 11 and 81 of the CEOS.
	Article 1 1 2	110,000		110,000	

Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
1 1 3	Employer's social security contributions				
1 1 3 0	Insurance against sickness	128,000		128,000	Art. 72 of the Staff Regulations and art. 28 and 95 of the CEOS thereof. This appropriation is intended to cover the employer's contribution.
1 1 3 1	Insurance against accidents and occupational disease	26,000		26,000	Staff Regulations applicable to officials of the European Communities, and in particular Article 73 thereof and Art. 28 and 95 if 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	46,500		46,500	Council Regulation (ECSC, EEC, Euratom) No 2799/85 of 27 September 1985 amending the Staff Regulations of officials and the conditions of employment of other servants of the European Communities (OJ L 265, 8.10.1985, p. 1). This appropriation is intended to insure relevant staff against unemployment (Art. 28a and art. 96 of the CEOS).
1 1 3 3	Constitution or maintenance of pension rights	p.m.		p.m.	Conditions of employment of other servants of the European Communities, and in particular Article 42 and Art. 112 thereof. 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	200,500		200,500	

Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
<b>1 1 4</b>	<b>Miscellaneous allowances and grants</b>				
1 1 4 0	Childbirth and death allowances and grants	1,000		1,000	Staff Regulations applicable to officials of the European Communities, and in particular Articles 70, 74 and 75 thereof, and Art. 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	77,000		77,000	Staff Regulations applicable to officials of the European Communities, and in particular Article 8 of Annex VII thereto as well as Art. 26 and 92 of the CEOS. This appropriation is intended to cover the flat-rate travel expenses for relevant staff, 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 applicable to officials of the European Communities, and in particular Article 14 of Annex VII thereto.
	Article 1 1 4	78,000		78,000	
<b>1 1 5</b>	<b>Overtime</b>	p.m.		p.m.	Staff Regulations applicable to officials of the European Communities, in particular Article 56 thereof and Annex VI thereto. This article is intended to cover flat-rate payments or hourly-rate payments for overtime worked by relevant staff, local staff and other servants whom it has not been possible to compensate by free time under the normal arrangements.
	Article 1 1 5	p.m.		p.m.	
Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
<b>1 1 7</b>	<b>Supplementary services</b>				
1 1 7 5	Interim Services	80,000		80,000	This appropriation is intended to cover use of interim services, mainly typists. Recourse to interim services is required to adapt flexibly to ad hoc needs.
1 1 7 6	Officials on secondment from Member States	0		0	This appropriation is intended to enable the Agency to organise a program of exchange for national experts from Member States.
1 1 7 7	PMO administrative help	46,620		46,620	This appropriation is intended to cover the fees charged by PMO for the services provided and in line with the provisions of the Service Level Agreement (SLA).
	Article 1 1 7	126,620		126,620	
Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
<b>1 1 8</b>	<b>Miscellaneous expenditure on staff recruitment and transfer</b>				
1 1 8 0	Miscellaneous expenditure on staff recruitment	18,000	22,000	40,000	Staff Regulations applicable to officials of the European Communities, 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.
1 1 8 1	Travel expenses	2,100	3,000	5,100	Staff Regulations applicable to officials of the European Communities, 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 (including members of their families) entering or leaving the service.
1 1 8 2	Installation, resettlement and transfer allowances	94,168		94,168	Staff Regulations applicable to officials of the European Communities, 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	31,500	24,000	55,500	Staff Regulations applicable to officials of the European Communities, 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 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	17,500		17,500	Staff Regulations applicable to officials of the European Communities, and in particular Articles 20 and 71 thereof and Article 10 of Annex VII thereto, as well as Articles 25 and 92 of the Conditions of Employment of other Servants. This appropriation is intended to cover the daily subsistence allowances due to staff able to prove that they were obliged to change their place of residence after taking up their duties (including transfer).
	Article 1 1 8	163,268	49,000	212,268	
Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
<b>1 1 9</b>	<b>Salary weightings - Adjustments to remuneration</b>				
1 1 9 0	Salary weightings	10,000		10,000	Staff Regulations applicable to officials of the European Communities, and in particular Articles 64 and 65 thereof and Art. 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	10,000		10,000	
	<b>CHAPTER 1 1</b>	<b>5,572,220</b>	<b>-59,900</b>	<b>5,512,320</b>	



Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
<b>1 4</b>	<b>SOCIOMEDICAL INFRASTRUCTURE</b>				
1 4 1 0	Medical service	26,500	20,000	46,500	This appropriation is intended to cover all expenditure relating to the medical service, preventative actions and the travel expenses of the Agency medical adviser, notably Art. 59 of the Staff Regulations.
1 4 2 0	Other welfare expenditure	6,500		6,500	This appropriation is intended to cover expenditure by the Agency on the social welfare activities of its staff
	<b>CHAPTER 1 4</b>	<b>33,000</b>	<b>20,000</b>	<b>53,000</b>	
<b>1 5</b>	<b>MOBILITY</b>				
<b>1 5 2</b>	<b>Mobility</b>				
1 5 2 0	Staff exchanges	p.m.		p.m.	This appropriation is intended to cover staff exchanges
1 5 2 1	Agency officials seconded to national administrations, international organisations or public sector institutions or undertakings.	p.m.		p.m.	This appropriation is intended to cover expenditure relating to the secondment or temporary assignment of Agency officials to national or international departments.
1 5 2 2	Trainees	14,000		14,000	This appropriation is intended to cover expenditure relating to trainees.
	Article 1 5 2	14,000		14,000	
	<b>CHAPTER 1 5</b>	<b>14,000</b>		<b>14,000</b>	
Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
<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>p.m.</b>	
<b>1 8</b>	<b>REGULARIZATION OF ACCUMULATED LOSSES</b>				
<b>1 8 0</b>	<b>Regularization of accumulated losses</b>				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.
1 8 0 0	Regularization of accumulated losses	p.m.		p.m.	
	<b>CHAPTER 1 8</b>	<b>p.m.</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.	
	<b>CHAPTER 1 9</b>	<b>p.m.</b>		<b>p.m.</b>	
	<b>TITLE 1</b>	<b>5,619,220</b>	<b>-39,900</b>	<b>5,579,320</b>	

Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
<b>ACTIVITY ADMINISTRATIVE SUPPORT TO THE AGENCY</b>					
<b>2 BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE</b>					
<b>2 0 RENTAL OF BUILDINGS AND ASSOCIATED COSTS</b>					
<b>2 0 0 Rent</b>					
2 0 0 0	Rent	738,893		738,893	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 Insurance</b>					
2 0 1 0	Insurance	8,300		8,300	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 Water, gas, electricity and heating</b>					
2 0 2 0	Water, gas, electricity and heating	115,245		115,245	This appropriation is intended to cover current expenditure and other communal charges related to the Agency's premises.
<b>2 0 3 Cleaning and maintenance</b>					
2 0 3 0	Cleaning and maintenance	61,506	11,559	73,065	This appropriation is intended to cover the costs of cleaning and upkeep of the premises used by the Agency.
<b>2 0 4 Fitting-out of premises</b>					
2 0 4 0	Fitting-out of premises	28,860	-5,559	23,301	This appropriation is intended to cover the fitting-out of the premises and repairs in the building.
<b>2 0 5 Security and surveillance of buildings</b>					
2 0 5 0	Security and surveillance of buildings	61,870		61,870	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 Administrative expenditure, taxes</b>					
2 0 9 0	Administrative expenditure, taxes	497		497	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>1,015,171</b>	<b>6,000</b>	<b>1,021,171</b>	
<b>Budget Title</b>					
<b>Heading</b>					
<b>Budget appropriations</b>					
<b>Amended budget 1</b>					
<b>Amending budget 2</b>					
<b>New amount</b>					
<b>Remarks</b>					
<b>2 1 0 I.T. operating expenditure</b>					
2 1 0 0	I.T. operating expenditure	178,706	14,000	192,706	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		178,706	14,000	192,706	
<b>2 1 2 Services provided by I.T. staff</b>					
2 1 2 0	Services provided by I.T. staff	94,500		94,500	This appropriation is intended to cover expenditure on external operating staff (help-desk, operators, administrators, system engineers, etc.).
Article 2 1 2		94,500		94,500	
<b>2 1 3 Technical installations and electronic office equipment</b>					
2 1 3 0	New and replacement purchases	112,000	-39,000	73,000	This appropriation is intended to cover the purchase and installation of technical and data-processing equipment. The purchase of replacement equipment and installations under this item is conditional upon the discarding, in accordance with established procedure, of the technical and data-processing equipment and installations to be replaced.
2 1 3 2	Hire	p.m.		p.m.	This appropriation is intended to cover the hiring of miscellaneous equipment and various technical and data-processing installations.
2 1 3 3	Maintenance, use and repair	7,620		7,620	This appropriation is intended to cover the costs of maintaining and repairing the technical installations.
2 1 3 4	Electronic office equipment	225		225	This appropriation is intended to cover unforeseen costs associated with electronic office equipment.
Article 2 1 3		119,845	-39,000	80,845	
<b>CHAPTER 2 1</b>		<b>393,051</b>	<b>-25,000</b>	<b>368,051</b>	
<b>2 2 MOVABLE PROPERTY ASSOCIATED COSTS</b>					
<b>2 2 1 New and replacement furniture purchases, furniture maintenance and repair</b>					
2 2 1 0	New and replacement purchases, furniture maintenance and repair	26,010	-3,000	23,010	This appropriation is intended to cover Agency requirements for furniture, soft furnishings, kitchen equipment and installations.
Article 2 2 1		26,010	-3,000	23,010	

Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
<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		2,000	
<b>2 2 5</b>	<b>Documentation and library expenditure</b>				
2 2 5 0	Publications and subscriptions	9,576		9,576	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.
2 2 5 1	Special library, documentation and reproduction equipment, binding and upkeep of library books	-		-	This appropriation is intended to cover the purchase of specialised equipment and the binding and upkeep of books and periodicals.
	Article 2 2 5	9,576		9,576	
	<b>CHAPTER 2 2</b>	<b>37,586</b>	<b>-3,000</b>	<b>34,586</b>	
<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	22,704	-3,000	19,704	This appropriation is intended to cover the purchase of stationery and office supplies.
	Article 2 3 0	22,704	-3,000	19,704	
<b>2 3 2</b>	<b>Financial charges</b>				
2 3 2 0	Bank charges	1,951		1,951	This appropriation is intended to cover bank charges and related cost (such as hiring of a bank safe deposit box, ...), exchange rate losses and other financial charges. As from 2011, this budgetary item corresponds to the merge of former 2320, 2321 & 2329.
2 3 2 1	Exchange rate losses	-		-	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	-		-	This appropriation is intended to cover other financial charges
	Article 2 3 2	1,951		1,951	
<b>Budget Title</b>	<b>Heading</b>	<b>Budget appropriations</b>			<b>Remarks</b>
		<b>Amended budget 1</b>	<b>Amending budget 2</b>	<b>New amount</b>	
<b>2 3 3</b>	<b>Outsourced services</b>				
2 3 3 0	Legal expenses	20,000		20,000	This appropriation is intended to cover the Agency's legal expenses.
2 3 3 1	Internal Audit services	0		0	This appropriation is intended to cover the Agency's expenses on internal audit services.
	Article 2 3 3	20,000		20,000	
<b>2 3 4</b>	<b>Damages</b>				
2 3 4 0	Damages	p.m.		p.m.	This appropriation is intended to cover damages payable.
	Article 2 3 4	p.m.		p.m.	
<b>2 3 5</b>	<b>Other operating expenditures</b>				
2 3 5 0	Miscellaneous insurance	p.m.		p.m.	This appropriation is intended to cover the special insurance for the Agency's accountant and the imprest account holder.
2 3 5 2	Internal catering expenses	6,210		6,210	This appropriation is intended to cover expenditure for the Agency's internal catering, such as refreshments and snacks at meetings, water and vending
2 3 5 3	Departmental removals	622		622	This item is intended to cover the cost of removals within the building.
2 3 5 9	Other expenditure	1,412		1,412	This appropriation is intended to cover other operating expenditure not specifically provided for.
	Article 2 3 5	8,244		8,244	
	<b>CHAPTER 2 3</b>	<b>52,899</b>	<b>-3,000</b>	<b>49,899</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	15,293		15,293	This appropriation is intended to cover expenditure on postal and delivery charges, including parcels sent by post.
	Article 2 4 0	15,293		15,293	
<b>2 4 1</b>	<b>Telecommunications</b>				
2 4 1 0	Telephone, telegraph, telex, radio and television subscriptions and charges	131,000	25,000	156,000	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	131,000	25,000	156,000	
	<b>CHAPTER 2 4</b>	<b>146,293</b>	<b>25,000</b>	<b>171,293</b>	
	<b>TITLE 2</b>	<b>1,645,000</b>	<b>0</b>	<b>1,645,000</b>	

Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
<b>3 OPERATING EXPENDITURE</b>					
<b>ACTIVITY EUROPEAN RISK OBSERVATORY - ANTICIPATING CHANGE</b>					
<b>3 0 EUROPEAN RISK OBSERVATORY - ANTICIPATING CHANGE</b>					
<b>3 0 0 European Risk Observatory - Anticipating Change</b>					
3 0 0 0	European Risk Observatory	882,750	-35,000	847,750	This appropriation covers the activities proposed for the ERO in the AMP-2011. They include tasks regarding the foresight project; in-depth reviews and analyses of scientific literature and relevant policies; the collection, analysis and dissemination of existing statistical data; workshops, seminars, meetings, use of 'social media' and other activities designed to share the ERO findings and stimulate debate amongst its stakeholders; data analyses and dissemination of the enterprise survey results; and further activities to foster the co-ordination of research and research management at EU level, and identify shared OSH research priorities.
3 0 0 9	Mission expenses, duty travel expenses and other ancillary expenditure for "European Risk Observatory - Anticipating Change".	65,000		65,000	This appropriation is intended to cover expenditure on transport, the payment of daily mission allowances and the ancillary or exceptional expenses incurred by established staff in the interests of the activity "European Risk Observatory - Anticipating Change", in accordance with the provisions of the Staff Regulations applicable to officials of the European Communities.
Article 3 0 0		947,750	-35,000	912,750	
CHAPTER 3 0		947,750	-35,000	912,750	
Budget Title	Heading	Budget appropriations			Remarks
<b>ACTIVITY WORKING ENVIRONMENT INFORMATION</b>					
<b>3 1 WORKING ENVIRONMENT INFORMATION</b>					
<b>3 1 0 Information projects and schemes / Topic Centres (TC) and external contractors</b>					
3 1 0 0	Working Environment Information	1,174,500		1,174,500	This appropriation covers the activities in the area of Working Environment Information, chapter 4.2 in the Annual Management Plan. These activities are the development of information products on the issues addressed to support the Healthy Workplace Campaign activities; to strengthen prevention measures via the provision of useful and practical good practice information on priority sectors and topics; to contribute to the relevance and use of the products via the discussion and consolidation of key issues with the target users; and to support prevention measures via ensuring the continued relevance of information products produced at an earlier stage. The appropriations in this budget line will also be used to cover expenditures related to ad hoc meetings (including travel and subsistence expenses, interpretation costs, and the hire of rooms) in connection with other activities under the area: "Working Environment Information".
3 1 0 9	Mission expenses, duty travel expenses and other ancillary expenditure for "Working Environment Information".	73,000		73,000	This appropriation is intended to cover expenditure on transport, the payment of daily mission allowances and the ancillary or exceptional expenses incurred by established staff in the interests of the activity "Working Environment Information", in accordance with the provisions of the Staff Regulations applicable to officials of the European Communities.
Article 3 1 0		1,247,500		1,247,500	
CHAPTER 3 1		1,247,500		1,247,500	
Budget Title	Heading	Budget appropriations			Remarks
<b>ACTIVITY COMMUNICATION, CAMPAIGNING AND PROMOTION</b>					
<b>3 2 COMMUNICATION, CAMPAIGNING AND PROMOTION</b>					
<b>3 2 0 Communication, Campaigning And Promotion</b>					
3 2 0 0	Communication	1,500,000	290,000	1,790,000	This appropriation is intended to finance the Agency's communication activities, which will contribute to the implementation of the Annual Management Plan. These include cross publishing activities and the development, hosting, monitoring and promotion of its website and electronic communication platforms including audiovisual and multimedia content and social media; editing and publication (including databases and mailing) of the results of studies, other information activities and corporate publications (annual report, budget...); development of communication partnerships; awareness raising, marketing and market research; monitoring and evaluation activities.
3 2 0 1	Campaigning	1,918,190	-100,000	1,818,190	This appropriation is intended to cover the costs of the Agency's campaigning activities including the production of campaign material and websites as well as the organisation and management of conferences, seminars, exhibitions, public events, promotional activities, good practice award schemes, competitions, other campaigning activities and evaluations within the framework of bi-annual pan - European awareness raising and information campaigns. It also covers the provision of services and products to the Agency's network of Focal Points to ensure the effective dissemination of Agency information and campaign messages at Member State level.
3 2 0 2	Promotion	850,000	-190,000	660,000	This appropriation is intended to cover the costs of promotion activities related to Agency information products and services, which will contribute to the implementation of the Annual Management Plan. These include: media relations and monitoring; corporate communications and public affairs; distribution; diffusion and promotion of the Online interactive Risk Assessment tool (OIRA); information and awareness raising products, actions and activities other than those linked to the Agency's principal biannual campaign; public events, conferences, seminars, exhibitions, campaigns etc.; as well as contributions to similar activities organised by third parties that contribute to the implementation and development of the Annual Management Plan.
3 2 0 9	Mission expenses, duty travel expenses and other ancillary expenditure for "Communication, Campaigning And Promotion".	85,000	-35,000	50,000	This appropriation is intended to cover expenditure on transport, the payment of daily mission allowances and the ancillary or exceptional expenses incurred by established staff in the interests of the activity "Communication, Campaigning And Promotion", in accordance with the provisions of the Staff Regulations applicable to officials of the European Communities.
Article 3 2 0		4,353,190	-35,000	4,318,190	
CHAPTER 3 2		4,353,190	-35,000	4,318,190	

Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
<b>ACTIVITY NETWORKING AND COORDINATION</b>					
<b>3 3 NETWORKING AND COORDINATION</b>					
<b>3 3 0 Networking and Coordination</b>					
3 3 0 0	Networking and Coordination	412,060	35,000	447,060	Appropriations in this budget line are intended to cover a number of the operating expenses of activities in the area of Networking and Coordination, chapter 4.4 in the Annual Management Plan. These activities are the focal point network, the Governing Board and its Bureau (including any ad hoc working groups), European and international networking as well as services in relation to the strategy and planning activities. The appropriations in this budget line will also be used to cover expenditures related to ad hoc meetings (including travel and subsistence expenses, interpretation costs, and the hire of rooms) in connection with other activities under the area: "Networking and coordination".
3 3 0 2	Entertainment and representation expenses	9,000		9,000	This appropriation is intended to cover entertainment and representation expenses.
3 3 0 4	Translation of studies, reports and working documents	727,000		727,000	This appropriation is intended to cover the translation of studies, reports, website information as well as working documents for the Governing Board and Bureau and for congresses, seminars, etc. into the different Community languages. The translation work will be carried out by the Translation Centre for the Bodies of the European Union in Luxembourg.
3 3 0 9	Mission expenses, duty travel expenses of "Networking and Coordination" and "Administrative Support" as well as other ancillary expenditure	120,000	35,000	155,000	The appropriations in this budget line will be used to cover missions in connection with the area "Networking and coordination" as well as missions in connection with the Agency area, "Administrative support", in accordance with the provisions of the Staff Regulations applicable to officials of the European Communities.
	Article 3 3 0	1,268,060	70,000	1,338,060	
	<b>CHAPTER 3 3</b>	<b>1,268,060</b>	<b>70,000</b>	<b>1,338,060</b>	
	<b>TITLE 3</b>	<b>7,816,500</b>	<b>0</b>	<b>7,816,500</b>	
Budget Title	Heading	Budget appropriations			Remarks
		Amended budget 1	Amending budget 2	New amount	
<b>EXPENDITURE FOR IMPLEMENTING SPECIAL PROJECTS FUNDED BY SPECIFIC OTHER SUBSIDY</b>					
<b>4 5 IPA II FOR WESTERN BALKANS AND TURKEY</b>					
4 5 0	Instrument for pre-accession assistance for Western Balkans and Turkey (IPA II) - earmarked	649,076		649,076	This chapter includes preparatory measures related to further support Western Balkans and Turkey in their integration into the European Agency for Safety and Health at Work. The maximum funding for the programme IPA II is € 900,000 for 2009-2011.
	<b>CHAPTER 4 5</b>	<b>649,076</b>		<b>649,076</b>	
<b>4 6 IPA III TO SUPPORT WESTERN BALKANS AND TURKEY</b>					
4 6 0	Instrument for pre-accession assistance for Western Balkans and Turkey (IPA III) - earmarked		660,916	660,916	This chapter includes preparatory measures for the participation of Western Balkans and Turkey in the European Agency for Safety and Health at Work. The maximum funding for the programme IPA III is € 900,000 for 2011-2014.
	<b>CHAPTER 4 6</b>		<b>660,916</b>	<b>660,916</b>	
	<b>TITLE 4</b>	<b>649,076</b>	<b>660,916</b>	<b>1,309,992</b>	
<b>5 RESERVE</b>					
5 0	RESERVE FOR ADMINISTRATIVE EXPENDITURE	p.m.		p.m.	
5 1	RESERVE FOR OPERATIONAL EXPENDITURE	p.m.		p.m.	
	<b>TITLE 5</b>	<b>p.m.</b>		<b>p.m.</b>	
	<b>GRAND TOTAL</b>	<b>15,729,796</b>	<b>621,016</b>	<b>16,350,812</b>	

## 5. ESTABLISHMENT PLAN 2011 FOR THE AGENCY

<i>TEMPORARY AGENTS</i>				
Category & grade	2010		2011	Remarks
	Actually filled at 31.12.2010	Authorised	Authorised	
AD16				
AD15				
AD14	1	1	1	
AD13		1	1	
AD12	2	1	2	
AD11	1	2	1	
AD10	2	2	3	
AD9	2	1		
AD8	1	5	5	
AD7	6	8	10	
AD6	6	3	1	
AD5				
<b>Total grade AD</b>	<b>21</b>	<b>24</b>	<b>24</b>	
AST11				
AST10		1	1	
AST9	1			
AST8				
AST7	1	1	2	
AST6		2	1	
AST5	2	3	3	
AST4	2	7	8	
AST3	10	6	5	
AST2	1			
AST1	3			
<b>Total grade AST</b>	<b>20</b>	<b>20</b>	<b>20</b>	
<b>GRAND TOTAL</b>	<b>41</b>	<b>44</b>	<b>44</b>	

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

<b>CONTRACT AGENTS*</b>			
<b>Function group &amp; grade</b>	<b>Actually filled at 31.12.2010</b>	<b>2011</b>	<b>Remarks</b>
FG IV		1	
FG III	14	15	
FG II	10	10	
FG I			
<b>Total CA</b>	<b>24</b>	<b>26</b>	
<b>SECONDED NATIONAL EXPERTS</b>			
<b>Category &amp; grade</b>	<b>Actually filled at 31.12.2010</b>	<b>2011</b>	<b>Remarks</b>
AD7			
AD6	0	1	Cost free SNE as from 2011
AD5			
<b>Total SNE</b>	<b>0</b>	<b>1</b>	
<b>GRAND TOTAL</b>	<b>24</b>	<b>27</b>	

*\*One Contract Agent FG IV is financed by IPA funds (Title IV) for time limited project (2009-2011) and is not part of the estimate.*

*\*As from 01 December One Contract Agent FG IV is financed by IPA III funds (Title IV) for time limited project (20011-2014) and is not part of the estimate.*