
Decision n°: 2015/06

SUBJECT : Adoption of 2015-02 Management Board budgetary transfer and amendment of the Annual Work Programme

THE MANAGEMENT BOARD OF THE EUROPEAN UNION AGENCY FOR FUNDAMENTAL RIGHTS

HAVING REGARD to the Council Regulation (EC) No 168/2007 of 15 February 2007 establishing a European Union Agency for Fundamental Rights (hereinafter referred to as the 'Agency'), and in particular Article 12 paragraph 6(a) thereof;

HAVING REGARD to Management Board decision of 12 December 2013 on the Financial Rules applicable to the budget of the Agency (hereinafter referred to as the 'Financial Rules'), and in particular Article 27 paragraph 2 and Article 32 paragraph 4 thereof

HAS DECIDED AS FOLLOWS:

Article 1

To adopt the 2015-02 Management Board transfer of appropriations on the 2015 budget amending the Agency's Annual Work Programme, as explained in Annexes I and II, and III.

Vienna, 15 December 2015

For the European Union Agency for Fundamental Rights



*Frauke Lisa Seidensticker
Chairperson of the Management Board*

Annexes:

Annex I – Explanatory note [Ref: 2015-internal-001345] on the proposed budgetary transfer

Annex II – Amounts per commitment item

Annex III – Amendment AWP 2015 (including the relevant financing decisions)

FROM:	Administration
TO:	Management Board
DATE:	04 December 2015
SUBJECT:	Annex I – 2015-02 Management Board budgetary transfer

Title I – Staff Expenditure

Title I is proposed to be reduced by €312,936.

This surplus refers to changes in staffing that occurred throughout the current year. In 2015, 2 contract agents contracts were terminated, one in January (FG IV) and one in September (FG III). Moreover, 3 temporary agent contracts were terminated (AD 07, 15 and 11).

During the year there were 20 staff members who were on parental leave and 16 staff members who were working under the part-time regime varying between 50% and 90%.

Moreover, the new country coefficient has been recalculated at lower rates (i.e. 107.20% as from the beginning of 2015 and 105.9% expected rate as from 01/07/2015). The impact of the above mentioned entails a surplus of €145,608 under the salary budget lines (i.e. Chapter 11) as shown in Annex II of the introductory note.

A01200 – Recruitment expenses

€25,276 can be released. The reason is that a smaller number of interviews took place compared to what it was originally foreseen.

A01201 – Travel expenses

€3,203 can be released due to the fact that the actual number of requests for travel expenses costed less compared to the initial forecast.

A01204 – Temporary daily subsistence allowances

€6,964 found to be in surplus under this item. The actual recruitments resulted in a lower payment of temporary daily subsistence allowances compared to what was initially expected.

A01300 – Missions and duty travel expenses and other ancillary expenditures

Taking into consideration the outstanding missions left to be reimbursed for 2015 a budgetary revision took place. The result is that €43,000 could be reallocated.

A01410 – Medical service

€4,243 can be released as the expected medical expenditures to be paid by the end of 2015 are less compared to the initial estimations.

A01420 – Professional training of staff

Following the latest revision of the training needs of staff till the end of the year, a surplus of €26,774 has been identified. The appropriations will not be used and therefore can be released.

A01430 – Legal services

Following the latest revision of the state of play of the foreseen legal expenditure, it was identified that €54,300 could be released.

A01630 – Early childhood centres and creches

The latest revision of the payments related to the pre-school establishments revealed that the amount of 2,240 can be released.

In addition, amounts below €2,000 are transferred as shown in Annex II of the introductory note.

Title II – Equipment and miscellaneous operating expenditure

Title II is proposed to be reduced by €172,797.

Under budget lines A02000, A02010, A02020, A02050, A02230, A02320, A02355 and A02550 it was found to have amounts below €2,000 in surplus. These are proposed to be transferred as shown in Annex II of the introductory note.

A02030 – Cleaning and maintenance

Following the actual provision of cleaning services till November 2015 and the calculation of the expected amount till end of the year, an amount of €4,690 can be released.

A02040 – Fitting-out of premises

Based on previous years an amount of €15,000 was provisionally earmarked for the building maintenance works. However, only the amount of €2,240 was contracted. Therefore, the remaining €12,760 can be released.

A02100 – Hardware and Software

The Agency estimated an amount of €170,000 for the replacement of old hardware devices whose end of life period expired. Following the receipt of the related offers the required amount was €160,000. Therefore the amount of €9,303 can be released.

A02101 – Software development

The Agency planned to replace the 2 outdated modules of its HR applications related to the mission and time management. For this activity, the amount of €40,000, approximately, was reserved. However, recently the Agency decided to postpone the



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development pending the results of the related tender procedure as this will have an impact on the continuity and hand over of the applications. Therefore, the amount of €41,965 EUR that is available under A02101 can be released.

A02102 – Other external services for data processing

Following the acquisition and contracting of related ICT consultancy services an amount of €3,400 can be released.

A02203 – Maintenance use and repair of technical equipment and installations

Based on previous years' experiences an amount of €10,000 was provisionally budgeted for the maintenance of technical equipment. However, no such incidents arose during the year and this amount can be released.

A02210 – Furniture

The Agency provisionally budgeted €10,000 for the acquisition of furniture. Following the acquisition of needed furniture through a more cost effective channel, the amount of €5,966 can be released.

A02300 – Stationery and office supplies

The Agency, based on past experiences, budgeted the amount of €28,000 to cover stationary needs for 2015. However, due to improved management of the stocks an amount of €7,704 can be released.

A02353 – Departmental removals and associated handling

The amount of €23,000 was budgeted for the provision of logistic services. However, due to the reduced amount of related requests and better organisation of services requests an amount of €10,868 was found to be in surplus.

A02400 – Postage and delivery charges

Based on the reorganisation of the postage i.e. allocation of related operational costs under the respective projects' budget, the amount of €10,045 can be released.

A02410 – Telecommunications charges

The initially foreseen costs for telecommunication was based on past consumptions. Due to a decrease in the actual consumption the amount of €14,375 was found to be in surplus.

A02411 – Telecommunications equipment

The amount of €14,500 can be released. This amount was provisionally budgeted for the potential purchase of telecomm equipment also related to the new telecomm and internet providers. Finally, this was not deemed necessary.

A0550 – Miscellaneous expenditure for meetings

Taking into account the actual expenditure and the needs until the end of the year, the amount of €2,254 found to be in surplus.

A02601 – Studies surveys consultations

Based on past years experiences an amount was provisionally budgeted for potential consultancy services and studies. This year no such need arose, therefore, the amount of €19,751 can be released.

Title III – Operational Expenditure

Title III is proposed to be increased by €485,734. In addition, €349,705 are proposed to be reallocated among the operational projects.

B03211 – Information society and, in particular, respect for private life and protection of personal data

The amount of €36,585 is released from the project 5.2.1 National intelligence authorities and surveillance in the EU. The total cost of fieldwork missions was lower than what was initially foreseen. Moreover, the final cost of an expert meeting was lower compared to the amount planned. The main reason for this is that the amount budgeted is calculated based on the number of people that are invited to participate, where the final cost is based on the actual participation.

B03230 – Immigration and integration of migrants, visa and border control and asylum

The first priority budget for the project 5.1.2 Inter-agency cooperation and other activities in the areas of borders, immigration and asylum is increased by €194,000. This amount will be used by FRA to cover the layout and printing of the FRA-ECtHR handbook in additional language versions, to collect information about the fundamental rights situation in selected EU Member States affected by the current asylum and migration crisis (following a request by the European Commission), and for an overview on immigration detention of children seeking asylum as well as children in return procedures (with a particular focus on children detained together with their parents) which will be carried out in close cooperation with the Council of Europe.

B03321 – Discrimination

The amount of €12,610 is added to project 5.5.2 Surveying LGBT people and authorities in order to allow adequate funds for the translation of the legal update report in to German (DE) and French (FR). Since the previous legal updates in 2008 and 2010 were translated in to DE and FR, FRA should publish the LBGTI legal update 2015 in the same languages.

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In addition, this translation will also serve to publish the FRA Focus 04/2015 in German and French, given that the text is from the LGBTI legal update report.

B03340 – Roma Multi-Annual Programme

This budget item is proposed to be increased by €104,490. In the context of the project *5.4.1 Roma Multi-Annual Programme* audio-visual material is foreseen for the FRA Local Engagement for Roma Inclusion (LERI) to accompany and facilitate implementation of the fieldwork activities. The audio-visual material that will derive from this action will be used to communicate the results of the project.

B03350 – Rights of the child

This budget item is proposed to be increased by €234,000 to cover the needs of the project *5.6.2 Handbook of European Case-law on the Rights of the Child*. Details are provided in the project fiche (i.e. Annex III to the introductory note).

In addition, amounts are reallocated among the projects related to the rights of the child in order to accommodate the needs of the new project on the Rights of Child “Minimum age”. The impact per project is presented in the individual project fiches and their financing decisions.

B03620 – Access to justice

This budget item is proposed to be increased by €66,981.

The budget of the project *Fundamental Rights Survey (5.7.3)* is proposed to be decreased by €101,830. Following the implementation of this project a tendering procedure was launched in April 2015. Following the conclusion of this procedure the Agency awarded the contracted to the most economically advantageous offer received, which was lower by €90,663 compared to the amount estimated. Moreover, the project’s plan has been revised and the size of an expert meeting that is scheduled to be carried out, has been scaled down. The overall result is the surplus mentioned above.

The budget of the project *Handbook on access to justice in Europe (5.7.4)* is proposed to be increased by €168,811. The original budget adopted for the project covers only the costs for drafting the handbook. In May 2015 the Management Board adopted the increase of this project’s budget by €63,811 to cover the printing and layout (EN, FR and DE), key terms glossary translation into all EU languages, e-book format and part of the translation costs. During this transfer it was noted that additional funds will be required in 2015 to fully cover the translation into FR and DE to satisfy the language policies of the co-publishers, FRA and CoE/ECtHR, for the launch.

The remaining budget needed to implement this project will be covered by the funds received through the two 2015 amending budgets (i.e. €132,772).

B03701 – Research and data collection

Project *5.9.1 Annual reports* is proposed to be reduced by €40,000. The data collection exercise costed less compared to the initial estimation.



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B03802 – Consultation mechanisms

Project 5.10.2 Cooperation mechanisms: National Liaison Officers is proposed to be reduced by €20,012. Part of this amount became available because the budget for the organisation of meetings is calculated based on the number of people that are invited to participate, where the final cost is based on the actual participation. The remaining funds refer to the fact that no follow up activities were generated following the completion of the 17th NLO meeting.

B03900 – Reserve for Title III

The budget item is proposed to be decreased by €29,750.

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Annex II - 2015-MB-02 Management Board Budgetary Transfer on C1 credits by budget line

<u>Item</u>	<u>Description</u>	<u>Current commitment appropriations</u>	<u>Committed appropriations</u>	<u>Uncommitted appropriations</u>	<u>Budgetary transfer</u>	<u>Commitment appropriations following the budgetary transfer</u>
		(1)	(2)	(3)=(1)-(2)	(4)	(5)=(1)+(4)
TITLE I						
A-1101	Family allowances	760,434.77	760,434.77	-	-20,000.00	740,434.77
A-1103	Secretarial allowances	8,000.00	8,000.00	-	-442.04	7,557.96
A-1113	Trainees	420,000.00	420,000.00	-	-12,773.56	407,226.44
A-1131	Insurance against accidents and occupational disease	35,624.65	35,624.65	-	-8,445.39	27,179.26
A-1140	Childbirth and death grants	2,000.00	2,000.00	-	-1,603.38	396.62
A-1141	Travel expenses for annual leave	115,000.00	115,000.00	-	-11,964.57	103,035.43
A-1178	External services	65,000.00	55,764.16	9,235.84	-8,593.86	56,406.14
A-1190	Salary weightings	511,152.59	511,152.59	-	-94,558.50	416,594.09
A-1200	Recruitment expenditure	50,000.00	50,000.00	-	-25,276.30	24,723.70
A-1201	Travel expenses	5,000.00	5,000.00	-	-3,203.39	1,796.61
A-1204	Temporary daily subsistence allowances	6,963.75	-	6,963.75	-6,963.75	-
A-1300	Mission expenses, duty travel expenses and other ancillary expenditure	200,000.00	200,000.00	-	-43,000.00	157,000.00
A-1410	Medical service	53,500.00	47,763.06	5,736.94	-4,243.47	49,256.53
A-1420	Professional training of staff	240,000.00	214,859.58	25,140.42	-14,000.00	226,000.00
A-1430	Legal services	80,000.00	22,700.00	57,300.00	-54,300.00	25,700.00
A-1610	Social contacts between staff	8,000.00	6,474.45	1,525.55	-700.00	7,300.00
A-1630	Early childhood centres and creches	36,000.00	33,760.27	2,239.73	-2,239.73	33,760.27
A-1700	Entertainment and representation expenses	5,000.00	5,000.00	-	-628.24	4,371.76
TOTAL TITLE I		11,611,000.00	11,493,036.65	117,963.35	(312,936.18)	11,298,063.82
TITLE II						
A-2000	Rent	571,151.00	571,150.88	0.12	-0.12	571,150.88
A-2010	Insurance	10,000.00	9,874.72	125.28	-125.28	9,874.72
A-2020	Water, gas, electricity and heating	95,136.48	95,036.48	100.00	-100.00	95,036.48
A-2030	Cleaning and maintenance	320,500.00	315,626.14	4,873.86	-4,176.59	316,323.41
A-2040	Fitting-out of premises	15,000.00	2,240.00	12,760.00	-12,760.00	2,240.00
A-2050	Security and surveillance of buildings	121,300.00	120,321.11	978.89	-1,676.16	119,623.84
A-2100	Hardware/Software	415,000.00	350,006.79	64,993.21	-9,302.73	405,697.27
A-2101	Software Development	270,407.00	228,442.00	41,965.00	-41,965.00	228,442.00
A-2102	IT services	48,500.00	45,100.00	3,400.00	-3,400.00	45,100.00
A-2203	Maintenance, use and repair of technical equipment and installations	10,000.00	-	10,000.00	-10,000.00	-
A-2210	Furniture	10,000.00	4,034.25	5,965.75	-5,965.75	4,034.25

<u>Item</u>	<u>Description</u>	<u>Current commitment appropriations</u>	<u>Committed appropriations</u>	<u>Uncommitted appropriations</u>	<u>Budgetary transfer</u>	<u>Commitment appropriations following the budgetary transfer</u>
		(1)	(2)	(3)=(1)-(2)	(4)	(5)=(1)+(4)
A-2230	Hire of vehicles	2,000.00	49.00	1,951.00	-1,951.00	49.00
A-2300	Stationery and office supplies	26,863.52	17,106.94	9,756.58	-7,704.36	19,159.16
A-2320	Bank charges	3,500.00	2,221.82	1,278.18	-1,278.18	2,221.82
A-2353	Departmental removals and associated handling	23,000.00	12,131.64	10,868.36	-10,868.36	12,131.64
A-2355	Publications and reproduction of documents	4,503.75	3,904.49	599.26	-599.26	3,904.49
A-2400	Postage and delivery charges	18,073.58	8,028.70	10,044.88	-10,044.88	8,028.70
A-2410	Telecommunications charges	131,000.00	118,096.90	12,903.10	-14,374.68	116,625.32
A-2411	Telecommunications equipment	15,000.00	500.00	14,500.00	-14,500.00	500.00
A-2550	Miscellaneous expenditure for meetings	9,000.00	6,996.59	2,003.41	-2,253.74	6,746.26
A-2601	Studies, surveys, consultations	30,000.00	-	30,000.00	-19,751.25	10,248.75
TOTAL TITLE II		2,218,000.00	1,978,933.12	239,066.88	(172,797.34)	2,045,202.66
TITLE III						
B3-211	Information society and, in particular, respect for private life and protection of personal data	330,000.00	102,236.51	227,763.49	-36,585.14	293,414.86
B3-230	Immigration and integration of migrants	1,125,000.00	1,071,804.88	53,195.12	194,000.00	1,319,000.00
B3-321	Discrimination	1,851,000.00	1,731,793.23	119,206.77	12,609.66	1,863,609.66
B3-340	Roma integration	641,104.86	641,104.86	-	104,490.00	745,594.86
B3-350	Rights of the child	670,000.00	443,544.61	226,455.39	234,000.00	904,000.00
B3-620	Access to justice	739,861.00	539,878.09	199,982.91	66,980.95	806,841.95
B3-701	Research and data collection	300,000.00	255,863.34	44,136.66	-40,000.00	260,000.00
B3-802	Consultation mechanisms	213,600.00	158,877.44	54,722.56	-20,011.77	193,588.23
B3-900	Reserve for Title 3	30,763.64	-	30,763.64	-29,750.18	1,013.46
TOTAL TITLE III		7,400,000.00	6,071,451.93	1,328,548.07	485,733.52	7,885,733.52
TOTAL 2015 BUDGET		21,229,000.00	19,543,421.70	1,685,578.30	-	21,229,000.00