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Legislation

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Acts whose titles are printed in light type are those relating to day-to-day management of agricultural matters, and are generally valid for a limited period.

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II

(Acts whose publication is not obligatory)

DOCUMENTS ANNEXED TO THE GENERAL BUDGET FOR THE EUROPEAN UNION

Statement of revenue and expenditure of the Community Plant Variety Office (CPVO) for the financial year 1998 (amending budget)

(98/679/EC)

Pursuant to Article 14 of the Financial Regulation of the Community Plant Variety Office, adopted by its Administrative Council on 7 April 1998, the budget and the establishment plan shall be published in the *Official Journal of the European Communities*.

CPVO

Amounts in this budget document are expressed in ecus unless otherwise indicated.

STATEMENT OF EXPENDITURE

Summary

TITLE	HEADING	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
1	STAFF	516,636.31	1,441,722.77	3,112,550.00	3,112,550.00
2	BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE	216,087.43	454,221.78	1,616,500.00	3,774,200.00
3	OPERATIONAL EXPENDITURE	483,776.00	934,004.81	1,945,500.00	1,945,500.00
10	OTHER EXPENDITURE	0.00	300,000.00	0.00	0.00
GRAND TOTAL		1,216,499.74	3,129,949.36	6,674,550.00	8,832,250.00

TITLE 1

EXPENDITURE

CHAPTER 11 STAFF IN ACTIVE EMPLOYMENT

Article Item	HEADING	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
110	<i>Officials and temporary staff holding a post provided for in the establishment plan</i>				
1100	Basic salaries	200,610.09	605,536.87	1,002,700.00	982,700.00
1101	Family allowances	19,593.75	68,109.39	173,950.00	173,950.00
1102	Expatriation and foreign-residence allowances	21,611.86	88,584.71	180,250.00	180,250.00
1103	Fixed allowances	1,267.72	2,968.09	8,700.00	8,700.00
	<i>Article 100 - Total</i>	243,083.42	765,199.06	1,365,600.00	1,345,600.00
111	<i>Other staff</i>				
1110	Auxiliary staff	157,087.50	132,225.10	97,850.00	97,850.00
1111	Auxiliary interpreters	0.00	0.00	token entry	token entry
1112	Local staff	0.00	0.00	token entry	token entry
1113	Special advisors	0.00	2,368.96	65,250.00	65,250.00
1114	Auxiliary translators	0.00	0.00	token entry	token entry
	<i>Article 111 - Total</i>	157,087.50	134,594.06	163,100.00	163,100.00
	CHAPTER 11 - s/TOTAL	400,170.92	899,793.12	1,528,700.00	1,508,700.00

TITLE 1

EXPENDITURE

CHAPTER 11 STAFF IN ACTIVE EMPLOYMENT

Article Item	Remarks
110	
1100	Staff Regulations of officials of the European Communities, and in particular Articles 62 and 66 thereof, which apply in accordance with Council Regulation (EC) No 2100/94 of 27.7.1994 (OJ No L 227 of 1.9.1994, p. 1.). This appropriation is intended to cover the basic salaries of officials and temporary staff holding a post provided for in the establishment plan.
1101	Staff Regulations of officials of the European Communities, and in particular Articles 62, 67 and 68a thereof, and Section I of Annex VII thereto. This appropriation is intended to cover family allowances, namely: - household allowances; - dependent child allowances; - education allowances, for permanent officials and temporary staff.
1102	Staff Regulations of 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.
1103	Staff Regulations of officials of the European Communities, and in particular Article 4a of Annex VII thereto. This appropriation is intended to cover secretarial allowances for officials and temporary staff in grade C employed as typists, shorthand-typists, telex operators, executive secretaries or principal secretaries.
111	
1110	Conditions of employment of other servants of the European Communities, and in particular Article 3 and Title III thereof. This appropriation is intended to cover the remuneration, family allowances, foreign residence allowances and employer's contribution to the social security scheme of auxiliary staff, as well as the latter's secretarial allowances and temporary daily subsistence allowances, with the exception of amounts paid in the form of a weighting, which are covered by item 1190.
1111	Conditions of employment of other servants of the European Communities, and in particular Article 3 and Title III thereof. This appropriation is intended to cover the replacement of staff through the occasional use of experienced interpreters who are able to cover the working languages of the Office. It is intended to cover the remuneration and the employer's contribution to the social security scheme of auxiliary interpreters, with the exception of amounts paid in the form of a weighting, which are covered by item 1190.
1112	Conditions of employment of other servants of the European Communities, and in particular Article 4 and Title IV thereof. This appropriation is intended to cover the remuneration and the employer's contribution to the social security scheme of local staff.
1113	Special advisors. This appropriation is intended to cover the remuneration, travelling expenses and subsistence expenses of members of the Board of Appeal.
1114	Conditions of employment of other servants of the European Communities, and in particular Article 3 and Title III thereof. This appropriation is intended to cover the remuneration and the employer's contribution to the social security scheme of auxiliary translators, with the exception of amounts paid in the form of a weighting, which are covered by item 1190.

TITLE 1

EXPENDITURE

CHAPTER 11 STAFF IN ACTIVE EMPLOYMENT

Article Item	HEADING	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
112	Further training, language courses, retraining and information for staff	0.00	9,440.40	60,400.00	60,400.00
	Article 112 - Total	0.00	9,440.40	60,400.00	60,400.00
113	Insurance against sickness, accidents and occupational disease, unemployment insurance and maintenance of pension rights				
1130	Insurance against sickness	6,820.64	20,583.72	34,100.00	34,100.00
1131	Insurance against accidents and occupational disease	1,544.45	4,662.26	7,900.00	7,900.00
1132	Unemployment insurance for temporary staff	1,604.60	4,843.43	8,050.00	8,050.00
1133	Constitution or maintenance of pension rights for temporary staff	0.00	0.00	165,450.00	165,450.00
	Article 113 - Total	9,969.69	30,089.41	215,500.00	215,500.00
	CHAPTER 11 - s/TOTAL	410,140.61	939,322.93	1,804,600.00	1,784,600.00

TITLE 1

EXPENDITURE

CHAPTER 11 STAFF IN ACTIVE EMPLOYMENT

Article Item	Remarks
112	Staff Regulations of officials of the European Communities, and in particular the third paragraph of Article 24 thereof. This appropriation is intended to cover the organisation of language courses, induction courses for new recruits, staff development courses, retraining courses, courses on the use of modern techniques, seminars, etc. It also covers the purchase of equipment and documentation and the hiring of organisation consultants.
113	
1130	Staff Regulations of officials of the European Communities, and in particular Article 72 thereof. Rules on sickness insurance for officials of the European Communities, and in particular Article 23 thereof. This appropriation is intended to cover the employer's contribution to the sickness insurance (3.4% of basic salary); the employee's contribution is 1.7% of basic salary.
1131	Staff Regulations of officials of the European Communities, and in particular Article 73 thereof and Article 15 of Annex VIII thereto. This appropriation is intended to cover the employer's contribution to insurance against accidents and occupational disease (0.67% of basic salary) and supplementary expenses resulting from the application of relevant provisions of the Staff Regulations (supplement of 2% applied to appropriations calculated in the said manner, bringing the rate to 0.6834%), to cover expenses not covered by the insurance (Article 73 of the Staff Regulations).
1132	Council Regulation (ECSC, EEC, Euratom) No 2799/85 of 27 September 1985 amending the Staff Regulations of officials of the European Communities and the conditions of employment of other servants of the Communities (OJ No L 265 of 8.10.1985, p.1), and in particular Article 28a thereof. This appropriation is intended to cover the risk of unemployment for temporary staff.
1133	Conditions of employment of other servants of the European Communities, and in particular Article 42 thereof. This appropriation is intended to cover payments to be made by the institution for the benefit of temporary staff, in order to constitute or maintain pension rights for them in their country of origin (16.50% of basic salary).

TITLE 1

EXPENDITURE

CHAPTER 11 STAFF IN ACTIVE EMPLOYMENT

Article Item	HEADING	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
114	Miscellaneous allowances and grants				
1140	Birth and death grants	0.00	199.61	17,050.00	17,050.00
1141	Annual leave travel expenses from place of employment to place of origin	0.00	2,474.54	138,400.00	98,400.00
1142	Accommodation and transport allowances	0.00	0.00	token entry	token entry
1143	Fixed duty allowances	504.44	1,802.08	2,000.00	2,000.00
1144	Fixed local travel allowances	0.00	883.07	2,700.00	2,700.00
1145	Special allowance for accounting officers and administrators of imprest accounts	0.00	0.00	3,400.00	3,400.00
1149	Other allowances and repayments	0.00	0.00	28,600.00	28,600.00
	Article 114 - Total	504.44	5,359.30	192,150.00	152,150.00
	CHAPTER 11 - s/TOTAL	410,645.05	944,682.23	1,996,750.00	1,936,750.00

TITLE 1

EXPENDITURE

CHAPTER 11 STAFF IN ACTIVE EMPLOYMENT

Article Item	Remarks
114	
1140	Staff Regulations of officials of the European Communities, and in particular Articles 70, 74 and 75 thereof. This appropriation is intended to cover: - childbirth grants; - in the event of the death of an official: = the deceased's full remuneration until the end of the third month following that in which death occurred = the costs of transporting the body to the deceased's place of origin.
1141	Staff Regulations of officials of the European Communities, and in particular Article 8 of Annex VII thereto. This appropriation is intended to cover the lump-sum payment of travel costs of officials and temporary staff, their spouses and dependants from the place of employment to the place of origin subject to the following conditions: - once per calendar year if the distance by rail is more than 50 km but less than 725 km; - twice per calendar year if the distance by rail is 725 km or more.
1142	Staff Regulations of officials of the European Communities, and in particular Articles 14a and 14b of Annex VII thereto. Regulation No 6/66/Euratom, 121/66/EEC of the Councils of 28 July 1966, laying down the list of places for which a rent allowance may be granted, the maximum amount of that allowance and the rules for granting it (OJ No 150 of 12.08.1966, p. 2749/66) - Special Edition 1965-66, November 1972, p. 214. Regulation No 6/66/Euratom, 121/66/EEC of the Councils of 28 July 1966, laying down the list of places for which a transport allowance may be granted, the maximum amount of that allowance and the rules for granting it (OJ No 150 of 12.08.1966, p. 2751/66) - Special Edition 1965-66, November 1972, p. 214. This item is intended to cover rent and/or transport allowances for officials employed in places where conditions are recognised as being particularly difficult and/or costly.
1143	Staff Regulations of officials of the European Communities, and in particular Article 14 of Annex VII thereto. This item is intended to cover fixed allowances for certain officials who, by reason of their duties, regularly incur entertainment expenses.
1144	Staff Regulations of officials of the European Communities, and in particular Article 15 of Annex VII thereto. This appropriation is intended to cover the travel allowance not exceeding BFR 3 000 per month for: - officials in grades A1 and A2 who do not have an official car at their disposal; - officials in other grades whose duties constantly require them to make journeys for which they are authorised to use their own car. This allowance constitutes a flat-rate repayment of the cost of travel within the town where they are employed.
1145	Financial Regulation of 8 April 1998 applicable to the Community Plant Variety Office, and in particular Article 64 (3) thereof. This appropriation is intended to cover the special allowance granted to accounting officers, assistant accounting officers and administrators of imprest accounts.
1149	Staff Regulations of officials of the European Communities, and in particular Article 34 thereof. Conditions of employment of other servants of the European Communities, and in particular Article 47 thereof. This appropriation is intended to cover: - dismissal compensation for probationary officials dismissed for manifest unsuitability - allowance on termination of contract by the Office for temporary servants.

TITLE 1

EXPENDITURE

CHAPTER 11 STAFF IN ACTIVE EMPLOYMENT

Article Item	HEADING	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
115	<i>Overtime</i>	0.00	0.00	token entry	token entry
	<i>Article 115 - Total</i>	0.00	0.00	0.00	0.00
117	<i>Supplementary services</i>				
1171	Freelance interpreters	0.00	0.00	token entry	token entry
1175	Employment agency staff	12,500.00	81,838.81	53,450.00	213,450.00
1176	Supplementary services for the translation service	30,000.00	30,000.00	75,000.00	75,000.00
1178	Administrative technical assistance for miscellaneous activities	0.00	610.78	10,000.00	10,000.00
	<i>Article 117 - Total</i>	42,500.00	112,449.59	138,450.00	298,450.00
118	<i>Allowances and expenses on entering and leaving the service and on transfer</i>				
1180	Miscellaneous expenditure arising from recruitment	3,213.34	16,742.59	102,200.00	62,200.00
1181	Travel expenses (including family members)	0.00	4,168.35	35,950.00	35,950.00
1182	Installation, resettlement and transfer allowances	25,916.12	129,907.43	82,500.00	82,500.00
	CHAPTER 11 - s/TOTAL	482,274.51	1,207,950.19	2,355,850.00	2,415,850.00

TITLE 1

EXPENDITURE

CHAPTER 11 STAFF IN ACTIVE EMPLOYMENT

Article Item	Remarks
115	Staff Regulations of officials of the European Communities, and in particular Article 56 thereof and Annex VI thereto. This appropriation is intended to cover flat-rate allowances and hourly rates for overtime worked by officials and auxiliary staff in grades C and D and by local staff, which could not be compensated for, as envisaged, by time off.
117	
1171	This appropriation is intended to cover fees, contributions to a life provident scheme and to sickness, accident and life insurance, travelling expenses and subsistence allowances for freelance interpreters.
1175	This appropriation is intended to cover use of agency staff, in particular typists and telephonists.
1176	This appropriation is intended to cover the services of freelance or agency translators and typing and other work sent out, in particular to the Translation Centre in Luxembourg.
1178	This appropriation is intended to cover expenditure relating to staff under contract to technical and administrative subcontractors.
118	
1180	Staff Regulations of officials of the European Communities, and in particular Articles 27 to 31 and Article 33 thereof and Annex III thereto. This appropriation is intended to cover the expenditure involved in recruitment procedures, in particular: - travelling and subsistence expenses and accident insurance for applicants called for interview; - expenses resulting from the promotion and organisation of open recruitment competitions(costs of publication, hire of premises, machines and miscellaneous equipment, fees for the preparation and correction of examination papers, etc.); - the costs of medical examinations prior to appointment.
1181	Staff Regulations of officials of the European Communities, and in particular Articles 20 and 71 thereof and Article 7 of Annex VII thereto. This appropriation is intended to cover the travelling expenses of officials and temporary staff (and their families) on entering or leaving the service of the Office, or on transfer, if that involves a change in the place of employment.
1182	Staff Regulations of officials of the European Communities, and in particular Articles 5 and 6 of Annex VII thereto. This appropriation is intended to cover installation and reinstallation expenses for officials and temporary staff obliged to move after entering the service or upon being posted to a new place of employment within the service, or to resettle elsewhere upon leaving the service.

TITLE 1

EXPENDITURE

CHAPTER 11 STAFF IN ACTIVE EMPLOYMENT

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TITLE 1

EXPENDITURE

CHAPTER 11 STAFF IN ACTIVE EMPLOYMENT

Article Item	Remarks
1183	Staff Regulations of 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 expenses of officials and temporary staff obliged to move after entering the service, on transfer to a new place of employment, and on finally leaving the Office and resettling elsewhere.
1184	Staff Regulations of officials of the European Communities, and in particular Articles 20 and 71 thereof and Article 10 of Annex VII thereto. This appropriation is intended to cover the daily subsistence allowances of officials and temporary staff who show that they have been obliged to move after entering the service or on transfer to a new place of employment.
119	
1190	Staff Regulations of officials of the European Communities, and in particular Articles 64 and 65 thereof and Article 17 (3) of Annex VII thereto. This appropriation is intended to cover the cost of weightings applied to the remuneration of officials, temporary staff and auxiliary staff. It also covers the cost of weightings applied to parts of emoluments transferred to a country other than that of the place of employment.
1191	This appropriation is intended to cover any adjustments in remuneration which may be made by the Council in the course of the financial year.

TITLE 1

EXPENDITURE

CHAPTER 13 MISSIONS AND DUTY TRAVEL
CHAPTER 14 SOCIO-MEDICAL INFRASTRUCTURE
CHAPTER 15 EXCHANGES OF OFFICIALS AND EXPERTS

Article Item	HEADING	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
130	Mission expenses, travel expenses and other incidental expenditure	22662.84	93127.22	168,000.00	168,000.00
	Article 130 - Total	22,662.84	93,127.22	168,000.00	168,000.00
140	Restaurants and canteens	0.00	3,530.00	16,700.00	16,700.00
	Article 140 - Total	0.00	3,530.00	16,700.00	16,700.00
141	Medical service	0.00	0.00	8,500.00	8,500.00
	Article 141 - Total	0.00	0.00	8,500.00	8,500.00
150	Staff exchanges between Community institutions and the public and private sectors				
1520	National, Community and international officials and private sector staff temporarily assigned to the Office	0.00	0.00	30,000.00	10,000.00
1521	Office officials temporarily assigned to national civil services, international organisations or to public or private institutions or undertakings	0.00	0.00	token entry	token entry
	Article 150 - Total	0.00	0.00	30,000.00	10,000.00
	CHAPTER 13 - TOTAL	22,662.84	93,127.22	168,000.00	168,000.00
	CHAPTER 14 - TOTAL	0.00	3,530.00	25,200.00	25,200.00
	CHAPTER 15 - TOTAL	0.00	0.00	30,000.00	10,000.00

TITLE 1

EXPENDITURE

- CHAPTER 13
- CHAPTER 14
- CHAPTER 15
- MISSIONS AND DUTY TRAVEL
- SOCIO-MEDICAL INFRASTRUCTURE
- EXCHANGES OF OFFICIALS AND EXPERTS

Article Item	Remarks
130	Staff Regulations of officials of the European Communities, and in particular Articles 11 to 13 of Annex VII thereto. This appropriation is intended to cover transport costs, payment of daily subsistence allowances on mission and ancillary or special costs connected with missions, for Office staff employed under the Staff Regulations and for experts and national or international officials seconded to the Office.
140	This appropriation is intended to cover the cost of running restaurants, cafeterias and canteens, and in particular the maintenance of facilities, supply of equipment, etc.
141	Staff Regulations of officials of the European Communities, and in particular Article 59 (medical examinations in connection with sick leave and preventive medical examinations) thereof and Article 8 of Annex II (Invalidity Committee) thereto. The appropriations in this article are intended to cover, in addition to the fees of the medical officers, the costs of preventive medical care (special examinations, annual medical examinations, analyses, etc.), medical consumables (medicines, dressings, etc.), the purchase of equipment and special furniture.
150	
1520	This appropriation is intended to cover the costs of national officials or other experts on secondment or temporary assignments to the Office or called for short consultations, in particular to boost cooperation with the national offices and to develop technical protocols.
1521	Staff Regulations of officials of the European Communities, and in particular Article 38 thereof. This appropriation is intended to cover the payment of additional costs to the Office relating to the secondment or temporary assignment of Office staff employed under the Staff Regulations to national or international offices under exchange agreements.

TITLE 1

EXPENDITURE

CHAPTER 16 SOCIAL WELFARE
CHAPTER 17 ENTERTAINMENT AND REPRESENTATION EXPENSES

Article Item	HEADING	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
160	Special assistance grants				
	Article 160 - Total	0.00	0.00	token entry	token entry
161	Social contacts between staff				
	Article 161 - Total	0.00	10,669.14	11,000.00	11,000.00
162	Other social and welfare expenditure				
	Article 162 - Total	0.00	0.00	5,000.00	5,000.00
163	Early Childhood Centre and other crèches				
	Article 163 - Total	0.00	2,346.37	61,250.00	61,250.00
164	Special aid for disabled persons				
	Article 164 - Total	0.00	0.00	token entry	token entry
170	Entertainment and representation expenses				
	Article 170 - Total	1,211.40	4,926.04	20,000.00	20,000.00
	CHAPTER 16 - TOTAL	0.00	13,015.51	77,250.00	77,250.00
	CHAPTER 17 - TOTAL	1,211.40	4,926.04	20,000.00	20,000.00
	Title 1 - Total	516,636.31	1,441,722.77	3,112,550.00	3,112,550.00

TITLE 1

EXPENDITURE

CHAPTER 16

SOCIAL WELFARE

CHAPTER 17

ENTERTAINMENT AND REPRESENTATION EXPENSES

Article Item	Remarks
160	Staff Regulations of officials of the European Communities, and in particular Article 76 thereof. This appropriation is intended to cover expenditure on assistance grants which may be made to an official, a former official or survivors of an official who are in particularly difficult circumstances (when they cannot be granted a loan or an advance on their salary because of their financial situation).
161	This appropriation is intended to cover: - social, cultural and artistic events; - subsidies for sporting clubs and cultural associations; - subsidies for family associations (aid for the integration of the families of new officials and other servants); - miscellaneous subsidies.
162	This appropriation is intended in particular to cover: - assistance for families; - reception of new staff; - legal aid.
163	This appropriation is intended to cover the Office's contribution to the cost of looking after the children of Office staff placed in outside crèches and other day-care centres.
164	This appropriation is intended for the following categories of disabled persons as part of a policy to assist the disabled: - officials and temporary staff in active employment; - spouses of officials and temporary staff in active employment; - all dependent children within the meaning of the Staff Regulations of officials of the European Communities. This appropriation is intended for the reimbursement, to the persons listed above, after national entitlements have been exhausted, of expenses (other than medical expenses), recognised as necessary, resulting from the disability and supported by documentary evidence.
170	This appropriation is intended to cover the reimbursement of costs incurred by authorised staff in meeting the CPVO's obligations in respect of entertainment and representation in the interests of the service.

TITLE 2

BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE

CHAPTER 20 INVESTMENTS IN IMMOVABLE PROPERTY, RENTAL OF BUILDINGS AND ASSOCIATED COSTS

Article Item	Heading	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
200	Rent	83,605.00	63,612.30	119,850.00	39,700.00
	Article 200 - Total	83,605.00	63,612.30	119,850.00	39,700.00
201	Insurance	0.00	1,128.99	3,550.00	5,250.00
	Article 201 - Total	0.00	1,128.99	3,550.00	5,250.00
202	Water, gas, electricity and heating	0.00	4,426.33	22,000.00	27,900.00
	Article 202 - Total	0.00	4,426.33	22,000.00	27,900.00
203	Cleaning and maintenance	0.00	4,060.85	42,850.00	58,250.00
	Article 203 - Total	0.00	4,060.85	42,850.00	58,250.00
204	Fitting-out of premises	0.00	1,932.06	15,000.00	846,100.00
	Article 204 - Total	0.00	1,932.06	15,000.00	846,100.00
205	Security and surveillance of buildings	0.00	2,656.69	16,600.00	49,700.00
	Article 205 - Total	0.00	2,656.69	16,600.00	49,700.00
206	Acquisition of immovable property	0.00	0.00	token entry	1,261,450.00
	Article 206 - Total	0.00	0.00	0.00	1,261,450.00
207	Construction of immovable property	0.00	0.00	token entry	token entry
	Article 207 - Total	0.00	0.00	0.00	0.00
	CHAPTER 20 - s/TOTAL	83,605.00	77,817.22	219,850.00	2,288,350.00

TITLE 2

BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE

CHAPTER 20 INVESTMENTS IN IMMOVABLE PROPERTY, RENTAL OF BUILDINGS AND ASSOCIATED COSTS

Article Item	Remarks
200	This appropriation is intended to cover rent for the premises occupied by the Office and the hire of conference halls, storage space, archive space, sanitary facilities, kitchens, garages and car parks.
201	This appropriation is intended to cover insurance premiums payable under the insurance policies taken out for the premises occupied by the Office.
202	This appropriation is intended to cover consumption of water, gas, electricity and heating fuel.
203	This appropriation is intended to cover maintenance costs, in accordance with the current contracts (offices, lifts, central heating, air-conditioning equipment, etc.), cleaning costs (regular cleaning, purchase of maintenance, washing, laundry, dry-cleaning products, etc.) and repainting, repairs and supplies required by the maintenance workshops.
204	This appropriation is intended to cover the purchase of equipment and the fitting out and repair of buildings, e.g. alterations to partitioning, adjustments to technical installations and other specialised work concerning metal work, electricity, sanitary installations, paintwork, refurbishment of offices, floor coverings, joinery, masonry, etc.
205	This appropriation is intended to cover various expenses concerned with the security of persons, buildings and goods, in particular building security contracts, the purchase, hire and maintenance of fire-fighting equipment, the replacement of equipment for officials and other staff responsible for first aid, the costs of checks required by law.
206	This appropriation is intended to cover the purchase or lease-purchase of buildings.
207	This article is intended to be used for entering any loan which may be obtained with a view to the construction of buildings.

TITLE 2

BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE

CHAPTER 20 INVESTMENTS IN IMMOVABLE PROPERTY, RENTAL OF BUILDINGS AND ASSOCIATED COSTS
CHAPTER 21 DATA PROCESSING

Article Item	Heading	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
208	Other expenditure incurred with a view to the acquisition or construction of immovable property	0.00	0.00	token entry	15,150.00
	Article 208 - Total	0.00	0.00	0.00	15,150.00
209	Other expenditure on buildings				
	Article 209 - Total	0.00	0.00	5,000.00	79,050.00
210	Equipment, data processing equipment and operating costs				
2100	Data processing equipment	14,299.00	43,137.26	53,950.00	53,950.00
2101	Software development	13,244.40	77,827.13	289,300.00	289,300.00
2102	Other external services	0.00	0.00	15,000.00	15,000.00
	Article 210 - Total	27,543.40	120,964.39	358,250.00	358,250.00
	CHAPTER 20 - TOTAL	83,605.00	77,817.22	224,850.00	2,382,550.00
	CHAPTER 21 - TOTAL	27,543.40	120,964.39	358,250.00	358,250.00

TITLE 2

BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE

CHAPTER 20 INVESTMENTS IN IMMOVABLE PROPERTY, RENTAL OF BUILDINGS AND ASSOCIATED COSTS
CHAPTER 21 DATA PROCESSING

Article Item	Remarks
208	This article is intended to cover the fees of financial and technical experts prior to the acquisition or the construction of immovable property.
209	This appropriation is intended to cover expenditure on buildings not specifically provided for in the other articles of this chapter, in particular management fees for multiple occupancy buildings, the costs of surveys of premises, taxes which constitute payment for general utilities(road charges, refuse collection, etc.) and associated costs. It also covers expenditure on technical assistance in connection with major fitting-out work.
210	
2100	This appropriation is intended to cover the purchase, hire and maintenance of software, miscellaneous computer consumables and other data processing equipment. It also covers the costs of maintenance, operating and repairs.
2101	This appropriation is intended to cover the costs of data processing companies and data processing consultants in respect of services such as: - the maintenance of existing equipment; - the installation of new equipment and the expansion of existing equipment (feasibility studies, analysis, programming, bringing on stream, etc.); - the purchase, hire and maintenance of all programmes and software, etc.
2102	This appropriation is intended to cover the costs of external data processing experts (operators, computer scientists, systems engineers, data-entry staff, etc.).

TITLE 2

BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE

CHAPTER 22 MOVABLE PROPERTY AND ASSOCIATED COSTS

Article Item	Heading	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
220	Technical installations and equipment				
2200	New purchases of technical equipment and installations	0.00	6,034.81	32,650.00	32,650.00
2201	Replacement of technical equipment and installations	0.00	0.00	token entry	token entry
2202	Rental of technical equipment and installations	1,248.51	9,451.57	27,100.00	27,100.00
2203	Maintenance, use and repair of technical equipment and installations	0.00	2,944.75	5,950.00	5,950.00
2204	Electronic office equipment	493.45	469.43	8,750.00	8,750.00
	<i>Article 220 - Total</i>	1,741.96	18,900.56	74,450.00	74,450.00
221	Furniture				
2210	New purchases of furniture	5,439.00	70,046.43	98,500.00	98,500.00
2211	Replacement of furniture	0.00	0.00	token entry	token entry
2212	Rental of furniture	0.00	63.78	3,000.00	3,000.00
2213	Maintenance, use and repair of furniture	0.00	0.00	5,000.00	5,000.00
	<i>Article 221 - Total</i>	5,439.00	70,110.21	106,500.00	106,500.00
223	Vehicles				
2230	New purchases of vehicles	0.00	0.00	token entry	token entry
2231	Replacement of vehicles	0.00	0.00	token entry	token entry
2232	Rental of vehicles	0.00	0.00	24,900.00	24,900.00
2233	Maintenance, use and repair of vehicles	0.00	0.00	1,850.00	1,850.00
	<i>Article 223 - Total</i>	0.00	0.00	26,750.00	26,750.00
	CHAPTER 22 - TOTAL	7,180.96	89,010.77	207,700.00	207,700.00

TITLE 2

BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE

CHAPTER 22 MOVABLE PROPERTY AND ASSOCIATED COSTS

Article Item	Remarks
220	
2200	This appropriation is intended to cover expenditure on equipment, in particular audio-visual, reproduction, archive, library and interpreting equipment.
2201	This appropriation is intended to cover the replacement, in particular, of - audio-visual, reproduction, archive, library and interpreting equipment, such as booths, headsets and switching units for simultaneous interpreting facilities; - various tools for building maintenance workshops.
2202	This item is intended to cover the costs of hiring technical equipment and installations (fax machines, photocopiers, etc.), the purchase of which would not be economic or would be difficult on account of a lack of budgetary resources.
2203	This appropriation is intended to cover the cost of maintaining and repairing the equipment and installations referred to in items 2200 to 2202.
2204	This appropriation is intended to cover expenditure on the purchase, hire, installation and maintenance of electronic office equipment, such as typewriters, calculators, word processors, etc., and expenditure regarding documentation, office supplies, etc.
221	
2210	This appropriation is intended to cover furniture requirements.
2211	This appropriation is intended to cover the renewal or replacement of furniture
2212	This item is intended to cover the occasional hire of furniture.
2213	This appropriation is intended to cover the maintenance and repair of furniture.
223	
2230	This appropriation is intended to cover the purchase of vehicles for the Office.
2231	This appropriation is intended to cover the replacement of vehicles for the Office.
2232	This amount is intended to cover: - the costs of taxis or car rental for journeys which are of such an urgent and/or special nature that no other means of transport can be used; - short-term or long-term hire of vehicles for the Office.
2233	This appropriation is intended to cover vehicle operating and maintenance costs: - insurance, fuel, spare parts and all repair bills.

TITLE 2

BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE

CHAPTER 22

MOVABLE PROPERTY AND ASSOCIATED COSTS

[illegible]

TITLE 2

BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE

CHAPTER 22 MOVABLE PROPERTY AND ASSOCIATED COSTS

Article Item	Remarks
225	
2250	This appropriation is intended to cover the purchase of specialist books, yearbooks, directories, dictionaries, documents and other specialised publications (not periodicals) in printed or electronic form (CD-ROM). It also covers up-dates for existing volumes.
2251	This appropriation is intended to cover the purchase of special equipment for the Office library (catalogues, shelving, catalogue storage units, microfiche readers, CD-ROM readers, etc.).
2252	This appropriation is intended to cover the costs of subscriptions to newspapers, specialist periodicals, daily newspapers of the Member States, Official Journals, parliamentary records, foreign trade statistics, various bulletins and other special publications.
2254	This appropriation is intended to cover binding and other costs essential for the upkeep of books and periodicals.

TITLE 2

BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE

CHAPTER 23 CURRENT ADMINISTRATIVE EXPENDITURE

Article Item	Heading	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
230	Stationery and office supplies	5,845.35	15,390.47	36,650.00	36,650.00
	Article 230 - Total	5,845.35	15,390.47	36,650.00	36,650.00
232	Financial charges				
2320	Bank charges	1,384.29	2,504.18	43,400.00	43,400.00
2321	Exchange rate losses	0.00	0.00	token entry	token entry
2329	Other financial charges	0.00	0.00	500.00	500.00
	Article 232 - Total	1,384.29	2,504.18	43,900.00	43,900.00
233	Legal expenses	0.00	0.00	10,000.00	10,000.00
	Article 233 - Total	0.00	0.00	10,000.00	10,000.00
234	Damages	0.00	0.00	40,000.00	40,000.00
	Article 234 - Total	0.00	0.00	40,000.00	40,000.00
235	Other operating expenditure				
2350	Miscellaneous insurance	2,372.73	633.00	12,900.00	12,900.00
2352	Miscellaneous expenditure on internal meetings	0.00	0.00	3,000.00	3,000.00
2353	Departmental removals	0.00	0.00	token entry	token entry
	Article 235 - Total	2,372.73	633.00	15,900.00	15,900.00
239	Services rendered by Community institutions, agencies and offices to the Office	25,115.17	11,691.15	46,950.00	46,950.00
	Article 239 - Total	25,115.17	11,691.15	46,950.00	46,950.00
	CHAPTER 23 - TOTAL	34,717.54	30,218.80	193,400.00	193,400.00

TITLE 2

BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE

CHAPTER 23 CURRENT ADMINISTRATIVE EXPENDITURE

Article Item	Remarks
230	This appropriation is intended to cover the purchase of paper, envelopes and office supplies, outside printing costs, the costs of photocopies and the purchase of products for reproduction equipment.
232	
2320	This item is intended to cover bank charges and the cost of connection to the interbank telecommunications network.
2321	This item is intended to cover exchange rate losses incurred by the Office in the course of the management of its budget, in so far as they are not offset by exchange rate gains.
2329	This appropriation is intended to cover the costs of bank guarantees with third parties, in order to fulfil contractual clauses.
233	
	This appropriation is intended to cover preliminary legal costs and the services of lawyers or other experts called in to advise the Office. It also covers expenses incurred before the Court of Justice and other courts.
234	
	This appropriation is intended to cover damages and the cost of settling claims against the Office (civil liability).
235	
2350	This appropriation is intended to cover various kinds of insurance (in particular civil liability, theft, insurance to cover the liability of accounting officers and imprest administrators, and insurance for staff shops and restaurants, etc.).
2352	This appropriation is intended to cover the cost of refreshments and meals served during internal meetings.
2353	This appropriation is intended to cover the cost of Office removals and the general handling of equipment, furniture and office supplies inside the building.
239	
	This appropriation is intended to cover services rendered to the Office by Community institutions, agencies and offices, in particular interpreting services for meetings of the Administrative Council.

TITLE 2

BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE

CHAPTER 24 POSTAL CHARGES AND TELECOMMUNICATIONS
CHAPTER 25 EXPENDITURE ON FORMAL AND OTHER MEETINGS
CHAPTER 26 STUDIES, SURVEYS AND CONSULTATIONS

Article Item	Heading	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
240	Postage and delivery charges	307.27	11,502.44	54,750.00	54,750.00
	Article 240 - Total	307.27	11,502.44	54,750.00	54,750.00
241	Telecommunications				
2410	Subscriptions and charges	1,640.61	15,351.76	56,600.00	56,600.00
2411	Purchase and installation of telecommunications equipment	0.00	2,744.30	8,800.00	8,800.00
	Article 241 - Total	1,640.61	18,096.06	65,400.00	65,400.00
250	Meetings in general	60,427.71	94,914.76	410,350.00	410,350.00
	Article 250 - Total	60,427.71	94,914.76	410,350.00	410,350.00
255	Miscellaneous expenditure on the organisation of and participation in conferences, congresses, trade fairs and meetings	0.00	9,934.22	60,000.00	60,000.00
	Article 255 - Total	0.00	9,934.22	60,000.00	60,000.00
260	Limited consultations, studies and surveys	0.00	0.00	token entry	token entry
	Article 260 - Total	0.00	0.00	0.00	0.00
	CHAPTER 24 - TOTAL	1,947.88	29,598.50	120,150.00	120,150.00
	CHAPTER 25 - TOTAL	60,427.71	104,848.98	470,350.00	470,350.00
	CHAPTER 26 - TOTAL	0.00	0.00	0.00	0.00
	Title 2 - Total	216,087.43	454,221.78	1,616,500.00	3,774,200.00

TITLE 2

BUILDINGS, EQUIPMENT AND MISCELLANEOUS OPERATING EXPENDITURE

- CHAPTER 24
- CHAPTER 25
- CHAPTER 26
- POSTAL CHARGES AND TELECOMMUNICATIONS
- EXPENDITURE ON FORMAL AND OTHER MEETINGS
- STUDIES, SURVEYS AND CONSULTATIONS

Article Item	Remarks
240	This appropriation is intended to cover expenditure on postal and delivery charges for ordinary mail, for reports and publications, on postal and other packages sent by air or surface mail, and on the Office's internal mail.
241	
2410	This appropriation is intended to cover the costs of telephone rentals and calls (official calls only, as private calls are billed), faxes, videoconferences, data transmission and the purchase of directories.
2411	This appropriation is intended to cover expenditure on telecommunications equipment, including cables: purchase, hire, installation, maintenance, documentation, etc.
250	
	This appropriation is intended to cover the travelling, subsistence and incidental expenses of experts and others, in particular members of the Administrative Council, who have been convened to attend meetings, study groups and working parties. This item also covers costs associated with the holding of meetings, in so far as they are not covered by the existing infrastructure.
255	
	This appropriation is intended to cover expenditure connected with the organisation of conferences, seminars, trade fairs and meetings, with the exception of expenses concerning the existing infrastructure and the remuneration of conference interpreters.
260	
	This appropriation is intended to cover expenditure on specialised studies, contracted out to experts or consultants, in so far as the Office does not have suitable staff to carry out such studies itself.

TITLE 3

OPERATIONAL EXPENDITURE

- CHAPTER 30
- Fees for the activities of the examination offices
- CHAPTER 31
- Maintenance of reference collections
- CHAPTER 32
- Procurement of other examination reports
- CHAPTER 33
- Examination of variety denominations

Article Item	Heading	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
300	<i>Fees payable to the competent agencies and offices in the Member States acting as examination offices</i>				
3000	Fees for technical examinations of plant varieties	336,900.00	637,495.45	1,461,600.00	1,461,600.00
3001	Fees for technical verification of plant varieties	0.00	0.00	token entry	token entry
	<i>Article 300 - Total</i>	336,900.00	637,495.45	1,461,600.00	1,461,600.00
301	<i>Fees payable to other appropriate agencies and offices acting as examination offices</i>				
3010	Fees for technical examinations of plant varieties carried out by agencies and offices other than those referred to in article 300	0.00	0.00	20,000.00	20,000.00
3011	Fees for technical verification of plant varieties	0.00	0.00	token entry	token entry
	<i>Article 301 - Total</i>	0.00	0.00	20,000.00	20,000.00
310	<i>Expenditure on the maintenance of reference collections of varieties at the examination offices</i>				
3100	Expenditure in respect of the competent agencies and offices of the Member States	0.00	0.00	token entry	token entry
3101	Expenditure in respect of other appropriate agencies and offices	0.00	0.00	token entry	token entry
	<i>Article 310 - Total</i>	0.00	0.00	0.00	0.00
320	<i>Expenditure on the procurement of other examination reports made available on the basis of an agreement between the Office and a competent authority in a Member State</i>	100,000.00	247,019.41	265,100.00	265,100.00
	<i>Article 320 - Total</i>	100,000.00	247,019.41	265,100.00	265,100.00
330	<i>Expenditure on the examination of variety denominations</i>	0.00	0.00	58,800.00	58,800.00
	<i>Article 330 - Total</i>	0.00	0.00	58,800.00	58,800.00
	CHAPTER 30 - TOTAL	336,900.00	637,495.45	1,481,600.00	1,481,600.00
	CHAPTER 31 - TOTAL	0.00	0.00	0.00	0.00
	CHAPTER 32 - TOTAL	100,000.00	247,019.41	265,100.00	265,100.00
	CHAPTER 33 - TOTAL	0.00	0.00	58,800.00	58,800.00

TITLE 3

OPERATIONAL EXPENDITURE

CHAPTER 30	FEEES FOR THE ACTIVITIES OF THE EXAMINATION OFFICES
CHAPTER 31	MAINTENANCE OF REFERENCE COLLECTIONS
CHAPTER 32	PROCUREMENT OF OTHER EXAMINATION REPORTS
CHAPTER 33	EXAMINATION OF VARIETY DENOMINATIONS

Article Item	Remarks
300	
3000	Regulation (EC) No 2100/94, and in particular Article 58 and Article 55 (1) thereof. This appropriation is intended to cover the fees payable to the offices entrusted by the Office with responsibility for the technical examination of plant varieties.
3001	Regulation (EC) No 2100/94, and in particular Articles 64 and 65 and Article 55 (1) thereof. This appropriation is intended to cover the fees payable to the offices entrusted with responsibility for technical verification after the grant of Community plant variety rights by the Office.
301	
3010	Regulation (EC) No 2100/94, and in particular Article 58 and Article 55 (2) thereof. This appropriation is intended to cover the fees payable to agencies and offices, other than those referred to in article 300, entrusted by the Office with responsibility for the technical examination of plant varieties.
3011	Regulation (EC) No 2100/94, and in particular Articles 64 and 65 and Article 55 (2) thereof. This appropriation is intended to cover the fees payable to agencies and offices, other than those referred to in article 300, entrusted with responsibility for technical verification after the grant of Community plant variety rights by the Office.
310	
3100	This appropriation is intended to cover the costs incurred by the competent agencies and offices of the Member States in maintaining reference collections of plant varieties as a basis for technical examinations requested by the Office.
3101	This appropriation is intended to cover the costs incurred by competent agencies and offices other than those referred to in item 3100 in maintaining reference collections of plant varieties as a basis for technical examinations requested by the Office.
320	
	This appropriation is intended to cover the purchase, in accordance with the implementing rules, of examination reports made available to the Office relating to technical examinations already carried out or, in certain cases, already being carried out.
330	
	Examination of proposed variety denominations (Article 54 (1) of Regulation (EC) 2100/94).

[illegible]

TITLE 3

OPERATIONAL EXPENDITURE

CHAPTER 34PUBLICATIONS

CHAPTER 35TECHNICAL SURVEYS, STUDIES AND CONSULTATIONS

Article Item	Remarks
340	
3400	This appropriation is intended to cover the costs of publishing the Official Gazette of the Office.
341	
3410	This appropriation is intended to cover the costs of publishing other Office publications.
3412	This appropriation is intended to cover expenditure on Office publicity and promotional publications, in order to advertise its activities to the economic sectors and public authorities concerned.
350	
	This appropriation is intended to cover the costs of specialised technical studies (technical studies, technical and financial analyses, etc.).

TITLE 10

OTHER EXPENDITURE

CHAPTER 100 PROVISIONAL APPROPRIATIONS
CHAPTER 101 CONTINGENCY RESERVE
CHAPTER 102 CONTRIBUTION TO THE TRANSLATION CENTRE
CHAPTER 103 REPAYMENT OF EC SUBSIDY

Article Item	Heading	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
	Provisional appropriations	0.00	0.00	token entry	token entry
CHAPTER 100 - TOTAL		0.00	0.00	0.00	0.00
	Contingency reserve	0.00	0.00	0.00	token entry
CHAPTER 101 - TOTAL		0.00	0.00	0.00	0.00
	Contribution to the Translation Centre	0.00	0.00	0.00	0.00
CHAPTER 102 - TOTAL		0.00	0.00	0.00	0.00
	Repayment of EC subsidy	0.00	300,000.00	0.00	0.00
CHAPTER 103 - TOTAL		0.00	300,000.00	0.00	0.00
Title 10 - Total		0.00	300,000.00	0.00	0.00
EXPENDITURE - GRAND TOTAL		1,216,499.74	3,129,949.36	6,674,550.00	8,832,250.00

TITLE 10

OTHER EXPENDITURE

- CHAPTER 100

CHAPTER 101

CHAPTER 102

CHAPTER 103
- PROVISIONAL APPROPRIATIONS

CONTINGENCY RESERVE

CONTRIBUTION TO THE TRANSLATION CENTRE

REPAYMENT OF EC SUBSIDY

Article Item	Remarks
	The appropriations entered in this chapter are purely provisional. Following the introduction of the new way of presenting the budget, this heading can be deleted, since part "C" of the budget now includes the Office's reserve. Possible contribution to the start-up of the Translation Centre in Luxembourg (cf. item 1176). Repayment of subsidy: Council Regulation 2100/94, and in particular Article 108 thereof.

STATEMENT OF REVENUE

Summary

Title	Heading	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
1	Revenue	1,825,000.00	3,958,581.63	5,129,593.00	5,129,593.00
2	Subsidies	0.00	0.00	token entry	token entry
5	Revenue accruing from the administrative operation of the Office	0.00	0.00	token entry	token entry
6	Contributions to Community programmes, repayment of expenditure, revenue from services rendered against payment	0.00	0.00	14,000.00	14,000.00
9	Miscellaneous revenue	197,150.95	206,058.31	210,000.00	1,494,250.00
GRAND TOTAL		2,022,150.95	4,164,639.94	5,353,593.00	6,637,843.00

TITLE 1

REVENUE

CHAPTER 10 REVENUE FROM SERVICES RENDERED

Article Item	Heading	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
100	<i>Fees and charges received</i>	1,825,000.00	3,958,581.63	5,129,593.00	5,129,593.00
	CHAPTER 10 - TOTAL	1,825,000.00	3,958,581.63	5,129,593.00	5,129,593.00
	Title 1 - Total	1,825,000.00	3,958,581.63	5,129,593.00	5,129,593.00

TITLE 2

SUBSIDIES

CHAPTER 20 REVENUE FROM THE EUROPEAN COMMUNITY

Article Item	Heading	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
200	<i>Subsidy from budget item B2 - 5102</i>	0.00	0.00	token entry	token entry
	CHAPTER 20 - TOTAL	0.00	0.00	0.00	0.00
	Title 2 - Total	0.00	0.00	0.00	0.00

TITLE 5

REVENUE ACCRUING FROM THE ADMINISTRATIVE OPERATION OF THE OFFICE

Article Item	Heading	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
		0.00	0.00	token entry	token entry
	Title 5 - Total	0.00	0.00	0.00	0.00

TITLE 1

REVENUE

CHAPTER 10 REVENUE FROM SERVICES RENDERED

Article Item	Remarks
Art. 100	Council Regulation (EC) No 2100/94 of 27 July 1994 on Community plant variety rights(OJ No 227 of 1/9/1994, p. 1). This Office revenue comprises the fees paid by applicants for Community plant variety rights and by other parties involved in proceedings. Commission Regulation (EC) No 1238/95 of 31 May 1995 establishing implementing rules for the application of Council Regulation (EC) No 2100/94 as regards the fees payable to the Community Plant Variety Office.

TITLE 2

SUBSIDIES

CHAPTER 20 REVENUE FROM THE EUROPEAN COMMUNITY

Article Item	Remarks
Art. 200	Council Regulation (EC) No 2100/94, and in particular Article 108 (3) thereof. Subsidy under heading "Plant health measures".

TITLE 5

REVENUE ACCRUING FROM THE ADMINISTRATIVE OPERATION OF THE OFFICE

Article Item	Remarks

TITLE 6

CONTRIBUTIONS TO COMMUNITY PROGRAMMES, REPAYMENT OF EXPENDITURE, REVENUE FROM SERVICES RENDERED AGAINST PAYMENT

CHAPTER 60 OFFICIAL GAZETTE

Article Item	Heading	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
60		0.00	0.00	14,000.00	14,000.00
Title 6 - Total		0.00	0.00	14,000.00	14,000.00

TITLE 9

MISCELLANEOUS REVENUE

CHAPTER 91 BANK INTEREST
CHAPTER 92 GIFTS AND BEQUESTS

Article Item	Heading	Outturn 1996	Outturn 1997	1998 Budget Appropriations 1998	1998 Amending budget
91	Bank interest	197,150.95	206,058.31	210,000.00	210,000.00
CHAPTER 91 - TOTAL		197,150.95	206,058.31	210,000.00	210,000.00
92	Gifts and bequests	-	-	-	1,284,250.00
CHAPTER 92 - TOTAL		-	-	-	1,284,250.00
Title 9 - Total		197,150.95	206,058.31	210,000.00	1,494,250.00
EXPENDITURE - GRAND TOTAL		2,022,150.95	4,164,639.94	5,353,593.00	6,637,843.00

TITLE 6

CONTRIBUTIONS TO COMMUNITY PROGRAMMES, REPAYMENT OF EXPENDITURE, REVENUE FROM SERVICES RENDERED AGAINST PAYMENT

CHAPTER 60 OFFICIAL GAZETTE

Article Item	Remarks
60	Revenue from the sale of the Official Gazette of the Office.

TITLE 9

MISCELLANEOUS REVENUE

CHAPTER 91 BANK INTEREST
CHAPTER 92 GIFTS AND BEQUESTS

Article Item	Remarks
Chap. 91	Bank interest
Chap. 92	Appropriations received from local French public authorities (Région des Pays de la Loire, Département de Maine et Loire, Angers municipal authorities) on the establishment of the OCVV in Angers.

RESERVE

TITLE 1 BALANCE FROM THE FINANCIAL YEAR
TITLE 2 SURPLUS AT 31 DECEMBER

Article Item	Remarks
	Council Regulation (EC) No 2100/94 of 27 July 1994 on Community plant variety rights, and in particular Article 108 thereof. CPVO Financial Regulation. Council Regulation (EC) No 2100/94 of 27 July 1994 on Community plant variety rights, and in particular Article 108 thereof. CPVO Financial Regulation.

ESTABLISHMENT PLAN - 1998

Categories and grades	Permanent posts**			Temporary posts*		
	1998 ♦	1997 ****	1996 ***	1998 ♦	1997 ****	1996 ***
A1	-	-	-	-	-	-
A2	-	-	-	1	1	1
A3	-	-	-	1	1	1
A4	-	-	-	-	-	-
A5	-	-	-	-	1	-
A6	-	-	-	3	2	-
A7	-	-	-	-	1	4
A8	-	-	-	-	-	-
TOTAL	0	0	0	5	6	6
B1	-	-	-	-	-	-
B2	-	-	-	-	-	-
B3	-	-	-	4	1	-
B4	-	-	-	4	-	-
B5	-	-	-	2	9	2
TOTAL	0	0	0	10	10	2
C1	-	-	-	-	-	-
C2	-	-	-	-	-	-
C3	-	-	-	3	2	-
C4	-	-	-	-	-	-
C5	-	-	-	3	3	2
TOTAL	0	0	0	6	5	2
D1	-	-	-	-	-	-
D2	-	-	-	-	-	-
D3	-	-	-	1	1	-
D4	-	-	-	-	-	-
TOTAL	0	0	0	1	1	0
GRAND TOTAL	0	0	0	22	22	10

* Temporary staff on temporary posts
** Temporary staff on permanent posts
*** 1996 Amending budget
**** 1997 Amending budget
♦ 1998 initial budget and 1998 amending budget

STATEMENT OF REVENUE AND EXPENDITURE 1998

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

(98/680/EC)

CONTENT

1. GENERAL INTRODUCTION
2. JUSTIFICATION OF MAIN HEADINGS
3. STATEMENT OF REVENUE 1998
4. STATEMENT OF EXPENDITURE 1998

Annex 1: Establishment Plan for Personnel

GENERAL INTRODUCTION

Explanatory statement

- *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) modified by Council Regulation (EC) No 1643/95 (OJ L 156 OF 7.7.1995, pg. 1)

Internal Financial Regulation of the European Agency for Safety and Health at Work

JUSTIFICATION OF MAIN HEADINGS

1. Revenues

The sources of revenue consist of a European Community Subsidy, and of grants from the Basque government and the County of Vizcaya.

2. Expenditure

Title 1 - Staff

The calculation on this title is based on the assumption that the 24 Posts as mentioned in the Establishment plan 1998 will be filled up during 1998. The establishment plan is attached (Annex 1). Furthermore it is envisaged that during 1998 there will be several national experts, auxiliary contracts, local and freelance contracts from Member State Bodies.

Title 2 - Buildings, equipment and miscellaneous operating expenditure

The expected costs for the Agency for the rent of the new Building at Gran Via 33 will be approximately 280.000 ECU.

Title 3 - Operational expenditure

Operational expenditures are mainly related to the establishment of the network and organisation of meetings.

STATEMENT OF REVENUE 1998

STATEMENT OF REVENUE
Summary

Title	Heading	1997	1998
1	European Community Subsidy	4.000.000	5.000.000 (5.700.000)
2	Other Subsidies	210.000	210.000
5	Miscellaneous Revenue	p.m.	p.m.
6	Revenue for services rendered against payment	p.m.	p.m.
TOTAL GENERAL :		4.210.000	5.210.000 (5.910.000)

TITLE 1

CHAPTER 10 - European Community Subsidy

Article Item	Heading	Financial year 1997	Financial Year 1998
100	CHAPTER 10 European Community Subsidy	4.000.000	5.000.000 (5.700.000)
	TOTAL TITLE 1	4.000.000	5.000.000 (5.700.000)

TITLE 1

EUROPEAN COMMUNITY SUBSIDY

CHAPTER 10 -EUROPEAN COMMUNITY SUBSIDY

Article Item	Remarks
100	Council Regulation (EC) n° 2062/94, of 18 July 1994, establishing a European Agency for Safety and Health at Work (OJ n° L 216 du 20.8.1994, p. 1, modified by Regulation (EC) n° 1643/95 (OJ n° L 156 of 7.7.1995, p. 1). Pursuant to article 12, paragraph 3, of this regulation, a subsidy for the Agency is entered in the general budget. The revenue entered represents the subsidy provided (post B3 4311 of the statement of expenditure in Section III "Commission" of the General Budget).

TITLE 2

CHAPTER 20 – OTHER SUBSIDIES

[illegible]

TITLE 2

OTHER SUBSIDIES

CHAPTER 20 - OTHER SUBSIDIES

Article Item	Remarks
200	This grant from the Basque government is meant to finance about 50% of the costs for renting the Building of the Agency on Gran Via 33, BILBAO.
201	This grant from the County of Vizcaya is meant to finance about 25% of the costs for renting the Building of the Agency on Gran Via 33, BILBAO.

TITLE 5
MISCELLANEOUS REVENUE

- CHAPTER 50 - PROCEEDS OF THE SALE OF MOVABLE AND IMMOVABLE PROPERTY
- CHAPTER 52 - REVENUE FROM INVESTMENTS OR LOANS, BANK INTEREST AND OTHER ITEMS
- CHAPTER 54 - MISCELLANEOUS REVENUE AVAILABLE FOR RE-USE BUT NOT USED
- CHAPTER 59 - OTHER REVENUE FROM ADMINISTRATIVE OPERATIONS

Article Item	Heading	Financial Year 1997	Financial Year 1998
500	CHAPTER 50		
	Proceeds of the sale of movable and immovable property	p.m.	p.m.
	CHAPTER 50 - TOTAL	p.m.	p.m.
520	CHAPTER 52		
	Revenue from investments or loans, bank interest and other items	p.m.	p.m.
	CHAPTER 52 - TOTAL	p.m.	p.m.
540	CHAPTER 54		
	Miscellaneous revenue available for re-use but not used	p.m.	p.m.
	CHAPTER 54 - TOTAL	p.m.	p.m.
590	CHAPTER 5 9		
	Other revenue from administrative operations	p.m.	p.m.
	CHAPTER 59 - TOTAL	p.m.	p.m.
	TOTAL TITLE 5		p.m.

TITLE 5

MISCELLANEOUS REVENUE

- CHAPTER 50 - PROCEEDS OF THE SALE OF MOVABLE AND IMMOVABLE PROPERTY
- CHAPTER 52 - REVENUE FROM INVESTMENTS OR LOANS, BANK INTEREST AND OTHER ITEMS
- CHAPTER 54 - MISCELLANEOUS REVENUE AVAILABLE FOR RE-USE BUT NOT USED
- CHAPTER 59 - OTHER REVENUE FROM ADMINISTRATIVE OPERATIONS

Article Item	Remarks

TITLE 6

REVENUE FROM SERVICES RENDERED AGAINST PAYMENT

CHAPTER 60 - REVENUE FROM SERVICES RENDERED AGAINST PAYMENT

Article Item	Heading	Financial Year 1997	Financial Year 1998
	CHAPTER 60		
600	Revenue from services rendered against payment	p.m.	p.m.
601	Revenue from co-financing agreements	p.m.	p.m.
602	Revenue from sale of publications	p.m.	p.m.
603	Proceeds from the letting and hiring of immovable property	p.m.	p.m.
	CHAPTER 60 - TOTAL	p.m.	p.m.
	TITLE 6 - TOTAL	p.m.	p.m.
	TOTAL GENERAL		P.M.

TITLE 6

REVENUE FROM SERVICES RENDERED AGAINST PAYMENT

CHAPTER 6 0 - REVENUE FROM SERVICES RENDERED AGAINST PAYMENT

Article Item	Remarks

STATEMENT OF EXPENDITURE 1998

STATEMENT OF EXPENDITURE

General Summary of appropriations and outturn

TITLE CHAPTER ARTICLE ITEM	Heading	Appropriations 1997 (ECU)	Appropriations 1998 (ECU)
1	Staff	1.800.000	2.110.000
2	Buildings, equipment and miscellaneous operating expenditure	1.000.000	800.000
3	Operating expenditure	1.410.000	2.300.000 (3.000.000)
	General total:	4.210.000	5.210.000 (5.910.000)

ARTICLE	ITEM	HEADING	APPROPRI- ATIONS 1997 (ECU)	APPROPRI- ATIONS 1998 (ECU)
		<u>Title 1: STAFF</u> *****		
		<u>Chapter 11 – STAFF IN ACTIVE EMPLOYMENT</u>		
110		<u>Staff holding a post provided for in the establishment plan</u>		
110	1100	Basic salaries	450.000	937.000
110	1101	Family allowances	99.000	150.000
110	1102	Expatriation and foreign-residence allowances	72.000	145.000
110	1103	Secretarial allowances	1.000	2.500
	1104	DG IX administrative help		8.000
		Article 110 – Total	622.000	1.242.500
111	1110	Auxiliary staff	177.000	75.000
111	1111	Auxiliary interpreters	p.m.	p.m.
111	1112	Local staff	148.000	130.000
		Article 111 – Total	325.000	205.000
112	1120	Professional training of staff	25.000	25.000
		Article 112 – Total	25.000	25.000

ART.	ITEM	REMARKS
110	1100	Staff Regulations applicable to Officials of the European Communities, and in particular Articles 62 and 66 thereof. This appropriation is intended to cover basic salaries of permanent officials and temporary staff.
110	1101	Staff Regulations applicable to Officials of the European Communities, and in particular Articles 62, 67 and 68 thereof 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.
110	1102	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.
110	1103	Staff Regulations applicable to Officials of the European Communities, and in particular Article 4a of Annex VII thereto. This appropriation is intended to cover the secretarial allowance paid to temporary staff in Category C employed as shorthand-typists or typists, teleprinter operators, typesetters, executive secretaries or principal secretaries.
110	1110	Conditions of employment of other servants of the European Communities, and in particular Article 3 and Title III thereof. This appropriation is intended to cover the remuneration of, and the employer's social security contributions for, auxiliary staff.
110	1111	Conditions of employment of other servants of the European Communities, and in particular Article 3 and Title III thereof. This appropriation is to be used only when the SCIC is unable to provide the resources requested by the Translation Centre, in particular for meetings of its Management Board.
111	1112	Conditions of employment of other servants of the European Communities, and in particular Article 4 and Title IV thereof. This appropriation is intended to cover the remuneration (including overtime) and the employer's share of social security contributions for local staff.
112	1120	Staff Regulations applicable to Officials of the European Communities, and in particular the third paragraph of Article 24 thereof.

ART.	ITEM	HEADING	APPROPRI- ATIONS 1997 (ECU)	APPROPRIA TIONS 1998 (ECU)
113		<u>Employer's social security contributions</u>		
113	1130	Insurance against sickness	15.200	43.000
113	1131	Insurance against accidents and occupational disease	3.100	5.500
113	1132	Insurance against unemployment	2.700	3.500
113	1133	Constitution or maintenance of pension rights	p.m.	p.m.
		Article 113 – Total	21.000	52.000

ART.	ITEM	REMARKS
113	1130	Staff Regulations applicable to Officials of the European Communities, and in particular Article 72 thereof. Rules on sickness insurance for officials of the European Communities, and in particular Article 23 thereof. This appropriation is intended to cover the employer's contribution (3.4% of the basic salary); the official's contribution is 1.7% of the basic salary.
113	1131	Staff Regulations applicable to Officials of the European Communities, and in particular Article 73 thereof and Article 15 of Annex VIII thereto. This appropriation is intended to cover: – the employer's contribution to insurance against accidents and occupational disease (0.67% of the basic salary); – a further 2% is added to the appropriations thus calculated (increasing the rate to 0.6834%) to cover expenditure not covered by the insurance (Article 73 of the Staff Regulations).
113	1132	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 of 8 October 1985, p. 1). This appropriation is intended to insure temporary staff against unemployment.
113	1133	Conditions of employment of other servants of the European Communities, and in particular Article 42 thereof. This appropriation is intended to cover payments by the Centre on behalf of temporary staff in order to constitute or maintain their pension rights in their country of origin.

ARTICLE	ITEM	HEADING	APPROPRI- ATIONS 1997 (ECU)	APPROPRI- ATIONS 1998 (ECU)
114		<u>Miscellaneous allowances and grants</u>		
114	1140	Childbirth and death allowances and grants	10.000	6.000
114	1141	Travel expenses for annual leave	34.530	53.000
114	1142	Housing and transport allowances	10.000	p.m.
114	1143	Fixed duty allowances	p.m.	p.m.

ART.	ITEM	REMARKS
114	1140	Staff Regulations applicable to Officials of the European Communities, and in particular Articles 70, 74 and 75 thereof. This appropriation 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.
114	1141	Staff Regulations applicable to Officials of the European Communities, and in particular Article 8 of Annex VII thereto. This appropriation is intended to cover the flat-rate travel expenses for officials or temporary staff, their spouses and dependants, from their place of employment to their place of origin in accordance with the following conditions: – once per calendar year if the distance by rail is greater than 50 km and less than 725 km; – twice per calendar year if the distance by rail is at least 725 km.
114	1142	Staff Regulations applicable to Officials of the European Communities, and in particular Articles 14a and 14b of Annex VII thereto. Regulation 6/66/Euratom, 121/66/EEC of the Councils of 28 July 1966 laying down the list of places for which a rent allowance may be granted, the maximum amount of that allowance and the rules for granting it (OJ L 150 of 12 August 1966 – OJ English Special Edition (1965-1966) of November 1972, p. 212) Regulation 7/66/Euratom, 122/66/EEC of the Councils of 28 July 1966 laying down the list of places for which a transport allowance may be granted, the maximum amount of that allowance and the rules for granting it (OJ L 150 of 12 August 1966 – OJ English Special Edition (1965-1966) of November 1972, p. 214)
114	1143	Staff Regulations applicable to Officials of the European Communities, and in particular Article 14 of Annex VII thereto. This appropriation is intended to cover fixed duty allowances for officials who regularly incur representation expenses in the course of their duties.

ART.	ITEM	HEADING	APPROPRI- ATIONS 1997(ECU)	APPROPRI- ATIONS 1998 (ECU)
114	1145	Special allowance for accounting officers and administrators of advance funds	p.m.	5.000
		Article 114 - Total	54.530	64.000
		Overtime	p.m.	p.m.
115		Article 115 - Total	p.m.	p.m.
117		Supplementary services		
117	1171	Freelance interpreters and conference technicians	25.000	5.000
117	1174	Freelance services	80.000	5.000
117	1175	Temporary staff	80.000	72.000
117	1176	Officials secondment from Member States	125.000	60.000
		Article 117 - Total	310.000	147.000

ART.	ITEM	REMARKS
114	1145	Financial Regulation of 21 October 1977 applicable to the general budget of the European Communities, as last amended by Council Regulation (Euratom, ECSC, EEC) No 610/90 of 13 March 1990 (OJ L 356 of 31 December 1977 and OJ L 70 of 16 March 1990), in particular Article 75(4) thereof. This appropriation is intended to cover the special allowance granted to accounting officers, assistant accounting officers or administrators of advance funds.
115		Staff Regulations applicable to Officials of the European Communities, and in particular Article 56 thereof and Annex VI thereto. This appropriation is intended to cover flat-rate payments or hourly-rate payments for overtime worked by officials and auxiliary staff in Categories C and D and local staff whom it has not been possible to compensate by free time under the normal arrangements.
117	1171	Payment of freelance interpreters hired by the Centre for non-routine conferences for which the Commission is unable to provide interpreting. In addition to remuneration, this includes contributions to a life insurance scheme and insurance against sickness, accident and death, and reimbursement - for freelance translators whose business address is not at the place of employment - of travel expenses and payment of fixed travel allowances.
117	1174	These appropriations are intended to cover the services of freelance translators and typing and coding work sent out (translation centre).
117	1175	This appropriation is intended to cover use of temporary staff, mainly typists. Recourse to temporary staff is useful when certain departments require flexibility in adapting to <i>ad hoc</i> needs.
117	1176	This appropriation is intended to enable the Agency to organise a programme of exchange for civil servants from Member State.

ART.	ITEM	HEADING	APPROPRI- ATIONS 1997 (ECU)	APPROPRI- ATIONS 1998 (ECU)
118		<u>Miscellaneous expenditure on staff recruitment and transfer</u>		
118	1180	Miscellaneous expenditure on staff recruitment	90.000	30.000
118	1181	Travel expenses	10.000	13.000
118	1182	Installation, resettlement and transfer allowances	120.000	57.000
118	1183	Removal expenses	75.000	83.000
118	1184	Temporary daily subsistence allowances	25.000	50.000
		Article 118 – Total	320.000	233.000
119	1190	<u>Salary weightings</u>	-53.690	-110.000
119	1191	Adjustments to remuneration	p.m	10.000
		Article 119 – Total	-53.690	-100.000
		Chapter 11 – Total	1.623.840	1.868.500

ART	ITEM	REMARKS
118	1180	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.
118	1181	Staff Regulations applicable to Officials of the European Communities, and in particular Articles 20 and 71 thereof and Article 7 of Annex VII thereto. This appropriation is intended to cover the travel expenses of staff (including members of their families) entering or leaving the service.
118	1182	Staff Regulations applicable to Officials of the European Communities, and in particular Articles 5 and 6 of Annex VII thereto. This appropriation is intended to cover the installation allowances for staff obliged to change residence after taking up their appointment or when they definitively cease their duties and settle elsewhere.
118	1183	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 staff 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.
118	1184	Staff Regulations applicable to Officials of the European Communities, and in particular Articles 20 and 71 thereof and Article 10 of Annex VII thereto. 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).
119	1190	Staff Regulations applicable to Officials of the European Communities, and in particular Articles 64 and 65 thereof. This appropriation is intended to cover the impact of salary weightings applicable to the remuneration of officials and temporary staff and to overtime.
	1191	Staff Regulations applicable to Officials of the European Communities, and in particular Article 65 thereof. Financial Regulation of 21 December 1977 applicable to the general budget of the European Communities (OJ L 356, 31.12.1977, p.1), as last amended by Regulation (Euratom, ESCS, EEC) 610/90 (OJ L 70, 16.3.1990, p.1). Council Regulation (Euratom, ECSC, EEC) of 19 December 1991 amending the Staff Regulations of the European Communities and the Conditions of Employment of other servants of those Communities in respect of detailed rules for adjusting the remuneration (OJ L 361, 31.12.1991, p.1). This appropriation is intended to cover the effects of any salary adjustments decided by the Council during the financial year.

ARTICLE	ITEM	HEADING	APPROPRIATIONS 1997(ECU)	APPROPRIATIONS 1998 (ECU)
130		CHAPTER 13 - Missions and travel		
		<u>Mission expenses, duty travel expenses and other ancillary expenditure</u>	150.000	200.000
		Chapter 13 - Total	<u>150.000</u>	<u>200.000</u>
		CHAPTER 14 – Socio medical infrastructure		
141		<u>Medical service</u>	p.m.	15.000
142		<u>Other welfare expenditures</u>	p.m.	1.500
		Chapter 14 - Total	p.m.	16.500
152	1520	CHAPTER 15-- <u>Staff exchanges</u>		
	1521	Centre officials seconded to national administrations, international organisations or public sector institutions or undertakings	p.m.	5.000
	1522	Trainees	p.m.	p.m.
160		CHAPTER 16-- Special assistance grants	p.m.	p.m.
162		Other social expenditure	p.m.	p.m.
163		Nursery centre	p.m.	p.m.
164		Additional aid for disabled persons	p.m.	p.m.
		Chapter 16 – Total	p.m.	5.000

ART	ITEM	REMARKS
130		The Article 130 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 service, in accordance with the provisions of the Staff Regulations applicable to Officials of the European Communities.
141		Staff Regulations applicable to Officials of the European Communities, and in particular Article 59 thereof and Article 8 of Annex II thereto.
142		This appropriation is intended to cover expenditures by the Agency on social welfare activities of its staff.
152	1521	This appropriation is intended to cover expenditure relating to the secondment or temporary assignment of Centre officials to national or international departments.
160		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.
162		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.
163		This appropriation is intended to cover the Centre's share of the cost of child care for Centre staff in nurseries not administered by the Commission.
164		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.

ARTICLE	ITEM	HEADING	APPROPRI- ATIONS 1997 (ECU)	APPROPRI- ATIONS 1998 (ECU)
		CHAPTER 17 – Entertainment and representation		
170		<u>Entertainment and representation expenses</u>	26.160	20.000
190		Pensions and severance grants	p.m.	p.m.
		Chapter 17 - Total	26.160	20.000
		Title 1 - Total	1.800.000	2.110.000
		<u>Title 2 – Buildings, equipment and miscellaneous operating expenditure</u> *****		
		CHAPTER 20 - Rental of buildings and associated costs		
200		<u>Rent</u>		
200	2000	Rent	300.000	280.000.
200	2001	Rent temporary office	p.m.	p.m.
		Article 200 – Total	300.000	280.000
201		<u>Insurance</u>	10.000	10.000
202		<u>Water, gas, electricity and heating</u>	25.000	30.000
203		<u>Cleaning and maintenance</u>	35.000	25.000
204		<u>Fitting-out of premises</u>	25.000	20.000
205		<u>Security and surveillance of buildings</u>	25.000	40.000

ART.	ITEM	REMARKS
170		This appropriation is intended to cover representation expenses.
190		This appropriation is intended to cover pensions and severance grants.
200	2000	This appropriation is intended to cover the payment of rents for buildings or parts of buildings occupied by the Agency.
200	2001	This appropriation is intended to cover the rent of a temporary office for the Agency in Luxembourg.
201		This appropriation is intended to cover the insurance policy premiums in respect of the buildings or parts of buildings occupied by the Agency.
202		This appropriation is intended to cover current expenditure.
203		This appropriation is intended to cover the costs of cleaning and upkeep of the premises used by the Agency.
204		This appropriation is intended to cover the fitting-out of the premises and repairs in the building.
205		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.

ART.	ITEM	HEADING	APPROPRI- ATIONS 1997 (ECU)	APPROPRI- ATIONS 1998 (ECU)
209		<u>Other expenditure</u>	15.000	p.m.
		Chapter 20 Total	<u>435.000</u>	<u>405.000</u>
		CHAPTER 21 – Data-processing		
210		Operation of the data-processing centre	100.000	65.000
		Article 210 Total	<u>100.000</u>	<u>65.000</u>
212		Services provided by data-processing staff	50.000	40.000
		Article 212 – Total	<u>50.000</u>	<u>40.000</u>
		Chapter 21 – Total	<u>150.000</u>	<u>105.000</u>

ART.	ITEM	REMARKS
209		The appropriation requested is intended to cover expenditure on buildings not specifically provided for in the articles in Chapter 20, for example administrative expenses other than services (water, gas, electricity), maintenance and insurance, particularly for buildings occupied by a number of tenants, expenses arising from drawing up the inventory of fixtures, hiring parking space, municipal taxes and ancillary expenses.
210		This appropriation is intended to cover expenses, equipment and software/software package maintenance and data-processing consumables.
212		This appropriation is intended to cover expenditure on external operating staff (operators, administrators, system engineers, etc.).

ART.	ITEM	HEADING	APPROPRI- ATIONS 1997(ECU)	APPROPRI- -ATIONS 1998 (ECU)
		CHAPTER 22 – Movable property and associated costs		
220		<u>Technical installations and electronic office equipment</u>		
220	2200	New purchases	50.000	5.000
220	2201	Replacement	p.m.	3.000
220	2202	Hire	20.000	5.000
220	2203	Maintenance, use and repair	10.000	5.000
220	2204	Electronic office equipment	20.000	5.000
		Article 220 – Total	100.000	23.000
221		<u>Furniture</u>		
221	2210	New purchases	60.000	10.000
221	2211	Replacement	p.m.	5.000
221	2213	Maintenance, use and repair	p.m.	5.000
		Article 221 – Total	60.000	20.000
223		<u>Office vehicle</u>		
	2231	Purchase of vehicle	p.m.	p.m.
	2232	Upkeep, petrol and hiring means of transport	5.000	5.000
		Article 223 – Total	5.000	5.000
			10.000	5.000

ART.	ITEM	REMARKS
220		
220	2200	This appropriation is intended to cover the purchase and installation of technical and data-processing equipment.
220	2201	The purchase of 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.
220	2202	This appropriation is intended to cover the hiring of miscellaneous equipment and various technical and data-processing installations.
220	2203	This appropriation is intended to cover the costs of maintaining and repairing the technical installations.
220	2204	This appropriation is intended to cover unforeseen costs associated with electronic office equipment.
221	2210	This appropriation is intended to cover furniture requirements for the staff of the Agency as well as the installation of meeting rooms and the office for the Management Board.
221	2211	This appropriation is intended to cover the replacement of furniture.
221	2213	This appropriation is intended to cover the maintenance and repair of furniture.
223	2231	This appropriation is intended to cover the maintenance, petrol expenses and the cost of hiring other means of transport (taxi, bus, rent car).

ART.	ITEM	HEADING	APPROPRI- -ATIONS 1997(ECU)	APPROPRI- -ATIONS 1998(ECU)
225		<u>Documentation and library expenditure</u>		
225	2250	Library stocks, purchase of books	5.000	2.500
225	2251	Special library, documentation and reproduction equipment	p.m	5.000
225	2252	Subscriptions to newspapers and periodicals	5.000	2.500
225	2254	Binding and upkeep of library books	p.m.	p.m.
225	2255	Subscriptions to rapid information services	5.000	2.500
		Article 225 – Total	----- 15.000 -----	----- 12.500 -----
		Chapter 22 – Total	----- 185.000 =====	----- 60.500 =====
		CHAPTER 23 – Current administrative expenditure		
230		<u>Stationery and office supplies</u>	15.000	20.000
		Article 230 – Total	----- 15.000 -----	----- 20.000 -----

ART.	ITEM	REMARKS
225		
225	2250	This appropriation is intended to cover the purchase of books, documents and other publications (not on subscription) necessary for the Agency.
225	2251	This relates to minimum initial equipment.
225	2252	This appropriation is intended to cover the cost of subscriptions to specialised newspaper and periodicals, official journals, different bulletins and other specialised publications in line with the Agency's own needs.
225	2254	This appropriation is intended to cover binding and other costs essential for the upkeep of books and periodicals.
225	2255	Access directly network and data-bases.
230		This appropriation is intended to cover the purchase of paper, envelopes and office supplies.

ART.	ITEM	HEADING	APPROPRI- -ATIONS 1997(ECU)	APPROPRI- -ATIONS 1998 (ECU)
232		<u>Financial charges</u>		
232	2320	Bank charges	10.000	15.000
232	2321	Exchange rate losses	p.m.	p.m.
232	2329	Other financial charges	p.m.	p.m.
		Article 232 – Total	10.000	15.000
233		<u>Legal expenses</u>	p.m.	10.000
234		<u>Damages</u>	p.m	p.m.
235	2350	Miscellaneous insurance	p.m.	2.000
235	2352	Internal meeting expenses	10.000	2.500
235	2353	Departmental removals	10.000	p.m.
235	2359	Other expenditure	25.000	p.m.
		Article 235 – Total	45.000	4.500
239	2391	Interpreting	30.000	30.000
239	2393	Publications	30.000	30.000
		Article 239 – Total	60.000	60.000
		Chapter 23 – Total	130.000	109.500

ART.	ITEM	REMARKS
232		
232	2320	This item is intended to cover bank charges and the cost of connecting to the interbank telecommunications network.
232	2321	This item is intended to cover exchange rate losses incurred by the Centre in the management of its budget, in so far as such losses cannot be offset against exchange rate gains.
232	2329	
233		
234		
235		
235	2350	This appropriation is intended to cover various types of insurance (third party liability, theft, etc.).
235	2352	This appropriation is intended to cover expenditure for refreshments and snacks at internal meetings, including those of the Management Board.
235	2353	This appropriation is intended to cover the cost of removals within the building.
235	2359	This appropriation is intended to cover other operating expenditure not specifically provided for.
239	2391	This appropriation is intended to cover interpreting services to be billed to it by the institutions, particularly the Commission.
	2393	This appropriation is intended to cover principally the cost of publishing the Agency's budget.

ART..	ITEM	HEADING	APPROPRI- -ATIONS 1997(ECU)	APPROPRI- -ATIONS 1998(ECU)
		CHAPTER 24 – Postage and telecommunications		
240		<u>Postage and delivery charges</u>	40.000	40.000
241		<u>Telecommunications</u>		
		Telephone, telegraph, telex, radio and television/subscriptions and charges	60.000	80.000
		Chapter 24 – Total	----- 100.000 =====	----- 120.000 =====
		Title 2 – Total	----- 1.000.000 =====	----- 800.000 =====

ART.	ITEM	REMARKS
240		This appropriation is intended to cover expenditure on postal and delivery charges, including parcels sent by post.
241		
241	2410	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.

TITLE 3

OPERATING EXPENDITURE

ART.	ITEM	HEADING	APROPRIATIONS 1997 (ECU)	APROPRIATIONS 1998 (ECU)
		CHAPTER 30 – OPERATING EXPENDITURE		
300		Establishment of operational documents and information network	100.000	250.000
		Article 300 – Total	100.000	250.000 (500.000)
301	3010	Dissemination of information	p.m.	p.m.
	3011	Publication of results of studies	100.000	125.000 (175.000)
	3012	Publication of the annual report	5.000	70.000
		Marketing, promotional activities and information bulletins	75.000	410.000 (465.000)
		Article 301-Total	180.000	605.000 (710.000)
302		Participation in congresses and public events and contributions for specific network activities.	80.000	15.000
		Article 302- Total	----- 80.000	----- 15.000 (35.000)
303		Studies and pilot schemes	250.000	600.000
		Article 303-Total	----- 250.000	----- 600.000 (800.000)
	3040	Expenditure for meetings (incl. interpretation costs)		
304	3041	General costs of meetings	100.000	7.500 (15.000)
	3042	Interpretation costs	40.000	15.000 (30.000)
		Meetings of the Administrative Board	60.000	225.000

TITLE 3**OPERATING EXPENDITURE****CHAPTER 30 - OPERATING EXPENDITURE**

ART.	ITEM	REMARKS
300		This appropriation is intended to cover the purchase of publications, the compilation of card indexes and catalogues and the necessary computer work to enable a selective documentation system to be created (an information network consisting of the set up and maintenance of a network organisation, technology and information, in particular, up-to-date data, and information on recent developments and research in the fields concerned by the Agency's work programmes.
301		
	3010	This appropriation is intended to cover the publication costs of results of studies which will contribute to the implementation of the Agency's work programmes.
	3012	This appropriation is intended to cover the costs of organisation of marketing and promotional activities relating to the Agency's work (newsletters, magazines, surveys, brochures, videos, posters, public events, etc.)
302		This appropriation is intended to cover the contribution from the Agency to the work of similar institutions and foundations that could contribute to the development of the Agency's network (for ex. Topic Centres).
303		This appropriation is intended to cover studies and specific projects which will contribute to the implementation of the Agency's programme in relation to health and safety at work.
304		
	3040	This appropriation is intended to cover the organisation of seminars, colloquia, coordination and evaluation meetings which will contribute to the implementation of the Agency's work programmes.
	3041	This appropriation is intended to cover interpretation costs connected with the organisation of board meetings, meetings of the Committee of Experts, seminars, colloquia, coordination and evaluation meetings which will contribute to the implementation of the Agency's work programmes.
	3042	This appropriation is intended to cover the operating expenses of the Administrative Board, including travel and subsistence expenses and hire of rooms if necessary.

CHAPTER 30 - OPERATING EXPENDITURE (CONT'D)

ARTICLE	ITEM	HEADING	Appropriations 1997 (ECU)	Appropriations 1998 (ECU)
304				
	3043	Meetings of the Committee of Experts	p.m.	142.500 (245.000)
	3044	Meetings Focal points and Thematic Network	300.000	265.000
		Article 304 -Total	<u>500.000</u>	<u>655.000</u> (780.000)
305				
		Translation of study reports and working documents for seminars, co-ordination meetings, colloquia, etc.	300.000	175.000
		Article 305 - Total	300.000	175.000
		Title 3-Total	<u>1.410.000</u>	<u>2.300.000</u> (3.000.000)

CHAPTER 30 - OPERATING EXPENDITURE (CONT'D)

ART.	ITEM	REMARKS
304	3043	This appropriation is intended to cover the operating expenses of committees of experts (Internet, Bulletin, Newsletter, events, etc.) including travel and subsistence expenses and the hire of rooms if necessary.
	3044	This appropriation is intended to cover the operating expenses of the thematic network groups (National Community Programs, Research, Practical Solutions and others) including travel and subsistence expenses and the hire of rooms if necessary.
305		This appropriation is intended to cover the translation of the Agency's study reports and the working documents for seminars, colloquia and evaluation meetings, etc., into the different Community languages.

Establishment plan for the Agency, 1998

TEMPORARY PERSONNEL

GRADE	NUMBER
A2	1
A4	3
A5	4
A7/6	3
B1	1
B3/2	4
B5/4	3
C1	1
C3/2	2
C5/4	2
TOTAL :	24

**BUDGET
1998**

**TRANSLATION CENTRE
FOR THE BODIES
OF THE EUROPEAN UNION**

(98/681/EC)

CONTENTS

1 General introduction

2 Justification of main headings

3 Summary table

4 Statement of revenue 1998

5 Statement of expenditure 1998

Annex 1: establishment plans

1 GENERAL INTRODUCTION

In accordance with Article 10 (2) of Council Regulation (EC) No 2965/94, as amended by Council Regulation (EC) No 2610/95, the 1998 budget will be the first to be financed by payments from the agencies and offices served by the Centre in return for the services it provides, after completion of the start-up period of three budgetary years.

The forecast volume of translation work is 199,200 pages, of which 150,500 are expected to be trade marks for the OHIM and 48,700 the translation of documents.

This forecast represents an increase of 43% compared with that established for the 1997 supplementary and amending budget.

The total forecast revenue and expenditure is ECU 15,213,000, equivalent to an increase of 54% on the 1997 budget.

The difference between the increase in the amount of work (43%) and the estimated increase in revenue (54%) is due to a price increase (8%) to take account of inflation in 1996-97. The whole has been increased by 3% on account of the subsidy from the Commission which, in accordance with the founding Regulation, may not be granted after the start-up phase.

2 JUSTIFICATION OF MAIN HEADINGS

2.1. *Revenue*

The forecast payments to be received from the agencies and offices is ECU 15,138,000, in accordance with the details provided in Chapter 10 (pages 7 and 8).

The Centre estimates it will earn ECU 75,000 in interest on funds held in its bank accounts.

2.2. *Expenditure. Title 1*

The Centre forecasts an establishment plan totalling 112 staff members, which would mean an increase in its workforce of 64. The total staff cost is estimated at ECU 6,800,800.

The 64 new vacancies will be as follows:

38	(L)A
8	B
17	C
1	D

As regards the services of freelance translators, the Centre forecasts the volume of external translations to be around 118,200 pages, at a cost of ECU 6,146,000.

2.3. *Expenditure. Title 2*

Expenditure shown under Title 2 amounts to ECU 2,241,200, with an increase of 45% against 1997.

The chapters showing a more substantial increase are information technology, with the continued development of computer-assisted translation systems, as well as the fitting-out of the new premises and purchase of furniture for the new staff to be recruited.

In addition, the heavier workload is expected to give rise to an increase in costs related to the transmission of data.

3 SUMMARY TABLE

	TITLE	HEADING	APPROPS 1997 (ECU)	APPROPS 1998 (ECU)
		Revenue		
	Title 1	Contributions from the agencies, offices, institutions and bodies	9,541,750	15,138,000
		Commission contribution	300,000	
	Title 2	Other revenue	73,750	75,000
		Total	9,915,500	15,213,000
		Expenditure		
	Title 1	Staff	8,344,950	12,946,800
	Title 2	Buildings, equipment and miscellaneous operating expenditure	1,545,550	2,241,200
	Chapt. 101	Contingency reserve	25,000	25,000
		Total	9,915,500	15,213,000

STATEMENT OF REVENUE 1998

TITLE 1
REVENUE

Chapter 10 Payments from the agencies, offices, institutions and bodies for which the Centre provides translation services

	ARTICLE	HEADING	APPROPS 1997 (ECU)	APPROPS 1998 (ECU)
		CHAPTER 10		
	1000	1) European Environment Agency	600,000	610,000
		2) European Training Foundation	300,000	360,000
		3) European Monitoring Centre for Drugs and Drug Addiction	200,000	220,000
		4) European Agency for the Evaluation of Medicinal Products	1,200,000	900,000
		5) European Agency for Health and Safety at Work	300,000	190,000
		6) Office for Harmonization in the Internal Market	210,000	304,000
		7) OHIM trade marks	6,350,000	11,438,000
		8) Plant Variety Office	30,000	60,000
		9) European Police Office (Europol) and European Drugs Unit Europol	250,000	228,000
		10) European Foundation for the Improvement of Living and Working Conditions	101,750	600,000
		11) CEDEFOP		38,000
		12) European Monetary Institute		38,000
		<i>Payments from the agencies and offices for which the Centre provides translation services</i>	9,541,750	14,986,000

	ARTICLE	HEADING	APPROPS 1997 (ECU)	APPROPS 1998 (ECU)
	1001	Subsidy from the Commission	300,000	p.m.
	1002	Interinstitutional cooperation		
		1. Commission		p.m.
		2. Court of Auditors		152,000
		3. Committee of the Regions		p.m.
		Title 1 - Total	9,841,750	15,138,000

	ARTICLE	REMARKS
	1000	Article 10(2)(c) of Council Regulation (EC) No 2965/94, as amended by Council Regulation (EC) No 2610/95.
	1001	Article 10(2)(c) of Council Regulation (EC) No 2965/94, as amended by Council Regulation (EC) No 2610/95.
	1002	Article 10(2)(c) of Council Regulation (EC) No 2965/94, as amended by Council Regulation (EC) No 2610/95.

Title 2
Other revenue

	ARTICLE	HEADING	APPROPS 1997 (ECU)	APPROPS 1998 (ECU)
	200	Bank interest	73,750	75,000
	250	Miscellaneous repayments	p.m.	p.m.
		Title 2 - Total	73,750	75,000
		Revenue - Grand total	9,915,500	15,213,000

	ARTICLE	REMARKS
	200	This item covers interest which the Centre will receive on its bank account
	250	This item covers miscellaneous repayments (private telephone calls, etc.)

STATEMENT OF EXPENDITURE 1998

ARTICLE	ITEM	HEADING	APPROPS 1997 (ECU)	APPROPS 1998 (ECU)
		Title 1: STAFF		
		<u>Chapter 11 - STAFF IN ACTIVE EMPLOYMENT</u>		
110	1100	Basic salaries	2,035,000	4,033,000
110	1101	Family allowances	273,000	400,000
110	1102	Expatriation and foreign-residence allowances	362,000	708,000
110	1103	Secretarial allowances	7,000	18,750
		Article 110 - Total	2,677,000	5,159,750
111	1110	Auxiliary staff	215,000	215,000
111	1111	Auxiliary interpreters	p.m.	p.m.
111	1112	Local staff	p.m.	p.m.
		Article 111 - Total	215,000	215,000
112	1120	Professional training of staff	22,000	36,000
		Article 112 - Total	22,000	36,000

ARTICLE	ITEM	REMARKS
110	1100	Staff Regulations of Officials and Conditions of Employment of Other Servants of the European Communities, and in particular Articles 62 and 66 thereof. This appropriation is intended to cover basic salaries of temporary staff
110	1101	Staff Regulations of Officials of the European Communities, and in particular Articles 62, 67 and 68 thereof 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.
110	1102	Staff Regulations of 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.
110	1103	Staff Regulations of Officials of the European Communities, and in particular Article 4a of Annex VII thereto. This appropriation is intended to cover the secretarial allowance paid to temporary staff in Category C employed as shorthand-typists or typists, teleprinter operators, typesetters, executive secretaries or principal secretaries.
111	1110	Conditions of Employment of Other Servants of the European Communities, and in particular Article 3 and Title III thereof. This appropriation is intended to cover the remuneration (including overtime) of, and the employer's social security contributions for, auxiliary staff.
111	1111	Conditions of Employment of Other Servants of the European Communities, and in particular Article 3 and Title III thereof. This appropriation is to be used only when the SCIC is unable to provide the resources requested by the Translation Centre, in particular for meetings of its Management Board.
111	1112	Conditions of Employment of Other Servants of the European Communities, and in particular Article 4 and Title IV thereof. This appropriation is intended to cover the remuneration (including overtime) and the employer's share of social security contributions for local staff
112	1120	Staff Regulations of Officials of the European Communities, and in particular the third paragraph of Article 24 thereof.

ARTICLE	ITEM	HEADING	APPROPS 1997 (ECU)	APPROPS 1998 (ECU)
113		<i>Employer's social security contributions</i>		
113	1130	Insurance against sickness	70,000	137,000
113	1131	Insurance against accidents and occupational disease	14,500	32,000
113	1132	Insurance against unemployment	17,000	32,500
113	1133	Constitution or maintenance of pension rights	p.m.	p.m.
Article 113 - Total			101,500	201,500

ARTICLE	ITEM	REMARKS
113	1130	Staff Regulations of Officials of the European Communities, and in particular Article 72 thereof.Rules on sickness insurance for officials of the European Communities, and in particular Article 23 thereof.This appropriation is intended to cover the employer's contribution (3.4% of the basic salary); the official's contribution is 1.7% of the basic salary.
113	1131	Staff Regulations of Officials of the European Communities, and in particular Article 73 thereof and Article 15 of Annex VIII thereto.This appropriation is intended to cover:– the employer's contribution to insurance against accidents and occupational disease (0.77% of the basic salary);– a further 2% is added to the appropriations thus calculated (increasing the rate to 0.7854%) to cover expenditure not covered by the insurance (Article 73 of the Staff Regulations).
113	1132	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 of 8 October 1985, p.1).This appropriation is intended to insure temporary staff against unemployment.Rate applied: 0.8% of basic salaries.
113	1133	Conditions of Employment of Other Servants of the European Communities, and in particular Article 42 thereof.This appropriation is intended to cover payments by the Centre on behalf of temporary staff in order to constitute or maintain their pension rights in their country of origin.

ARTICLE	ITEM	HEADING	APPROPS 1997 (ECU)	APPROPS 1998 (ECU)
114		<i>Miscellaneous allowances and grants</i>		
114	1140	Childbirth and death allowances and grants	p.m.	p.m.
114	1141	Travel expenses for annual leave	58,000	80,000
114	1142	Housing and transport allowances	p.m.	p.m.
114	1143	Fixed duty allowances	p.m.	1,200
114	1144	Fixed local travel allowances	900	p.m.

ARTICLE	ITEM	REMARKS
114	1140	Staff Regulations of Officials of the European Communities, and in particular Articles 70, 74 and 75 thereof. This appropriation is intended to cover:— the childbirth grant;— 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 and the cost of transporting the body to the official's place of origin
114	1141	Staff Regulations of Officials of the European Communities, and in particular Article 8 of Annex VII thereto. This appropriation is intended to cover the flat-rate travel expenses for officials or temporary staff, their spouses and dependants, from their place of employment to their place of origin in accordance with the following conditions:— once per calendar year if the distance by rail is greater than 50 km and less than 725 km;— twice per calendar year if the distance by rail is at least 725 km
114	1142	Staff Regulations of Officials of the European Communities, and in particular Articles 14a and 14b of Annex VII thereto. Regulation 6/66/Euratom, 121/66/EEC of the Councils of 28 July 1966 laying down the list of places for which a rent allowance may be granted, the maximum amount of that allowance and the rules for granting it (OJ L 150 of 12 August 1966 - OJ English Special Edition (1965-1966) of November 1972, p.212) Regulation 7/66/Euratom, 122/66/EEC of the Councils of 28 July 1966 laying down the list of places for which a transport allowance may be granted, the maximum amount of that allowance and the rules for granting it (OJ L 150 of 12 August 1966 - OJ English Special Edition (1965-1966) of November 1972, p.214)
114	1143	Staff Regulations of Officials of the European Communities, and in particular Article 14 of Annex VII thereto. This appropriation is intended to cover fixed duty allowances for officials who regularly incur representation expenses in the course of their duties.
114	1144	This appropriation is intended to cover the travel allowance not exceeding BFR 3 000 per month for temporary staff whose duties require them to make frequent journeys. This allowance is to defray travel costs within the town where they are posted.

ARTICLE	ITEM	HEADING	APPROPS 1997 (ECU)	APPROPS 1998 (ECU)
114	1145	Special allowance for accounting officers and administrators of advance funds	2,200	p.m.
		Article 114 - Total	61,100	81,200
115	1150	Overtime	p.m.	p.m.
		Article 115 - Total	p.m.	p.m.
117		Supplementary services		
117	1171	Freelance interpreters and conference technicians	p.m.	p.m.
117	1174	Freelance services	4,613,250	6,146,000
117	1175	Agency staff	p.m.	p.m.
		Article 117 - Total	4,613,250	6,146,000

ARTICLE	ITEM	REMARKS
114	1145	Financial Regulation of 21 October 1977 applicable to the general budget of the European Communities, as last amended by Council Regulation (Euratom, ECSC, EEC) No 610/90 of 13 March 1990 (OJ L 356 of 31 December 1977 and OJ L 70 of 16 March 1990), in particular Article 75(4) thereof.This appropriation is intended to cover the special allowance granted to accounting officers, assistant accounting officers or administrators of advance funds
115	1150	Staff Regulations of Officials of the European Communities, and in particular Article 56 thereof and Annex VI thereto.This appropriation is intended to cover flat-rate payments or hourly-rate payments for overtime worked by officials and auxiliary staff in Categories C and D and local staff whom it has not been possible to compensate by free time under the normal arrangements
117	1171	Payment of freelance interpreters hired by the Centre for non-routine conferences for which the Commission is unable to provide interpreting.In addition to remuneration, this includes contributions to a life insurance scheme and insurance against sickness, accident and death, and reimbursement - for freelance translators whose business address is not at the place of employment - of travel expenses and payment of fixed travel allowances.
117	1174	These appropriations are intended to cover the services of freelance translators and typing and data-input work sent out.
117	1175	This appropriation is intended to cover use of agency staff, mainly typists.Recourse to agency staff is useful when certain departments require flexibility in adapting to ad hoc needs.

ARTICLE	ITEM	HEADING	APPROPS 1997 (ECU)	APPROPS 1998 (ECU)
118		<i>Miscellaneous expenditure on staff recruitment and transfer</i>		
118	1180	Miscellaneous expenditure on staff recruitment	39,000	67,200
118	1181	Travel expenses	30,000	22,400
118	1182	Installation, resettlement and transfer allowances	176,750	128,000
118	1183	Removal expenses	119,600	200,000
118	1184	Temporary daily subsistence allowances	199,250	354,000
		Article 118 - Total	564,600	771,600
119	1190	Salary weightings	6,000	25,000
119	1191	Adjustments to remunerations	34,500	164,250
		Article 119 - Total	40,500	189,250
		Chapter 11 - Total	8,294,950	12,800,300

ARTICLE	ITEM	REMARKS
118	1180	Staff Regulations of 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.
118	1181	Staff Regulations of Officials of the European Communities, and in particular Articles 2 and 71 thereof and Article 7 of Annex VII thereto. This appropriation is intended to cover the travel expenses of staff (including members of their families) entering or leaving the service.
118	1182	Staff Regulations of Officials of the European Communities, and in particular Articles 5 and 6 of Annex VII thereto. This appropriation is intended to cover the installation allowances for staff obliged to change residence after taking up their appointment or when they definitively cease their duties and settle elsewhere.
118	1183	Staff Regulations of 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 staff 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.
118	1184	Staff Regulations of Officials of the European Communities, and in particular Articles 20 and 71 thereof and Article 10 of Annex VII thereto. 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).
119	1190	Staff Regulations of Officials of the European Communities, and in particular Articles 64 and 65 thereof. This appropriation is intended to cover the cost of weightings applied to the remuneration of officials and temporary staff and to overtime payments.
119	1191	Staff Regulations of Officials of the European Communities, and in particular Article 65 thereof. Financial Regulation of 21 December 1977 applicable to the general budget of the European Communities (OJ L 356 of 31 December 1977), as last amended by Regulation (Euratom, ECSC, EEC) No 610/90 (OJ L 70 of 16 March 1990, p.1). Council Regulation (ECSC, EEC, Euratom) of 19 December 1991 amending the detailed rules for adjusting the remuneration of officials and other servants of the Communities (OJ L 361 of 31 December 1991, p.1). This appropriation is intended to cover the cost of any adjustments to remunerations approved by the Council during the financial year.

ARTICLE	ITEM	HEADING	APPROPS 1997 (ECU)	APPROPS 1998 (ECU)
		<u>CHAPTER 13 - Missions and travel</u>		
130		Mission expenses, duty travel expenses and other ancillary	35,000	85,000
		Chapter 13 - Total	35,000	85,000
		<u>CHAPTER 14 - Sociomedical infrastructure</u>		
140		Restaurants and canteens		30,000
141		Medical service	12,500	21,500
142		Other expenditure	p.m.	p.m.
		Chapter 14 - Total	12,500	51,500
		<u>CHAPTER 15</u>		
152	1520	Staff exchanges	p.m.	p.m.
152	1521	Centre officials seconded to national administrations, international organizations or public sector institutions or undertakings	p.m.	p.m.
		Chapter 15 - Total	p.m.	p.m.
		<u>CHAPTER 16</u>		
160		Special assistance grants	p.m.	p.m.
162		Other social expenditure	p.m.	p.m.
163		Nursery centre	p.m.	5,000
164		Additional aid for disabled persons	p.m.	p.m.
		Chapter 16 - Total	p.m.	5,000

ARTICLE	ITEM	REMARKS
130		The Article 130 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 service, in accordance with the provisions of the Staff Regulations of Officials of the European Communities
140		This appropriation covers the cost of running restaurants and canteens, notably the contracts for the maintenance of facilities, supply of equipment, etc.
141		Staff Regulations of Officials of the European Communities, and in particular Article 59 thereof and Article 8 of Annex II thereto.
152		This appropriation is intended to cover expenditure relating to the secondment or temporary assignment of Centre officials to national or international departments
160		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
162		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.
163		This appropriation is intended to cover the Centre's share of the cost of child care for Centre staff in nurseries not administered by the Commission
164		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) recognized as necessary, resulting from the disability and supported by documentary evidence.

ARTICLE	ITEM	HEADING	APPROPS 1997 (ECU)	APPROPS 1998 (ECU)
		CHAPTER 17 - Entertainment and representation		
170		Entertainment and representation expenses	2,500	5,000
		Chapter 17 - Total	2,500	5,000
		CHAPTER 19		
190		Pensions and severance grants	p.m.	p.m.
		Chapter 19 - Total	p.m.	p.m.
		Title 1 - Total	8,344,950	12,946,800
		Title 2 - Buildings, equipment and miscellaneous operating expenditure		
		CHAPTER 20 - Rental of buildings and associated costs		
200		Rent	23,250	100,000
201		Insurance	5,000	5,000
202		Water, gas, electricity and heating	29,000	60,000
203		Cleaning and maintenance	22,000	48,000
204		Fitting-out of premises	47,000	170,000
205		Security and surveillance of buildings	8,000	48,300

ARTICLE	ITEM	REMARKS
170		This appropriation is intended to cover representation expenses
190		This appropriation is intended to cover pensions and severance grants.
200		This appropriation is intended to cover the payment of rents for buildings or parts of buildings and parking spaces occupied by the Translation Centre.
201		This appropriation is intended to cover the insurance policy premiums in respect of the buildings or parts of buildings occupied by the Centre.
202		This appropriation is intended to cover routine expenditure.
203		This appropriation is intended to cover the costs of cleaning and upkeep of the premises used by the Centre
204		This appropriation is intended to cover the fitting-out of the premises and repairs in the building.
205		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

ARTICLE	ITEM	HEADING	APPROPS 1997 (ECU)	APPROPS 1998 (ECU)
209		Other expenditure	1,300	p.m.
Chapter 20 - Total			135,550	431,300
210		Chapter 21 - Data-processing Operation of the data-processing centre	395,000	600,000
212		Services provided by data-processing staff	333,000	456,200
Chapter 21 - Total			728,000	1,056,200

ARTICLE	ITEM	REMARKS
209		This appropriation is intended to cover other routine expenditure not specifically provided for, for example administrative expenses other than services (water, gas, electricity), maintenance, municipal taxes and ancillary expenses.
210		This appropriation is intended to cover the purchase or leasing of data-processing, software development and software/software package maintenance and data-processing consumables
212		This appropriation is intended to cover expenditure on external operating staff (operators, administrators, system engineers, etc.).

ARTICLE	ITEM	HEADING	APPROPS 1997 (ECU)	APPROPS 1998 (ECU)
		CHAPTER 22 - Movable property and associated costs		
220		<i>Technical installations and electronic office equipment</i>		
220	2200	New purchases	5,000	5,000
220	2201	Replacement	p.m.	p.m.
220	2202	Hire	15,000	26,400
220	2203	Maintenance, use and repair	1,000	1,000
220	2204	Electronic office equipment	5,000	5,000
Article 220 - Total			26,000	37,400
221		<i>Furniture</i>		
221	2210	New purchases	59,000	160,000
221	2211	Replacement	p.m.	p.m.
221	2212	Maintenance, use and repair	500	p.m.
Article 221 - Total			59,500	160,000

ARTICLE	ITEM	REMARKS
220	2200	This appropriation is intended to cover initial provision of equipment for documentation storage, archiving and mail handling.
220	2201	The purchase of equipment and installations under this item is conditional upon the discarding, in accordance with established procedure, of the equipment and installations to be replaced
220	2202	This appropriation is intended to cover the hiring of fax machines, photocopiers and various technical installations.
220	2203	This appropriation is intended to cover the cost of maintaining and repairing the equipment.
220	2204	This appropriation is intended to cover unforeseen costs associated with electronic office equipment
220	2210	This appropriation is intended to cover unforeseen costs associated with electronic office equipment.
220	2211	This appropriation is intended to cover the purchase of furniture.
220	2213	This appropriation is intended to cover the maintenance and repair of furniture.

ARTICLE	ITEM	HEADING	APPROPS 1997 (ECU)	APPROPS 1998 (ECU)
223		<i>Vehicles</i>		
223	2230	New purchases of vehicles	p.m.	p.m.
223	2232	Hire of vehicles	12,000	22,400
223	2233	Maintenance, use and repair of vehicles	1,000	4,000
		Article 223 - Total	13,000	26,400
225		<i>Documentation and library expenditure</i>		
225	2250	Library stocks, purchase of books	7,000	20,000
225	2251	Special library, documentation and reproduction equipment	5,000	15,000
225	2252	Subscriptions to newspapers and periodicals	1,000	1,500
225	2253	Dictionaries for translators	15,000	39,800
225	2254	Binding and upkeep of library books	p.m.	p.m.
		Article 225 - Total	28,000	76,300
		Chapter 22 - Total	126,500	300,100
		<u>CHAPTER 23 - Current administrative expenditure</u>		
230		Stationery and office supplies	28,000	36,000
		Article 230 - Total	28,000	36,000

ARTICLE	ITEM	REMARKS
223	2230	This appropriation is intended for the purchase of an official vehicle for the Centre.
223	2232	This appropriation is intended to cover the hire of cars or of means of transport to meet unforeseeable needs
223	2233	This appropriation is intended to cover the costs of running and maintenance of means of transport.
225	2250	This appropriation is intended to cover the purchase of books, documents and other publications
225	2251	This appropriation is intended to cover the acquisition of special equipment for libraries.
225	2252	This appropriation is intended to cover the cost of subscriptions to newspapers and periodicals in line with the Centre's own needs.
225	2253	This appropriation is intended for the purchase of dictionaries.
225	2254	This appropriation is intended to cover binding and other costs essential for the upkeep of books and periodicals.
230		This appropriation is intended to cover the purchase of paper and office supplies.

ARTICLE	ITEM	HEADING	APPROPS 1997 (ECU)	APPROPS 1998 (ECU)
232		<i>Financial charges</i>		
232	2320	Bank charges	500	900
232	2321	Exchange rate losses	p.m.	p.m.
		Article 232 - Total	500	900
233		Legal expenses	p.m.	p.m.
		Article 233 - Total	p.m.	p.m.
234		Damages	p.m.	p.m.
		Article 234 - Total	p.m.	p.m.
235	2350	Miscellaneous insurance	15,000	11,700
235	2352	Internal meeting expenses	4,000	4,000
235	2353	Departmental removals	p.m.	4,000
235	2359	Other expenditure	1,000	p.m.
		Article 235 - Total	20,000	19,700
239	2390	Reimbursement for translation services carried out by the Commission on behalf of the Translation Centre	200,000	45,000
239	2391	Interpreting	35,000	37,000
239	2392	Reimbursement	p.m.	p.m.
239	2393	Publications	50,000	50,000
		Article 239 - Total	285,000	132,000
		Chapter 23 - Total	333,500	188,600

ARTICLE	ITEM	REMARKS
232	2320	This item is intended to cover bank charges and the cost of connecting to the interbank telecommunications network.
232	2321	This item is intended to cover exchange rate losses incurred by the Centre in the management of its budget, in so far as such losses cannot be offset against exchange rate gains.
233		This appropriation is intended to cover preliminary legal costs and the services of lawyers or other experts.
234		This appropriation is intended to cover damages and the cost of settling claims against the Centre (civil liability).
235	2350	This appropriation is intended to cover various types of insurance (multirisk, civil liability, theft, computers and liability to payment of compensation by accounting officers and imprest administrators).
235	2352	This appropriation is intended to cover costs connected with the organization of internal meetings.
235	2353	This appropriation is intended to cover the cost of removals within the building
235	2359	This appropriation is intended to cover other operating expenditure not specifically provided for.
239	2390	This appropriation is intended to cover translation work, including typing, carried out by the Commission on behalf of the Translation Centre during the start-up phase as part of technical assistance by the Commission to the new agencies.
239	2391	This appropriation is intended to cover interpreting services to be billed to it by the institutions, particularly the Commission.
239	2392	Article 12 of Regulation 2965/94 setting up the Centre. This appropriation is intended to cover assistance by the Commission to the Translation Centre
239	2393	This appropriation is intended to cover principally the cost of publishing the Translation Centre's budget.

ARTICLE	ITEM	HEADING	APPROPS 1997 (ECU)	APPROPS 1998 (ECU)
		<u>CHAPTER 24 - Postage and telecommunications</u>		
240		Postage and delivery charges	22,000	20,000
241		Telephone, telegraph, telex, radio and television/subscriptions and charges	160,000	205,000
		Chapter 24 - Total	182,000	225,000
		<u>CHAPTER 25 - Expenditure on meetings</u>		
250		Meetings in general	40,000	40,000
		Chapter 25 - Total	40,000	40,000
		Title 2 - Total	1,545,550	2,241,200

ARTICLE	ITEM	REMARKS
240		This appropriation is intended to cover expenditure on postal and delivery charges, including parcels sent by post.
241		This appropriation is intended to cover telephone, fax and tele-conference subscription costs and communications and expenditure relating to telecommunications equipment.
250		This appropriation is intended to cover the travel and subsistence expenses of experts and others, in particular members of the Management Board, invited to take part in committees, study groups and working parties. This item also covers costs associated with the holding of meetings, in so far as these are not covered by the existing infrastructure.

ARTICLE	ITEM	HEADING	APPROPS 1997 (ECU)	APPROPS 1998 (ECU)
Chap. 101		Contingency reserve	25,000	25,000
Expenditure - Grand total			9,915,500	15,213,000

Annex 1

Establishment plan for the Translation Centre

Category	Number		
		1,997 Temp. staff	1,998 Temp. staff
A3		1	1
LA4		1	1
LA5		5	8
A5			1
LA6		7	12
LA7/8		18	44
A7		0	3
Sub-total (L)A		32	70
B1		0	0
B3		2	5
B5		4	9
Sub-total B		6	14
C1		1	1
C3		3	8
C5		5	17
Sub-total C		9	26
D		1	2
TOTAL		48	112