

Notification of budget transfers

49th Meeting of the Management Board 22-23 March 2018

Key messages

The Management Board is invited to take note of the final budget transfer for the financial year 2017, carried out since the previous notification in December 2017, under the responsibility of the Executive Director and detailed in the Annex.

Background

ECHA's Financial Regulation provides that the Executive Director may transfer budget appropriations (a) from one title to another, up to a maximum of 10% of the appropriations for the year shown on the line from which the transfer is made, and (b) from one chapter to another, and from one article to another, without limit. Furthermore, the Executive Director is obliged to inform the Management Board as soon as possible of all transfers made.

The notified transfer was within these limits and is detailed in the Annex, with a description of the background.

It includes a transfer of funds between the administrative and operational expenditure, of which the budgetary authority was notified in January 2018, together with the official submission of the final budget 2018.

Attachment:

- Transfers within the budget since last notification

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Annex - Transfers within the budget since last notification

The budget transfers carried out (by 28 February 2018) under the responsibility of the Executive Director since the last notification to the Management Board are listed hereunder;

- a) On 18 December 2017, a transfer within PIC (Prior Informed Consent) Regulation budget Title 1 – Staff, Title 2 - Building, Equipment and miscellaneous operating expenditure and Title 5 - Operational expenditure – was undertaken.

The budget lines for salaries, (Chapter 11) and recruitment (Chapter 12) are provisional by nature and the initial budget needs are established on the basis of the approved establishment plan for the year. There is inherent uncertainty in this planning, for example, related to the grades of entering into service, turnover of staff and family allowances of the newcomers. The costs can be assessed only when the entitlements and other variable costs of the recruited staff are known.

In Title 2, the final needs on budget lines 2100 (ICT Equipment) and 2103 (analysis, programming, technical assistance and other external services for the administration of the Agency) were lower than originally estimated.

In Title 5, there were small surpluses on some lines, as the required amounts were lower than originally foreseen.

The available funds were transferred to budget line 5013 to finance further translation work through the Translation Centre for the Bodies of the European Union.

A/A	Budget item	Description	Initial Budget	Previous Transfers / amendments	Available (non committed) Budget	Current Transfer	Total Transfers	% of the source Budget Item	Total available appropriations
			A	B	C	D	E	F=E/A	G=C+D
1	1100	Basic salaries	316 000.00	0.00	3 855.94	-3 855.94	-3 855.94	1.22%	0.00
2	1101	Family allowances	31 100.00	2 000.00	557.94	-557.94	1 442.06	4.64%	0.00
3	1102	Expatriation and foreign residence allowances	38 000.00	1 500.00	608.57	-608.57	891.43	2.35%	0.00
4	1112	Contract agents	45 000.00	-15 000.00	1 552.64	-1 552.64	-16 552.64	36.78%	0.00
5	1141	Travel expenses for annual leave	15 000.00	-3 000.00	462.73	-462.73	-3 462.73	23.08%	0.00
6	1190	Weightings	69 000.00	0.00	1 482.36	-1 482.36	-1 482.36	2.15%	0.00
7	1200	Recruitment expenses	9 934.00	-5 000.00	221.24	-221.24	-5 221.24	52.56%	0.00
8	1500	Further training and language courses for staff	14 705.00	-4 392.00	1 614.34	-1 000.00	-5 392.00	36.67%	614.34
9	1601	Administrative assistance from Union institutions	6 456.00	686.00	416.21	-400.00	286.00	4.43%	16.21
10	2100	ICT Equipment - Hardware and software	7 854.00	-559.00	328.85	-287.57	-846.57	10.78%	41.28
11	2103	Analysis, programming, technical assistance and other external services for the administration of the Agency	66 373.00	-1 945.00	4 105.01	-4 105.01	-6 050.01	9.12%	0.00
12	5008	Scientific IT tools	305 974.00	53 635.00	1 834.06	-1 829.00	51 806.00	16.93%	5.06
13	5011	Meetings with the DNAs and expert groups on PIC implementation	0.00	6 300.00	5 477.00	-5 477.00	823.00	-	0.00
14	5013	Communications including Translations	17 402.00	-5 552.00	551.00	22 391.00	16 839.00	96.76%	22 942.00
15	5030	Missions	13 900.00	0.00	595.90	-551.00	-551.00	3.96%	44.90
	Sum		956 698.00		23 663.79	0.00			23 663.79