



EUROPEAN
COMMISSION

Brussels, 5.3.2015
C(2015) 1423 final

ANNEX 5

ANNEX

LEGISLATIVE FINANCIAL STATEMENT

to the

COMMISSION DECISION

**on the Internal Rules on the implementation of the general budget of the
European Union (European Commission section) for the attention of the
Commission departments**

ANNEX
to the LEGISLATIVE FINANCIAL STATEMENT

Name of the proposal/initiative:

1. NUMBER and COST of HUMAN RESOURCES CONSIDERED NECESSARY
2. COST of OTHER ADMINISTRATIVE EXPENDITURE
3. METHODS of CALCULATION USED for ESTIMATING COSTS
 - 3.1. Human resources
 - 3.2. Other administrative expenditure

This annex must accompany the legislative financial statement when the inter-services consultation is launched.

The data tables are used as a source for the tables contained in the legislative financial statement. They are strictly for internal use within the Commission.

Budget data of an administrative nature

1. Cost of human resources considered necessary

- ☐ The proposal/initiative does not require the use of human resources
- ☐ The proposal/initiative requires the use of human resources, as explained below:

HEADING 5 of the multiannual financial framework		Year N		Year N+1		Year N+2		Year N+3		... enter as many years as necessary to show the duration of the impact (see point 1.6)		TOTAL	
		FTE	Appropriations	FTE	Appropriations	FTE	Appropriations	FTE	Appropriations	FTE	Appropriations	FTE	Appropriations
• Establishment plan posts (officials and temporary staff)													
XX 01 01 01 (Headquarters and Commission's Representation Offices)	AD												
	AST												
XX 01 01 02 (in Union Delegations)	AD												
	AST												
• External staff ¹													
XX 01 02 01 ('global envelope')	AC												
	END												
	INT												
XX 01 02 02 (in Union Delegations)	AC												
	AL												
	END												
	INT												
Other budget lines (<i>specify</i>)	JED												
Subtotal – HEADING 5 of the multiannual financial framework													

XX is the policy area or budget title concerned.

The human resources required will be met by staff from the DG who are already assigned to management of the action and/or have been redeployed within the DG, together if necessary with any additional allocation which may be granted to the managing DG under the annual allocation procedure and in the light of budgetary constraints.

¹ AC = Contract Staff; AL = Local Staff; END = Seconded National Expert; INT= agency staff; JED = junior experts in delegations.

Budget data of an administrative nature

Outside HEADING 5 of the multiannual financial framework		Year N		Year N+1		Year N+2		Year N+3		... enter as many years as necessary to show the duration of the impact (see point 1.6)		TOTAL	
		FTE	Appropriations	FTE	Appropriations	FTE	Appropriations	FTE	Appropriations	FTE	Appropriations	FTE	Appropriations
• Establishment plan posts (officials and temporary staff)													
10 01 05 02 (Direct research)	AD												
	AST												
XX 01 05 01 (Indirect research)	AD												
	AST												
• External staff ²													
XX 01 04 yy Sub-ceiling for external staff from operational appropriations (former 'BA' lines).	- at Headquarters	AC											
		END											
		INT											
	- in Union delegations	AC											
		AL											
		END											
		INT											
		JED											
XX 01 05 02 (Indirect research)	AC												
	END												
	INT												
10 01 05 02 (Direct research)	AC												
	END												
	INT												
Other budget lines (<i>specify</i>)													
Subtotal – Outside HEADING 5 of the multiannual financial framework													
XX is the policy area or budget title concerned. TOTAL													

The human resources required will be met by staff from the DG who are already assigned to management of the action and/or have been redeployed within the DG, together if necessary with any additional allocation which may be granted to the managing DG under the annual allocation procedure and in the light of budgetary constraints.

² AC = Contract Staff; AL = Local Staff; END = Seconded National Expert; INT= agency staff; JED = junior experts in delegations.

2. Cost of other administrative expenditure

- ☐ The proposal/initiative does not require the use of administrative appropriations
☐ The proposal/initiative requires the use of administrative appropriations, as explained below:

EUR million (to three decimal places)

	Year N	Year N+1	Year N+2	Year N+3	... enter as many years as necessary to show the duration of the impact (see point 1.6)			TOTAL
HEADING 5 of the multiannual financial framework								
At headquarters:								
XX 01 02 11 01 - Mission and representation expenses								
XX 01 02 11 02 - Conference and meeting costs								
XX 01 02 11 03 - Committees ³								
XX 01 02 11 04 - Studies and consultations								
XX 01 03 01 03 – ICT equipment ⁴								
XX 01 03 01 04 – ICT services ⁴								
Other budget lines (<i>specify where necessary</i>)								
In Union delegations								
XX 01 02 12 01 - Missions, conferences and representation expenses								
XX 01 02 12 02 - Further training of staff								
XX 01 03 02 01 - Acquisition, renting and related expenditure								
XX 01 03 02 02 Equipment, furniture, supplies and services								
Subtotal HEADING 5 of the multiannual financial framework								

XX is the policy area or budget title concerned.

³ Specify the type of committee and the group to which it belongs.

⁴ ICT: Information and Communication Technologies

Budget data of an administrative nature

EUR million (to three decimal places)

	Year N	Year N+1	Year N+2	Year N+3	... enter as many years as necessary to show the duration of the impact (see point 1.6)	TOTAL
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Outside HEADING 5 of the multiannual financial framework								
XX 01 04 yy - Expenditure on technical and administrative assistance (not including external staff) from operational appropriations (former 'BA' lines)								
- at Headquarters								
- in Union delegations								
XX 01 05 03 - Other management expenditure for indirect research								
10 01 05 03 - Other management expenditure for direct research								
Other budget lines (specify where necessary)								
Sub-total – Outside HEADING 5 of the multiannual financial framework								

XX is the policy area or budget title concerned.

TOTAL HEADING 5 and Outside HEADING 5 of the multiannual financial framework								
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The administrative appropriations required will be met by the appropriations which are already assigned to management of the action and/or which have been redeployed, together if necessary with any additional allocation which may be granted to the managing DG under the annual allocation procedure and in the light of existing budgetary constraints.

3. Methods of calculation used to estimate costs

3.1. Human resources

This part sets out the method of calculation used to estimate the human resources considered necessary (workload assumptions, including specific jobs (Sysper 2 work profiles), staff categories and the corresponding average costs)

HEADING 5 of the multiannual financial framework
<u>NB:</u> The average costs for each category of staff at Headquarters are available on BudgWeb: http://www.cc.cec/budg/pre/legalbasis/pre-040-020_preparation_en.html#forms
• Officials and temporary staff
• External staff

Outside HEADING 5 of the multiannual financial framework
• Only posts financed from the research budget
• External staff

3.2. Other administrative expenditure

*Give details of the method of calculation used for each budget line
and in particular the underlying assumptions (e.g. number of meetings per year, average costs, etc.)*

HEADING 5 of the multiannual financial framework

Outside HEADING 5 of the multiannual financial framework

Budget data of an administrative nature

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