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European Food Safety Authority

Consolidated Annual Activity Report 2014

[In pursuance of FR 1605/2002, FFR No 1271¹/2013]

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For EFSA's Management Board

Sue Davies

Chair of the Management Board

¹ REGULATION (EU) No 1271/2013 of 30 September 2013 on the framework financial regulation for the bodies referred to in Article 208 of Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council

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Foreword

I am delighted to introduce EFSA's Annual Report for 2014. It has been another busy year in which EFSA delivered a significant programme of scientific work and embarked upon a series of rolling projects that will help take the Authority to new levels of efficiency, innovation and transparency.

We welcomed a new Executive Director in 2014. Bernhard Url replaced Catherine Geslain-Lanéelle and has already made a significant contribution to EFSA's work, showing enthusiasm and determination to build on the achievements of his predecessor. The Management Board looks forward to a long and fruitful relationship with Bernhard.

The importance of EFSA's work for European consumers is demonstrated by the wide range of activities described in this report. From acrylamide to zoonoses, EFSA's work during this period has covered a breadth of food safety issues. These have ranged from leading work on the potential risks of antimicrobial resistant pathogens, providing an emergency response to the Ebola crisis, outbreaks of hepatitis A, avian flu and African Swine Fever, as well as scheduled work assessing the risks of, and claims made by, regulated products. More than 500 scientific outputs have contributed to evidence-based decisions and improved consumer protection.

Collaboration has been a key theme over the past twelve months. This has included working with other EU agencies, including EMA and ECDC, as well as enhanced co-operation with international agencies. Improved co-ordination of work with Member States has been a particular focus and is at the core of EFSA's drive to build a European risk assessment community with a shared agenda and purpose. Throughout the year EFSA consulted with national authorities and risk assessment agencies, established research projects to fill knowledge gaps, exchanged experts, and hosted a series of joint conferences and meetings. A new multiannual programme of international cooperation activities was adopted to harness this momentum over the coming years.

Openness and engagement have also been at the heart of EFSA's approach. EFSA has been committed to transparency and engagement with all of its stakeholders since its establishment. Scientific work has been progressively opened up to greater scrutiny. In 2014 this was taken even further with the establishment of the Open EFSA initiative and the Scientific Data Warehouse. EFSA's Scientific Committee is also undertaking an important review of how EFSA ensures it deals with uncertainty effectively. These crucial projects will help to make EFSA more accountable and are in line with the EU's Digital Agenda, which champions the contribution that open access to scientific data can make to nurturing public trust.

Reaching the 500 million EU citizens that EFSA serves is a constant challenge. A revamped homepage for the website, the creation of a dedicated EFSA Journal editorial team, and the increased use of interactive graphics and social media during 2014 have helped the Authority to connect better with its existing audiences and also reach new ones.

In view of the breadth and complexity of issues dealt with by EFSA, the Management Board was impressed by the advances made in planning and reporting, including project and resources management, which are vital for the efficiency, quality and impact of its work.

I would like to pay tribute to the dedication and hard work of all those who contributed to the delivery of EFSA's work programme during this period: external experts, institutional partners, Member States, stakeholders and committed staff.

Sue Davies

Chair of the EFSA Management Board

Introduction

EFSA's activities in 2014 were carried out within the framework of the Authority's first multiannual work plan, which identified three strategic priorities for the period 2014-2016: to strengthen the fitness for purpose of EFSA's scientific advice; to build the risk assessment community and optimise use of resources, particularly by improving cooperation with partners and stakeholders; and to make EFSA's work more transparent and trusted. These three pillars sustained and supported EFSA's work throughout the year.

The year 2014 was a period of change and renewal within and beyond EFSA. A new cohort of MEPs arrived at the European Parliament, and Vytenis Andriukaitis became the EU's Commissioner for Health and Food Safety. I had the honour of being appointed Executive Director of EFSA, and the Authority completed the renewal of the ANS and CEF panels and initiated the renewal process of the remaining eight scientific panels and its Scientific Committee; the new groups of experts will get down to work in 2015.

There was also continuity, particularly in our efforts to increase efficiency and performance. In this respect a major landmark was reached with the conclusion of the PaRMa (Project and Resources Management approach) project, the aim of which is to place planning and prioritisation at the heart of EFSA's activities. In addition, a Quality Management System was chosen to be applied across EFSA by the end of 2016. We continued to improve our financial performance, which is reflected throughout this report not least in the continuing high budget execution and payment rates.

EFSA continued with its core business of delivering sound scientific advice to European risk managers. The work programme predicted for 2014 was largely completed, with some exceptions that are explained in greater detail in this document. In addition to producing a high volume of scientific advice, the Authority responded to a number of urgent requests related to food-related outbreaks and threats in the EU.

The Applications Helpdesk – EFSA's front office and support desk for the safety assessment of regulated products, and the substantiation of health claims – continued to improve its service to applicants, with 480 dossiers processed through the paperless submission system. As part of the rolling programme of initiatives to strengthen support to applicants, EFSA introduced indicative timelines that it now uses when asking for additional or supplementary information to complete an evaluation.

Important building blocks were put in place for the future, notably the establishment of the Open EFSA initiative, which aims over the coming years to increase society's stake in EFSA's work by sharing access to risk assessment processes and to data. Work also began on the PROMETHEUS (Promoting Methods for Evidence Use in Science) project, which will further improve the methodological rigour and transparency of EFSA's scientific assessments. Other projects related to information technology and communications, such as improvements to the EFSA website and the way the Authority engages with its partners, also came on stream, helping to ensure that EFSA continues to be an effective and progressive servant of the European food safety system.

Bernhard Url

Executive Director, EFSA

Section I – 2014 Work Programme Achievements

1. Activities

1.1. Activity 1: Provision of Scientific Advice and Risk Assessment Approaches

1.1.1. Overview of the activity

EFSA's scientific advice is central to the protection of public, animal and plant health in Europe, and its assessments of biological and chemical risks in the food chain provide risk managers with a robust evidence base for measures taken to protect consumers.

Advances in risk assessment

In 2014 EFSA continued its programme of creating cross-cutting risk assessment guidance through activities such as the development of harmonised methodologies for the characterisation of uncertainties in risk assessment and of common approaches in environmental risk assessment. Work also began on guidance for the use of a weight-of-evidence approach for risk assessment, for the integration of biological relevance for toxicological risk assessment, and for the harmonisation of approaches to assessing exposure from dietary and non-dietary sources.

Work was also finalised on the guidance on the Qualified Presumption of Safety (QPS) approach for the assessment of botanicals, and the revision of the structure of EFSA's opinions and statements. The aim of the latter is to increase transparency when reporting the different phases of the risk assessment process. A public hearing and expert workshop were organised in collaboration with the World Health Organization (WHO) to gather views and exchange knowledge with a view to refining the use of the Threshold of Toxicological Concern (TTC) approach in chemical risk assessment.

EFSA continued to strengthen harmonisation of methodologies and statistical tools by initiating an overarching framework for evidence-based assessments (the PROMETHEUS project), as well as guidance on statistical reporting, and on expert knowledge elicitation in risk assessment of food and feed.

A risk ranking toolbox for biological hazards was developed and the use of molecular typing methods for major food-borne microbiological hazards was evaluated. EFSA also outsourced a review of the methodology and application of risk ranking for prioritisation of food and feed related issues, on the basis of the anticipated health impact.

Outbreak assessments

The Authority addressed a number of urgent requests that helped European risk managers to address food-related outbreaks and threats in the EU. EFSA responded to the Ebola outbreak with reports on the risk of transmission of the virus via bushmeat in the food chain, and on the risk of transmission through pets. EFSA's scientists will continue to support efforts to combat this disease with regular updates in 2015, namely on the risk of transmission of Ebola via the food chain. This has been a challenging task in view of the short deadlines, lack of available data and resulting high uncertainties. To overcome these difficulties, EFSA collaborated with a number of international partners, including EU Member States, the European Commission, the European Centre for Disease Prevention and Control (ECDC), with whom a procedure on how to handle rapid food-borne outbreak assessments was signed, and the WHO.

EFSA responded to the outbreak of the highly contagious avian influenza A subtype H5N8 in poultry in Germany, the Netherlands and the UK with a report on the possible

entry routes of the virus into Europe, and focusing in particular on the role of wild birds. Work on foodborne outbreaks included a scientific report tracing food items connected with a multinational outbreak of hepatitis A that affected 12 European countries. EFSA's investigation, carried out in collaboration with Member States and ECDC, identified consumption of mixed frozen berries as the source of the outbreak. The Authority carried out a rapid risk assessment on a number of outbreaks of *Salmonella Enteridis*.

EFSA's animal health experts were also called on to deliver urgent advice on two viral diseases that can cause severe losses in animal stocks: cases of African Swine Fever – which affects pigs and wild boars – were reported in Poland and Lithuania, and there were further epidemics of sheep pox and goat pox in Greece and Bulgaria.

EFSA also anticipated possible future animal-borne threats with a number of opinions on transboundary diseases – an area of growing concern in view of a rise in the movement of humans, animals and animal-based products. Opinions were prepared on diseases that are prevalent on Europe's borders, such as porcine epidemic diarrhoea and emerging pig deltacoronavirus, lumpy skin disease, and *peste des petits ruminants*.

The Authority's plant health specialists provided advice on growing threats to Europe's environment from two invasive alien species: the apple snail, which is devastating rice wetlands in Spain, and *Xylella fastidiosa*, a pest that is attacking olive trees in southern Italy. The work on *Xylella* was particularly complex because of the limited availability of data for this new hazard and the uncertainties of the risk assessment with regard to the host range and epidemiology of the pest causing the outbreak. EFSA has therefore agreed to fund new research activities in cooperation with Member States to support a revised opinion that will be published in 2015/2016.

Scientific opinions and advice

EFSA completed its comprehensive re-evaluation of bisphenol A (BPA), a chemical compound used in the manufacture of food contact materials such as re-usable plastic tableware and can coatings. The opinion, published in early 2015 after public consultation, concluded that BPA poses no health risk to consumers of any age group (including unborn children, infants and adolescents) at current exposure levels.

A public consultation and follow-up stakeholder meeting were held to gather views on EFSA's draft opinion on acrylamide, which will be published in 2015. In its draft opinion, EFSA provisionally concluded that acrylamide in food potentially increases the risk of developing cancer for consumers in all age groups.

Following an opinion of 2013 on the risks posed by methylmercury in fish, the NDA Panel looked at the benefits of fish consumption in this context, and a subsequent statement from the Scientific Committee used innovative scenarios to indicate risks versus benefits on a country-by-country basis.

In plant health, risk categorisations of 40 regulated harmful organisms were delivered by the PLH Panel to support the review of the EU plant health regime; this activity was supported by stakeholders as well as outsourced work to Member States; a request for opinions on a full risk assessment for some of these organisms is expected in 2015. Pest risk assessments were carried out on citrus canker (*Xanthomonas campestris*) and citrus black spot (*Guignardia citricarpa*).

The NDA Panel continued its work on dietary reference values for micronutrients with a number of opinions finalised, including those on biotin, pantothenic acid, iodine, niacin, zinc, chromium, selenium and folate. Other highlights were the scientific opinion on the essential composition of infant and follow-on formulae, the evaluation of allergenic foods and food ingredients for labelling purposes, and the opinion on essential composition of total diet replacements for weight control. With the exception of the opinion on essential composition of total diet replacements for weight control, all other opinions were subject

to public consultation before finalisation and the comments received were addressed in 10 technical reports.

The FEEDAP Panel updated its 2011 guidance on the assessment of the toxigenic potential of *Bacillus* species used in animal nutrition.

In the area of animal welfare, opinions were published on the use of animal and non-animal based measures to assess the welfare of pigs, electrical requirements for water-bath stunning equipment, and on welfare risks related to the farming of sheep for wool, meat and milk production.

The BIOHAZ Panel continued its work in the key areas of transmissible spongiform encephalopathies (TSEs) with opinions on scrapie in the EU after 10 years of monitoring and control in sheep and goats, and the risk of BSE in bovine intestines, as well as a report to establish a protocol for further laboratory investigations into the distribution of infectivity of atypical BSE. Food hygiene was addressed in opinions on the public health risks related to the maintenance of the cold chain during storage and transport of meat, and public health risks of table eggs due to deterioration and development of pathogens. The BIOHAZ Panel completed a major project on the risks posed by pathogens in food of non-animal origin with specific opinions on leafy greens, tomatoes, berries, melons, and bulb and stem vegetables.

On contaminants in the food chain, the CONTAM Panel assessed a number of pharmacologically active substances, natural toxins, and environmental and process contaminants in food and/or feed, including chromium, beauvericin and enniatins, chloramphenicol, and metabolites and masked or bound forms of mycotoxins. To address recommendations from previous risk assessments and as preparatory work for future needs, outsourced projects were completed on evidence collection for oral toxicity of perfluoroalkylated substances, *in vivo* genotoxicity studies on nivalenol and deoxynivalenol, and on combined toxicokinetic and *in vivo* genotoxicity studies on alternaria toxins.

The reorganisation of the EFSA department on Risk Assessment and Scientific Assistance, completed in January 2014, contributed to reinforce synergies between different areas of work that will increase the organisation's impact in the area of One Health.

A full listing of EFSA's scientific publications in 2014 by Scientific Panel and Unit is available at <http://www.efsa.europa.eu/en/panels.htm>.

1.1.2. Key performance indicators and resources

Performance targets set for 2014 were met and the share of EFSA resources allocated to the Provision of Scientific Advice and Risk Assessment Approaches was in line with plan.

Table 1: Key performance indicators Activity 1

Objective	Indicators	Achieved 2013	Target 2014	Achieved 2014
Ensure effective delivery of work programme	Number of scientific outputs adopted	62	106 ^(a)	104 ^(b)
Improve the timeliness of scientific advice ^(c)	Proportion of scientific outputs adopted within deadline	75%	90%	98%
	Proportion of scientific outputs ^(d) finalised and published in the EFSA Journal within the agreed timelines	91%	90%	87%
Ensure effective use of financial resources	Proportion of original budget ^(e) for Activity 1 committed/paid at year end	97.8%/90.3%	100%/90%	100%/92.4%

(a): The substantial increase verified in 2014 was due to new mandates in the area of Plant Health.

(b): In 2014 EFSA received three unplanned urgent requests (Ebola, Avian Flu and African Swine Fever) but less mandates than initially foreseen by the European Commission.

(c): Until 2014 the target was provided jointly for the Activities 1, 2 and 3.

(d): This excludes outputs released in batches or with additional communications and refers to all scientific activities.

(e): Global budget (after budget transfers) including operational, staff and infrastructure costs.

Table 2: Resources allocated to Activity 1

	Executed 2013		Budget 2014		Executed 2014	
	M€	Posts	M€	Posts	M€	FTE ^(a)
A1 Provision of scientific advice and risk assessment approaches	12.95	76	13.98	85	13.49	80
% Total EFSA	17	16	18	18	17	18

(a) Actual available FTE

1.2. Activity 2: Evaluation of Regulated Products

1.2.1. Overview of the activity

Supporting applicants

The Applications Helpdesk – EFSA's front office and support desk for the safety assessment of regulated products, substances and processes, and the substantiation of claims – continued to improve its service to applicants, with 480 dossiers processed through the paperless submission system. This process now covers applications for animal by-product treatments, decontamination substances, feed additives, food contact materials, food additives, food enzymes, flavourings, GMOs, novel foods, nutrient sources, pesticides, and scientific substantiation of nutrition and health claims.

As part of the rolling programme of initiatives to strengthen support to applicants and other stakeholders, EFSA introduced indicative timelines² that it now uses when asking for additional or supplementary information to complete an evaluation of a regulated product. As well as assisting applicants, this will help EFSA's panels to anticipate when an application is ready for a complete risk assessment and to plan their work more efficiently. EFSA will maintain a close dialogue with applicants regarding the indicative timelines to ensure that assessments are made on a case-by-case basis.

Information sessions were organised on: food enzymes and GMO applications; cumulative risk assessment of pesticides; the EFSA guidance on protected crops and soil degradation rate; and on agronomic and phenotypic characterisation of genetically modified plants. A user satisfaction survey was carried out to help EFSA improve the support it offers to applicants and interested parties and to introduce bespoke services for different areas of regulated products.

EFSA organised a meeting with 17 associations representing applicants and industry operating in regulated product areas. The meeting provided an opportunity to discuss EFSA's interaction with applicants during the life-cycle of their applications. Topics under discussion included the development of guidance documents in the different regulated product areas and the benefits of constructive and transparent cooperation between risk managers, risk assessors and stakeholders during such processes. The Authority aims to develop a more interactive and timely evaluation process for regulated products.

The applications workflow analysis and assessment completed in 2014 is an important preparatory step in the development of EFSA's multi-annual project to implement an online tool for electronic management of applications of regulated products (MATRIX).

Advances in regulatory risk assessment

The CEF Panel completed the first safety assessments of food enzymes as part of the proposal by European Union decision-makers to set up an authorised list of these substances.

The Authority held a scientific workshop to discuss potential risks associated with ribonucleic acid interference (RNAi)-based genetically modified (GM) plants and to identify issues unique to their risk assessment. The workshop drew over 100 scientists and risk assessment experts from academia, risk evaluation bodies, non-governmental organisations and the private sector. Over two days, they shared expertise and debated the latest science on RNAi in plants, mammals and invertebrates, explored current and future RNAi applications and evaluated risk assessment considerations in light of the development of the technique.

EFSA's pesticides experts published guidance that sets out for the first time a harmonised methodology for calculating exposure to pesticides for four major population groups – operators, workers, residents and bystanders. The methodology evaluates non-dietary exposure to these chemicals, mainly by inhalation and absorption through the skin but also through ingestion via hand-to-mouth transfer. EFSA subsequently held a joint conference with the French Agency for Food, Environmental and Occupational Health & Safety (ANSES) to share knowledge in this area.

In the area of genetically modified organisms, public consultations were carried out to gather views on two new guidance documents: one on defining the information to be included in applications for the renewal of authorisations of genetically modified food and feed; the other setting out the information to be provided for the agronomic and phenotypic characterisation of GM plants. The documents complement previous guidance by EFSA and further strengthen the safety assessment of GM plants.

² <http://www.efsa.europa.eu/en/efsajournal/doc/3553.pdf>

The NDA Panel laid the groundwork for a revision of the guidance on the scientific requirements for health claims related to gut and immune function by carrying out a public consultation on a discussion paper prior to its revision. The outcome of the public consultation together with new scientific evidence available to the NDA Panel and the experience gained in the evaluation of health claims served as a basis for revising the guidance. A consultation on the draft guidance will be held in 2015.

The renewed EFSA panels on Food Additives and Nutrient Sources Added to Food (ANS) and Food Contact Materials, Enzymes, Flavourings and Processing Aids (CEF) had their first meetings on 1 July 2014 following nomination of their members by the EFSA Management Board.

Table 3: EFSA scientific outputs in the area of regulated products

Food sector area	EFSA Scientific outputs
Authorisation of feed additives (re-evaluation or new additives/new uses)	72 opinions
Food enzymes	4 opinions
Flavourings	22 opinions (173 substances)
Food contact materials	35 opinions
Food additives	9 opinions
GMO dossiers for import and processing for food/feed/industrial uses and for cultivation	7 opinions
Requests to prohibit the commercialisation of some GMO on MS territories	3 opinions
Health claims	37 opinions
Novel food applications	6 opinions
MRL applications and MRL reviews	84 reasoned opinions
Pesticides peer review	40 peer review conclusions
	38 technical reports

A full listing of EFSA's scientific publications in 2014 by Scientific Panel and Unit is available at <http://www.efsa.europa.eu/en/panels.htm>.

1.2.1. Key performance indicators and resources

The share of EFSA resources allocated to the evaluation of regulated products is in line with plan.

The target of outputs was not reached. More specifically, in the GMO area three applications were withdrawn by the applicants and fewer requests were received by the European Commission. The target set for MRLs could not be achieved. Submissions from rapporteur Member States were delayed, leading to the postponement of the timelines for the finalisation of EFSA conclusions towards 2015. However, the Pesticides Unit

completed 38 technical reports on active substances that were not foreseen in the Work Plan for 2014. Overall timeliness performance (58%) was heavily impacted by delays in assessments of MRL conclusions. Excluding MRLs (of which 82 were adopted late), EFSA did not reach the target for timeliness in Activity 2 (77% vs. 90%), mainly because of delays in adoption of opinions related to feed additives applications due to the high workload of the Panel. EFSA plans to recruit additional scientific staff in 2015 to address the backlog of MRL assessments. It is to be noted that in 2014 timeliness was monitored by activity; previously this indicator was provided jointly for the three scientific activities.

Table 4: Key performance indicators for Activity 2

Objective	Indicators	Achieved 2013	Target 2014	Achieved 2014
Ensure effective delivery of work programme	Number of scientific outputs adopted	267	404 ^(a)	340
Improve the timeliness of scientific advice ^(b)	Proportion of scientific outputs adopted within deadline (excluding reasoned opinions on MRLs)	75% (87%)	90%	58% (77%)
	Proportion of scientific outputs ^(c) finalised and published in the EFSA Journal within the agreed timelines	91%	90%	87%
Ensure effective use of financial resources	Proportion of original budget ^(d) for Activity 2 committed/paid at year end	99.1%/91.2%	100%/92%	99.7%/91.8%

(a): Reasoned opinions were classified as outputs in Activity 3 until 2013.

(b): Until 2014 the target was provided jointly for the Activities 1, 2 and 3.

(c): This excludes outputs released in batches or with additional communications and refers to all scientific activities.

(d): Global budget (after budget transfers) including operational, staff and infrastructure costs.

Table 5: Resources allocated for Activity 2

	Executed 2013		Budget 2014		Executed 2014	
	M€	Posts	M€	Posts	M€	FTE ^(a)
A2 Evaluation of regulated products	18.03	134	19.73	140	19.45	129
%Total EFSA	23	28	25	30	24	29

(a) Actual available FTE

1.3. Activity 3: Data Collection, Scientific Cooperation and Networking

1.3.1. Overview of the activity

Scientific cooperation at the heart of EFSA

Cooperation with Member States was a top priority for EFSA in 2014, along with the development of a common risk assessment agenda with all its partners.

EFSA's Executive Director visited several Member States and the Authority also hosted a number of meetings with national authorities and risk assessment agencies: the BfR,

ANSES, the Swedish National Food Agency (NFA), and the UK Food Standards Agency (FSA). Opportunities for increased collaboration in areas such as institutional and scientific cooperation, data collection and emerging risks were high on the agenda. Progress was made on establishing joint research projects to address gaps in knowledge, exchanging experts, and promoting joint events such as the EFSA/ANSES two-day conference on occupational exposure to pesticides.

EFSA collaborated closely with EU institutions and sister agencies – such as the European Centre for Disease Prevention and Control, the European Chemicals Agency, the European Medicines Agency and the European Environment Agency – and international partners to ensure a consistent, harmonised approach to risk assessment at EU level. In 2014 EFSA took the Chair of the European Agencies' Network on Scientific Advice (EU-ANSA).

This collaboration will continue over the next few years, guided by EFSA's Scientific Cooperation Roadmap 2014-2016 and Multiannual Programme on International Scientific Cooperation 2014-2016, both of which were adopted in 2014.

EFSA discussed with its Advisory Forum ways of dealing with diverging scientific opinions, data collection and data access, and how best to share work plans so that Member States can contribute to EFSA's upcoming risk assessment activities.

EFSA's 14 scientific networks – which support the EFSA panels and units – also played an important role in coordinating activities and exchanging information and best practices including training,³ such as the training of Member State data providers on sample based data collection in the remit of the network on zoonoses monitoring.

EFSA began piloting two new tools to further cooperation: thematic grants and framework partnership agreements. In addition, multi-annual grants were agreed for EFSA's Focal Points, with an increase of 30% of funding for new tasks. A staff exchange programme between EFSA and the Member States was established, with the first exchanges taking place in 2014. Representatives from Member States and the European Commission took part in an EFSA training workshop focusing on communication during urgent responses. Training on risk assessment for experts and staff included new courses on environmental risk assessment, computation tools application and benchmark dose modelling.

EFSA continued to support the Rapid Alert System for Food and Feed (RASFF) of the Commission, and to contribute on priority proposals to the EC Horizon 2020 programme by identifying priority research projects in the area of food and feed safety.

Two scientific colloquia were organised, on whole genome sequencing of food-borne pathogens for public health protection and on the harmonisation of human and ecological risk assessment of combined exposure to multiple chemicals.

The Pre-Accession Programme for experts from EU Candidate Countries continued with training on GMO risk assessment and participation in Advisory Forum and Focal Point meetings. The programme concluded in September 2014 and a new programme will start in 2015. The new two-year programme for the European Neighbourhood Policy (ENP) started in 2014, and 60 experts from 14 ENP countries attended a food safety conference in Parma to gain knowledge on food safety in the EU, particularly on EFSA's core tasks of risk assessment and risk communication.

In line with EFSA's Multiannual Programme on International Scientific Cooperation 2014-16, EFSA continued to provide scientific and technical support to the European Commission in Codex Alimentarius related activities. Furthermore, it started activities to strengthen scientific cooperation with the Joint Expert Committees of WHO and the FAO for developing internationally harmonised methodologies and approaches for risk

³ Details of the activities can be found in the reports of each network, available here: <http://www.efsa.europa.eu/en/networks/supportingunits.htm>

assessment, data collection and risk communication. EFSA participated in the International Food Chemical Safety Liaison Group (IFCSLG) and has taken over the scientific secretariat of this international platform together with the European Commission. In addition to multilateral activities, EFSA met delegations of the Food Safety Commission of Japan (FSCJ), participated in FSCJ's events on BPA and risk communication, visited US agencies (FDA, EPA and USDA), the China Centre for Food Safety Risk Assessment (CFSA), and Food Standards Australia New Zealand (FSANZ). EFSA further shared its experience with delegations from many Asian, African and South American countries. In 2014, EFSA signed an Exchange of Letters with the USDA's Food Safety and Inspection Service (FSIS) and the New Zealand Ministry of Primary Industries (NZMPI).

EFSA continued its open dialogue with stakeholders through meetings with non-governmental organisations, industry associations, and consumer groups. The Stakeholder Consultative Platform provided crucial feedback on many topics of EFSA's work such as antimicrobial resistance, bee health and pesticide risk assessment, EFSA's methodological roadmap for selecting and appraising scientific evidence, future needs in research for risk assessment, nutrition, and the review of the Agency's 2012 implementing rules for its policy on independence and scientific decision-making processes.

Stakeholders also provided concrete proposals on enhanced transparency that shaped the agency's discussion paper "Transformation to an Open EFSA".

Towards the end of the year, exchanges started within the Stakeholder Consultative Platform and with the Management Board to discuss the future of the Platform.

Data collection and monitoring

Important progress was made in the development of EFSA's Scientific Data Warehouse, which will become the single data hub for access to data used in EFSA's risk assessments. This project is part of an ambitious wider strategy for EFSA to take a more innovative approach to data, focusing on open data, interoperability and data quality.

To this end EFSA, in collaboration with Member States, has continued to innovate and modernise the collection and sharing of data across the EU and internationally. The collection of harmonised food consumption data through the EU Menu continued, with more Member States adopting EFSA's collection and reporting methodology. Progress was also made in broadening the use of electronic submission for occurrence data and data on zoonoses, antimicrobial resistance and food-borne outbreaks. A significant milestone was the development of technical specifications for the collection of data on molecular testing of food-borne pathogens from food, feed and animal samples.

EFSA produced, in collaboration with the ECDC and Member States, its annual reports on the prevalence of zoonotic diseases, food-borne outbreaks and antimicrobial resistance in the EU.

EFSA also published reports on pesticide residues in food, the occurrence of veterinary drug residues in food, and further analysis of the EU-wide baseline survey on the prevalence of *Listeria monocytogenes*.

The Authority, supported by outsourced projects, continued its work on the further development of post-market monitoring in the areas of environmental monitoring of agroecosystems and food additives. It also continued to invest through outsourcing activities in updating EFSA's chemical hazards database, gathering and analysing information on metabolic interactions and the synergistic effects of chemical mixtures for human risk assessment.

1.3.1. Key performance indicators and resources

In 2014 EFSA was able to increase the budget for its scientific grants and procurement programme, thanks to savings obtained in meeting costs and IT expenditure. The share of EFSA staff allocated to Data Collection, Scientific Cooperation and Networking is overall in line with plan.

The number of adopted scientific outputs is below plan: the difference is mainly due to requests not received from the European Commission or for which the Terms of Reference have been extended, and five planned Scientific Reports in the area of BIOCONTAM that were eventually delivered as technical reports and thus counted under supporting publications.

The results on timeliness (85%) are slightly below target due to the adoption behind schedule of two EFSA scientific reports.

Table 6: Key performance indicators for Activity 3

Objectives	Indicators	Achieved 2013	Target 2014	Achieved 2014
Effective delivery of work programme	Number of scientific outputs adopted	122 ^(a)	20	13
Improve the timeliness of scientific advice ^(b)	Proportion of scientific outputs adopted within deadline	75%	90%	85%
	Proportion of scientific outputs ^(c) finalised and published in the EFSA Journal within the agreed timelines	91%	90%	87%
Effective execution of grants and procurement programme	Proportion of original grants and procurement budget ^(d) for Activity 3 committed/paid at year end	-	100%/95%	99.9%/95.4%

(a): Reasoned opinions were classified as outputs in Activity 3 until 2013

(b): Until 2014 this indicator was provided jointly for the Activities 1, 2 and 3.

(c): This excludes outputs released in batches or with additional communications and refers to all scientific activities.

(d): The achieved results refer to proportion committed/paid of the budget after budget transfer

Table 7: Resources allocated for Activity 3

	Executed 2013		Budget 2014		Executed 2014	
	M€	Posts	M€	Posts	M€	FTE ^(a)
A3 Data collection & scientific cooperation	27.13	106	22.84	92	24.64	85
% Total EFSA	35	22	29	19	31	19

(a) Actual available FTE

1.4. Activity 4: Communication and Dialogue

1.4.1. Overview of the activity

Supporting science

EFSA's communications specialists ensured that the Authority's scientific work and corporate initiatives were supported with appropriate tools and reached their relevant audiences. High-profile topics in 2014 included the full risk assessment of the sweetener aspartame, which was supported by a press release, video, updated frequently asked questions, and a layman's summary. The latter, a first for EFSA, was well received by stakeholders. The summary initiative is one of the ways in which EFSA is trying to make its risk communications more accessible to its non-specialist audience. The full-spectrum communications deployment for aspartame also included a press briefing in Brussels.

Chemicals in food continue to be an area of EFSA's work that attracts attention and comment. This year, in addition to aspartame, the ongoing work on cumulative risk assessment of pesticides was promoted and explained using a variety of media and tools. News stories highlighted the public consultation and stakeholder workshop that were held on this important subject, and a commentary by the Chair of the Management Board, Sue Davies, was published in *The Parliament Magazine*.

Other areas that received effective communications support included environmental risk assessment, particularly as regards bee health and invasive species. The EFSA report on multiple stressors in bees was presented to, and well received by, a conference hosted by the European Commission in Brussels. On invasive species, EFSA published a number of stories and interviews explaining this growing area of work, focusing on specific issues such as the spread of the apple snail in Spain and the *Xylella fastidiosa* pest that is threatening olive trees in southern Italy. There was widespread pick-up of these stories in media across Europe.

Conferences and campaigns were high priorities in 2014. The campaign to renew the membership of EFSA's Scientific Committee and eight scientific panels, which ran for three months, generated nearly 1,000 applications, a rise of more than 7% compared with the previous call in 2011. It featured a dedicated web section, which received more than 21,500 views, a video, an animation, a factsheet, mailings to scientific societies, sponsored web banners in scientific journals, and use of social media. EFSA took its message to the Euroscience Open Forum, where its scientists hosted a seminar on risk assessment of food and EFSA had an information point with animations on environmental risk assessment, bee health and zoonoses.

Spreading the word

EFSA is keen to learn more about the needs of its target audiences, its experts and internal staff to ensure that its communications fulfil their needs and expectations. To this end, in 2014 a procurement was finalised that will give the Authority access to qualitative and quantitative research resources for the next four years. The Eurobarometer survey was not re-commissioned because it was felt that the wide-ranging procurement for target audience research could provide a more tailored and efficient solution.

EFSA also reached out to new audiences and users by expanding and improving its range of media tools. Infographics were published to deepen understanding of EFSA's work on topics such as contaminants in food, zoonotic diseases and influenza viruses. Later in the year came the first interactive "scrollers", giving users a more sophisticated tour of subjects such as pesticide residues in food. The first such infographic proved popular on Twitter, generating a significant number of re-tweets.

Twitter took a more central role in EFSA's communications activities in 2014, becoming an important platform for promoting scientific outputs, events, calls for data, and vacancies. By the end of the year EFSA had more than 8,000 followers (+60% compared to the previous year). In October, EFSA marked the European Antimicrobial Awareness Day by participating in its first ever Twitter chat – in cooperation with DG SANCO, ECDC, EMA and the WHO – an important step on the way to establishing a more active and engaging presence on social media.

EFSA's window to the world is its website, and in 2014 this received a makeover. The homepage was redesigned and modernised to improve navigation, and the site was restyled in general to make it a friendlier, more welcoming place for EFSA's partners and visitors. A Media Centre was created to give journalists and other interested parties a one-stop-shop for information, containing links to outputs, FAQs, stories, contacts and multimedia products. The website improvements will serve as a bridge to the major overhaul of the site which will take place in 2015, improving usability and interactivity and thus supporting EFSA's goal of becoming a more transparent, open and accountable organisation.

A number of steps were taken to improve the quality of the EFSA Journal. All editorial and publishing processes associated with EFSA's scientific outputs have been centralised within the dedicated EFSA Journal team, which is now part of the Communications department. The primary aim is to improve efficiency of the publishing process, improve the editorial quality of the outputs and to enhance the impact of EFSA's scientific publications. Future publishing options for the EFSA Journal are being explored and key risks such as plagiarism are being addressed.

Best practice in risk communications

EFSA's Risk Communications Guidelines "When Food Is Cooking up a Storm – Proven Recipes for Risk Communications" was updated with two new case studies looking at lead exposure from Norwegian hunting and dioxins in fatty fish from the Baltic Sea.

EFSA finalised its work on the creation of a glossary of scientific terms frequently used in the Authority's risk assessments. The glossary aims to provide accessible, easy to understand definitions of scientific terms and concepts to a lay audience. Although simple, clear and concise, the definitions remain true to their original scientific meaning and are a valuable addition to EFSA's portfolio of best practices in risk communications. The glossary will be published on EFSA's website in 2015.

Reaching out to the local community

EFSA enjoyed a successful year of engagement with the local population and the media in Parma. This was due in large part to the work of the Media Relations team in strengthening EFSA's relationship with its local media counterparts. Editorials were published in local titles with the aim of bringing EFSA's work closer to Parma's citizens and making it more accessible and meaningful. Local newspapers and television also featured a number of in-depth articles on life and work at EFSA.

EFSA marked Europe Day 2014 by hosting a public debate on the EU, which was broadcast on local TV, with the audience given the opportunity to pose questions live via Twitter. Promotional activities included TV interviews, a banner on a local media website and a dedicated Twitter plan and hashtag.

The annual Open Doors event attracted around 1,500 visitors, a significant increase on the previous year. This was partly due to a more targeted promotion effort, which included articles, interviews and advertisements in the local press and websites, a Twitter campaign, and banners in the central city piazza and at the EFSA entrance. The event gained significant coverage in the local media.

1.4.1. Key performance indicators and resources

The Communication targets set for 2014 in relation to EFSA's visibility and timeliness were fully met. The number of communication outputs was well above target with 118 outputs produced including press releases, web stories, event stories, feature stories and news in brief. The target set for payments was not reached due to the postponement of certain activities connected to the website redesign to ensure full alignment with the IT mid-term strategy coordinated under EFSA's new Information Programme.

The share of EFSA resources allocated to Communication and Dialogue is in line with plan.

Table 8: Key performance indicators for Activity 4

Objectives	Indicators	Achieved 2013	Target 2014	Achieved 2014
Improve EFSA's visibility and outreach	Total number of subscribers to online subscription products (newsletter and alerts)	31,912	33,000	33,947
Communication outputs	Number of press releases and web news items	78	80	118
Improve the timeliness	Proportion of press releases/web news items accompanying scientific outputs delivered within 20 working days of adoption	78%	80%	95%
Ensure effective use of financial resources	Proportion of original communication and dialogue budget ^(a) committed/paid at year end	99.7%/91.3%	100%/90%	99.2%/84.5%

(a) Global budget (after October budget transfers) including operational, staff and infrastructure costs.

Table 9: Resources allocated for Activity 4

	Executed 2013		Budget 2014		Executed 2014	
	M€	Posts	M€	Posts	M€	FTE ^(a)
A4 Communication and dialogue	5.15	34	6.04	34	5.44	34
% Total EFSA	7	7	7	7	7	7

(a) Actual available FTE

1.5. Activities 5, 6 and 7: Governance, Support and Coordination

1.5.1. Overview of the activities

EFSA's corporate management, coordination and support functions worked to ensure that EFSA's activities in the core business areas of science and communication comply with EFSA's legal framework, core values and strategic objectives as well as with principles of effectiveness and efficiency.

Measures to allow for a reduction in resources have been implemented including:

- The outsourcing of services for which EFSA's needs are stable and standardised (IT services, site management).

- The streamlining of working processes on procurement and financial transactions (CII contract database, e-Prior and the MOS meeting organisation system have been further developed).

The objective of a 2% per annum reduction in posts has been achieved, partially using natural turnover.

A year of change

The year 2014 was a period of renewal within and beyond EFSA. Bernhard Url was appointed as the new Executive Director of EFSA, a new cohort of MEPs arrived at the European Parliament and Vytenis Andriukaitis became the EU's Commissioner for Health and Food Safety.

At the start of the new EP legislative term in July 2014, EFSA participated in a series of meetings with newly elected MEPs, principally to address specific issues in the area of EFSA's activities such as novel foods and GMOs. It was also an opportunity to meet with newly appointed key actors, including the office of the new Chair of the Committee on the Environment, Food Safety and Public Health. Later in the year, EFSA's Executive Director met Commissioner Andriukaitis to discuss EFSA's main tasks and responsibilities and the challenges ahead. Commissioner Andriukaitis indicated his support to EFSA, as well as his willingness to further strengthen the role of science in policymaking and to help reinforce EFSA's reputation.

Management Board activities

EFSA's Management Board continued to ensure the compliance of its activities with the regulatory framework and provide strategic guidance. In March, the Board adopted the Annual Activity Report 2013 and the preliminary Annual Management Plan 2015. A review of the actions taken to address the 2012 Management Board recommendations was performed in the middle of the year. The Board provided input for the elaboration of EFSA's Single Programming Document 2015-2017, which was adopted in December.

The Board appointed EFSA's new Executive Director as well as the new members of the ANS and CEF panels.

In preparation of the EFSA strategy for 2020 the Management Board was actively engaged in the discussion on "Open EFSA" and on reflections around the role of EFSA in areas such as nutrition.

Through the participation of its Chair, the Board exchanged views with other EFSA bodies, in particular the Scientific Committee and the Advisory Forum. Board members engaged in dialogue with, among others, stakeholders and NGOs on key issues such as transparency and independence.

In 2014 the Board's chair Sue Davies was reconfirmed and three new appointed members – Iñaki Eguileor, Robert van Gorcom and András Szekács – took up their duties.

Planning and prioritising

EFSA concluded the PaRMA (Project and Resources Management approach) project, the aim of which is to make EFSA more efficient by enhancing the organisation's planning and prioritisation capacity. The project includes the centralised evaluation of mandates, including resource allocation, and will promote a better use of scientific capabilities across the various departments and units. In addition, a new approach to corporate reporting was developed, incorporating closer monitoring of stock/flow of workload, as well as the monthly results on performance indicators.

A baseline plan of activities organised by projects and processes and covering EFSA's entire portfolio of work was compiled in preparation for the 2015 annual work programme.

Maintaining quality

In 2014, ISO 9001:2008 was adopted as the Quality Management System to be applied across EFSA. The Resources and Communication departments were subject to an independent third-party benchmarking against ISO 9001 and the gaps necessary to meet compliance were identified. Although work to fill the gaps was initially planned to start in 2014, this was delayed due to resource constraints. The target remains to achieve a fully integrated ISO 9001:2008-compatible QMS for the whole organisation by the end of 2016.

A customer feedback system was put in place and the first interviews with DG SANCO were positive and provided good input for EFSA to implement continuous improvement measures to better meet risk managers' needs and pursue EFSA's objective of delivering fit-for-purpose scientific advice.

Information and Technology

In accordance with its IT Strategy and Roadmap, EFSA rolled out new IT governance, implementing international benchmarked standards. Through improved supplier management, and the re-tendering of IT services supply, EFSA now procures through service level agreements, with a higher guaranteed quality and at reduced unit price. A new consolidated document management system, which contains almost 4 million documents was implemented, all workstations were upgraded, and a review was carried out regarding the software that supports EFSA's core processes.

Legal Support

EFSA adopted in July 2014 a refined approach to the mitigation of conflicting interests held by its staff, experts, and members of its constituent bodies. Furthermore, a discussion paper "Transformation to an Open EFSA"⁴ was drafted and made available for public consultation.

In line with the principles of openness and transparency, a centralised system ensuring compliance with the requirements linked to reactive access to data and documents was put in place and in 2014 more than 102,000 pages were handled for disclosure.

EFSA initiated an exercise aimed at identifying, fine-tuning and formalising the principles for implementing good administrative practices linked to the evaluation of regulated products.

Finally the legal support unit continued to centralise the management of formal procedures of legal relevance on behalf of EFSA, which include the handling of pre-litigation, administrative procedures and litigation.

Human Resources

The Talent Management Project was initiated to take a strategic approach to workforce requirements, with an emphasis on attracting, developing and rewarding both staff and scientific experts. The project scope includes the establishment of a comprehensive talent management system in line with good practice, supported by best-of-breed technology. In 2014, the EFSA Academy adopted a Learning Management System (LMS) which will be further implemented in 2015. The LMS supports investments in e-learning for staff and experts. A strong focus was placed on developing EFSA's managers through

4 <http://www.efsa.europa.eu/it/corporate/doc/openefsadiscussionpaper14.pdf>

training, and the implementation of the PaRMA project was supported by training on project and programme management.

Following the implementation of a career development model “to attract, develop and retain talents”, the first EFSA Competency Library was issued. This version contains a full list of behavioural competencies, assigned by job category, that will guide staff and help managers to ensure that key behaviours can be measured in a harmonised way across the organisation.

Efforts were made to improve the attractiveness of EFSA schemes by introducing a short-term study visit, increasing the number of in-house trainees, and strengthening and promoting the scientific cooperation between EFSA and its partners through the EFSA Guest Scientist & Staff Exchange Scheme.

1.5.2. Key performance indicators and resources

The KPIs on effective use of EFSA’s financial resources refer to the agency’s overall financial performance and not only to the budget execution of support activities. Commitment was at 99.7%, a best-ever performance, and payment at 89.31%. The amount of carry forward (unused payment appropriations) to 2015 accounts was 11.4% of the budget, which is in line with target. Details are provided in table 15 in Appendix B.

The lower implementation of organisational multiannual development initiatives led to reduction of the delivery of IT projects.

Table 10: Key performance indicators for Activities 5–7

Objectives	Indicators	Achieved 2013	Target 2014	Achieved 2014
Effective use of EFSA financial resources	Commitment credits executed	100%	100%	99.7%
	Payment credits executed	100%	100%	89.3%
	Carry forward of payments to following year	11%	10%	11.4%
Efficient use of IT resources	IT projects delivered within budget and deadline	93%	96%	90.0%

Table 11: Resources allocated for Activities 5–7

	Executed 2013		Budget 2014		Executed 2014 ^(a)	
	M€	Posts	M€	Posts	M€	FTE ^(b)
A5 Coordination	1.15	14	2.22	19	2.17	17
A6 Administration	10.29	84	12.15	74	11.34	73
N7 Neutre	2.44	33	2.86	30	2.93	27
Total support activities	13.88	131	17.23	123	16.44	117
% Total EFSA	18	27	22	26	21	26

(a): The variation observed in 2014 on resource allocation between A5, A6 and N7 results from the application of the updated EC methodology on activities distribution.

(b) Actual available FTE

1.6. Progress on Multiannual initiatives

EFSA's Single Programming Document 2014-2016 defined the organisation's strategic objectives – **fitness for purpose, sustainability** and **trust** – and the multiannual initiatives to meet these objectives. The multiannual plan is a rolling plan, and changes were implemented during 2014 to better fit EFSA's objectives.

1.6.1. Fitness for purpose initiatives

EFSA continued the implementation of a quality management system, and the target of compliance with ISO 9001 standards for 60% of the organisation was achieved. The customer feedback system was put in place and positive feedback on EFSA's work was received from risk managers as well as recommendations for improvements on fit for purpose scientific advice.

The Project and Resource Management approach (PaRMA) put in place a system for portfolio management that will allow EFSA to better manage its resources over the coming years.

Preparatory steps for the Scientific Data Warehouse were concluded and the project was included in an overarching information programme that will make "Open EFSA" a reality by providing tools for improved data quality and accessibility.

The handling of applications through the Applications Desk function was streamlined and improved with better support and information tools. The applications workflow analysis and assessment completed in 2014 is an important preparatory step in the development of the online tool for electronic management of applications of regulated products (MATRIX). Work is on-going to further increase the efficiency of the application process and develop an enhanced indicator.

1.6.2. Sustainability initiatives

The Advisory Forum and Focal Points established the methodology to list and prioritise issues of common interest and, although there is much work to be done, common initiatives performed by EFSA and Member State authorities (such as scientific colloquium and crisis support) demonstrate the commitment of the EU risk assessment community to the initiative. The EU risk assessment agenda is one of the objectives set by the EFSA Scientific Cooperation Roadmap adopted in 2014, which includes cooperation tools and initiatives for European and international collaboration.

A project was put in place to improve efficiency and compliance in transactional processing through two main streams of activities:

- Centralised strategy, planning, monitoring and reporting and structure.
- Centralised finance and procurement processes and structure.

This will allow EFSA to deliver its mandate more efficiently, reducing the time needed to produce outputs and the number of people involved (-14 FTEs) in 2015.

In 2014 EFSA put in place a Talent Management programme to optimise use of its human resources (staff and experts). The programme will incorporate the progress made on competency mapping and training.

1.6.3. Trust initiatives

EFSA completed the review of the implementation rules for its independence policy and consulted stakeholders about the launch of the "Open EFSA" initiative.

An improved online presence, a new homepage layout and a review of the EFSA Journal were achieved in 2014.

Engagement with the European Parliament was reinforced and a new approach to institutional relations was put in place.

Table 12 summarises the achievements versus targets set in EFSA's Annual Management Plan 2014.

Table 12: Multiannual Organisational Performance Indicators

Objective	Indicators	Target 2014	Achieved 2014
Customer feedback system	Extent to which EFSA outputs meet customer expectations	Implement system and define baseline	Achieved
Enhance EFSA's planning and prioritisation capacity	Implementation of a project and resource management system	Portfolio management system in place by 2014	Achieved
	Reduction in unplanned work (ratio planned to unplanned)	Establish baseline (2013), improve by 5%	Not achieved due to incomplete implementation of monitoring tools
Develop quality management	Compliance with ISO 9001:2008 (share of EFSA's operations)	60%	Achieved
Efficient handling of applications	Number of days saved in application risk assessment process	5% saving	10.8 % saving
Continuously increase EFSA's efficiency	Implementation of a multiannual cost reduction plan	Establish concrete action plan	Achieved (STEP 2018 project)
Establish an EU Risk Assessment Agenda	Develop and implement an EU Risk Assessment agenda with Commission and Member States	Agenda, topics, modalities defined	In progress

Objective	Indicators	Target 2014	Achieved 2014
Ensure best management of experts and staff	Reduce proportion of staff allocated to non-operational tasks	1% decrease	Achieved
	Expert Engagement Survey (participation rate, engagement rate)	50% 60%	Not achieved. The survey was postponed
	Competence gap alignment	Develop methodology & baseline	Not achieved. Incorporated in Talent management programme
Enhance international role	Implementation of an international work plan	Establish work-plan	International Cooperation Roadmap adopted
Confidence of the European Parliament	No. and significance of EP recommendations when granting budget discharge	10% reduction	Achieved
Transparency initiative	% completion	Plan established and 30% completed	Incorporated in Open EFSA initiative
Independence of scientific advice	Review of independence policy and rules	Implementing rules revised	Achieved
International recognition	Number of citations in international journals	5% increase	13% increase
Clarity of EFSA's outputs	% of outputs meeting clarity standards	Define baseline & assessment methodology	Pilot ready for implementation in 2015

Table 13 provides an overview of EFSA's organisational development portfolio budget execution for 2014

Table 13: Organisational development portfolio and resource allocations

Project title	Budget 2014		Executed 2014		Comment
	M €	FTE	M €	FTE ^(a)	
Data warehouse: Consolidated scientific database designed to facilitate data access	1.05	5.2	0.9	3.6	Variance on FTEs/Budget: Circle of trust pilot for food consumption and chemical contaminants moved from November 2014 to February 2015. Savings on hardware
Talent management: Move from traditional HR to talent management approach	0.9	5.7	0.4	3	Variance on FTEs: due to inability to dedicate internal staff to the project as planned; Variance on Budget: due to different technical approach regarding IT solution
Quality management: Development of an ISO 9001 compliant Quality Management System	0	2.5	0.1	0.8	Variance on FTEs: Start-up of ISO certification project postponed vs initial plan
Document management: Delivery of an effective document management system	0.5	9.8	0.6	6.6	Variance on FTEs: efficiency gain in internal staff effort vs initial plan and successful automatic migration without need of manual correction
Project & Resource Management (PaRMa): Introduction of a project & resource management approach to all EFSA operations	0.4	5.8	0.2	3.2	Variance on FTEs and Budget: The implementation of an professional IT tool for supporting the project management approach has been postponed
Lean processes: Streamlined working practices & processes	0.3	1.7	0.3	0.6	Variance on FTEs: leaning initiative has been incorporated during the year in the STEP 2018 initiative
Electronic application management: Development of an electronic application management system to facilitate the application process and enhance efficiency	0.35	4.8	0.4	2.4	Variance on FTEs: efficiency gain in internal staff effort vs initial plan. Activities are on time/scope
Redesign of EFSA website: Restructuring and re-launch of EFSA website	0.6	3.8	0.2	1.8	Variance on FTEs and Budget: web site migration and technical upgrade have been postponed to 2015 vs initial plan
TOTAL	4.1	39.3	3.1	22	

(a) Actual available FTE

Section II – Management of Resources

1. Budgetary and financial management

2014 was the first year of operation under the new EU Multiannual Financial Framework. A 2% (7 posts) reduction in EFSA's establishment plan and a budget allocation of - €0.63m obliged EFSA to increase its efforts for more efficient and effective procedures.

In 2014 the budget commitment was 99.69% of the total budget (Appendix B). With the revision of the Financial Regulation, interest generated in EFSA's bank accounts became revenue, increasing EFSA's general budget. Bank interest (€72,222) was allocated to the building acquisition, off-setting interest paid under this acquisition.

Staff (€37.69 million), scientific meetings (€8.25 million) and Scientific Cooperation (€11.73 million) were the main expenditure drivers.

Regarding payment appropriations, €71.18 million or 89.31% of the €79.70 million was paid, of which €35.6 million represented staff expenditure. The lower payment rate than expected under Title I is mainly due to the lower staff expenditure (Appendix B Table 12).

1.1. Budget Transfers

In the course of 2014, a transfer of €2.98 million was made from Title I to Title II. The transfer allowed the pre-payment in capital for the building acquisition, thereby reducing by €0.25 million the yearly amount due over future years. This transfer resulted from the following factors, reducing the need for the original provisions in Title I:

- The weighting coefficient was reduced with the same retroactive effect leading to these amounts being recuperated from the staff (€1.55 million).
- In late 2013, the Court of Justice confirmed the Council's position on the non-indexation of salaries for the years 2011–2012. Hence, the sum allocated in the 2014 budget to cover this potential expenditure was not needed (€0.56 million).
- The Council decision lowering the pension contribution by 1% was taken in April 2014, leading to lower sums being paid out (€0.2 million).
- The reduction of the weighting coefficient from 104.4% to 100.4% from July 2014 onwards also led to money being recuperated (€0.32 million).
- The average recruitment rate, at 94.4%, was also lower than targeted (€0.46 million).

The main budget transfers within Title III were:

- Appropriations for scientific meetings and IT were reduced by 1.13M€ and €0.93 million, respectively, while scientific cooperation appropriations rose by €2.25 million.
- Communication appropriations were reduced by €0.014 million while conference appropriations were increased by €0.16 million.

1.2. Budget Execution by Activity Pillars

A reduction of current commitment appropriations versus initial commitment appropriations approved for the 2014 budget was observed for all activities, mainly due to a reduction on staff expenditure. In activity 3 the budget for scientific cooperation was increased by 24%, corresponding to an increase of 2% of the total activity 3 budget.

The budget distribution per activity was in line with the annual management plan 2014 and commitment/payment execution targets were achieved with the exception of payments execution on activity 4 and 6 (Appendix B, table 13); the reasons are explained in Section I of this report.

Table 14: Budget execution per activity

	Executed 2013		Budget 2014		Executed 2014	
	M€	%	M€	%	M€	%
A1 Provision of scientific advice and risk assessment approaches	12.95	17	13.98	18	13.49	17
A2 Evaluation of regulated products	18.03	23	19.73	25	19.45	24
A3 Data collection & scientific cooperation	27.13	35	22.84	29	24.64	31
A4 Communication and dialogue	5.15	7	6.04	7	5.44	7
Total operational activities	63.26	82	62.40	78	63.02	79
A5 Coordination	1.15	1	2.22	3	2.17	3
A6 Administration	10.29	13	12.15	15	11.34	14
N7 Neutre	2.44	3	2.86	4	2.93	4
Total support activities	13.88	18	17.23	22	16.44	21
Total EFSA	77.14	100	79.82	100	79.46	100

2. Human resources management

On 31st December, 449 posts were occupied out of the available 474 (all types, Officials, Temporary Agents and Contract Agents as well as Seconded National Experts). The yearly average post occupancy rate for the Establishment Plan 2014 (Temporary Agents and Officials) is at 95.1%, while that for Contract Agents is at 92.4%.

This gives an overall weighted average of 94.4%, which explains the actual staff availability of 445 FTEs in 2014 (below the 2014 target of 95% due to a cumulated turnover rate at 4.6% and 13 internal staff being successful in external procedures).

Table 15: Staff availability per activity

	Executed 2013		Budget 2014		Executed 2014	
	Posts	%	Posts	%	FTE ^(a)	%
A1 Provision of scientific advice and risk assessment approaches	76	16	85	18	80	18
A2 Evaluation of regulated products	134	28	140	30	129	29
A3 Data collection & scientific cooperation	106	22	92	19	85	19
A4 Communication and dialogue	34	7	34	7	34	8
Total operational activities	350	73	351	74	328	74
A5 Coordination	14	3	19	4	17	4
A6 Administration	84	17	74	16	73	16
N7 Neutre	33	7	30	6	27	6
Total support activities	131	27	123	26	117	26
Total EFSA	481	100	474	100	445	100

(a) Actual available FTE

3. Assessment of audit results during the reporting year

3.1. Internal Audit Capability of EFSA

In 2014, the IAC carried out six audits and reviews in accordance with the IAC Annual Audit Plan approved by the EFSA Audit Committee. The audit engagements covered were: the validation of ABAC user access rights, the follow-up of IAC, IAS and ECA outstanding audit observations, the factual clearance of the PAN Europe Study on Cumulative Risk Assessment of Pesticides Residues, the review of the declaration of interest assessments of the TTC Working Group, the reimbursements to the members of the Management Board, and the breach of rules on declaration of interests. Consequently, the IAC is of the opinion that the internal control system in place provides reasonable assurance regarding the achievement of the business objective set up for the processes audited, except for the following: the monitoring of user access rights granted in ABAC and the formal nomination of financial actors.

The IAC work is performed under the authority of the Management Board through its Audit Committee. The Audit Committee met three times in 2014. The IAC also provided assistance and coordination for the ECA financial audit, the IAS audit on Reporting and Building of Assurance and one OLAF investigation.

3.2. Internal Audit Service of the European Commission

In 2014, the IAS released the final report on Reporting and Building Blocks of Assurance in which it concluded that the internal control system put in place by EFSA provides reasonable assurance regarding the achievement of the business objectives established for the Annual Report and the underlying assurance building process, except for an important observations related to the management of financial delegations that was lacking a clear procedure and where multiple shortcomings were noted. Six other important recommendations were made: (1) Ensure proper implementation of the risk

management process; (2) Formalise and enhance the follow-up of audit recommendations; (3) Enhance exception reporting and analysis; (4) Formalise the Annual Report and assurance building process; (5) Enhance the structure and content of the Annual Report; and (6) Improve the consistency and transparency of reporting on KPIs in the Annual Report and in the periodic reporting. The observation on enhancing the exception reporting and analysis was not accepted by EFSA given that the traceability of the exception requests is not optimal, and that the Executive Director validates the report on the exceptions twice a year. EFSA adopted an action plan addressing these observations that was considered adequate by the IAS. Finally, the IAS updated its strategic internal audit plan.

3.3. European Court of Auditors

At the time of preparing this annual activity report, EFSA had not received an opinion on the 2014 annual accounts. In its report on the annual accounts for the financial year 2013, the European Court of Auditors expressed the following opinions:

Opinion on the reliability of the accounts: In the Court's opinion, the Authority's annual accounts present fairly, in all material respects, its financial position as of 31 December 2013 and the results of its operations and its cash flows for the year then ended, in accordance with the provisions of its financial regulation and the accounting rules adopted by the Commission's accounting officer.

Opinion on the legality and regularity of the transactions underlying the accounts: In the Court's opinion, the transactions underlying the annual accounts for the year ended 31 December 2013 are legal and regular in all material respects.

4. Follow up of recommendations and action plans for audits

At the beginning of 2014, there were no critical IAS recommendations open and six very important recommendations open. These included five recommendations resulting from the audit conducted by the IAS in 2012 on Performance Evaluation and Career Development and one resulting from the audit in 2008 on External Communication.

During the year, following the implementation of the action plan, four of those very important recommendations were reported as implemented by EFSA and are currently awaiting a follow-up by the IAS. The remaining two were considered closed by IAS, following the introduction of the new Staff Regulations in 2014.

In its report on the annual accounts for the financial year 2013 issued in 2014, the ECA confirmed that out of the six outstanding observations from the previous years, five were considered closed or not applicable any more. The remaining observation concerns a number of outstanding internal control issues for which EFSA is currently implementing an action plan.

At the beginning of 2014 there were no outstanding IAC audit observations open.

5. Follow up of observations from the discharge authority (European Parliament)

On 3 April 2014, in the context of the budgetary discharge procedure relating to the implementation of EFSA's budget for the financial year 2012, the European Parliament adopted a decision granting the Executive Director discharge and approving the closure of the Authority's accounts for that year. These decisions were accompanied by a series of observations, some of them focusing on EFSA's policy on independence, transparency and openness. It notably concerned issues related to conflicts of interest, more particularly on cooling-off period and the definition of interest. It also addressed the need for ensuring stakeholder engagement. EFSA was invited to inform the discharge authority of progress being made on these areas by October 2014, which was duly provided.

Before the end of the year, EFSA also provided information to the Budgetary Authority, as required by a questionnaire for EU Agencies, drafted by the rapporteur of the EP Committee on Budgetary Control Committee within the framework of the 2013 budget discharge procedure.

6. Implementation of EFSA's independence policy and implementing rules

EFSA's current Policy on Independence and Scientific Decision-Making Processes was adopted by its Management Board in December 2011. EFSA committed to providing regular reporting on the implementation of the policy to the European Parliament. In 2014 EFSA adopted the revised implementing rules of its independence policy (in force as of 30 September 2014).

The following tables provide the results of EFSA's key performance indicator achievements on ensuring full compliance with the independence policy (Table 16) and updated statistics on the implementation of EFSA's independence procedures for 2014 (Table 17).

Table 16: Key Performance indicator – compliance with independency policy

Objective	Indicator	Achieved 2013	Target 2014	Achieved 2014
Ensure full compliance with EFSA policy on Independence	Proportion of experts with approved annual DOI (aDOI) before first meeting invitation	100%	100%	100%
	Proportion of experts with approved specific DOIs (sDOI) before participation in an EFSA meeting	99.8%	100%	99.8%

Table 17: Independence-related statistics for 2014

DoIs Screened	Meeting agenda items scrutinised	Potential conflicts prevented	Breach of trust procedures	Staff members leaving EFSA
4439 sDoIs 2523 aDoIs	34456	sDoIs: 92 agenda items 53 aDoIs rejected	0	Total: 20 Private sector: 2 Restrictions: 2

Of the 20 statutory staff members that left EFSA employment during 2014, 1 was employed by the private sector to unrelated industry, 13 were employed by the public sector after leaving EFSA, in 1 case a restriction was applied. The restriction referred to preventing the individual from becoming the contact point between EFSA and the new employer.

6.1. Compliance and veracity checking

Since 2013, EFSA has established a process to perform regular compliance and veracity checks of a sample of DoIs of experts who have participated in at least one Scientific Committee or Panel or Working Group meeting during the period checked.

Two checks were carried out during 2014 in the first and third quarters. In each case, 15 experts were randomly selected and their annual DoIs (aDoIs), specific DoIs (sDoIs) and oral DoIs (oDoIs) were checked for:

- Compliance with the implementing rules: these checks were performed by members of EFSA's Committee on Conflicts of Interest (CCI). In one case evaluation comments were not sufficiently justified according to the rules. Following re-submission of the aDoI, including more detailed information, the required evaluation comments were provided. No conflict of interest was identified. For two experts, it was found that an interest had been declared under the wrong category of interests. However, the interests in both cases had been correctly evaluated according to the rules. No preventive action was needed regarding the experts' participation in EFSA's activities in any of the cases examined.
- As for veracity checks, the information provided in the aDoIs was checked against the experts' biographies submitted to EFSA. In addition, experts are invited to confirm that the information in the aDoIs complies with EFSA's policy. In the two checks carried out in 2014, it was found that 10 experts needed to update their aDoI. No conflict was identified in any of these cases and no preventive action was needed.

During 2014, EFSA acknowledged the receipt of a number of contributions on independence-related issues from stakeholders and non-governmental organisations in particular. These contributed to the review of the implementing rules of the Policy on Independence and are being used to inform the review of the policy expected for 2015.

Section III – Management assurance

1. Review of the elements supporting assurance

The reliability of the information contained in this report is supported by the following building blocks of assurance:

- Quality Management Annual Report;
- EFSA exception reports and analysis;
- Results of evaluation activities;
- Outcome of the risk management exercise;
- Annual review of Internal Control Standards,
- Audit work of the Internal Audit Capability;
- Follow-up of recommendations from the European Court of Auditors and the IAS, and from other sources of assurance;
- EFSA Provisional Accounts drawn by the Accounting Officer and the certification by the Accounting Officer of EFSA final accounts 2013.

The information provided in the various building blocks provides assurance that the information therein is complete and reliable.

1.1. Quality management, annual report

Further progress on implementing a Quality Management system for EFSA was achieved in 2014. The External Review Working Group expressed a strongly positive opinion of the quality (defined by the criteria of scientific rigour, timeliness and clarity in communication) of EFSA's scientific outputs.

EFSA conducted its first customer feedback exercise. The quality criteria defined in advance of the exercise were fitness for purpose and clarity in communication. Overall, the quality of EFSA's work was rated high by all the DG SANCO staff interviewed.

1.2. Exception reporting and analysis

In 2014, 129 deviations including 82 approved exception requests and 34 non-compliance events (detected after the action was taken, triggering or not a financial impact) were recorded – a 20% decrease compared to 2013. These deviations amounted to €254,000 or a 4% decrease compared to 2013. This amount, representing 0.3 % of EFSA's budget, largely relates to expert reimbursements, missions and other miscellaneous items connected to events, flight changes/cancellations. These areas deal with personal compensation or travel arrangements and represent 86% of the total approved exception requests recorded in 2014.

The analysis of the non-compliance events shows that corrective actions were not identified in some less relevant cases.

1.3. Results of evaluation activities

EFSA concluded an external review of the impact of scientific grant and procurement projects on the delivery of EFSA's tasks.^[1] One of the main ways EFSA invests in science is through its science grant and procurement schemes. The annual budget committed to

[1] See: <http://www.efsa.europa.eu/it/supporting/doc/695e.pdf>

grants and procurement projects increased from about €3 million in 2007 to €10.52 million in 2013, representing more than 30% of EFSA's operating expenditure. The study findings demonstrate that the grant and procurement projects made a positive contribution to scientific risk assessment practices and to EFSA's own capacity to respond to mandates. The projects also facilitated cooperation and networking between organisations in EU Member States. The review suggests greater use of larger, longer term, strategic research (grant-funded) projects.

With the adoption in June 2014 of the Implementing Rules to the Financial Regulations, EFSA is now equipped with a regulatory framework that integrates ex-ante and ex-post evaluations of significant programmes and activities, in order to improve decision-making. Ex-ante evaluations will allow evaluating – against a set of established parameters – proposals of programmes, projects or activities occasioning budget expenditure exceeding 5% of the annual operational expenditure of the Authority. Interim and/or ex-post evaluation will be implemented for all programmes, projects or activities where the resources mobilised exceed 10% of the annual operational expenditure in order to verify that the results obtained were consistent with the objectives set.

In the course of 2014 EFSA developed a Portfolio Management Methodology that provides for a decision gate before the start of a project based on a business case; projects are closely monitored throughout their execution and closing reports are prepared summarising the main results and lessons learned.

EFSA will develop in 2015 its policy approach and will start implementation on selected programmes of expenditure, benefitting from the on-going work within the EU Interagency Group and input from the European Commission.

1.4. Outcome of the risk management exercise

Several actions were conducted in 2014 to bring the risks identified in 2012 to an acceptable level.

Problems with attracting the required expertise were addressed through various channels such as the Advisory Forum, the Focal Points network, the scientific networks and the roll-out of the Talent Management project. These actions helped to lower the risk, but it was once again identified by the 2014 risk assessment workshop. Further actions will therefore be implemented in 2015.

Cooperation with international and national bodies active in the field of EFSA's remit has moderated the risk and collaboration remains high on the Authority's agenda. Project management became a reality in 2014 and has helped to address the issues associated with resource allocation and prioritisation; an IT strategy was adopted and implemented to facilitate closer integration of IT governance with organisational priorities. These risks have disappeared from the 2014 risk assessment.

Transparency of risk assessment was dealt with through an array of initiatives such as the EFSA Journal, Agora, and Open EFSA projects. The risk of a lack of transparency in risk assessment was considered as part of the reputation risk identified in 2014. Further action will be implemented in 2015 in that area.

A risk management workshop involving all members of the EFSA Management Team took place in November 2014 – as established by the EFSA Risk Policy – to propose mitigation measures for the critical and significant risks identified.

The risk of "being static", i.e. EFSA being unable to stay at the forefront of scientific excellence, was regarded as critical (i.e. with the potential to threaten the realisation of major objectives, cause serious damage to partners, result in critical intervention at a political level or seriously impact on the organisation's image or reputation).

A mitigation plan will be developed to address the critical and significant risks identified.

1.5. Annual review of Internal Control Standards

EFSA regularly reviews the implementation of its Internal Control Standards (ICS). The review conducted in 2014 encompassed an evaluation by the Internal Audit Capability on the efficiency and effectiveness of the control system. The review critically appraised the effectiveness and efficiency of the system based on a detailed and broad review of all 16 standards. The review concluded that the system is compliant with the standards thus providing the organisation with reasonable assurance on the reliability of the internal control environment. It also highlighted areas where improvements could be made to enhance the quality of the internal control system namely (i) ICS 4 on Staff Evaluation and Development (ii) ICS 7 on Operational Structure and (iii) ICS 14 on Evaluation of Activities. One of the two standards that were highlighted for attention in 2013 i.e. ICS 11 on Document Management has been implemented through actions taken during the year.

1.6. Audit work of the Internal Audit Capability

Based on the audits and reviews carried out in accordance with the IAC Annual Audit Plan approved by the EFSA Audit Committee, the IAC is of the opinion that the internal control system in place provides reasonable assurance regarding the achievement of the business objective set up for the processes audited except for the following observations: the monitoring of user access rights granted in ABAC and the formal nomination of financial actors. However, most of the actions related to these observations have been or are being implemented as foreseen.

1.7. Follow-up of recommendations

The follow-up of recommendations from the ECA, IAS and IAC is an IAC responsibility as per IAC Audit Charter. In close cooperation with the different assurance providers and the action owners, further progress was achieved on the follow-up of recommendations. EFSA has no more outstanding critical or very important audit observations awaiting action on EFSA's side except for the regular updates on the review of the Internal Control Standards reported by the ECA.

1.8. EFSA 2014 Provisional Accounts drawn up by the Accounting Officer

The 2014 EFSA provisional accounts were prepared by the Accounting Officer on 23rd February 2015.

The Accounting Officer has a reasonable assurance that in terms of reliability, the 2014 EFSA provisional accounts show a true and a fair view of EFSA financial position as of 31/12/2014.

Section IV – Declaration of assurance

I, the undersigned, Executive Director of European Food Safety Authority,

In my capacity as authorising officer,

Declare that the information contained in this report gives a true and fair view.

State that I have reasonable assurance that the resources assigned to the activities described in this report have been used for their intended purpose and in accordance with the principles of sound financial management, and that the control procedures put in place give the necessary guarantees concerning the legality and regularity of the underlying transactions.

This reasonable assurance is based on my own judgement and on the information at my disposal, such as the results of the self-assessment, ex-post controls, the work of the Internal Audit Service, the work of the Internal Audit Capability and the lessons learnt from the reports of the Court of Auditors for the years prior to the year of this declaration and the reasonable assurance provided by the EFSA Accounting Officer regarding the reliability of the 2014 EFSA provisional accounts.

Confirm that I am not aware of anything not reported here which could harm the interests of the agency.

Parma, 5 March 2015

Signed

Bernhard Url

Section V – Proposal Management Board Assessment

The Management Board,

- having regard to Regulation (EC) No 178/2002 of the European Parliament and of the Council of 28 January 2002,
- having regard to the Financial Regulation applicable to the budget of the European Food Safety Authority and in particular Article 40 thereof,
- having regard to the 2013 Management Plan of the Authority adopted by the Management Board at its meeting of 13 December 2012,
- having regard to the Annual Activity Report 2013 of the Authority adopted by the Management Board by written procedure on 20 March 2013.

1. Welcomes the significant work programme delivered in 2014 and the strong contribution of EFSA to European food safety policy;
2. Acknowledges the productivity of the organisation and notes that the organisation delivered 651 scientific outputs and supporting publications in 2014;
3. Notes also, however, the delays in delivery of scientific outputs in the evaluation of regulated products. The board welcomes EFSA plans to recruit additional scientific staff in 2015 to address the existing delays.
4. Welcomes EFSA's strengthened focus on scientific cooperation at the European and international level and in particular the new cooperation tools made available in 2014.
5. Welcomes the positive budget management outcomes achieved in 2014, namely the commitment of 99.7%, which constitutes the best-ever result achieved by the organisation, of its budget and the improvement in payments;
6. Welcomes the improved planning and project management at EFSA and the progress made on monitoring and reporting of resource allocation by projects and processes and by activity;
7. Welcomes the human capital initiatives to ensure access to and effective management of the required expertise in future;
9. Welcomes the on going efforts of efficiency improvement in all areas of activity and the increase of the rate of posts allocated to the organization core activities and recommends to improve the occupancy rates of both statutory and non-statutory posts available to EFSA;
10. Welcomes the conclusion of the review of the implementing rules of the EFSA Policy on Independence and Scientific Decision Making Processes and acknowledges EFSA's commitment to ensuring its implementation;
11. Welcomes the launch of the Open EFSA initiative, and its objectives to increase society's stake in EFSA's work by improving transparency and access to risk assessment processes and to data.
- 12.
- 13.
-

List of acronyms

AFSCO	Advisory Forum and Scientific Cooperation Unit
AHAW Panel	EFSA Panel on Animal Health and Welfare
ALPHA	EFSA Animal and Plant Health Unit
AMU	EFSA Assessment and Methodological Support Unit
ANS Panel	EFSA Panel on Food Additives and Nutrient Sources Added to Food
APDESK	EFSA Applications Desk Unit
BIOCONTAM	EFSA Biological Hazards and Contaminants Unit
BIOHAZ Panel	EFSA Panel on Biological Hazards
CEF Panel	EFSA Panel on Contact Materials, Enzymes, Flavourings and Processing Aids
COMMS	EFSA Communications Department
CONTAM Panel	EFSA Panel on Contaminants in the Food Chain
CORSER	EFSA Corporate Services Unit
DATA	EFSA Evidence Management Unit
DG SANCO	Directorate General for Health and Consumers
DOI	Declaration of Interest
ECDC	European Centre for Disease Prevention and Control
ECHA	European Chemicals Agency
EEA	European Environment Agency
EMA	European Medicines Agency
ENP	European Neighbourhood Policy
EU	European Union
EXO	EFSA Executive Office
FEED	EFSA Feed Unit
FEEDAP Panel	EFSA Panel on Additives and Products or Substances Used in Animal Feed
FIN	EFSA Finance Unit
FIP	EFSA Food Ingredients & Packaging Unit
FTE	Fulltime staff equivalent
GMO	EFSA Genetically Modified Organisms Unit
GMO Panel	EFSA Panel on Genetically Modified Organisms
HUCAP	EFSA Human Capital & Knowledge Management Unit
IAS	Internal Audit Service of the European Commission
IT	EFSA IT Systems Unit
LRA	EFSA Legal and Regulatory Affairs Unit

MB	EFSA Management Board
MRL	Maximum residue level
NDA Panel	EFSA Panel on Dietetic Products, Nutrition and Allergies
NUTRI	EFSA Nutrition Unit
OD	Organisational development Project
PLH Panel	EFSA Panel on Plant Health
PPR Panel	EFSA Panel on Plant Protection Products and Their Residues
PRAS	EFSA Pesticides Unit
RASA	EFSA Risk Assessment and Scientific Assistance Department
REPRO	EFSA Scientific Evaluation of Regulated Products Department
RESU	EFSA Resources and Support Department
SC	EFSA Scientific Committee
SCER	EFSA Scientific Committee and Emerging Risks Unit
SCISTRAT	EFSA Science Strategy and Coordination Department
SOP	Standard Operating Procedure

Appendix A – Scientific outputs 2014

	APDESK	FEED	FIP	GMO	NUTRI	PRAS	ALPHA	AMU	BIOCONTAM	DATA	AFSCO	SCER	Total
Activity 1. Provision of scientific opinions and advice & risk assessment approaches													
Guidance of EFSA	-	1	-	-	-	-	-	-	-	-	-	-	1
Opinion of the Scientific Committee / Scientific Panel	-	-	1	-	12	-	55	-	20	-	-	4	92
Scientific Report of EFSA	-	-	-	-	-	-	5	1	2	-	-	3	11
Total Activity 1	-	1	1	-	12	-	60	1	22	-	-	7	104
Activity 2. Evaluation of products, substances and claims subject to authorisation													
Conclusion on Pesticides Peer Review	-	-	-	-	-	40	-	-	-	-	-	-	40
Guidance of EFSA	-	-	-	-	-	4	-	-	-	-	-	-	4
Opinion of the Scientific Panel	-	72	70	9	42	3	-	-	1	-	-	-	197
Reasoned Opinion	-	-	-	-	-	84	-	-	-	-	-	-	84
Scientific Report of EFSA	-	-	-	-	-	3	-	-	-	-	-	-	3
Statement of EFSA	-	-	5	4	-	-	-	-	-	-	-	-	9
Statement of the Scientific Panel	-	-	1	1	1	-	-	-	-	-	-	-	3
Total Activity 2	-	72	76	14	43	134	-	-	1	-	-	-	340

Activity 3. Data Collection, scientific cooperation and networking

Guidance of EFSA	-	-	-	-	-	-	-	2	-	2	-	-	4
Scientific Report of EFSA	-	-	-	-	-	-	-	4	3	1	-	1	9
Total Activity 3	-	-	-	-	-	-	-	6	3	3	-	1	13
Other publications													
Event report	-	-	1	1	1	-	2	-	-	-	3	2	10
External Scientific Report	1	2	6	4	7	4	11	3	13	21	1	6	79
Technical report	1	2	3	7	15	43	3	2	7	9	7	6	105
Total other publications	2	4	10	12	23	47	16	5	20	30	11	14	194
Total outputs	2	77	87	26	78	181	76	12	46	33	11	22	651

Appendix B – Financial performance

Budget execution

As of 31st December 2014,

Table 18: Budget execution per title

Title	Initial Commitment Appropriation	Current Commitment Appropriation	Δ*	Amount Committed	%	Payment Appropriation	Amount Paid	%
Personnel	41,517,000	37,828,649	-8.88%	37,685,246	99.62%	37,828,649	35,600,614	94.11%
Infrastructure	9,554,000	13,314,573	39.36%	13,308,459	99.95%	13,314,573	10,552,917	79.26%
Operations	28,558,000	28,558,000	0.00%	28,460,878	99.66%	28,558,000	25,028,134	87.64%
Total	79,629,000	79,701,222	0.09%	79,454,583	99.69%	79,701,222	71,181,666	89.31%

*% difference between initial commitment appropriations approved on Budget 2014 and current commitment appropriations

Table 19: Budget execution per activity

Activities	Initial Commitment Appropriation	Current Commitment Appropriation	Δ*	Amount Committed	%	Payment Appropriation	Amount Paid	%
A1. Provision of Scientific Advice and Risk Assessment Approaches	13,975,911	13,477,849	-3.56%	13,489,916	100.09%	13,477,849	12,447,492	92.36%
A2. Evaluation of Regulated Products	19,728,176	19,499,143	-1.16%	19,449,346	99.74%	19,499,143	17,908,993	91.85%
A3. Data collection, Scientific Cooperation and Networking	22,840,202	24,739,933	8.32%	24,638,140	99.59%	24,739,933	22,600,286	91.35%
A4. Communication and Dialogue	5,852,397	5,482,615	-6.32%	5,438,963	99.20%	5,482,615	4,634,392	84.53%
A5. Coordination	2,217,067	2,176,773	-1.82%	2,171,976	99.78%	2,176,773	1,978,506	90.89%
A6. Administration	12,151,269	11,392,807	-6.24%	11,336,638	99.51%	11,392,807	8,855,452	77.73%
N7 Neutre	2,863,978	2,932,104	2.38%	2,929,602	99.91%	2,932,104	2,756,545	94.01%
Total	79,629,000	79,701,222	0.09%	79,454,583	99.69%	79,701,222	71,181,666	89.31%

*% difference between initial commitment appropriations approved on Budget 2014 and current commitment appropriations

Table 20: Budget execution per budget lines

Budget Line		Initial Commitment Appropriation	Current Commitment Appropriation	Executed Commitment	% Committed	Payment Appropriation	Executed Payment	%Paid
							TOTAL(4t)	
1100	Basic salary	22,523,000.00	21,134,697.30	21,134,697.30	100.00 %	21,134,697.30	21,134,697.30	100.00 %
1101	Family allowance	2,385,000.00	2,850,047.98	2,850,047.98	100.00 %	2,850,047.98	2,850,047.98	100.00 %
1102	Transfer and expatriation allowance	2,323,000.00	2,456,966.76	2,456,966.76	100.00 %	2,456,966.76	2,456,966.76	100.00 %
1103	Secretarial allowance	15,000.00	11,510.70	11,510.70	100.00 %	11,510.70	11,510.70	100.00 %
1113	Stagiaires	314,000.00	288,842.03	288,842.03	100.00 %	288,842.03	288,517.03	99.89 %
1115	Contract staff	5,114,000.00	4,490,567.34	4,490,567.34	100.00 %	4,490,567.34	4,490,567.34	100.00 %
1130	Insurance against sickness	694,000.00	759,141.17	759,141.17	100.00 %	759,141.17	759,141.17	100.00 %
1131	Insurance against accidents and occupational disease	102,000.00	111,899.46	111,899.46	100.00 %	111,899.46	111,899.46	100.00 %
1132	Unemployment insurance for temporary staff	255,000.00	273,340.12	273,340.12	100.00 %	273,340.12	273,340.12	100.00 %
1140	Birth and death allowance	5,000.00	4,164.51	4,164.51	100.00 %	4,164.51	4,164.51	100.00 %
1141	Annual leave travelling expenses	423,000.00	300,853.40	300,853.40	100.00 %	300,853.40	300,853.40	100.00 %
1147	Call on duties	60,000.00	66,300.16	66,300.16	100.00 %	66,300.16	66,300.16	100.00 %
1149	Other allowances and repayments	46,000.00	41,996.63	41,996.63	100.00 %	41,996.63	41,996.63	100.00 %
1171	Translation centre Luxembourg (administrative matters)	180,000.00	24,000.00	24,000.00	100.00 %	24,000.00	22,727.35	94.70 %

1172	Payment for administrative assistance from the Community institutions	300,000.00	234,662.84	234,662.84	100.00 %	234,662.84	234,662.84	100.00 %
1175	Interim services	550,000.00	639,161.48	612,927.04	95.90 %	639,161.48	522,927.04	81.81 %
1176	Consultancy	90,000.00	530,800.00	426,316.10	80.32 %	530,800.00	13,181.67	2.48 %
1177	Other services	406,000.00	187,809.21	187,809.21	100.00 %	187,809.21	175,809.21	93.61 %
1180	Miscellaneous expenditure on recruitment	157,000.00	97,128.45	97,128.45	100.00 %	97,128.45	52,508.13	54.06 %
1181	Travel expenses (including for members of the family)	28,000.00	4,504.30	4,504.30	100.00 %	4,504.30	4,504.30	100.00 %
1182	Installation, resettlement and transfer allowances	250,000.00	146,844.03	146,844.03	100.00 %	146,844.03	146,844.03	100.00 %
1183	Removal expenses	160,000.00	73,994.30	73,994.30	100.00 %	73,994.30	31,131.82	42.07 %
1184	Temporary daily subsistence allowance	105,000.00	52,653.61	52,653.61	100.00 %	52,653.61	52,653.61	100.00 %
1190	WEIGHTINGS	1,257,000.00	282.44	282.44	100.00 %	282.44	282.44	100.00 %
Chapter 11		37,742,000.00	34,782,168.22	34,651,449.88	99.62 %	34,782,168.22	34,047,235.00	97.89 %
1300	Mission and travel expenses	150,000.00	76,136.66	76,136.66	100.00 %	76,136.66	63,622.03	83.56 %
1301	Shuttles for missions and duty	40,000.00	66,000.00	66,000.00	100.00 %	66,000.00	65,904.68	99.86 %
Chapter 13		190,000.00	142,136.66	142,136.66	100.00 %	142,136.66	129,526.71	91.13 %

1400	Restaurants, meals and canteens	50,000.00	61,750.00	61,750.00	100.00 %	61,750.00	57,843.30	93.67 %
1410	Medical service	305,000.00	214,557.22	214,557.22	100.00 %	214,557.22	152,214.17	70.94 %
1420	Further training, language courses and retraining for staff	800,000.00	691,308.64	678,623.38	98.17 %	691,308.64	328,196.79	47.47 %
Chapter 14		1,155,000.00	967,615.86	954,930.60	98.69 %	967,615.86	538,254.26	55.63 %
1520	Visiting experts, National Experts on Detachment	912,000.00	834,686.37	834,686.37	100.00 %	834,686.37	830,795.26	99.53 %
Chapter 15		912,000.00	834,686.37	834,686.37	100.00 %	834,686.37	830,795.26	99.53 %
1610	Social contacts between staff	50,000.00	28,158.80	28,158.80	100.00 %	28,158.80	23,488.80	83.42 %
1620	Other interventions	0.00	0.00	0.00	-	0.00	0.00	-
1630	Early childhood centres and other crèches	1,448,000.00	1,064,938.04	1,064,938.04	100.00 %	1,064,938.04	25,231.64	2.37 %
1640	Complementary aid for the handicapped	15,000.00	7,000.00	7,000.00	100.00 %	7,000.00	4,137.12	59.10 %
Chapter 16		1,513,000.00	1,100,096.84	1,100,096.84	100.00 %	1,100,096.84	52,857.56	4.80 %
1700	Reception and entertainment expenses	5,000.00	1,945.36	1,945.36	100.00 %	1,945.36	1,945.36	100.00 %
Chapter 17		5,000.00	1,945.36	1,945.36	100.00 %	1,945.36	1,945.36	100.00 %
Title 1		41,517,000.00	37,828,649.31	37,685,245.71	99.62 %	37,828,649.31	35,600,614.15	94.11 %

2000	Rent	32,000.00	30,405.00	30,405.00	100.00 %	30,405.00	30,405.00	100.00 %
2001	Acquisition	2,215,000.00	5,269,734.91	5,269,734.20	100.00 %	5,269,734.91	5,269,734.20	100.00 %
2010	Insurance	42,000.00	38,494.63	38,494.63	100.00 %	38,494.63	35,994.63	93.51 %
2020	Water, gas, electricity and heating	679,000.00	634,159.00	634,159.00	100.00 %	634,159.00	496,561.52	78.30 %
2030	Maintenance	354,000.00	349,264.58	349,264.58	100.00 %	349,264.58	320,201.60	91.68 %
2031	Cleaning	371,000.00	291,298.29	291,298.29	100.00 %	291,298.29	228,861.77	78.57 %
2040	Refurbishment of premises/ Fitting out	140,000.00	236,424.49	236,424.49	100.00 %	236,424.49	48,957.58	20.71 %
2050	Security and surveillance of buildings	618,000.00	592,822.80	592,822.80	100.00 %	592,822.80	469,551.00	79.21 %
2080	preliminary to construction, acquisition or rental of immovable property	96,000.00	143,580.00	143,580.00	100.00 %	143,580.00	75,540.00	52.61 %
2090	Other expenditure on buildings	513,000.00	596,585.68	596,585.68	100.00 %	596,585.68	547,814.78	91.82 %
Chapter 20		5,060,000.00	8,182,769.38	8,182,768.67	100.00 %	8,182,769.38	7,523,622.08	91.94 %
2100	Purchase/Maintenance of equipment	260,000.00	1,169,289.52	1,169,250.36	100.00 %	1,169,289.52	263,081.17	22.50 %
2101	Purchase/Maintenance of software	789,000.00	464,371.10	464,371.10	100.00 %	464,371.10	447,695.93	96.41 %
2103	Software development	1,293,000.00	1,280,975.40	1,275,023.38	99.54 %	1,280,975.40	865,717.96	67.58 %
2104	User support	780,000.00	828,958.99	828,958.99	100.00 %	828,958.99	668,115.76	80.60 %
Chapter 21		3,122,000.00	3,743,595.01	3,737,603.83	99.84 %	3,743,595.01	2,244,610.82	59.96 %
2200	Technical equipment and installations	100,000.00	45,848.00	45,848.00	100.00 %	45,848.00	0.00	0.00 %

2201	Hire or leasing of technical equipment and installations	260,000.00	150,773.91	150,773.91	100.00 %	150,773.91	65,295.04	43.31 %
2202	Maintenance and repair of technical equipment and installations	58,000.00	734.60	734.60	100.00 %	734.60	734.60	100.00 %
2210	Purchase of furniture	40,000.00	39,037.86	39,037.86	100.00 %	39,037.86	29,059.18	74.44 %
Chapter 22		458,000.00	236,394.37	236,394.37	100.00 %	236,394.37	95,088.82	40.22 %
2300	Stationery and office supplies	128,000.00	114,579.49	114,579.49	100.00 %	114,579.49	80,438.96	70.20 %
2320	Bank charges	2,000.00	500.00	500.00	100.00 %	500.00	361.99	72.40 %
2330	Legal expenses	20,000.00	72,600.00	72,600.00	100.00 %	72,600.00	27,600.00	38.02 %
2340	Damages	0.00	0.00	0.00	-	0.00	0.00	-
2350	Miscellaneous insurance	10,000.00	9,699.81	9,699.81	100.00 %	9,699.81	8,228.39	84.83 %
2390	Publications	14,000.00	1,863.27	1,863.27	100.00 %	1,863.27	1,463.27	78.53 %
Chapter 23		179,000.00	199,242.57	199,242.57	100.00 %	199,242.57	118,092.61	59.27 %
2400	Postal charges	45,000.00	32,500.00	32,500.00	100.00 %	32,500.00	24,224.09	74.54 %
2410	Telecommunications subscriptions and charges	222,000.00	400,653.42	400,653.42	100.00 %	400,653.42	147,444.61	36.80 %
2411	Purchase and installation of equipment	150,000.00	271,685.28	271,563.36	99.96 %	271,685.28	230,496.16	84.84 %
Chapter 24		417,000.00	704,838.70	704,716.78	99.98 %	704,838.70	402,164.86	57.06 %

2500	Management Board meetings	110,000.00	95,914.42	95,914.42	100.00 %	95,914.42	78,632.03	81.98 %
2501	Quality management & strategy	200,000.00	150,169.57	150,169.57	100.00 %	150,169.57	89,057.02	59.30 %
2502	Institutional Cooperation	8,000.00	1,648.98	1,648.98	100.00 %	1,648.98	1,648.98	100.00 %
Chapter 25		318,000.00	247,732.97	247,732.97	100.00 %	247,732.97	169,338.03	68.36 %
Title 2		9,554,000.00	13,314,573.00	13,308,459.19	99.95 %	13,314,573.00	10,552,917.22	79.26 %

REPRO

3010	APDESK: Grant & Procurement for studies and evaluation	100,000.00	163,337.50	163,337.50	100.00 %	235,878.04	235,878.04	100.00 %
3010	FEED: Grant & Procurement for studies and evaluation	213,000.00	202,460.53	202,460.53	100.00 %	325,740.69	325,740.69	100.00 %
3010	FIP: Grant & Procurement for studies and evaluation	763,500.00	526,651.40	526,651.40	100.00 %	1,008,768.42	1,008,768.42	100.00 %
3010	GMO: Grant & Procurement for studies and evaluation	330,000.00	272,833.60	270,303.60	99.07 %	356,337.28	356,337.28	100.00 %
3010	NUTRI: Grant & Procurement for studies and evaluation	215,000.00	235,303.60	235,303.60	100.00 %	297,504.25	297,503.95	100.00 %
3010	PRAS: Grant & Procurement for studies and evaluation	709,500.00	1,095,592.31	1,093,039.31	99.77 %	1,223,922.09	1,056,969.99	86.36 %
3020	FEED: Experts meetings	1,005,000.00	1,065,124.65	1,052,072.07	98.77 %	1,065,124.65	1,005,406.04	94.39 %
3020	FIP: Experts meetings	1,557,000.00	1,408,992.87	1,408,878.44	99.99 %	1,408,992.87	1,300,442.43	92.30 %

3020	GMO: Experts meetings	854,000.00	811,230.75	808,996.34	99.72 %	811,230.75	767,675.82	94.63 %
3020	NUTRI: Experts meetings	703,000.00	673,228.36	670,709.16	99.63 %	673,228.36	623,312.31	92.59 %
3020	PRAS: Experts meetings	904,000.00	736,685.36	722,076.24	98.02 %	736,685.36	703,266.55	95.46 %
TOTAL REPRO: Chapter 30		7,354,000.00	7,191,440.93	7,153,828.19	99.48 %	8,143,412.76	7,681,301.52	94.33 %

RASA

3110	ALPHA: Grant & Procurement for studies and evaluation	1,708,000.00	1,913,641.53	1,912,881.31	99.96 %	1,548,000.00	1,530,076.00	98.84 %
3110	AMU: Grant & Procurement for studies and evaluation	713,000.00	904,392.00	903,344.00	99.88 %	636,000.00	624,901.18	98.25 %
3110	BIOCONTAM: Grant & Procurement for studies and evaluation	1,178,000.00	1,014,465.47	1,013,982.22	99.95 %	1,531,000.00	1,438,903.46	93.98 %
3110	DATA: Grant & Procurement for studies and evaluation	1,682,000.00	2,253,501.00	2,252,460.20	99.95 %	2,008,673.48	1,758,444.12	87.54 %
3120	ALPHA: Experts meetings	1,592,000.00	1,408,013.09	1,407,626.64	99.97 %	1,408,013.09	1,351,773.04	96.01 %
3120	AMU: Experts meetings	134,000.00	140,584.28	140,584.28	100.00 %	140,584.28	140,584.28	100.00 %
3120	BIOCONTAM: Experts meetings	1,487,000.00	1,085,181.64	1,085,079.56	99.99 %	1,085,181.64	1,049,341.70	96.70 %
3120	DATA: Experts meetings	326,000.00	247,406.40	237,099.71	95.83 %	247,406.40	232,254.05	93.88 %
TOTAL RASA: Chapter 31		8,820,000.00	8,967,185.41	8,953,057.92	99.84 %	8,604,858.89	8,126,277.83	94.44 %

SCISTRAT

3200	Advisory Forum, Plenary & Working groups	165,000.00	143,142.70	140,529.60	98.17 %	143,142.70	134,081.08	93.67 %
3201	Focal Points Agreements	785,000.00	1,514,700.00	1,514,696.56	100.00 %	1,374,600.00	1,373,796.56	99.94 %
3202	Focal Points working groups	54,000.00	56,495.28	56,495.28	100.00 %	56,495.28	56,495.28	100.00 %
3210	SCER: Grant & Procurement for studies and evaluation	1,085,000.00	1,640,945.31	1,640,922.06	100.00 %	1,191,400.00	1,191,327.32	99.99 %
3220	SCER: Experts meetings	824,000.00	676,180.44	665,192.81	98.38 %	676,180.44	637,549.49	94.29 %
3231	Stakeholder relationships	39,000.00	38,266.06	38,266.06	100.00 %	38,266.06	21,608.02	56.47 %
3232	International Cooperation	10,000.00	1,609.50	1,609.50	100.00 %	1,609.50	1,609.50	100.00 %
3240	Crisis support	10,000.00	5,000.00	5,000.00	100.00 %	5,000.00	1,922.31	38.45 %
TOTAL SCISTRAT: Chapter 32		2,972,000.00	4,076,339.29	4,062,711.87	99.67 %	3,486,693.98	3,418,389.56	98.04 %

COMMS								
3400	Web management	255,000.00	298,589.24	298,589.24	100.00 %	298,589.24	65,391.24	21.90 %
3410	Communications activities & materials	198,000.00	350,239.70	350,239.70	100.00 %	350,239.70	289,413.52	82.63 %
3420	Advisory Forum Working group, AGRC, Evaluation and media monitoring	647,000.00	314,233.52	300,893.82	95.75 %	314,233.52	227,953.87	72.54 %
TOTAL COMMS: Chapter 34		1,100,000.00	963,062.46	949,722.76	98.61 %	963,062.46	582,758.63	60.51 %

OPERATIONAL SUPPORT								
3500	DATA: IT tools for Data Collection	2,440,000.00	1,933,232.51	1,931,392.28	99.90 %	1,933,232.51	1,273,623.74	65.88 %
3500	DMS: Archives and scanning	9,000.00	108,796.72	108,796.72	100.00 %	108,796.72	47,824.00	43.96 %
3500	EXP: Expert Services IT tools	953,000.00	1,204,005.82	1,201,941.55	99.83 %	1,204,005.82	641,452.05	53.28 %
3500	NET: IT tools to support Networking of organisations	160,000.00	109,960.15	106,529.40	96.88 %	109,960.15	65,911.44	59.94 %
3500	RA: IT development & systems to support scientific operations	475,000.00	364,283.92	364,283.92	100.00 %	364,283.92	315,120.85	86.50 %
3500	RP: IT development & systems to support Applicants	540,000.00	356,140.69	355,842.82	99.92 %	356,140.69	131,951.52	37.05 %

3500	WEB : IT development & systems to support web development, communications and outreach	550,000.00	125,556.83	124,870.01	99.45 %	125,556.83	98,297.04	78.29 %
3511	Translation, Interpretation Linguistic proofreading and editing	230,000.00	130,000.00	130,000.00	100.00 %	130,000.00	119,930.30	92.25 %
3512	Library	449,000.00	443,699.73	443,699.73	100.00 %	443,699.73	316,981.63	71.44 %
3513	Mission of staff related to operational duties	810,000.00	671,300.00	671,300.00	100.00 %	671,300.00	625,672.93	93.20 %
3514	Shuttles	890,000.00	946,000.00	946,000.00	100.00 %	946,000.00	863,921.30	91.32 %
3530	CONF: Conferences & Events	572,000.00	802,442.46	793,985.85	98.95 %	802,442.46	618,258.47	77.05 %
3530	PRO: Promotional Services	174,000.00	94,358.65	92,720.25	98.26 %	94,358.65	62,179.55	65.90 %
3530	VIDEO: Video/Tele conferencing Support	60,000.00	70,194.43	70,194.43	100.00 %	70,194.43	38,282.02	54.54 %
TOTAL OPERATIONAL SUPPORT: Chapter 35		8,312,000.00	7,359,971.91	7,341,556.96	99.75 %	7,359,971.91	5,219,406.84	70.92 %
Title 3		28,558,000.00	28,558,000.00	28,460,877.70	99.66 %	28,558,000.00	25,028,134.38	87.64 %
GRAND TOTAL		79,629,000.00	79,701,222.31	79,454,582.60	99.69 %	79,701,222.31	71,181,665.75	89.31 %

Table 21: Carry-forward 2014 and 2015 (non differentiated appropriations)

Title	Carry forward 2014			Carry forward 2015
	Commitment Appropriation	Executed Payment	%	Commitment Appropriation
Personnel	969,605	853,343	88.01	2,084,632
Infrastructure	2,113,864	2,032,805	96.17	2,755,542
Operations	3,416,236	3,312,892	96.97	2,902,008
Total	6,499,705	6,199,041	95.37%	7,742,182

The carry forward from 2013 to 2014 (Carry forward 2014) was utilised at 95.4%. The under execution in Title I was mainly due to carry-forward for socio-medical infrastructure, training and crèches. In Title II, the under execution is mainly due to furniture, technical equipment and installations, postal charges and telecom. In Title III the carry forward is mainly due to meetings, missions and conferences.

The amount carried forward from 2014 to 2015 (Carry forward 2015) was EUR 7.74 million. The increase is due to the EUR 1.04 million school contribution not paid due to late receipt of the Commission debit note.

Appendix C – Negotiated procedures

The number of special negotiated procedures (Art 134/135 RAP of EU Financial Regulation) remains stable over the years with 12 procedures negotiated in 2014.

It is worth noting that, pursuant to the provisions of the revised Financial Regulation which entered into force beginning of 2013, the special procedure 134 f) is a procedure which allows increasing Framework Contract envelope in a fully regular and transparent way. This procedure helps avoiding recourse to more sensitive special negotiated procedures such as 134c (urgency).

Procedure 134 b) concerns monopoly situations where there is only one provider able to provide the requested service.

Finally, the attached table contains more data than required under EC vade-mecum on procurement whereby only special negotiated procedures above €60.000 shall be registered in the report. EFSA, in full transparency, reports here below all negotiated procedures subject to these articles.

Table 22: 2014 Negotiated procedures

2014 Negotiated procedures under Article 134 (1) a-g and Article 135 (1) a-d of the Implementing Rules of the EU Financial Regulation				
No.	Procedure Type	Contractor Name	Subject of contract	Contract amount
1	Neg Art 134 1b	The Bartlett	Renewal of the subscription to EU Food Policy	20,000,00
2	Neg Art 134 1b	FSAI	On request coding of food descriptors of the EFSA chemical occurrence and food consumption databases according to the FoodEx2 food classification and description system	20,900,00
3	Neg Art 134 1b	CAS - Chemical Abstract Service by American Chemical Society	Purchase of access to Scifinder Database by American Chemical Society	22,692,31
4	Neg Art 134 1b	ELSEVIER BV	2015 access to SCOPUS Database by Elsevier	22,692,31
5	Neg Art 134 1b	Springer Customer Service Center GmbH	Purchase of access to e-books collections SpringerLink by Springer	100,000,00
6	Neg Art 134 1b	Korn Ferry	Provision of Intellectual Property License	19,600,00

7	Neg Art 134 1c	HASSELT UNIVERSITY	Analysis of multi-drug resistance in antimicrobial resistance isolate-based data collected from reporting countries for the years 2010/2011/2012 and 2013	148,000,00
8	Neg Art 134 1c	AGES	EU PRA-Outsourcing extensive literature searches to support pan European pest risk assessment for organisms listed in Annexes of Directive 2000/29/EC; mandate on 38 pests: preparatory work for step 1 – pest categorisation of 3 bacteria listed in the annexes of the Council directive 2000/29/EC	27,121,68
9	Neg Art 134 1c	Unicatt	EU PRA-Outsourcing extensive literature searches to support pan European pest risk assessment for organisms listed in Annexes of Directive 2000/29/EC; mandate on 38 pests: preparatory work for step 1 – pest categorisation of 3 fungi listed in the annexes of the Council directive 2000/29/EC	32,000,00
10	Neg Art 134 1f	DTU	Additional Services: Conversion of non-compliant chemical occurrence files into fully compliant SSD format	100,000,00 (Framework contract)
11	Neg Art 134 1f	LA-SER Europe Ltd; RICARDO	Scientific services to support EFSA systematic reviews - Lot 3 Chemicals	750,000,00 (Framework contract)
12	Neg Art 135 1a	Vodafone Omnitel B.V.	Provision of mobile communication services	700,000,00 (Framework contract)
Total				1,963,006,30

Appendix D – Human resources

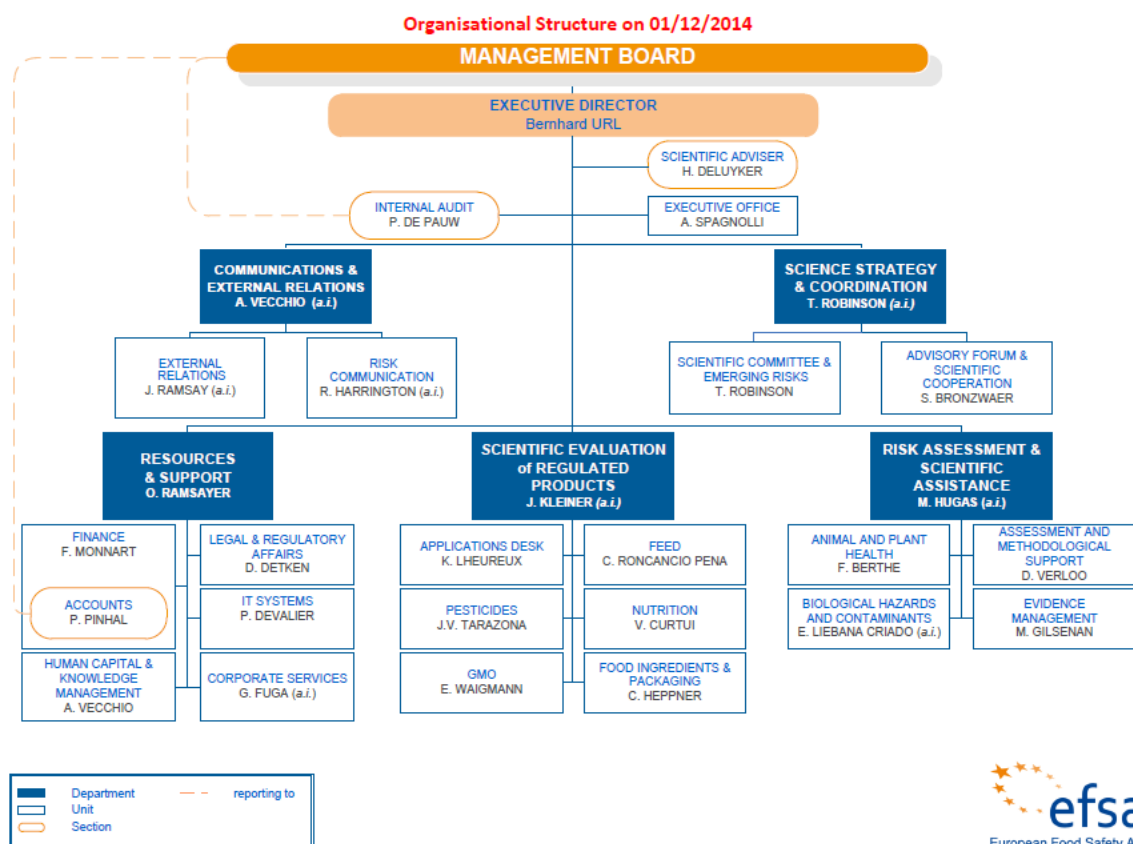


Figure 1 Organisational chart (1/12/14)

Table 23: Establishment plan 2014

Function group and grade	2014			
	Authorised under the EU Budget		Filled as of 31/12/2014	
	Permanent posts	Temporary posts	Permanent posts	Temporary posts
AD 16	0	0	0	0
AD 15	0	1	0	0
AD 14	0	2	0	1
AD 13	0	2	0	1
AD 12	1	14	0	3
AD 11	0	11	0	5
AD 10	1	15	0	8
AD 9	1	41	0	30
AD 8	0	49	0	58
AD 7	1	60	3	44
AD 6	1	23	2	45
AD 5	0	14	0	15
AD TOTAL	5	232	5	210
AST 11	0	0	0	0
AST 10	0	0	0	0
AST 9	0	0	0	0
AST 8	0	3	0	0
AST 7	0	4	0	2
AST 6	0	8	0	0
AST 5	0	27	0	14
AST 4	0	31	0	37
AST 3	0	25	0	18
AST 2	0	9	0	39
AST 1	0	0	0	5
AST TOTAL	0	107	0	115
AST/SC 6	0	0	0	0
AST/SC 5	0	0	0	0
AST/SC 4	0	0	0	0
AST/SC 3	0	0	0	0
AST/SC 2	0	0	0	0
AST/SC 1	0	0	0	0
AST/SC TOTAL	0	0	0	0
TOTAL	5	339	5	325
GRAND TOTAL	344		330	

Table 24: Results of the benchmarking exercise in accordance with provision of Art. 29 (3) Framework Financial Regulation and Methodology for Agencies Job Screening^(a)

Job type (sub)category	Year n-1	Year 2014
Administrative support and Coordination	n/a	23.4%
Administrative support	n/a	21.4%
Coordination	n/a	2.0%
Operational	n/a	71.1%
Top Level Operational Coordination	n/a	2.4%
Programme Management and Implementation	n/a	50.4%
Evaluation & Impact Assessment	n/a	0.0%
General operational	n/a	18.3%
Neutral	n/a	5.5%
Finance/Control	n/a	5.0%
Linguistics	n/a	0.5%
TOTAL	n/a	100%

(a)The bench marking exercise methodology that is common to all EU agencies includes all staff categories: officials, temporary agents, contract agents, seconded national experts as well as visiting experts, interims, trainees, consultants and external services providers.