



BUSINESS SERVICES

mb201217-a4

Budget 2021

Adopted on 17 December 2020
For the EFSA Management Board

SIGNED

Raymond O'Rourke
Chair of the Management Board

Revenues overview:

Revenues	2019	2020	2021
	executed budget in million EUR	Revenues estimated by the authority	Budget
			forecast
EU contribution	77.4	96.4	115.6
Additional EU funding: ad hoc grants and delegation agreements	0.8	0.0	0.0
Other revenue	1.9	2.5	3.1
Total revenues	80.0	98.9	118.6

Expenditure overview:

Expenditure/title	2019		2020		2021	
	Budget execution Commitments million EUR	Budget execution Payments million EUR	Budget commitment appropriations million EUR	Budget payment appropriations million EUR	Preliminary budget commitment appropriations million EUR	Preliminary budget payment appropriations million EUR
Title I — Staff expenditure	44.2	43.6	47.8	47.8	52.9	52.9
Title II — Infrastructure and operating expenditure	10.4	8.2	12.7	12.7	14.6	14.6
Title III — Operational expenditure	25.4	20.6	42.5	38.4	61.6	51.1
Total expenditure	80.0	72.5	103.0	98.9	129.1	118.6

Statement of revenue:

Title Chapter Article Item	Heading	Executed 2019	Budget 2020	Draft Budget 2021
1	EUROPEAN COMMUNITY CONTRIBUTION			
10	EUROPEAN COMMUNITY CONTRIBUTION			
100	European Community Contribution			
1000	European Community Contribution	77,091,635	95,972,549	115,128,809
1001	Pre-Accession projects and other organisations	750,000		
1002	Outturn	310,366	442,464	429,375
	Article 100 - Total	78,152,001	96,415,013	115,558,184
	Chapter 10 - Total	78,152,001	96,415,013	115,558,184
	Title 1 - Total	78,152,001	96,415,013	115,558,184
2	PARTICIPATION OF THIRD COUNTRIES			
20	PARTICIPATION OF THIRD COUNTRIES IN EFSA ACTIVITIES			
200	Participation of third countries in EFSA activities			
2000	Participation of third countries in EFSA activities	1,851,441	2,433,390	3,062,426
	Article 200 - Total	1,851,441	2,433,390	3,062,426
	Chapter 20 - Total	1,851,441	2,433,390	3,062,426
	Title 2 - Total	1,851,441	2,433,390	3,062,426
3	REVENUE FROM SERVICES RENDERED			
30	REVENUE FROM SERVICES RENDERED			
300	Revenue from services rendered			
3000	Fees collected			
	Article 300 - Total	0	0	0
	Chapter 30 - Total	0	0	0
	Title 3 - Total	0	0	0
4	REVENUE FROM ADMINISTRATIVE OPERATIONS			
40	REVENUE FROM ADMINISTRATIVE OPERATIONS			
400	Revenue from administrative operations			
4000	Bank interest	33,344	31,358	0
4001	Revenue from sale of publications			
4002	Revenue from the organisation of seminars conferences			
	Article 400 - Total	33,344	31,358	0
	Chapter 40 - Total	33,344	31,358	0
	Title 4 - Total	33,344	31,358	0
9	MISCELLANEOUS REVENUE			
90	MISCELLANEOUS REVENUE			
900	Miscellaneous revenue			
9000	Miscellaneous revenue			
	Article 900 - Total	0	0	0
	Chapter 90 - Total	0	0	0
91	MISCELLANEOUS ASSIGNED REVENUE			
910	Miscellaneous assigned revenue			
9100	Miscellaneous assigned revenue			
	Article 910 - Total	0	0	0
	Chapter 91 - Total	0	0	0
	Title 9 - Total	0	0	0
GRAND TOTAL		80,036,786	98,879,761	118,620,610

Statement of expenditures:

Title Chapter Article Item	Heading 2021	Budget 2019 executed commitments	Budget 2019 executed payments	Budget 2020 Commitments	Budget 2020 Payments	Draft Budget 2021 Commitments	Draft Budget 2021 Payment Forecast	Budget comments
1	STAFF							
11	STAFF EXPENDITURE							
110	Salaries and allowances							
1100	Salaries and allowances of staff provided for in establishment plan	23,382,876	23,382,876	33,157,000	33,157,000	35,727,000	35,727,000	<p>Appropriation covers entitlements to salaries, allowances and insurance coverage for officials and temporary staff holding posts in the establishment plan, as foreseen in the Staff Regulations of officials of the European Communities.</p> <p>(1) Basic salaries refer to the appropriations intended to cover basic salaries of officials and temporary staff (Articles: 62, 66).</p> <p>(2) Family Allowance refers to the appropriations intended to cover allowances for staff members with families: household, dependent children, pre-school, education, parental leave (Articles: 42, 62, 67, 68; Annex VII Section I).</p> <p>(3) Transfer and Expatriation Allowance: Expatriation and foreign residence allowance (Articles: 62, 69).</p> <p>(4) Secretarial Allowance: secretarial allowance paid to officials and temporary staff in category C*, employed as shorthand-typists, telex operators, typesetters, executive secretaries or principal secretaries, who were entitled in the month before 1 May 2004 (Article 18 (1) of Annex XIII).</p> <p>(5) Salary Weightings: intended to cover the cost of weightings applied to the remuneration of relevant staff and of weightings applied to the part of emoluments transferred to a country other than the country of employment (Articles: 64, 65; Article 17 (3) of Annex thereto).</p> <p>(6) Sickness Insurance- Employer's contribution to sickness insurance (Article 72)</p> <p>(7) Accident and Occupational Disease Insurance: employer's contribution to insurance against accidents and occupational disease and the supplementary expenditure arising from the application of the statutory provisions in this area (Article 73)</p> <p>(8) Unemployment Insurance (for Temporary Staff): insurance for temporary staff against unemployment (Article 28a).</p> <p>(9) Birth and Death Allowance: Childbirth grant. In the event of death of an official: payment of the deceased's full remuneration until the end of the third month after the month in which the death occurred and the cost of transporting the body to the official's place of origin (Articles: 70, 74. 75).</p> <p>(10) Annual Leave Traveling Expenses: lump sum payment of travel costs of relevant staff, their spouses and dependants, from the place of employment to the place of origin (Annex VII, Article 8).</p> <p>(11) Call on Duties: Allowances for shift work or standby duty at the official's place of work or at home (Articles: 56b, 56c).</p> <p>(12) Other Allowance and Repayments: Allowances in the event of: dismissal of a probationary official for obvious inadequacy, cancellation by the Authority of the contract of a relevant staff member (Article 34).</p>
1101	Family allowance	3,059,619	3,059,619	n/a	n/a	n/a	n/a	Budget line merged to line 1100 as of 2020
1102	Transfer and expatriation allowance	2,570,866	2,570,866	n/a	n/a	n/a	n/a	Budget line merged to line 1100 as of 2020
1103	Secretarial allowance	12,273	12,273	n/a	n/a	n/a	n/a	Budget line merged to 1100 as of 2020

Title Chapter Article Item	Heading 2021	Budget 2019 executed commitments	Budget 2019 executed payments	Budget 2020 Commitments	Budget 2020 Payments	Draft Budget 2021 Commitments	Draft Budget 2021 Payment Forecast	Budget comments
1104	Entitlements on Entering and Leaving the Service	n/a	n/a	320,000	320,000	200,000	200,000	(1) Travel Expenses (including for members of the family): Travel expenses due to relevant staff (including their families) on taking up their duties or leaving the Authority or transfer to another place of employment (Articles: 20, 71; Article 7 of Annex VII). (2) Installation, Resettlement and Transfer Allowances: Installation and resettlement allowances due to relevant staff obliged to change their place of residence on taking up their duties, on transfer to a new place of employment and upon finally leaving the Authority and resettling elsewhere (Articles 5 and 6 of Annex VII). (3) Removal Expenses: Removal expenses due to relevant staff obliged to change their place of residence on taking up their duties, on transfer to a new place of employment and upon finally leaving the Authority and resettling elsewhere (Article 20 and 71, Article 9 of Annex VII). (4) Temporary Daily Subsistence Allowance: Temporary daily subsistence allowances for relevant staff who furnish evidence that they must change their place of residence on taking up their duties or transferring to a new place of employment (Article 20, 71, Article 10 of Annex VII).
Article 110 - Total		29,025,635	29,025,635	33,477,000	33,477,000	35,927,000	35,927,000	
111	Other staff							
1113	Stagiaires	992,379	992,379	1,014,924	1,014,924	1,018,000	1,018,000	Monthly grants and ancillary costs of trainees and other study visits in line with the relevant programs of the Authority
1115	Contract staff	7,268,021	7,268,021	7,047,000	7,047,000	7,851,256	7,851,256	Conditions of employment of other servants of the European Communities, and in particular Article 3a and Title IV thereof. This appropriation is intended to cover the remuneration of contract staff.
1116	Visiting experts, National Experts on Detachment	n/a	n/a	770,000	770,000	780,000	780,000	Appropriation is intended to cover the costs of visiting experts from public institutions and other bodies from within and outside the European Union
1117	Authority officials temporarily assigned to national civil services, to international organisations or to public or private institutions	n/a	n/a	0	0	PM	PM	Staff Regulations of officials of the European Communities, and in particular Article 38 thereof. This appropriation is intended to cover supplementary expenses arising from the secondment of Authority staff, i.e. to pay the allowances and reimburse the expenditure to which secondment entitles them. It also intended to cover costs relating to special training schemes with authorities and bodies in the Member States and non-member states countries
Article 111 - Total		8,260,400	8,260,400	8,831,924	8,831,924	9,649,256	9,649,256	
112	Interim staff							
1120	Interim services	n/a	n/a	2,000,000	2,000,000	3,500,000	3,500,000	This appropriation is intended to cover: - the employment of interim staff, particularly telephone operators, clerical and secretarial staff, - reproduction and typing which is sent out because it cannot be handled by the Authority, -the cost of computer typesetting for explanatory and supporting documents for the Authority's own requirements and for submission to the budgetary authority.
Article 112 - Total		0	0	2,000,000	2,000,000	3,500,000	3,500,000	
113	Establishment or maintenance of pension rights for temporary staff							
1130	Insurance against sickness	844,936	844,936	n/a	n/a	n/a	n/a	Budget line merged to 1100 line as of 2020
1131	Insurance against accidents and occupational disease	94,984	94,984	n/a	n/a	n/a	n/a	Budget line merged to line 1100 as of 2020
1132	Unemployment insurance for temporary staff	314,314	314,314	n/a	n/a	n/a	n/a	Budget line merged to line 1100 as of 2020
1133	Establishment or maintenance of pension rights for temporary staff	0	0	PM	PM	PM	PM	Conditions of employment of other servants of the European Communities and in particular Article 42 thereof. This appropriation is intended to cover payments by the Authority on behalf of officials and temporary staff in order to constitute or maintain their pension rights in their country of origin
Article 113 - Total		1,254,234	1,254,234	0	0	0	0	
114	Miscellaneous allowances and grants							
1140	Birth and death allowance	595	595	n/a	n/a	n/a	n/a	Budget line merged to line 1100 as of 2020
1141	Annual leave traveling expenses	283,408	283,408	n/a	n/a	n/a	n/a	Budget line merged to line 1100 as of 2020
1147	Call on duties	33,382	33,382	n/a	n/a	n/a	n/a	Budget line merged to line 1100 as of 2020

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1149	Other allowances and repayments	0	0	n/a	n/a	n/a	n/a	Budget line merged to line 1100 as of 2020
Article 114 - Total		317,384	317,384	0	0	0	0	
117	Supplementary services							
1171	Translation and interpretation	74,680	73,299	n/a	n/a	n/a	n/a	Budget line moved to Chapter 18 becoming line 1800 as of 2020
1172	Payment for administrative assistance from the Community institutions	250,000	239,801	n/a	n/a	n/a	n/a	Budget line moved to Chapter 18 becoming line 1801 as of 2020
1175	Interim services	1,399,000	1,222,378	n/a	n/a	n/a	n/a	Budget line moved to Chapter 11 becoming line 1120 as of 2020
1176	Consultancy and HR services	116,595	14,505	n/a	n/a	n/a	n/a	Budget line moved to Chapter 18 becoming line 1802 as of 2020
1177	Other services	203,860	138,146	n/a	n/a	n/a	n/a	Budget line moved to Chapter 18 becoming line 1803 as of 2020
Article 117 - Total		2,044,135	1,688,127	0	0	0	0	
118	Recruitment costs and expenses on entering and leaving the service							
1180	Miscellaneous expenditure on recruitment	132,827	132,564	n/a	n/a	n/a	n/a	Budget line moved to Chapter 12 becoming line 1200 as of 2020
1181	Travel expenses (including for members of the family)	2,112	2,112	n/a	n/a	n/a	n/a	Budget line merged to line 1104 as of 2020
1182	Installation, resettlement and transfer allowances	87,717	87,717	n/a	n/a	n/a	n/a	Budget line merged to line 1104 as of 2020
1183	Removal expenses	47,124	47,124	n/a	n/a	n/a	n/a	Budget line merged to line 1104 as of 2020
1184	Temporary daily subsistence allowance	37,289	37,289	n/a	n/a	n/a	n/a	Budget line merged to line 1104 as of 2020
Article 118 - Total		307,069	306,806	0	0	0	0	
119	Salary weightings							
1190	Salary weightings	0	0	n/a	n/a	n/a	n/a	Budget line merged to line 1100 as of 2020
Article 119 - Total		0	0	0	0	0	0	
CHAPTER 11 Total		41,208,857	40,852,586	44,308,924	44,308,924	49,076,256	49,076,256	
12	EXPENDITURE RELATING TO STAFF RECRUITMENT							
120	Expenditure relating to Staff recruitment							
1200	Miscellaneous expenditure on recruitment	n/a	n/a	150,500	150,500	175,000	175,000	Expenditures arising from recruitment procedures, including publication costs, travel/ subsistence costs and accident insurance for candidates called for examinations and interviews, costs directly linked to the promotion and organisation of group recruitment tests (hire of rooms, furniture, machines and miscellaneous equipment, fees for the preparation and correction of tests, etc.) it also covers pre-recruitment medical examinations (Articles: 27-31, 33, Annex III).
Article 120 - Total		0	0	150,500	150,500	175,000	175,000	
CHAPTER 12 - TOTAL		0	0	150,500	150,500	175,000	175,000	
13	MISSIONS AND DUTY TRAVEL							
130	Missions and travel expenses							

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1300	Missions and travel expenses	191,500	191,500	29,183	29,183	125,000	125,000	Staff Regulations of officials of the European Communities, and in particular Article 11 to 13 of Annex VII thereto. This appropriation is intended to cover expenditure on travel expenses, the payment of daily mission allowances and ancillary or exceptional expenses incurred in carrying out missions, including off-site meetings, by Authority staff covered by the Staff Regulations and by national or international experts or officials seconded to the Authority.
1301	Shuttles for missions and duty	49,000	43,955	8,597	8,597	30,000	30,000	This appropriation is intended to cover the cost of connecting the seat of the Authority in Parma to the airports for staff going on administrative missions, experts and visiting experts for the same purpose. It also covers ad-hoc interurban transport.
	Article 130 - Total	240,500	235,455	37,781	37,781	155,000	155,000	
	CHAPTER 13 - TOTAL	240,500	235,455	37,781	37,781	155,000	155,000	
14	SOCIOMEDICAL INFRASTRUCTURE							
140	Restaurants, meals and canteens							
1400	Restaurants, meals and canteens	39,810	38,505	n/a	n/a	n/a	n/a	Budget line moved to Title III, Chapter 35 becoming line 3515 as of 2020
	Article 140 - Total	39,810	38,505	0	0	0	0	0
141	Medical service							
1410	Medical service	202,973	188,120	240,000	240,000	238,000	238,000	Staff Regulations of officials of the European Communities, and in particular Article 59 thereof and Article 8 of Annex II thereto. Apart from doctors' fees, this appropriation is intended to cover the cost of check-ups (special examination analyses, etc.), consumables (dressings, medicines, etc.), special equipment and fittings and the administrative costs of the Invalidity Committee.
	Article 141 - Total	202,973	188,120	240,000	240,000	238,000	238,000	
142	Further training, language courses and retraining for staff							
1420	Further training, language courses and retraining for staff	369,234	220,050	n/a	n/a	n/a	n/a	Budget line moved to Chapter 15 becoming line 1500 as of 2020
	Article 142 - Total	369,234	220,050	0	0	0	0	
	CHAPTER 14 - TOTAL	612,017	446,675	240,000	240,000	238,000	238,000	
15	EXCHANGE OF OFFICIALS AND EXPERTS - UNTIL 2019							
1 5 2	Exchange of officials and experts							
1520	Visiting experts, National Experts on Detachment	785,487	781,120	n/a	n/a	n/a	n/a	Budget line moved to Chapter 11 becoming line 1116 as of 2020
1521	Authority officials temporarily assigned to national civil services, to international organisations or to public or private institutions	0	0	n/a	n/a	n/a	n/a	Budget line moved to Chapter 11 becoming line 1117 as of 2020
	Article 152 - TOTAL	785,487	781,120	0	0	0	0	
	CHAPTER 15 - TOTAL	785,487	781,120	0	0	0	0	
15	TRAINING - AS OF 2020							
150	Training, language courses and retraining for staff							
1500	Further training, language courses and retraining for staff	n/a	n/a	300,000	300,000	500,000	500,000	Staff Regulations of officials of the European Communities, and in particular Article 24a thereof. This appropriation is intended to cover the cost of introduction courses for new recruits, staff development courses, retraining, courses on the use of modern techniques, seminars, information sessions on EU matters etc. It also covers the purchase of equipment and documentation and the hiring of organising consultants
	Article 150 - Total	0	0	300,000	300,000	500,000	500,000	

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	CHAPTER 15 - TOTAL	0	0	300,000	300,000	500,000	500,000	
16	SOCIAL WELFARE							
160	Special assistance grants, other interventions and complementary aid for disabled							
1600	Special assistance grants, other interventions and complementary aid for disabled	0	0	10,000	10,000	10,000	10,000	1)Special Assistance Grants: Expenditure on gifts, loans or advances which may be made to an official, a former official or survivors of an official who are in particularly difficult circumstances (Article 76). 2)Complementary Aid for Disabled: Support to the following categories of disabled persons, as part of a policy to assist the disabled: officials and temporary staff in active employment, spouses of officials and temporary staff in active employment, all dependent children within the meaning of the Staff Regulations of officials of the European Communities 3)Other Interventions: Expenditure not specifically provided for in the other articles of the chapter 16
	Article 160 - Total	0	0	10,000	10,000	10,000	10,000	
161	Social contacts between staff							
1610	Social contacts between staff	27,625	23,125	6,000	6,000	10,000	10,000	This appropriation is intended to cover part of the costs of the recreation centre, cultural activities, subsidies to staff clubs, the management of, and extra equipment for, sports centres, and projects to promote social contact between staff of different nationalities.
	Article 161 - Total	27,625	23,125	6,000	6,000	10,000	10,000	
162	Other interventions							
1620	Other interventions	0	0	n/a	n/a	n/a	n/a	Budget line merged to line 1600 as of 2020
	Article 162 - Total	0	0	0	0	0	0	
163	Early childhood centres and other creches							
1630	Early childhood centres, creches and EU school contribution	1,305,576	1,305,576	1,410,000	1,410,000	1,780,000	1,780,000	This appropriation is intended to cover expenditure relating to early childhood centres, crèches and accredited European Schools' contribution.
	Article 163 - Total	1,305,576	1,305,576	1,410,000	1,410,000	1,780,000	1,780,000	
164	Complementary aid for the handicapped							
1640	Complementary aid for the handicapped	0	0	n/a	n/a	n/a	n/a	Budget line merged to line 1600 as of 2020
	Article 164 - Total	0	0	0	0	0	0	
	CHAPTER 16 - TOTAL	1,333,200	1,328,700	1,426,000	1,426,000	1,800,000	1,800,000	
17	RECEPTION AND ENTERTAINMENT EXPENSES							
170	Reception and entertainment expenses							
1700	Reception and entertainment expenses	0	0	n/a	n/a	n/a	n/a	Budget line merged to line 3520 as of 2020
	Article 170 - Total	0	0	0	0	0	0	
	CHAPTER 17 - TOTAL	0	0	0	0	0	0	
18	EXTERNAL SERVICES							
180	External services							
1800	Translation and interpretation	n/a	n/a	100,000	100,000	100,000	100,000	This appropriation is intended to cover the cost of translations, including payments made to the Translations Centre in Luxembourg for all texts not directly connected with the implementation of the Authority's work programme. It also covers the fees and travel expenses of free-lance interpreters and conference operators including the reimbursement of services provided by Commission interpreters for all meetings not directly connected with the implementation of the Authority's work programme.

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1801	Payment for administrative assistance from the Community institutions	n/a	n/a	272,000	272,000	290,000	290,000	This appropriation is intended to cover the reimbursement of expenditure incurred by the Commission for administrative assistance given to the Authority, for example the computerised payroll service.
1802	Consultancy and HR services	n/a	n/a	586,500	586,500	250,000	250,000	This appropriation is intended to cover expenditure for external HR consultancy and services in relation to staff survey, assessment centre, HR processes...
1803	Other services	n/a	n/a	336,544	336,544	274,000	274,000	This appropriation is intended to cover expenditure for management consultancy in the fields of audit, coaching, QM, resources and support services...
	Article 180 - Total	0	0	1,295,044	1,295,044	914,000	914,000	
	CHAPTER 18 - TOTAL	0	0	1,295,044	1,295,044	914,000	914,000	
	TITLE 1 - TOTAL	44,180,061	43,644,537	47,758,250	47,758,250	52,858,256	52,858,256	
2	BUILDINGS, EQUIPMENT AND MISCELANEOUS OPERATING EXPENDITURE LINKED TO AUTHORITY							
20	INVESTMENTS IN IMMOVABLE PROPERTY, RENTAL OF BUILDING AND ASSOCIATED COSTS							
200	Building							
2000	Rent	31,327	31,327	90,000	90,000	42,855	42,855	This appropriation is intended to cover the payment of rents relating to occupied buildings or part of buildings and the renting of storerooms, garages, off-site storage and parking facilities.
2001	Acquisition	2,191,599	2,191,599	1,706,358	1,706,358	1,650,000	1,650,000	This appropriation is intended to cover the payment relating to the acquisition of EFSA operating seat.
2002	Studies and technical assistance in connection with building projects	n/a	n/a	690,000	690,000	734,960	734,960	This appropriation is intended to cover the cost of the financial and technical consultancy fees prior to the acquisition and construction of buildings. It also covers technical assistance fees relating to major fitting-out operations for premises.
2003	Refurbishment of premises/fitting out	n/a	n/a	1,154,952	1,154,952	1,713,900	1,713,900	This appropriation is intended to cover the fitting-out of buildings, e.g. alterations to partitioning, alterations to technical installations and other specialist work on locks, electrical equipment, plumbing, painting, floor coverings, etc. It also covers the necessary equipment.
	Article 200 - Total	2,222,927	2,222,927	3,641,310	3,641,310	4,141,715	4,141,715	
201	Insurance							
2010	Insurance	27,587	27,587	n/a	n/a	n/a	n/a	Budget line moved to Art 202 becoming line 2024
	Article 200 - Total	27,587	27,587	0	0	0	0	
202	Expenditure on buildings							
2020	Water, gas, electricity and heating	500,341	391,625	390,000	390,000	535,000	535,000	This appropriation is intended to cover the payment of water, gas, electricity and heating costs.
2021	Cleaning and maintenance	n/a	n/a	653,000	653,000	673,000	673,000	This appropriation is intended to cover maintenance costs for premises, lifts, central heating, air-conditioning equipment, purchase of maintenance products, and by re-painting, repairs, supplies and plants. It also covers regular and specific cleaning operations, the purchase of washing, laundry and dry-cleaning products, etc.
2023	Security and surveillance of buildings	n/a	n/a	713,000	713,000	736,000	736,000	This appropriation is intended to cover expenditure related to the security and safety of persons, assets and buildings. It encompasses guards' services, the purchase, hire or lease and the maintenance of security, safety and fire-fighting equipment, technical trainings and statutory inspection costs. It also covers technical assistance and recurrent expenditure for badges, access cards, etc.
2024	Insurance	n/a	n/a	35,000	35,000	38,000	38,000	This appropriation is intended to cover the payment of insurance premiums on the buildings or parts of buildings occupied by the Authority, as well as for contents, civil liability and professional liability
2025	Other expenditure on buildings	n/a	n/a	694,738	694,738	840,000	840,000	This appropriation is intended to cover expenditure on buildings not specifically provided for in the other articles of this chapter, in particular outsourcing of services, department removals and handling cost and charges for utilities (municipal taxes, refuse collection, etc.),
	Article 202 - Total	500,341	391,625	2,485,738	2,485,738	2,822,000	2,822,000	
203	Cleaning and maintenance							
2030	Maintenance	351,547	211,209	n/a	n/a	n/a	n/a	Budget line moved to Art 202, merged to line 2021 as of 2020

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2031	Cleaning	289,999	210,566	n/a	n/a	n/a	n/a	Budget line moved to Art 202, merged to line 2021 as of 2020
	Article 203 - Total	641,545	421,775	0	0	0	0	
204	Refurbishment of premises/ Fitting-out							
2040	Refurbishment of premises/ Fitting out	646,899	245,755	n/a	n/a	n/a	n/a	Budget line moved to Art 200 becoming line 2003 as of 2020
	Article 204 - Total	646,899	245,755	0	0	0	0	
205	Security and surveillance of buildings							
2050	Security and surveillance of buildings	769,085	583,978	n/a	n/a	n/a	n/a	Budget line moved to Art 202 becoming line 2023 as of 2020
	Article 205 - Total	769,085	583,978	0	0	0	0	
208								
2080	Preliminary to construction, acquisition or rental of immovable property	279,023	211,093	n/a	n/a	n/a	n/a	Budget line moved to Art 200 becoming line 2002 as of 2020
	Article 208 - Total	279,023	211,093	0	0	0	0	
209	Other expenditure on building							
2090	Other expenditure on buildings	710,316	600,155	n/a	n/a	n/a	n/a	Budget line moved to Art 202 and merged to line 2025 as of 2020
	Article 208 - Total	710,316	600,155	0	0	0	0	
	CHAPTER 20 - TOTAL	5,797,722	4,704,895	6,127,048	6,127,048	6,963,715	6,963,715	
21	INFORMATION TECHNOLOGY AND EXPENDITURE ON DATA PROCESSING							
210	Purchase and maintenance of IT for administration and non-operational							
2100	Purchase and maintenance of IT equipment and standard software	1,067,048	685,125	3,295,797	3,295,797	2,730,805	2,730,805	This appropriation is intended to cover the procurement of computing and other similar electronic office equipment and hardware as well as purchase, subscriptions and maintenance of standard software. It also covers hardware, software and services to increase the security of the IT services and Cloud resources as a service to support the organizational needs of the Authority.
2101	Purchase/ maintenance of software	875,774	740,848	n/a	n/a	n/a	n/a	Budget line merged to line 2100 as of 2020
2103	External services for the operation, implementation and maintenance of software and user support	846,405	628,860	2,278,750	2,278,750	2,796,195	2,796,195	This appropriation is intended to cover the external IT services (outsourced services and consultancy), such as user support (helpdesk), procurement, development and maintenance of program packages and software necessary for the operation of the Authority.
2104	User support	961,919	780,840	n/a	n/a	n/a	n/a	Budget line merged to line 2103 as of 2020
	Article 210 - Total	3,751,146	2,835,673	5,574,547	5,574,547	5,527,000	5,527,000	
	CHAPTER 21 - TOTAL	3,751,146	2,835,673	5,574,547	5,574,547	5,527,000	5,527,000	
22	MOVABLE PROPERTY AND ASSOCIATED COSTS							
220	Technical equipment and installations							
2200	Technical equipment and installations	82,527	81,417	67,820	67,820	1,065,000	1,065,000	This appropriation is intended to cover the purchase, hire, leasing and maintenance of technical equipment and in particular expenditure on audio-visual, reproduction, archive, library and interpreting equipment. It also covers installations and equipment for disabled persons.
2201	Hire or leasing of technical equipment and installations	0	0	n/a	n/a	n/a	n/a	Budget line merged to line 2200 as of 2020
2202	Maintenance and repair of technical equipment and installations	0	0	n/a	n/a	n/a	n/a	Budget line merged to line 2200 as of 2020

Title Chapter Article Item	Heading 2021	Budget 2019 executed commitments	Budget 2019 executed payments	Budget 2020 Commitments	Budget 2020 Payments	Draft Budget 2021 Commitments	Draft Budget 2021 Payment Forecast	Budget comments
	Article 220 - Total	82,527	81,417	67,820	67,820	1,065,000	1,065,000	
221	Furniture							
2210	Furniture	196,021	128,782	409,669	409,669	429,000	429,000	This appropriation is intended to cover the purchase, hire and maintenance of office and specialised furniture, including ergonomic furniture, shelving for archives, special library equipment (card indexes, shelving, catalogue units..) etc.
2211	Hire of furniture	0	0	n/a	n/a	n/a	n/a	Budget line merged to line 2210 as of 2020
2212	Maintenance and repair of furniture	0	0	n/a	n/a	n/a	n/a	Budget line merged to line 2210 as of 2020
	Article 221 - Total	196,021	128,782	409,669	409,669	429,000	429,000	
	CHAPTER 22 - TOTAL	278,548	210,199	477,489	477,489	1,494,000	1,494,000	
23	CURRENT ADMINISTRATIVE EXPENDITURE							
230	Stationery and office supplies							
2300	Stationery and office supplies	28,983	23,770	16,500	16,500	56,500	56,500	This appropriation is intended to cover the costs related to office supplies (including branding promotional supplies) and in particular, but not exhaustively, the expenditure related to paper, envelopes, pencils and other ad-hoc external printing
	Article 230 - Total	28,983	23,770	16,500	16,500	56,500	56,500	
232	Financial charges							
2320	Bank and other financial charges	150	90	1,000	1,000	1,000	1,000	This appropriation is intended to cover bank charges (commission, agios, miscellaneous expenditure...) and the cost of connecting to the interbank telecommunications network as well as any possible cash differences, loss or depreciation in value of funds and securities
	Article 232 - Total	150	90	1,000	1,000	1,000	1,000	
233	Legal expenses							
2330	Legal expenses and damages	188,720	129,190	220,000	220,000	238,250	238,250	This appropriation is intended to cover preliminary legal costs and the services of lawyers or other experts called in to advise the Authority. It also covers costs awarded against the Authority by the Court of Justice, or other Courts. It also covers expenses for damages and the cost of settling claims against the Authority (civil liability).
	Article 233 - Total	188,720	129,190	220,000	220,000	238,250	238,250	
234	Damages							
2340	Damages	0	0	n/a	n/a	n/a	n/a	Budget line moved to Art 233 and merged to line 2330 as of 2020
	Article 235 - Total	0	0	0	0	0	0	
235	Other operating expenditure							
2350	Miscellaneous insurance	5,471	4,273	9,000	9,000	5,000	5,000	This appropriation is intended to cover various types of insurance (mission insurance, third-party liability, insurance against theft, etc.)
2353	Removals and associated handling	0	0	n/a	n/a	n/a	n/a	Budget line moved to Art 202 merged to line 2025 as of 2020
	Article 235 - Total	5,471	4,273	9,000	9,000	5,000	5,000	
239	Publications							
2390	Publications	3,153	2,203	11,000	11,000	17,000	17,000	This appropriation is intended to cover publishing expenses not covered in Title 3, in particular expenses for the publication in the O.J. like for instance of the Authority's budgets, statement of revenue and expenditure.
	Article 239 - Total	3,153	2,203	11,000	11,000	17,000	17,000	
	CHAPTER 23 - TOTAL	226,477	159,526	257,500	257,500	317,750	317,750	
24	POSTAL CHARGES AND TELECOMMUNICATIONS							

Title Chapter Article Item	Heading 2021	Budget 2019 executed commitments	Budget 2019 executed payments	Budget 2020 Commitments	Budget 2020 Payments	Draft Budget 2021 Commitments	Draft Budget 2021 Payment Forecast	Budget comments
240	Postal charges and telecommunications							
2400	Postal charges and telecommunications	16,400	10,354	228,660	228,660	245,000	245,000	This appropriation is intended to cover expenditure on postal, delivery and telecommunication charges (telephone, telex, telegraph, Internet, television, audio-and videoconferencing, including data transmission). It also covers the telecommunication equipment, directories, cabling, and data transmission equipment, purchase of mobile telephones and ancillary equipment as well as the cost of technical assistance.
	Article 240 - Total	16,400	10,354	228,660	228,660	245,000	245,000	
241	Postal charges and telecommunications							
2410	Telecommunications subscriptions and charges	88,078	62,932	n/a	n/a	n/a	n/a	Budget line merged to line 2400 as of 2020
2411	Purchase and installation of equipment	212,876	198,617	n/a	n/a	n/a	n/a	Budget line merged to line 2400 as of 2020
	Article 240 - Total	300,954	261,549	0	0	0	0	
	CHAPTER 24 - TOTAL	317,354	271,902	228,660	228,660	245,000	245,000	
25	GOVERNANCE EXPENDITURES							
250	Governance expenditures							
2500	Management Board meetings	52,964	35,239	80,000	80,000	80,000	80,000	This appropriation is intended to cover travel, subsistence and incidental expenses of Members of the Management Board. It also intended to cover the costs of the infrastructure and technical expenditure related to Management Boards events.
	Article 250 - Total	52,964	35,239	80,000	80,000	80,000	80,000	
	CHAPTER 25 - TOTAL	52,964	35,239	80,000	80,000	80,000	80,000	
	TITLE 2 - TOTAL	10,424,211	8,217,434	12,745,244	12,745,244	14,627,465	14,627,465	
3	OPERATING EXPENDITURE LINKED TO AUTHORITY							
30	SCIENTIFIC EVALUATION OF REGULATED PRODUCTS							
302	REPRO Experts Meetings							
3020	REPRO Experts Meetings	2,720,117	2,653,468	5,349,082	5,349,082	5,764,100	5,764,100	Regulation (EC) 178/2002 and in particular Articles 23, 28, 29 and 42 and its amendments as per Regulation (EU) 2019/1381 Article 1, in particular Articles 32a and 32c: This appropriation is intended for direct costs incurred linked to the organisation and attendance of meetings by Members of the Scientific Panel, its Working Groups and by independent experts, hearing experts or competent bodies; meetings related to networking and peer-review activities, pre-submission advice or other meetings which activities are intended to support EFSA's risk assessment process.
	Article 302 - Total	2,720,117	2,653,468	5,349,082	5,349,082	5,764,100	5,764,100	
	CHAPTER 30 - TOTAL	2,720,117	2,653,468	5,349,082	5,349,082	5,764,100	5,764,100	
31	RISK ASSESSMENT AND SCIENTIFIC ASSISTANCE							
312	RASA Experts Meetings							
3120	RASA Experts Meetings	2,598,553	2,532,805	4,898,090	4,898,090	6,072,399	6,072,399	Regulation (EC) 178/2002 and in particular Articles 23, 28 and 33 and its amendments as per Regulation (EU) 2019/1381 Article 1, in particular Articles 32a and 32c: This appropriation is intended for direct costs incurred linked to the organisation and attendance of meetings by Members of the Scientific Panel, its Working Groups and by independent experts, hearing experts, competent bodies meetings related to networking; pre-submission advice; other meetings which activities are intended to support EFSA's risk assessment process
	Article 312 - Total	2,598,553	2,532,805	4,898,090	4,898,090	6,072,399	6,072,399	
313	Crisis support							

Title Chapter Article Item	Heading 2021	Budget 2019 executed commitments	Budget 2019 executed payments	Budget 2020 Commitments	Budget 2020 Payments	Draft Budget 2021 Commitments	Draft Budget 2021 Payment Forecast	Budget comments
3130	Crisis support	0	0	0	0	PM	PM	This appropriation is intended to cover a crisis fund to allow the Authority's crisis unit to function instantaneously: e.g. to convene experts, hire infrastructures and equipment, prepare scientific advice, provide data
	Article 313 - Total	0	0	0	0	0	0	
	CHAPTER 31 - TOTAL	2,598,553	2,532,805	4,898,090	4,898,090	6,072,399	6,072,399	
32	EFSA SCIENTIFIC COOPERATION							
321	EFSA Grants & Procurement							
3210	EFSA Grants & Procurement	7,870,209	7,108,510	11,489,899	7,286,004	22,288,794	11,736,430	Regulation (EC) 178/2002 and in particular Article 36 and its amendments as per Regulation (EU) 2019/1381 Article 1, in particular Article 32(d) and Implementing rules under Regulation 2230/2004. This appropriation is intended to cover scientific cooperation with Member States organisations and outsourcing via grants or procurement of scientific studies (including verification studies), scientific services, preparatory work, evaluations or reports or trainings. Outsourcing via grants or procurement is also framed by the relevant sectorial legislations and the relevant provisions of the Financial Regulation.
	Article 321 - Total	7,870,209	7,108,510	11,489,899	7,286,004	22,288,794	11,736,430	
322	Scientific Cooperation meetings							
3220	Scientific Cooperation meetings	53,475	53,475	22,916	22,916	351,459	351,459	Regulation 178/2002 and in particular articles 23, 27 and 36. This appropriation is intended to cover direct costs of the Advisory forum and Focal point sub-groups (e.g. discussion groups) as well as the international and interagency cooperation meetings, meetings with national bodies, knowledge-sharing and capacity building meetings and other meetings linked to the articles above.
	Article 322 - Total	53,475	53,475	22,916	22,916	351,459	351,459	
323*	Pre-accession and European Neighbourhood Programmes							
3230	Pre-accession programme	0	0	0	0	PM	PM	Regulation (EC) 178/2002 and in particular Article 49. This appropriation is intended to cover the cost of activities of the Authority for which special subsidies / funding was made available in the light of facilitating the participations of these countries in the work program of the authority
3231	ENPI (European Neighbourhood programme)	0	0	0	0	PM	PM	Regulation (EC) 178/2002 and in particular Article 49. This appropriation is intended to cover the cost of activities of the Authority for which special subsidies / funding was made available in the light of facilitating the participations of these countries in the work program of the authority
	Article 323 - Total	0	0	0	0	0	0	
	CHAPTER 32 - TOTAL	7,923,684	7,161,985	11,512,815	7,308,920	22,640,253	12,087,889	
34	COMMUNICATIONS							
341	Risk Communication							
3410	Risk Communication, Web management, communication activities and materials	1,116,141	916,593	2,405,250	2,405,250	4,849,200	4,849,200	Regulation (EC) 178/2002 and in particular Articles 22, 23 (j) and 40 and its amendments as per Regulation (EU) 2019/1381 Article 1, in particular Articles 38 and 39 (par.1). This appropriation is intended to cover the cost of communication activities (including conceptualisation, production, dissemination, evaluation), communication material and communication/publication platforms including the cost related to development, hosting and maintenance of the website and other online communication platforms and cost of EFSA Journal Editorial Advisory Board. It covers also the cost of media subscriptions, paid-for media visits, meetings and events. It also covers consultancy, subscriptions, tools and services related to the above described activities.
	Article 341 - Total	1,116,141	916,593	2,405,250	2,405,250	4,849,200	4,849,200	
342	External Relations							

Title Chapter Article Item	Heading 2021	Budget 2019 executed commitments	Budget 2019 executed payments	Budget 2020 Commitments	Budget 2020 Payments	Draft Budget 2021 Commitments	Draft Budget 2021 Payment Forecast	Budget comments
3420	External Relations	176,741	131,576	991,204	991,204	605,000	605,000	Regulation (EC) 178/2002 and in particular Article 22, 23 (j) and 42. This appropriation is intended to cover costs for the development and enhancement of external relations with stakeholders, European institutions, EU agencies, national and local authorities. It covers also the cost of meetings and events, consultancy and services related to the areas above described.
	Article 342 - Total	176,741	131,576	991,204	991,204	605,000	605,000	
	CHAPTER 34 - TOTAL	1,292,882	1,048,169	3,396,454	3,396,454	5,454,200	5,454,200	
35	HORIZONTAL OPERATIONS							
350	Operational IT Systems							
3500	Operational IT Systems	5,405,550	3,382,488	11,913,474	11,913,474	16,008,000	16,008,000	This appropriation is intended to cover the Information Technology support to the scientific and communication activities at large. This encompasses technology management cost in the fields of Data collection and Data formats (amended Regulation (EC) 178/2002 as per Regulation (EU 2019/1381) Article 1, in particular Article 39f), Expert services, Networking of organisation, application in the regulated product area, risk assessment, management of studies (amended Regulation (EC) 178/2002 as per Regulation (EU 2019/1381) Article 1, in particular Article 32b) , communication and outreach
3501	Multiannual operational IT projects	0	60,400	0	60,400	0	38,116	This appropriation is intended to cover Information Technology cost for multiannual transformation projects to support the scientific and communication activities at large. This encompasses the technology management costs supporting projects in the fields of Data collection and Data formats (amended Regulation (EC) 178/2002 as per Regulation (EU 2019/1381) Article 1, in particular Article 39f), Expert services, Networking of organisation, application in the regulated product area, risk assessment and management of studies (amended Regulation (EC) 178/2002 as per Regulation (EU 2019/1381) Article 1, in particular Article 32b), communication and outreach.
	Article 350 - Total	5,405,550	3,442,888	11,913,474	11,973,874	16,008,000	16,046,116	
351	Operational support							
3511	Translation, Interpretation, Linguistic Proofreading and Editing	197,000	126,487	190,000	190,000	200,000	200,000	Regulation (EC) 178/2002 and in particular Article 40. This appropriation is intended to cover cost of translations, including payments made to the Translations Centre in Luxembourg for all texts directly connected with the implementation of the Authority's work programme. It also covers fees and travel expenses of free-lance interpreters and conference operators including the reimbursement of services provided by Commission interpreters for all meetings directly connected with the implementation of the Authority's work programme. It also covers the proofreading and editing of all public documents at large.
3512	Library	579,843	493,925	620,000	620,000	750,000	750,000	This appropriation is intended to cover the cost of the purchase of books, documents and other non-periodic publications and the updating of existing volumes required by Authority departments. Subscriptions to newspapers, specialist periodicals, journals, papers, statistics, various bulletins, the cost of subscriptions and access to electronic information services and external data bases and the acquisition of electronic media (CD-ROMs, etc.), other specialized publications and library services.
3513	Mission of staff related to operational duties	712,000	695,752	110,123	110,123	355,000	355,000	Staff Regulations of officials of the European Communities, and in particular Article 11 to 13 of Annex VII thereto. This appropriation is intended to cover expenditure on travel expenses, the payment of daily mission allowances and ancillary or exceptional expenses incurred in carrying out missions, including off-site meetings, by Authority staff covered by the Staff Regulations and by national or international experts or officials seconded to the Authority, if the justification for such a mission is linked to the performance of operational tasks.
3514	Shuttles and prepaid travels for experts and shuttle for staff related to operational duties	1,689,472	1,652,504	446,701	446,701	792,000	792,000	This appropriation is intended to cover the cost of connecting the seat of the Authority in Parma to the airports for staff going on operational missions, experts and visiting experts for the same purpose. This appropriation is also intended to cover the prepaid travel for experts. It also covers ad-hoc interurban transports.
3515	Catering	n/a	n/a	6,329	6,329	15,685	15,685	This appropriation covers catering services mainly for scientific meetings, including maintenance facilities. It also covers cost of water dispensers situated in the building.

Title Chapter Article Item	Heading 2021	Budget 2019 executed commitments	Budget 2019 executed payments	Budget 2020 Commitments	Budget 2020 Payments	Draft Budget 2021 Commitments	Draft Budget 2021 Payment Forecast	Budget comments
	Article 351 - Total	3,178,315	2,968,668	1,373,153	1,373,153	2,112,685	2,112,685	
352	Conference & outreach							
3520	Conferences, outreach and representation cost	563,725	492,199	751,693	751,693	1,292,500	1,292,500	This appropriation is intended to cover the costs related to Art 40 of (EC) 178/2002 regulation and in particular, but not exhaustively, the expenditure related to the organisation and participation to scientific or corporate conferences/events/public hearings and regular meeting with EU member states representatives and experts. It also covers expenditure on the Authority's obligations in respect of entertainment and representation. This expenditure may be incurred by authorized staff individually in the fulfilment of their duties and as part of the Authority's activities.
	Article 352 - Total	563,725	492,199	751,693	751,693	1,292,500	1,292,500	
353	Operational development, control and quality							
3530	Operational Development, Control and Quality	1,612,755	290,800	3,325,000	3,325,000	2,305,000	2,305,000	This appropriation is intended to cover the costs of commissioning studies and services geared to the scientific and business transformation and development of the strategy and prospective relevant to improving EFSA's value, effectiveness and efficiency. It also covers the cost to implement and maintain recognised quality standards and ISO recommendations and evaluations.
	Article 353 - Total	1,612,755	290,800	3,325,000	3,325,000	2,305,000	2,305,000	
354	Quality management							
3540	Quality Management	77,250	57,450	n/a	n/a	n/a	n/a	Budget line merged to line 3530 as of 2020
	Article 354 - Total	77,250	57,450	0	0	0	0	
	CHAPTER 35 - TOTAL	10,837,595	7,252,005	17,363,320	17,423,720	21,718,185	21,756,301	
	TITLE 3 - TOTAL	25,372,832	20,648,433	42,519,762	38,376,267	61,649,137	51,134,889	
	GRAND TOTAL	79,977,105	72,510,404	103,023,256	98,879,761	129,134,858	118,620,610	

*R0 credits

Schedule of payments due in subsequent financial years to meet budget commitments entered into in earlier financial years:

Under Title III, the contracts and grants launched under the Scientific Cooperation programme have execution spanning over several years. From 2017, also multiannual projects with IT component is managed as differentiated credits.

Year of origin	Forecasted payment year				
	2021	2022	2023	2024	2025
2014	148,200				
2015	137,500				
2016	857,089	55,000			
2017	465,394	277,073			
2018	996,354	134,687	103,477	9,477	
2019	1,981,231	133,045	315,640		
2020	4,240,948	1,209,624	245,500		125,000
Grand Total	8,826,716	1,809,429	664,617	9,477	125,000