II

(Acts whose publication is not obligatory)

DOCUMENTS ANNEXED TO THE GENERAL BUDGET OF THE EUROPEAN COMMUNITIES

Statement of revenue and expenditure of the European Centre for the Development of Vocational Training (Cedefop) for the financial year 1982

(82/69/EEC)

According to Article 9 of Council Regulation (EEC) No 1416/76 of 1 June 1976 on the financial provisions applying to the European Centre for the Development of Vocational Training [1], 'the statement of revenue and expenditure of the Centre and the list of posts shall be published for information purposes in the *Official Journal of the European Communities,* at the same time as the budget of the Communities'.

Amounts relating to 1982 and 1981 in this budget document are expressed in ECU and those relating to 1980 in European units of account (EUA), unless otherwise indicated.

[1] OJ No L 164, 24. 6. 1976, p. 1.

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REVENUE

Summary

Chapter	Heading	Financial year 1982	Financial year 1981	Financial year 1980
Chap. 1	*EEC subsidy*	4 000 000	3 730 000	2 767 589,88
Chap. 2	*Miscellaneous revenue*	6 000	6 000	23 218,23
	GRAND TOTAL	**4 006 000**	**3 736 000**	**2 790 808,11**

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CHAPTER 1 — EEC SUBSIDY

CHAPTER 2 — MISCELLANEOUS REVENUE

Article Item	Heading	Financial year 1982	Financial year 1981	Financial year 1980
	CHAPTER 1			
1 00	***EEC subsidy***	4 000 000	3 730 000	2 767 589,88
	CHAPTER 1 — TOTAL	4 000 000	3 730 000	2 767 589,88
	CHAPTER 2			
2 00	***Proceeds of the sale of movable and immovable property***	p.m.	p.m.	0,—
2 10	***Letting and hiring***	p.m.	p.m.	0,—
2 20	***Revenue from and allowances for services rendered against payment***	p.m.	p.m.	0,—
2 30	***Reimbursement of various expenses***	1 000	1 000	12 986,43
2 40	***Gifts and legacies***	p.m.	p.m.	0,—
2 50	***Income from investments, bank interest and other revenue***	5 000	5 000	10 231,80
2 51	***Exchange rate gains***	p.m.	p.m.	0,—
	CHAPTER 2 — TOTAL	6 000	6 000	23 218,23
	GRAND TOTAL	**4 006 000**	**3 736 000**	**2 790 808,11**

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CHAPTER 1 — EEC SUBSIDY

CHAPTER 2 — MISCELLANEOUS REVENUE

Article Item	Remarks
1 00	Pursuant to Article 11 (2) of Council Regulation (EEC) No 337/75 of 10 February 1975 setting up a European Centre for the Development of Vocational Training (OJ No L 39, 13. 2. 1975, p. 1), a subsidy allocated to the Centre is entered in the general budget of the European Communities. The revenue shown corresponds to the amount of the subsidy provided (see Article 6 3 2 of Part B of Section III of the general budget).
2 30	This amount concerns the reimbursement of petty expenses (private telephone calls, etc.).
2 50	This amount is bank interest estimated to accrue to the Centre.
2 51	In accordance with the provisions of Article 22 (c) of the Financial Regulation of 21 December 1977, the net loss or gains will be registered. Thus, only in the case of a positive balance at the end of each financial year will it be necessary to establish a revenue order.

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EXPENDITURE

General summary of appropriations (1982 and 1981) and outturn (1980)

Chapter	Heading	Appropriations 1982	Appropriations 1981	Outturn 1980
Chap. 1	Staff	2 050 000	1 918 000	1 526 179,58
Chap. 2	Administrative expenses	505 000	363 000	325 525,74
Chap. 3	Operating expenditure	1 451 000	1 455 000	939 102,79
Chap. 9	Expenditure not specifically provided for	p.m.	p.m.	0,—
	GRAND TOTAL	**4 006 000**	**3 736 000**	**2 790 808,11**

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CHAPTER 1 — STAFF

Article Item	Heading	Appropriations 1982	Appropriations 1981	Outturn 1980
	CHAPTER 1			
1 10	***Staff holding a post provided for in the list of posts***			
1 10 0	Basic salaries	1 182 000	1 047 000	642 496,82
1 10 1	Family allowances	119 000	85 000	57 146,13
1 10 2	Expatriation allowances	145 000	120 000	70 406,93
	Article 1 10 — Total	1 446 000	1 252 000	770 049,88
1 11	***Other staff***			
1 11 2	Local staff	110 000	110 000	70 857,56
1 13	***Employers' social security contributions***	200 000	150 000	121 567,82
1 14	***Miscellaneous allowances and grants***			
1 14 0	Childbirth allowances and death grants	1 000	1 000	264,94
1 14 1	Travel expenses for annual leave	24 000	30 000	16 789,24
	Article 1 14 — Total	25 000	31 000	17 054,18

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CHAPTER 1 — STAFF

Article Item	Remarks
1 10	
1 10 0	This appropriation is for basic salaries of the staff, as listed in the attached table, based on the actual regulations and on the probable adjustments.
1 10 1	Pursuant to the regulations applicable to the staff of the Centre, the family allowances comprise: (a) head of household allowance: 5 % of the basic salary (Article 6 of Annex IV); (b) dependent child allowance (Article 7 of Annex IV); (c) education allowance (Article 8 of Annex IV).
1 10 2	The expatriation allowance is equal to 16 % of the aggregate of the basic salary, the head of household allowance and the dependent child allowance (Article 10 of Annex IV to the regulations applicable to the staff of the Centre).
1 11	
1 11 2	This appropriation is intended to cover the salaries and employers' social security contributions of local staff. The appropriation will cover the emoluments of: — one Hausmeister/driver, — one telephone operator, — three staff for general utility purposes, including conference duties.
1 13	This appropriation is intended to cover employers' national social security contributions (Article 38 (1) of the regulations applicable to the Centre) or employers' contributions towards the insurance costs borne by the Centre pursuant to Article 38 (2).
1 14	These allowances or grants are provided for in particular in the regulations applicable to the staff of the Centre:
1 14 0	— grants pursuant to Articles 39 and 40,
1 14 1	— flat-rate payment provided for in Article 15 of Annex IV.

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CHAPTER 1 — STAFF *(cont'd)*

Article Item	Heading	Appropriations 1982	Appropriations 1981	Outturn 1980
1 15	***Overtime***	400	400	0,—
1 16	***Salary weightings***	– 21 000	– 7 400	127 589,31
1 17	***Supplementary services***			
1 17 0	Freelance interpreters and conference officers	70 000	100 000	241 824,83
1 17 2	Other services and work sent out for translation and typing	45 000	70 000	41 906,32
	Article 1 17 — Total	115 000	170 000	283 731,15
1 20	***Miscellaneous expenditure on staff recruitment***	2 500	10 000	6 179,99
1 21	***Travel expenses***	200	3 500	152,10
1 22	***Installation, resettlement and transfer allowances***	23 900	40 000	13 535,07
1 23	***Removal expenses***	12 000	20 000	15 306,68
1 24	***Temporary daily subsistence allowances***	3 000	6 000	1 462,04
1 25	***Allowances for staff placed on non-active status, retired in the interests of the service or dismissed***	p.m.	p.m.	0,—
1 30	***Mission expenses, duty travel expenses and other ancillary expenses***	110 000	110 000	81 760,27
1 40	***Special assistance grants***	p.m.	p.m.	0,—

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CHAPTER 1 — STAFF *(cont'd)*

Article Item	Remarks
1 15	Pursuant to the arrangements laid down in Annex II to the regulations applicable to the staff of the Centre, overtime worked by staff in category C shall entitle him/her to compensatory leave or to remuneration. The same applies to local staff, when overtime is not offset by time off.
1 16	As a result of the decision taken by the Council, a negative appropriation for weighting in the Federal Republic of Germany applies.
1 17	
1 17 0	Appropriation intended to cover the fees and travel expenses of freelance interpreters and conference technicians including the reimbursement of services provided by Commission interpreters, for meetings not directly connected with the Centre's work programme.
1 17 2	This appropriation is intended for the employment of temporary staff and to cover the costs of translation, reproduction (plans, drawings, graphs) and typing work sent out.
1 20	Appropriation to cover travel and subsistence expenses of candidates called upon to fill a vacant post and expenditure for medical examinations upon recruitment.
1 21	Appropriation for the reimbursement of travelling expenses due to the official upon taking up his duties, leaving the Centre or being transferred. It also covers the travelling expenses of members of his family.
1 22	Appropriation to cover: — installation allowance (Article 11 of Annex IV to the regulations applicable to the staff of the Centre), — resettlement allowance (Article 12 of Annex IV to the regulations applicable to the staff of the Centre), due to an official when he is obliged to change residence after taking up his appointment or when transferred to a new place of work or when he ends his service with the Centre and resettles in a new place.
1 23	Appropriation to cover the reimbursement of removal expenses due to officials (Article 16 of Annex IV to the regulations applicable to the staff of the Centre).
1 24	Appropriation for the payment of temporary daily subsistence allowances (Article 17 of Annex IV to the regulations applicable to the staff of the Centre).
1 30	Appropriation to cover mission expenses for Centre staff.

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CHAPTER 1 — STAFF *(cont'd)*

CHAPTER 2 — ADMINISTRATIVE EXPENSES

Article Item	Heading	Appropriations 1982	Appropriations 1981	Outturn 1980
1 42	***Restaurants and canteens***	p.m.	p.m.	0,—
1 43	***Medical service***	7 000	6 500	4 963,76
1 44	***Language courses, refresher courses and further vocational training***	16 000	16 000	11 969,77
1 49	***Other expenditure***	p.m.	p.m.	0,—
	CHAPTER 1 — TOTAL	2 050 000	1 918 000	1 526 179,58
	CHAPTER 2			
2 10	***Rent***			
2 10 0	Rent	p.m.	p.m.	0,—
2 10 1	Deposits	p.m.	p.m.	0,—
	Article 2 10 — Total	p.m.	p.m.	0,—
2 11	***Insurance***	1 500	1 000	1 206,76
2 12	***Water, gas, electricity, heating***	60 000	63 700	41 071,30
2 13	***Cleaning and maintenance***	71 000	63 000	47 499,99
2 14	***Fitting out of premises***	130 000	p.m.	0,—
2 15	***Security and surveillance of the building***	p.m.	p.m.	0,—
2 19	***Other expenditure***	4 100	4 100	2 713,36

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CHAPTER 1 — STAFF *(cont'd)*

CHAPTER 2 — ADMINISTRATIVE EXPENSES

Article Item	Remarks
1 43	Appropriation to cover expenses for compulsory yearly medical examinations of the staff (Article 30 (2) of the regulations applicable to the staff of the Centre).
1 44	This budgetary item is intended to cover the financial contribution of the Centre to the costs of refresher and other courses attended by members of the staff.
2 11	This appropriation is intended to cover the various insurance contracts for the building Berlin 15, Bundesallee 22.
2 12	This appropriation covers current expenditure.
2 13	This appropriation covers costs for cleaning the occupied premises and keeping them in good order (rooms, lift, heating system, air-conditioning, electricity and water).
2 14	Appropriation to cover non-recurrent expenditure for the urgent repair of the courtyard/garage roof.
2 19	Appropriation to cover other current expenditure for the building not specifically provided for, in particular taxes and road charges, sanitation, removal of refuse, chimney-sweeping charges, etc.

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CHAPTER 2 — ADMINISTRATIVE EXPENSES *(cont'd)*

Article Item	Heading	Appropriations 1982	Appropriations 1981	Outturn 1980
2 20	***Office machinery***			
2 20 0	Initial equipment	1 400	4 000	5 810,13
2 20 1	Renewal	1 500	p.m.	0,—
2 20 3	Maintenance, use and repair	3 000	3 000	1 976,10
	Article 2 20 — Total	5 900	7 000	7 786,23
2 21	***Furniture***			
2 21 0	Initial equipment	4 000	12 000	29 909,89
2 21 1	Renewal	p.m.	p.m.	0,—
2 21 3	Maintenance, use and repair	500	200	48,16
	Article 2 21 — Total	4 500	12 200	29 958,05
2 22	***Technical equipment and installations***			
2 22 0	Initial equipment	1 000	1 000	39 134,93
2 22 1	Renewal	p.m.	p.m.	0,—
2 22 2	Hire	35 000	33 000	25 300,95
2 22 3	Maintenance, use and repair	4 500	4 000	3 514,08
	Article 2 22 — Total	40 500	38 000	67 949,96
2 23	***Transport equipment***			
2 23 0	Initial equipment	p.m.	p.m.	0,—
2 23 1	Renewal	p.m.	p.m.	0,—
2 23 2	Hire	500	500	0,—
2 23 3	Maintenance, use and repair	2 400	2 400	1 373,28
	Article 2 23 — Total	2 900	2 900	1 373,28
2 25	***Documentation and library expenditure***			
2 25 0	Library expenses, purchase of books	400	400	0,—

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CHAPTER 2 — ADMINISTRATIVE EXPENSES *(cont'd)*

Article Item	Remarks
2 20	
2 20 0	Appropriation to cover the purchase and maintenance of office equipment essential for the satisfactory conduct of internal business affairs.
2 20 1	See remarks against Item 2 20 0.
2 20 3	See remarks against Item 2 20 0.
2 21	
2 21 0	Appropriation to cover furnishing, its repair and maintenance.
2 21 1	See remarks against Item 2 21 0.
2 21 3	See remarks against Item 2 21 0.
2 22	
2 22 0	Appropriation to cover the cost of further purchase of technical equipment.
2 22 2	Appropriation to cover the hire of technical equipment (e.g. a small computer for the accounting office, reproduction equipment, projectors and video-recorders).
2 22 3	Appropriation to cover the maintenance and repair costs of technical equipment and installations, in particular interpretation equipment.
2 23	
2 23 2	Appropriation to cover the hiring of motor vehicles when the need arises (conferences, etc.).
2 23 3	This appropriation is intended to cover the cost of running and maintaining the official vehicle.

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CHAPTER 2 — ADMINISTRATIVE EXPENSES *(cont'd)*

Article Item	Heading	Appropriations 1982	Appropriations 1981	Outturn 1980
2 25	*(cont'd)*			
2 25 2	Subcriptions to newspapers and periodicals	6 000	4 500	4 071,59
2 25 4	Binding and storage of library books	400	400	195,53
	Article 2 25 — Total	6 800	5 300	4 267,12
2 30	***Stationery and offices supplies***	26 000	20 000	19 470,56
2 31	***Postal charges and telecommunications***			
2 31 0	Postage on correspondence and delivery charges	20 000	15 000	13 704,35
2 31 1	Telephone, telegraph, telex, radio, television	40 000	40 000	32 739,25
	Article 2 31 — Total	60 000	55 000	46 443,60
2 32	***Financial charges***			
2 32 0	Bank charges	p.m.	p.m.	1 825,20
2 32 1	Exchange rate losses	p.m.	p.m.	0,—
	Article 2 32 — Total	p.m.	p.m.	1 825,20
2 33	***Legal expenses***	p.m.	p.m.	0,—
2 34	***Damages***	p.m.	p.m.	0,—
2 39	***Other administrative expenditure***			
2 39 0	Miscellaneous insurance	3 500	3 400	2 678,96
2 39 1	Uniforms and working clothes	300	200	196,72

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CHAPTER 2 — ADMINISTRATIVE EXPENSES *(cont'd)*

Article Item	Remarks
2 25	*(cont'd)*
2 25 2	Appropriation to cover the cost of subscriptions to newspapers, technical journals, official journals, parliamentary papers, various bulletins and other specialized publications.
2 25 4	Appropriation to cover the cost of binding and other expenditure necessary for the preservation of books and publications.
2 30	Appropriation to cover the cost of photocopying, supplies for the reproduction equipment, paper, office supplies.
2 31	
2 31 0	Appropriation to cover expenditure for postal and delivery charges and for the delivery of parcels.
2 31 1	Appropriation to cover fixed rental costs, the cost of communications, maintenance fees and the repair and maintenance of equipment.
2 32	
2 32 1	Appropriation to cover exchange rate losses incurred by the Centre in the fulfilment of its budget commitments, in so far as these losses cannot be offset against exchange rate gains.
2 39	
2 39 0	Appropriation to cover various insurances (e.g. injury to third parties, burglary, etc.).
2 39 1	Appropriation to cover the purchase, care and cleaning of uniforms and working clothes.

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CHAPTER 2 — ADMINISTRATIVE EXPENSES *(cont'd)*

CHAPTER 3 — OPERATING EXPENDITURE

Article Item	Heading	Appropriations 1982	Appropriations 1981	Outturn 1980
2 39	*(cont'd)*			
2 39 3	Departmental removals	200	200	7,77
2 39 4	Petty expenses	2 000	2 000	3 316,74
	Article 2 39 — Total	6 000	5 800	6 200,19
2 40	***Entertainment and representation expenses***	5 800	5 000	4 097,58
2 50	***Management board meetings***	65 000	65 000	37 657,15
2 51	***Formal and informal meetings***	p.m.	p.m.	0,—
2 70	***Publications***	15 000	15 000	6 005,41
	CHAPTER 2 — TOTAL	505 000	363 000	325 525,74
	CHAPTER 3			
3 00	***Establishment of operational documentation***	100 000	34 000	10 081,91
3 01	***Dissemination of information***	300 000	288 300	431 388,77
3 02	***Projects on the development and coordination of research work***			
3 02 0	Meeting expenses	230 000	354 000	254 568,26 (1)

(1) Expenditure for the whole of Article 3 02.

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CHAPTER 2 — ADMINISTRATIVE EXPENSES *(cont'd)*

CHAPTER 3 — OPERATING EXPENDITURE

Article Item	Remarks
2 39	*(cont'd)*
2 39 3	Appropriation to cover the costs of moving furniture/equipment within the building.
2 39 4	Appropriation to cover other administrative expenditure not specifically provided for.
2 40	Appropriation to cover representation expenses.
2 50	Appropriation to cover operating expenses of the management board and the select committee, also informal meetings of members of the management board, including travel and subsistence expenses and the hiring of meeting rooms.
2 70	Appropriation to cover publishing expenses not covered in Chapter 3, in particular expenses for the publication of the revenue and expenditure of the Centre in the *Official Journal of the European Communities* according to Article 9 of the financial provisions applying to the Centre.
3 00	This appropriation is intended to cover the costs involved in setting up an information and documentation system judged to be essential for the satisfactory conduct of the business of the Centre.
3 01	This appropriation is to cover the cost of preparing, editing, publishing a Community bulletin on vocational training, the annual report, and other publications of the Centre, including costs of typing, printing, distribution and other freelance services.
3 02	
3 02 0	This appropriation covers the costs of preparing, holding and follow-up of expert meetings, working groups and conferences which serve to: — establish clear objectives for the various activities pursued by the Centre, — ensure that there is a follow-up to these activities, — take stock of the lessons to be drawn, including costs of freelance typing, printing and reproduction.

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CHAPTER 3 — OPERATING EXPENDITURE *(cont'd)*

CHAPTER 9 — EXPENDITURE NOT SPECIFICALLY PROVIDED FOR

Article Item	Heading	Appropriations 1982	Appropriations 1981	Outturn 1980
3 02	*(cont'd)*			
3 02 1	Interpretation expenses	220 000	236 000	
	Article 3 02 — Total	450 000	590 000	254 568,26
3 03	***Pilot studies and projects***	350 000	247 900	243 063,85
3 04	***Translation expenses***	251 000	294 800	
	CHAPTER 3 — TOTAL	1 451 000	1 455 000	939 102,79
	CHAPTER 9			
9 90	***Expenditure not specifically provided for***	p.m.	p.m.	0,—
	CHAPTER 9 — TOTAL	p.m.	p.m.	0,—
	GRAND TOTAL	**4 006 000**	**3 736 000**	**2 790 808,11**

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CHAPTER 3 — OPERATING EXPENDITURE *(cont'd)*

CHAPTER 9 — EXPENDITURE NOT SPECIFICALLY PROVIDED FOR

Article Item	Remarks
3 02	*(cont'd)*
3 02 1	Appropriation intended to cover the fees, travel expenses and daily allowances of freelance interpreters and conference technicians including the reimbursement of services provided by Commission interpreters, for all meetings connected with the implementation of the Centre's work programme.
3 03	This appropriation permits the conclusion of study contracts and the evaluation of experimental measures and pilot projects in accordance with the work programme, including costs of freelance typing.
3 04	This appropriation is to cover costs of freelance translations connected with the implementation of the Centre's work programme, including the costs of freelance typing.

CEDEFOP

List of posts 1982

Category and grade	Posts authorized for 1981	New posts	Posts authorized for 1982
Director	1	—	1
Deputy director	2	—	2
A 5	10 (1)	—	10 (1)
A 6	5 (2)	—	5 (2)
A 7	3	—	3
A 8	—	—	—
Total	21	—	21
B 1	1	+1	2
B 3	2	—	2
B 5	3	—	3
Total	6	+1	7
C 1	1	—	1
C 2	1	—	1
C 3	8	—	8
C 5	2	—	2
Total	12	—	12
D 2	—	—	—
D 4	—	—	—
Total	—	—	—
Grand Total	**39**	**+1**	**40**

(1) Including four translators.
(2) Including three translators.