

European Union Agency for Network and Information Security

MB DECISION | 12 | 2017

European Union Agency for Network and Information Security

of the Management Board
of the European Union Agency for Network
and Information Security (ENISA)
adopting the Amending Budget 1/2017

THE MANAGEMENT BOARD OF ENISA,

Having regard to Regulation (EU) No 526/2013 of the European Parliament and of the Council of 21 May 2013 concerning the European Union Agency for Network and Information Security and repealing Regulation (EC) No 460/2004 and in particular Article 19 and Article 10 (2) thereof;

Having regard to the Decision No MB/2014/1 WP of the Management Board of the European Union Agency for Network and Information Security (ENISA) on the financial regulation applicable to the European Union Agency for Network and Information Security in conformity with the Commission Delegated Regulation (EU) No 1271/2013 of 30 September 2013 on the framework financial regulation for the bodies referred to in Article 8 of Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council;

Having Regard to:

Art.27, paragraph 1 of the Financial Regulation (FR) of ENISA adopted on 07.02.2014 which stipulates that:

"The executive Director may transfer appropriations:

- (a) From one title to another up to a maximum of 10% of the appropriations for the year shown on the line from which transfer is made;
- (b) From one chapter to another and from one article to another without limit"

Art.27, paragraph 2 of the FR stipulates that: "Beyond the limit referred in paragraph 1, the Executive Director may propose to the Management Board and to Executive Board, transfers of appropriations from one title to another. The Management Board shall have three weeks to oppose such transfers. After that time-limit they shall deemed to be adopted."

Art.27, paragraph 4 of the FR stipulates that: "The Executive Director shall inform the Management Board as soon as possible of all transfers made"



Art.33, paragraph 8 of the same FR stipulates that: "The budget of the Agency and the establishment plan together with the programming documents referred to in Article 32 shall be adopted by the Management Board."

Art.34 of the FR stipulates that:" Any amendment to the budget of the Agency, including the establishment plan, shall be the subject of an amending budget adopted by the same procedure as the initial budget of the Agency, in accordance with the provisions of the constituent act and Article 33 of this Regulation."

Whereas Annex 1 contains an explanatory Note to the Management Board on amending Budget 1/2017 and budgetary transfers implemented in 2017.

Whereas the adoption of the proposed Amending Budget 01/2017 serves the following objectives:

- 1) To apply a decrease to the amount of Revenue item 200; Contributions from Associated Countries, due to the difference of 29.702,00 Euros between the amount provisionally budgeted (282.679,00 Euros) and the final amount (252.977,00 Euros) which was received by ENISA.
- 2) To apply a decrease to the amount of revenue item 300; Subsidy from the Ministry of Transports of Greece, due to differences of 73.738,26 Euros between the amount provisionally budgeted for (640.000,00 Euros, equal to the maximum amount provided for the in the decision of the Hellenic Republic to finance the lease of ENISA premises), and the final amount (566.261,74 Euros) ENISA was required to pay as an annual lease for its premises, according to the valid lease agreement for its office. The decrease in the revenues on ENISA is directly linked to the rent expenditure, leading to a respective decrease of 73.738,26 Euros in item 2000; Rent of buildings, on the Expenditure side of the Budget.
- 3) To apply an increase of 33.986,75 Euros in the revenue item 400; Administrative Operations. The final amount of revenue from Administrative Operations consist of:
 - a) The amount of 14.976,58 Euros for service provided to the European Parliament
 - b) The amount of 9.250,00 Euros received in 2017 on a cot recovery basis, for assisting BEREC Office in fulfilling its obligation under Articles 46 and 47 of its FR, on execution of ex-post controls and 6.000,00 Euros received in 2017 on a cost recovery basis, for providing BEREC Office with data storage back-up services.
 - c) The amount of 3.760,17 Euros to be received from the external audit company Mazaar for services not delivered.
 - The amount of the increase from point 1 and 2, is incorporated as an increase of 4.284,75 Euros in expenditure item 2307; Service External.
- 4) To transfer from Title II to Title I the amount of 14.638,30 Euros and from Title II to Title III the amount of 48.408,20 Euros, in order to facilitate the funding of Title I activities which may not have been provided for initially, but were deemed essential (e.g External Accounting consultancy, extra schooling and education expenditure, increase of Mission Budget Line).
- 5) To demonstrate in a transparent manner, in a separate column, the effect of the transfers authorised by the Executive Director during the year 2017, pursuant to Article 27(4) of the FR of ENISA, after the adoption of the Initial Budget 2017 by the Management Board.



Article 1

Has decided to adopt the Amending Budget as per 1 to 5 above.

Article 2 Entry into force

This Decision shall enter into force on the date of its adoption.

Article 3 Publication

- 1. The full text of this Decision shall be published on the ENISA web site within four weeks from the date of its adoption.
- 2. A summary of the current amending budget shall be published by the Agency in the Official Journal of the European Union within three months from the date of the adoption of this Decision.

Done by written procedure on 15 December 2017

On behalf of the Management Board,

[signed] Jean Baptiste Demaison

Chair of the Management Board of ENISA



ANNEX 1

Explanatory Note to the Management Board on amending Budget 1/2017 and budgetary transfers implemented in 2017.

1. Legal References:

- Art.27, paragraph 1 of the Financial Regulation (FR) of ENISA adopted on 07.02.2014 stipulates that:
 - "The executive Director may transfer appropriations:
 - (c) From one title to another up to a maximum of 10% of the appropriations for the year shown on the line from which transfer is made;
 - (d) From one chapter to another and from one article to another without limit"
- Art.27, paragraph 2 of the FR stipulates that: "Beyond the limit referred in paragraph 1, the
 Executive Director may propose to the Management Board and to Executive Board, transfers of
 appropriations from one title to another. The Management Board shall have three weeks to
 oppose such transfers. After that time-limit they shall deemed to be adopted."
- Art.27, paragraph 4 of the FR stipulates that: "The Executive Director shall inform the Management Board as soon as possible of all transfers made"
- Art.33, paragraph 8 of the same FR stipulates that: "The budget of the Agency and the
 establishment plan together with the programming documents referred to in Article 32 shall be
 adopted by the Management Board."
- Art.34 of the FR stipulates that:" Any amendment to the budget of the Agency, including the
 establishment plan, shall be the subject of an amending budget adopted by the same procedure
 as the initial budget of the Agency, in accordance with the provisions of the constituent act and
 Article 33 of this Regulation."



2. Justification for the Amending Budget 01/2017

The adoption of the proposed Amending Budget 01/2017 serves the following objectives:

- 1) To apply a decrease to the amount of Revenue item 200; Contributions from Associated Countries, due to the difference of 29.702,00 Euros between the amount provisionally budgeted (282.679,00 Euros) and the final amount (252.977,00 Euros) which was received by ENISA.
- 2) To apply a decrease to the amount of revenue item 300; Subsidy firm the Ministry of Transports of Greece, due to difference of 73.738,26 Euros between the amount provisionally budgeted for (640.000,00 Euros, equal to the maximum amount provided for the in the decision of the Hellenic Republic to finance the lease of ENISA premises), and the final amount (566.261,74 Euros) ENISA was required to pay as an annual lease for its premises, according to the valid lease agreement for its office. The decrease in the revenues on ENISA is directly linked to the rent expenditure, leading to a respective decrease of 73.738,26 Euros in item 2000; Rent of buildings, on the Expenditure side of the Budget.
- 3) To apply an increase of 33.986,75 Euros in the revenue item 400; Administrative Operations. The final amount of revenue from Administrative Operations consist of:
 - a) The amount of 14.976,58 Euros for service provided to the European Parliament
 - b) The amount of 9.250,00 Euros received in 2017 on a cot recovery basis, for assisting BEREC Office in fulfilling its obligation under Articles 46 and 47 of its FR, on execution of ex-post controls and 6.000,00 Euros received in 2017 on a cost recovery basis, for providing BEREC Office with data storage back-up services.
 - c) The amount of 3.760,17 Euros to be received from the external audit company Mazaar.

The amount of the increase from point 1 and 2, is incorporated as an increase of 4.284,75 Euros in expenditure item 2307; Service External.

- 4) To transfer from Title II to Title I the amount of 14.638,30 Euros and from Title II to Title III the amount of 48.408,20 Euros, in order to facilitate the funding of Title I activities which may not have been provided for initially, but were deemed essential (e.g External Accounting consultancy, extra schooling and education expenditure, increase of Mission Budget Line).
- 5) To demonstrate in a transparent manner, in a separate column, the effect of the transfers authorised by the Executive Director during the year 2017, pursuant to Article 27(4) of the FR of ENISA, after the adoption of the Initial Budget 2017 by the Management Board.



3. Amending Budget 1/2017 effect on appropriations

The allocation of appropriations among Titles according to the proposed Amending Budget 01/2017 is as follows:

		Am	ending Budget 01/2017			
Budget	Initial	Transfer 1 to 6	Amendment of	Transfer as part	AB 01/2017 effect	Appropriation
Title	Appropriations	authorised by ED	appropriations due to	of AB 01/2017	on Budget 2017	2017 after AB
	2017		revenue decrease			01/2017
Title I	6.387.979,00	0,00	0,00	14.638,30	14.638,30	6.402.617,30
Title II	1.770.700,00	-45.070,00	69.453,51	-63.046,50	-177.570,01	1.593.129,99
Title III	3.086.000,00	45.070,00	0,00	48.408,20	93.478,20	3.179.478,20
Total	11.244.679,00	0,00	69.453,51	0,00	-69.453,51	11.175,225,49

4. Information on budgetary transfers implemented in 2017

Pursuant to Art 24(4) of the ENISA FR, the Agency informs the Management Board of the budgetary transfers approved by the ED pursuant to Art. 27(1), on a periodic basis. Detailed justification of the budgetary transfers 1 to 6, approved in 2017, is enclosed in Annex A. The Budget 2017 evolution, in detail is enclosed as Annex B.

Signed

Ann Charlott

Head of Finance & Procurement



ANNEX A

Budgetary Transfers authorised by the Executive Director (ED) of ENISA in 2017

According to Article 27 of the Financial Regulation (FR) of ENISA, approved by the Management Board (MB) on 07 February 2014, the ED may make transfers among appropriations of the Budget for the financial year, within the limits specified in this Regulation and shall inform the MB as soon as possible of all transfers made. The ED hereby informs the MB members on the budgetary transfers he authorised in 2017 as specified further in the Annex II.

First budgetary transfer (22/02/2017)

The first budgetary transfer for the financial year 2017 was prepared according to:

The request for additional funds EUR 330.000 to the BL 1420 "Interim Services" in order to cover the vacant posts by Interims Agent until the vacant posts were filled.

Second budgetary transfer (03/05/2017)

The second budgetary transfer for the financial year 2017 was prepared according to:

The request for additional funds EUR 3.000 to the BL 3021 "Other Operational meetings" in order to cover the needs for caterings during trainings.

The request from COD2, to transfer 1.500 Euros from B03660-C1-ENSA O.4.2.1.COD2 to B2017-B03640-C1-ENSA O.2.2.5U2.COD2 - Privacy enchanting technologies.

Third budgetary transfer (09/06/2017)

The first budgetary transfer for the financial year 2017 was prepared according to:

The request for additional funds EUR 256.691 to the BL 1420 "Interim Services" in order to cover the vacant posts by Interims Agent until the vacant posts were filled.

The request of CSS unit for additional funds EUR 15.000 to the BL 3211 "Internal Communication" in order to cover the ENISA gathering.

The request of COD unit for additional funds EUR 6.000 to the BL 3630 "Expertise" and EUR 1.000 to the BL 3650 "Capacity"

Fourth budgetary transfer (13/07/2017)

The fourth budgetary transfer for the financial year 2017 was prepared according to:



The request for additional funds EUR 6.615 to the BL 2004 "Cleaning and Maintenance" in order to cover the new contract for cleaning.

The request for additional funds EUR 8.000 to the BL 2008 "Other Expenditure on buildings" in order to cover the new building rent from August till September included.

The request for additional funds EUR 2.500 to the BL 2121 "Maintenance and Repairs of transport equipment" in order to cover the insurance and maintenance of the new vehicle.

The request for additional funds EUR 8.000 to the BL 2200 "Stationary" for some orders pending to be executed.

The request for additional funds EUR 7.000 to the BL 2203 "Other Office supplies" for some orders pending to be executed.

The request for additional funds EUR 8.000 to the BL 3001 "Meetings of Official Bodies" in order to prepare October Management Board meeting.

The request for additional funds EUR 14.700 to the BL 3200 "Horizontal Operational meetings" in order to prepare the HLE and Industry event.

Fifth budgetary transfer (10/10/2017)

The fifth budgetary transfer for the financial year 2017 was prepared according to:

The request for additional funds from HR:

EUR 45.122,01 to the BL 1110 "Contract Agents" in order to cover salaries till the end of the year;

EUR 34.000 to the BL 1200 "Travel Expenses in interviewing candidates" in order to cover interviews till the end of the year;

EUR 9.000 to the BL 1411 "Other welfare expenditure" in order to cover welfare expenditures till the end of the year;

EUR 1.260 to the BL 1421 "Consultants" in order to cover external accounting company;

EUR 15.000 to the BL 2200 "Stationary" in order to purchase toners;

EUR 3.000 to the BL 2201 "Postage and delivery charges" in order to postage costs;

EUR 30.000 to the BL 2304 "Service Transitions" in order to cover various purchases are to be done such as Network for East wing, Auditorium audio visual improvements, VMware upgrades, Hardware;

EUR 8.000 to the BL 2305 "Service Operations" in order to cover Renewal of licenses;

EUR 108.864 to the BL 3016 "Missions" in order to cover mission costs;



EUR 45.000 to the BL 3200 "Horizontal Operational meetings" in order to cover PSG meeting and other projects.

Sixth budgetary transfer (15/11/2017)

The sixth budgetary transfer for the financial year 2017 was prepared according to:

The request for additional funds from HR:

EUR 10.000 to the BL 1100 "Basic Salaries" in order to cover salaries till the end of the year including reclassification, coefficient corrector and salary increase;

EUR 100.000 to the BL 1110 "Contract Agents" in order to cover salaries till the end of the year including reclassification, coefficient corrector and salary increase;

EUR 80.867 to the BL 3016 "Missions" in order to cover mission costs;

EUR 18.000 to the BL 3200 "Horizontal Operational meetings" in order to cover PSG meeting as higher than forecasted.



ANNEX B: Summary table: Evolution of Budget 2017 – detailed by Transfers approved by the ED

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