

DECISION No 18/2018

**OF THE ADMINISTRATIVE BOARD OF THE AGENCY FOR THE
COOPERATION OF ENERGY REGULATORS**

of 13 December 2018

**on the adoption of the budget and of the establishment plan of the Agency for the
Cooperation of Energy Regulators for the financial year 2019**

THE ADMINISTRATIVE BOARD OF THE AGENCY FOR THE COOPERATION OF
ENERGY REGULATORS,

Having regard to Regulation (EC) No 713/2009 of the European Parliament and of the Council of 13 July 2009 establishing an Agency for the Cooperation of Energy Regulators and, in particular, Articles 1(1), 3 and 23(5) thereof,

Having regard to Decision No 22/2013 of the Administrative Board of the Agency for the Cooperation of Energy Regulators of 12 December 2013 on the adoption of the Financial Regulation of the Agency for the Cooperation of Energy Regulators, and, in particular, Articles 26, 33(8), 35, 36, 37 and 38 thereof,

Having regard to Decision No 04/2018 of the Administrative Board of the Agency for the Cooperation of Energy Regulators of 28 March 2018 on the estimate of revenue and expenditure and the establishment plan of the Agency for the Cooperation of Energy Regulators for the financial year 2019, and, in particular Article 1, thereof,

Whereas:

- (1) Following Decision No 04/2018 of the Administrative Board of the Agency for the Cooperation of Energy Regulators (hereinafter referred to as the 'Administrative Board') adopted the draft budget and the establishment plan for the financial year 2019.
- (2) In accordance with Article 23(5) of Regulation (EC) No 713/2009 and Article 33(8) of Decision AB No 22/2013, the budget of the Agency for the Cooperation of Energy Regulators (hereinafter referred to as the 'Agency') together with the establishment plan shall be drawn up and adopted by the Administrative Board, and becomes definitive after the adoption of the general budget of the European Union. Where necessary, the budget and the establishment plan should be adjusted accordingly.
- (3) The general budget of the European Union for the financial year 2019 has been adopted by the budgetary authority on 12 December 2018. As part of the budget, the budgetary authority also adopted the establishment plan of the Agency.
- (4) The budget for the financial year 2019 of the Agency, must therefore be aligned to the general budget of the European Union.

- (5) It is appropriate that the Administrative Board adopts the budget and the establishment plan of the Agency for financial year 2019,

HAS ADOPTED THIS DECISION:

Article 1

The budget for financial year 2019 of the Agency and the establishment plan, as detailed in Annex I and Annex II respectively, are hereby adopted.

Article 2

This Decision shall enter into force on the day following its adoption.

Done at Ljubljana, 13 December 2018.

For the Administrative Board

The Chair

Dr. R. JORDAN

Annex I

Title Chapter Article Item	Heading	EU subsidy	Assigned revenue 2017 surplus	Budget 2019	Remarks
9	REVENUE				
90	ANNUAL INCOME				
901	Subsidy from the EU general budget			15,853,496	
902	Others			293,657	
903	Bank interest			p.m.	
	CHAPTER 9 0 — TOTAL			16,147,153	
	TITLE 9 — TOTAL			16,147,153	
	GRAND TOTAL			16,147,153	
	EXPENDITURE				
1	EXPENDITURE RELATING TO STAFF AND RESOURCES				
11	STAFF IN ACTIVE EMPLOYMENT				
110	Temporary staff holding a post provided in the establishment plan				
1100	Basic salaries and correction	4,477,138	82,931	4,560,069	Staff Regulations of officials and Conditions of employment of other servants of the European Communities, and in particular Articles 62 and 66 thereof. This appropriation is intended to cover basic salaries and corrections for temporary staff.
1101	Family allowances	628,751	11,646	640,397	Staff Regulations of officials of the European Communities, and in particular Articles 62, 67 and 68 thereof and section I of Annex VII thereto. This appropriation is intended to cover the household, dependent child and education allowances for temporary staff
1102	Expatriation and foreign residence allowances	745,686	13,812	759,499	Staff Regulations of officials of the European Communities, and in particular Articles 62 and 69 thereof and Article 4 of Annex VII thereto. This appropriation is intended to cover the expatriation and foreign-residence allowances for temporary staff.
	Article 1 1 0 — Total	5,851,575	108,390	5,959,965	

Title Chapter Article Item	Heading	EU subsidy	Assigned revenue 2017 surplus	Budget 2019	Remarks
111	Other agents				
1110	Contract agents	1,252,422	23,199	1,275,621	Conditions of employment of other servants of the European Communities, and in particular Article 4 and Title IV thereof. This item is intended to cover the remuneration and the employer's share of social security contributions for contract agent staff.
1111	Seconded National Experts	187,787	3,478	191,265	Various Seconded National Experts are placed at ACER to fulfil the need for assistance to the agency's work programme. This appropriation includes their daily and monthly allowances
	Article 1 1 1 — Total	1,440,209	26,677	1,466,886	
112	Further training, retraining and information for staff				
1120	Training and information for staff	171,817	3,183	175,000	Staff Regulations of officials of the European Communities, and in particular the third paragraph of Article 24 a) thereof. This also includes costs related to missions for training events and trainer expenses.
	Article 1 1 2 — Total	171,817	3,183	175,000	
113	Insurance against sickness, accidents and unemployment				
1130	Insurance against sickness	179,279	3,321	182,600	Staff Regulations of officials of the European Communities, and in particular Article 72 thereof. Rules on sickness insurance for officials of the European Communities, and in particular Article 23 thereof. This appropriation is intended to cover the employer's contribution and the official's contribution of the basic salary.
1131	Insurance against accidents and occupational disease	21,305	395	21,700	Staff Regulations of officials of the European Communities, and in particular Article 73 thereof. This appropriation is intended to cover the employer's contribution to insurance against accidents and occupational disease (0,875 % of the basic salary).
1132	Unemployment insurance for temporary staff	72,933	1,351	74,284	Council Regulation (ECSC, EEC, Euratom) No 2799/85 of 27 September 1985 amending the Staff Regulations of officials of the European Communities and the Conditions of employment of other servants of the European Communities. This appropriation is intended to insure temporary staff against unemployment.
	Article 1 1 3 — Total	273,518	5,066	278,584	

Title Chapter Article Item	Heading	EU subsidy	Assigned revenue 2017 surplus	Budget 2019	Remarks
114	Miscellaneous allowances and grants				
1140	Birth and death grants	998	18	1,016	Staff Regulations of officials of the European Communities, and in particular Articles 70, 74 and 75 thereof. This appropriation is intended to cover: — the childbirth grant, — Death allowances payable in the event of the death of an official.
1141	Annual travel expenses from the place of work to origin	81,515	1,510	83,025	Staff Regulations of officials of the European Communities, and in particular Article 8 of Annex VII thereto. This appropriation is intended to cover the payment to staff members in each calendar year of a sum equivalent to the cost of travel from the place of employment to the place of origin for themselves and, if they are entitled to the household allowance, for the spouse and dependants.
1142	Schooling fees	279,817	5,183	285,000	This appropriation is intended to cover the additional schooling fees incurred by staff members for their children's education.
	Article 1 1 4 — Total	362,330	6,711	369,041	
115	Overtime				
1150	Overtime	42,451	786	43,237	Staff Regulations of officials of the European Communities, and in particular Article 56 thereof and Annex VI thereto. This appropriation is intended to cover flat-rate payments or hourly-rate payments for overtime worked by temporary agents in categories AST 1 - AST4 whom it has not been possible to compensate by flexi-hours and compensation of duty officers.
	Article 1 1 5 — Total	42,451	786	43,237	
116	Expenses on entering and leaving the service and on transfer				
1160	Expenditure related to Recruitment	61,069	1,131	62,200	Staff Regulations of officials of the European Communities, and in particular Articles 27 to 31 and 33 thereof. This appropriation is intended to cover the expenditure involved in recruitment procedures.
1161	Travel expenses taking up duty	7,364	136	7,500	Staff Regulations of officials of the European Communities, and in particular Articles 2 and 71 thereof and Article 7 of Annex VII thereto. This appropriation is intended to cover the travel expenses of staff (including members of their families) entering or leaving the service.

Title Chapter Article Item	Heading	EU subsidy	Assigned revenue 2017 surplus	Budget 2019	Remarks
1162	Installation, resettlement and transfer allowances	53,040	982	54,023	Staff Regulations of officials of the European Communities, and in particular Articles 20 and 71 thereof and Article 9 of Annex VII thereto. This appropriation is intended to cover the removal costs of staff obliged to change residence after taking up their appointment or when transferred to a new place of work or when they definitively cease their duties and settle elsewhere.
1163	Temporary daily subsistence allowances	77,563	1,437	79,000	Staff Regulations of officials of the European Communities, and in particular Articles 20 and 71 thereof and Article 10 of Annex VII thereto. This appropriation is intended to cover the daily subsistence allowances due to staff able to prove that they were obliged to change their place of residence after taking up their duties (including transfer).
	Article 1 1 6 — Total	199,036	3,687	202,723	
117	Supplementary services				
1170	Supplementary clerical and interim services	422,697	7,830	430,527	This appropriation is intended to cover the services provided by interim agents employed to cover staffing needs where the establishment plan does not cover requirements as well as traineeship expenditure.
1171	Administrative Assistance	126,567	2,344	128,911	This appropriation is intended to cover the administrative assistance received from PMO in processing the salaries of temporary agents and contract agents, maintenance of the electronic personal files database, accounting services, administrative projects and budget publication in the EU Official Journal.
1172	Trainees	147,272	2,728	150,000	This appropriation is intended to cover the costs of traineeship for the Agency.
	Article 1 1 7 — Total	696,536	12,902	709,438	
	CHAPTER 1 1 — TOTAL	9,037,471	167,403	9,204,874	
12	MISSIONS AND DUTY TRAVEL				
120	Mission expenses, travel expenses and incidental expenditure				
1200	Mission expenses Administrative staff	39,273	727	40,000	This appropriation is intended to cover expenditure related to mission of the Administrative department.

Title Chapter Article Item	Heading	EU subsidy	Assigned revenue 2017 surplus	Budget 2019	Remarks
1201	Mission expenses - Director	29,454	546	30,000	This appropriation is intended to cover expenditure related to the missions of the Director.
1202	Mission expenses Director office staff	29,454	546	30,000	This appropriation is intended to cover expenditure related to missions of the Director office staff.
	Article 1 2 0 — Total	98,181	1,819	100,000	
	CHAPTER 1 2 — TOTAL	98,181	1,819	100,000	
13	SOCIOMEDICAL INFRASTRUCTURE				
130	Medical service				
1300	Medical services and equipment	51,059	946	52,005	Staff Regulations of officials of the European Communities, and in particular Article 59 thereof and Article 8 of Annex II plus purchase of medical supplies and equipment.
	Article 1 3 0 — Total	51,059	946	52,005	
	CHAPTER 1 3 — TOTAL	51,059	946	52,005	
14	SOCIAL SERVICES				
140	Social services				
1400	Special assistance grants			p.m	This item is intended to cover assistance in the form of cash which may be granted to an official, former official or survivors of a deceased official who find themselves in difficult circumstances.
1401	Social welfare of staff	23,564	436	24,000	This appropriation is intended to cover expenditure by the Agency on the social welfare activities of its staff, including schooling informative events.
	Article 1 4 0 — Total	23,564	436	24,000	
141	Staff Committee				
1410	Staff Committee	16,200	300	16,500	This appropriation is intended to cover the costs such as missions or other administration costs of the Staff Committee representing the staff of ACER.
	Article 1 4 1 — Total	16,200	300	16,500	
	CHAPTER 1 4 — TOTAL	39,763	737	40,500	
	TITLE 1 — TOTAL	9,226,475	170,904	9,397,379	

Title Chapter Article Item	Heading	EU subsidy	Assigned revenue 2017 surplus	Budget 2019	Remarks
2	AGENCY'S BUILDING AND ASSOCIATED COSTS				
20	AGENCY'S PREMISES COSTS				
200	Rental costs				
2000	Rent	644,496	11,938	656,434	This appropriation is intended to cover the rental costs of ACER premises.
2001	Removal costs	11,782	218	12,000	This appropriation is intended to cover the costs related to the removal of furniture and equipment to new premises.
	Article 2 0 0 — Total	656,278	12,156	668,434	
201	Utilities and Services				
2010	Utilities	157,090	2,910	160,000	This appropriation is intended to cover the utility costs like: water, gas, electricity, waste collection.
2011	Cleaning and maintenance	161,999	3,001	165,000	This appropriation is intended to cover the costs of cleaning and maintenance of the premises.
	Article 2 0 1 — Total	319,089	5,911	325,000	
202	Insurance				
2020	Insurance	11,782	218	12,000	This appropriation is intended to cover the insurance policy premiums including insurance of the building occupied by ACER and its assets.
	Article 2 0 2 — Total	11,782	218	12,000	premiums including insurance of the building occupied by ACER and its assets.
203	Security of buildings and persons				
2030	Security and surveillance of buildings	93,272	1,728	95,000	This appropriation is intended to cover expenditure on buildings connected with security and safety in particular loss, theft, unauthorized use or access, and other internal or external threats.
2031	Health and safety at work	2,945	55	3,000	This appropriation is intended to cover for the costs of health and safety issues at the work place.
	Article 2 0 3 — Total	96,218	1,782	98,000	
204	Other expenditure on buildings				
2040	Other expenditure on buildings	19,636	364	20,000	This item is intended to cover expenditures on buildings, renovations and refurbishment including the upgrade and maintenance of existing facilities.
2041	Audio & Video equipment-maintenance			p.m.	This appropriation is intended to cover the repair and maintenance costs of audio/video equipment.
	Article 2 0 4 — Total	19,636	364	20,000	
	CHAPTER 2 0 — TOTAL	1,103,003	20,431	1,123,434	

Title Chapter Article Item	Heading	EU subsidy	Assigned revenue 2017 surplus	Budget 2019	Remarks
21	DATA PROCESSING				
210	Equipment, data processing equipment and operating costs				
2100	Consumables	9,818	182	10,000	This appropriation is intended to cover the cost of consumables.
2101	Software	29,454	546	30,000	This appropriation is intended to cover the purchase/licensing of software.
2102	Subscriptions IT	294,544	5,456	300,000	This appropriation is intended to cover the subscription costs to various support services and shared applications such as ABAC, Business Objects, ABAC Assets etc. including the maintenance of equipment.
2103	Disaster recovery site	44,182	818	45,000	This appropriation is intended to cover the expenditure related to the establishment and maintenance of a disaster recovery site.
	Article 2 1 0 — Total	377,998	7,002	385,000	
	CHAPTER 2 1 — TOTAL	377,998	7,002	385,000	
22	MOVABLE PROPERTY AND ASSOCIATED COSTS				
221	Purchase, hire, maintenance and repair of furniture				
2210	Purchase of furniture	9,818	182	10,000	This appropriation is intended to cover the purchase of furniture.
	Article 2 2 1 — Total	9,818	182	10,000	
222	Transportation				
2220	Transportation costs	171,817	3,183	175,000	This appropriation is intended to cover the costs of parking, cabs and hire of vehicles.
	Article 2 2 2 — Total	171,817	3,183	175,000	
223	Documentation and library expenditure				
2230	Library Acquisitions	124,690	2,310	127,000	This appropriation is intended to cover the purchase of hard copies or electronic material, e.g. books, reference works or CD's etc. to support and strengthen the knowledge of the agency.
	Article 2 2 3 — Total	124,690	2,310	127,000	
	CHAPTER 2 2 — TOTAL	306,326	5,674	312,000	

Title Chapter Article Item	Heading	EU subsidy	Assigned revenue 2017 surplus	Budget 2019	Remarks
23	CURRENT ADMINISTRATIVE EXPENDITURE				
230	Stationery and office supplies				
2300	Stationery and office supplies	29,454	546	30,000	This appropriation is intended to cover the purchase of paper and office supplies.
	Article 2 3 0 — Total	29,454	546	30,000	
231	Financial charges				
2310	Bank charges	98	2	100	This appropriation is intended to cover bank charges in relation to the bank accounts hold by the agency.
	Article 2 3 1 — Total	98	2	100	
232	Legal expenses				
2320	Legal expenses	63,818	1,182	65,000	This appropriation is intended to cover legal costs and the services of lawyers or other experts.
2321	Expert consultations - MIT	0	0	-	This appropriation is intended to cover the expert consultation costs of the MIT and MSC departments.
2322	Expert consultations - Gas	78,545	1,455	80,000	This appropriation is intended to cover the expert consultation costs of the Gas department.
2323	Expert consultations - Electricity	78,545	1,455	80,000	This appropriation is intended to cover the expert consultation costs of the Electricity department.
2324	Expert consultations - Administration	52,036	964	53,000	This appropriation is intended to cover the expert consultation costs of the Administration department.
2325	External audit expenses	10,737	199	10,936	This appropriation is intended to cover the expenses with the external audit of the Agency's accounts.
2326	Information security	44,182	818	45,000	This appropriation is intended to cover expenditure related to security of information for the Agency.
2327	Expert consultations - MSC	24,545	455	25,000	This appropriation is intended to cover the expert consultation costs of the MSC department.
2328	Data protection	29,454	546	30,000	This appropriation is intended to cover the expenditure with data protection in the Agency.
	Article 2 3 2 — Total	381,863	7,073	388,936	

Title Chapter Article Item	Heading	EU subsidy	Assigned revenue 2017 surplus	Budget 2019	Remarks
233	Other operating expenditure				
2330	Administrative Board meetings	33,382	618	34,000	This appropriation is intended to cover the costs for the members of the Administrative Board participating to meetings during the year.
2331	Board of Regulators meetings	80,509	1,491	82,000	This appropriation is intended to cover the costs for the members of the Regulatory Board participating to meetings during the year.
2332	Board of Appeal	127,439	2,361	129,800	This appropriation is intended to cover the costs of the Board of Appeal related to meetings, legal and technical expertise and secretarial support.
2333	External Participants to meetings	7,855	145	8,000	This appropriation is intended to cover the costs of external participants to meetings organised by ACER.
2334	EU Agencies Network	3,927	73	4,000	This appropriation is intended to cover the costs of participating the EU agencies network.
	Article 2 3 3 — Total	253,112	4,688	257,800	
	CHAPTER 2 3 — TOTAL	664,527	12,309	676,836	
24	COMPUTER INFRASTRUCTURE TELECOMMUNICATION AND POSTAGE				
240	Postal charges				
2400	Postal charges	8,836	164	9,000	This appropriation is intended to cover expenditure on postal and delivery charges, including parcels.
	Article 2 4 0 — Total	8,836	164	9,000	
241	Telecommunications				
2410	Telecommunications subscriptions and charges	73,636	1,364	75,000	This appropriation is intended to cover all telecom related running costs, including fixed lines, mobile telephones and Internet access.
	Article 2 4 1 — Total	73,636	1,364	75,000	
242	Equipment and Computer infrastructure				
2420	Hardware and other equipment	78,545	1,455	80,000	This appropriation is intended to cover the purchase of hardware and other equipment for Agency's employees.
	Article 2 4 2 — Total	78,545	1,455	80,000	
	CHAPTER 2 4 — TOTAL	161,017	2,983	164,000	
	TITLE 2 — TOTAL	2,612,871	48,399	2,661,270	

Title Chapter Article Item	Heading	EU subsidy	Assigned revenue 2017 surplus	Budget 2019	Remarks
3	OPERATIONAL EXPENDITURE				
30	REPRESENTATION EXPENSES				
300	Entertainment and Representation expenses				
3000	Representation expenses - Director office	2,455	45	2,500	This appropriation is intended to cover costs relating to representation on behalf of ACER.
3001	Representation expenses - Administration	491	9	500	This appropriation is intended to cover costs relating to representation on behalf of ACER.
3002	Representation expenses - Electricity	982	18	1,000	This appropriation is intended to cover costs relating to representation on behalf of ACER.
3003	Representation expenses - MIT	982	18	1,000	This appropriation is intended to cover costs relating to representation on behalf of ACER.
3004	Representation expenses - Gas	982	18	1,000	This appropriation is intended to cover costs relating to representation on behalf of ACER.
3005	Representation expenses - MSC	982	18	1,000	This appropriation is intended to cover costs relating to representation on behalf of ACER.
	Article 3 0 0 — Total	6,873	127	7,000	
	CHAPTER 3 0 — TOTAL	6,873	127	7,000	
31	OPERATIONAL MISSIONS				
310	Missions				
3100	Operational Missions - Gas Department	58,909	1,091	60,000	This appropriation is intended to cover costs of missions related to operational issues of the Gas department.
3101	Operational Missions - Electricity Department	58,909	1,091	60,000	This appropriation is intended to cover costs of missions related to operational issues of the Electricity department.
3102	Operational Missions - MIT	44,182	818	45,000	This appropriation is intended to cover costs of missions related to operational issues of the MIT department.
3103	Operational Missions - MSC	24,545	455	25,000	This appropriation is intended to cover costs of missions related to operational issues of the MSC department.
	Article 3 1 1 — Total	186,545	3,455	190,000	
	CHAPTER 3 1 — TOTAL	186,545	3,455	190,000	
32	STAKEHOLDER INVOLVEMENT, PUBLIC RELATIONS AND WEBSITE				
320	Stakeholder Involvement, Public Relations & Website				
3200	Public hearings, workshops, conferences	68,727	1,273	70,000	This appropriation is intended to cover the cost of public relations activities including workshops organised by ACER.
3201	Website set-up and maintenance	49,091	909	50,000	This appropriation is intended to cover the costs of setting-up and maintenance of the website as primary communication tool with external party in the co-operation process.

Title Chapter Article Item	Heading	EU subsidy	Assigned revenue 2017 surplus	Budget 2019	Remarks
3202	Publications, information material	37,800	700	38,500	This appropriation is intended to cover the cost of promotional material informing the public on ACER's activities and any reports production and distribution.
	Article 3 2 0 — Total	155,617	2,883	158,500	
	CHAPTER 3 2 — TOTAL	155,617	2,883	158,500	
33	TRANSLATIONS				
330	Translation of documents				
3300	Translation at CDT	221,894	4,110	226,004	This appropriation is intended to cover the translation of materials or other operational needs of ACER.
	Article 3 3 0 — Total	221,894	4,110	226,004	
	CHAPTER 3 3 — TOTAL	221,894	4,110	226,004	
34	PROFESSIONAL INDEMNITY				
340	Liability Insurance				
3400	Insurance	6,873	127	7,000	This appropriation is intended to cover the liability insurance costs.
	Article 3 4 0 - Total	6,873	127	7,000	
	CHAPTER 3 4 - TOTAL	6,873	127	7,000	
35	REMIT OPERATIONS				
350	REMIT Operations				
3500	Infrastructure, hardware licenses, deployment, service desk and operations	1,718,174	31,826	1,750,000	This appropriation is intended to cover the expenditure related to REMIT infrastructure.
3501	Software maintenance, development, testing and software licenses	785,451	14,549	800,000	This appropriation is intended to cover the expenditure related to REMIT software maintenance and developments.
3502	Surveillance and BI tools customisation, licenses and consultancy	687,270	12,730	700,000	This appropriation is intended to cover the expenditure related to REMIT surveillance tools.
3503	Studies, technical writing, coordination, QA and information security	245,453	4,547	250,000	This appropriation is intended to cover the expenditure related to studies and information security.
3504	REMIT hardware	0	0	p.m.	This appropriation is intended to cover the costs related to IT hardware purchase for REMIT.
	Article 3 5 0 - Total	3,436,348	63,652	3,500,000	
	CHAPTER 3 5 - TOTAL	3,436,348	63,652	3,500,000	
	TITLE 3 — TOTAL	4,014,149	74,355	4,088,504	
	GRAND TOTAL	15,853,496	293,657	16,147,153	

Annex II

Establishment plan of the Agency for the Cooperation of Energy Regulators			
Function group and grade	2019	2018	2017
	Authorised under the Union budget	Authorised under the Union budget	Authorised under the Union budget
	Temporary posts	Temporary posts	Temporary post
AD 16			
AD 15	1	1	1
AD 14			
AD 13	1		
AD 12	3	4	4
AD 11	5	5	5
AD 10	1		
AD 9	6	5	4
AD 8	10	11	11
AD 7	7	8	10
AD 6	12	10	7
AD 5	9	11	11
AD total	55	55	53
AST 11			
AST 10			
AST 9			
AST 8			
AST 7			
AST 6	1	1	1
AST 5	2	2	4
AST 4	6	4	4
AST 3	3	5	6
AST 2			
AST 1			
AST total	12	12	15
Total staff	67	67	68